

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
1	Senate	Ryan	Occasional Lecture program	Senator RYAN: I know it comes out of general research, but is it possible to get a series of costs for the last few years? Dr Laing: Yes, we can do that.	7	17/10/12	1/11/12
2	Senate	Rhiannon	Resolutions of both House in relation to broadcasting	Mr Hallett: There are general rules for filming and photography in the building that the Presiding Officers have agreed on. Sitting alongside those general rules, there is a resolution of each house. So there is a resolution of the Senate and there is a resolution of the House of Representatives. And, as each house is its own master, there are subtle differences in what the media can do and the broadcasting principles for each chamber. We could get you copies of those resolutions as they currently stand if that would assist you. Senator RHIANNON: Yes, I would appreciate that.	8	17/10/12	1/11/12
3	Senate	Rhiannon	Breaches of filming and photography guidelines	Senator RHIANNON: ...Could you also take on notice the number of times the rules have been breached over the last decade and whether any penalties were imposed? Mr Hallett: ...I can certainly provide you with details of the one sanction that I am aware of that has been applied on the Senate side in relation to a press gallery member, early in my time, who did the wrong thing. Senator RHIANNON: Is it possible to take the question on notice for the past two years? Mr Hallett: Certainly.	8	17/10/12	1/11/12
4	Senate	Faulkner	New Senate meeting rooms	Senator FAULKNER: Do you know how long they have been available for use? Mr Hallett: We had some issues getting it finished because of what we call defects, but I think fairly recently. I could find the exact date on notice for you. ... Senator FAULKNER: Fair enough. What sort of defects are we talking about? Mr Hallett: They were to do with locks and air conditioning, I am advised. Senator FAULKNER: Were they not air conditioned? Mr Hallett: I think there were some issues with the ducting and getting the air conditioning work properly in what had formerly been a large open space and which is now a contained space. Again, I can get more information for you on notice.	12	17/10/12	1/11/12
5	Senate	Ronaldson	Systems projects under development	Senator RONALDSON: Rather than holding up the committee, can you please take on notice what is going to form that quite significant amount, if it is indeed those systems making up that nearly \$4 million extra. Could you detail those for me please.	16	17/10/12	1/11/12
6	Senate (President)	Rhiannon	Review of media arrangements by the Joint Committee on	Senator RHIANNON: ...I noted, in a brief you put out last year, you said that there was a review of media arrangements being undertaken by the Joint Committee on the Broadcasting of Parliamentary Proceedings. I think it mentioned there—or at some point I have read about—a roundtable that was to be held at the start of this year. So I was interested: has that roundtable happened, when will the report come out and will it be made public?	7-8	18/12/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
			the Broadcasting of Parliamentary Proceedings	<p>The President: Yes, the roundtable has taken place. I cannot recall the details of that. I have not personally been involved in the actual proceedings. I can get details of what happened and I can get those to you.</p> <p>Senator RHIANNON: Is there somebody here who oversaw that, who could speak to my questions, please?</p> <p>The President: No. If I can assist you, that has been run through the House of Representatives secretariat. They have looked after the detailed running of that affair. So I will get you the detail and I will get back to you.</p> <p>...</p> <p>Senator RHIANNON: So maybe it is back to the President. Was that considered in the review, this inconsistency between the chambers with regard to still shots and filming?</p> <p>The President: That I do not know. I attended only one of the meetings of the review, at its very early stages, and then it was passed over to the secretariat to conduct the rest of the review. So I can find out that detail for you and get back to you and give you a report on that.</p> <p>...</p> <p>Senator RHIANNON: Have you had any complaints from the media about these rules and their restrictive nature?</p> <p>The President: As I said, I have not participated in the taking of evidence or the roundtable sessions, so I am not familiar with the business that was transacted at those meetings. But, again, I can take that question on notice and have it responded to for you.</p> <p>Senator RHIANNON: Thank you for taking it on notice and for supplying that other information.</p>			
7	Senate	Ronaldson	Cross- departmental cooperation	<p>In reference to <i>Proof Hansard</i>, 15 October 2012, pp. 13-14, if cross-departmental cooperation can be attained with respect to ICT:</p> <ol style="list-style-type: none"> a. Is the department consulting with other parliamentary departments to produce a whole-of-Parliament cooperative plan in other areas, such as infrastructure and facility upgrades, sharing of resources and databases, repairs, service provision to Members, Senators and their staff and joint cost reduction measures? b. Are there already some existing cross-departmental cooperative measures in place for the whole Parliament, other than ICT, that the department can outline? c. Will the department consider further ways in which it can take cross-parliamentary department measures to improve infrastructure, facilities, 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>services, etc for the whole Parliament? If so, can the department advise as to what measures it has taken to:</p> <ul style="list-style-type: none"> i. Make improvements for the whole Parliament in cooperation with other parliamentary departments? and/or ii. Set up processes through which the department can cooperate with other parliamentary departments to make improvements for the whole Parliament? 			
8	Senate	Ronaldson	Political composition of the Senate and departmental workload	Can the department compare the political composition of the Senate in the current 43 rd parliament and the last two parliaments as against the workload of the department for each of these parliaments? In answering this question, please also provide a breakdown of the percentage or proportion of the department's workload attributable to the minor parties and independents for each parliament.	Written	30/11/12	7/2/13
9	Senate	Ryan	Grants pause	<ol style="list-style-type: none"> 1. To date, how much of the 2012-13 budget appropriations has your department received? 2. For 2012-13 please list each grant program your department administers, and the total funding of each program 3. Please list each grant program that has not been paused as part of the Government wide grants pause. 4. Please provide the total cash value of each program that has not been paused? 5. Please list each grant program that has currently been "paused" as part of the Government wide grants pause. 6. Please provide the total cash value of each program that has been paused, and the total value of all grants paused? 7. On what date did your department receive advice from the government to pause certain grants programs? <ol style="list-style-type: none"> a. How was the instruction received, and from whom was it received? 8. Please list the dates the Minister for Finance met with senior department officials to discuss the grants pause and the Minister overseeing your department met with senior department officials 9. From what date was your department told to implement the grants pause? <ol style="list-style-type: none"> a. When did it do so? 10. Has your department been provided with information regarding when the grants pause would end? <ol style="list-style-type: none"> a. If so, what was the date? b. Was your department advised if it could communicate when the grants pause would end to grant applicants? 11. Please provide the advice your department gave to Department of Finance regarding which programs should be included in the grants pause. 12. Did your department receive advice/instruction from the Department of Finance regarding how 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>best to communicate the grants pause to grant applicants, the media and other external stakeholders?</p> <p>13. What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.</p> <p>14. Has your department been advised by the Department of Finance of further grants pauses in the future? If so</p> <p>a. When did you receive notification of future grants pauses?</p> <p>b. What is the date of future grants to be paused</p> <p>c. Which grants programs will be paused?</p> <p>d. What is total value of pauses in future grants programs?</p> <p>e. When will notification of these future grants pauses be made public?</p> <p>15. How many staff are employed to administer grant programs within the department?</p> <p>16. During the Grants Pause what activities are these staff involved with?</p> <p>a. Have staff been moved to other divisions during the grants pause?</p> <p>17. During the Grants Pause are decisions on grants being made, but applicants not being alerted?</p>			
10	Senate	Ryan	Staffing	<p>How many ongoing staff recruited this financial year to date? What classification are these staff?</p> <p>How many non ongoing positions exist or have been created this financial year to date?</p> <p>What classification are these staff?</p> <p>This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?</p>	Written	30/11/12	7/2/13
11	Senate	Ryan	Staffing	<p>How many ongoing staff left the department/agency in the year 2011-12? What classification were these staff?</p> <p>How many non ongoing staff left department/agency in the year 2011-12? What classification were these staff?</p> <p>How many contract staff left department/agency in the year 2011-12? What classification were these staff?</p>	Written	30/11/12	7/2/13
12	Senate	Ryan	Staffing	<p>How many ongoing staff were recruited in the year 2011-12? What classification were these staff?</p> <p>How many non ongoing staff were recruited in the year 2011-12? What classification were these staff?</p> <p>How many contract staff left were recruited in the year 2011-12? What classification were</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				these staff? What is the average length of their employment period?			
13	Senate	Ryan	Staffing	Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut. If there are plans for staff reductions, please give the reason why these are happening.	Written	30/11/12	7/2/13
14	Senate	Ryan	Making the Public Service more efficient	Please detail how the department/agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation and the Special Minister of State of 25 September 2012 http://www.financeminister.gov.au/media/2012/mr_1982012.html). In addition, please provide the following detail: How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates? What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates? How will the use of external consultants and contractors be reduced? How will this impact on the Department/agency? What are the estimated savings for each year over the forward estimates? How will the department/agency manage moving recruitment advertising online? Will all future recruitment advertisement be online only? If not, explain why. What are the estimated savings for each year over the forward estimates? How will printing costs be reduced? Explain if and how the department/agency will reduce its printing costs by five per cent, or if it will not, why not? How will it be determined what documents will no longer be printed? What are the estimated savings for each year over the forward estimates?	Written	30/11/12	7/2/13
15	Senate	Ryan	Recruitment Costs	How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising? Please list where recruitment advertising was listed online and in print media. How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising? Please list where recruitment advertising was listed online and in print media.	Written	30/11/12	7/2/13
16	Senate	Ryan	Printing costs	How much was spent on printing 2011-12? Of this amount, how much was for printing	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				documents? How many documents (include the amount of copies) were printed in 2011-12? How many of these printed documents were also published online? Of the documents that were printed in 2011-12, where were they delivered and what was the cost? How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents? How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published online?			
17	Senate	Ryan	Graduate Recruitment	How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs. Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and detail costs.	Written	30/11/12	7/2/13
18	Senate	Ryan	Staffing	How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.	Written	30/11/12	7/2/13
19	Senate	Ryan	Government Advertising	What was the total cost of all advertising for the financial year to date? Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services. Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item. Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				What advertising – Campaign and Non-Campaign – and other communications programs is the Department/Agency undertaking, or are planning to undertake?			
20	Senate	Ryan	Government Advertising	<p>What was the total cost of all advertising for 2011-12?</p> <p>Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.</p> <p>Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.</p> <p>Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.</p> <p>Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.</p> <p>Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services that was undertaken in 2011-12.</p>	Written	30/11/12	7/2/13
21	Senate	Ryan	Hospitality and Entertainment	<p>What is the Department/Agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>What is the Department/Agency's entertainment spend for this financial year to date? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>What entertainment spend is the Department/Agency's planning on spending? Detail date,</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?</p>			
22	Senate	Ryan	Hospitality and Entertainment	<p>What is the Department/Agency's hospitality spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total hospitality spend for 2011-12. Detail date, location, purpose and cost of each event.</p> <p>What is the Department/Agency's entertainment spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total entertainment spend for 2011-12. Detail date, location, purpose and cost of each event.</p>	Written	30/11/12	7/2/13
23	Senate	Ryan	Board Appointments	<p>List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members.</p> <p>What is the gender ratio on each board and across the portfolio?</p> <p>Please detail any board appointments for this financial year to date.</p>	Written	30/11/12	7/2/13
24	Senate	Ryan	Board Appointments	<p>List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members for 2011-12.</p> <p>What was the gender ratio on each board and across the portfolio for 2011-12?</p>	Written	30/11/12	7/2/13
25	Senate	Ryan	Freedom of Information	<p>Has the department/agency received any updated advice on how to respond to FOI requests?</p> <p>What is the total cost to the department/agency to process FOI requests for 2011-12? How many FOI requests did the department/agency receive in 2011-12? How many requests were denied and how many were granted? Did the department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?</p> <p>What is the total cost to the department to process FOI requests for this financial year to</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				date? How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?			
26	Senate	Ryan	Community Cabinet Meetings	How many Community Cabinet meetings has the Minister attended this financial year to date? List date and location. How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?	Written	30/11/12	7/2/13
27	Senate	Ryan	Community Cabinet Meetings	How many Community Cabinet meetings did the Minister attend in 2011-12? List date and location. How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for 2011-12? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for 2011-12?	Written	30/11/12	7/2/13
28	Senate	Ryan	Reviews	For this financial year to date: <ul style="list-style-type: none"> • How many Reviews are being undertaken? • What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded? • Which of these reviews has been provided to Government? • When will the Government be responding to the respective reviews that have been completed? • Has the Government responded to all reviews within the timeframe? If not, why not? • What is the estimated cost of each of these Reviews? • What reviews are planned? 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> When will each of these reviews be concluded? 			
