COMMUNITY AFFAIRS LEGISLATION COMMITTEE BUDGET ESTIMATES – 5-6 June 2014 QUESTIONS ON NOTICE DEPARTMENT OF HUMAN SERVICES

HS No.	Broad topic	Senator	Question	Comments
1	Australian Hearing	Cameron	Mr Davidson: We have issued a number of notifications and have had question-and-answer sessions with our staff indicating only the facts that we are aware of at the moment: the scoping study, the possible time frames and the fact that we need to concentrate on business as usual. Senator CAMERON: Could you take those on notice—unless you have those notices with you. Mr Davidson: I have one. Senator CAMERON: Could you table that notice and table all notices and correspondence between you, the staff and CPSU or any of the unions that are involved? Mr Davidson: Quite happy to do so. [page 107, 05/06/14]	
2	Australian Hearing	Cameron	Senator CAMERON: Will the scoping study be made publicly available for the Senate to scrutinise? Senator Payne: I do not know the answer to that, but I am happy to take that question on notice. Senator SIEWERT: Is it intended that the scoping study would be public once it is completed? Senator Payne: That is the question that Senator Cameron just asked me. Senator SIEWERT: I am sorry, I thought he said if the terms of reference for that would be. Senator Payne: I thought he asked about the scoping study. I am sorry, perhaps I am confused. I will take it on notice. [page 108, 05/06/14]	
3	Australian Hearing	Siewert	Senator SIEWERT: I am aware that we have to move on, but I just wanted to go back to this integrated approach. I am specifically interested in Aboriginal and Torres Strait Islander hearing. That is what we are talking about largely when we talk about remote Australia. Are there things currently on your books that you are doing that are progressing that integrated approach? Ms Mavrias: One of the things that we are looking at is a piece of equipment to help with screening within communities. That would help in terms of screening without us actually being present. We are doing that	

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			within Queensland, as Mr Davidson mentioned. Senator SIEWERT: Do you do that with an Aboriginal health officer? Ms Mavrias: Yes. Senator SIEWERT: Can you take on notice to give me some information about that, please? Ms Mavrias: Definitely. Senator SIEWERT: That would be great. Is that with Queensland Health? Ms Mavrias: It is in Queensland, but I would need to check as to which agency. Senator SIEWERT: If you could take that on notice that would be really appreciated. [page 110, 05/06/14]	
4	Australian Hearing	Cameron	Mr Hutson: They are at this stage very preliminary discussions. I think I have had one meeting with the Department of Finance. Senator CAMERON: What was discussed in that meeting? Mr Hutson: In that meeting we talked about what Australian Hearing is. What sorts of issues might need to be addressed in the scoping study, some of which are really the sorts of issues you have raised today. Senator CAMERON: Can you go through the issues that were discussed? Mr Hutson: I would probably have to take that notice to give you a full answer, but if you are happy I will just give you an overview, which includes issues such as the dealings with the community service obligation and how that might be delivered in future, National Acoustic Laboratory and how that might be dealt with in future. That is probably as far as it really went. [page 112, 05/06/14]	
5	Australian Hearing	Cameron	Senator CAMERON: Have you had any formal correspondence by email or letter with the department on this issue? Mr Hutson: Yes. Senator CAMERON: Can you table those documents. Mr Hutson: I will take that on notice. Senator CAMERON: Do you see any reason why you could not table them? Mr Hutson: I would have to have a conversation with the Department of Finance, but at the moment, I will take the question on notice. Senator CAMERON: I would ask you for all times of any telephone conversations and dates of telephone conversations. I would like all	

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			correspondence both by letter or by email from and to the Department of Finance. Mr Hutson: Yes, I will take that on notice. [page 112, 05/06/14]	
6	Customer communications – budget measures	Cameron	Senator CAMERON: What is the average cost of a Centrelink mail-out to FTBA recipients? Ms Golightly: I might have to take that on notice. I can get that figure for you. Senator CAMERON: Would you be able to get that figure for me tomorrow? Ms Golightly: I will attempt to, yes. Senator CAMERON: I would have thought you would have had some idea. And the same for FTB B recipients. Ms Golightly: Sure. Senator CAMERON: And Commonwealth Senior Health Cardholders. Ms Golightly: Yes. Senator CAMERON: Pensioners, Newstart, Youth Allowance and other recipients. What is the rough unit cost per letter that you guys achieve through Australia Post? You must get a decent rate. Mr Rimmer: I would want to take that on notice but once you add in the processing, packaging and handling of it, it is in the order of 65c to 70c. I would want to confirm that on notice. [page 114, 05/06/14]	
7	Customer communications – budget measures	Cameron	Senator CAMERON: So they came in at 7 am and they were given a briefing on what was happening in the budget. How long was the briefing? Mr Tidswell: I would have to take that on notice, but I would not think it would be much more than 30 minutes. It would have been: 'Here's the material, this is what's gone on, this is how you find the links, this is what you need to do, here's what we think the inquiry load might be, here's how we organise the messaging.' That is the normal stuff we do with these things. [page 119, 05/06/14]	
8	Aged care payments system	Siewert	 a) Senator SIEWERT: It sounds as if this has been really labour intensive. How many people have presumably been redirected to deal with this? Ms Golightly: You are correct. It is labour intensive. I probably would have to take on notice the number of people. Senator SIEWERT: Have you had to have additional temporary staff to do that? 	

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			Ms Golightly: We have put on some additional temporary staff, but we use the same people who would help us with peaks and troughs in our processing pool anyway. Senator SIEWERT: Could you take on notice the number of staff who have been redirected, for what length of time, the number of temporary staff and the cost? Ms Golightly: Certainly. [pages 122-123, 05/06/14]	
			b) Senator SIEWERT: Because staff have had to be redirected to take on this, presumably there is stuff that has not been done because staff have had to be redirected? Ms Golightly: From memory, and I will check this for you, most of the additional staff we have put on are from our temporary pool, and we have quite a flexible way of scheduling their rosters so that we can fit in with their availability and also the amount of work we have on hand. To that extent, we are not actually stopping something else to do this. There may well have been some permanent staff who have been reassigned temporarily—I would have to check that for you. Senator SIEWERT: That would be appreciated, thank you. [pages 122-123, 05/06/14]	
9	Aged care payments system	Siewert	Senator SIEWERT: Can you please take on notice the maximum amount an organisation was owed and for what period? Ms Golightly: Certainly. The amount will not be a problem, but the period of time can be a little difficult because, again, in the normal course of events services are allowed to submit claims for a month several years later. Our system will track the month that claim belongs to. It might have related to March last year, but we may have received it last week. It is a bit hard for us to distinguish between that sort of event, which is a normal event, and ones where we might have been holding the adjustment to make sure it is correct. We will see what we can do. [page 123, 05/06/14]	
10	ICT – Compliance with Mandatory Security Documentation	Cameron	Senator CAMERON: So what is the time frame to be compliant with the mandatory security documentation? Mr Sterrenberg: I can come back to you with full details. It is quite comprehensive. For the different areas our ability to be compliant will be sooner in some cases and, in other cases, will take a little bit more time. Ms Campbell: For example, some of them require documentation of systems that have evolved over some 30 years and documentation has not been completed over that number of years. So we need to determine how to do that and if it is even going to be possible. [page 128, 05/06/14]	

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11	IT privacy and security of systems	Cameron	Senator CAMERON: In terms of the penetration testing results—and again, that is something we have heard issues about tonight and that you have discussed with me in some detail—on the Medicare Express Plus mobile phone application, there is one medium and two informational vulnerabilities. Have they been fixed? Mr Sterrenberg: I will take that on notice, but I believe they have. [page 129, 05/06/14]	
12	IT privacy and security of systems	Cameron	Senator CAMERON: This is the last question that maybe on notice you can provide some comment on. They indicate that on myGov, which is what Senator Smith and I have raised with you previously, the code is quite sound, with five minor findings. Maybe you can provide some more detail on those on notice, because it is very difficult to understand if you are not an IT specialist. Senator Payne: I am with you there, Senator. Senator CAMERON: I think we need to try and get it in lay terms if we could. On Medicare Express Plus, they say no major vulnerability is identified. So it is a mix of issues, but when ANAO raise them, my estimation of the ANAO is that they are a bit like me: they are very diplomatic in how they express things. So you can read a bit more into them than they actually say. I am always worried about that. Thanks for taking them on notice. [page 129, 05/06/14]	
13	Staffing	Cameron	Senator CAMERON: What is the longest continuous fixed-term, nonongoing tenure that the department has offered and that an employee has accepted? Ms Campbell: Since September? Senator CAMERON: Yes, do that from September. Ms Campbell: I think we can probably do that. Senator CAMERON: How far back in the estimates can you do this in a reasonable manner? Ms Campbell: I think September would be a reasonable period for us to be able to get that information to you by 8.30 tomorrow morning. Senator CAMERON: And then we might look, on notice, to go back further. Ms Campbell: You might want to put some questions on notice. [page 134, 05/06/14]	
14	Enterprise Agreement Bargaining	Cameron	Senator CAMERON: If there is an extended period of bargaining, is there any back pay to the date of the agreement expiring? Ms Talbot: Back pay could only be provided if there were exceptional	

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			circumstances. That is what is outlined in the Australian government employment act. Senator CAMERON: What are the particular circumstances? Ms Talbot: That particular detail has not actually been provided. I will have to take that on notice. [page 134, 05/06/14]	
15	Enterprise Agreement Bargaining	Cameron	Senator CAMERON: Has the Australian Public Service Commission issued any changes to the bargaining framework since the previous government? Ms Campbell: There is a new framework that has been issued. Mr Hutson: That is correct. Senator CAMERON: So this is a unilateral decision that the employees are faced with—is that right? Ms Campbell: That is a Australian government framework that was previously in place, and the government has issued this framework. Senator CAMERON: What are the changes? Mr Hutson: That would really be a question for the Australian Public Service Commission. Senator CAMERON: No, it is a question to you. You are bargaining with the employees of DHS and we are talking about DHS. I am asking you about your bargaining with DHS employees. Why would I have to go to the Public Service Commission? I am not asking you to change the policy. I am asking what policy are you bargaining under and what are the changes. Ms Campbell: We will take the details of the changes on notice. [page 135, 05/06/14]	
16	Commission of Audit	Cameron	Senator CAMERON: On the National Commission of Audit phase 2 recommendations, I think No. 14 spoke about reducing the number of non-principal government bodies. At page 135 of the audit phase 2 report there is a list of nine DHS non-principal bodies ticked for other action. Are you aware of that? Ms Campbell: Yes. Senator CAMERON: That goes to the Child Support National Stakeholder Engagement Group, Compliance Working Group, CRS Australia, Health Professionals Online Services Sub-committee, National Multicultural Advisory Group, the National Place-Based Advisory Group, the National Student Services Partnership Group, Older Australians Working Group, and Stakeholder Consultative Group. These are mapped as 'other action'. Can you tell me what these other action issues	

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			are? What does is it mean?	
			Senator Payne: Can we take that on notice given the number of groups there? [page 136, 05/06/14]	
17	Social Work Services	Moore	Senator MOORE: I would like to know what the numbers are in the Social Work Network and where they are distributed. You can put that on notice. Ms Campbell: Good; we probably could not answer where they are. Senator MOORE: I would like to know where they are too. [page 137, 05/06/14] Ms Campbell: Regarding social workers as at 30 April, there were 675 social workers. We do not have the exact locations. We will provide that answer on notice. [page 2, 06/06/14]	
18	Income support payments	Cameron	Senator CAMERON: Do you have any statistics that show maximum benefits and minimum benefits and the spread across the beneficiaries, the welfare recipients—what do you call them—'clients'? Ms Campbell: Customers. Senator CAMERON: Your 'customers'—sorry. Ms Golightly: Not that I know of. But we could check for you. [page 3, 06/06/14]	
19	Income support payments	Cameron	Senator CAMERON: Given that this has become a significant issue, a public issue, given that it has been bringing your customers into disrepute in the media, could you provide details based on <i>The Australian</i> story and <i>The Daily Telegraph</i> story, and advise whether the calculation is correct in terms of the issues that are delineated in those stories—if you were assessing an individual in those circumstances. Can you then tell us how many individuals are in that circumstance within DHS? Senator Payne: We will take that on notice. [page 3, 06/06/14]	
20	Income support payments	Cameron	a) Senator SIEWERT: It is not just the profiles of individuals on certain payments; it is the profile of the broad base of the customers. Ms Campbell: And of course those profiles change every day. Senator SIEWERT: I understand that. But you could do some work on what you could consider would be the typical— Ms Campbell: We will take that question on notice. Senator CAMERON: What would be the most accurate analysis? It would not be average recipient; it would be the median recipient?	

