

**SENATE FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE  
ADDITIONAL BUDGET ESTIMATES 2005-06 (13 FEBRUARY 2006)  
DEPARTMENT OF THE SENATE**

**ANSWERS TO QUESTIONS ON NOTICE**

**QUESTION: P5**

SENATOR FAULKNER:

1. How many school students visit Canberra each year under the Parliamentary subsidy scheme?

**Answer:** The number of school students who visit *Parliament House* under the Parliamentary visit subsidy scheme (i.e. the CVP) for the last two financial years are, or are estimated to be, as follows:

In 2004-05: 18,741

In 2005-06: it is anticipated that approximately 20,000 students will visit Parliament House under the CVP by 30 June 2006

The enclosed tables include all PEO visitor numbers, the extracted CVP component by State and the expenditure of CVP funds by State for 2004-05 (**Attachment 1**) and 2005-06 (**Attachment 2**).

2. Where do these students come from, broken down by electorate?

**Answer:** The enclosed table (**Attachment 3**) includes the origin of CVP students by electorate and by State for 2005-06.

3. When was the last time there was a review of the criteria for determining when the subsidy applies?

**Answer:** The timeline of significant CVP reviews follows:

**1989** - The Citizenship Visits Program (CVP) commenced as a Pilot Scheme to assist secondary school students travelling more than 1000 kilometres to visit Canberra to visit the Parliament. The program started as an initiative of Mr Dawkins, the then Minister for Employment, Education and Training.

**1990** - Eligibility was extended, by then Commonwealth Department of Education, to year 7 primary students in those states with a year 8-12 secondary curriculum.

**1991** - Responsibility for the CVP was passed to the Presiding Officers.

**1993** - The subsidy was extended to all final year primary school students.

The rates were:

- For students travelling between 1000 and 2000 kilometres - \$50
- For students travelling between 2000 and 3000 kilometres - \$100
- For students travelling more than 3000 kilometres - \$200

**1995** - a major review of the program was undertaken and the guidelines were strengthened to stipulate that the distances be determined using the latest Robinson's Road Atlas (at that time the 1996 edition) and to stipulate that CVP applications must be approved prior to the visit taking place. As well, the guidelines were strengthened to ensure that groups coming for other cultural or sporting events would not be eligible for the subsidy. This decision was taken to ensure that the limited funding was allocated to target groups.

**2000** - The guidelines were amended to include small rural schools who visit Canberra once every 2 years. This provided for students in the second last year of primary school, which would then form part of a composite group with final year primary school students.

**2004** – The rates have been changed from time to time to assist as many students as possible. The current rates are:

- For students travelling between 1000 and 2000 kilometres - \$40
- For students travelling between 2000 and 3000 kilometres - \$110
- For students travelling more than 3000 kilometres - \$230

As well students who are home schooled and who provide details of their registration with their State/Territory education departments are eligible for funding if they participate in the total program by making arrangements to join a school group which can include their final year primary or secondary students.

## **Additional Information**

### **A. Background**

The Citizenship Visits Program (CVP) is a long running, since 1989, per capita subsidy payment (on a sliding scale depending on distance), administered by the House Departments to provide assistance to students travelling long distances (more than 1000 km) to visit the Parliament. A central qualifying element of the program is participation in a PEO program. The PEO delivers parliamentary education services, via a professionally developed one hour role play, to students and teachers visiting Parliament House whether or not they are eligible to access the CVP subsidy. For those who cannot attend the PEO continues to grow a national 'reach' program.

In 2004-05 CVP students represented approximately 22.8% of the total number of school students taking the PEO program at Parliament House. In 2005-06, it is expected, at the time of writing, that this figure will be approximately 24%.

The payment is a subsidy; it is not meant to meet all travel costs. The expenditure of CVP in 2004-05 reached approximately \$1.3 million and in 2005-06 is expected to be over \$1.4 million.