29	Senate	Ryan	Reviews	<p>For 2011-12:</p> <ul style="list-style-type: none"> How many Reviews were undertaken? Where all reviews have, and for those that are still ongoing, when will those reviews be concluded? Which of these reviews has been provided to Government? Did the Government respond to all reviews within the timeframe? If not, why not? What was the estimated cost of each of these Reviews? For any ongoing reviews, when will each of these reviews be concluded? 	Written	30/11/12	7/2/13
30	Senate	Ryan	Consultancies	<p>How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.</p>	Written	30/11/12	7/2/13
31	Senate	Ryan	Consultancies	How many consultancies were undertaken in 2011-12? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.	Written	30/11/12	7/2/13
32	Senate	Ryan	Media Monitoring	<p>What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for this financial year to date?</p> <ul style="list-style-type: none"> Which agency or agencies provided these services? What is the estimated budget to provide these services for the year 2012-13? What has been spent providing these services this financial year to date? <p>What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for this financial year to date?</p> <ul style="list-style-type: none"> Which agency or agencies provided these services? What is the estimated budget to provide these services for the year 2012-13? What has been spent providing these services this financial year to date? 	Written	30/11/12	7/2/13
33	Senate	Ryan	Media Monitoring	<p>What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for 2011-12?</p> <ul style="list-style-type: none"> Which agency or agencies provided these services? 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> What was the estimated budget to provide these services for the year 2011-12? <p>What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for 2011-12?</p> <ul style="list-style-type: none"> Which agency or agencies provided these services? What was the estimated budget to provide these services for the year 2011-12? 			
34	Senate	Ryan	Social Media	<p>Has there been any changes to department and agency social media or protocols about staff access and useage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain and provide copies of any advice that has been issue.</p> <p>Does the department/agency monitor usage of social media?</p> <ul style="list-style-type: none"> If yes, provide details of the useage (for example details could include average hours per employee, hours when useage peaks) If no, will the department/agency monitor usage in the future? <p>Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)</p>	Written	30/11/12	7/2/13
35	Senate	Ryan	Internet	Has the Department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?	Written	30/11/12	7/2/13
36	Senate	Ryan	Staff Amenities	What amenities are provided to staff? Provide a list.	Written	30/11/12	7/2/13
37	Senate	Ryan	Coffee Machines	<p>Has the department/agency purchased coffee machines for staff useage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.</p> <p>Why were coffee machines purchased?</p> <p>Where did the funding for the coffee machines come from?</p> <p>Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date, include a list of what maintenance has been undertaken Where does the funding for maintenance come from?</p>	Written	30/11/12	7/2/13
38	Senate	Ryan	Contractors	<p>For this financial year to date:</p> <ul style="list-style-type: none"> Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>undertaken and the cost).</p> <ul style="list-style-type: none"> • Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. • What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 			
39	Senate	Ryan	Contractors	<p>For 2011-12:</p> <ul style="list-style-type: none"> • Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> • Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. • What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 			
40	Senate	Ryan	Grants	<p>Could the department/agency provide a list of all grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>Have all grant agreement details been published on its website within the required timeframe? If not, provide details.</p>	Written	30/11/12	7/2/13
41	Senate	Ryan	Grants	<p>Could the department/agency provide a list of all grants, including ad hoc and one-off grants for 2011-12? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>Were all grant agreement details published on its website within the required timeframe? If not, provide details.</p>	Written	30/11/12	7/2/13
42	Senate	Ryan	Commissioned Reports	<p>How many Reports were commissioned by the Government in your department/agency in 2011-12? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ul style="list-style-type: none"> • How much did each report cost/or is estimated to cost? How many departmental 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>staff were involved in each report and at what level?</p> <ul style="list-style-type: none"> • What is the current status of each report? Did the Government report within the required timeframe? If not, when is the Government intending to respond to these reports? 			
43	Senate	Ryan	Commissioned Reports	<p>How many Reports have been commissioned by the Government in your department/agency this financial year to date? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ul style="list-style-type: none"> • How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level? • What is the current status of each report? When is the Government intending to respond to these reports? 	Written	30/11/12	7/2/13
44	Senate	Ryan	Government Payments of Accounts	<p>For this financial year to date, has the department/agency paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?</p> <ul style="list-style-type: none"> • If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached) • For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year? • Where interest is being paid, what rate of interest is being paid and how is this rate determined? 	Written	30/11/12	7/2/13
45	Senate	Ryan	Government Payments of Accounts	<p>For 2011-12, did the department/agency pay its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?</p> <ul style="list-style-type: none"> • If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached) • For accounts not paid within 30 days, is/was interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year? • Where interest is being paid, what rate of interest is being paid and how is this rate determined? • Have all accounts from 2011-12 been paid? If no, why not? 	Written	30/11/12	7/2/13
46	Senate	Ryan	Stationery requirements	<p>How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper,</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				envelopes, with compliments slips) this financial year to date? What is the department/agency's stationery costs for the financial year to date?			
47	Senate	Ryan	Stationery requirements	How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) in 2011-12? What is the department/agency's stationery costs for 2011-12?	Written	30/11/12	7/2/13
48	Senate	Ryan	Media Subscriptions	Has there been any change to your pay TV subscription since the 2012-13 Budget Estimates (May 2012) <ul style="list-style-type: none"> • If yes, please provide the reason why, the cost and what channels. • What is the cost for this financial year to date? <p>Has there been any change to your newspaper subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <ul style="list-style-type: none"> • If yes, please provide the reason why, the cost and what newspapers. • What is the cost for this financial year to date? <p>Has there been any change to your magazine subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <ul style="list-style-type: none"> • If yes, please provide the reason why, the cost and what magazines. • What is the cost for this financial year to date? <p>What was the 2011-12 cost for:</p> <ul style="list-style-type: none"> • TV subscriptions • Newspaper subscriptions • Magazine subscriptions <p>Does the department/agency provide any media subscriptions to its Ministers/Parliamentary Secretaries? If yes, provide details of what is provided and the cost this financial year to date and for 2011-12.</p>	Written	30/11/12	7/2/13
49	Senate	Ryan	Travel Costs	For the financial year to date, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>For the financial year to date, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.</p> <p>Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.</p> <p>When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.</p>			
50	Senate	Ryan	Travel Costs	<p>For 2011-12, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>For 2011-12, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p>	Written	30/11/12	7/2/13
51	Senate	Ryan	Legal costs	<p>What sum did each portfolio department and agency spend on legal services for 2011-12? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services for 2011-12 from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services for 2011-12 from private law firms? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services for 2011-12 from other sources? Please provide a list of each service and costs.</p>	Written	30/11/12	7/2/13
52	Senate	Ryan	Legal costs	<p>What sum did each portfolio department and agency spend on legal services for this</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>financial year to date within the department/agency? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.</p>			
53	Senate	Ryan	Education expenses	<p>Has there been a change to the department/agency's guidelines on study since the 2012-13 Budget Estimates (May 2012)? If yes, please provide details.</p> <p>For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.</p>	Written	30/11/12	7/2/13
54	Senate	Ryan	Education expenses	<p>For 2011-12, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.</p>	Written	30/11/12	7/2/13
55	Senate	Ryan	Executive Coaching and Leadership Training	<p>In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> a) The name and nature of the service purchased b) Whether the service is one-on-one or group based c) The number of employees who received the service and their employment classification 5. The total number of hours involved for all employees (provide a breakdown for each employment classification) d) The total amount spent on the service e) A description of the fees charged (i.e. per hour, complete package) <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> i. The location used 6. The number of employees who took part on each occasion (provide a breakdown for each employment classification) 7. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) ii. Any costs the department or agency's incurred to use the location 			
56	Senate	Ryan	Executive Coaching and Leadership Training	<p>In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for 2011-12:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged <p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> f) The name and nature of the service purchased g) Whether the service is one-on-one or group based h) The number of employees who received the service and their employment classification 5. The total number of hours involved for all employees (provide a breakdown for each employment classification) i) The total amount spent on the service j) A description of the fees charged (i.e. per hour, complete package) 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ul style="list-style-type: none"> iii. The location used 6. The number of employees who took part on each occasion (provide a breakdown for each employment classification) 7. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 			
57	Senate	Ryan	Media Training	<p>In relation to media training services purchased by each department/agency, please provide the following information for this financial year to date:</p> <ul style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged <p>For each service purchased form a provider listed under (4), please provide:</p> <ul style="list-style-type: none"> a) The name and nature of the service purchased b) Whether the service is one-on-one or group based 5. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) 6. The total number of hours involved for all employees (provide a breakdown for each employment classification) c) The total amount spent on the service d) A description of the fees charged (i.e. per hour, complete package) <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ul style="list-style-type: none"> i. The location used ii. The number of employees who took part on each occasion iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 	Written	30/11/12	7/2/13
58	Senate	Ryan	Media Training	<p>In relation to media training services purchased by each department/agency, please provide</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>the following information for 2011-12:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged <p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> e) The name and nature of the service purchased f) Whether the service is one-on-one or group based 5. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) 6. The total number of hours involved for all employees (provide a breakdown for each employment classification) g) The total amount spent on the service h) A description of the fees charged (i.e. per hour, complete package) <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> v. The location used vi. The number of employees who took part on each occasion vii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) viii. Any costs the department or agency's incurred to use the location 			
59	Senate	Ryan	Paid Parental Leave	<p>Please list how many staff in each portfolio department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme?</p> <p>For this financial year to date list which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.</p>	Written	30/11/12	7/2/13
60	Senate	Ryan	Paid Parental Leave	<p>For 2011-12 which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.</p>	Written	30/11/12	7/2/13
61	Senate	Ryan	Training for Portfolio	<p>For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
			Minister and Parliamentary Secretaries	<p>Minister and/or Parliamentary Secretary the training was for.</p> <p>For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For this financial year to date, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.</p>			
62	Senate	Ryan	Training for Portfolio Minister and Parliamentary Secretaries	<p>For 2011-12, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For 2011-12, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For 2011-12, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.</p>	Written	30/11/12	7/2/13
63	Senate	Ryan	Corporate Cars	<p>Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):</p> <ul style="list-style-type: none"> • How cars are owned by each department/agency? • Where is the car/s located? • What is the car/s used for? • What is the cost of each car for this financial year to date? • How far did each car travel this financial year to date? 	Written	30/11/12	7/2/13
64	Senate	Ryan	Corporate Cars	<p>For 2011-12:</p> <ul style="list-style-type: none"> • How cars are owned by each department/agency? • Where is the car/s located? • What is the car/s used for? • What was the cost of each car? • How far did each car travel? 	Written	30/11/12	7/2/13
65	Senate	Ryan	Taxi Costs	How much did each department/agency spend on taxis this financial year to date? Provide a breakdown of each business group in each department/agency.	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				What are the reasons for taxi costs?			
66	Senate	Ryan	Taxi Costs	How much did each department/agency spend on taxis in 2011-12? Provide a breakdown of each business group in each department/agency. What are the reasons for taxi costs?	Written	30/11/12	7/2/13
67	Senate	Ryan	Credit Cards	Provide a breakdown for each employment classification that has a corporate credit card. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012): <ul style="list-style-type: none"> • What action is taken if the corporate credit card is misused? • How is corporate credit card use monitored? • What happens if misuse of a corporate credit card is discovered? • Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken. • What action is taken to prevent corporate credit card misuse? 	Written	30/11/12	7/2/13
68	Senate	Ryan	Credit Cards	For 2011-12 how many instances of corporate credit card misuse were there? List staff classification and what the misuse was, and the action taken.	Written	30/11/12	7/2/13
69	Senate	Ryan	Provision of Equipment	For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs. For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date? What were the running costs for 2009-10 and 2010-11? Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it. Please update if there have been any changes since Budget Estimates 2011-12 (May 2012): Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.	Written	30/11/12	7/2/13
70	Senate	Ryan	Provision of Equipment	For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided, the cost and what were the ongoing costs for 2011-12.	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what type of electronic equipment was provided, the cost and what were the ongoing costs for 2011-12.</p> <p>Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) was provided to department/agency staff for 2011-12, provide details of what was provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.</p>			
71	Senate	Ryan	Electricity Purchasing	<p>Provide details of any update of the department/agency electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).</p> <p>What are the department/agency electricity costs for 2011-12?</p> <p>What are the department/agency electricity costs for this financial year to date?</p>	Written	30/11/12	7/2/13
72	Senate	Ryan	Shredders	<p>Did the department/agencies purchased any shredders in 2011-12? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.</p> <p>Has the department/agencies purchased any shredders since Budget Estimates 2011-12 (May 2012)? ? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.</p>	Written	30/11/12	7/2/13
73	Senate	Ryan	Protective security policy framework	<p>Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any department/agency specific policies and procedures.</p>	Written	30/11/12	7/2/13
Parliamentary Budget Office							
74	PBO	Ryan	Grants pause	<ol style="list-style-type: none"> 1. To date, how much of the 2012-13 budget appropriations has your department received? 2. For 2012-13 please list each grant program your department administers, and the total funding of each program 3. Please list each grant program that has not been paused as part of the Government wide grants pause. 4. Please provide the total cash value of each program that has not been paused? 5. Please list each grant program that has currently been "paused" as part of the Government wide grants pause. 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>6. Please provide the total cash value of each program that has been paused, and the total value of all grants paused?</p> <p>7. On what date did your department receive advice from the government to pause certain grants programs?</p> <p>a. How was the instruction received, and from whom was it received?</p> <p>8. Please list the dates the Minister for Finance met with senior department officials to discuss the grants pause and the Minister overseeing your department met with senior department officials</p> <p>9. From what date was your department told to implement the grants pause?</p> <p>a. When did it do so?</p> <p>10. Has your department been provided with information regarding when the grants pause would end?</p> <p>a. If so, what was the date?</p> <p>b. Was your department advised if it could communicate when the grants pause would end to grant applicants?</p> <p>11. Please provide the advice your department gave to Department of Finance regarding which programs should be included in the grants pause.</p> <p>12. Did your department receive advice/instruction from the Department of Finance regarding how best to communicate the grants pause to grant applicants, the media and other external stakeholders?</p> <p>13. What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.</p> <p>14. Has your department been advised by the Department of Finance of further grants pauses in the future? If so</p> <p>a. When did you receive notification of future grants pauses?</p> <p>b. What is the date of future grants to be paused</p> <p>c. Which grants programs will be paused?</p> <p>d. What is total value of pauses in future grants programs?</p> <p>e. When will notification of these future grants pauses be made public?</p> <p>15. How many staff are employed to administer grant programs within the department?</p> <p>16. During the Grants Pause what activities are these staff involved with?</p> <p>a. Have staff been moved to other divisions during the grants pause?</p> <p>17. During the Grants Pause are decisions on grants being made, but applicants not being alerted?</p>			
75	PBO	Ryan	Staffing	How many ongoing staff recruited this financial year to date? What classification are these staff?	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				How many non ongoing positions exist or have been created this financial year to date? What classification are these staff? This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?			