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			Could you advise what the average welfare recipient gets, what the median recipient gets? Can you do any of that work? Senator Payne: We can take that on notice, but when you say 'the median welfare recipient', the breadth of even that concept is quite phenomenal. Senator CAMERON: I am not saying you can do it and demanding that it is done. I am just asking. Senator Payne: In terms of what you want the officers to do, and the department to do, if we begin with the example that you used, which was the same as the one in the mid-year reports you have referred to, we will operate from that basis, using that as the point of reference; we will take that on notice and come back with the information that we can provide. [page 4, 06/06/14] b) Senator CAMERON:I think it would be extremely helpful for the Senate, if we are faced with this type of attack—and certainly me as shadow minister faced with this type of attack—and certainly me as shadow minister faced with this kind of attack on my portfolio's clients, if you like, to have some idea—to know whether this is an issue that is spread right across the country. Tens of thousands of people getting \$54,000 is an extremely important thing for politicians to understand—if that is occurring—so they can stop the attack on welfare recipients. It would be good if we could actually see—and I accept that it changes all the time, but it would change within bands and ranges. You could give us some ranges of how much is paid out, from the lowest range to the highest range, couldn't you? Surely that is not beyond the width of the department? Ms Campbell: We will take that on notice and consult with other agencies such as the Department of Social Services on the data they have as well. [page 4, 06/06/14]	
21	Income Support Payments	Cameron	Senator CAMERON: Given that this made such prominent media—and that is not unusual when the Treasurer actually puts the story in the press and commented on the story—was there a discussion between DHS and DSS about the implications for DHS customers and DSS welfare recipients? Ms Golightly: Not that I recall directly, because it would have been questions around the amount, and that is a policy matter. DSS would have been handling that one itself. It may have checked some of the facts against our publications. But I can check for you. I do not recall any specific— [page 5, 06/06/14]	
22	Income support payments	Siewert	Senator SIEWERT: When somebody is breached for not taking a job	

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			when offered, if someone rejects a contract that offers nil-hours, does that qualify as a breach?	
			Ms Golightly: If it is an offer of a job then I think prima facie it would meet that criteria.	
			Senator SIEWERT: In other words, what you are saying—and this is very important because it is what is happening with some of the carers situations at the moment where people are being offered contracts that do not guarantee any work, they are nil-hour contracts—is that somebody can be breached for not accepting a job that actually offers them no official work.	
			Ms Campbell: So that is no guaranteed work—	
			Senator SIEWERT: It is a nil-hour contract. In the contract it is actually a nil-hour contract.	
			Ms Golightly: What I was saying was that, on the surface, if they are offered a job, then prima facie that meets the criteria. If there are unusual circumstances—	
			Senator SIEWERT: This is a reality now. People are being offered no-hour contracts.	
			Ms Golightly: I think there is a difference—and possibly the experts would need to look at the contract—between no guaranteed work and a contract that says you will not get any hours.	
			Senator SIEWERT: What is the difference?	
			Ms Golightly: I am just saying that would be a different circumstance. I am not—	
			Senator SIEWERT: Can you tell me what would happen if there were no guarantee of work?	
			Ms Golightly: What happens is that if a person is unsure of what they should do, they can ring.	
			Senator SIEWERT: I am asking you what the department does.	
			Ms Golightly: I am sorry, Senator, I am trying to get to that. If someone is reported for not accepting a job offer and they believe that they had a reasonable reason for doing that, they can ask for that to be looked into. Senator SIEWERT: What is your position?	
			Ms Golightly: I would have to check. I have never seen such a contract, so I would have to check. Personally, I would have to check. [pages 5-6, 06/06/14]	
23	Income support payments – Newstart	Siewert	Senator SIEWERT: This is a real-life case because people are being offered nil-hour contracts now. What happens? You have made a	

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			difference between no guarantee of work and a nil-hour contract. Can you tell me what, in the department's eyes, is the difference between those two things and what is the response? Ms Golightly: I will have to take on notice the difference in the contracts. [pages 5-6, 06/06/14]	
24	Income support payments – Newstart	Siewert	Senator SIEWERT: I want to finish what I started, please. I want to ask about the issue around people being breached. Have you breached anybody for a nil contract? Ms Golightly: I will have to take that on notice. [page 8, 06/06/14]	
25	Income support payments	Siewert	 a) Senator SIEWERT: As it stands from what you have just said, it is possible that someone can be breached for turning down a nil-hours contract. Ms Golightly: No, I said that there was a difference between turning down a contract for work and something that I have not heard of before. Senator SIEWERT: Quite frankly, I am surprised that you have not heard of that because it is becoming a thing in the workplace. Please take on notice then, a nil-hours contract and whether any contract that says nil hours counts as an offer of employment even though there is no guarantee of work. Ms Golightly: We will check that with the policy agency. [page 8, 06/06/14] 	
			 b) Senator SIEWERT: On top of that, if there is a nil-hours contract and you count that as a contract, how do you work out whether there is a guarantee of work or not? Ms Campbell: We will take on notice for the purposes of the breaching as you have asked. We generally focus on earned income when it comes to paying the payments. Senator SIEWERT: Yes, but you are responsible for looking at the compliance, are you not, and dealing with compliance? Ms Campbell: Yes, and that is what we will take on notice. Senator SIEWERT: Compliance clearly sits with you. Ms Golightly: We would seek advice from the policy agency, though, if there were some doubt about whether something met the definition of a job offer. [page 8, 06/06/14] c) Senator SIEWERT: When you take that on notice, could you also see 	
			if you have breached anyone. I think you will find that you have.	

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			 [page 8, 06/06/14] d) If you have, can you also then take on notice whether you consulted DSS about— Ms Campbell: It is the Department of Employment. Senator SIEWERT: The Department of Employment—that counts as policy with them rather than with the DHS. Ms Campbell: Policy is with Employment. Senator SIEWERT: Could you please take on notice whether you did consult them before any action was taken. [page 8, 06/06/14] 	
26	Review measure for DSP recipients	Cameron	Senator CAMERON: How much will be spent on IT computer system changes to deal with this budget allocation? Ms Golightly: We have \$4.6 million roughly for ICT over the three years that I mentioned. Senator CAMERON: Do you have how the \$4.6 million will be allocated over the three years? Ms Golightly: That was for ICT? Sorry, for each year? Senator CAMERON: Yes, each year. Ms Golightly: In 2014-15, it is \$3.7 million—I am rounding here. In 2015-16 it is \$880,000. Sorry, it is only in those two years. Senator CAMERON: I might get you on notice to provide me details of what type of ICT investments are being made. Ms Golightly: It would be mainly a software investment if that is the sort of thing you are looking for. Senator CAMERON: Yes. [page 9, 06/06/14]	
27	Review measure for DSP recipients	Cameron	Senator CAMERON: Do you know how many of these 28,000 customers have mental health issues that result in a DSP payment? Ms Golightly: No. We may be able to interrogate our data. But I would have to check that. Senator CAMERON: Could you provide that on notice. Ms Golightly: It would depend. We would have to look at it. Ms Campbell: The system does not have a mechanism. There is no field. Ms Golightly: That is right. A number of disabilities could be recorded, and whether it is the primary one or not, we— Senator CAMERON: No, that is fine. But you could do the interrogation.	

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			You are going to write to them. The department is going to write to these individuals. You are going to look at their records. You must know why they are receiving disability support pension and whether that is for a multiplicity of reasons or whether it is for one individual reason. Senator Payne: We will have a look at the material that is there and see what it is possible to extract for you on notice. [pages 10-11, 06/06/14]	
28	Review measure for DSP recipients	Siewert	Senator SIEWERT: Could you take on notice how many of the customers who receive DSP that you are going to reassess are in the city versus the regions? Ms Campbell: We will take on notice. [page 12, 06/06/14]	
29	Review measure for DSP recipients	Cameron	Senator CAMERON: How many reviews will take place in Penrith? Ms Campbell: I do not think we would have that information with us; we can take that on notice. Senator CAMERON: Let me know how many reviews are taking place in Penrith. Can you do it by seat? Can you do it for Lindsay? Ms Campbell: We can take the question on notice and see what we can get out of ISIS. Senator CAMERON: See if you can do it for Lindsay. Senator Payne: If we can do it by service centre, I think, is probably a logical approach for the department. Senator CAMERON: So the service centre within Lindsay? Senator Payne: It is in Penrith. Senator CAMERON: Within the seat of Lindsay. Senator Payne: Yes. Senator CAMERON: If you could do the numbers in the service centre, where that service centre would be and also the numbers in the Prime Minister's seat and in the Treasurer's seat. Ms Campbell: This process is we have to go through the entire cohort and work out who is going to meet these eligibility requirements and then we have got to look through. We have estimated it is about 28,000, but I do not think we have got the complete list of 28,000 names at the moment. We will go through that process but we will take his questions on notice to see what we can get. [page 12, 06/06/14]	
30	Review measure for DSP recipients	Cameron	Senator CAMERON: What is the extent or limit of your powers to undertake medical reviews on DSP recipients? Ms Campbell: When you say 'the extent of our powers' do you mean our capability?	

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			Senator CAMERON: What do you have? Do you have capabilities or do you have powers? You have got powers; you can direct people to do it. Ms Campbell: Are you talking about our staff capability? Senator CAMERON: I am talking about: what legislative basis do you have to pull them in to do this? Ms Golightly: As you point out, we do have power to ask people to come in for their review under the Social Security Act. We do that now. Senator CAMERON: Maybe if you can just give me details of those powers, on notice if you would like. [page 13, 06/06/14]	
31	Income support payments – Newstart	Cameron	Ms Rule: So for example, at the moment there are around 695,000 people on Newstart allowance. Senator CAMERON: There are 695,000 on Newstart? And there would be more people on Newstart in Penrith than there would be in the northern suburbs of Sydney? Ms Campbell: We do not have the profile with us at the moment and—Senator CAMERON: You do not have to have a profile. You would know these things, would you not? Ms Campbell: We have officers in locations where we are likely to have costumers. Senator CAMERON: There is likely to be more people forced onto work for the dole in Penrith, Mount Druitt and the western suburbs than there would be in the northern suburbs of Sydney, would there not? Ms Campbell: We do not have with us the actual locations. We can talk to you about global numbers of people likely to be accessing Newstart allowance. Senator CAMERON: So why can you not just tell me the obvious in these things? No, you cannot do that? Ms Campbell: You are asking for actual numbers of unemployed people. Senator CAMERON: No, I am asking you in broad terms. I am simply saying that you would have to focus your work on this referral process more in the western suburbs of Sydney than you would in the Prime Minister's seat or the Treasurer's seat, would you not? Ms Campbell: We look through the entire country of where we are likely to have need for customer services. That is where we put our officers and that is where we allocate staff to. Unfortunately, I do not have with me the profile of where we expect unemployed people, the actual numbers, in different locations around Australia. Senator CAMERON: Why have you not got it with you?	