### **B. CVP Administration**

The office of the Serjeant-at-Arms in the Department of the House of Representatives is responsible for the administration of CVP. This responsibility includes the booking of students into Parliament House tours and hospitality, bookings for the PEO program and the allocation, monitoring and reporting of the CVP fund. This office also provides a

service to Members and Senators (on request for Senators) advising impending visits to Parliament House from schools from their electorate or state.

The PEO teaches whom-ever is booked into the program.

The Department of the House of Representatives and the Department of the Senate share the funding of the CVP.

### **C. Limits to CVP and general PEO programs**

- As booking places filled CVP funding was exhausted prior to end of financial year in both 2004-05 and 2005-06.
- Space in the building for delivering PEO programs is limited – of 2418 classes taken in 2004-05, only 51% enjoyed a secure booking in the Education Centre (the reserved Senate Committee room 1S1). The remaining 49% of bookings were sought from committee rooms and alcoves etc., where last minute room cancellations during sitting weeks are common. The same occurred in 2005-06.

## 2004/2005 PEO Program Attendance

State/Territory	Classes Taught (Groups)	% all Classes	Students	% all Students
NSW	1382	57.1%	49592	60.5%
QLD	358	14.8%	11175	13.6%
VIC	389	16.1%	13524	16.5%
SA	87	3.6%	2237	2.8%
WA	84	3.5%	1986	2.4%
TAS	29	1.2%	780	0.9%
NT	14	0.6%	253	0.3%
ACT	71	2.9%	2394	2.9%
OTHER	4	0.2%	93	0.1%
<b>TOTAL</b>	<b>2418</b>	<b>100.0%</b>	<b>82034</b>	<b>100.0%</b>

## 2004/2005 CVP Participants in PEO Program

State/Territory	Classes Taught (Groups)	% all CVP Classes	Students	% all CVP Students	CVP Funds Expended by State	% of CVP Funds Expended by State
NSW	66	10.2%	2141	11.4%	\$ 86,970.00	6.7%
QLD	352	54.4%	10933	58.4%	\$ 502,840.00	38.6%
VIC	12	1.9%	378	2.0%	\$ 15,120.00	1.2%
SA	87	13.4%	2225	11.9%	\$ 91,380.00	7.0%
WA	86	13.3%	2045	10.9%	\$ 470,350.00	36.0%
TAS	30	4.6%	787	4.2%	\$ 86,570.00	6.6%
NT	14	2.2%	232	1.2%	\$ 50,840.00	3.9%
ACT	0	0.0%	0	0.0%	\$ -	0.0%
OTHER	0	0.0%	0	0.0%	\$ -	0.0%
<b>TOTAL</b>	<b>647</b> (26.7% of total PEO programs)	<b>100.0%</b>	<b>18741</b> (22.8% of total PEO programs)	<b>100.0%</b>	<b>\$ 1,304,070.00</b>	<b>100.0%</b>

1/7/2004 to 30/6/2005

## \* 2005/2006 PEO Program Attendance (at 15 Feb 2006)

State/Territory	Classes Taught (Groups)	% all Classes	Students	% all Students
NSW	1316	56.1%	46900	59.3%
QLD	372	15.9%	11934	15.1%
VIC	354	15.1%	12255	15.5%
SA	119	5.1%	3176	4.0%
WA	99	4.2%	2441	3.1%
TAS	40	1.7%	1083	1.4%
NT	15	0.6%	353	0.4%
ACT	28	1.2%	906	1.1%
OTHER	3	0.1%	67	0.1%
<b>TOTAL</b>	<b>2346</b>	<b>100.0%</b>	<b>79115</b>	<b>100.0%</b>

