

## Senate Community Affairs Legislation Committee

### ADDITIONAL BUDGET ESTIMATES - 14 FEBRUARY 2013 ANSWER TO QUESTION ON NOTICE

#### Human Services Portfolio

**Topic:** Provision of Equipment

**Question reference number:** HS 66

**Senator:** Boyce

**Type of question:** Written

**Date set by the committee for the return of answer:** 5 April 2013

**Number of pages:** 4

#### **Question:**

- a) For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs.
- b) For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs for this financial year to date? What were the running costs for the financial year to date?
- c) Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.
- d) Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to who it is provided.

#### **Answer:**

- a) The Department provides a choice of mobile phones to the Minister and their staff. As of 6 March 2013, the standard types of mobile phones on offer and their associated costs are as follows:

|                   | <b>Item</b>    | <b>Quantity</b> | <b>Unit Cost<br/>(Ex. GST)</b> | <b>Ongoing Cost<br/>(Inc. GST)</b> |
|-------------------|----------------|-----------------|--------------------------------|------------------------------------|
| <b>Minister</b>   | iPhone 4S      | 1               | \$713 (avg)                    | \$10.00 p/m                        |
|                   | Nokia C5       | 1               | \$164 (avg)                    | \$5.00 p/m                         |
| <b>Staff (12)</b> | iPhone 4S      | 10              | \$713 (avg)                    | \$10.00 p/m                        |
|                   | Blackberry     | 3               | \$517 (avg)                    | \$50.00 p/m (avg)                  |
|                   | Samsung S5511T | 1               | \$164 (avg)                    | \$5.00 p/m                         |

- b) The table below details the ‘running’ or ongoing service costs of electronic equipment provided by the Department to the Minister and their offices for the financial year to date:

|   | <b>Item</b>               | <b>Quantity</b> | <b>Ongoing Cost each<br/>(Inc. GST)</b> |
|---|---------------------------|-----------------|---|
| <b>2012-13</b><br><i>Financial<br/>year to<br/>date</i><br>Minister<br>Carr | Tablet Devices            | 3               | \$49.00 p/m                             |
|   | Smartphone (iPhone)       | 10              | \$10.00 p/m                             |
|   | Smartphone (Blackberry)   | 3               | \$50.00 p/m (avg)                       |
|   | Mobile Phone              | 2               | \$5.00 p/m                              |
|   | 3G/4G Data Services       | 11              | \$49.00 p/m                             |
|   | ADSL Services             | 3               | \$59.95 p/m (avg)                       |
|   | WAN Link to Melbourne CPO | 1               | \$2,033.46 p/m                          |

- c) The Department provides staff with a range of electronic equipment depending on level and business need. This may include:

1. Desktop Computer.
2. Laptop Computer.
3. Telephone and/or Smartphone.
4. Wireless 3G/4G modems for remote access.
5. Personal printing.
6. Network printing (not broken down by individual).
7. Assorted minor office equipment.

The matrix below outlines the equipment issue process for the Department:

| <b>Equipment item</b> | <b>Issued to all staff</b> | <b>Reason</b>  | <b>Purchase Cost (ex GST)</b> | <b>Ongoing Cost (Inc. GST)</b> |
|-----------------------|----------------------------|--|-------------------------------|--------------------------------|
| Desktop PC            | Yes                        | Standard Issue   | \$826.00                      | N/A                            |
| Desktop Monitor       | Yes                        | Standard Issue   | \$210.00                      | N/A                            |
| Laptop                | No                         | Employees who are eligible for access to a mobile computing devices are: <ul style="list-style-type: none"> <li>• SES Band 2 &amp; 3 (SES Band 1 with a business case supported by their General Manager);</li> <li>• business line leaders and any staff who are or who are likely to be called upon to work at a different site, for example, staff called to work on emergencies;</li> <li>• Drought and Rural buses are equipped with laptops PCs;</li> <li>• EL2 and EL1 employees with business case supported by their National/Zone Service Leader; and</li> <li>• employees who are regularly required to work in multiple locations will be issued with a laptop. In this instance, regularly means more than once a week on average.</li> </ul> | \$1,225.00                    | N/A                            |
| Remote Access Token   | No                         | As per Laptop reasoning (stated above)   | \$25.00                       | N/A                            |
| Tablet Device         | No                         | Officers at the Band 2 level are automatically issued a tablet device. For officers at the Band 1 level,   | \$946.48                      | \$49.00 p/m                    |

