

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
1	Department of the Senate	Senator Kitching	Capital Works information	<p>Senator KITCHING: I want to move on to a question in relation to capital works updates. As we are all aware, the Senate wing was significantly affected by delays in the delivery of the capital works projects throughout 2018 and 2019. In an answer to a QON, one of the answers was that the department receives a weekly capital works email from the Department of Parliamentary Services which outlines the progress of major capital projects affecting the building. Can I firstly confirm that the Department of the Senate is receiving a weekly capital works email?</p> <p>Mr Pye : Yes, the department receives it.</p> <p>Senator KITCHING: I don't need them now, but could I have the dates of those emails?</p> <p>Mr Pye : I'm happy to take that on notice.</p> <p>Senator KITCHING: Can you produce a copy of each email?</p> <p>Mr Pye : It's a weekly digest, a report of one branch of DPS, and it's sent to—</p> <p>Senator KITCHING: The capital works branch?</p> <p>Mr Pye : Yes, and it's sent to the Usher of the Black Rod. I'm sure we can take on notice—</p> <p>Senator KITCHING: When you say it's a 'digest', what do you mean by that? I had envisaged that it would be an email saying, 'Project X—'</p> <p>Mr Pye : Essentially it is. It's usually a page or two of dot points about the status of different projects.</p> <p>Senator KITCHING: Are you able to produce a copy of each of those digests? Please provide details on dates and emails on Capital Works program...</p> <p>The President: Can I just say at this point that there is some information about the security works in parliament that the Presiding Officers have determined not to release.</p> <p>Senator KITCHING: I'm happy to have that redacted.</p>	Hansard, 2 March 2020, pp 6–7	2/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<p>The President: As long as all that stuff is redacted—I don't want to inadvertently release information upsetting senators when I haven't answered those questions on notice because of the position of both myself and my predecessors in doing the security upgrades.</p> <p>Senator KITCHING: I'm happy to have the security works redacted, not the works that don't relate to security.</p> <p>The President: Absolutely.</p> <p>Mr Pye : I'll talk to DPS about what material is sensitive and what material isn't. I'm happy to follow it up for you.</p> <p>Senator KITCHING: Just so we're clear: on notice, you're going to give me the dates of each of the emails, or digests—</p> <p>Mr Pye : Yes.</p> <p>Senator KITCHING: and each digest with appropriate redaction.</p> <p>Mr Pye : Sure.</p>			
2	Department of the Senate	Senator Kitching	MOU and other agreements	<p>Senator KITCHING: You've got some MOUs in place. You can take this on notice. Can I ask for an update with respect to the services it provides or receives to or from other departments or agencies? So, in relation to the provision or receipt of corporate services with other departments, what types of agreements are in place? Are there other types of documents other than MOUs? Can a copy of all documents, MOUs or other agreements which document an arrangement, be produced?</p> <p>Mr Pye : I'm happy to take that on notice.</p> <p>Senator KITCHING: Has the Department of the Senate had any further interaction with the Department of Parliamentary Services with respect to any proposed provision of corporate or other services?</p> <p>Mr Pye : I can take that on notice as well.</p> <p>Senator KITCHING: If yes, what has been agreed? Can a copy of that document be produced?</p> <p>Mr Pye : Yes.</p>	Hansard, 2 March 2020, pp 7–8	2/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				Senator KITCHING: Thank you.			
3	Department of the Senate	Paterson	Parliamentary Joint Committee on Human Rights	<ol style="list-style-type: none"> 1. What is the cost of the staffing and other expenditure for the Secretariat of the Parliamentary Joint Committee on Human Rights? 2. How many staff does the Committee have? 3. How many of those staff are full time and how many are part time? 4. Which Parliamentary committees have fewer staff allocated to them? 5. What is the cost of the legal adviser to the Committee? 6. How many other committees employ a legal advisor or other consultant on a similar basis? 7. What other bodies in the Parliament perform legislative scrutiny functions? 8. What other bodies in the Parliament deal with Human Rights issues? 	Written Q	5/3/2020	
4	Department of the Senate	Senator Carr	Paper	<ol style="list-style-type: none"> 1. From which country does the department and its agencies source A4 photo copy paper? <ol style="list-style-type: none"> a. If from multiple countries please provide a breakdown of country of origin in percentage terms. 2. From which country does the Minister's Office source A4 photo copy paper? <ol style="list-style-type: none"> a. If from multiple countries please provide a breakdown of country of origin in percentage terms. 	Written Q	13/3/2020	
5	Department of the Senate	Senator Kitching	Executive Management	<ol style="list-style-type: none"> 1. In relation to executive management for the Department and its agencies, can the following be provided for financial year 2019-20 to date: <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions. 	Written Q	13/3/2020	
6	Department	Senator	Ministerial	<ol style="list-style-type: none"> 1. In relation to any functions or official receptions hosted by Ministers 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
	of the Senate	Kitching	functions	<p>or Assistant Ministers in the portfolio can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20:</p> <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST <u>inclusive</u>). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 			
7	Department of the Senate	Senator Kitching	Departmental functions	<ol style="list-style-type: none"> 1. In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20: <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST <u>inclusive</u>). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 	Written Q	13/3/2020	
8	Department of the	Senator Kitching	Executive office	<ol style="list-style-type: none"> 1. Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded from the date of 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
	Senate		upgrades	the last answer for Supplementary Estimates 2019-20. If so, can an itemised list of costs please be provided (GST inclusive).			
9	Department of the Senate	Senator Kitching	Facilities upgrades	<ol style="list-style-type: none"> 1. Were there any upgrades to facility premises at any of the Departments or agencies subsequent to the date of the last answer for Supplementary Estimates 2019-20. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment. 2. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive). 3. If so, can any photographs of the upgraded facilities be provided. 	Written Q	13/3/2020	
10	Department of the Senate	Senator Kitching	Staff travel	<ol style="list-style-type: none"> 1. What is the total cost of staff travel for departmental/agency employees for FY 2019-20 to date. 	Written Q	13/3/2020	
11	Department of the Senate	Senator Kitching	Legal costs	<ol style="list-style-type: none"> 1. What are the total legal costs for the Department/agency for FY 2019-20 to date. 	Written Q	13/3/2020	
12	Department of the Senate	Senator Kitching	Secretarial travel	<ol style="list-style-type: none"> 1. Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department be provided from the date of the last answer for Supplementary Estimates 2019-20, including: <ol style="list-style-type: none"> a. Flights for the Secretary as well as any accompanying departmental officials, and identify the airline and class of travel. b. Ground transport for the Secretary as well as any accompanying departmental officials. c. Accommodation for the Secretary as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed. 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<p>d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Secretary's travel should also be provided.</p>			
13	Department of the Senate	Senator Kitching	FOI	<p>Please list the number of Freedom of Information Act requests ('FOI requests') received by the Department for financial year 2019-20 to date.</p> <ol style="list-style-type: none"> 1. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. The number of FOI requests the Department granted in full; b. The number of FOI requests the Department granted in part; c. The number of FOI requests the Department refused in full; and d. The number of FOI requests the Department refused for practical reasons under the Freedom of Information Act. 2. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. The number of times the Department failed to make any decision on a FOI request within the 30 day statutory period; and b. The number of times a request to the Department resulted in a practical refusal (i.e. no decision was made on the request). 3. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. The number of times the Department's FOI decisions have been appealed to the OAIC; and b. The number of times has the OAIC overturned – in whole or in part – the Department's decision to refuse access to material. 4. Please provide the staffing (both ASL and headcount) of staff at the 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<p>Department who work exclusively on FOI requests, broken down by APS level (e.g. three EL1s, four APS6s, one SES) for 2019-20 to date.</p> <p>5. Please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department.</p> <p>6. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level.</p> <p>7. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister's office.</p> <p>8. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are currently overdue in response.</p> <p>9. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so:</p> <p style="padding-left: 20px;">a. How many times has this occurred in the past twelve months; and</p> <p style="padding-left: 20px;">b. Please outline the process by which the Department consults the Minister.</p> <p>10. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please provide the legal basis on which that consultation occurred (e.g. third party consultation, transfer of request).</p>			
14	Department	Senator	Briefings	1. Has the Department/agency or the Minister's office provided	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
	of the Senate	Kitching		briefings to independents/minor parties in the Senate or House of Representatives since the date of the last answer for Supplementary Estimates 2019-20. If so, can the following be provided: a. The subject matter of the briefing. b. The location and date of the briefing. c. Who proposed the briefing. d. Attendees of the briefing by level/position			
15	Department of the Senate	Senator Kitching	Acting Minister arrangements	1. Can the Department provide all leave periods of the portfolio Minister since the date of the last answer for Supplementary Estimates 2019-20. 2. Can the Department further provide acting Minister arrangements for each leave period.	Written Q	13/3/2020	
16	Department of the Senate	Senator Kitching	Market research	1. Does the Department/agency undertake any polling or market research in relation to government policies or proposed policies? 2. If so, can the Department provide an itemised list for financial year 2019-20 to date: a. Subject matter b. Company c. Costs d. Contract date period 3. Can the Department/agency advise what, if any, research was shared with the Minister or their office and the date and format in which this occurred.	Written Q	13/3/2020	
17	Department of the Senate	Senator Kitching	Advertising and information campaigns	1. What is the Department/agency's total expenditure on advertising and information campaigns for the financial year 2019-20 to date. 2. What advertising and information campaigns has the Department/agency run in this time. For each campaign, please provide: a. When approval was first sought. b. The date of approval, including whether the advertising went	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<p>through the Independent Campaign Committee process.</p> <p>c. the timeline for each campaign, including any variation to the original proposed timeline.</p> <p>3. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided.</p>			
18	Department of the Senate	Senator Kitching	Promotional merchandise	<p>1. What is the Department/agency's total expenditure on promotional merchandise for the financial year 2019-20 to date.</p> <p>2. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided.</p> <p>3. Can photographs or samples of relevant promotional merchandise please be provided.</p>	Written Q	13/3/2020	
19	Department of the Senate	Senator Kitching	Ministerial overseas travel	<p>1. Can an itemised list of the costs met by the department or agency for all international travel undertaken by Ministers or Assistant Ministers in the portfolio please be provided from the date the last answer for the Supplementary Estimates 2019-20, including:</p> <p>a. Flights for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel.</p> <p>b. Ground transport for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, and identify</p>	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<p>the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Minister's travel should also be provided.</p>			
20	Department of the Senate	Senator Kitching	Social media influencers	<ol style="list-style-type: none"> 1. What was the Department/agency's total expenditure on social media influencers for financial year 2019-20 to date? 2. What advertising or information campaigns did the Department/agency use social media influencers to promote. 3. Can a copy of all relevant social media influencer posts please be provided. 4. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided. 	Written Q	13/3/2020	
21	Department of the Senate	Senator Kitching	Guidelines relating to Official Gifts received	<ol style="list-style-type: none"> 1. Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the <i>Guidelines relating to Official Gifts Received</i> in financial year 2019-20 to date. 		13/3/2020	
22	Department of the Senate	Senator Kitching	Commissioned Reports and Reviews	<ol style="list-style-type: none"> 1. Since the date of the last answer for Supplementary Estimates 2019-20, how many Reports or Reviews have been commissioned. Please provide details of each report including: <ol style="list-style-type: none"> a. Date commissioned. b. Date report handed to Government. 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<ul style="list-style-type: none"> c. Date of public release. d. Terms of Reference. e. Committee members and/or Reviewers. 2. How much did each report cost/or is estimated to cost. 3. The background and credentials of the Review personnel. 4. The remuneration arrangements applicable to the Review personnel, including fees, disbursements and travel 5. The cost of any travel attached to the conduct of the Review. 6. How many departmental staff were involved in each report and at what level. 7. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so.			
23	Department of the Senate	Senator Kitching	Board Appointments	1. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members from the date of the last answer for Supplementary Estimates Round 2019-20. 2. What is the gender ratio on each board and across the portfolio 3. What has been the total value of all Board Director fees and disbursements paid. 4. What is the value of all domestic travel by Board Directors. 5. What is the value of all international travel by Board Directors.	Written Q	13/3/2020	
24	Department of the Senate	Senator Kitching	Appointments – briefs prepared	1. How many times has the Department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or National member of parliament at a state, territory or federal level, since the answer was provided for Supplementary Estimates 2019-20.	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				2. For each brief prepared, can the Department advise: <ol style="list-style-type: none"> a. The former member. b. The board or entity. c. Whether the request originated from the Minister's office. d. Whether the appointment was made. 			
25	Department of the Senate	Senator Kitching	Stationery	1. How much has been spent on ministerial stationery requirements in financial year 2019-20 to date.	Written Q	13/3/2020	
26	Department of the Senate	Senator Kitching	Media monitoring	1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for financial year 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for financial year 2019-20 to date? <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract Notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
27	Department of the Senate	Senator Kitching	Communications staff	<ol style="list-style-type: none"> 1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: 2. By Department or agency: <ol style="list-style-type: none"> a. How many ongoing staff, the classification, the type of work they undertake and their location. b. How many non-ongoing staff, their classification, type of work they undertake and their location. c. How many contractors, their classification, type of work they undertake and their location. d. How many are graphic designers. e. How many are media managers. f. How many organise events. 3. Do any departments/agencies have independent media studios. <ol style="list-style-type: none"> a. If yes, why. b. When was it established. c. What is the set up cost. d. What is the ongoing cost. e. How many staff work there and what are their classifications. 	Written Q	13/3/2020	
28	Department of the Senate	Senator Kitching	Departmental staff in Minister's office	<ol style="list-style-type: none"> 1. Can the Department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ol style="list-style-type: none"> a. Duration of secondment. b. APS level. 2. Can the Department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level. 	Written Q	13/3/2020	
29	Department of the Senate	Senator Kitching	CDDA Payments	<ol style="list-style-type: none"> 1. How many claims have been received under the Compensation for Detriment caused by Defective Administration scheme (CDDA) by the Department for financial year 2019-20 to date. 2. How many claims were: 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				<ol style="list-style-type: none"> a. Accepted. b. Rejected. c. Under consideration. 3. Of the accepted claims, can the Department provide: <ol style="list-style-type: none"> a. Details of the claim, subject to relevant privacy considerations b. The date payment was made c. The decision maker. 			
30	Department of the Senate	Senator Kitching	Congestion busting	<ol style="list-style-type: none"> 1. Can the Department/agency provide an update on how it is “congestion busting” in relation to bureaucratic bottlenecks and regulatory bottlenecks. 2. Have any additional resources been allocated within the Department to achieve “congestion busting” within the department since an answer was provided for the Supplementary Estimates round 2019-20. 	Written Q	13/3/2020	
31	Department of the Senate	Senator Kitching	Recruitment	<ol style="list-style-type: none"> 1. What amount has been expended by the department/agency on external recruitment or executive search services in financial year 2019-20 to date. 2. Which services were utilised. Can an itemised list be provided. 	Written Q	13/3/2020	
32	Department of the Senate	Senator Kitching	Staffing	<ol style="list-style-type: none"> 1. How many full-time equivalent staff are engaged at 1 March 2020. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget. 2. How many of these positions are (a) on-going and (b) non-ongoing. 3. How many redundancies have occurred in financial year 2019-20 to date. How many were: <ol style="list-style-type: none"> a. voluntary b. involuntary. 	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
				4. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies. 5. What was the total value in dollar terms of all termination payments paid to exiting staff. 6. How much overtime or equivalent has been paid to staff in financial year 2019-20 to date. 7. How many section 37 notices under the Public Service Act 1999 have been offered in financial year 2019-20 to date.			
33	Department of the Senate	Senator Kitching	Comcare	1. For financial year 2019-20 to date, can the Department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status. 2. Can the Department advise the number of sanctions it has received from Comcare in the FY2019-20 to date.	Written Q	13/3/2020	
34	Department of the Senate	Senator Kitching	Fair Work Commission	1. For financial year 2019-20 to date, how many references have been made to the Fair Work Commission within the Department or agency.	Written Q	13/3/2020	
35	Department of the Senate	Senator Kitching	Fair Work Ombudsman	1. For financial year 2019-20 to date, how many references have been made to the Fair Work Ombudsman within the Department or agency.	Written Q	13/3/2020	
36	Department of the Senate	Senator Kitching	Office of the Merit Protection Commissioner	1. For financial year 2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the Department or agency.	Written Q	13/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

