

Senate Community Affairs Legislation Committee

ADDITIONAL ESTIMATES - 27 FEBRUARY 2014 ANSWER TO QUESTION ON NOTICE

Department of Human Services

Topic: Question Time Briefing

Question reference number: HS 82

Senator: Ludwig

Type of question: Written

Date set by the committee for the return of answer: 24 April 2014

Number of pages: 1

Question:

- a) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?
- b) How many officer hours are spent each sitting day on preparing that information?
 - 1) Please break down the hours by officer APS classification
- c) Are drafts shown to the Minister or their office before Question Time?
 - 1) If so, when does this occur?
 - 2) How many versions of this information are shown to the minister or their office?
- d) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
 - 1) If so, when does this occur?
 - 2) What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
- e) Provide each of the contents pages of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.

Answer:

- a) – d) The department prepares briefing for the Minister and Minister Representing for the purpose of Question Time.

The department does not keep data on the resources used in preparing these briefs and to provide this information would be an unreasonable diversion of resources.
- e) Information on briefing provided to Ministers is not normally made publicly available in order to maintain agencies' ability to properly and effectively brief Ministers.