## 2005/2006 CVP Participants to PEO Program

State/Territory	Classes Taught (Groups)	% all CVP Classes	Students	% all CVP Students	CVP Funds Expended by State	% of CVP Funds Expended by State
NSW	55	8.0%	1668	8.3%	\$ 70,600.00	4.8%
QLD	367	53.3%	11349	56.3%	\$ 523,090.00	35.4%
VIC	6	0.9%	306	1.5%	\$ 10,640.00	0.7%
SA	109	15.8%	3052	15.2%	\$ 125,760.00	8.5%
WA	96	14.0%	2441	12.1%	\$ 558,210.00	37.8%
TAS	40	5.8%	970	4.8%	\$ 108,350.00	7.4%
NT	15	2.2%	353	1.8%	\$ 79,780.00	5.4%
ACT	0	0.0%	0	0.0%	\$ -	0.0%
OTHER	0	0.0%	0	0.0%	\$ -	0.0%
<b>TOTAL</b>	<b>688</b> (29.3% of PEO program)	<b>100.0%</b>	<b>20139</b> (24.2% of PEO program)	<b>100.0%</b>	<b>\$ 1,476,430.00</b>	<b>100.0%</b>

\* Figures for 2005-2006 Financial Year taken at **15 February 2006**. These figures are expected to rise, particularly the overall number of classes and students attending the PEO Program, towards a projected figure of 83 000 by 30-Jun-06

## Attachment 3

**CVP CLASSES  
BY ELECTORATE  
1/7/05 to 30/6/06**

(As at 15/2/06)

ELECTORATE	Number of SCHOOLS	Number of CLASSES	Number of STUDENTS
<b>Northern Territory</b>			
Lingiari	7	8	138
Solomon	4	7	215
*Adjustment			
<b>Total receiving CVP</b>	<b>11</b>	<b>15</b>	<b>353</b>
<b>Tasmania</b>			
Bass	7	9	167
Braddon	6	8	230
Dennison	9	16	502
Franklin	5	5	151
Lyons	2	2	34
*Adjustment			114
<b>Total receiving CVP</b>	<b>29</b>	<b>40</b>	<b>970</b>
<b>South Australia</b>			
Adelaide	6	9	272
Barker	23	26	710
Boothby	7	12	412
Grey	11	7	160
Hindmarsh	6	14	439
Kingston	2	2	80
Makin	3	4	122
Mayo	9	10	336
Port Adelaide	4	4	87
Sturt	4	8	218
Wakefield	6	13	360
*Adjustment			144
<b>Total receiving CVP</b>	<b>81</b>	<b>109</b>	<b>3052</b>
<b>Western Australia</b>			
Brand	4	5	150
Canning	5	7	195
Cowan	7	11	301
Curtin	8	11	257
Forrest	7	8	208
Fremantle	1	2	40

Hasluck	4	6	123
Kalgoorlie	10	9	462
Moore	6	7	235
O'Connor	9	10	219
Pearce	6	6	192
Perth	3	5	108
Stirling	3	5	146
Swan	2	2	53
Tangney	1	2	51
*Adjustment			299
<b>Total receiving CVP</b>	<b>76</b>	<b>96</b>	<b>2441</b>
<b>Queensland</b>			
Blair	16	19	614
Bonner	3	4	114
Bowman	7	17	640
Brisbane	7	11	340
Capricornia	7	10	250
Dawson	11	13	446
Dickson	4	7	263
Fadden	7	10	350
Fairfax	7	11	420
Fisher	10	20	629
Forde	8	14	435
Griffith	9	12	363
Groome	18	27	873
Herbert	2	2	49
Hinkler	3	4	97
Kennedy	8	8	183
Leichhardt	3	6	224
Lilley	7	10	333
Longman	6	8	272
Maranoa	23	25	718
McPherson	9	18	639
Moncreiff	10	22	732
Moreton	8	15	506
Oxley	5	12	392
Petrie	9	20	704
Rankin	8	17	620
Ryan	8	13	453
Wide Bay	8	12	317
*Adjustment			627
<b>Total receiving CVP</b>	<b>231</b>	<b>367</b>	<b>11349</b>
<b>New South Wales</b>			
Banks			
Barton			

