



PARLIAMENT OF AUSTRALIA
DEPARTMENT OF PARLIAMENTARY SERVICES

ANNUAL REPORT 2013–14





Anne ZAHALKA (1957–)
Gardener, Flagpole Lawn (2014) (detail)
Parliament House Art Collection,
Department of Parliamentary Services



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The document must be attributed as the *Department of Parliamentary Services Annual Report 2013–14*.

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ANNUAL REPORT 2013–14



PARLIAMENT OF AUSTRALIA
DEPARTMENT OF PARLIAMENTARY SERVICES

The Hon. Mrs Bishop MP
Speaker of the House of Representatives
Parliament House
CANBERRA ACT 2600

Senator the Hon. Stephen Parry
President of the Senate
Parliament House
CANBERRA ACT 2600

Dear Madam Speaker and Mr President

Department of Parliamentary Services Annual Report 2013–14

I am pleased to present the *Department of Parliamentary Services Annual Report 2013–14* in accordance with section 65 of the *Parliamentary Service Act 1999*.

The report includes the Annual Report of the Parliamentary Librarian as required by subsection 65(3) of the *Parliamentary Service Act 1999*.

As required by the *Australian Government Fraud Control Guidelines 2011*, I am satisfied that during 2013–14, the Department had:

- prepared fraud risk assessments and fraud control plans
- appropriate fraud prevention, detection, investigation, reporting and data collection procedures that met the specific needs of the Department
- taken all reasonable measures to minimise the incidence of fraud and to investigate and recover the proceeds of fraud against the Department.

Yours sincerely

Carol Mills
Secretary

27 October 2014



PARLIAMENT OF AUSTRALIA
DEPARTMENT OF PARLIAMENTARY SERVICES

27 October 2014

The Hon. Mrs Bishop MP
Speaker of the House of Representatives
Parliament House
CANBERRA ACT 2600

Senator the Hon. Stephen Parry
President of the Senate
Parliament House
CANBERRA ACT 2600

Dear Madam Speaker and Mr President

Parliamentary Library Annual Report 2013–14

In accordance with subsection 65(3) of the *Parliamentary Service Act 1999*, I am pleased to submit the annual report of the Parliamentary Library for the year ending 30 June 2014.

That provision requires the report to be presented to the Presiding Officers after the end of each financial year, and to be included in the report on the activities of the Department of Parliamentary Services made under subsection 65(1)(c) of the *Parliamentary Services Act 1999*.

Section 38H of the *Parliamentary Service Act 1999* requires that the Parliamentary Librarian give a report on the performance of the functions of the Parliamentary Librarian to the Joint Standing Committee on the Parliamentary Library at least once every financial year.

Yours sincerely

Dr Dianne Heriot
Parliamentary Librarian

Reader's guide

The *Department of Parliamentary Services Annual Report 2013–14* has been prepared in accordance with the Department of the Prime Minister and Cabinet's *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies* issued on 29 May 2014.

The annual report also includes the *Parliamentary Library Annual Report 2013–14*.

The year 2013 marked the 25th Anniversary of Parliament House, and the design of the annual report showcases images from *Parliament House at work*—a 25th anniversary commission by contemporary Australian photomedia artist Anne Zahalka.

The report is divided into eight parts.

Part 1: Secretary's review

The Secretary's review includes 'DPS on a page' along with Secretary Carol Mills' review.

Part 2: Overview

Part 2 gives an overview of the Department of Parliamentary Services (DPS) including its role, functions, organisational structure and outcome and program structure.

Part 3: Report on performance

Part 3 reports on DPS' financial performance as well as its performance against the deliverables and key performance indicators set out in the Department's *Portfolio Budget Statements 2013–14* and *Portfolio Additional Estimates Statements 2013–14*.

Part 4: Parliamentary Library

Part 4 comprises a complete report on the Parliamentary Library for 2013–14 including the Parliamentary Librarian's review, library structure and governance arrangements, performance information and financial statements.

Part 5: Management and accountability

This part details management and accountability processes including the Department's governance, external scrutiny, workforce planning, employee classifications and salary rates, work health and safety and purchasing arrangements.