76	PBO	Ryan	Staffing	How many ongoing staff left the department/agency in the year 2011-12? What classification were these staff? How many non ongoing staff left department/agency in the year 2011-12? What classification were these staff? How many contract staff left department/agency in the year 2011-12? What classification were these staff?	Written	29/11/12	7/2/13
77	PBO	Ryan	Staffing	How many ongoing staff were recruited in the year 2011-12? What classification were these staff? How many non ongoing staff were recruited in the year 2011-12? What classification were these staff? How many contract staff left were recruited in the year 2011-12? What classification were these staff? What is the average length of their employment period?	Written	29/11/12	7/2/13
78	PBO	Ryan	Staffing	Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut. If there are plans for staff reductions, please give the reason why these are happening.	Written	29/11/12	7/2/13
79	PBO	Ryan	Making the Public Service more efficient	Please detail how the department/agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation and the Special Minister of State of 25 September 2012 http://www.financeminister.gov.au/media/2012/mr_1982012.html). In addition, please provide the following detail: How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates? What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates? How will the use of external consultants and contractors be reduced? How will this impact on the Department/agency? What are the estimated savings for each year over the forward estimates?	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				How will the department/agency manage moving recruitment advertising online? Will all future recruitment advertisement be online only? If not, explain why. What are the estimated savings for each year over the forward estimates? How will printing costs be reduced? Explain if and how the department/agency will reduce its printing costs by five per cent, or if it will not, why not? How will it be determined what documents will no longer be printed? What are the estimated savings for each year over the forward estimates?			
80	PBO	Ryan	Recruitment Costs	How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising? Please list where recruitment advertising was listed online and in print media. How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising? Please list where recruitment advertising was listed online and in print media.	Written	29/11/12	7/2/13
81	PBO	Ryan	Printing costs	How much was spent on printing 2011-12? Of this amount, how much was for printing documents? How many documents (include the amount of copies) were printed in 2011-12? How many of these printed documents were also published online? Of the documents that were printed in 2011-12, where were they delivered and what was the cost? How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents? How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published online?	Written	29/11/12	7/2/13
82	PBO	Ryan	Graduate Recruitment	How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs. Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and detail costs.	Written	29/11/12	7/2/13
83	PBO	Ryan	Staffing	How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.	Written	29/11/12	7/2/13
84	PBO	Ryan	Government Advertising	What was the total cost of all advertising for the financial year to date? Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services. Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.</p> <p>Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.</p> <p>Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services.</p> <p>What advertising – Campaign and Non-Campaign – and other communications programs is the Department/Agency undertaking, or are planning to undertake?</p>			
85	PBO	Ryan	Government Advertising	<p>What was the total cost of all advertising for 2011-12?</p> <p>Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services.</p> <p>Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item.</p> <p>Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item.</p> <p>Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item.</p> <p>Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services that was undertaken in 2011-12.</p>	Written	29/11/12	7/2/13
86	PBO	Ryan	Hospitality and Entertainment	<p>What is the Department/Agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>What is the Department/Agency's entertainment spend for this financial year to date? Detail</p>	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?</p>			
87	PBO	Ryan	Hospitality and Entertainment	<p>What is the Department/Agency's hospitality spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total hospitality spend for 2011-12. Detail date, location, purpose and cost of each event.</p> <p>What is the Department/Agency's entertainment spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>For each Minister and Parliamentary Secretary office, please detail total entertainment spend for 2011-12. Detail date, location, purpose and cost of each event.</p>	Written	29/11/12	7/2/13
88	PBO	Ryan	Board Appointments	<p>List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members.</p> <p>What is the gender ratio on each board and across the portfolio?</p> <p>Please detail any board appointments for this financial year to date.</p>	Written	29/11/12	7/2/13
89	PBO	Ryan	Board Appointments	<p>List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members for 2011-12.</p> <p>What was the gender ratio on each board and across the portfolio for 2011-12?</p>	Written	29/11/12	7/2/13
90	PBO	Ryan	Freedom of Information	<p>Has the department/agency received any updated advice on how to respond to FOI requests?</p> <p>What is the total cost to the department/agency to process FOI requests for 2011-12? How many FOI requests did the department/agency receive in 2011-12? How many requests were denied and how many were granted? Did the department fail to meet the processing</p>	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?</p> <p>What is the total cost to the department to process FOI requests for this financial year to date?</p> <p>How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?</p>			
91	PBO	Ryan	Community Cabinet Meetings	<p>How many Community Cabinet meetings has the Minister attended this financial year to date? List date and location.</p> <p>How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location.</p> <p>What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?</p>	Written	29/11/12	7/2/13
92	PBO	Ryan	Community Cabinet Meetings	<p>How many Community Cabinet meetings did the Minister attend in 2011-12? List date and location.</p> <p>How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for 2011-12? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location.</p> <p>What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for 2011-12?</p>	Written	29/11/12	7/2/13
93	PBO	Ryan	Reviews	<p>For this financial year to date:</p> <ul style="list-style-type: none"> • How many Reviews are being undertaken? • What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded? • Which of these reviews has been provided to Government? • When will the Government be responding to the respective reviews that have been completed? • Has the Government responded to all reviews within the timeframe? If not, why 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>not?</p> <ul style="list-style-type: none"> • What is the estimated cost of each of these Reviews? • What reviews are planned? • When will each of these reviews be concluded? 			
94	PBO	Ryan	Reviews	<p>For 2011-12:</p> <ul style="list-style-type: none"> • How many Reviews were undertaken? • Where all reviews have, and for those that are still ongoing, when will those reviews be concluded? • Which of these reviews has been provided to Government? • Did the Government respond to all reviews within the timeframe? If not, why not? • What was the estimated cost of each of these Reviews? • For any ongoing reviews, when will each of these reviews be concluded? 	Written	29/11/12	7/2/13
95	PBO	Ryan	Consultancies	<p>How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p> <p>How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.</p>	Written	29/11/12	7/2/13
96	PBO	Ryan	Consultancies	<p>How many consultancies were undertaken in 2011-12? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.</p>	Written	29/11/12	7/2/13
97	PBO	Ryan	Media Monitoring	<p>What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for this financial year to date?</p> <ul style="list-style-type: none"> • Which agency or agencies provided these services? • What is the estimated budget to provide these services for the year 2012-13? • What has been spent providing these services this financial year to date? <p>What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for this financial year to date?</p> <ul style="list-style-type: none"> • Which agency or agencies provided these services? • What is the estimated budget to provide these services for the year 2012-13? • What has been spent providing these services this financial year to date? 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
98	PBO	Ryan	Media Monitoring	<p>What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for 2011-12?</p> <ul style="list-style-type: none"> • Which agency or agencies provided these services? • What was the estimated budget to provide these services for the year 2011-12? <p>What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for 2011-12?</p> <ul style="list-style-type: none"> • Which agency or agencies provided these services? • What was the estimated budget to provide these services for the year 2011-12? 	Written	29/11/12	7/2/13
99	PBO	Ryan	Social Media	<p>Has there been any changes to department and agency social media or protocols about staff access and useage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain and provide copies of any advice that has been issue.</p> <p>Does the department/agency monitor usage of social media?</p> <ul style="list-style-type: none"> • If yes, provide details of the useage (for example details could include average hours per employee, hours when useage peaks) • If no, will the department/agency monitor usage in the future? <p>Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)</p>	Written	29/11/12	7/2/13
100	PBO	Ryan	Internet	<p>Has the Department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?</p>	Written	29/11/12	7/2/13
101	PBO	Ryan	Staff Amenities	<p>What amenities are provided to staff? Provide a list.</p>	Written	29/11/12	7/2/13
102	PBO	Ryan	Coffee Machines	<p>Has the department/agency purchased coffee machines for staff useage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased.</p> <p>Why were coffee machines purchased?</p> <p>Where did the funding for the coffee machines come from?</p> <p>Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date, include a list of what maintenance has been undertaken Where does the funding for maintenance come from?</p>	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
103	PBO	Ryan	Contractors	<p>For this financial year to date:</p> <ul style="list-style-type: none"> • Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. • What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 	Written	29/11/12	7/2/13
104	PBO	Ryan	Contractors	<p>For 2011-12:</p> <ul style="list-style-type: none"> • Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost). 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> • Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost). • Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. • What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 			
105	PBO	Ryan	Grants	<p>Could the department/agency provide a list of all grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>Have all grant agreement details been published on its website within the required timeframe? If not, provide details.</p>	Written	29/11/12	7/2/13
106	PBO	Ryan	Grants	<p>Could the department/agency provide a list of all grants, including ad hoc and one-off grants for 2011-12? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>Were all grant agreement details published on its website within the required timeframe? If not, provide details.</p>	Written	29/11/12	7/2/13
107	PBO	Ryan	Commissioned Reports	How many Reports were commissioned by the Government in your department/agency in 2011-12? Please provide details of each report including date commissioned, date report	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>handed to Government, date of public release, Terms of Reference and Committee members.</p> <ul style="list-style-type: none"> • How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level? • What is the current status of each report? Did the Government report within the required timeframe? If not, when is the Government intending to respond to these reports? 			
108	PBO	Ryan	Commissioned Reports	<p>How many Reports have been commissioned by the Government in your department/agency this financial year to date? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <ul style="list-style-type: none"> • How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level? • What is the current status of each report? When is the Government intending to respond to these reports? 	Written	29/11/12	7/2/13
109	PBO	Ryan	Government Payments of Accounts	<p>For this financial year to date, has the department/agency paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e.within 30 days)?</p> <ul style="list-style-type: none"> • If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached) • For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year? • Where interest is being paid, what rate of interest is being paid and how is this rate determined? 	Written	29/11/12	7/2/13
110	PBO	Ryan	Government Payments of Accounts	<p>For 2011-12, did the department/agency pay its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e.within 30 days)?</p> <ul style="list-style-type: none"> • If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached) • For accounts not paid within 30 days, is/was interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year? • Where interest is being paid, what rate of interest is being paid and how is this rate determined? 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> Have all accounts from 2011-12 been paid? If no, why not? 			