Bennelong			
Berowra			
Blaxland			
Bradfield			
Calare			
Charlton			
Chifley			
Cook			
Cowper			
Cunningham			
Dobell			
Eden Monaro			
Farrer			
Fowler			
Gilmore			
Grayndler			
Greenway			
Gwydir			
Hughes			
Hume			
Hunter			
Kingsford Smith			
Lindsay			
Lowe			
Lyne			
Macarthur			
Mackellar			
Macquarie			
Mitchell			
New England			
Newcastle			
North Sydney			
Page	17	24	795
Parkes	3	4	105
Parramatta			
Paterson			
Prospect			
Reid			
Richmond	16	27	821
Riverina			
Robertson			
Shortland			
Sydney			
Throsby			
Warringah			
Watson			
Wentworth			
Werriwa			



*Adjustment			53
<b>Total receiving CVP</b>	<b>36</b>	<b>55</b>	<b>1668</b>
Victoria			
Aston			
Ballarat			
Batman			
Bendigo			
Bruce			
Calwell			
Casey			
Chisholm			
Corangamite			
Corio			
Deakin			
Dunkley			
Flinders			
Gellibrand			
Gippsland			
Goldstein			
Gorton			
Higgins			
Holt			
Hotham			
Indi			
Isaacs			
Jagajaga			
Kooyong			
Latrobe			
Lalor			
Mallee			
Maribyrong			
Mcewan			
McMillan			
Melbourne			
Melbourne Ports			
Menzies			
Murray			
Scullin			
Wannon	4	6	222
Wills			
*Adjustment			84
<b>Total receiving CVP</b>	<b>4</b>	<b>6</b>	<b>306</b>
ACT			
Canberra			
Fraser			

<b>TOTALS</b>			
NT	11	15	353
TAS	29	40	970
SA	81	109	3052
WA	76	96	2441
QLD	231	367	11349
NSW	36	55	1668
VIC	4	6	306
ACT			
*Adjustment			1321
<b>TOTAL RECEIVING CVP</b>	<b>468</b>	<b>688</b>	<b>20139</b>

\* **Adjustments** are a necessary figure reflecting the difference between the numbers of students/schools booked and the numbers who actually attend and receive the CVP subsidy.

## APPLICATION REQUIREMENTS

Schools wishing to take advantage of the CVP are required to apply to the Office of the Serjeant-at-Arms, House of Representatives, Parliament House, Canberra, ACT 2600 on telephone 1800 646 337.

To be eligible for the subsidy prior approval must be obtained. *Applications will NOT be accepted if received less than five clear working days before the visit is to take place.*

Applications will be dealt with in order of receipt until funds are exhausted. A limited waiting list will be kept in case of cancellations. Unsuccessful applications will be given priority for the following year.

## PAYMENT PROCEDURES

Payment of the subsidy will be on a reimbursement basis after travel has been undertaken. Payment will be approved by the Office of the Serjeant-at-Arms and made through the Department of the House of Representatives' Finance section. The Office of the Serjeant-at-Arms has to be satisfied that a school has participated in the required activities set out above before payment can be approved. A school may expect the funds to be deposited into their nominated bank account within ten working days of the receipt of its completed claim form.

Groups will be asked to complete a claim form indicating school(s) involved, point of departure, costs incurred for the trip to Canberra, and the names of eligible students. Claimants will be required to retain their receipts for a period of two years but

should not submit them unless requested to do so for audit purposes.

Funds should be used to reduce the costs for individual students. The full amount of the subsidy received (\$40, \$110 or \$230 as appropriate) is to be reimbursed to each student.

Bookings will only be accepted for the school which students visiting Parliament attend. In cases where school excursion groups comprise students from various schools, payment will be made to the school each student attends. Payment will not be made to one school for distribution to other schools.

