



DEPARTMENT *of the*
HOUSE *of* REPRESENTATIVES

2009–10 ANNUAL REPORT

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14 October 2010

Mr Harry Jenkins MP
Speaker of the House of Representatives
Parliament House
CANBERRA ACT 2600

Dear Mr Speaker

I have the pleasure in submitting to you, for presentation to the House, the annual report of the Department of the House of Representatives for the year ended 30 June 2010, pursuant to section 65 of the *Parliamentary Service Act 1999*.

I am satisfied that the department has prepared fraud risk assessments and fraud control plans, and has in place appropriate fraud prevention, detection, investigation, reporting and data collection procedures and processes, that meet the specific needs of the department and comply with the Commonwealth Fraud Control Guidelines.

Yours sincerely

A handwritten signature in black ink, appearing to read 'B Wright'.

B C Wright

ABOUT THIS REPORT

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

This annual report details our activities during the 2009–10 financial year.

The **overviews** section includes a report by the Clerk of the House of Representatives, Bernard Wright, who is also the chief executive of our department. A departmental overview describes our purpose, role, structure and outputs.

The **performance** section describes the main activities of our five output groups, and measures our performance against our targets during the year.

The **management and accountability** section spells out our approach to corporate governance, the management of our people and assets, and our obligations under various laws.

The **appendixes** give detailed information about our work for the House, its committees and visitors, and about our publications and our staffing.

The **financial statements** show how we spent the money allocated to us by the Parliament.

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

CONTENTS

Letter of transmittal	iii
About this report	iv
OVERVIEWS	1
Clerk's review	2
Departmental overview	6
PERFORMANCE	11
Chamber and Main Committee	12
Community awareness	24
Committee services	29
Interparliamentary relations	36
Members' services	41
MANAGEMENT AND ACCOUNTABILITY	47
Corporate governance	48
External scrutiny	52
Management of people	53
Management of financial resources	59
Ecologically sustainable development and environmental reporting	61
APPENDIXES	63
1 Performance information	64
2 Agency resource and outcome statements	69
3 Business of the House and Main Committee	71
4 Committee activity	73
5 Committee reports and inquiries	74
6 Official incoming parliamentary delegations	82
7 Other incoming parliamentary visits	83
8 Outgoing parliamentary delegations	85
9 Parliamentary staff and other visits	88
10 Publications	89
11 Staffing statistics	92
12 Members' survey 2010	94
13 Contact directory	96
14 List of requirements	97
FINANCIAL STATEMENTS	101
Abbreviations and acronyms	141
Index	142

Figures

1	Organisational structure at 30 June 2010	7
2	Outcome and program structure at 30 June 2010	8
3	Organisational contribution to the outcome at 30 June 2010	9
4	Financial performance, 2005–06 to 2009–10	10
5	Government and private members' business and business of the House (Chamber and Main Committee)	15
6	People strategies framework	54

Tables

1	Performance summary, Chamber and Main Committee, 2008–09 and 2009–10	13
2	Questions in writing to ministers and answers to questions in writing, 2005–06 to 2009–10	14
3	Number of bills introduced in the House, and number of bills assented to, 2005–06 to 2009–10	16
4	Private members' bills introduced and amendments moved, 2005–06 to 2009–10	17
5	Petitions and signatories to petitions, 2005–06 to 2009–10	19
6	Committees supported by Chamber and Main Committee component, 2009–10	21
7	Students visiting Parliament House, by location and year, 2005–06 to 2009–10	27
8	Committees supported by the Committee Office, 2009–10	30
9	Committee Office performance indicators	32
10	Expenditure on training and development programs, 2008–09 and 2009–10	56
11	Average attendance of staff at training courses, 2008–09 and 2009–10	56
12	Salary scales of staff covered by the certified agreement, at 1 January 2010	57
13	Compensation claims incidence, by injury group, 2006–07 to 2009–10	58
14	Consultancy services, 2009–10	59