



DEPARTMENT OF THE
HOUSE OF REPRESENTATIVES

A wide-angle photograph of the interior of the House of Representatives chamber in Australia. The room is large and high-ceilinged, with a central aisle and two long, curved rows of desks and chairs on either side. The desks are light blue with wooden frames. At the front of the chamber, there is a raised platform with a wooden door and a desk. The walls are light blue and white, and there are large windows on the sides. The Australian flag is visible on the left and right walls.

Annual Report

2016–17

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The terms under which the Coat of Arms can be used are detailed on the website of the Department of the Prime Minister and Cabinet at www.dpmc.gov.au/pmc/publication/commonwealth-coat-arms-information-and-guidelines.

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Front cover image: House of Representatives Chamber. Photo: Getty Images.

Back cover image: Roof detail inside the House of Representatives Chamber. Photo: Penny Bradfield, Auspic/DPS.

The department welcomes your comments on this report. To make a comment, or to request more information, please contact:

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3 October 2017

The Hon Tony Smith MP
Speaker of the House of Representatives
Parliament House
Canberra ACT 2600

Dear Mr Speaker

Pursuant to section 65 of the *Parliamentary Service Act 1999* and section 46 of the *Public Governance, Performance and Accountability Act 2013*, I have pleasure in submitting to you, for presentation to the House, the annual report of the Department of the House of Representatives for the year ended 30 June 2017.

As required by section 10 of the *Public Governance, Performance and Accountability Rule 2014*, I certify that:

- the department has prepared fraud risk assessments and fraud control plans
- the department has in place appropriate fraud prevention, detection, investigation and reporting mechanisms that meet its specific needs
- I have taken all reasonable measures to appropriately deal with fraud relating to the department.

Yours sincerely

David Elder
Clerk of the House

About this report

The Department of the House of Representatives provides services that allow the House to fulfil its role as a representative and legislative body of the Australian Parliament.

This annual report details our activities during the 2016–17 financial year.



Overviews

The overviews section includes a report by the Clerk of the House of Representatives, David Elder, who is the department's chief executive and accountable authority. The departmental overview describes the department's purpose, role, organisational structure, and outcome and program structure.



Performance

The performance section includes the annual performance statement, which assesses the department's performance using measures and targets as set out in its corporate plan for 2016–17. The section also includes reports on the main activities supported during the year for each program area.



Management and accountability

The management and accountability section describes the department's approach to corporate governance, the management of its people and assets, and its obligations under various laws.



Financial statements

The financial statements section includes an independent auditor's report, a statement by the Clerk and Chief Financial Officer, and financial statements showing how the department spent the money allocated to it by the parliament.



Appendixes

The appendixes give detailed information about the department's staffing, and its work in supporting the House, the parliament, committees and visitors.



List of abbreviations and acronyms and index

Finally, to aid in navigating and interpreting the report, there is a list of abbreviations and acronyms, and an index.

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Our department—a snapshot

Our staff



3.1 days the average number of **training days** accessed by each member of staff

Our community

You Tube **3,657** YouTube subscribers

News **1,073** Newsletter subscribers

f **5,297** Facebook followers


Twitter **40,243** Twitter followers

The House—we supported

 **571 hours** of the House sitting over **64 sitting days**

 **237 hours** of meetings held in the **Federation Chamber**

 **243 divisions** conducted in the House

 **248 bills introduced** and **126 bills passed and assented to**

 **588 meetings** of **31 committees,** which presented **75 reports**

 **185 petitions processed** with **235,751 signatories**

Our world—we supported



34 visits to the parliament by incoming delegations representing **25 countries**

12 outgoing delegations, which represented the parliament in **10 countries**