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			Ms Campbell: Well I do not have it and I will take it on notice. [page 14, 06/06/14]	
32	Income support payments	Cameron	a) Senator CAMERON: But you would expect, surely, the bulk of the referrals—it does not matter where your person is sitting—will be in the western suburbs of Sydney when we talk about Sydney. Is that correct, Ms Golightly? Ms Campbell: I do not have those numbers with me, Senator. I can take on notice where we have seen trends for Newstart claims, but I	
			do not have that with me. Senator CAMERON: But it is not just Newstart claims; it is existing Newstart recipients. You know where the Newstart recipients are in Sydney, don't you?	
			Ms Campbell: I do not have those numbers with me but I can take that on notice.	
			Senator CAMERON: Are there any staff here with those numbers? Is there no-one here who can tell me numbers? Here we have the whole of DHS at our beck and call and we cannot get a simple response on how many Newstart recipients are in Sydney. You have got to be joking!	
			Ms Campbell: We can see whether we can find a number for how many there are on Newstart in New South Wales. Senator CAMERON: But you can break it down further than that,	
			can't you? Ms Campbell: We can break it down by service centre but, as I have said, I do not have that information with me. I am happy to take it on notice. [page 15, 06/06/14]	
			b) Senator CAMERON: Let's come back to Penrith. You cannot tell me how many Newstart recipients are in the Penrith region?	
			Ms Campbell: We do not have that information with us. I still do not have that information with me, Senator. I can take the question on notice. [page 15, 06/06/14]	
33	Income support payments	Siewert	Senator SIEWERT: Does the 13-weeks rule apply to anybody else above 30 from now on?	
			Ms Golightly: As it does now, yes. That is not changing for people over 30.	
			Senator SIEWERT: Is that set by an internal decision or is that done by regulation?	

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			Ms Golightly: There is regulation that talks about mutual obligation and what the penalties are for. I can check this, but I think lower level detail like that is policy between departments. Senator SIEWERT: Please take that on notice. [page 21, 06/06/14]	
34	Income support payments	Siewert	a) Senator SIEWERT: Will there be flexibility for people that have not got money for transport—bearing in mind they have no money? If a JSA comes to you and says they have not met this compliance, they have not contacted us for this month and they have not been in to see us—we did have a discussion about online and, depending on your circumstances, it is not always going to be easy to get online—what will be your response then? [page 22, 06/06/14]	
			b) If you get something from a JSA saying this person with no payment has not turned up for an appointment, what will be your response? Ms Campbell: These are some of the details that are still being worked out with the Department of Employment. The period could be extended. We would have to talk with the Department of Employment about things that would be considered a reasonable excuse or that sort of thing. But these are bits of detail that are still being discussed and sorted. They are not settled yet. Senator SIEWERT: Maybe you could take that on notice because, obviously, we would like to know this prior to the next estimates. [page 22, 06/06/14]	
			c) Could you take on notice what those arrangements will be. [page 22, 06/06/14]	
35	Income support payments	Siewert	a) Senator SIEWERT: Do you have numbers in your database on the number of people under 30 who live at home? Ms Rule: Not here. We could take that on notice and see whether we can extract that from our system. [page 22, 06/06/14]	
			 b) Senator SIEWERT: Do you have the number of people under 30 who have children? Ms Rule: We would have that on our system, yes. Senator SIEWERT: I presume you do not have it here? Ms Rule: We do not have it here. Do you mean the number of people on Newstart and youth allowance? Senator SIEWERT: Yes, those on Newstart and youth allowance and, if possible, the numbers of children. Do you have that level of detail? 	

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			Ms Rule: We should have that level of detail and we can take that on notice. [pages 22-23, 06/06/14]	
36	Income support payments	Siewert	Senator SIEWERT: Yesterday or the day before we traversed with DSS the issue around principal carer and partner. In that circumstance we established that the partner would be subject to earn or learn. If they were not on this nil payment, is there any other concession a family would get that there is a question mark over? Ms Rule: They may get the pensioner concession card, but that would be tied to other payments like family tax benefit and so on. It is a complex question to answer. Senator SIEWERT: I understand that. Maybe you could take that on notice. [page 24, 06/06/14]	
37	Pensioner Education Supplement	Siewert	Senator SIEWERT: Could you take on notice how many single parents have come back on since it started again in March? Are you able to tell us how many dropped off when the latter came in? Ms Rule: When the parenting payment changes came in? Senator SIEWERT: When the parenting payments occurred and people were not able to access the card. Actually, you cannot really tell, can you? Ms Rule: No. Ms Golightly: There are all sorts of reasons. Senator SIEWERT: Yes. Just tell me how many people have now taken it up. That would be appreciated. Ms Rule: Yes. [page 24, 06/06/14]	
38	Income support payments	Moore	Senator MOORE: And there is a follow-up question about how your department and Employment and DSS operates and works together as a team. Ms Golightly: That is correct. Senator MOORE: Who is in it and all that kind of stuff. Is that the kind of detail you provide me with on notice about what is the ongoing liaison process? Ms Golightly: Yes. Senator MOORE: Does it have a special title, when you are looking at budget issues? Ms Golightly: Not really. This is something we do every year and it is our— Senator MOORE: I understand that the departments must work together	

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			because of how the system works. But when you have particular changes, like we have now, particularly with particular cohorts, I would like to know exactly what the process is for determination of how a budget issues operates. [page 26, 06/06/14]	
39	Liquid Assets	Moore	Senator MOORE: For the maximum preclusion, what kind of liquid assets are we talking about? Ms Rule: I do not have the amount, I would have to take that on notice. Senator MOORE: Can we get something from you about how that works? Because it is an interesting point. And one of the questions that people are raising in the community is: what is the full scenario of what could occur in terms of planning? So I would like to get from you on notice exactly how that process operates and what would preclude people—and I know that every circumstance is different; I just want the general rules around it. [page 26, 06/06/14]	
40	Australian Victims of Terrorism Overseas Payment	Kroger	Senator KROGER: Were all these people in Australia when they were calling the hotline? Were some of these people overseas? What were the parameters? Was it permanent residency status? Mr Tidswell: That would be my understanding. I believe we do have some people overseas; just people who are Australian citizens across the world. I do not have that information directly in front of me about numbers that may have applied when they were overseas, and have come back and forth and what have you, but we can take that on notice. [page 28, 06/06/14]	
41	Australian Victims of Terrorism Overseas Payment	Kroger	 a) Senator KROGER: A question was put to me locally, so I am asking this I guess for them. You mentioned whether the claim was for a relative who was, I presume, deceased. How many of the claims have been for primary victims? How do you refer to families or relatives—as secondary victims? Ms Golightly: Yes. Senator KROGER: What is the breakdown of those 400 claims? Mr Tidswell: We will have to take that on notice. I do not seem to have it here with me. Ms Golightly: We have total claims rather than a breakdown. Mr Tidswell: We used to have that broken down. We can get that quite quickly. [page 29, 06/06/14] b) Senator KROGER: Yes, if it is not hard. I understand the significance	
			of all the things you are doing at the moment. My other request is in	

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			relation to the outstanding claims. I think the person that has spoken to me about this might be one of those. Are they all secondary victims? Are they all claims from associated family members or relatives? Mr Tidswell: I am not quite sure. Again, I would have to take that on notice. [page 29, 06/06/14]	
42	Staffing	Seselja	a) Senator SESELJA: What is the headcount from 7 September to now? Do we have the changed headcount? Ms Campbell: We do not have that with us. Senator SESELJA: No other measure, no average staffing level, no FTE? Ms Campbell: I do not think we have it from the September 7 period to now. Maybe we have something from the financial year. Senator SESELJA: That would be interesting, and then maybe on notice you could disaggregate that if possible. Do you have the financial year headcount now, or not? Mr Hutson: The information that I have is year-on-year data between 31 March 2013 and 30 April 2014. Senator SESELJA: Okay, then why don't you give us that. Ms Campbell: I think it is headcount as well, which can sometimes be a little bit misleading because we have a number of part-time staff. We budget on an average full-time person; and we are about to give you headcount, which will be the total number of people which won't— Senator SESELJA: Do you have an average staffing level or an FTE that is more— Ms Campbell: Not with us today. We could get it to you. Senator SESELJA: We will go on headcount now and maybe on notice we can get those. b) Senator SESELJA: Is it possible with both of those to get on notice a month-by-month breakdown during those periods that we have just discussed. I also recollect that in a previous financial year there had been a reduction in numbers as well. Are you able to give us what it was? That 31,935 that you have, is there one year before that? Mr Hutson: I do not have that data with me today. Obviously, we can take that on notice. In terms of ASL month by month, we will give you the ASL numbers for each month, rather than a— [page 29, 06/06/14]	

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43	Income support payments	Cameron	Senator CAMERON: Yes, but I am asking because this is a different engagement practice. This is something that has never happened before, to my knowledge, in modern Australia where people will have absolutely no income for six months. So I am putting to you, will you have to increase your engagement with soup kitchens, charities and welfare organisations? Ms Golightly: Mr Tidswell might be able to add to this, but our engagement is pretty regular as it is now. So, you know, that would—Senator CAMERON: But I am not asking about now; I am asking about this massive change, unheard of in modern Australia, where Australian citizens will have no money, no means of support, by deliberate government decision, for six months. Ms Golightly: As we also mentioned before, it may be that they are costumers of ours for other reasons anyway. But, we have very regular engagement with local community groups and that will continue. Senator CAMERON: I have not got a lot of time. Can you take on notice how you will maintain engagement, what additional resources you will need to maintain engagement because of the government changes and the circumstances of people living in abject poverty—I mean, abject poverty, no income whatsoever for six months. So if you can take that on notice and come back to me on that. [pages 31-32, 06/06/14]	
44	Better Futures, Local Solutions	Cameron	Senator CAMERON: Better Futures, Local Solutions has been set up to engage at the community level with Indigenous unemployed, young unemployed and long-term unemployed. It has been a program that has been very successful—is that correct, Ms Campbell? Ms Campbell: It depends. In some cases local feedback has been that some of these measures have been successful. Senator CAMERON: Let us have a look at the Shellharbour project. I understand that you have received reports on these projects. Is that correct? Ms Campbell: Yes, we have. Senator CAMERON: Can you, on notice, table those reports from the projects? Ms Campbell: We will take that question on notice. [page 34, 06/06/14]	
45	Better Futures, Local Solutions	Cameron	Senator CAMERON: Can you also provide all correspondence since the budget deliberations commenced. I do not know what the date would be, but you would know, when the minister started looking at budget responses for the department. So that would be within that budget lead-	