## FURTHER INFORMATION

For bookings and further information please contact:

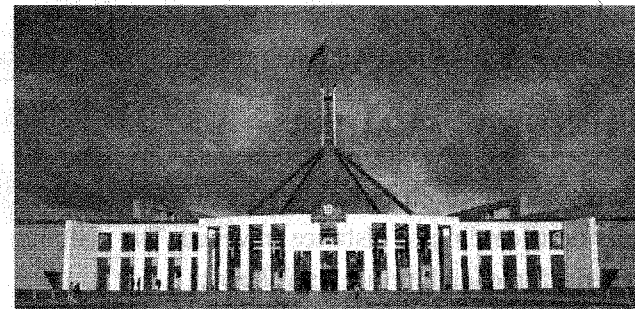
Office of the Serjeant-at-Arms  
House of Representatives  
Parliament House  
Canberra ACT 2600  
Telephone: 1800 646 337  
Facsimile: 02 6277 8416

1 January 2004



PARLIAMENT OF AUSTRALIA

# Citizenship Visits Program



## Guidelines

PARLIAMENT HOUSE  
CANBERRA ACT 2600

1 January 2004

## INTRODUCTION

The Citizenships Visits Program (CVP) provides for a per capita subsidy to final year/s primary school and secondary school students travelling long distances to visit the Parliament and other national institutions in Canberra.

The Program is funded jointly by the Departments of the Senate and the House of Representatives and is administered by the Serjeant-at-Arms' Office.

## OBJECTIVE

The objective of the Program is to provide financial assistance to final year/s primary school and secondary students from areas distant from Canberra to enable them to visit the national Parliament and take part in a program designed to enhance their understanding of the roles of the Houses and the parliamentary system of government.

## FUNDING AVAILABLE

Funds are allocated on a per student basis at rates varying according to distance travelled. The distance criteria for eligibility are as follows:

- ▶ schools located more than 1000 kilometres from Canberra – \$40 per student;
- ▶ schools located more than 2000 kilometres from Canberra – \$110 per student;
- ▶ schools located more than 3000 kilometres from Canberra – \$230 per student;

- ▶ all students from Tasmania regardless of distance from Canberra – \$110 per student. This amount has regard to the additional expense of the sea/air crossing.

Distances are to be calculated by road from Canberra using the most favourable travelling routes (not necessarily the shortest). For this purpose distances as given in the latest edition of Gregory's Road Atlas (currently 2001 edition) of Australia are to be used.

## ELIGIBILITY FOR FUNDING

To be eligible to receive the subsidy, students must be part of an organised school or school excursion group whose principle purpose for travelling to Canberra, or the Canberra district, is to visit the national Parliament and other national institutions. School groups whose principle purpose for visiting Canberra or the Canberra district is to engage in sporting or other cultural activities are not eligible for funding.

A student is only eligible to receive the subsidy once and the onus is on the school to ensure that each student for whom the subsidy is claimed has not, to the best of the school's knowledge, received the subsidy previously.

All final year primary school and secondary school students visiting Parliament House and meeting the criteria set out above are eligible for a subsidy. In addition, students in their second last year of primary school *may* be eligible for a subsidy if they are part of a composite group which also includes final year primary school students, where, for logistical reasons, the school involved does not visit Canberra every year.

Eligibility for the subsidy does not extend to overseas students attending Australian schools or to teachers or other adults accompanying the students.

To qualify for funding school groups must undertake to:

- ▶ visit at a time when the full range of programs is available (the program will not operate on weekends and public holidays in the ACT);
- ▶ take part in organised activities provided by the Parliament, spending a minimum of 2 hours in Parliament House. This should include:

- 1) a guided tour of the Parliament including the galleries of both Houses of Parliament;
- 2) an education program as arranged by the Parliament Education Office;

(both these programs can be booked through the Serjeant-at-Arms' office on 1800 646 337); and

- ▶ undertake at least one further approved activity in Canberra from a range including:
  - 1) participate in the hospitality program and, meet their local Member or State/Territory Senator where possible;
  - 2) complete a special program as organised by their local Member or State/Territory Senator; or
  - 3) participate in an education program at the Electoral Education Centre at Old Parliament House, ACT.