

**Senate Finance and Public Administration Legislation Committee**

**ANSWERS TO QUESTIONS ON NOTICE**

**Prime Minister and Cabinet Portfolio**

**Department of the Prime Minister and Cabinet**

Supplementary Budget Estimates 19 October 2009

**Question: PM10(a-f)**

**Topic: 2008–09 Annual Report**

**Type of Question: Written**

**Date set by the committee for the return of answer: 4 December 2009**

**Number of pages: 2**

**The Department stated that it 'developed documentation to put in place a panel arrangement for the provision of maintenance, engineering and building services at both residences and to engage a garden and grounds contractor at the Lodge.' (Dept of PM&C Annual Report 2008-09, p.95)**

- a) What is the current status of this panel arrangement (has it been established or is it still in the development phase)?**
- b) How many people are involved in this arrangement?**
- c) What does the panel arrangement aim to do? Why was it put in place?**
- d) What are the duties of the garden and grounds contractor?**
- e) Is the garden and grounds contractor a newly created position?**
- f) Please detail all the costs related to the panel arrangement and the garden and grounds contractor.**

**Answer:**

- a) The tender evaluation processes for the requests for tender to establish two panels of providers of maintenance, engineering and building services (one at each of the residences) are nearing completion.
- b) The numbers of providers that will be on the panels are yet to be finalised.
- c) The panel arrangements are being established to ensure a systematic approach to repairs and maintenance (including preventative maintenance), provide more certainty of service delivery, ensure best value for money is obtained and facilitate the appropriate security screening of service providers.
- d) The services provided by the grounds and gardens contractor include: lawns and grass maintenance; garden, tree, orchard and shrub maintenance; rubbish, debris and litter removal; garden furniture maintenance reporting and cleaning; maintenance of paved areas, car parks, courtyards, swimming pool and other designated areas; advice on possible improvements and enhancements to the grounds and gardens; and assistance to household staff.

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e) No. The management of the grounds and gardens at The Lodge has been provided by outsourced providers for many years.

f) The costs of the panel arrangements for maintenance, engineering and building services have not been finalised, as the panels have not yet been formed.

The costs associated with conducting the request for tender process for the grounds and gardens contract were \$892.85 plus regular staffing costs.