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			up period. Could you provide all correspondence from the department to the minister on this issue, from the minister back to the department on this issue, and all correspondence from the Better Futures, Local Solutions organisations to the department. Ms Campbell: We will take that on notice. [page 34, 06/06/14]	
46	Better Futures, Local Solutions	Cameron	Senator CAMERON: You do not do that at all, and I will come back to that. That is not correct. You do not let them manage themselves. There are 263 participants in the Shellharbour project. There are 63 Indigenous participants. Forty seven returned to school after the program. A further 196 completed nationally accredited qualifications and 105 are already employed. I would think, on any analysis, that is a very, very significant outcome. Does anyone disagree with that? Ms Golightly: I think the figure—certainly the 263 figure—was one that was in the newspaper. We have taken on notice that we will see what we can get for you about this project. [pages 35, 06/06/14]	
47	Better Futures, Local Solutions	Cameron	Senator CAMERON: What is the cost to the department for those national coordinators on this program? Ms Golightly: I would have to take that on notice. [pages 37, 06/06/14]	
48	Staffing – Demographics - Current	Lundy	How many people does your department/agency currently employ? Please provide a breakdown of this figure based on the following: a) State and Territory. b) Age. c) Gender. d) APS level classification. e) Contract type (ongoing or non-ongoing).	
49	Staffing – Demographics – 30 June 2013	Lundy	How many people did your department/agency employ as of 30 June 2013? Please provide a breakdown of this figure based on the following variables: a) State and Territory. b) Age. c) Gender. d) APS level classification. e) Contract type (ongoing or non-ongoing).	
50	Staffing – Demographics – 18 September 2013	Lundy	How many people did your department/agency employ as of 18 September 2013? Please provide a breakdown of this figure based on the following:	

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			 a) State and Territory. b) Age. c) Gender. d) APS level classification. e) Contract type (ongoing or non-ongoing). 	
51	Departmental Functions Transferred Interstate	Lundy	Since 18 September 2013, what department/agency functions have been transferred from one state or territory to another?	
52	Departmental Functions Transferred Interstate	Lundy	For all functions transferred, can you please provide figures for the following: a) Number of staff employed before and after the transfer, b) Where the function was based before and after the transfer.	
53	Departmental Functions Transferred Interstate – Staffing Implications	Lundy	For each employee transferred please provide the followings: a) Their age. b) Their gender. c) Their APS classification. d) The wage of the employee before and after the transfer. e) The area of the department/agency they worked in before and after their transfer. f) A description of their position before and after the transfer. g) The dates of their transfer. h) An explanation for why the employee was transferred. i) Whether they were transferred to or from Canberra. j) Any costs incurred by the department/agency due to this transfer.	
54	Staffing – Redundant Positions	Lundy	Since 18 September 2013, how may positions have been made redundant in your department/agency? a) How many of these positions were ongoing? b) How many of these positions were non-ongoing? c) How many of these positions were situated in the Australian Capital Territory?	
55	Staffing – Redundant Positions – Employee Redeployment	Lundy	How many of the employees filling these redundant positions were redeployed? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	

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56	Staffing – Redundant Positions – Voluntary Redundancies	Lundy	How many of these employees were offered voluntary redundancies? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	
57	Staffing – Redundant Positions – Voluntary Redundancies	Lundy	How many accepted voluntary redundancies? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	
58	Staffing – Choice between Voluntary Redundancy and Redeployment	Lundy	How many employees were offered the choice between a voluntary redundancy and redeployment? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	
59	Staffing – Voluntary Redundancies	Lundy	For all employees who accepted voluntary redundancies please provide the following: a) Their age. b) Their gender. c) A description of their position. d) The APS classification level of their position. e) Their wage. f) Their contract type (non-ongoing versus ongoing). g) Where they were located. h) A dollar figure of their pay out and what component of that figure was paid out as entitlements (annual leave etc.). i) The reason a voluntary redundancy was offered for their position. j) Details pertaining to any other costs incurred by the department/agency because of this redundancy. k) Please provide all relevant dates.	
60	Staffing – Redeployed Employees	Lundy	For all employees who were redeployed please provide: a) Their age. b) Their gender. c) A description of their position before and after redeployment.	

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			 d) The APS classification level of their position before and after redeployment. e) Their wage before and after redeployment. f) Contract type (non-ongoing versus ongoing) before and after redeployment. g) Where they were located before and after redeployment. h) Please provide the reason for the redeployment. i) Please specify any other costs incurred by the department/agency because of this redeployment. j) Please provide all relevant dates. 	
61	Staffing – Forced Redundancies	Lundy	Since the 18 September 2013, how many employees in your department/agency have been made forcibly redundant? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	
62	Staffing – Forced Redundancies	Lundy	How many of these employees were offered voluntary redundancies or redeployments prior to being made forcibly redundant? a) How many of these employees were ongoing? b) How many of these employees were non-ongoing? c) How many of these employees were situated in the Australian Capital Territory?	
63	Staffing – Forced Redundancies	Lundy	For employees who were made forcibly redundant since the 18 September 2013 please provide: a) Their age. b) Their gender. c) A description of their position. d) The APS classification level of their position. e) Their wage at retrenchment. f) Their contract type (non-ongoing versus ongoing). g) Where they were located. h) A dollar figure of their pay out and what component of that figure was paid out as entitlements (annual leave etc.). i) The reason why the employee was made forcibly redundant. j) Details pertaining to any other costs incurred by the department/agency because of this redundancy.	

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			k) Please provide all relevant dates.	
64	Staffing – Non-Ongoing Contract Extensions	Lundy	Since the 18 September 2013 how many non-ongoing contracts has your department/agency extended?	
65	Staffing – Non-Ongoing Contract Extensions	Lundy	How many non-ongoing contract extensions did your department/agency submit the Public Service Commission for approval?	
66	Staffing – Non-Ongoing Contract Extensions	Lundy	How many of these extensions were approved by the Australian Public Service Commission (APSC)?	
67	Staffing – Non-Ongoing Contract Extensions	Lundy	For every approved extension please provide the following details: a) The employee's age. b) Their gender. c) A description of their position. d) Their APS classification level. e) Their wage. f) Where they are located. g) Their length of continuous employment at the APS. h) The length of the approved extension. i) The reason why the extension was submitted. j) The reason why the extension was approved by the APSC. k) Please provide all relevant dates.	
68	Staffing – Non-Ongoing Contract Extensions	Lundy	How many of these extensions were rejected by the APSC?	
69	Staffing – Non-Ongoing Contract Extensions	Lundy	For every rejected extension please provide the following details: a) The employee's age. b) Their gender. c) A description of their position. d) Their wage. e) Where they were located. f) Their length of continuous employment at the APS. g) The length of the extension sought by the department/agency. h) The reason why the extension was submitted. i) The reason why the extension was rejected by the APSC. j) Please provide all relevant dates.	
70	Staffing – Non-Ongoing Contract Extensions	Lundy	Since 18 September 2013, how many non-ongoing contracts have been extended by your department/agency without the APSC's approval?	

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71	Staffing – Non-Ongoing Contract Extensions	Lundy	For every unapproved extension please provide the following details: a) The employee's age. b) Their gender. c) A description of their position. d) Their wage. e) Their position's APS level classification. f) Where they were located. g) Their length of continuous employment at the APS. h) The length of the extension granted by the department/agency. i) The reason why the extension was granted. j) Whether the extension was submitted to the APSC for approval and if not why the extension was not submitted for APSC approval? k) The reasons why the extension was granted without the APSC's approval. l) Please provide all relevant dates.	
72	Staffing – Expired Non-Ongoing Contract	Lundy	Since the 18 September 2013 how many non-ongoing contracts have expired without extension?	
73	Staffing – Expired Non-Ongoing Contract	Lundy	For every non-ongoing contract that has expired without extension please provide the following details: a) The employee's age. b) Their gender. c) A description of their position. d) Their wage. e) Their position's APS level classification. f) Where they were located. g) Their length of continuous employment at the APS. h) The reason why the extension was not sought for their position. i) Please provide all relevant dates.	
74	Staffing – New Employees on Non-Ongoing Contracts	Lundy	Since the 18 September 2013 how many new employees have been engaged by your department/agency on non-ongoing contracts?	
75	Staffing – New Employees on Non-Ongoing Contracts	Lundy	Since the 18 September 2013 how many new non-ongoing engagements were submitted to the APSC for approval?	
76	Staffing – New Employees on Non-Ongoing Contracts	Lundy	How many of these new non-ongoing engagements were approved by the APSC?	
77	Staffing – New Employees on	Lundy	For every approved new engagement of a non-ongoing employee	

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	Non-Ongoing Contracts		please provide the following details: a) Their age. b) Their gender. c) A description of their position. d) Their wage. e) Where their position is located. f) Their position's APS level classification. g) The length of their non-ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason given by the APSC for approving this engagement. k) Please provide all relevant dates.	
78	Staffing – New Employees on Non-Ongoing Contracts	Lundy	How many of these new non-ongoing employee applications were rejected by the Public Service Commission?	
79	Staffing – New Employees on Non-Ongoing Contracts	Lundy	For every rejected new engagement of a non-ongoing employee please provide the following details: a) Their age. b) Their gender. c) A description of their position. d) Where their position is located. e) Their wage. f) Their position's APS level classification. g) The length of their non-ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason given by the APSC for rejecting this engagement. k) Please provide all relevant dates.	
80	Staffing – New Employees on Non-Ongoing Contracts	Lundy	Since 18 September 2013, how many new employees have been engaged on non-ongoing contracts without the approval of the Public Service Commission?	
81	Staffing – New Employees on Non-Ongoing Contracts	Lundy	For every unapproved new engagement of a non-ongoing employee please provide the following details: a) Their age. b) Their gender. c) A description of their position.	

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			 d) Their wage. e) Where their position is located. f) Their position's APS level classification. g) The length of their non-ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason for engaging this employee without the APSC's approval. k) Please provide all relevant dates. 	
82	Staffing – New Employees on Ongoing Contracts	Lundy	Since the 18 September 2013 how many new employees have been engaged by your department/agency on ongoing contracts?	
83	Staffing – New Employees on Ongoing Contracts	Lundy	Since the 18 September 2013 how many new ongoing engagements were submitted to the Public Service Commission for approval?	
84	Staffing – New Employees on Ongoing Contracts	Lundy	How many of these new ongoing engagements were approved by the Public Service Commission?	
85	Staffing – New Employees on Ongoing Contracts	Lundy	For every approved new engagement of an ongoing employee please provide the following details: a) Their age. b) Their gender. c) A description of their position. d) Their wage. e) Where their position is located. f) Their position's APS level classification. g) The length of their ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason provided by APSC for approving this engagement. k) Please provide all relevant dates.	
86	Staffing – New Employees on Ongoing Contracts	Lundy	How many of these new ongoing employee applications were rejected by the Public Service Commission?	
87	Staffing – New Employees on Ongoing Contracts	Lundy	For every new ongoing engagement rejected by the Public Service Commission please provide the following details: a) Their age. b) Their gender. c) A description of their position. d) Where their position is located.	

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88	Staffing – New Employees on	Lundy	 e) Their wage. f) Their position's APS level classification. g) The length of their ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason provided by APSC for approving this engagement. k) Please provide all relevant dates. How many new employees have been engaged on ongoing contracts 	
89	Ongoing Contracts Staffing – New Employees on Ongoing Contracts	Lundy	without the approval of the Public Service Commission? For every ongoing employee engaged without the Public Service Commission's approval please provide the following details: a) Their age. b) Their gender. c) A description of their position. d) Where their position is located. e) Their wage. f) Their position's APS level classification. g) The length of their ongoing contract. h) Whether their position was advertised externally. i) The reason for engaging this new employee. j) The reason for engaging this employee without the APSC permission. k) Please provide all relevant dates.	
90	Ms Katherine Excell – Suitable Employment	Bilyk	While Ms Excell was engaged in return to work programs between 1990 to October 1992, why were no efforts made to find her suitable employment as required under section 40 of the Safety, Rehabilitation and Compensation Act 1988?	
91	Ms Katherine Excell – Department's Rehabilitation Obligations	Bilyk	 a) What, if any, consultation with Ms Excell's treating medical professionals or rehabilitation provider was undertaken in developing the rehabilitation program that was presented to her on 13 December 1988? b) In a handwritten briefing note on Ms Excell's Comcare file headed "Katrina Schramko Re: Kathy Excell" there is a paragraph at the end which says "distance ourselves as much as possible at the table on rehab authority". i) Who wrote this note? 	