111	PBO	Ryan	Stationery requirements	<p>How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) this financial year to date?</p> <p>What is the department/agency's stationery costs for the financial year to date?</p>	Written	29/11/12	7/2/13
112	PBO	Ryan	Stationery requirements	<p>How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) in 2011-12?</p> <p>What is the department/agency's stationery costs for 2011-12?</p>	Written	29/11/12	7/2/13
113	PBO	Ryan	Media Subscriptions	<p>Has there been any change to your pay TV subscription since the 2012-13 Budget Estimates (May 2012)</p> <ul style="list-style-type: none"> If yes, please provide the reason why, the cost and what channels. What is the cost for this financial year to date? <p>Has there been any change to your newspaper subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <ul style="list-style-type: none"> If yes, please provide the reason why, the cost and what newspapers. What is the cost for this financial year to date? <p>Has there been any change to your magazine subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <ul style="list-style-type: none"> If yes, please provide the reason why, the cost and what magazines. What is the cost for this financial year to date? <p>What was the 2011-12 cost for:</p> <ul style="list-style-type: none"> TV subscriptions Newspaper subscriptions Magazine subscriptions <p>Does the department/agency provide any media subscriptions to its Ministers/Parliamentary Secretaries? If yes, provide details of what is provided and the cost this financial year to date and for 2011-12.</p>	Written	29/11/12	7/2/13
114	PBO	Ryan	Travel Costs	For the financial year to date, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>For the financial year to date, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel (Finance Circular No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.</p> <p>Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.</p> <p>When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.</p>			
115	PBO	Ryan	Travel Costs	<p>For 2011-12, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>For 2011-12, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p>	Written	29/11/12	7/2/13
116	PBO	Ryan	Legal costs	<p>What sum did each portfolio department and agency spend on legal services for 2011-12? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services for 2011-12 from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services for 2011-12 from private law firms? Please provide a list of each service and costs.</p>	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				What sum did each portfolio department and agency spend on legal services for 2011-12 from other sources? Please provide a list of each service and costs.			
117	PBO	Ryan	Legal costs	<p>What sum did each portfolio department and agency spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.</p> <p>What sum did each portfolio department and agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.</p>	Written	29/11/12	7/2/13
118	PBO	Ryan	Education expenses	<p>Has there been a change to the department/agency's guidelines on study since the 2012-13 Budget Estimates (May 2012)? If yes, please provide details.</p> <p>For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.</p>	Written	29/11/12	7/2/13
119	PBO	Ryan	Education expenses	For 2011-12, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.	Written	29/11/12	7/2/13
120	PBO	Ryan	Executive Coaching and Leadership Training	<p>In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p style="text-align: center;">breakdown for each employment classification)</p> <p>4. The names of all service providers engaged</p> <p>For each service purchased form a provider listed under (4), please provide:</p> <p>k) The name and nature of the service purchased</p> <p>l) Whether the service is one-on-one or group based</p> <p>m) The number of employees who received the service and their employment classification</p> <p>5. The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>n) The total amount spent on the service</p> <p>o) A description of the fees charged (i.e. per hour, complete package)</p> <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>v. The location used</p> <p>6. The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>7. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>vi. Any costs the department or agency's incurred to use the location</p>			

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
121	PBO	Ryan	Executive Coaching and Leadership Training	<p>In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for 2011-12:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged <p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> p) The name and nature of the service purchased q) Whether the service is one-on-one or group based r) The number of employees who received the service and their employment classification 5. The total number of hours involved for all employees (provide a breakdown for each employment classification) s) The total amount spent on the service t) A description of the fees charged (i.e. per hour, complete package) <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> vii. The location used 6. The number of employees who took part on each occasion (provide a breakdown for each employment classification) 7. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) viii. Any costs the department or agency's incurred to use the location 	Written	29/11/12	7/2/13
122	PBO	Ryan	Media Training	<p>In relation to media training services purchased by each department/agency, please provide the following information for this financial year to date:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				<p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> a) The name and nature of the service purchased b) Whether the service is one-on-one or group based 5. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) 6. The total number of hours involved for all employees (provide a breakdown for each employment classification) c) The total amount spent on the service d) A description of the fees charged (i.e. per hour, complete package) <p>Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <ol style="list-style-type: none"> i. The location used ii. The number of employees who took part on each occasion iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 			
123	PBO	Ryan	Media Training	<p>In relation to media training services purchased by each department/agency, please provide the following information for 2011-12:</p> <ol style="list-style-type: none"> 1. Total spending on these services 2. The number of employees offered these services and their employment classification 3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) 4. The names of all service providers engaged <p>For each service purchased from a provider listed under (4), please provide:</p> <ol style="list-style-type: none"> a) The name and nature of the service purchased b) Whether the service is one-on-one or group based 5. The number of employees who received the service and their employment classification (provide a breakdown for each employment classification) 6. The total number of hours involved for all employees (provide a breakdown for each employment classification) c) The total amount spent on the service d) A description of the fees charged (i.e. per hour, complete package) 	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				Where a service was provided at any location other than the department or agency's own premises, please provide: v. The location used vi. The number of employees who took part on each occasion vii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) viii. Any costs the department or agency's incurred to use the location			
124	PBO	Ryan	Paid Parental Leave	Please list how many staff in each portfolio department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme? For this financial year to date list which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.	Written	29/11/12	7/2/13
125	PBO	Ryan	Paid Parental Leave	For 2011-12 which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.	Written	29/11/12	7/2/13
126	PBO	Ryan	Training for Portfolio Minister and Parliamentary Secretaries	For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for. For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for. For this financial year to date, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.	Written	29/11/12	7/2/13
127	PBO	Ryan	Training for Portfolio Minister and Parliamentary Secretaries	For 2011-12, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for. For 2011-12, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				For 2011-12, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.			
128	PBO	Ryan	Corporate Cars	Please update if there have been any changes since Budget Estimates 2012-13 (May 2012): <ul style="list-style-type: none"> • How cars are owned by each department/agency? • Where is the car/s located? • What is the car/s used for? • What is the cost of each car for this financial year to date? • How far did each car travel this financial year to date? 	Written	29/11/12	7/2/13
129	PBO	Ryan	Corporate Cars	For 2011-12: <ul style="list-style-type: none"> • How cars are owned by each department/agency? • Where is the car/s located? • What is the car/s used for? • What was the cost of each car? • How far did each car travel? 	Written	29/11/12	7/2/13
130	PBO	Ryan	Taxi Costs	How much did each department/agency spend on taxis this financial year to date? Provide a breakdown of each business group in each department/agency. What are the reasons for taxi costs?	Written	29/11/12	7/2/13
131	PBO	Ryan	Taxi Costs	How much did each department/agency spend on taxis in 2011-12? Provide a breakdown of each business group in each department/agency. What are the reasons for taxi costs?	Written	29/11/12	7/2/13
132	PBO	Ryan	Credit Cards	Provide a breakdown for each employment classification that has a corporate credit card. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012): <ul style="list-style-type: none"> • What action is taken if the corporate credit card is misused? • How is corporate credit card use monitored? • What happens if misuse of a corporate credit card is discovered? • Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken. • What action is taken to prevent corporate credit card misuse? 	Written	29/11/12	7/2/13
133	PBO	Ryan	Credit Cards	For 2011-12 how many instances of corporate credit card misuse were there? List staff classification and what the misuse was, and the action taken.	Written	29/11/12	7/2/13
134	PBO	Ryan	Provision of	For departments/agencies that provide mobile phones to Ministers and/or Parliamentary	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
			Equipment	<p>Secretaries and/or their offices, what type of mobile phone is provided and the costs.</p> <p>For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date? What were the running costs for 2009-10 and 2010-11?</p> <p>Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.</p> <p>Please update if there have been any changes since Budget Estimates 2011-12 (May 2012): Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.</p>			
135	PBO	Ryan	Provision of Equipment	<p>For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided, the cost and what were the ongoing costs for 2011-12.</p> <p>For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what type of electronic equipment was provided, the cost and what were the ongoing costs for 2011-12.</p> <p>Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) was provided to department/agency staff for 2011-12, provide details of what was provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.</p>	Written	29/11/12	7/2/13
136	PBO	Ryan	Electricity Purchasing	<p>Provide details of any update of the department/agency electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).</p> <p>What are the department/agency electricity costs for 2011-12?</p> <p>What are the department/agency electricity costs for this financial year to date?</p>	Written	29/11/12	7/2/13
137	PBO	Ryan	Shredders	<p>Did the department/agencies purchased any shredders in 2011-12? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.</p>	Written	29/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	Program: Division or Agency	Senator	Broad Topic	Question	Proof Hansard/ Written	Date Rec'd	Date Tabled
				Has the department/agencies purchased any shredders since Budget Estimates 2011-12 (May 2012)? ? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.			
138	PBO	Ryan	Protective security policy framework	Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any department/agency specific policies and procedures.	Written	29/11/12	7/2/13

Department of Parliamentary Services

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
139	DPS 1.1.1	Ronaldson	Bills Digest	With respect to the Bills Digest: a. How does DPS ensure the quality control of client advice and, in particular, the Bills Digest? b. Has DPS ever met with any external Australian legal body and discussed its work with the Bills Digest and/or the quality control of the Bills Digest? If yes, when was this meeting held, who was present and what was discussed? In that meeting, were any recommendations given by that legal body, and were those recommendations accepted by DPS?	Written	30/11/12	7/2/13
140	DPS 1.1.1	Ronaldson	Research Branch	Can DPS provide a list of people by section in the research branch of the library and a list of what courses or professional development each have undertaken in the past year? Can DPS also list the existing qualifications for each staff member?	Written	30/11/12	7/2/13
141	DPS 1.1.2	Ryan	Media Monitoring FYTD	a. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office for this financial year to date? i. Which agency or agencies provided these services? ii. What is estimated budget to provide these services for 2012-13? iii. What has been spent providing these services this FYTD? b. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for this financial year to date? i. Which agency or agencies provided these services? ii. What is estimated budget to provide these services for 2012-13? iii. What has been spent providing these services this FYTD?	Written	30/11/12	7/2/13
142	DPS	Ryan	Media	a. What was the actual total cost of media monitoring services, including press	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
	1.1.2		Monitoring 2011-12	<p>clippings, electronic media transcripts etcetera, provided to the Minister's office for 2011-12?</p> <p>i. Which agency or agencies provided these services?</p> <p>ii. What was estimated budget to provide these services for 2011-12?</p> <p>b. What was the actual total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for 2011-12?</p> <p>i. Which agency or agencies provided these services?</p> <p>ii. What was estimated budget to provide these services for 2011-12?</p>			
143	DPS 1.1.2	Ryan	Media subscriptions	<p>a. Has there been any change to your pay TV subscription since the 2012-13 Budget Estimates (May 2012)</p> <p>i. If yes, please provide the reason why, the cost and what channels.</p> <p>ii. What is the cost for this financial year to date?</p> <p>b. Has there been any change to your newspaper subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <p>i. If yes, please provide the reason why, the cost and what newspapers.</p> <p>ii. What is the cost for this financial year to date?</p> <p>c. Has there been any change to your magazine subscriptions since the 2012-13 Budget Estimates (May 2012)</p> <p>i. If yes, please provide the reason why, the cost and what magazines.</p> <p>ii. What is the cost for this financial year to date?</p> <p>d. What was the 2011-12 cost for:</p> <p>i. TV subscriptions</p> <p>ii. Newspaper subscriptions</p> <p>iii. Magazine subscriptions</p> <p>e. Does the department/agency provide any media subscriptions to its Ministers/Parliamentary Secretaries? If yes, provide details of what is provided and the cost this financial year to date and for 2011-12.</p>	Written	30/11/12	7/2/13
144	DPS 1.2.1	Ryan	Security incident	<p>Senator RYAN: ... Do we know what else this person got up to in their sojourn through the private wing of the building?</p> <p>Ms Mills: Yes, we do.</p> <p>Senator RYAN: Who else did they try to pop in and see?</p> <p>Ms Mills: They visited two other offices during that period prior to going to the Treasurer's office.</p> <p>Senator RYAN: Other ministerial offices?</p>	26	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>Ms Mills: One ministerial office and one MP's office, I believe.</p> <p>Senator RYAN: Can you tell us who they were?</p> <p>Ms Mills: The Speaker's office and I cannot recall whose the second office was, but I can check, if you wish.</p>			
145	DPS 1.2.1	Ryan	Security incident	<p>Senator RYAN: On a sitting day, how many people are there roaming the building, in a security sense, doing periodic checks?</p> <p>Ms Mills: I have to take on notice the exact number of our staff, but we do roster in all of the areas around staff rotation.</p>	28	30/11/12	7/2/13
146	DPS 1.2.1	Fifield	Security incident	<p>Senator FIFIELD: No, not in terms of where an individual got to or who they endeavoured to speak to; but, let us just take the last year, how many other incidents of inadvertence have there been where someone has found themselves in the private areas of the building? ...</p> <p>Senator FIFIELD: Let us take the two years before that.</p> <p>Ms Mills: I have received a report, but I do not have it in front of me. I can certainly provide that on notice.</p> <p>Senator FIFIELD: If you could. ... What I am interested in is the number of times this happens. Is this something that happens two or three times a year? Is it something that has happened four or five times a year every year for the last five years—a number of incidents where someone has found themselves in an area where they should not be?</p> <p>Ms Mills: As I said, I will take that on notice, ...</p>	33	30/11/12	7/2/13
147	DPS 1.2.1	Faulkner	Security incident	<p>Senator FAULKNER: Is there a reason why—there may well be—it might not be appropriate for the report to be either presented to a parliamentary committee or made public?</p> <p>Ms Mills: I have no issues with that, but I would seek the authority of the presiding officers. I think the critical issues in the report—the second version report will contain, I guess, a series of elements that may have a wider impact on our budget and other things. The first report really was about process improvements and what went wrong on that day. I am very happy to share that.</p> <p>Senator FAULKNER: Mr President, is there a reason for this not to be made available?</p> <p>Senator Hogg: I would want to see and digest the final report first. Subject to there being no potential creation of other security hazards as a result I could see no reason.</p> <p>Senator FAULKNER: That is why I asked. You might take that on notice. I think we would understand if on this occasion there might be some delay in coming back to</p>	34	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				the committee.			