Q No.	Department or Agency	Senator	Broad Topic	Question	Hansard p. no. or Written Q	Date Rec'd	Date Tabled
37	Department of the Senate	Senator Kitching	Public Interest Disclosures	For financial year 2019-20 to date, how many public interest disclosures have been received.	Written Q	13/3/2020	
38	Department of the Senate	Senator Waters	Joint Select Committee inquiry into Australia's Family Law System	<ol style="list-style-type: none"> 1. Please outline the costs incurred to date in relation to the Joint Select Committee Inquiry into Australia's Family Law System, including: <ol style="list-style-type: none"> a. Staff costs b. Travel expenses c. Costs of any safeguards implemented to protect witnesses to the inquiry 2. Please also outline any anticipated costs of the inquiry yet to be incurred. 	Written Q	13/3/2020	
39	PBO	Senator Carr	Source of A4 photocopy paper	<ol style="list-style-type: none"> a. From which country does the department and its agencies source A4 photo copy paper? <ul style="list-style-type: none"> • If from multiple countries please provide a breakdown of country of origin in percentage terms. b. From which country does the Minister's Office source A4 photo copy paper? <ul style="list-style-type: none"> • If from multiple countries please provide a breakdown of country of origin in percentage terms. 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

40	PBO	Senator Kitching	Executive Management	<p>In relation to executive management for the Department and its agencies, can the following be provided for financial year 2019-20 to date:</p> <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions. 	Written	16/03/2020	
41	PBO	Senator Kitching	Ministerial functions	<p>In relation to any functions or official receptions hosted by Ministers or Assistant Ministers in the portfolio, can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20:</p> <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 	Written	16/03/2020	
42	PBO	Senator Kitching	Departmental functions	<p>In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio, can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20:</p> <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>e. Details of any food served.</p> <p>f. Details of any wines or champagnes served including brand and vintage.</p> <p>g. Any available photographs of the function.</p> <p>h. Details of any entertainment provided.</p>			
43	PBO	Senator Kitching	Executive office upgrades	Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded from the date of the last answer for Supplementary Estimates 2019-20. If so, can an itemised list of costs please be provided (GST inclusive).	Written	16/03/2020	
44	PBO	Senator Kitching	Facilities upgrades	<p>1. Were there any upgrades to facility premises at any of the departments or agencies subsequent to the date of the last answer for Supplementary Estimates 2019-20. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment.</p> <p>2. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive).</p> <p>3. If so, can any photographs of the upgraded facilities be provided.</p>	Written	16/03/2020	
45	PBO	Senator Kitching	Staff travel	What is the total cost of staff travel for departmental/agency employees for FY 2019-20 to date.	Written	16/03/2020	
46	PBO	Senator Kitching	Legal costs	What are the total legal costs for the department/agency for FY 2019-20 to date.	Written	16/03/2020	
47	PBO	Senator Kitching	Secretarial travel	<p>Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department be provided from the date of the last answer for Supplementary Estimates 2019-20, including:</p> <p>a. Flights for the Secretary as well as any accompanying departmental officials, and identify the airline and class of travel.</p> <p>b. Ground transport for the Secretary as well as any accompanying departmental officials.</p> <p>c. Accommodation for the Secretary as well as any accompanying</p>	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Secretary’s travel should also be provided.</p>			
48	PBO	Senator Kitching	FOI	<ol style="list-style-type: none"> 1. Please list the number of Freedom of Information Act requests (‘FOI requests’) received by the Department for financial year 2019-20 to date. 2. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. the number of FOI requests the Department granted in full; b. the number of FOI requests the Department granted in part; c. the number of FOI requests the Department refused in full; and d. the number of FOI requests the Department refused for practical reasons under the Freedom of Information Act. 3. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. the number of times the Department failed to make any decision on a FOI request within the 30 day statutory period; and b. the number of times a request to the Department resulted in a practical refusal (ie no decision was made on the request). 4. For 2019-20 to date, please provide: <ol style="list-style-type: none"> a. the number of times the Department’s FOI decisions have been appealed to the OAIC; and b. the number of times has the OAIC overturned – in whole or in part – the Department’s decision to refuse access to material. 5. Please provide the staffing (both ASL and headcount) of staff at the Department who work exclusively on FOI requests, broken down by APS level (eg three EL1s, four APS6s, one SES) for 2019-20 to date. 6. Please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department. 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>7. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level.</p> <p>8. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister’s office.</p> <p>9. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are currently overdue in response.</p> <p>10. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so:</p> <p style="padding-left: 20px;">a. how many times has this occurred in the past twelve months; and</p> <p style="padding-left: 20px;">b. please outline the process by which the Department consults the Minister.</p> <p>11. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please provide the legal basis on which that consultation occurred (eg third party consultation, transfer of request).</p>			
49	PBO	Senator Kitching	Briefings	<p>Has the department/agency or the Minister’s office provided briefings to independents/ minor parties in the Senate or House of Representatives since the date of the last answer for Supplementary Estimates 2019-20. If so, can the following be provided:</p> <p>a. The subject matter of the briefing.</p> <p>b. The location and date of the briefing.</p> <p>c. Who proposed the briefing.</p> <p>d. Attendees of the briefing by level/position</p>	Written	16/03/2020	
50	PBO	Senator Kitching	Acting Minister arrangement	<p>1. Can the department provide all leave periods of the portfolio Minister since the date of the last answer for Supplementary Estimates 2019-20.</p> <p>2. Can the Department further provide acting Minister arrangements for each leave period.</p>	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

