

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Prime Minister and Cabinet Portfolio

Department of the Prime Minister and Cabinet

Additional Estimates 8-11 February 2010

Question: PM27a-b

Topic: Community Cabinet - Staffing and PM meetings

Type of Question: Hansard, F&PA 8 February 2010 pp80

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Senator RYAN-[a] Could you take on notice, Ms Beauchamp, the classifications of the 13 staff who work in the community cabinet unit. Obviously I respect privacy, but I would be happy if you would take that on notice. [b]Who decides who meets with the Prime Minister and ministers at community cabinets, in short? Is it the ministers' offices? Is it the cabinet secretariat to whom applications are made?

Ms Beauchamp-I will have to take the specific details on notice.

Answer:

[a] The Community Cabinet Secretariat (Branch) has 13 positions. Eight positions are responsible for the planning and delivery of Community Cabinet meetings (Community Cabinet Unit). Five positions manage the on line aspects of Community Cabinet and other online engagement activities, including pm.gov.au. Details of the staffing breakdown of the branch are provided below:

SES Band 1x1

PMC Band 4 – EL2x2

PMC Band 3 – EL1x4

PMC Band 2 – APS 6x4

PMC Band 2 – APS 5x1

PMC Band 2 – APS 4x1

[b] As part of the registration process for each Community Cabinet meeting, members of the public can lodge a request to have a personal meeting with a minister on a

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subject of their choosing. The Community Cabinet Secretariat receives the requests and passes them to the relevant minister's office, and the ministers' offices advise the Secretariat of which meeting requests will be taken up.