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			ii) If the note was written by someone in DHS what is the note referring to when it says 'distance ourselves as much as possible at the table on rehab authority'?	
92	Ms Katherine Excell – Purpose of Rehabilitation	Bilyk	In an email from Ms Excell's then Rehabilitation Case Manager, Robin Lewis, to Lesley Morrison of Comcare, Ms Lewis said she explained to Ms Excell that "Comcare rehabilitation is an occupational rehabilitation model with a goal of return to work".	
			Ms Lewis also sent an email to two other Department employees which said "Our involvement as the Rehabilitation Authority continues to be limited given Ms Excell is not in a position to commence occupational rehabilitation".	
			Another email dated 10 February 2012 from Ms Lewis states "I have been trying to get hold of Tony and Katrina Schramko for a bit of guidance on this issue of cost as I know their hope was for a limited program." and "Personally, I don't think this is the time to look like we are limiting the program but I would be very happy to take any advice or guidance on this."	
			Comcare's website provides "For those workers who have been significantly injured, improving their level of independence is Comcare's primary aim.".	
			According to the Commonwealth Occupational Health and Safety Manual the aim of rehabilitation is to restore an injured individual to "their fullest physical, psychological, social and vocational capabilities."	
			a) Does the Department accept that the goal of rehabilitation is to restore an employee's health and independence and not just necessarily to return them to work?	
			b) Does the Department accept that it has a duty to rehabilitate an injured employee even if that employee has no prospect of returning to work?	
93	Ms Katherine Excell – Current Rehabilitation Program	Bilyk	a) Why has it taken until 15 April 2014 for the Department to approve a social inclusion rehabilitation program for Ms Excell covering a period from 6 December 2013 to 30 June 2014?	
			b) What steps are being taken by the Department to put in place approvals for the program beyond 30 June 2014 and to have these approvals in place before the current approval expires?	
94	Ms Katherine Excell – Claim for Compensation	Bilyk	Ms Excell made a claim for compensation under the Compensation for Detriment Caused by Defective Administration (CDDA) scheme but was	

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			told instead that it would considered pursuant to section 73 of the <i>Public Service Act 1999</i> .	
			a) Why was Ms Excell's claim not considered under the CDDA scheme?	
			b) Did the Department seek legal advice as to whether they were required to consider Ms Excell's CDDA claim under the CDDA scheme unless she chose to withdraw her claim?	
			c) If not, will the Department seek such advice?	
			d) What is the progress of processing Ms Excell's claim for compensation?	
95	Ms Katherine Excell – Access to her Files	Bilyk	Ms Excell requested a copy of her rehabilitation case file and the documentation sent to the area of the Department handling her CDDA claim. This request was treated as a Freedom of Information (FOI) application. Her application was rejected on the basis that the work involved in processing her request would substantially and unreasonably divert the resources of the Department from its other operations. Please provide the following detail in relation to the estimate of the time to process Ms Excell's request:	
			a) Search and retrieval time—Why would it take 117 hours to retrieve the documents Ms Excell is seeking?	
			b) Examine 3563 pages for decision making—Why is it necessary for the Department to examine these pages in order to process Ms Excell's request?	
			c) Redaction time—What documents need to be redacted and why?	
			d) Consult third parties—Who are the 19 third parties that need to consulted?	
			e) Is it usual procedure to treat a request from employee to access their personnel files as an FOI application?	
			f) Why was Ms Excell's request to access her files treated as an FOI application?	
96	Briefings for Other Parties	Ludwig	Since Additional Estimates in February 2014 have any briefings and/or provision of information been provided to Non-Government parties other than the Australian Labor Party? If yes, please include:	
			a) How are briefings requests commissioned?	

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			b) What briefings have been undertaken? Provide details and a copy of each briefing.	
			c) Provide details of what information has been provided and a copy of the information.	
			d) Have any briefings request been unable to proceed? If yes, provide details of what the requests were and why it could not proceed.	
			e) How long is spent preparing and undertaking briefings/information requests for the Independents? How many staff are involved and how many hours? Provide a breakdown for each employment classification.	
			f) Which Non-Government Parties or Independents, excluding the Australian Labor Party have requested briefings and/or information?	
97	Provision of Equipment	Ludwig	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?	
			 i) Itemise equipment and cost broken down by staff or minister classification 	
			b) Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive, video cameras) provided to department/agency staff? If yes provide a list of what is provided across the department of agency, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives each item.	
98	Lobbyist Register Meetings	Ludwig	a) List all interactions between the department/agency with any representative listed on the lobbyist register since Additional Estimates in February 2014. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting.	
			b) List all interactions between the Minister/parliamentary Secretary and/or their offices with any representative listed on the lobbyist register since Additional Estimates in February 2014. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting.	
99	Enterprise Bargaining Agreements	Ludwig	a) Please list all related EBAs with coverage of the department.	
			b) Please list their starting and expiration dates.	

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			c) What is the current status of negotiations for the next agreement/s? Please detail.	
100	Staff Transfers	Ludwig	a) How many people does your department employ?	
			b) What is the number of staff employed in each state and Territory as at 30 June 2013, and what is their age, gender and classification level?	
			c) What is the number of staff currently employed in each state and territory, and what is their age, gender and classification level?	
			d) What functions have been transferred between transferred from one state or territory to another since the federal election in 2013?	
			e) Can you please provide details by function of the, number of staff employed, the age, gender and classification of staff employed in the function that was transferred, where it was based prior to the transfer and where it was transferred to?	
			f) How many of these people are employed in Canberra?	
			g) How many people did your department employ in Canberra immediately prior to the 2013 federal election?	
			h) How many employees have been transferred out of Canberra since the 2013	
			i) How many of your employees have been transferred to Canberra since the 2013 federal election?	
			 j) For all employees transferred to or from Canberra since the 2013 federal election, please provide their age. 	
			k) For all employees transferred to or from Canberra since the 2013 federal election, please provide their wage. Please provide the figure for before their transfer and after their transfer.	
			For all employees transferred to or from Canberra since the 2013 federal election, please provide their gender.	
			m) For all employees transferred to or from Canberra since the 2013 federal election, please provide the area of the department they worked in. Please provide this detail for before their transfer and after their transfer.	
			n) For all employees transferred to or from Canberra since the 2013 federal election, please provide a description of their position. Please	

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			provide this detail for before their transfer and after their transfer.	
			o) For every transferred employee please provide and explanation for their transfer?	
			p) For every transferred employee please provide any other cost incurred by the department because of that transfer?	
			q) Please provide all relevant dates.	
101	Redundancies	Ludwig	a) How may positions have been made redundant in your department since the 2013 federal election?	
			i) How many of these positions were ongoing?	
			ii) How many of these positions were non-ongoing?	
			iii) How many of these positions were situated in the Australian Capital Territory?	
			b) How many of the employees filling these redundant positions were redeployed since the 2013 federal election?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	
			iii) How many of these employees were situated in the Australian Capital Territory?	
			c) How many of these employees were offered voluntary redundancies since the 2013 federal election?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	
			iii) How many of these employees were situated in the Australian Capital Territory?	
			d) How many accepted voluntary redundancies since the 2013 federal election?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	
			iii) How many of these employees were situated in the Australian Capital Territory?	
			e) How many employees were offered the choice between a voluntary redundancy and redeployment since the 2013 federal election?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	

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			iii) How many of these employees were situated in the Australian Capital Territory?	
			f) For all employees who accepted voluntary redundancies since the 2013 federal election please:	
			 i) Provide a dollar figure of their pay out, their age, gender and a description of their position including APS level, contract type (non-ongoing versus ongoing), responsibilities and where they were located. 	
			ii) Please specify what component of that figure was paid out entitlements (annual leave etc).	
			iii) Please specify any other costs incurred by the department because of this redundancy.	
			iv) Please provide the reason a voluntary redundancy was offered for their position.	
			v) Please provide all relevant dates.	
			g) For all employees who were redeployed please provide:	
			 i) Their age, gender and a description of their position prior to and after redeployment, including the wages of these positions, the APS level of these positions, the contract type (non-ongoing versus ongoing) and where they were located. 	
			ii) Please specify any other costs incurred by the department because of this redeployment.	
			iii) Please provide the reason for that redeployment.	
			iv) Please provide all relevant dates.	
			h) Since the 2013 federal election, how many employees in your department have been made forcibly redundant?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	
			iii) How many of these employees were situated in the Australian Capital Territory?	
			i) How many of these employees were offered voluntary redundancies or redeployments prior to being made forcibly redundant?	
			i) How many of these employees were ongoing?	
			ii) How many of these employees were non-ongoing?	
			iii) How many of these employees were situated in the Australian Capital Territory?	

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			j) For employees who were made forcibly redundant since the 2013 federal election please provide:	
			 i) Their age, gender, the dollar figure of their pay out and a description of their position including APS level, contract type (non-ongoing versus ongoing) responsibilities and where they were located. 	
			ii) Please specify what component of that figure was paid out entitlements (annual leave etc).	
			iii) Please specify any other costs incurred by the department because of this redundancy.	
			iv) Please provide the reason for that redundancy.v) Please provide all relevant dates.	
102	Hiring	Ludwig	a) How many people are employed in your department on non-ongoing contracts?	
			b) How many people are employed in your department on ongoing contracts?	
			c) How many non-ongoing contracts has your department extended since the 2013 federal election?	
			d) How many non-ongoing contract extensions did your department submit the Public Service Commission for approval?	
			e) How many of these extensions were approved by the Public Service Commission?	
			i) For every approved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of approved extension, the reasons why the extensions was submitted and the reasons why the extension was approved by the Public Service Commission, as well as all relevant dates.	
			f) How many of these extensions were rejected by the Public Service Commission?	
			i) For every rejected extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of extension sought by the department, the reasons why the extensions was submitted and the reasons why the extension was rejected by the Public Service Commission, as well as all	

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			relevant dates.	
			g) How many non-ongoing contracts have been extended by your department without the Public Service Commission's approval?	
			i) For every unapproved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of the unapproved extension, the reasons why the extension was granted, whether the extension was submitted to the Public Service Commission for approval, and the reasons why the extension was granted without the approval of the Public Service Commission, as well as all relevant dates.	
			h) How many non-ongoing contracts have expired without extension since the 2013 federal election?	
			i) For every expired non-ongoing contract please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the reason why an extension was not sought, as well as all relevant dates.	
			i) How many new employees have been engaged by your department on non-ongoing contracts since the 2013 federal election?	
			j) How many new non-ongoing engagements were submitted to the Public Service Commission for approval since the 2013 federal election?	
			k) How many of these new non-ongoing engagements were approved by the Public Service Commission?	
			i) For every approved new engagement of a non-ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non- ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.	
			How many of these new non-ongoing employee applications were rejected by the Public Service Commission?	
			 i) For every new non-ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their non-ongoing 	

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			contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.	
			m) How many new employees have been engaged on non-ongoing contracts without the approval of the Public Service Commission?	
			i) For every non-ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non-ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.	
			n) How many new employees have been engaged by your department on ongoing contracts since the 2013 federal election?	
			o) How many new ongoing engagements were submitted to the Public Service Commission for approval since the 2013 federal election?	
			p) How many of these new ongoing engagements were approved by the Public Service Commission?	
			i) For every approved new engagement of a ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.	
			q) How many of these new ongoing employee applications were rejected by the Public Service Commission?	
			i) For every new ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their ongoing contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.	
			r) How many new employees have been engaged on ongoing contracts	