51	PBO	Senator Kitching	Market research	<ol style="list-style-type: none"> 1. Does the department/agency undertake any polling or market research in relation to government policies or proposed policies. 2. If so, can the department provide an itemised list for financial year 2019-20 to date: <ol style="list-style-type: none"> a. Subject matter b. Company c. Costs d. Contract date period. 3. Can the department/agency advise what, if any, research was shared with the Minister or their office and the date and format in which this occurred. 	Written	16/03/2020	
52	PBO	Senator Kitching	Advertising and information campaigns	<ol style="list-style-type: none"> 1. What is the department/agency's total expenditure on advertising and information campaigns for the financial year 2019-20 to date. 2. What advertising and information campaigns has the department/agency run in this time. For each campaign, please provide: <ol style="list-style-type: none"> a. when approval was first sought b. the date of approval, including whether the advertising went through the Independent Campaign Committee process c. the timeline for each campaign, including any variation to the original proposed timeline. 3. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided. 	Written	16/03/2020	
53	PBO	Senator Kitching	Promotional merchandise	<ol style="list-style-type: none"> 1. What is the department/agency's total expenditure on promotional merchandise for the financial year 2019-20 to date. 2. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided. 3. Can photographs or samples of relevant promotional merchandise please be provided. 	Written	16/03/2020	
54	PBO	Senator Kitching	Ministerial overseas	Can an itemised list of the costs met by the department or agency for all	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

			travel	<p>international travel undertaken by Ministers or Assistant Ministers in the portfolio please be provided from the of date the last answer for the Supplementary Estimates 2019-20, including:</p> <ol style="list-style-type: none"> a. Flights for the Minister and any accompanying members of the Minister’s personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel. b. Ground transport for the Minister and any accompanying members of the Minister’s personal staff or family members, as well as any accompanying departmental officials. c. Accommodation for the Minister and any accompanying members of the Minister’s personal staff or family members, as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed. d. Meals and other incidentals for the Minister and any accompanying members of the Minister’s personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided. e. Any available photographs documenting the Minister’s travel should also be provided. 			
55	PBO	Senator Kitching	Social media influencers	<ol style="list-style-type: none"> 1. What was the Department/agency’s total expenditure on social media influencers for financial year 2019-20 to date. 2. What advertising or information campaigns did the Department/agency use social media influencers to promote. 3. Can a copy of all relevant social media influencer posts please be provided. 4. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

56	PBO	Senator Kitching	Guidelines relating to Official Gifts Received	Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the Guidelines relating to Official Gifts Received in financial year 2019-20 to date.	Written	16/03/2020	
57	PBO	Senator Kitching	Commissioned Reports and Reviews	<ol style="list-style-type: none"> 1. Since the date of the last answer for Supplementary Estimates 2019-20, how many reports or reviews have been commissioned. Please provide details of each report including: <ol style="list-style-type: none"> a. Date commissioned. b. Date report handed to Government. c. Date of public release. d. Terms of Reference. e. Committee members and/or Reviewers. 2. How much did each report cost/or is estimated to cost. 3. The background and credentials of the review personnel. 4. The remuneration arrangements applicable to the review personnel, including fees, disbursements and travel 5. The cost of any travel attached to the conduct of the review. 6. How many departmental staff were involved in each report and at what level. 7. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so. 	Written	16/03/2020	
58	PBO	Senator Kitching	Board Appointments	<ol style="list-style-type: none"> 1. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members from the date of the last answer for Supplementary Estimates Round 2019-20. 2. What is the gender ratio on each board and across the portfolio 3. What has been the total value of all Board Director fees and disbursements paid. 4. What is the value of all domestic travel by Board Directors. 5. What is the value of all international travel by Board Directors. 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

59	PBO	Senator Kitching	Appointments – briefs prepared	<p>1. How many times has the department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or National member of parliament at a state, territory or federal level, since the answer was provided for Supplementary Estimates 2019-20.</p> <p>2. For each brief prepared, can the department advise:</p> <p>a. The former member.</p> <p>b. The board or entity.</p> <p>c. Whether the request originated from the Minister’s office.</p> <p>d. Whether the appointment was made.</p>	Written	16/03/2020	
60	PBO	Senator Kitching	Stationery	How much has been spent on ministerial stationery requirements in financial year 2019-20 to date.	Written	16/03/2020	
61	PBO	Senator Kitching	Media monitoring	<p>1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for financial year 2019-20 to date.</p> <p>a. Which agency or agencies provided these services.</p> <p>b. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided</p> <p>c. What is the estimated budget to provide these services for the year FY 2019-20.</p> <p>2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for financial year 2019-20 to date.</p> <p>a. Which agency or agencies provided these services.</p> <p>b. Can an itemised list of Austender Contract Notice numbers for any media monitoring contracts in each period please be provided.</p> <p>3. What is the estimated budget to provide these services for the year FY 2019-20.</p>	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

62	PBO	Senator Kitching	Communications staff	<ol style="list-style-type: none"> 1. Can the department/agency provide an update on how it is ‘congestion busting’ in relation to bureaucratic bottlenecks and regulatory bottlenecks. 2. Have any additional resources been allocated within the department to achieve ‘congestion busting’ within the department since an answer was provided for the Supplementary Estimates round 2019-20. 3. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: 4. By department or agency: <ol style="list-style-type: none"> a. How many ongoing staff, the classification, the type of work they undertake and their location. b. How many non-ongoing staff, their classification, type of work they undertake and their location. c. How many contractors, their classification, type of work they undertake and their location. d. How many are graphic designers. e. How many are media managers. f. How many organise events. 5. Do any departments/agencies have independent media studios. <ol style="list-style-type: none"> a. If yes, why. b. When was it established. c. What is the set up cost. d. What is the ongoing cost. 6. How many staff work there and what are their classifications. 	Written	16/03/2020	
63	PBO	Senator Kitching	Department staff in Minister’s office	<ol style="list-style-type: none"> 1. Can the department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ol style="list-style-type: none"> a. Duration of secondment. b. APS level. 2. Can the department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level. 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