Part 6: Financial statements

Part 6 sets out the Department's audited financial statements and a report by the Auditor-General.

Part 7: Appendices

Part 7 contains information supplementary to the annual report including details about legal services expenditure, advertising and market research, disability reporting, and environmental performance and ecological sustainability.

Part 8: Reference material

Reference material consists of a glossary, list of acronyms, list of tables and figures, compliance index and an alphabetical index.

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25th anniversary commission

The images which feature on the cover and chapter breaks of this report are from a series of works commissioned to mark the 25th anniversary of Parliament House and now form part of the Parliament House Art Collection.

From its conception, Parliament House was intended to be a place where art was intrinsic to the experience of those who worked in or visited the building. Interwoven in the fabric of Parliament House itself, in its furnishings, on walls, in its open spaces and in its gardens, art celebrating the diverse aspects of contemporary Australian life and culture was to be showcased.

This vision was realised through the commissioning of artworks prior to Parliament House's opening in 1988 and has been refined since with the ongoing development of the Parliament House Art Collection.



Artist Anne Zahalka at work, image Tawfik Elgazzar.

The history of photographic commissions in relation to Parliament House is also long: a Parliament House Construction Photography Project in the 1980s saw 28 emerging and established photographers commissioned to provide a photographic record of the project. Among those capturing a record of the earth, timber, stoneworks and diverse people working on the site were renowned photographers Max Dupain, Fiona Hall and David Moore.

Drawing these threads together, it was fitting that during Parliament House's 25th anniversary year, Australian photomedia artist Anne Zahalka was commissioned to capture *Parliament House at Work*.

Ms Zahalka is a highly-regarded photomedia artist whose work has been exhibited nationally and internationally for more than 20 years. Her works are held by most major public galleries in Australia as well as many private and corporate collections in Australia and overseas.

The 25th anniversary commission resulted in a series of 20 large format works reflecting the diversity of DPS' endeavours and the fascinating spaces in which the Department works. The collection celebrates both the building and, in the words of art curator and academic Dr Martyn Jolly, 'the staff, the ordinary but essential people who keep the vast machinery of the legislature running day in day out, from year to year and from government to government'.¹

The resulting images were exhibited at Parliament House in June 2014. After being enjoyed by visitors, occupants and the subjects themselves while on public display, 10 of the images were accepted into the Parliament House Art Collection.

¹ Dr Martyn Jolly in *Parliament House at work. 25th Anniversary Commission Anne Zahalka*, DPS, 2014, page 4.

DPS on a page

Role

To support the functioning of Parliament and parliamentarians through the provision of professional services, advice and facilities and by maintaining Australian Parliament House as a working and iconic building.

Clients

- Senators, Members of the House of Representatives and their staff
- visitors—including tourists, international delegations, government officials and virtual visitors accessing the APH website
- building occupants, including staff of the parliamentary departments

Governance

- DPS operates under the: *Parliamentary Service Act 1999*, and *Financial Management and Accountability Act 1997* (during 2013–14)

The President of the Senate and the Speaker of the House of Representatives (the Presiding Officers) are jointly vested with responsibility for the administration of DPS.

Services

- Information and communication technology services
- Library and research services
- Security services
- Building and heritage management services
- Broadcasting and Hansard services
- Art services
- Visitor services
- Corporate, administrative and strategic services
- Food and beverage, retail, health, financial, and childcare services

Budget 2013–14

\$135 million departmental operating funds including drawing rights

\$9.8 million departmental capital budget

\$20.4 million administered capital budget

Staffing: 712.80 FTE (average)

DPS in numbers:

- 677,932 visitors to the building and 3.5 million virtual visitors to the website
- 197,825 participants on tours and 1,045 functions and events
- 2,835 hours of parliamentary proceedings and committee hearings transcribed
- 1,000+ artworks installed in parliamentarians' suites since the start of the 44th Parliament
- 26.5 million emails transmitted on the Parliamentary Computing Network

Information on the Parliamentary Library can be found in Part 4.