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			without the approval of the Public Service Commission?	
			i) For every ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.	
103	Existing Resources Program	Ludwig	a) Since 7 September how many major projects, work, programs or other tasks has the department started as a consequence of government policies or priorities that are required to be funded 'within existing resources'?	
			b) List each project or piece of work	
			c) List the staffing assigned to each task	Comments
			d) What is the nominal total salary cost of the officers assigned to the project?	
			e) What resources or equipment has been assigned to the project?	
104	Conditions of Government	Ludwig	Since 7 September 2013:	
	Contracts and Agreements		a) Do any contracts managed by the Department/Agency contain any limitations or restrictions on advocacy or criticising Government policy? If so, please name each contact. When was it formed or created?	
			b) What are the specific clauses and/or sections which state this, or in effect, create a limitation or restriction?	
			c) Do any agreements managed by the Department/Agency contain any limitations on restrictions on advocacy or criticisms of Government policy? If so, please name each agreement. When was it formed or created?	
			d) What are the specific clauses and/or sections which state this, or in effect, create a limitation or restriction?	
			e) For each of the contracts and agreements, are there any particular reason, such as genuine commercial in confidence information, for this restriction?	
			f) Have any changes to financial or resource support to services which advocate on behalf of groups or individuals in Australian society been	

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			made? If so, which groups? What was the change?	
			g) Has any consultation occurred between the Department/Agency and any individuals and/or community groups about these changes? If so, what consultation process was used? Was it public? If not, why not? Are public submissions available on a website?	
			h) If no consultation has occurred, why not?	
			 i) Did the Minister/Parliamentary Secretary meet with any stakeholders about changes to advocacy in their contracts and/or agreements? If so, when? Who did he/she meet with? 	
105	Vending Machines	Ludwig	Since Additional Estimates in February 2014 has the department / agency purchased or leased or taken under contract any vending machine facilities?	
			a) If so, list these	
			b) If so, list the total cost for these items	
			c) If so, list the itemised cost for each item of expenditure	
			d) If so, where were these purchased	
			e) If so, list the process for identifying how they would be purchased	
			f) If so, what is the current location for these items?	
			g) If so, what is the current usage for each of these items?	
106	Commissioned Reports	Ludwig	a) Since Additional Estimates in February 2014, how many Reports (including paid external advice) have been commissioned by the Minster, department or agency? Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.	
			b) How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?	
			c) What is the current status of each report? When is the Government intending to respond to these reports?	
107	Office Recreation Facilities	Ludwig	Since Additional Estimates in February 2014 has the department / agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables,	

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			table tennis tables or others)?	
			a) If so, list these.	
			b) If so, list the total cost for these items.	
			c) If so, list the itemised cost for each item of expenditure.	
			d) If so, where were these purchased.	
			e) If so, list the process for identifying how they would be purchased.	
			f) If so, what is the current location for these items?	
			g) If so, what is the current usage for each of these items?	
108	Appointments	Ludwig	a) Please detail any board appointments made from Additional Estimates in February 2014 to date.	
			b) What is the gender ratio on each board and across the portfolio?	
			c) Does the department have a gender ratio target and/or any other policy intended to increase the participation rate of women on boards? If yes, please specify what the target and policy is for each board.	
			d) Please specify when these gender ratio or participation policies were put in place.	
			e) Has there been any change to this ratio or policy since September 7, 2013? If yes, please detail.	
109	Stationery Requirements	Ludwig	 a) How much was spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio from Additional Estimates in February 2014 to date? i) Detail the items provided to the minister's office. 	
			b) How much was spent on departmental stationary requirements from the Supplementary Budget Estimates in November 2013 to date.	
110	Electronic Equipment	Ludwig	Other than phones, ipads or computers – please list the electronic equipment provided to the Minister's office since Additional Estimates in February 2014.	
			a) List the items.	
			b) List the items location or normal location.	
			c) List if the item is in the possession of the office or an individual staff	

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			member of minister, if with an individual list their employment classification level.	
			d) List the total cost of the items.	
			e) List an itemised cost breakdown of these items.	
			f) List the date they were provided to the office.	
			g) Note if the items were requested by the office or proactively provided by the department.	
111	111 Media Subscriptions	Ludwig	 a) What pay TV subscriptions does your department/agency have? i) Please provide a list of what channels and the reason for each channel. ii) What is the cost from Additional Estimates in February 2014 to date? iii) What is provided to the Minister or their office? iv) What is the cost for this from Additional Estimates in February 2014 to date? b) What newspaper subscriptions does your department/agency have? i) Please provide a list of newspaper subscriptions and the reason for each. ii) What is the cost from Additional Estimates in February 2014 to date? iii) What is provided to the Minister or their office? 	
			iv) What is the cost for this from Additional Estimates in February 2014 to date?c) What magazine subscriptions does your department/agency have?i) Please provide a list of magazine subscriptions and the reason for	
			each. ii) What is the cost from Additional Estimates in February 2014 to date? iii) What is provided to the Minister or their office? iv) What is the cost for this from Additional Estimates in	
			February 2014 to date? d) What publications does your department/agency purchase? i) Please provide a list of publications purchased by the department and the reason for each. ii) What is the cost from Additional Estimates in February 2014 to	

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			date? iii) What is provided to the Minister or their office? iv) What is the cost for this from Additional Estimates in February 2014 to date?	
112	Media Monitoring	Ludwig	 a) What is the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office from Additional Estimates in February 2014 to date? i) Which agency or agencies provided these services? ii) What has been spent providing these services from Additional Estimates in February 2014 to date? iii) Itemise these expenses. b) What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency from Additional Estimates in February 2014 to date? i) Which agency or agencies provided these services? ii) What has been spent providing these services from Additional Estimates in February 2014 to date? iii) Itemise these expenses. 	
113	Media Training	Ludwig	 a) In relation to media training services purchased by each department/agency, please provide the following information from Additional Estimates in February 2014 to date: i) Total spending on these services. ii) An itemised cost breakdown of these services. iii) The number of employees offered these services and their employment classification. iv) The number of employees who have utilised these services and their employment classification. v) The names of all service providers engaged. vi) The location that this training was provided. b) For each service purchased from a provider listed under (1), please provide: i) The name and nature of the service purchased. ii) Whether the service is one-on-one or group based. iii) The number of employees who received the service and their employment classification (provide a breakdown for each 	

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			employment classification). iv) The total number of hours involved for all employees (provide a breakdown for each employment classification). v) The total amount spent on the service. vi) A description of the fees charged (i.e. per hour, complete package).	
			 c) Where a service was provided at any location other than the department or agency's own premises, please provide: i) The location used. ii) The number of employees who took part on each occasion. iii) The total number of hours involved for all employees who took part (provide a breakdown for each employment classification). iv) Any costs the department or agency's incurred to use the location. 	
114	Reviews	Ludwig	a) Since Additional Estimates in February 2014, how many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including: i) the date they were ordered; ii) the date they commenced; iii) the minister responsible; iv) the department responsible; v) the nature of the review; vi) their terms of reference; vii) the scope of the review; viii) whom is conducting the review; ix) the number of officers, and their classification level, involved in conducting the review; x) the expected report date; xi) the budgeted, projected or expected costs; and xii) If the report will be tabled in parliament or made public. b) For any review commenced or ordered since Additional Estimates in February 2014, have any external people, companies or contractors being engaged to assist or conduct the review? i) If so, please list them, including their name and/or trading name/s and any known alias or other trading names. ii) If so, please list their managing director and the board of	

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			directors or equivalent.	
			iii) If yes, for each what is the cost associated with their involvement, including a break down for each cost item?	
			iv) If yes, for each, what is the nature of their involvement?	
			v) If yes, for each, are they on the lobbyist register, provide details?	
			vi) If yes, for each, what contact has the Minister or their office had with them?	
			vii) If yes, for each, who selected them?	
			viii) If yes, for each, did the minister or their office have any involvement in selecting them?	
			If yes, please detail what involvement it was.	
			2) If yes, did they see or provided input to a short list?	
			3) If yes, on what dates did this involvement occur?	
			4) If yes, did this involve any verbal discussions with the department?	
			5) If yes, on what dates did this involvement occur?	
			c) Since Additional Estimates in February 2014, what reviews are ongoing?i) Please list them.ii) What is the current cost to date expended on the reviews?	
			d) Since Additional Estimates in February 2014, have any reviews been stopped, paused or ceased? Please list them.	
			e) Since Additional Estimates in February 2014, what reviews have concluded? Please list them.	
			f) Since Additional Estimates in February 2014, how many reviews have been provided to Government? Please list them and the date they were provided.	
			g) When will the Government be responding to the respective reviews that have been completed?	
			i) What reviews are planned?	
			i) When will each planned review be commenced?	
			ii) When will each of these reviews be concluded?	
			iii) When will government respond to each review?	
			iv) Will the government release each review?	
			1) If so, when? If not, why not?	

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115	Ministerial Website	Ludwig	a) How much has been spent on the Minister's website since Additional Estimates in February 2014? i) List each item of expenditure and cost	
			b) Who is responsible for uploading information to the Minister's website?	
			c) Are any departmental staff required to work outside regular hours to maintain the Minister's website?	
116	Report Printing	Ludwig	Have any reports, budget papers, statements, white papers or report-like documents printed for or by the department been pulped, put in storage, shredded or disposed of? A. If so please give details; name of report, number of copies, cost of printing, who order the disposal, reason for disposal.	
117	FOI Requests	Ludwig	Since September 7, 2013: a) How many requests for documents under the FOI Act have been received?	
			b) Of these, how many documents have been determined to be deliberative documents?	
			c) Of those assessed as deliberative documents:	
			i) For how many has access to the document been refused on the basis that it would be contrary to the public interest?ii) For how many has a redacted document been provided?	
118	Ministerial Motor Vehicle	Ludwig	Has the minister been provided with a motor vehicle since Additional Estimates in February 2014? If so:	
			a) What is the make and model?	
			b) How much did it cost?	
			c) When was it provided?	
			d) Was the entire cost met by the department? If not, how was the cost met?	
			e) What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.	
			f) Are these costs met by the department? If not, how are these costs met?	
			g) Please provide a copy of the guidelines that determine if a minister is	

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			entitled to a motor vehicle.	
			h) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
			 i) Please provide a copy of the guidelines that determine how a minister is to use a motor vehicle they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses. 	
			j) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
119	Ministerial Staff vehicles (non- MoPS)	Ludwig	Outside of MoPS Act entitlements, have any of the Minister's staff been provided with a motor vehicle since Additional Estimates in February 2014? If so:	
			a) What is the make and model?	
			b) How much did it cost?	
			c) When was it provided?	
			d) Was the entire cost met by the department? If not, how was the cost met?	
			e) What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.	
			f) Are these costs met by the department? If not, how are these costs met?	
			g) Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.	
			h) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
			 i) Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses. 	
			j) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
120	Ministerial Staff Vehicles	Ludwig	Have any of the Minister's staff been provided with a motor vehicle under the MoPS Act entitlements since Additional Estimates in	

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			February 2014? If so:	
			a) What is the make and model?	
			b) How much did it cost?	
			c) When was it provided?	
			d) Was the entire cost met by the department? If not, how was the cost met?	
			e) What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.	
			f) Are these costs met by the department? If not, how are these costs met?	
			g) Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.	
			h) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
			 i) Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses. 	
			j) Have these guidelines changed since Additional Estimates in February 2014? If so, please detail.	
121	Building Lease Costs	Ludwig	What has been the total cost of building leases for the agency / department since Additional Estimates in February 2014?	
			a) Please provide a detailed list of each building that is currently leased. Please detail by:	
			i) Date the lease agreement is active from.	
			ii) Date the lease agreement ends.	
			iii) Is the lease expected to be renewed? If not, why not?	
			iv) Location of the building (City and state).v) Cost of the lease.	
			vi) Why the building is necessary for the operations of the agency /	
			department.	
			b) Please provide a detailed list of each building that had a lease that was not renewed since Additional Estimates in February 2014.	