64	PBO	Senator Kitching	CDDA Payments	<ol style="list-style-type: none"> 1. How many claims have been received under the Compensation for Detriment caused by Defective Administration scheme (CDDA) by the department for financial year 2019-20 to date. 2. How many claims were: <ol style="list-style-type: none"> a. accepted b. rejected c. under consideration. 3. Of the accepted claims, can the department provide: <ol style="list-style-type: none"> a. details of the claim, subject to relevant privacy considerations b. the date payment was made c. the decision maker. 	Written	16/03/2020	
65	PBO	Senator Kitching	Congestion busting	<ol style="list-style-type: none"> 1. Can the department/agency provide an update on how it is ‘congestion busting’ in relation to bureaucratic bottlenecks and regulatory bottlenecks. 2. Have any additional resources been allocated within the department to achieve ‘congestion busting’ within the department since an answer was provided for the Supplementary Estimates round 2019-20. 	Written	16/03/2020	
66	PBO	Senator Kitching	Recruitment	<ol style="list-style-type: none"> 1. What amount has been expended by the department/agency on external recruitment or executive search services in financial year 2019-20 to date. 2. Which services were utilised. Can an itemised list be provided. 	Written	16/03/2020	
67	PBO	Senator Kitching	Staffing	<ol style="list-style-type: none"> 1. How many full-time equivalent staff are engaged at 1 March 2020. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget. 2. How many of these positions are (a) on-going and (b) non-ongoing. 3. How many redundancies have occurred in financial year 2019-20 to date. How many were: <ol style="list-style-type: none"> a. voluntary b. involuntary. 4. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies. 	Written	16/03/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>5. What was the total value in dollar terms of all termination payments paid to exiting staff.</p> <p>6. How much overtime or equivalent has been paid to staff in financial year 2019-20 to date.</p> <p>7. How many section 37 notices under the Public Service Act 1999 have been offered in financial year 2019-20 to date.</p>			
68	PBO	Senator Kitching	Comcare	<p>1. For financial year 2019-20 to date, can the department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status.</p> <p>2. Can the department advise the number of sanctions it has received from Comcare in the FY2019-20 to date.</p>	Written	16/03/2020	
69	PBO	Senator Kitching	Fair Work Commission	For financial year 2019-20 to date, how many references have been made to the Fair Work Commission within the department or agency.	Written	16/03/2020	
70	PBO	Senator Kitching	Fair Work Ombudsman	For financial year 2019-20 to date, how many references have been made to the Fair Work Ombudsman within the department or agency.	Written	16/03/2020	
71	PBO	Senator Kitching	Office of the Merit Protection Commissioner	For financial year 2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the department or agency.	Written	16/03/2020	
72	PBO	Senator Kitching	Public Interest Disclosures	For financial year 2019-20 to date, how many public interest disclosures have been received.	Written	16/03/2020	
73	DPS	Senator Kitching	Incentives to retire - Number	Senator KITCHING: Okay. Let me ask a very simple question. How many section 37 notices have you issued, Ms Saunders? I'll take it from April 2019. How many section 37 incentives to retire notices have been issued?	Hansard, p. 14	2/3/2020	
74	DPS	Senator Kitching	Incentives to retire - Feedback	Senator KITCHING: On the section 37 notices, how many of those made redundant or those to whom you've issued an incentive to retire notice have expressed concerns about the direction, management and/or	Hansard, p. 14	2/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>leadership of the department? Ms Saunders: None, to my knowledge, but, again, I will take that on notice. Senator KITCHING: By that, I'm including file notes, letters, text messages, emails, reports, exit interviews et cetera.</p>			
75	DPS	Senator Polley	Mobile antenna upgrade – boosters	<p>Senator POLLEY: Can I ask a question following on from that. How many boosters are located in senators' suites because of the lack of mobile reception? Mr Stinziani: I don't have the exact number. I will be able to get that for you on notice.</p>	Hansard, p. 15	2/3/2020	
76	DPS	Senator Dean Smith	Digital Division recording system	<p>Senator DEAN SMITH: The House of Representatives uses a digital system to record divisions. Have there been any outages or any poor performance of the network that has impacted on the ability of the House to carry out its automated division recording system? Mr Stinziani: Normally, we don't comment on House of Representatives issues, but I can— Senator DEAN SMITH: It is important because the Senate is moving to a digital recorder. Mr Stinziani: I agree that that is being done. Senator DEAN SMITH: An assurance has been given to whips that there have been no failures, no problems with the House system, so I just want clarification— The President: With respect for my colleague, the Speaker, and members of the House, operations of the chamber really are off-limits for this, but I can tell you that I have been briefed on it. I think I'm looking at it today or tomorrow. Stability is a question I plan to ask and I am happy to report that. Senator DEAN SMITH: Fantastic. Stability—but I am also interested in knowing if there have to date been any difficulties with it. The President: I will take that on notice and provide an answer in writing for the committee.</p>	Hansard, p. 15	2/3/2020	
77	DPS	Senator Kitching	KPMG engagement	<p>Senator KITCHING: Can I ask how much KPMG was paid? Mr Stefanic: I don't have that information. I can take it on notice.</p>	Hansard, p. 17	2/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

78	DPS	Senator Paterson	Artworks in the Leader of the Opposition's office	<p>CHAIR: I just have one question I want to place on notice, and then we will break as scheduled and return with PM&C. I noticed a question on notice from Senator Kitching—those always pique my interest—to you, Mr President, which was: what artwork from the Parliament House collection is currently installed in the Prime Minister's suite in Parliament House, the cabinet suite and any other location occupied by the Prime Minister? I'd like to put on notice the exact same question except for the Leader of the Opposition. Obviously the Leader of the Opposition does not have access to the cabinet suite, so that's not relevant. But I would be interested in the answer to parts (a) and (c).</p> <p>The President: Yes, with the proviso that we've always had a line about where we go into with members' and senators' individual offices. The approach I will likely take is to carve out office holders. That would include obviously me and parliamentary office holders. But I'll take that on notice and provide an answer consistent with past practice.</p>	Hansard, p. 20	2/3/2020	
79	DPS	Senator Carr	A4 photo copy paper	<p>From which country does the department and its agencies source A4 photo copy paper?</p> <ul style="list-style-type: none"> • If from multiple countries please provide a breakdown of country of origin in percentage terms. • From which country does the Minister's Office source A4 photo copy paper? If from multiple countries please provide a breakdown of country of origin in percentage terms. 	Written	16/3/2020	
80	DPS	Senator Polley	Windows 10 Pilot Program	<ol style="list-style-type: none"> 1. How many Electoral Offices were part of the Windows 10 Pilot Program? 2. Did the Department do any follow up with Electoral Offices that were part of the pilot program? 3. How many Electoral Offices gave feedback regarding the pilot program? 4. How long did Electoral Offices have to provide feedback on the pilot program? 5. How did the department collect data to decide if the pilot program of Windows 10 were successful? 6. Did the Department have data it shared with those Electoral Offices 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

			<p>that were part of the pilot program?</p> <ol style="list-style-type: none"> 7. Did the Electoral Offices that participated in the pilot program have any upgrades to their computer hardware as part of the pilot program? 8. Was the running system on the current computer hard drives suitable for the specifications needed to make Windows 10 run effectively? 9. How many offices on the pilot program reported issues? 10. How did the Electoral Offices report issues with Windows 10 and the pilot program? 11. Was a specific team designated to help Electoral Offices work through the programs? 12. What were some of the issues recorded? 13. Was training offered to Electoral offices taking part in the pilot program? 14. If training was offered did this help those on the pilot program with issues they were facing with the system? 15. Could issues offices were having be fixed? 16. How long did it take on average to fix problems offices were having while using Windows 10 as part of the pilot? 17. Have all issues reported with Window 10 and the pilot offices been ironed out, or are there still issues that are being worked on? 18. If there are issues when will they expected to be fixed by? 19. Is the department aware of issues being reported since the rollout of Windows 10? 20. It has been noted than some Electoral Offices have experienced the start-up of programs such as Outlook, office files and the internet as being slow. 21. Are there reasons as to why this has occurred? Have the issues been rectified? 22. If they have not been rectified when are they expected to be rectified? 23. In Outlook a person can be clipping an article to add to an email when the computer will freeze. Is this a common problem? 			
--	--	--	---	--	--	--

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>24. If this problem is common how can it be rectified? If it is not a common problem will the department investigate the issue and find out what can be done to fix the problem?</p> <p>25. Some offices are reporting that they get a ‘not responding’ message when trying to move email and save documents. This can be for as long as 30-45 seconds. Is this a common problem?</p> <p>26. Can the department explain when this will be rectified?</p> <p>27. Is the department aware that on occasions documents that were originally saved, will not save as normal?</p> <p>28. The user has then reported they must save the document again under another file name creating two documents the same. Is this a common occurrence?</p> <p>29. If the department know of this issue when do, they expect it to be fixed?</p> <p>30. In the task bar users have found that on occasions two lines will be chopped off when on the internet, is there a reason for this?</p> <p>31. Also, when users have been on the internet sometimes the tabs on their internet browser have been reported to have letters scrambled so that they cannot read the tab. Is this normal and can the department explain why this issue happens?</p> <p>32. Users have reported when using the Outlook program, they experience a very long and slow delay when moving between the email and calendar. Is there a reason for this?</p> <p>33. Can the department explain if this is a problem that can be rectified?</p> <p>34. It has been noted that some offices have had other Senators and Members scanned folder files appear in their share drive. They were unable to open this file but, what guarantee can the department give that this won’t happen again?</p> <p>35. How safe is the share drive?</p> <p>36. If a file can pop up in an office such as the question before can the department guarantee that sensitive information won’t be shared unknowingly to the Senator and Member?</p>			
81	DPS	Senator	QoN 140	I refer to Question on Notice 140 from Supplementary Budget Estimates	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