148	DPS 1.2.1	Faulkner	Security incident	<p>Senator FAULKNER: ... Ms Mills, you mentioned your being informed about this incident; when were the presiding officers informed? You mentioned that there was what appears to me to be an inexplicable delay in your being informed, but what about the presiding officers?</p> <p>Ms Mills: I understand that they had been informed before me, but I would have to take that on notice. When I speak about presiding officers I mean their offices—I don't believe the presiding officers were present at that time, but I can take that on notice.</p>	34	30/11/12	7/2/13
149	DPS 1.2.1	Ronaldson	Security incident	<p>In reference to <i>Proof Hansard</i>, 15 October 2012, p. 36, Ms Carol Mills, Secretary of DPS, mentioned the “human error around the rostering” and “not having rostering on the key points”, which enabled the intruder to enter the private areas of Parliament. Ms Mills detailed this further at p. 27, stating that “a mistake was made the following morning not to verify that that committee hearing was indeed proceeding” which resulted in security staff “not [being] rostered on to those two areas”. Can the department advise:</p> <ol style="list-style-type: none"> Who was normally meant to verify that the committee hearing was proceeding? How exactly did the communication breakdown occur that morning and who was involved? Have any communication breakdowns occurred in the past, irrespective of whether a security incident resulted for a lack of rostering? If so, why was action never taken previously to fix the system after previous rostering problems occurred? What were the normal processes at the time of the incident for undertaking these checks? Why weren't the normal processes followed on this occasion? Why weren't the ordinary checks undertaken? 	Written	30/11/12	7/2/13
150	DPS 1.2.1	Ryan	Protective security	Provide an update for your department/agency, including what is your current compliance level, what are you doing to manage risk, what is being done to comply with the mandatory requirements and details of any department/agency specific policies and procedures.	Written	30/11/12	7/2/13
151	DPS 1.2.1	Kroger	Parliament Drive	<p>Senator KROGER:... I do not know what we call the ring road—</p> <p>Ms Mills: Parliament Drive.</p> <p>Senator KROGER: Is that the immediate road around Parliament House?</p> <p>Ms Mills: Yes.</p> <p>Senator KROGER: Is the speed monitored? Are you aware of whether the speed limit is monitored around Parliament Drive?</p>	53	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>Ms Mills: The speed limit is 40 kilometres an hour, and I would have to take the second part of that question on notice. I believe it is monitored but by what means I will have to come back to you on.</p> <p>Senator KROGER: Are you aware if the police have actually had mobile speed cameras in the precinct?</p> <p>Ms Mills: No, I am not. I know that the ACT police would be ultimately responsible, as they are for car parking breaches in the public car park. So I would presume they have an entitlement to do that, but I have not been briefed on that issue.</p> <p>Senator KROGER: If ACT police were going to monitor traffic in any way on Parliament Drive, would it be the normal course of action that they would advise the department and you would have some interaction so you would know what was going on?</p> <p>Ms Mills: No. I think they would treat these roads as they would any other road in the ACT. I think I accidentally said 40 kilometres an hour; I meant to say 50.</p> <p>Senator KROGER: It is very interesting that you have just corrected yourself on that, because the question of what the speed limit is has been put to me and, depending where you are on Parliament Drive, whether there is any signage and whether people are aware of that. I do not know whether the department has looked into that before. If ACT police are monitoring that then it certainly begs the question of whether there is sufficient signage so that people know what is expected of them. If you could take on notice whether the police have been surveilling the area and, if they have had speed cameras in the area, when that was.</p> <p>Ms Mills: Yes.</p>			
152	DPS Corporate	Fifield	Law enforcement within Parliamentary precinct	<p>Senator FIFIELD: Just on that point, given the road, Parliament Drive, is within the parliamentary precinct and under the jurisdiction of the presiding officers, the ACT police could only operate on that road if there was a standing agreement between the parliament and the ACT police that they could do that, I would assume.</p> <p>Ms Mills: Technically, I believe that would be correct. There would be delegated responsibilities to the various parties, through the Presiding Officers. Again, I could look at what has been arranged historically, if that is helpful.</p> <p>Senator FIFIELD: Thank you. I am just curious as to what the standing arrangements are in relation to the enforcement of laws within the parliamentary precinct. Thank you.</p>	53	30/11/12	7/2/13
153	DPS 1.2.2	Humphries	Visitor survey	<p>Senator HUMPHRIES: That is commendable. Please take on notice the production of an analysis or summary of what the department is actually doing to respond to the issues raised by the visitor survey.</p> <p>Ms Mills: I would be very happy to provide that.</p>	40	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
154	DPS 1.3.1	Kroger	Furniture moving	<p>Senator KROGER: In terms of moving furniture around, given that you would not want individuals moving their own furniture around, what would be a reasonable time frame in which someone could expect that to happen inside their office?</p> <p>Ms Mills: I am sorry, but I will have to take that on notice.</p> <p>Senator KROGER: Just moving a bookcase or a desk from one side of an office to another.</p> <p>Ms Mills: I will take that on notice. I might also say, in terms of the furnishings inside an office, a lot of those responsibilities rest with the House of Representatives department or the Senate department and not my own department, DPS. So perhaps in taking that on notice I can also give you a list of who does what.</p> <p>Senator KROGER: I am particularly interested in who undertakes and is responsible for the task in the Senate and what a normal time frame for that is.</p>	53	30/11/12	7/2/13
155	DPS1.3.1	McKenzie	Electricity usage and costs	<p>a. For the financial year 2011-2012, how many kilowatt hour of electricity did the department consume? What was the total cost?</p> <p>b. What does this cost work out to per employee?</p> <p>c. What increases in electricity costs has the Department experienced since the introduction of the carbon tax?</p> <p>d. How has this changed the Department's spending pattern? What programs or services have been cut to meet the increased costs?</p> <p>e. What measures is the Department taking to reduce its electricity expenditure? When did these commence? What impact have they had?</p>	Written	30/11/12	7/2/13
156	DPS 1.3.1	Ryan	Electricity purchasing	<p>a. Provide details of any update of the department/agency electricity purchasing agreement if there has been a change since Budget Estimates 2011-12 (May 2012).</p> <p>b. What are the department/agency electricity costs for 2011-12?</p> <p>c. What are the department/agency electricity costs for this FYTD?</p>	Written	30/11/12	7/2/13
157	DPS 1.3.2	Ronaldson	MS Outlook	<p>With respect to the security of Members' and Senators' diaries and personal information on the PCN:</p> <p>a. How, specifically, and when did the DPS become aware of the issue with Outlook allowing all PCN users access to some Senators' and Members' email and calendar profiles?</p> <p>b. Is the DPS aware of how long this could have been a problem for?</p> <p>c. Can the DPS inform the Committee as to the likelihood of some PCN user accessing a Senator's or Member's profile during this period? Can DPS exclude the possibility that a PCN user accessed a Senator's or Member's profile without their permission during this period?</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>d. Can the DPS list the security and/or privacy ramifications from someone accessing, or potentially being able to access, a Senator's or Member's profile, particularly for constituents?</p> <p>e. Why was this problem not discovered earlier? Does the DPS have systems in place to ensure that profiles are set up correctly to begin with and to monitor the status of access to Senators' and Members' profiles?</p> <p>f. If this situation can occur, what other situation or situations could occur which could jeopardise the security of Senators' or Members' profiles? Is the DPS aware of all the possible scenarios that could jeopardise the security of Senators' or Members' profiles? Can DPS preclude another security situation such as this occurring?</p> <p>g. What action will the DPS take and/or what systems does the DPS have in place to prevent a breach of security and/or to check on the current security across each of these scenarios?</p> <p>h. Can DPS update the Committee at the next Senate Estimates in February 2013 as to what actions it has taken with respect preventing possible security breaches?</p>			
158	DPS 1.3.2	Ryan	Internet	Has the Department experienced any internet problems, such as but not limited to slow internet, or internet blackouts? If yes, what was the reason for this? Did it impact the Minister's office?	Written	30/11/12	7/2/13
159	DPS 1.3.2	Ryan	Provision of equipment	<p>a. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs.</p> <p>b. For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date? What were the running costs for 2009-10 and 2010-11?</p> <p>c. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.</p> <p>d. Please update if there have been any changes since Budget Estimates 2011-12 (May 2012): Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
160	DPS 1.3.2	Ryan	Provision of equipment	<p>a. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided, the cost and what were the ongoing costs for 2011-12.</p> <p>b. For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what type of electronic equipment was provided, the cost and what were the ongoing costs for 2011-12.</p> <p>c. Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) was provided to department/agency staff for 2011 12, provide details of what was provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.</p>	Written	30/11/12	7/2/13
161	DPS 1.3.2	McKenzie	digital broadcasting	When will Parliament House internal broadcasting be upgraded from analogue to digital?	Written	30/11/12	7/2/13
162	DPS 2	Faulkner	Portraits for Historic Memorials Collection	<p>Senator FAULKNER: Who, at the end of the day, foots bill for these portraits of Presiding Officers?</p> <p>Ms Mills: It is a very complicated process. ... The Historic Memorials Committee and the collection is a separate entity. They approve the level of funding and, I believe, provide the funding. The latter bit I must take on notice, sorry. I know they approve the amount of funding to be provided for portraits; I am not sure of the source of funds. Again, I am happy to provide that information to you. I know that the department pays for the travel expenses associated with the commission and that the commission costs are covered by our administrative budget. So I am assuming that we are actually allocated sufficient each year to pay for that, but the level of funding is determined through the Historic Memorials Committee decision.</p> <p>...</p> <p>Senator RYAN: So you will be paying for a couple of portraits this parliament, whereas normally you would expect to pay for just one. You might even be paying for three. ... You pay the travel costs for the commission. I assume that is for the artist, is it?</p> <p>Ms Mills: Yes.</p> <p>Senator RYAN: That comes out of your budget. How much do you expect it will be? Presumably you have started to budget for that cost within your own internal budgeting process, so how much do you expect to budget for that?</p> <p>Ms Mills: The standard commission fee is \$30,000.</p> <p>Senator RYAN: But you do not pay that, do you? You pay travel costs.</p>	47 & 48	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>Ms Mills: I am confirming. I believe we pay that but I believe we get an allowance for it. To be honest, it is not an area that I have delved into until recently, so I may have to correct that on notice. But that is my understanding as it stands. I believe that we cover, as I said, travel and any other associated costs that might be incurred.</p> <p>Senator RYAN: What do you expect that to be? Presumably you have started to budget for that yourself for a couple of portraits.</p> <p>Ms Mills: Because the only one that is currently in commission or being discussed actively at the moment is the one for Mr Slipper, and as he has not selected an artist as yet, we have not factored in what those costs might be. But, as I said, it is something that we have to budget for periodically and we will find the funds for it.</p>			
163	DPS Corporate	Ronaldson	Long review	<p>Senator RONALDSON: ...Did the investigator make any note about inconsistencies that caused him concern?</p> <p>Dr Heriot: I am sorry; I do not have that level of recollection. If you wish to ask me these questions, I am happy to answer them on another occasion, but I simply do not have—</p> <p>Senator RONALDSON: With the greatest respect, these matters—and I do not remember you having notes, quite frankly, when this was discussed at the last hearing—</p> <p>Dr Heriot: I assure you I did.</p> <p>Senator RONALDSON: This is not a long time ago. You were asked a significant number of questions by Senator Faulkner. Would you table Mr Long's advice to you in relation to this which would indicate the inconsistencies and his views on this inconsistencies?</p> <p>Dr Heriot: I need to go back and see what we have already provided the committee with.</p> <p>Senator RONALDSON: You have not provided that.</p> <p>Dr Heriot: Okay.</p> <p>Senator FAULKNER: It would be useful to have the correspondence between DPS and CPM, DPS and Mr Long, and any minutes of any meetings that were held or documents that might outline the scope of inquiries. That would assist, wouldn't it, Senator Ronaldson?</p> <p>Senator RONALDSON: We have a situation where we have an experienced company; presumably an experienced investigator; and Ms Heriot, who has advised the committee she has no investigative experience at all, but Ms Heriot has made a decision about inconsistencies which happened to remove two of the most serious</p>	50–51	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				breaches. I just want to get some indication of where Mr Long expressed a view that there were such significant inconsistencies that would allow Ms Heriot to come to the conclusion that she did. You will provide that information? Dr Heriot: I will go through the files.			