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			Please detail by: i) Date from which the lease agreement was active. ii) Date the lease agreement ended. iii) Why was the lease not renewed? iv) Location of the building (City and state). v) Cost of the lease. vi) Why the building was necessary for the operations of the agency / department.	
			 c) Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by: i) Date the lease agreement is expected to become active. ii) Date the lease agreement is expected to end. iii) Expected location of the building (City and state). iv) Expected cost of the lease. 1) Has this cost been allocated into the budget? v) Why the building is necessary for the operations of the agency / department. 	
			d) For each building owned or leased by the department:i) What is the current occupancy rate for the building?ii) If the rate is less than 100%, detail what the remaining being used for.	
122	Legal Costs	Ludwig	List all legal costs incurred by the department or agency since Additional Estimates in February 2014 a) List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external.	
			b) List cost spend briefing Counsel, broken down by hours spend briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial).c) How was each piece of advice procured? Detail the method of	
123	Workplace Assessments	Ludwig	identifying legal advice. a) How much has been spent on workplace ergonomic assessments since 7 September 2013?	

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			i) List each item of expenditure and cost.	
			b) Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?	
			c) If so, list each item of expenditure and cost related to those changes.	
124	Provision of Equipment - Departmental	Ludwig	a) Other than desktop computers, list all electronic equipment provided to department/agency staff since Additional Estimates in February 2014.	
			b) List the items.	
			c) List the purchase cost.	
			d) List the ongoing cost.	
			e) List the staff and staff classification that receive the equipment.	
125	Ministerial Staff Turnover	Ludwig	a) List the current staffing allocation for each Minister and Parliamentary Secretary.	
			b) For each Minister or Parliamentary Secretary list the number of staff recruited, broken down by their staffing classification.	
			c) For each Minister or Parliamentary Secretary list the number of staff that have resigned, broken down by their staffing classification.	
			d) For each Minister or Parliamentary Secretary list the number of staff that have been terminated, broken down by their staffing classification.	
			e) For each Ministerial staff position, please provide a table of how many individual people have been engaged against each position since the swearing in of the Abbott Government, broken down by employing member and the dates of their employment.	
126	Multiple Tenders	Ludwig	List any tenders that were re-issued or issued multiple times since Additional Estimates in February 2014:	
			a) Why were they re-issued or issued multiple times?	
			b) Were any applicants received for the tenders before they were re- issued or repeatedly issued?	
			c) Were those applicants asked to resubmit their tender proposal?	
127	Market Research	Ludwig	List any market research conducted by the department/agency since Additional Estimates in February 2014:	

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			a) List the total cost of this research.	
			b) List each item of expenditure and cost, broken down by division and program.	
			c) Who conducted the research?	
			d) How were they identified?	
			e) Where was the research conducted?	
			f) In what way was the research conducted?	
			g) Were focus groups, round tables or other forms of research tools used?	
			h) How were participants for these focus groups et al selected?	
128	Departmental Upgrades	Ludwig	Since Additional Estimates in February 2014 has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?	
			a) If so, list them.	
			b) If so, list the total cost for these changes.	
			c) If so, list the itemised cost for each item of expenditure.	
			d) If so, who conducted the works?	
			e) If so, list the process for identifying who would conduct these works.	
			f) If so, when are the works expected to be completed?	
129	Wine Coolers / Fridges	Ludwig	Since Additional Estimates in February 2014 has the department / agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?	
			a) If so, list them.	
			b) If so, list the total cost for these items.	
			c) If so, list the itemised cost for each item of expenditure.	
			d) If so, where were these purchased?	
			e) If so, list the process for identifying how they would be purchased.	
			f) If so, what is the current location for these items?	
			g) If so, what is the current stocking level for each of these items?	

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130	Office Plants	Ludwig	Since Additional Estimates in February 2014 has the department / agency purchased or leased any new office plants?	
			a) If so, list these.	
			b) If so, list the total cost for these items.	
			c) If so, list the itemised cost for each item of expenditure.	
			d) If so, where were these purchased?	
			e) If so, list the process for identifying how they would be purchased.	
			f) If so, what is the current location for these items?	
131	Government Advertising	Ludwig	 a) How much has been spent on government advertising (including job ads) since Additional Estimates in February 2014? i) List each item of expenditure and cost. ii) List the approving officer for each item. iii) Detail the outlets that were paid for the advertising. 	
			 b) What government advertising is planned for the rest of the financial year? i) List the total expected cost. ii) List each item of expenditure and cost. iii) List the approving officer for each item. iv) Detail the outlets that have been or will be paid for the advertising. 	
132	Ministerial Staff Code	Ludwig	a) Have there been any identified breaches of the Ministerial Staff Code of Conduct by the Minister, their office or the department? If so, list the breaches identified, broken by staffing classification level. If so, what remedy was put in place to manage the breach? If no remedy has been put in place, why not? If so, when was the breach identified? By whom? When was the Minister made aware?	
			b) Can the Minister confirm that all ministerial and electorate officers in their office comply fully with the ministerial staff code of conduct? If not, how many staff don't comply, broken down by classification level? How long have they worked for the Minister?	
			c) Can you confirm they all complied with the code on the date of their employment? If not, on what date did they comply?	
			d) Can you confirm that all disclosures as required by the code were made to the government staffing committee? If so, on what date	

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			were those disclosure made?	
			e) By position title, list the date each staff member was approved by government staff committee.	
			f) Can you confirm all staff have divested themselves of any and all relevant shares as of the date of their appointment?	
			g) Can you list by number if any staff have been granted exception by the SMOS to remain a director of a company as allowed by the Ministerial Staff Code of Conduct, break down by position level?	
133	Communications Staff	Ludwig	For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:	
			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?	
134	Senate Estimates Briefing	Ludwig	a) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?	
			b) How many officer hours were spent on preparing that information?i) Please break down the hours by officer APS classification.	
			c) Were drafts shown to the Minister or their office before senate estimates?	
			i) If so, when did this occur?ii) How many versions of this information were shown to the minister or their office?	
			d) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?i) If so, when did this occur?	
			ii) What officer hours were spent on making these edits? Please	

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			break down the hours by officer APS classification. iii) When were the changes made?	
			e) Provide each of the contents page of the Department / Minister / representing Minister's Senate Estimates folder prepared by the department for the Additional Estimates hearings in February 2014.	
135	Question Time	Ludwig	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?i) Please break down the hours by officer APS classification.	
			c) Are drafts shown to the Minister or their office before Question Time?i) If so, when does this occur?ii) 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? i) If so, when does this occur? ii) What officer hours were spent on making these edits? Please break down the hours by officer APS classification. 	
			e) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.	
136	Freedom of Information – Consultation with Other Departments, Agencies and the	Ludwig	a) Other than for the purpose of discussing a transfer under section 16 of the Act, does the Department consult or inform other Departments or Agencies when it receives Freedom of Information requests?	
	Minister		 b) If so, for each instance provide a table setting out the following information: i) the Department or Agency which was consulted; ii) the document; iii) the purpose of the consultation; iv) whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension; and v) whether an extension of time was sought from the Information 	

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			Commissioner to allow time for the consultation, including whether it was granted and the length of the extension	
			c) Other than for the purposes of discussing a transfer under section 16 of the Act, has the Department consulted or informed the Minister's office about Freedom of Information requests it has received?	
			d) If yes, provide a table setting out the following information:i) the requests with respect to which the Minister or Ministerial office was consulted;	
			ii) the Minister or Ministerial office which was consulted;iii) the purpose of the consultation;	
			iv) whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension;	
			v) whether an extension of time was sought from the Information Commissioner to allow time for the consultation, including whether it was granted and the length of the extension; and	
			vi) whether any briefings (including formal briefs, email briefings and verbal briefings) were provided to the Minister's office.	
137	Freedom of Information – Staffing Resources	Ludwig	For the period of time from 18 September 2013, what was the average FTE is allocated to processing FOI requests?	
138	Freedom of Information – Disclosure Log	Ludwig	a) For the purposes of meeting its obligations under 11C of the Act, does the Department or Agency:	
			 i) Maintain a webpage allowing download of documents released under section 11A (direct download)? 	
			ii) Require individuals to contact the Department or Agency to ask for the provision of those documents (request for provision)?	
			iii) Facilitate to those documents in a different manner (if so, specify).	
			b) If the Department or Agency has moved from a system of meetings its 11C obligations by direct download, to a system of meeting those obligations by request for provision, provide the following information:	
			i) the dates for which documents were made available for direct download, and the dates for which documents were made available through request for provision;	
			ii) the total number of direct downloads of documents released under 11A the Departmental or Agency website;	
			iii) the total number of requests for provision to documents that had been directly received, and how many had been processed by	

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			 [date]; and iv) what was the average FTE allocated to monitoring incoming email, collating and forwarding documents providing under a request for provision? 1) What was the approximate cost for salaries for the FTE staff allocated to this task? 	
			c) Has the Department or Agency charged any for access to a document under section 11C(4)?	
			 d) If so, please provide the following information in a table: i) on how many occasions charges have been imposed; ii) the amount charged for each document; iii) the total amount charged; and iv) what is the highest charge that has been imposed. 	
139	Freedom of Information - Requests	Ludwig	a) How many documents were assessed (at internal review or - if internal review was not requested - by the original decision maker) as conditionally exempt?	
			 b) Of those, how many were: i) released in full; ii) released in part; iii) refused access on the grounds that release of the document would be contrary to the public interest; or iv) other (please specify). 	
140	Functions	Ludwig	 a) Provide a list of all formal functions or forms of hospitality conducted for the Minister since Additional Estimates in February 2014. Include: i) the guest list of each function; ii) the party or individual who initiated the request for the function; iii) the menu, program or list of proceedings of the function; and iv) a list of drinks consumed at the function. b) Provide a list of the current wine, beer or other alcoholic beverages in 	
			stock or on order in the Minister's office.	
141	Red Tape Reduction	Ludwig	a) Please detail what structures, officials, offices, units, taskforce or other processes has the department dedicated to meeting the government's red tape reduction targets?i) What is the progress of that red tape reduction target	

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			b) How many officers have been placed in those units and at what level?	
			c) How have they been recruited?	
			d) What process was used for their appointment?	
			e) What is the total cost of this unit?	
			f) What is the estimated total salary cost of the officers assigned to the unit.	
			g) Do members of the unit have access to cabinet documents?	
			h) Lease list the security classification and date the classification was issued for each officer, broken down by APS or SES level, in the red tape reduction unit or similar body.	
			i) What is the formal name given to this unit/taskforce/team/workgroup or agency within the department?	
142	Hire Cars	Ludwig	a) How much did each department/agency spend on hire cars from Additional Estimates in February 2014 to date? Provide a breakdown of each business group in each department/agency.	
			b) What are the reasons for hire car costs?	
143	Land Costs	Ludwig	a) How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?	
			b) Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included.)	
			c) List the current assets, items or purse (buildings, facilities or other) on the land identified above.	
			i) What is the current occupancy level and occupant of the items identified in (c)?	
			ii) What is the value of the items identified in (c)?	
			iii) What contractual or other arrangements are in place for the items identified in (c)?	