		Gallagher	External Contractors	<p>2019 on external contractors:</p> <ol style="list-style-type: none"> 1. Are the figures provided for management and business professionals and administrative services the same as the figures for all external contractors. 2. If no to (1), please provide the figures for all external contractors for each of the financial years from 2013-14 to 2018-19. 			
82	DPS	Senator Kitching	Executive Management	<ol style="list-style-type: none"> 1. In relation to executive management for the Department and its agencies, can the following be provided for financial year 2019-20 to date: <ol style="list-style-type: none"> a. The total number of executive management positions b. The aggregate total remuneration payable for all executive management positions. c. The change in the number of executive manager positions. d. The change in aggregate total remuneration payable for all executive management positions. 	Written	16/3/2020	
83	DPS	Senator Kitching	Ministerial functions	<ol style="list-style-type: none"> 1. In relation to any functions or official receptions hosted by Ministers or Assistant Ministers in the portfolio, can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20: <ol style="list-style-type: none"> a. List of functions. b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 	Written		
84	DPS	Senator Kitching	Departmental functions	<ol style="list-style-type: none"> 1. In relation to expenditure on any functions or official receptions etc hosted by the Department or agencies within the portfolio, can the following information be provided from the date of the last answer for Supplementary Estimates 2019-20: <ol style="list-style-type: none"> a. List of functions. 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<ul style="list-style-type: none"> b. List of all attendees. c. Function venue. d. Itemised list of costs (GST inclusive). e. Details of any food served. f. Details of any wines or champagnes served including brand and vintage. g. Any available photographs of the function. h. Details of any entertainment provided. 			
85	DPS	Senator Kitching	Executive office upgrades	1. Have any furniture, fixtures or fittings of the Secretary's office, or the offices of any Deputy Secretaries been upgraded from the date of the last answer for Supplementary Estimates 2019-20. If so, can an itemised list of costs please be provided (GST inclusive).	Written	16/3/2020	
86	DPS	Senator Kitching	Facilities upgrades	<ul style="list-style-type: none"> 1. Were there any upgrades to facility premises at any of the Departments or agencies subsequent to the date of the last answer for Supplementary Estimates 2019-20. This includes but is not limited to: staff room refurbishments, kitchen refurbishments, bathroom refurbishments, the purchase of any new fridges, coffee machines, or other kitchen equipment. 2. If so, can a detailed description of the relevant facilities upgrades be provided together with an itemised list of costs (GST inclusive). 3. If so, can any photographs of the upgraded facilities be provided. 	Written	16/3/2020	
87	DPS	Senator Kitching	Staff travel	1. What is the total cost of staff travel for departmental/agency employees for FY 2019-20 to date.	Written	16/3/2020	
88	DPS	Senator Kitching	Legal costs	1. What are the total legal costs for the Department/agency for FY 2019-20 to date.	Written	16/3/2020	
89	DPS	Senator Kitching	Secretarial travel	<ul style="list-style-type: none"> 1. Can an itemised list of the costs of all domestic and international travel undertaken by the Secretary of the Department be provided from the date of the last answer for Supplementary Estimates 2019-20, including: <ul style="list-style-type: none"> a. Flights for the Secretary as well as any accompanying departmental officials, and identify the airline and class of travel. b. Ground transport for the Secretary as well as any 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>accompanying departmental officials.</p> <p>c. Accommodation for the Secretary as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed.</p> <p>d. Meals and other incidentals for the Secretary as well as any accompanying departmental officials. Any available menus, receipts for meals at restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Secretary’s travel should also be provided.</p>			
90	DPS	Senator Kitching	FOI	<p>Please list the number of Freedom of Information Act requests (‘FOI requests’) received by the Department for financial year 2019-20 to date.</p> <p>1. For 2019-20 to date, please provide:</p> <p>a. The number of FOI requests the Department granted in full;</p> <p>b. The number of FOI requests the Department granted in part;</p> <p>c. The number of FOI requests the Department refused in full; and</p> <p>d. The number of FOI requests the Department refused for practical reasons under the Freedom of Information Act.</p> <p>2. For 2019-20 to date, please provide:</p> <p>a. The number of times the Department failed to make any decision on a FOI request within the 30 day statutory period; and</p> <p>b. The number of times a request to the Department resulted in a practical refusal (i.e. no decision was made on the request).</p> <p>3. For 2019-20 to date, please provide:</p> <p>a. The number of times the Department’s FOI decisions have been appealed to the OAIC; and</p> <p>b. The number of times has the OAIC overturned – in whole or</p>	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p style="text-align: center;">in part – the Department’s decision to refuse access to material.</p> <ol style="list-style-type: none"> 4. Please provide the staffing (both ASL and headcount) of staff at the Department who work exclusively on FOI requests, broken down by APS level (e.g. three EL1s, four APS6s, one SES) for 2019-20 to date. 5. Please also list the number of officers who are designated decision makers under the Freedom of Information Act 1982 within the Department. 6. In the past 12 months, has the Department seconded additional resources to processing Freedom of Information requests? If so, please detail those resources by APS level. 7. Please provide the number of officers who are currently designated decision makers under the Freedom of Information Act 1982 within the Minister’s office. 8. Please provide the number of FOI requests currently under consideration by the Department. Please also provide the number of these requests that are currently overdue in response. 9. Does the department consult or inform the Minister when it receives Freedom of Information requests? If so: <ol style="list-style-type: none"> a. How many times has this occurred in the past twelve months; and b. Please outline the process by which the Department consults the Minister. 10. Has the Department consulted or informed another Department or agency about any FOI request in the past twelve months. If so, please 			
--	--	--	--	---	--	--	--

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				provide the legal basis on which that consultation occurred (e.g. third party consultation, transfer of request).			
91	DPS	Senator Kitching	Briefings	<ol style="list-style-type: none"> 1. Has the Department/agency or the Minister's office provided briefings to independents/minor parties in the Senate or House of Representatives since the date of the last answer for Supplementary Estimates 2019-20. If so, can the following be provided: <ol style="list-style-type: none"> a. The subject matter of the briefing. b. The location and date of the briefing. c. Who proposed the briefing. d. Attendees of the briefing by level/position. 	Written	16/3/2020	
92	DPS	Senator Kitching	Acting Minister arrangements	<ol style="list-style-type: none"> 1. Can the Department provide all leave periods of the portfolio Minister since the date of the last answer for Supplementary Estimates 2019-20. 2. Can the Department further provide acting Minister arrangements for each leave period. 	Written	16/3/2020	
93	DPS	Senator Kitching	Market research	<ol style="list-style-type: none"> 1. Does the Department/agency undertake any polling or market research in relation to government policies or proposed policies. 2. If so, can the Department provide an itemised list for financial year 2019-20 to date: <ol style="list-style-type: none"> a. Subject matter b. Company c. Costs d. Contract date period 3. Can the Department/agency advise what, if any, research was shared with the Minister or their office and the date and format in which this occurred. 	Written	16/3/2020	
94	DPS	Senator Kitching	Advertising and information campaigns	<ol style="list-style-type: none"> 1. What is the Department/agency's total expenditure on advertising and information campaigns for the financial year 2019-20 to date. 2. What advertising and information campaigns has the Department/agency run in this time. For each campaign, please provide: <ol style="list-style-type: none"> a. When approval was first sought. 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<ul style="list-style-type: none"> b. The date of approval, including whether the advertising went through the Independent Campaign Committee process. c. the timeline for each campaign, including any variation to the original proposed timeline. <p>3. Can an itemised list of all Austender Contract Notice numbers for all advertising and information campaign contracts in each period be provided.</p>			
95	DPS	Senator Kitching	Promotional merchandise	<ul style="list-style-type: none"> 1. What is the Department/agency's total expenditure on promotional merchandise for the financial year 2019-20 to date. 2. Can an itemised list of all Austender Contract Notice numbers for all promotional merchandise contracts in that period please be provided. 3. Can photographs or samples of relevant promotional merchandise please be provided. 	Written	16/3/2020	
96	DPS	Senator Kitching	Ministerial overseas travel	<ul style="list-style-type: none"> 1. Can an itemised list of the costs met by the department or agency for all international travel undertaken by Ministers or Assistant Ministers in the portfolio please be provided from the of date the last answer for the Supplementary Estimates 2019-20, including: <ul style="list-style-type: none"> a. Flights for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, together with the airline and class of travel. b. Ground transport for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. c. Accommodation for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials, and identify the hotels the party stayed at and the room category in which the party stayed. d. Meals and other incidentals for the Minister and any accompanying members of the Minister's personal staff or family members, as well as any accompanying departmental officials. Any available menus, receipts for meals at 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>restaurants and the like should also be provided.</p> <p>e. Any available photographs documenting the Minister’s travel should also be provided.</p>			
97	DPS	Senator Kitching	Social media influencers	<ol style="list-style-type: none"> 1. What was the Department/agency’s total expenditure on social media influencers for financial year 2019-20 to date. 2. What advertising or information campaigns did the Department/agency use social media influencers to promote. 3. Can a copy of all relevant social media influencer posts please be provided. 4. Can an itemised list of all Austender Contract Notice numbers for all relevant social media influencer contracts please be provided. 	Written	16/3/2020	
98	DPS	Senator Kitching	Guidelines relating to Official Gifts Received	<ol style="list-style-type: none"> 1. Please provide an itemised account of all payments made to the Collector of Public Monies by Ministers pursuant to the <i>Guidelines relating to Official Gifts Received</i> in financial year 2019-20 to date. 	Written	16/3/2020	
99	DPS	Senator Kitching	Commissioned Reports and Reviews	<ol style="list-style-type: none"> 1. Since the date of the last answer for Supplementary Estimates 2019-20, how many Reports or Reviews have been commissioned. Please provide details of each report including: <ol style="list-style-type: none"> a. Date commissioned. b. Date report handed to Government. c. Date of public release. d. Terms of Reference. e. Committee members and/or Reviewers. 2. How much did each report cost/or is estimated to cost. 3. The background and credentials of the Review personnel. 4. The remuneration arrangements applicable to the Review personnel, including fees, disbursements and travel 5. The cost of any travel attached to the conduct of the Review. 6. How many departmental staff were involved in each report and at what level. 7. What is the current status of each report. When is the Government intending to respond to each report if it has not already done so. 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

100	DPS	Senator Kitching	Board Appointments	<ol style="list-style-type: none"> 1. Provide an update of portfolio boards, including board title, terms of appointment, tenure of appointment and members from the date of the last answer for Supplementary Estimates Round 2019-20. 2. What is the gender ratio on each board and across the portfolio 3. What has been the total value of all Board Director fees and disbursements paid. 4. What is the value of all domestic travel by Board Directors. 5. What is the value of all international travel by Board Directors. 	Written	16/3/2020	
101	DPS	Senator Kitching	Appointments – briefs prepared	<ol style="list-style-type: none"> 1. How many times has the Department prepared a brief for statutory authorities, executive agencies, advisory boards, government business enterprises or any other Commonwealth body which includes a reference to a former Liberal or National member of parliament at a state, territory or federal level, since the answer was provided for Supplementary Estimates 2019-20. 2. For each brief prepared, can the Department advise: <ol style="list-style-type: none"> a. The former member. b. The board or entity. c. Whether the request originated from the Minister’s office. d. Whether the appointment was made. 	Written	16/3/2020	
102	DPS	Senator Kitching	Stationery	<ol style="list-style-type: none"> 1. How much has been spent on ministerial stationery requirements in financial year 2019-20 to date. 	Written	16/3/2020	
103	DPS	Senator Kitching	Media monitoring	<ol style="list-style-type: none"> 1. What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the each Minister's office for financial year 2019-20 to date. <ol style="list-style-type: none"> a. Which agency or agencies provided these services. b. Can an itemised list of Austender Contract notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency for financial year 2019-20 to date. 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<ul style="list-style-type: none"> a. Which agency or agencies provided these services? b. Can an itemised list of Austender Contract Notice numbers for any media monitoring contracts in each period please be provided c. What is the estimated budget to provide these services for the year FY 2019-20. 			
104	DPS	Senator Kitching	Communications staff	<ul style="list-style-type: none"> 1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following: 2. By Department or agency: <ul style="list-style-type: none"> a. How many ongoing staff, the classification, the type of work they undertake and their location. b. How many non-ongoing staff, their classification, type of work they undertake and their location. c. How many contractors, their classification, type of work they undertake and their location. d. How many are graphic designers. e. How many are media managers. f. How many organise events. 3. Do any departments/agencies have independent media studios. <ul style="list-style-type: none"> a. If yes, why. b. When was it established. c. What is the set up cost. d. What is the ongoing cost. e. How many staff work there and what are their classifications. 	Written	16/3/2020	
105	DPS	Senator Kitching	Departmental staff in Minister's office	<ul style="list-style-type: none"> 1. Can the Department provide an update on the total number of departmental staff seconded to ministerial offices, including: <ul style="list-style-type: none"> a. Duration of secondment. b. APS level. 2. Can the Department provide an update on the total number of DLOs/CLOs for ministerial offices including APS level. 	Written	16/3/2020	
106	DPS	Senator	CDDA	<ul style="list-style-type: none"> 1. How many claims have been received under the Compensation for 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

