

Department/Agency: Department of the Senate

Topic: Briefings for the Australian Greens and Independents

Senator: Senator Ryan

Question reference number: 43

Type of question: Written

Questions

Have any briefings and/or provision of information been provided to the Australian Greens and Independents? If yes, please include:

- **How are briefings requests commissioned?**
- **What briefings have been undertaken? Provide details and a copy of each briefing.**
- **Provide details of what information has been provided and a copy of the information.**
- **Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.**
- **How long is spent preparing and undertaking briefings/information requests for the Australian Greens? How many staff are involved and how many hours? Provide a breakdown for each employment classification.**

Answer

The Department of the Senate provides briefings and information to all senators on a non-partisan basis in accordance with the values set out in the *Parliamentary Service Act 1999*. Briefing/information services include:

- briefings and documentation for use in the Senate, including the daily Order of Business ('Red'), chamber scripts, *Notice Paper*, *Journals of the Senate*, Dynamic Red, Senate Daily Summary, Bills List, support for whips' meetings, procedural advice;
- legislative drafting services, principally but not exclusively for non-government senators;
- briefings and documentation for use by committees, including schedules of public hearings, individual programs, briefing packs, meeting papers, draft reports, advice to committee chairs and members;
- advice on powers, practices and procedures, either individually tailored in response to senators' requests or for general use, including through such publications as *Odgers' Australian Senate Practice*, the *Annotated Standing Orders of the Australian Senate*, the *Procedural Information Bulletin*, *Brief Guides to Senate Procedure* (and the consolidated *Pocket Guide*), and Senate Briefs;

Senate Finance and Public Administration Legislation Committee
Answers to written Questions on Notice
Budget Estimates 2013
Department of the Senate

- briefings and information on senators' salaries, entitlements administered by the Department of the Senate and services provided by the department in Parliament House;
- information for school programs and on the parliamentary education services provided by the Parliamentary Education Office.

Details are provided in the department's annual reports. As the department's function is to provide services to all senators, statistics are not kept on a party basis.