164	DPS Corporate	Faulkner	Long review	Senator FAULKNER: I was not intending to raise this today, but one thing that has not been clear to me, Dr Heriot, is whether you were originally tasked by the then Secretary of DPS to conduct an inquiry into Ms Konig or into the matter in the broad—whether there was a specifically named individual. That might assist us too. Dr Heriot: Okay. Senator FAULKNER: I think that would help. Dr Heriot: I think I did traverse that in my evidence last time, but I am happy to deal with that.	51	30/11/12	7/2/13
165	DPS Corporate	Faulkner	Long review	a. Please provide the Committee with the document—referred to in Dr Heriot’s Submission to the Secretary about the findings of the CPM review, paragraph 32—which mentions “Ms Konig’s draft response to the question”, that was provided to the Governance and Business Management Division of DPS on 10 March, 2011. Please also provide the Committee with any other drafts of the answer to the question. b. Can copies of all documents, not already provided, surrounding the CPM review into Judith Konig—including correspondence between DPS and CPM, DPS and CPM or Mr Long, minutes of any meetings held, any transcripts of meetings or any other documents please be provided to the Committee.	written	30/11/12	7/2/13
166	DPS Corporate	Ronaldson	Security incident review	Senator RONALDSON: ... I want you, please, to take on notice Ms Walsh's expertise in relation to these areas and come back to the committee with that.	37	30/11/12	7/2/13
167	DPS Corporate	Ronaldson	Security incident review	In reference to <i>Proof Hansard</i> , 15 October 2012, p. 37, Ms Carol Mills, Secretary of DPS, mentioned that Ms Carolyn Walsh was contracted by the department to undertake the two-part investigation into the security incident. Ms Mills stated that Ms Walsh was not a “traditional security expert”, but that she was, rather, an expert in “safety and security in public areas, including transport in all its forms—rail, bus, ferry services—and its reliability, sustainability, safety and security”. Ms Mills then stated that “she did work for me previously in New South Wales around governance arrangements for the regulation of casinos and the independence of the casino regulatory authority”. Can the department advise: a. On what date was Ms Walsh approached? Who approached Ms Walsh, how was she approached and where was she approached?	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				b. What job description and selection criteria were used in the appointment of Ms Walsh? Can the department provide a copy of the job description and selection criteria used? c. Was there a selection panel used in the appointment of Ms Walsh? If so, who was on this panel? Were other applicants interviewed or considered? d. What qualifications were required, if any, of the person/s undertaking the contract? Did Ms Walsh have these qualifications? Were they verified? e. Was there a specified payment rate for the contract prior to Ms Walsh being appointed and, if so, what was this advertised rate? If there was not, was a payment rate negotiated with Ms Walsh after her appointment or during the process of appointing her? f. Was the position/contract advertised and/or tendered? If so: i. Where and on what date was the position/contract advertised and/or tendered? Can the department provide a copy of these advertisements and/or tenders? ii. Did other applicants approach the department with respect to the contract? Who were these applicants? What were their names, positions, and qualifications? Can the department provide the details of each applicant? Why did the department choose Ms Walsh over these other applicants? g. Did the department make an effort to ensure that anyone who knew Ms Walsh on a personal level was not making the overall decision on whether or not she was selected to undertake the contract? h. What are the normal departmental processes for employing contractors and consultants to undertake work? Is there an independent and objective process in place to avoid nepotism? Is the department concerned that its current processes could give rise to nepotism? i. Could the process through which Ms Walsh was employed have been improved to make it more objective and independent? j. Can the department advise as to improvements it is making to the system of employing contractors and consultants in order to avoid nepotism, to ensure that the people employed have the commensurate skills to undertake the required work, and that the process is independent and objective?			
168	DPS Corporate	Ronaldson	DPS relationship/s with any government	a. Does DPS have a working relationship with any other government department? Who are these departments and what is the nature of the working relationship? Have any of the management of DPS met with any of the management of these government departments? What were the nature of these meetings and who was in	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
			departments	attendance? b. Has PM&C ever provided advice and/or corporate documentation to DPS with respect to: i. Helping DPS to run better? ii. The Senate Estimates process? c. Have any documents from PM&C been provided to DPS staff to assist them in their roles and/or for education purposes? What were these documents and to whom were they provided?			
169	DPS Corporate Services	Ryan	Reviews	For this financial year to date: a. How many Reviews are being undertaken? b. What reviews have concluded, and for those that are still ongoing, when will those reviews be concluded? c. Which of these reviews has been provided to Government? d. When will the Government be responding to the respective reviews that have been completed? e. Has the Government responded to all reviews within the timeframe? If not, why not? f. What is the estimated cost of each of these Reviews? g. What reviews are planned? h. When will each of these reviews be concluded?	Written	30/11/12	7/2/13
170	DPS Corporate Services	Ryan	Reviews	For 2011-12: a. How many Reviews were undertaken? b. Where all reviews have, and for those that are still ongoing, when will those reviews be concluded? c. Which of these reviews has been provided to Government? d. Did the Government respond to all reviews within the timeframe? If not, why not? e. What was the estimated cost of each of these Reviews? f. For any ongoing reviews, when will each of these reviews be concluded?	Written	30/11/12	7/2/13
171	DPS Corporate Services	Ryan	Board appointments	a. List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members. b. What is the gender ratio on each board and across the portfolio? c. Please detail any board appointments for this financial year to date.		30/11/12	7/2/13
172	DPS Corporate Services	Ryan	Board appointments	a. List all of the boards within this portfolio, including: board title, terms of appointment, tenure of appointment and members for 2011-12.		30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				b. What was the gender ratio on each board and across the portfolio for 2011-12?			
173	DPS Corporate Services	Humphries	Staffing profile	Senator HUMPHRIES: I heard you make reference earlier, in your opening remarks, to additional positions that have been created within DPS to deal with a number of issues. Could I ask you to take on notice what the overall staffing profile of DPS will be for the course of 2013-14 as compared with 2011-12 with respect particularly to those issues that have been raised—extra staff being created for some positions and other pressures to meet budget requirements which might— Ms Mills: I am happy to take that on notice, ...	38	30/11/12	7/2/13
174	DPS Corporate Services	Faulkner	Car park gates	Senator FAULKNER: Thank you for that; I appreciate that, Ms Mills. Have there been any OH&S incidents that you are aware of? Ms Mills: Not that I am aware of. The reports I have received have been that, initially, there were some issues about people not understanding the gates and not waiting for them to fully open before trying to go through, which presents a challenge, but I am happy to take on notice if there are any specific WH&S issues. Senator FAULKNER: I would appreciate that. In	46	30/11/12	7/2/13
175	DPS Corporate Services	Ronaldson	workplace bullying	With respect to bullying within the DPS: a. Has the department ever held a staff meeting where bullying was the topic of discussion? If so, what was discussed at this staff meeting? b. What are the reported rates of bullying in the DPS? Can DPS provide the current rates and the rates in each year from 2004 onwards? c. What is the DPS policy on addressing workplace bullying? d. What actions are taken against workplace bullying? e. Are any staff currently on leave, either: i. As victims of workplace bullying; or ii. Pending investigation of bullying? f. What processes are in place to encourage people to report workplace bullying? g. What processes are in place to ensure that people who report bullying are protected when they do report such bullying, such as to avoid repercussions?	Written	30/11/12	7/2/13
176	DPS Corporate Services	Ronaldson	work exchange programs	Does DPS have any work exchange programmes? If so: a. With whom? b. How many staff members are involved? c. What areas of DPS are involved in this program? d. When was this programme initiated and by whom? e. Have any staff members or management of DPS previously worked at any of the organisations involved in these work exchange programmes? Who are these staff	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				members and what is the name of the organisation where they worked?			
177	DPS Corporate Services	Ryan	Staffing	a. How many ongoing staff recruited this financial year to date? What classification are these staff? b. How many non ongoing positions exist or have been created this financial year to date? What classification are these staff? c. This financial year to date, how many employees have been employed on contract and what is the average length of their employment period?	Written	30/11/12	7/2/13
178	DPS Corporate Services	Ryan	Staffing	a. How many ongoing staff left the department/agency in the year 2011-12? What classification were these staff? b. How many non ongoing staff left department/agency in the year 2011-12? What classification were these staff? c. How many contract staff left department/agency in the year 2011-12? What classification were these staff?	Written	30/11/12	7/2/13
179	DPS Corporate Services	Ryan	Staffing	a. How many ongoing staff were recruited in the year 2011-12? What classification were these staff? b. How many non ongoing staff were recruited in the year 2011-12? What classification were these staff? c. How many contract staff left were recruited in the year 2011-12? What classification were these staff? What is the average length of their employment period?	Written	30/11/12	7/2/13
180	DPS Corporate Services	Ryan	Staffing	a. Are there any plans for staff reduction? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut. b. If there are plans for staff reductions, please give the reason why these are happening.	Written	30/11/12	7/2/13
181	DPS Corporate Services	Ryan	Recruitment costs	a. How much was spent on recruitment advertising in 2011-12? How much of this was spent online and how much of this was spent on print advertising? b. Please list where recruitment advertising was listed online and in print media. c. How much has been spent on recruitment advertising this financial year to date? How much of this was spent online and how much of this was spent on print advertising? d. Please list where recruitment advertising was listed online and in print media.	Written	30/11/12	7/2/13
182	DPS Corporate Services	Ryan	Graduate recruitment	a. How much has been spent on 2013 Graduate Recruitment? Please itemise and detail costs. b. Has any travel been incurred for 2013 Graduate Recruitment? Please itemise and	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				detail costs.			
183	DPS Corporate Services	Ryan	Graduate training	a. How much is estimated to be spent on 2013 Graduate Training? Provide details of what training is to be provided, why and the estimated cost for each.	Written	30/11/12	7/2/13
184	DPS Corp. Serv.	Ryan	Staff amenities	What amenities are provided to staff? Provide a list.	Written	30/11/12	7/2/13
185	DPS Corporate Services	Ryan	Coffee machines	a. Has the department/agency purchased coffee machines for staff useage? If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased. b. Why were coffee machines purchased? c. Where did the funding for the coffee machines come from? d. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance in 2011-12 and how much this financial year to date, include a list of what maintenance has been undertaken Where does the funding for maintenance come from?	Written	30/11/12	7/2/13
186	DPS Corporate Services	Ryan	Education expenses	a. Has there been a change to the department/agency's guidelines on study since the 2012-13 Budget Estimates (May 2012)? If yes, please provide details. b. For this financial year to date, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.	Written	30/11/12	7/2/13
187	DPS Corporate Services	Ryan	Education expenses	For 2011-12, detail all education expenses (i.e. in house courses and tertiary studies) for each portfolio department and agency. Include what type of course, the total cost, cost per participant, the employment classification of each participant, how many participants and the amount of study leave granted to each participant (provide a breakdown for each employment classification). Also include the reason for the study and how it is beneficial for the department/agency.	Written	30/11/12	7/2/13
188	DPS Corporate Services	Ryan	Executive Coaching and leadership Training	a. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for this financial year to date: iii. Total spending on these services iv. The number of employees offered these services and their	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>employment classification</p> <p>v. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)</p> <p>vi. The names of all service providers engaged</p> <p>b. For each service purchased from a provider listed under (iv above), please provide:</p> <p>i. The name and nature of the service purchased</p> <p>ii. Whether the service is one-on-one or group based</p> <p>iii. The number of employees who received the service and their employment classification</p> <p>iv. The total number of hours involved for all employees (provide a breakdown for each employment classification)</p> <p>v. The total amount spent on the service</p> <p>vi. A description of the fees charged (i.e. per hour, complete package)</p> <p>c. Where a service was provided at any location other than the department or agency's own premises, please provide:</p> <p>i. The location used</p> <p>ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification)</p> <p>iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)</p> <p>iv. Any costs the department or agency's incurred to use the location</p>			
189	DPS Corporate Services	Ryan	Executive Coaching and leadership Training	<p>a. In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information for 2011–12:</p> <p>i. Total spending on these services</p> <p>ii. The number of employees offered these services and their employment classification</p> <p>iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)</p> <p>iv. The names of all service providers engaged</p> <p>b. For each service purchased from a provider listed under (iv above), please provide:</p> <p>i. The name and nature of the service purchased</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> ii. Whether the service is one-on-one or group based iii. The number of employees who received the service and their employment classification iv. The total number of hours involved for all employees (provide a breakdown for each employment classification) v. The total amount spent on the service vi. A description of the fees charged (i.e. per hour, complete package) c. Where a service was provided at any location other than the department or agency's own premises, please provide: <ul style="list-style-type: none"> i. The location used ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification) iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 			
190	DPS Corporate Services	Ryan	Media Training	<ul style="list-style-type: none"> a. In relation to media training services purchased by each department/ agency, please provide the following information for this FYTD: <ul style="list-style-type: none"> i. Total spending on these services ii. The number of employees offered these services and their employment classification iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) iv. The names of all service providers engaged b. For each service purchased from a provider listed under (iv above), please provide: <ul style="list-style-type: none"> i. The name and nature of the service purchased ii. Whether the service is one-on-one or group based iii. The number of employees who received the service and their employment classification iv. The total number of hours involved for all employees (provide a breakdown for each employment classification) v. The total amount spent on the service vi. A description of the fees charged (i.e. per hour, complete package) c. Where a service was provided at any location other than the department or agency's own premises, please provide: 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> i. The location used ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification) iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 			
191	DPS Corporate Services	Ryan	Media training	<ul style="list-style-type: none"> a. In relation to media training services purchased by each department/ agency, please provide the following information for 2011–12: <ul style="list-style-type: none"> i. Total spending on these services ii. The number of employees offered these services and their employment classification iii. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification) iv. The names of all service providers engaged b. For each service purchased from a provider listed under (iv above), please provide: <ul style="list-style-type: none"> i. The name and nature of the service purchased ii. Whether the service is one-on-one or group based iii. The number of employees who received the service and their employment classification iv. The total number of hours involved for all employees (provide a breakdown for each employment classification) v. The total amount spent on the service vi. A description of the fees charged (i.e. per hour, complete package) c. Where a service was provided at any location other than the department or agency's own premises, please provide: <ul style="list-style-type: none"> i. The location used ii. The number of employees who took part on each occasion (provide a breakdown for each employment classification) iii. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification) iv. Any costs the department or agency's incurred to use the location 	Written	30/11/12	7/2/13
192	DPS Corporate Services	Ryan	Paid parental leave	<ul style="list-style-type: none"> a. Please list how many staff in each portfolio department and agency are eligible to receive payments under the Government's Paid Parental Leave scheme? b. For this financial year to date list which department/agency is providing its 	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.			