		Kitching	Payments	<p>Detriment caused by Defective Administration scheme (CDDA) by the Department for financial year 2019-20 to date.</p> <p>2. How many claims were:</p> <p style="margin-left: 20px;">a. Accepted.</p> <p style="margin-left: 20px;">b. Rejected.</p> <p style="margin-left: 20px;">c. Under consideration.</p> <p>3. Of the accepted claims, can the Department provide:</p> <p style="margin-left: 20px;">a. Details of the claim, subject to relevant privacy considerations</p> <p style="margin-left: 20px;">b. The date payment was made</p> <p style="margin-left: 20px;">c. The decision maker.</p>			
107	DPS	Senator Kitching	Congestion busting	<p>1. Can the Department/agency provide an update on how it is “congestion busting” in relation to bureaucratic bottlenecks and regulatory bottlenecks.</p> <p>2. Have any additional resources been allocated within the Department to achieve “congestion busting” within the department since an answer was provided for the Supplementary Estimates round 2019-20.</p>	Written	16/3/2020	
108	DPS	Senator Kitching	Recruitment	<p>1. What amount has been expended by the department/agency on external recruitment or executive search services in financial year 2019-20 to date.</p> <p>2. Which services were utilised. Can an itemised list be provided.</p>	Written	16/3/2020	
109	DPS	Senator Kitching	Staffing	<p>1. How many full-time equivalent staff are engaged at 1 March 2020. How does this differ from the figures presented in Budget Paper 4 in the 2019-20 Budget.</p> <p>2. How many of these positions are (a) on-going and (b) non-ongoing.</p> <p>3. How many redundancies have occurred in financial year 2019-20 to date. How many were:</p> <p style="margin-left: 20px;">a. voluntary</p> <p style="margin-left: 20px;">b. involuntary.</p> <p>4. How many of those redundancies occurred as a result of departmental restructuring. What is the total cost of those redundancies.</p>	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<ol style="list-style-type: none"> 5. What was the total value in dollar terms of all termination payments paid to exiting staff. 6. How much overtime or equivalent has been paid to staff in financial year 2019-20 to date. 7. How many section 37 notices under the Public Service Act 1999 have been offered in financial year 2019-20 to date. 			
110	DPS	Senator Kitching	Comcare	<ol style="list-style-type: none"> 1. For financial year 2019-20 to date, can the Department advise whether it has been the subject of any investigations involving Comcare. If yes, please provide details of the circumstances and the status. 2. Can the Department advise the number of sanctions it has received from Comcare in the FY2019-20 to date. 	Written	16/3/2020	
111	DPS	Senator Kitching	Fair Work Commission	<ol style="list-style-type: none"> 1. For financial year 2019-20 to date, how many references have been made to the Fair Work Commission within the Department or agency. 	Written	16/3/2020	
112	DPS	Senator Kitching	Fair Work Ombudsman	<ol style="list-style-type: none"> 1. For financial year 2019-20 to date, how many references have been made to the Fair Work Ombudsman within the Department or agency. 	Written	16/3/2020	
113	DPS	Senator Kitching	Office of the Merit Protection Commissioner	<ol style="list-style-type: none"> 1. For financial year 2019-20 to date, how many references have been made to the Office of the Merit Protection Commissioner within the Department or agency. 	Written	16/3/2020	
114	DPS	Senator Kitching	Public Interest Disclosures	<ol style="list-style-type: none"> 1. For financial year 2019-20 to date, how many public interest disclosures have been received. 	Written	16/3/2020	
115	DPS	Senator Kitching	Windows 10/O365 rollout	<ol style="list-style-type: none"> 1. How many offices have been updated to Windows 10/O365? 2. How many desktops have been updated to Windows 10/O365? <ol style="list-style-type: none"> a. Can you please provide a breakdown of the number desktops in each state and territory that have been updated to Windows 10/O365? 	Written	16/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<ol style="list-style-type: none"> 3. How many laptops have been updated to Windows 10/O365 <ol style="list-style-type: none"> a. Can you please provide a breakdown of the number laptops in each state and territory that have been updated to Windows 10/O365? 4. How long was the consultation period with Members and Senators offices prior to the roll-out? 5. Were any issues raised about the performance of the IT upgrade during the consultation phase, what were they and were all of these addressed prior to the full roll-out commencing? 6. Please provide the daily number of calls to the 2020 Help Desk from Members and Senators offices from 1 January 2019 to 10 March 2020 and, further, broken down by nature of problem raised. 7. Please provide the number of calls from Members and Senators offices by the Windows 365 team from the start of the rollout period. 8. How many problems have been identified as part of the roll-out of Windows 10/O365? 9. How many of the problems that have been identified have taken longer than one week to fix? 10. How have problems identified been communicated to staff? 11. Has the Department been pro-active in notifying all upgraded of when problems have arisen? 12. Where there is a recurring problem, has the Department rolled out a patch or repair to all offices or have they waited for staff to contact them? 13. When Microsoft rolled out their own update several months ago, did The Department engage in any testing to establish whether the Microsoft update would have any implications for the roll-out? <ol style="list-style-type: none"> a. Were any issues identified? b. What actions were taken to ensure that Members and Senators were not impacted by the implications? 14. Have any problems been identified with regard to the suitability of the Dell Latitude 7380 and HP Elitebook 820 G3 laptops and their ability to run Windows 10/O365? 			
--	--	--	--	---	--	--	--

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>a. If yes, when were these issues discovered?</p> <p>b. Are the two abovementioned laptops fit for purpose for Windows 10/O365?</p> <p>c. Has the Department taken any action to address any issues that were discovered?</p> <p>d. How many offices require new laptops for the new operating system and how were offices advised if the laptops above are unsuitable?</p> <p>15. Prior to being asked to appoint Change Ambassadors, did the department advise electorate offices of the list of duties associated with being a Change Ambassador or was this information provided after the appointment of a Change Ambassador?</p> <p>16. Did the Department provide a briefing to Members or Senators regarding the additional work that the Department were asking Members of Parliament staff to undertake?</p> <p>17. Did they seek the permission of Members and Senators for electorate staff to carry out Change Ambassador work or was there an expectation that electorate staff perform this update on behalf of the Department?</p> <p>18. Can the Department advise how many hours each electorate office has spent activities associated with the role of “Change Ambassador”?</p> <p>19. Are there any bonus or penalty arrangements in place for the Department, Departmental staff or contractors relating to the rollout of Office 365/Microsoft 10?</p> <p>20. How many staff and contractors have been involved in the project to roll out Windows 10/O365? Please provide a breakdown of staff, contractors and the types of work they are tasked with.</p>			
116	DPS	Senator Kitching	CCTV Code of Practice	<p>1. Can the Department confirm that it understands clause 14 of the Closed-Circuit Television Code of Practice of 18 June 2018?</p> <p>2. When is the Department exempt from compliance with clause 14.3 of the Code?</p> <p>3. With reference to Additional Estimates 2018-19 question number 23,</p>	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>can the Department advise who granted permission for the Department to not comply with clause 14.3 of the Code? When was that permission granted and how?</p> <p>4. Can the Department specify which provision of the Code permits the Department to choose to not appoint an independent investigator because the Department considered it not to be an appropriate use of Commonwealth resources?</p>			
117	DPS	Senator Kitching	Deputy Secretary (Chief Security Officer/Chief Operating Officer)	<p>1. Can the Department list the security-related tertiary qualifications held by the Deputy Secretary (Chief Security Officer/Chief Operating Officer)?</p> <p>2. Can the Department list the professional security-related industry body memberships held by the Deputy Secretary (Chief Security Officer/Chief Operating Officer) and the date membership was obtained?</p> <p>3. What professional experience has the Deputy Secretary (Chief Security Officer/Chief Operating Officer) obtained in relation to management of Commonwealth department security operations?</p> <p>4. Who appointed the Deputy Secretary (Chief Security Officer/Chief Operating Officer) as Chief Security Officer?</p> <p>5. What is the correct current title of the Deputy Secretary (Chief Security Officer/Chief Operating Officer)?</p> <p>6. If there has been a recent change in title, please advise the reason.</p> <p>7. If there has been a recent change, who authorised the change to the title?</p> <p>8. If there has been a title change, please comprehensively detail all changes to the functions of the role and how they differ to the former role.</p> <p>9. Please detail how reporting lines have changed within the Department.</p> <p>10. Are there plans for a Chief Security Officer to be recruited?</p>	Written	17/3/2020	
118	DPS	Senator Kitching	Assistant Secretary Security	<p>1. Can the Department list the security-related tertiary qualifications held by the Assistant Secretary Security Branch?</p> <p>2. Can the Department list the professional security-related industry</p>	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

