

2. Can you provide any documents provided to the Security Management Board which references the security trial. (Senator Wong)

The following documents on the Security Management Board file held by the Senate Department relate to this matter:

| Item | Date | Reference | Title | Comments |
|------|------------------|---------------------|---|---|
| 1 | 28 November 2013 | File number 13/6756 | Security Management Board Agenda | EXTRACT |
| 2 | 28 November 2013 | | Paper: DPS Security Update - Physical | Item presented by the Assistant Secretary Security (Mr Bryant) EXTRACT |
| 3 | 28 November 2013 | File number 13/6756 | Security Management Board – Draft Minutes | Item (f): Modified screening arrangements EXTRACT |
| 4 | 10 December 2013 | | Email from the DPS Secretary's office to the Usher and Serjeant | Document for meeting of the Usher and Serjeant with the DPS Secretary in relation to security issues (to facilitate discussion of proposed revised screening arrangements) EXTRACT |
| 5 | 16 April 2014 | | Draft Security Management Board Minutes | Item 5 notes that the Presiding Officers had agreed to submission 2014/55 EXTRACT |

Copies are attached. In all cases, because the documents deal with numerous security matters, only the relevant extract has been provided.

Submissions to the Presiding Officers have not been included as the provision of these raises issues of comity between the Houses and involves matters relating to the administration of the House of Representatives.

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Security Management Board—Agenda

Time: 11.00 a.m. **Date:** 28 November 2013
Venue: Small Library Conference Room **File No:** 13/6756

Contact:

| Item | Papers | Sponsoring member/ in attendance | Page |
|-------------|--------|-------------------------------------|------|
| SMB Members | | | |

| | | | | |
|----|--------------------------------|----------|-----------------|--|
| 5. | DPS Security Update – Physical | Attached | Chair/Mr Bryant | |
|----|--------------------------------|----------|-----------------|--|

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Security Management Board— Paper

Meeting date: 28 November 2013 **Agenda item:** Item 5
Prepared by: James Bryant **For:** Noting

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Modified screening arrangements

- SMB will shortly consider a paper recommending modified screening arrangements which would see the majority of building occupants exempt from screening at the non-public entrances prior to it being considered by the Presiding Officers.

James Bryant
Assistant Secretary, Security
Department of Parliamentary Services

25 November 2013

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PARLIAMENT OF AUSTRALIA

Security Management Board—DRAFT Minutes

Time: 11.05am **Date:** 28 November 2013

Venue: 1S5 **File No:** 13/6756

Contact:

Present:

SMB Members:

| | |
|------------------|--|
| Carol Mills | Secretary (Chair), Department of Parliamentary Service (DPS) |
| Robyn McClelland | Serjeant-at-Arms (SAA), Department of the House of Representatives |
| Bronwyn Notzon | Usher of the Black Rod (UBR), Department of the Senate |

Other attendees:

| | |
|-------------------|--|
| Eija Seittenranta | Chief Information Officer, DPS (CIO-DPS) |
| James Bryant | Assistant Secretary – Security (AS-Security) |

(f) *Modified Screening Arrangements*

The Board noted that DPS was working on a proposal to exempt certain categories of occupants from automatic screening and that it had advised the POs of this in the context of its budget briefing to them.

Once developed (in early 2014) the draft would be considered by the SMB prior to submission for the Presiding Officers' approval.

The SMB also noted that the President had approved an extension of the Senate screening trial until the end of the July 2014 recess. It was acknowledged that DPS Security would vary staffing arrangements on an as-needs basis.

Action

| | |
|-------------|---|
| Secretariat | • To send a copy of the "Extension of non-screening trial in the Senate |
|-------------|---|

Security Management Board meeting 28 November 2013

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Galleries, including reduction of Security Staff' submission to the Presiding Officers regarding the Senate Screening Trial to UBR and SAA.

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Boyle, Lea (SEN)

From: Keightley, Joanne (DPS)
Sent: Tuesday, 10 December 2013 4:06 PM
To: Boyle, Lea (SEN)
Subject: FW: draft papers for discussion @5.30pm
Attachments: (2).docx; Passholders list for swipe
and go.docx

- A document showing current pass categories and security checks, to facilitate discussion of proposed revised screening arrangements. This should be read with existing briefs to the Presiding Officers.

Regards,

Siwan

Siwan Davies
Senior Adviser to the Secretary
Department of Parliamentary Services

2014

PASS CATEGORIES AND LEVEL OF SECURITY CHECKS

| Current pass category | Security checks undertaken |
|--|---|
| Senators and Members (current) | <ul style="list-style-type: none"> • Not required |
| Senators' or Members' staff | <ul style="list-style-type: none"> • Not required |
| All staff employed under <i>Parliamentary Service Act 1999</i> | <ul style="list-style-type: none"> • Police records check |
| Ministerial staff | <ul style="list-style-type: none"> • Police records check • Security checks |
| AFP or AFP Protection Officers | <ul style="list-style-type: none"> • Police records check • Security checks |
| Contractors | <ul style="list-style-type: none"> • Police records check |
| Media | <ul style="list-style-type: none"> • Not required |
| Political party secretariats | <ul style="list-style-type: none"> • Not required |
| Sponsored | <ul style="list-style-type: none"> • Not required |
| Diplomatic passes | <ul style="list-style-type: none"> • Not required |
| Comcar vehicle | <ul style="list-style-type: none"> • Not required (do not enter building) |
| VIP visitor – officially hosted | <ul style="list-style-type: none"> • Not required |
| Nominated family members of current Senators, Members, Clerks and Secretaries of parliamentary depts. | <ul style="list-style-type: none"> • Not required |
| Former Senators and Members | <ul style="list-style-type: none"> • Not required |
| Volunteers in offices of current Senators or Members | <ul style="list-style-type: none"> • Not required |
| Members of other Australian legislatures | <ul style="list-style-type: none"> • Not required |
| Officers of Commonwealth departments and agencies | <ul style="list-style-type: none"> • Police records check by employer • Security checks by employer |
| Temporary official visitor | <ul style="list-style-type: none"> • Not required |
| Former Clerks or Secretaries of a Parliamentary Dept | <ul style="list-style-type: none"> • Not required |



PARLIAMENT OF AUSTRALIA

Security Management Board—DRAFT Minutes

| | | | |
|-----------------|---------|-----------------|---------------|
| Time: | 10.30am | Date: | 16 April 2014 |
| Venue: | 1S6 | File No: | 14/1700 |
| Contact: | | Extn: | |

Present:

SMB Members:

- | | |
|------------------|--|
| Carol Mills | Secretary (Chair), Department of Parliamentary Services (DPS) |
| Robyn McClelland | Serjeant-at-Arms (SAA), Department of the House of Representatives |
| John Baczynski | A/g Usher of the Black Rod (UBR), Department of the Senate |

Other attendees:

- | | |
|----------------|---|
| Steve McCauley | A/g Chief Information Officer, DPS (CIO-DPS) |
| Neil Skill | First Assistant Secretary, DPS Building and Asset Management Division |
| James Bryant | Assistant Secretary – Security (AS-Security) |
| Susy Cadona | Secretariat |

Item 5 — Feedback from the Presiding Officers meeting

The Chair reported that the Presiding Officers had agreed to Submission 2014/55 – Trial change to security screening arrangements at non-public entrances (targeted screening) and Submission 2014/37 – Temporary reduction in A/g Usher of the Black Rod's duties.