193	DPS Corporate Services	Ryan	Paid parental leave	For 2011-12, which department/agency is providing its employees with payments under the Government's Paid Parental Leave scheme? Please list how many staff and their classification are in receipt of these payments.	Written	30/11/12	7/2/13
194	DPS Corporate Services	Ryan	Making the Public Service more efficient	<p>a. Please detail how the department/agency will achieve savings over the forward estimates through pursuing further efficiencies in the way the public service operates (see media release by the Minister for Finance and Deregulation & the Special Minister of State of 25 September 2012 http://www.financeminister.gov.au/media/2012/mr_1982012.html).</p> <p>b. In addition, please provide the following detail:</p> <p>c. How will reductions in air travel spending be achieved? What is the estimated savings for each year over the forward estimates?</p> <p>d. What restrictions will be implemented for business flights? What are the estimated savings for each year over the forward estimates?</p> <p>e. How will the use of external consultants and contractors be reduced? How will this impact on the Department/agency? What are the estimated savings for each year over the forward estimates?</p> <p>f. How will the department/agency manage moving recruitment advertising online? Will all future recruitment advertisement be online only? If not, explain why. What are the estimated savings for each year over the forward estimates?</p> <p>g. How will printing costs be reduced? Explain if and how the department/agency will reduce its printing costs by five per cent, or if it will not, why not? How will it be determined what documents will no longer be printed? What are the estimated savings for each year over the forward estimates?</p>	Written	30/11/12	7/2/13
195	DPS Corporate Services	Ryan	Printing costs	<p>a. How much was spent on printing 2011-12? Of this amount, how much was for printing documents?</p> <p>b. How many documents (include the amount of copies) were printed in 2011-12? How many of these printed documents were also published online?</p> <p>c. Of the documents that were printed in 2011-12, where were they delivered and what was the cost?</p> <p>d. How much has been spent on printing this financial year to date? Of this amount, how much was for printing documents?</p> <p>e. How many documents (include the amount of copies) have been printed this financial year to date? How many of these printed documents were also published</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				online?			
196	DPS Corporate Services	Ryan	Government advertising	a. What was the total cost of all advertising for the financial year to date? b. Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services. c. Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item. d. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item. e. Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item. f. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication services. g. What advertising – Campaign and Non-Campaign – and other communications programs is the Department/Agency undertaking, or are planning to undertake?	Written	30/11/12	7/2/13
197	DPS Corporate Services	Ryan	Government advertising	a. What was the total cost of all advertising for 2011-12? b. Is the advertising campaign or non-campaign advertising? Provide details of each advertising, including the program the advertising was for, the total spend and the business that provided the advertising services. c. Has the Department of Finance and Deregulation provided any advice about the advertising? Provide details of each advertising item. d. Has the Peer Review Group (PRG) and/or Independent Communications Committee (ICC) provided any advice about the advertising? Provide details of each advertising item. e. Did the Advertising comply with the Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies? Provide the details for each advertising item. f. Provide details for any other communications program, including details of the program, the total spend and the business that provided the communication	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				services that was undertaken in 2011-12.			
198	DPS Corporate Services	Ryan	Hospitality and Entertainment	<p>a. What is the Department/Agency's hospitality spend for this financial year to date? Detail date, location, purpose and cost of all events.</p> <p>b. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>c. What is the Department/Agency's entertainment spend for this FYTD? Detail date, location, purpose and cost of all events.</p> <p>d. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for this financial year to date. Detail date, location, purpose and cost of each event.</p> <p>e. What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events.</p> <p>f. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>g. What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events.</p> <p>h. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of each event.</p> <p>i. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved and what are the estimated savings over each year of the forward estimates?</p>	Written	30/11/12	7/2/13
199	DPS Corporate Services	Ryan	Hospitality and Entertainment	<p>a. What is the Department/Agency's hospitality spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>b. For each Minister and Parliamentary Secretary office, please detail total hospitality spend for 2011-12. Detail date, location, purpose and cost of each event.</p> <p>c. What is the Department/Agency's entertainment spend for 2011-12? Detail date, location, purpose and cost of all events.</p> <p>d. For each Minister and Parliamentary Secretary office, please detail total entertainment spend for 2011-12. Detail date, location, purpose and cost of each event.</p>	Written	30/11/12	7/2/13
200	DPS Corporate	Ryan	Consultancies	<p>a. How many consultancies have been undertaken this financial year to date? Identify the name of the consultant, the subject matter of the consultancy, the</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
	Services			duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies. b. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.			
201	DPS Corporate Services	Ryan	Consultancies	How many consultancies were undertaken in 2011-12? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.	Written	30/11/12	7/2/13
202	DPS Corporate Services	Ryan	Contractors FYTD	For this financial year to date: a. Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost). b. Has the department/agency ever employed Shannon's Way in any capacity or is it considering employing Shannon's Way? If yes, provide details (including the work undertaken and the cost). c. Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). d. Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). e. Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). f. Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). g. Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). h. Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost).	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> i. Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. j. What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 			
203	DPS Corporate Services	Ryan	Contractors 2011–12	<p>For 2011-12:</p> <ul style="list-style-type: none"> a. Has the department/agency ever employed Hawker Britton in any capacity or is it considering employing Hawker Britton? If yes, provide details (including the work undertaken and the cost). b. Has the department/agency ever employed Shannon’s Way in any capacity or is it considering employing Shannon’s Way? If yes, provide details (including the work undertaken and the cost). c. Has the department/agency ever employed John Utting & UMR Research Group in any capacity or is it considering employing John Utting & UMR Research Group? If yes, provide details (including the work undertaken and the cost). d. Has the department/agency ever employed McCann-Erickson in any capacity or is it considering employing McCann-Erickson? If yes, provide details (including the work undertaken and the cost). e. Has the department/agency ever employed Cutting Edge in any capacity or is it considering employing Cutting Edge? If yes, provide details (including the work undertaken and the cost). f. Has the department/agency ever employed Ikon Communications in any capacity or is it considering employing Ikon Communications? If yes, provide details (including the work undertaken and the cost). g. Has the department/agency ever employed CMAX Communications in any capacity or is it considering employing CMAX Communications? If yes, provide details (including the work undertaken and the cost). h. Has the department/agency ever employed Boston Consulting Group in any capacity or is it considering employing Boston Consulting Group? If yes, provide details (including the work undertaken and the cost). i. Has the department/agency ever employed McKinsey & Company in any capacity or is it considering employing McKinsey & Company? If yes, provide details. j. What contractors have been employed by the department/agency? If yes, provide details (including the work undertaken and the cost). 	Written	30/11/12	7/2/13
204	DPS Corporate	Ryan	Government payment of	For this financial year to date, has the department/agency paid its accounts to contractors/consultants etc in accordance with Government policy in terms of time for	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
	Services		accounts FYTD	<p>payment (i.e. within 30 days)?</p> <p>a. If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached)</p> <p>b. For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?</p> <p>c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p>			
205	DPS Corporate Services	Ryan	Government payment of accounts 2011-12	<p>For 2011-12, did the department/agency pay its accounts to contractors/consultants etc in accordance with Government policy in terms of time for payment (i.e. within 30 days)?</p> <p>a. If not, why not? Provide details, including what has been the timeframe for payment of accounts? Please provide a breakdown, average statistics etc as appropriate to give insight into how this issue is being approached)</p> <p>b. For accounts not paid within 30 days, is/was interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency for the current financial year and the previous financial year?</p> <p>c. Where interest is being paid, what rate of interest is being paid and how is this rate determined?</p> <p>d. Have all accounts from 2011-12 been paid? If no, why not?</p>	Written	30/11/12	7/2/13
206	DPS Corporate Services	Ryan	Stationery requirements FYTD	<p>a. How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) this financial year to date?</p> <p>b. What is the department/agency's stationery costs for the FYTD?</p>	Written	30/11/12	7/2/13
207	DPS Corporate Services	Ryan	Stationery requirements 2011-12	<p>a. How much was spent by each department and agency on the government (Ministers/Parliamentary Secretaries) stationery requirements in your portfolio (i.e. paper, envelopes, with compliments slips) in 2011-12?</p> <p>b. What is the department/agency's stationery costs for 2011-12?</p>	Written	30/11/12	7/2/13
208	DPS Corporate Services	Ryan	Travel Costs	<p>a. For the financial year to date, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>b. For the financial year to date, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>c. Are the Government's Lowest Practical Fare travel policy for Domestic Air Travel</p> <p>d. (Finance Circular No. 2009/10) and Best Fare of the Day for International Air Travel</p> <p>e. (Finance Circular No. 2009/11) guidelines being followed? How is the department/agency following the advice? How is this monitored? If the guidelines are not being followed, please explain why.</p> <p>f. Are lounge memberships provided to any employees? If yes, what lounge memberships, to how many employees and their classification, the reason for the provision of lounge membership and the total costs of the lounge memberships.</p> <p>g. When SES employees travel, do any support or administrative staff (such as an Executive Assistant) travel with them? If yes, provide details of why such a staff member is needed and the costs of the support staff travel.</p>			
209	DPS Corporate Services	Ryan	Travel Costs	<p>a. For 2011-12, please detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p> <p>b. For 2011-12, please detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).</p>	Written	30/11/12	7/2/13
210	DPS Corporate Services	Ryan	Shredders	<p>a. Did the department/agencies purchased any shredders in 2011-12? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.</p> <p>b. Has the department/agencies purchased any shredders since Budget Estimates 2011-12 (May 2012)? ? If yes, provide details of how many shredders were purchased, the cost of each shredder, why each new shredder was needed and the purpose for which the shredder is to be used.</p>	Written	30/11/12	7/2/13
211	DPS Corporate Services	Ryan	Corporate Cars	<p>Please update if there have been any changes since Budget Estimates 2012-13 (May 2012):</p> <p>a. How cars are owned by each department/agency?</p> <p>b. Where is the car/s located?</p> <p>c. What is the car/s used for?</p> <p>d. What is the cost of each car for this financial year to date?</p> <p>e. How far did each car travel this financial year to date?</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
212	DPS Corporate Services	Ryan	Corporate Cars	For 2011-12: a. How cars are owned by each department/agency? b. Where is the car/s located? c. What is the car/s used for? d. What was the cost of each car? e. How far did each car travel?	Written	30/11/12	7/2/13
213	DPS Corporate Services	Ryan	Taxi costs FYTD	a. How much did each department/agency spend on taxis this financial year to date? Provide a breakdown of each business group in each department/agency. b. What are the reasons for taxi costs?	Written	30/11/12	7/2/13
214	DPS Corporate Services	Ryan	Taxi costs 2011-12	a. How much did each department/agency spend on taxis in 2011-12? Provide a breakdown of each business group in each department/agency. b. What are the reasons for taxi costs?	Written	30/11/12	7/2/13
215	DPS Corporate Services	Ryan	Credit cards	a. Provide a breakdown for each employment classification that has a corporate credit card. b. Please update if there have been any changes since Budget Estimates 2012-13 (May 2012): i. What action is taken if the corporate credit card is misused? ii. How is corporate credit card use monitored? iii. What happens if misuse of a corporate credit card is discovered? iv. Have any instances of corporate credit card misuse have been discovered? List staff classification and what the misuse was, and the action taken. vii. What action is taken to prevent corporate credit card misuse?	Written	30/11/12	7/2/13
216	DPS Corporate Services	Ryan	Credit cards	For 2011-12 how many instances of corporate credit card misuse were there? List staff classification and what the misuse was, and the action taken.	Written	30/11/12	7/2/13
217	DPS Corporate Services	Ryan	Grants	1. To date, how much of the 2012-13 budget appropriations has your department received? 2. For 2012-13 please list each grant program your department administers, and the total funding of each program. 3. Please list each grant program that has not been paused as part of the Government wide grants pause. 4. Please provide the total cash value of each program that has not been paused? 5. Please list each grant program that has currently been "paused" as part of the Government wide grants pause. 6. Please provide the total cash value of each program that has been paused, and the	Written	30/11/12 30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				<p>total value of all grants paused?</p> <p>7. On what date did your department receive advice from the government to pause certain grants programs?</p> <p style="padding-left: 20px;">a. How was the instruction received, and from whom was it received?</p> <p>8. Please list the dates the Minister for Finance met with senior department officials to discuss the grants pause and the Minister overseeing your department met with senior department officials</p> <p>9. From what date was your department told to implement the grants pause?</p> <p style="padding-left: 20px;">a. When did it do so?</p> <p>10. Has your department been provided with information regarding when the grants pause would end?</p> <p style="padding-left: 20px;">a. If so, what was the date?</p> <p style="padding-left: 20px;">b. Was your department advised if it could communicate when the grants pause would end to grant applicants?</p> <p>11. Please provide the advice your department gave to Department of Finance regarding which programs should be included in the grants pause.</p> <p>12. Did your department receive advice/instruction from the Department of Finance regarding how best to communicate the grants pause to grant applicants, the media and other external stakeholders?</p> <p>13. What information has been provided to grant applicants regarding the grants pause? Please provide scripts if these have been given to call centres, or any other information sheets which have been used internally for discussing the grants pause with applicants.</p> <p>14. Has your department been advised by the Department of Finance of further grants pauses in the future? If so</p> <p style="padding-left: 20px;">a. When did you receive notification of future grants pauses?</p> <p style="padding-left: 20px;">b. What is the date of future grants to be paused</p> <p style="padding-left: 20px;">c. Which grants programs will be paused?</p> <p style="padding-left: 20px;">d. What is total value of pauses in future grants programs?</p> <p style="padding-left: 20px;">e. When will notification of these future grants pauses be made public?</p> <p>15. How many staff are employed to administer grant programs within the department?</p> <p>16. During the Grants Pause what activities are these staff involved with?</p> <p style="padding-left: 20px;">a. Have staff been moved to other divisions during the grants pause?</p> <p>17. During the Grants Pause are decisions on grants being made, but applicants not</p>			

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				being alerted?			