			Branch	<p>body memberships held by the Assistant Secretary Security Branch and the date membership was obtained?</p> <p>3. What professional experience has the Assistant Secretary Security Branch obtained in relation to management of Commonwealth department security operations?</p> <p>4. Who was responsible for the appointment of the Assistant Secretary Security Branch?</p>			
119	DPS	Senator Kitching	Emergency extensions 5xxx and 7xxx	<p>1. Can the Department guarantee that if a caller was to phone 5xxx and 7xxx at any time, calls would be answered by a human 24 hours a day, 7 days a week?</p> <p>2. On how many occasions has the Department received a report or complaint that these numbers were dialled and no-one answered?</p> <p>3. Are there message banks attached to one or both of these numbers? If no, have there ever been message banks attached to one or both of these numbers?</p> <p>4. Has the Department ever given a direction to employees to not answer these numbers other than on a 24/7 basis? If yes, explain when, the reason for the direction and who authorised the direction.</p>	Written	17/3/2020	
120	DPS	Senator Kitching	Failure to communicate hand, foot and mouth disease	<p>1. How and when did the Department become aware of the disease outbreak?</p> <p>2. Are media reports accurate in that the outbreak was first identified in the childcare centre of Parliament House?</p> <p>3. How many individuals contracted the disease?</p> <p>4. What medical advice was sought by the Department?</p> <p>5. When was that medical advice sought?</p> <p>6. What was the medical advice?</p> <p>7. Did the medical advice suggest methods and language with respect to communication?</p> <p>8. Who ultimately decided that communicating this outbreak with parents of children in care and building occupants was not required?</p> <p>9. How did the failure to communicate this outbreak protect the wellbeing of vulnerable building occupants?</p>	Written	17/3/2020	
121	DPS	Senator	Reusable	In Senate question on notice number 961 when asked “What is the	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

		Kitching	coffee cups	<p>Department doing to discourage single use hot beverage cups”, the Department answered “Building occupants are encouraged to bring their own cups through a \$0.20 discount on hot drinks. In late 2017, APH Keep Cups were made available for sale at all points. Since that time, over 114 000 hot beverages have been sold in own cups. DPS uses recyclable single use coffee cups and is exploring options for a cup exchange system.”</p> <ol style="list-style-type: none"> 1. Can the Department supply a copy of all correspondence and evidence by other means where the Department has encouraged all building occupants to bring their own cups to coffee points whereby hot beverage customers will receive a \$0.20 discount? 2. Can the Department supply a copy of all correspondence and information provided to building occupants advertising the sale of APH Keep Cups other than at coffee point displays? 3. What has the Department done in relation to exploring options for a cup exchange program? 4. Since APH Keep Cups were made available at coffee points, how many \$0.20 discounts have been passed on to hot beverage customers? 			
122	DPS	Senator Kitching	Coffee Hub menu	<ol style="list-style-type: none"> 1. In Senate question on Notice number 961, the Department stated “The department is actively seeking feedback to expand this offering where practicable.” Aside from the annual building occupant survey, can the Department describe how it actively seeks feedback from building occupants? 	Written	17/3/2020	
123	DPS	Senator Kitching	Organisational changes	<ol style="list-style-type: none"> 1. Following on from the senior executive service changes effective 2 January 2020, can a position description for each senior executive service role be provided? 2. Can the Secretary advise if he sought external counsel with respect to the restructure of the senior executive structure? If yes, who was engaged, what were they engaged to do and at what cost? 3. Can the Secretary detail the interaction he had with the Presiding Officers regarding the proposed restructure, and finalisation of the 	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>structure?</p> <p>4. Is this restructure subject to a trial period? Will it, for example, be reviewed in 3 months' time?</p> <p>5. Have KPIs been established for each SES officer?</p> <p>6. What review mechanisms have been implemented to monitor and evaluate the effectiveness of this new structure?</p> <p>7. Following Comcare issuing an improvement notice dated 13 July 2018, Comcare conducted training for senior executives of the Department. Does the Department plan to request Comcare to conduct the same training to ensure all senior executive service officers who did not participate in the training in August 2018 are aware of the law and their responsibilities as senior executive officers? If yes, when is the training to occur?</p>			
124	DPS	Senator Kitching	Communication with building occupants	<p>In Senate question on notice number 706, the Department answered "Communication with building occupants is commensurate with the nature of the issue. DPS practice is to inform building occupants as soon as practicable of issues which affect access to the building. DPS regularly reviews its communication approach and is constantly seeking to improve communication with building occupants."</p> <p>1. How is the Department taking steps to improve its communication with building occupants?</p>	Written	17/3/2020	
125	DPS	Senator Kitching	Secretary's appointment	<p>1. When is the Secretary's term as secretary of the Department of Parliamentary Services due to expire?</p>	Written	17/3/2020	
126	DPS	Senator Kitching	Electronic security upgrade	<p>In the President's opening statement in Senate Estimates on 2 March 2020, he said "The electronic security upgrade is now in its final stages with remaining access controls being commissioned and defect rectification works in progress."</p> <p>1. When is the electronic security upgrade expected to be completed in the Senate wing?</p> <p>2. With reference to Budget Estimates 2019-20 question on notice</p>	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>number 15 where the Department answered “DPS has received no formal complaints about the performance of the swipe card readers since their activation. Additional feedback will be sought at the conclusion of a trial of a limited number of Senator suites.” Can the President explain what “defect rectification works” means?</p> <p>3. When is it expected that Senators in the Senate wing who have been trialling the electronic security swipe readers will be contacted to provide feedback at the conclusion of the trial?</p>			
127	DPS	Senator Kitching	Section 37 incentive to retire notices	<p>1. How many section 37 ‘incentive to retire’ notices under the <i>Parliamentary Service Act</i> 1999 have been issued between 2 March 2020 and 13 March?</p>	Written	17/3/2020	
128	DPS	Senator Kitching	Exit interviews	<p>In Senate Estimates on 2 March 2020, Senator Kitching asked “Well, are you interested in people’s views about why they’ve left the department?”. The Deputy Secretary answered “We are interested – yes.”</p> <ol style="list-style-type: none"> 1. How does the Department encourage outgoing staff to participate in exit interviews? 2. How many staff left the Department’s employ in 2018? 3. Of the staff who left the Department in 2018, how many exit interviews were conducted? 4. How many staff left the Department’s employ in 2019? 5. Of the staff who left the Department in 2019, how many exit interviews were conducted? 6. From 1 January 2020 to 13 March 2020, how many staff left the Department’s employ? 7. Of the staff who left the Department in 2020 (between 1 January 2020 and 13 March 2020), how many exit interviews were conducted? 8. How many departing staff requested an exit interview in 2018, but an exit interview was not conducted before they left their employment? 9. How many departing staff requested an exit interview in 2019, 	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>but an exit interview was not conducted before they left their employment?</p> <p>10. How many departing staff requested an exit interview in 2020, but an exit interview was not conducted before they left their employment?</p> <p>11. What happens post-exit interview to information and feedback received from exiting employees?</p> <p>12. Does the Secretary review information and feedback received from exiting employees?</p> <p>13. Can the Department detail what changes/improvements have been made to internal processes following on from feedback received in exit interviews?</p>			
129	DPS	Senator Kitching	DPS annual building occupant survey	<p>1. Can the Department please provide a figure for x, y and z? Year Recipients v responses Percentage of return 2014/15 226 invited - 33 responses 14.60% 2015/16 5,500 invited - 519 responses 9.43% 2016/17 5,500 invited - 509 responses 9.25% 2017/18 5,500 invited - 557 responses 10.13% 2018/19 6,300 invited - 493 responses 7.82% 2019/20 x invited - y responses z%</p> <p>2. Was the Department content with the participation in the building occupant survey in 2019/20?</p> <p>3. Has the Department contemplated other initiatives and strategies to increase participation and feedback from building occupants? If yes, what were they?</p> <p>4. Has the Department considered asking building occupants to survey responsiveness by the Department's senior executive service when issues and feedback are provided by building occupants?</p>	Written	17/3/2020	
130	DPS	Senator Kitching	Workplace culture	<p>1. Can the Department confirm the date its undated letter should have been dated with internal reference D19/1324 which it sent to the</p>	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>Australian Public Service Commission in or about January 2019?</p> <ol style="list-style-type: none"> 2. Why was this letter undated? 3. Can the Department advise if the Parliamentary Librarian reviewed a copy of the letter before it was sent to the Australian Public Service Commission? 4. Was the Chief Information Officer aware of the content of the letter before it was sent to the Australian Public Service Commission? 5. Has the Parliamentary Librarian read the letter in its entirety? 6. Has the Department ever indicated that it will cease to participate in the APS employee census if the results are disclosed? If yes, to who, when and why? 7. In the Department’s undated letter to the Australian Public Service Commission on or about January 2019, the Secretary wrote “Release of the Benchmark Report to the applicant may raise questions about the efficient and effective operation of the Research Branch of the Library, which may cause Senators and Members of the House of Representatives to question their confidence in the research and analysis work performed.” Has the Secretary raised these matters with the Parliamentary Librarian? 8. Have the Presiding Officers raised these matters with the Parliamentary Librarian? 9. Have the Presiding Officers raised the issue of the poor APS employee census results with the Secretary? 10. The Secretary stated in his letter to the Australian Public Service Commission: “While the Parliamentary Library is not an agency for the purposes of the FOI Act, it is nevertheless an integral part of the legislated functions and services provided by DPS to the Australian Parliament. As such, the release of this information would, or could reasonably be expected to undermine the effectiveness and impartiality of the Parliamentary Library and DPS more broadly.” 11. Does the Secretary plan to act to elevate the culture in the Parliamentary Library, and the Department as a whole? How is he planning to do that? 			
--	--	--	--	--	--	--	--