| Equipment item      | Issued to all staff | Reason  | Purchase Cost (ex GST)                | Ongoing Cost (Inc. GST)           |
|---------------------|---------------------|---|---------------------------------------|-----------------------------------|
|                     |                     | written agreement is required from the General Manager and approval is obtained from the General Manager ICT Infrastructure.<br>Tablet devices are provided to staff in DHS Service Centres and are used for the provision of a concierge service.  |                                       |                                   |
| Mobile / Smartphone | No                  | All SES officers are provided with either a mobile or smartphone. Staff at other classification levels are issued mobile/smartphones where a genuine business need exists. The model is based on 'fit for purpose'.<br>Smartphones requiring data connectivity with the DHS environment are only available to employees at the EL 2 level and above unless an SES endorsed business case has been approved in writing | Mobile - \$183.00<br>iPhone- \$713.00 | Mobile \$5 p/m<br>iPhone \$10 p/m |

d) The Department provides the Minister and their staff with a range of electronic equipment which typically includes:

1. Desktop Computer.
2. Laptop Computer.
3. Telephone and/or Smartphone.
4. Wireless 3G/4G modems for remote access.
5. Personal printing.
6. Network printing (not broken down by individual).
7. Assorted minor office equipment.

As of 6 March 2013, the Minister's Office had the following electronic equipment on issue (across four physical locations):

|                   | Item                    | Qty | Unit Cost (Ex. GST) | Ongoing Cost (Inc. GST) |
|-------------------|-------------------------|-----|---------------------|-------------------------|
| <b>Minister</b>   | Laptop                  | 1   | \$1,225.00 (avg)    | N/A                     |
|                   | Tablet Device           | 1   | \$900.00 (avg)      | \$49.00 p/m             |
|                   | Smartphone (iPhone)     | 1   | \$713.00 (avg)      | \$10.00 p/m             |
|                   | Mobile Phone            | 1   | \$164.00 (avg)      | \$5.00 p/m              |
|                   | Desktop Computer        | 2   | \$826.00 (avg)      | N/A                     |
|                   | Desktop Monitor         | 3   | \$210.00 (avg)      | N/A                     |
|                   | Wireless modem (4G)     | 2   | \$400.00 (avg)      | \$49.00 p/m             |
|                   | Personal Printer        | 2   | \$350.00 (avg)      | Dependent on use        |
|                   | Remote Access Token     | 1   | \$25.00             | N/A                     |
| <b>Staff (12)</b> | Laptop                  | 9   | \$1,225.00 (avg)    | N/A                     |
|                   | Tablet Device           | 2   | \$900.00 (avg)      | \$49.00 p/m             |
|                   | Smartphone (iPhone)     | 10  | \$713.00 (avg)      | \$10.00 p/m             |
|                   | Smartphone (Blackberry) | 3   | \$517.00 (avg)      | \$50.00 p/m (avg)       |
|                   | Mobile Phone            | 1   | \$164.00 (avg)      | \$5.00 p/m              |
|                   | Desktop Computer        | 20  | \$826.00 (avg)      | N/A                     |
|                   | Desktop Monitor         | 22  | \$210.00 (avg)      | N/A                     |
|                   | Wireless modem          | 10  | \$400.00 (avg)      | \$49.00 p/m             |

|  | <b>Item</b>         | <b>Qty</b> | <b>Unit Cost<br/>(Ex. GST)</b> | <b>Ongoing Cost<br/>(Inc. GST)</b> |
|--|---------------------|------------|--------------------------------|------------------------------------|
|  | Personal Printer    | 3          | \$350.00 (avg)                 | Dependent on use                   |
|  | Remote Access Token | 9          | \$25.00                        | N/A                                |

All desktop, laptop and tablet devices are purchased under the Whole of Government Desktop Hardware panel, which was established by the Australian Government Information Management Office to ensure value for money is achieved across government procurement.