218	DPS Corporate Services	Rhiannon	Freedom of Information	<p>Senator RHIANNON: I think that helps me pinpoint the need for the very sensitive information that should not be released about putting them into the exemptions. I thought it would be useful if you could explain what information your department holds that should not be made public through the FOI process, and why it should not be made public.</p> <p>Ms Mills: At this point I would probably take that on notice. ...</p> <p>Senator RHIANNON: If you could take that on notice, I think it would help advance this discussion which is so important.</p>	41	30/11/12	7/2/13
219	DPS Corporate Services	Ryan	Freedom of Information	<p>a. Has the department/agency received any updated advice on how to respond to FOI requests?</p> <p>b. What is the total cost to the department/agency to process FOI requests for 2011-12? How many FOI requests did the department/agency receive in 2011-12? How many requests were denied and how many were granted? Did the department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?</p> <p>c. What is the total cost to the department to process FOI requests for this financial year to date?</p> <p>d. How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many and why? Do any of these requests remain outstanding? If so, how many and why?</p>	Written	30/11/12	7/2/13
220	DPS Corporate Services	Ryan	Legal costs FYTD	<p>a. What sum did each portfolio department and agency spend on legal services for this financial year to date within the department/agency? Please provide a list of each service and costs.</p> <p>b. What sum did each portfolio department and agency spend on legal services this financial year to date from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>c. What sum did each portfolio department and agency spend on legal services this financial year to date from private firms? Please provide a list of each service and costs.</p> <p>d. What sum did each portfolio department and agency spend on legal services this financial year to date from other sources? Please provide a list of each service and costs.</p>	Written	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
221	DPS Corporate Services	Ryan	Legal costs 2011–12	<p>a. What sum did each portfolio department and agency spend on legal services for 2011-12? Please provide a list of each service and costs.</p> <p>b. What sum did each portfolio department and agency spend on legal services for 2011-12 from the Australian Government Solicitor? Please provide a list of each service and costs.</p> <p>c. What sum did each portfolio department and agency spend on legal services for 2011-12 from private firms? Please provide a list of each service and costs.</p> <p>d. What sum did each portfolio department and agency spend on legal services for 2011-12 from other sources? Please provide a list of each service and costs.</p>	Written	30/11/12	7/2/13
222	DPS Corporate	Faulkner	Building façade reports	<p>Senator FAULKNER: ... Can you tell me the name of the 2005 report, please?</p> <p>Ms Mills: Yes, I can. The report was called <i>Building facades and finishes</i>. It was commenced in 2004 and reported in late March 2005, and it was conducted by a company called Diagnostech.</p> <p>Senator FAULKNER: Thank you.</p> <p>Ms Mills: The one that I referred to in 1990 was done by Dr Alan Spry, who was the pre- and post-construction stone consultant, and he was engaged by what was then the Joint House Department. I understand that, as an adjunct to the work by Diagnostech, Arup, who are a well-known engineering company, also provided advice on the same issue.</p> <p>Senator FAULKNER: All right. Thank you. Would it be possible for those three reports to be made available to the committee, please?</p> <p>Ms Mills: Yes, I believe I can access all of those.</p> <p>...</p> <p>Senator FAULKNER: In relation to the reports that we mentioned dealing with the building façade, you are able to provide them today to the committee?</p> <p>Ms Mills: I can certainly provide the Diagnostech report and I will have to provide, as soon as I am able, the report from Dr Spry. I believe there may only be one copy of that. I will have to have some made.</p>	42	29/10/12	1/11/12
223	DPS Corporate	Faulkner	Green marble [verde issorie]	<p>Senator FAULKNER: ... What were the curved walls? Can you define that for me?</p> <p>... Can you tell me which are the curved walls that were identified in 2005 as having a problem, please—what area, in other words?</p> <p>Ms Mills: My understanding is that they are the two areas near the chambers. If you would give me one moment, I will just read from the review... In the report, these areas are described as niches. It is not entirely clear where they are from the report. But the advice I received when I asked about this was that they were niches adjacent to the</p>	44	30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
 QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
 PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				chambers. Senator FAULKNER: Is that internal or external? Ms Mills: I believe that they are a mix. I think they are close to the walkway areas. Sorry, I am happy to provide more detail. It is something I am still investigating myself.			
224	DPS Corporate	Faulkner	Green marble [verde issorie]	Senator FAULKNER: Who made the decision to put up the plastic fencing, when was that decision made and where was the plastic fencing erected? Ms Mills: I do not have an official advice on that. I was told, anecdotally, that that was a solution that was introduced. I would have to take that on notice to try to find more detail.	44	30/11/12	7/2/13
225	DPS Corporate	Faulkner	Green marble [verde issorie]	Ms Mills: Again, I am more than prepared to look at all of the issues and to provide advice back on what strategies we will put in place.	45	30/11/12	7/2/13
226	DPS Corporate	Chair (Polley)	Parliament House 25 th birthday	CHAIR: Could you take it on notice to provide some information in relation to the celebrations of this building's 25th birthday? I was wondering if you could inform the committee what has been planned or what the outline is for that celebration. Could you take it on notice? Ms Mills: I will.	52	30/11/12	7/2/13
227	DPS Corporate	Chair (Polley)	Client survey	CHAIR: I want to ask about the client survey that was conducted by the department in recent months. Would you be able to give the committee an update on the findings of that survey and what if any actions will be derived from it? Ms Mills: Yes, I can. Again, I am very happy to provide more detail, perhaps on notice as it gives us more time.	52	30/11/12	7/2/13
228	DPS Corporate	Ryan	Social media	a. Has there been any changes to department and agency social media or protocols about staff access and usage of Youtube; online social media, such as Facebook, MySpace and Twitter; and access to online discussions forums and blogs since May 2012 Budget Estimates? If yes, please explain & provide copies of any advice that has been issue. b. Does the department/agency monitor usage of social media? i. If yes, provide details of the usage (for example details could include average hours per employee, hours when usage peaks) ii. If no, will the department/agency monitor usage in the future? c. Does social media impact on employee productivity? Provide details (details could include increased internet usage in general or increased internet usage in standard business hours)	Written	30/11/12	7/2/13
229	DPS	Ryan	Community	a. How many Community Cabinet meetings has the Minister attended this financial		30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
			Cabinet Meetings	<p>year to date? List date and location.</p> <p>b. How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for this financial year to date? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location.</p> <p>c. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for this financial year to date?</p>			
230	DPS	Ryan	Community Cabinet Meetings	<p>a. How many Community Cabinet meetings did the Minister attend in 2011-12? List date and location.</p> <p>b. How many Departmental Officers travelled with the Minister for the Community Cabinet meetings for 2011-12? What was the total cost of this travel? List travel type, accommodate and any other expenses. Which Community Cabinet meetings did the Departmental Officers attend? List date and location.</p> <p>c. What was the total cost to the Department and the Ministers office for the Community Cabinet meetings for 2011-12?</p>		30/11/12	7/2/13
231	DPS	Ryan	Grants	<p>a. Could the department/agency provide a list of all grants, including ad hoc and one-off grants for this financial year to date? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>b. Have all grant agreement details been published on its website within the required timeframe? If not, provide details.</p>		30/11/12	7/2/13
232	DPS	Ryan	Grants	<p>a. Could the department/agency provide a list of all grants, including ad hoc and one-off grants for 2011-12? Please provide details of the recipients, the amount, the intended use of the grants and what locations have benefited from the grants.</p> <p>b. Were all grant agreement details published on its website within the required timeframe? If not, provide details.</p>		30/11/12	7/2/13
233	DPS	Ryan	Commissioned reports	<p>How many Reports were commissioned by the Government in your department/agency in 2011-12? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? Did the Government report within the required timeframe? If not, when is the Government intending to respond to these</p>		30/11/12	7/2/13

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE – SUPPLEMENTARY BUDGET ESTIMATES – 15 & 16 October 2012
PARLIAMENTARY DEPARTMENTS

Q No.	DPS Program or Subprogram	Senator	Broad Topic	Question	Proof Hansard Page or Written Q	Date Rec'd	Date Tabled
				reports?			
234	DPS	Ryan	Commissioned reports	<p>How many Reports have been commissioned by the Government in your department/agency this financial year to date? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.</p> <p>a. How much did each report cost/or is estimated to cost? How many departmental staff were involved in each report and at what level?</p> <p>b. What is the current status of each report? When is the Government intending to respond to these reports?</p>		30/11/12	7/2/13
235	DPS	Ryan	Training for Portfolio Minister and Parliamentary Secretaries	<p>For this financial year to date, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For this financial year to date, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For this financial year to date, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.</p>		30/11/12	7/2/13
236	DPS	Ryan	Training for Portfolio Minister and Parliamentary Secretaries	<p>For 2011-12, how much has been spent on training for Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For 2011-12, how much has been spent on training for staff of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for.</p> <p>For 2011-12, how much has been spent on training for designed to better suit the needs of Ministers and Parliamentary Secretaries in your portfolio? Itemise each training, cost and for which Minister and/or Parliamentary Secretary the training was for, and how many employees attended and their classification.</p>		30/11/12	7/2/13