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

131	DPS	Senator Kitching	Leishman Legal	<ol style="list-style-type: none"> 1. On how many separate occasions since 1 January 2019 has the Department engaged Leishman Legal? 2. AusTender contract notice CN3587418 specifies a contract value of \$12,538.86. What was Leishman Legal engaged to do? 3. In Senate question on notice number 325 the Department said that Leishman Legal was paid \$19,098.96 (excl GST). What was Leishman Legal engaged to do? 4. Can a copy of all tax invoices issued by Leishman Legal for professional fees and disbursements be provided? 5. How was Leishman Legal engaged? 6. Can a copy of all tender notices and documents be produced? 7. How many companies or individuals tendered for this work? 8. How was Leishman Legal selected? Can a copy of the criteria be produced? 9. Were any Leishman Legal principals personally known to the Deputy Secretary and/or the Acting First Assistant Secretary Corporate Services before the firm was engaged by the Department? If yes, how? 10. If any principals of Leishman Legal were personally known to either or both the Deputy Secretary and the Acting First Assistant Secretary Corporate Services before Leishman Legal was engaged by the Department, did either or both the Deputy Secretary and the Acting First Assistant Secretary Corporate Services submit a conflict declaration? 	Written	17/3/2020	
132	DPS	Senator Kitching	Air quality in Parliament House due to bushfires in late 2019/early 2020	<p>In the Department's answer to Senate question on notice 1081, it stated "The air quality outside APH has fluctuated considerably according to wind direction since 28 November 2019. On some days air quality has been both good and poor within a 24 hour period."</p> <ol style="list-style-type: none"> 1. Why did the Department wait until 3 January 2020 to commence air quality monitoring given the devastating bushfires in New South Wales started in October 2019, on 11 November 2019 a state of 	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>emergency was declared in New South Wales, on 7 December 2019 international firefighters began arriving in Australia to help and on New Year’s Eve and New Year’s Day Canberra experienced its worst air pollution on record?</p> <ol style="list-style-type: none"> 2. Can the Department explain why it waited until 17 January 2020 to purchase air monitoring equipment? 3. How and when did the Department begin to communicate with its staff and building occupants regarding the poor air quality? Can a copy of all correspondence be produced? 4. What date and time did the Department make the following statement to the CPSU: We have asked all occupants remain mindful of current environmental conditions and to help us maintain the air quality by minimising use of courtyard doors for shortcuts and ensuring any external doors are closed. 5. Is it correct that the Department issued a circular to building occupants on 8 January 2020 at 5.03pm? 6. Was the Secretary offered or provided with a P2 smoke mask? 7. Were all other senior executive service officers offered or provided with a P2 smoke mask? 8. Were all Departmental employees offered a P2 smoke mask? If no, why not? 9. Were all building occupants offered a P2 smoke mask? If no, why not? 10. Building occupants observed gardeners working outside without masks in what was at the time the poorest air quality in the world. When did the department consider requesting non-critical staff to remain at home when the air quality was at its worst in early January, as the Department of Home Affairs did? 11. An extract from Senate question on notice 1083 “Masks were provided to staff who may be exposed to poor air quality during the course of their work. Masks were made available to landscape, maintenance and loading dock staff ...” Did the Department hand 			
--	--	--	--	---	--	--	--

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				employees a mask in order for them to begin their work? 12. What has the Department learned from its repeated interactions with Comcare about its work health and safety practices?																													
133	DPS	Senator Kitching	Out of place unknown substance incidents	1. How many out of place unknown substance incidents have there been in Parliament House between 1 January 2020 and 13 March 2020? 2. How many in 2019?	Written	17/3/2020																											
134	DPS	Senator Kitching	Temporary staff and overtime spend for the period 1 July 2019-31 December 2019	Can the Department complete the following tables: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Division</th> <th style="width: 50%;">Temporary personnel spend for the period 1 July 2019-31 December 2019</th> </tr> </thead> <tbody> <tr><td>Office of the Secretary</td><td></td></tr> <tr><td>Office of the Deputy Secretary</td><td></td></tr> <tr><td>Parliamentary Library</td><td></td></tr> <tr><td>Chief Operating Officer Division</td><td></td></tr> <tr><td>Building and Security Division</td><td></td></tr> <tr><td>Information Services Division</td><td></td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Division</th> <th style="width: 50%;">Overtime paid for the period 1 July 2019-31 December 2019</th> </tr> </thead> <tbody> <tr><td>Office of the Secretary</td><td></td></tr> <tr><td>Office of the Deputy Secretary</td><td></td></tr> <tr><td>Parliamentary Library</td><td></td></tr> <tr><td>Chief Operating Officer Division</td><td></td></tr> <tr><td>Building and Security Division</td><td></td></tr> </tbody> </table>	Division	Temporary personnel spend for the period 1 July 2019-31 December 2019	Office of the Secretary		Office of the Deputy Secretary		Parliamentary Library		Chief Operating Officer Division		Building and Security Division		Information Services Division		Division	Overtime paid for the period 1 July 2019-31 December 2019	Office of the Secretary		Office of the Deputy Secretary		Parliamentary Library		Chief Operating Officer Division		Building and Security Division		Written	17/3/2020	
Division	Temporary personnel spend for the period 1 July 2019-31 December 2019																																
Office of the Secretary																																	
Office of the Deputy Secretary																																	
Parliamentary Library																																	
Chief Operating Officer Division																																	
Building and Security Division																																	
Information Services Division																																	
Division	Overtime paid for the period 1 July 2019-31 December 2019																																
Office of the Secretary																																	
Office of the Deputy Secretary																																	
Parliamentary Library																																	
Chief Operating Officer Division																																	
Building and Security Division																																	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				Information Services Division			
135	DPS	Senator Kitching	DPS' security maturity	<ol style="list-style-type: none"> 1. Has KPMG completed its work? 2. When did the Australian Signals Directorate receive a copy of the KPMG report? 3. Has any other Commonwealth agency received a copy of the KPMG report? If yes, who and when did they receive it? 4. Can the Department confirm that it has promptly adopted all recommendations made by the Australian Signals Directorate? 5. Which officers of the Department contributed to the information security component of the self-assessment? 6. Which officers of the Department contributed to the physical security component of the self-assessment? 7. Which officers of the Department contributed to the general government security component of the self-assessment? 	Written	17/3/2020	
136	DPS	Senator Kitching	Hansard	<ol style="list-style-type: none"> 1. Has the Department of Parliamentary Services ever outsourced to third parties any part of the preparation of Hansard, including but not limited to the transcription of parliamentary hearings or debate? If so, what tasks were outsourced? To whom were the tasks outsourced? To what parliamentary hearings or debates did the outsourced tasks relate? On what dates did these parliamentary hearings or debates occur? 	Written	17/3/2020	
137	DPS	Senator Kitching	Head count	<ol style="list-style-type: none"> 1. How many staff does the Department employ as at 1 March 2020? 	Written	17/3/2020	
138	DPS	Senator Kitching	Contractors	<ol style="list-style-type: none"> 1. How many contractors are utilised in hospitality services within Parliament House? 2. Are the contractors security vetted? Do they have escorted or unescorted passes? 3. How far in advance are lists of casual or temporary hospitality staff engaged to work at functions provided to security for vetting purposes? 4. What is the minimum period required for security staff to undertake assessments of temporary staff? 	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

				<p>5. How many requests for last minute changes to staffing lists have been submitted by the Department or contractors to security staff since 30 June 2019?</p> <p>6. Are additional measures, such as escorted passes, put in place for contractors whose details have not been provided with sufficient time to undertake security checks?</p> <p>7. Are all staff of contractors paid award wages? What steps and processes does the Department take to ensure that award terms and conditions are met by contractors?</p> <p>8. Do contracting companies employ trainees that work at Parliament House?</p> <p style="padding-left: 20px;">a. If yes, how many?</p> <p style="padding-left: 20px;">b. If yes, how many are retained after the completion of their traineeship?</p> <p>9. How many contracts or contracting arrangements within the Department are renewed without an open tender process?</p>			
139	DPS	Senator Kitching	CCTV	<p>1. Is the security camera network in Parliament House managed by DPS staff? If not, by whom is it managed and for how long have these arrangements been in place?</p> <p style="padding-left: 20px;">a. If yes, have additional staff or contractors been employed to undertake this work? Please provide a breakdown of the staff and contractors employed.</p> <p style="padding-left: 20px;">b. Have staff and contractors been provided with training on how to operate, manage and repair the network of cameras? Please provide details.</p> <p style="padding-left: 20px;">c. Has security vetting taken place for staff currently managing, staffing or repairing the security camera network? If yes, at what level?</p>	Written	17/3/2020	

FINANCE AND PUBLIC ADMINISTRATION LEGISLATION COMMITTEE
QUESTIONS ON NOTICE ADDITIONAL ESTIMATES 2019 – 2020
PARLIAMENTARY DEPARTMENTS

140	President of the Senate	Senator Kitching	Recruitment process – Parliamentary Budget Officer	<p>Senator KITCHING: Is the PBO involved in any way with the appointment of the new Parliamentary Budget Office and any changes within that? Are you yourself involved, if I can put it that way?</p> <p>Ms Ward: No, I'm not involved. The appointment's a matter for the Presiding Officers.</p> <p>Senator KITCHING: Is a recruitment agency being used?</p> <p>The President: We are currently in discussions, the Speaker and I, with the Parliamentary Service Commissioner, who we're using as the key person. I'll take that on notice.</p> <p>Senator KITCHING: Sorry, with the?</p> <p>The President: With the Parliamentary Service Commissioner, who is separately appointed as Public Service Commissioner. It's historically been the same person. Upon his appointment as Public Service Commissioner, the Speaker and I appointed him as Parliamentary Service Commissioner as well, as has been the case. So I'll take that on notice and come back to you. Some of these decisions were pending as of last week.</p> <p>Senator KITCHING: Okay. Can I get a costing? Is there a costing ascribed in the same way?</p> <p>The President: There will be costs. I'll take that on notice and come back to you with that. There were different models being determined about how some of the processing might be done—whether there'd be a recruitment agency or not—and I'm just not aware, off the top of my head, whether that had been landed on by the end of last week.</p>	Hansard, p. 8	02/03/2020	
------------	-------------------------	------------------	--	---	---------------	------------	--