

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**BUDGET ESTIMATES 2011-2012**

Prime Minister and Cabinet Portfolio

**Department/Agency: The Department of the Prime Minister and Cabinet**  
**Outcome/Program: 1.1 – Prime Minister and Cabinet**  
**Topic: Workspace**

**Senator: Fifield**

**Question reference number: 151**

**Type of question: Written**

**Date set by the committee for the return of answer: 8 July 2011**

**Number of pages: 2**

**Question:**

1. For each portfolio department and agency office please list the occupied workpoint space allocated per person.
2. Does this adhere to the Government's Commonwealth Property Management Guidelines (the Guidelines)? Explain.
  - a) If yes, please explain if any refurbishment was required to meet the Guidelines and what the costs were.
    - i. What savings did each portfolio department and agency achieve by meeting the Guidelines? Please itemise each portfolio department and agency separately.
    - ii. How much of these savings has each portfolio department and agency kept? Please itemise each portfolio department and agency separately.
  - b) If no, please give details why it does not, including whether an exemption has been received by the Finance Minister.
    - i. What funding has been taken from each portfolio department and agency because they do not meet the Guidelines? Please itemise each portfolio department and agency separately.
    - ii. Are there plans to meet the Guidelines? Please explain.

**Answer:**

1. As at September 2009, the occupational density of the department was 21.5m<sup>2</sup> for each occupied work point.
2. No. See 2(b).
  - a) Not applicable.
    - i. The department occupies one property that is to have the savings process applied. This property was reported in the September 2009 data collocation. Savings on the property will not be realised until the lease end.

- ii. The efficiencies gained through improved property management provides for two-thirds of any non-Defence savings are to be returned to the Budget, with agencies retaining one-third.
- b) The Property Guidelines do not require agencies to refurbish existing accommodation to meet the density target. Instead the target applies when agencies enter into a new lease, owned building or undertake a major fit out. As existing leases or fit-outs require renewal, the department will apply the 16m<sup>2</sup> per occupied density target.
  - i. Not applicable.
  - ii. The department has an endorsed property management plan in place which provides a structured approach to providing efficient and secure property resources that facilitate responsive and flexible service delivery and the achievement of departmental outcomes, while meeting government policies and industry benchmarks. This plan commits to the department working towards financial efficiency, workplace functionality, environmental sustainability and property efficiency and utilisation, all whilst maintaining the commitment to the Guidelines by applying the five principles of the Property Management.