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			d) How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?	
			e) Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included.)	
			f) In regards to any building identified in (d), please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?	
144	Taxi Costs	Ludwig	a) How much did each department/agency spend on taxis from Additional Estimates in February 2014 to date? Provide a breakdown for each business group in each department/agency.	
			b) What are the reasons for taxi costs?	
145	Boards	Ludwig	Since September Additional Estimates in February 2014:	
			a) how often has each board met, break down by board name;	
			b) what travel expenses are provided;	
			c) what is the average attendance at board meetings;	
			d) how does the board deal with conflict of interest;	
			e) what conflicts of interest have been registered;	
			f) what remuneration is provided to board members;	
			g) how does the board dismiss board members who do not meet attendance standards;	
			h) have any requests been made to ministers to dismiss board members since Additional Estimates in February 2014;	
			i) please list board members who have attended less than 51% of meetings; and	
			j) what have catering costs been for the board meetings held this year, and is alcohol served?	

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146	Shared Resources following MOG Changes	Ludwig	a) Following the Machinery of Government changes does the department share any goods/services/accommodation with other departments?	
			b) What resources/services does the department share with other departments; are there plans to cease sharing the sharing of these resources/services?	
			c) What were the costs to the department prior to the Machinery of Government changes for these shared resources? What are the estimated costs after the ceasing of shared resource arrangements?	
147	Departmental Rebranding	Ludwig	Has the department/Agency undergone a name change or any other form of rebranding since Additional Estimates in February 2014? If so:	
			a) Please detail why this name change / rebrand were considered necessary and a justified use of departmental funds?	
			 i) Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding. 	
			b) Please provide the total cost associated with this rebrand and then break down by amount spent replacing:	
			i) Signage.ii) Stationery (please include details of existing stationery and how it was disposed of).	
			iii) Logos.	
			iv) Consultancy. v) Any relevant IT changes.	
			vi) Office reconfiguration.	
			c) How was the decision reached to rename and/or rebrand the department?	
			 i) Who was involved in reaching this decision? ii) Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) from within the department, or between the department and the government regarding the rename/rebranding. 	
148	Contracts under \$10,000	Ludwig	Please provide a detailed list of all contracts entered into worth between \$4,000 and \$10,000 since September 7th, 2013.	
149	Contracts for Temporary Staff	Ludwig	a) How much did the department/agency spend on temporary or contract staff since September 7th 2013?	

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		b) How many temporary or contract staff were employed since September 7th 2013?	
		c) How many temporary or contract staff are currently employed?	
		d) How much was paid for agencies/companies to find temporary / contract staff?	
		e) How much is budgeted in the 2014/15 year for contract staff?	
		f) What policies/criteria govern the appointment of Contract staff?	
		g) How is the use of contract staff consistent with a professional, independent public service?	
Pre-qualified, Multi-use List Tenders	Ludwig	a) Does the Department/Agency have existing Prequalified or Multi-use list panels for tenders?	
		b) Please list all Prequalified or Multi-use list panels, and the firms on them, compiled or used by the department/agency?	
		c) Do any of your EL or higher staff have interest - financial or otherwise - in any of the firms on your panels?	
		d) Do any Ministerial staff have directorships in any of the firms on your panels?	
		e) Do any Ministerial staff have interest- financial or otherwise- in any of the firms on your panel	
		f) Have the minister or ministerial staff made representations concerning the panels	
		g) Is Australian Public Affairs on any of your panels?	
Unallocated Equipment	Ludwig	a) Please detail how much electrical equipment, phones and computers the department/agency has in storage or unallocated to staff	
		b) Please detail the purchase, storage and ongoing costs associated with equipment, phones and computers in storage or unallocated.	
Official Residences	Ludwig	 a) Provide a list of all formal functions conducted at any of the Official Residences, or for the Prime Minister's office or Prime Minister's Dining Room where it has been used in place of the official residences since Additional Estimates in February 2014. Include: i) the guest list of each function, including if any ministerial staff attended; 	
	Pre-qualified, Multi-use List Tenders Unallocated Equipment	Pre-qualified, Multi-use List Tenders Ludwig Unallocated Equipment Ludwig	b) How many temporary or contract staff were employed since September 7th 2013? c) How many temporary or contract staff are currently employed? d) How much was paid for agencies/companies to find temporary / contract staff? e) How much is budgeted in the 2014/15 year for contract staff? f) What policies/criteria govern the appointment of Contract staff? g) How is the use of contract staff consistent with a professional, independent public service? Pre-qualified, Multi-use List Tenders Ludwig a) Does the Department/Agency have existing Prequalified or Multi-use list panels for tenders? b) Please list all Prequalified or Multi-use list panels, and the firms on them, compiled or used by the department/agency? c) Do any of your EL or higher staff have interest - financial or otherwise - in any of the firms on your panels? d) Do any Ministerial staff have directorships in any of the firms on your panels? e) Do any Ministerial staff have interest-financial or otherwise- in any of the firms on your panel f) Have the minister or ministerial staff made representations concerning the panels g) Is Australian Public Affairs on any of your panels? Unallocated Equipment Ludwig a) Please detail how much electrical equipment, phones and computers the department/agency has in storage or unallocated to staff b) Please detail the purchase, storage and ongoing costs associated with equipment, phones and computers in storage or unallocated. Official Residences Official Residences Ludwig a) Provide a list of all formal functions conducted at any of the Official Residences, or for the Prime Minister's office or Prime Minister's Dining Room where it has been used in place of the official residences since Additional Estimates in February 2014. Include: i) the guest list of each function, including if any ministerial staff

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			and	
			iii) the menu, program or list of proceedings of the function d. A list of drinks consumed at the function	
			b) Provide a list of the current wine, beer or other alcoholic beverages in stock or on order at any of the official residences, or venues or offices acting as official residences.	
153	Hospitality and Entertainment	Ludwig	What is the Department/Agency's hospitality spend from Additional Estimates in February 2014 to date including any catering and drinks costs.	
			b) For each Minister and Parliamentary Secretary office, please detail total hospitality spend from Supplementary Budget Estimates in November 2013 to date. Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			c) What is the Department/Agency's entertainment spend from Additional Estimates in February 2014 to date? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			d) For each Minister and Parliamentary Secretary office, please detail total entertainment spend from Additional Estimates in February 2014 to date. Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			e) What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			f) For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			g) What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			h) For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			i) Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?	

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154	Computers	Ludwig	a) List the current inventory of computers owned, leased, stored, or able to be accessed by the Ministers office as provided by the department, listing the equipment cost and location and employment classification of the staff member that is allocated the equipment, or if the equipment is currently not being used	
			b) List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location	
			c) Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs	
155	Travel Costs - Department	Ludwig	a) Since Additional Estimates in February 2014, detail all travel for Departmental officers that accompanied the Minister and/or Parliamentary Secretary on their travel. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals).	
			b) Since Additional Estimates in February 2014, detail all travel for Departmental officers. Please include a total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). Also provide a reason and brief explanation for the travel.	
			c) What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	
156	Travel Costs - Ministerial	Ludwig	a) From Additional Estimates in February 2014, detail all travel conducted by the Minister / parliamentary secretary.	
			b) List each location, method of travel, itinerary and purpose of trip.	
			 c) List the total cost plus a breakdown that include airfares (and type of airfare), accommodation, meals and other travel expenses (such as incidentals). 	
			d) List the number of staff that accompanied the Minister / parliamentary secretary, listing the total costs per staff member, the class of airplane travelled, the classification of staff accompanying the Minister / parliamentary secretary.	
			e) What travel is planned for the rest of this calendar year? Also provide a reason and brief explanation for the travel.	

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157	157 Grants	Ludwig	a) Provide a list of all grants, including ad hoc and one-off grants from the Supplementary Budget Estimates in Additional Estimates in February 2014 to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.	
			b) Update the status of each grant that was approved prior to Additional Estimates in February 2014, but did not have financial contracts in place at that time. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.	
158	Government Payment of Accounts	Ludwig	a) From Additional Estimates in February 2014 to date, what has been the average time period for the department/agency paid its accounts to contractors, consultants or others?	
			b) How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?	
			c) How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?	
			d) How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?	
			e) How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days?	
			f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?	
			g) For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since Additional Estimates in February 2014?	
			h) Where interest is being paid, what rate of interest is being paid and how is this rate determined?	
159	Credit Cards	Ludwig	a) Provide a breakdown for each employment classification that has a corporate credit card.	
			b) Please update details of the following:i) What action is taken if the corporate credit card is misused?ii How is corporate credit card use monitored?iii) What happens if misuse of a corporate credit card is discovered?	

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			iv) Have any instances of corporate credit card misuse have been discovered since Additional Estimates in February 2014? List staff classification and what the misuse was, and the action taken. v) What action is taken to prevent corporate credit card misuse?	
160	Meeting Costs	Ludwig	a) What is the Department/Agency's meeting spend from Additional Estimates in February 2014 to date? Detail date, location, purpose and cost of all events, including any catering and drinks costs.	
			b) For each Minister and Parliamentary Secretary office, please detail total meeting spend from Additional Estimates in February 2014 to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.	
			c) What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.	
			d) For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.	
161	Advertising	Ludwig	a) How much has the Department/Agency spent on Advertising since Additional Estimates in February 2014, including through the use of agencies?	
			b) Please detail each advertising campaign including it's cost, where the advertising appeared, production costs, who approved, ministerial or ministerial staff involvement in commissioning.	
162	Executive Coaching and Leadership Training	Ludwig	In relation to executive coaching and/or other leadership training services purchased by each department/agency, please provide the following information from Additional Estimates in February 2014 to date:	
			a) Total spending on these services.	
			b) The number of employees offered these services and their employment classification.	
			c) The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification).	
			d) The names of all service providers engaged.	
			e) For each service purchased from a provider listed under (d), please	

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			provide: i) the name and nature of the service purchased; ii) whether the service is one-on-one or group based; iii) the number of employees who received the service and their employment classification; iv) the total number of hours involved for all employees (provide a breakdown for each employment classification); v) the total amount spent on the service; and vi) a description of the fees charged (i.e. per hour, complete package). f) Where a service was provided at any location other than the department or agency's own premises, please provide: i) the location used; ii) the number of employees who took part on each occasion (provide a breakdown for each employment classification); iii) the total number of hours involved for all employees who took part (provide a breakdown for each employment classification); and iv) any costs the department or agency's incurred to use the location. g) In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed? h) For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program	
163	Staffing Profile	Ludwig	title.a) What is the current staffing profile of the department/agency?b) Provide a list of staffing numbers, broken down by classification level, division, home base location (including town/city and state).	
164	Staffing Reductions	Ludwig	a) How many staff reductions/voluntary redundancies have occurred from Additional Estimates in February 2014 to date? What was the reason for these reductions?b) Were any of these reductions involuntary redundancies? If yes, provide details.	
			c) Are there any plans for further staff reductions/voluntary redundancies? If so, please advise details including if there is a	

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			reduction target, how this will be achieved, and if any services/programs will be cut.	
			d) If there are plans for staff reductions, please give the reason why these are happening.	
			e) Are there any plans for involuntary redundancies? If yes, provide details.	
			f) How many ongoing staff left the department/agency from Additional Estimates in February 2014 to date? What classification were these staff?	
			g) How many non-ongoing staff left department/agency from Additional Estimates in February 2014 to date? What classification were these staff?	
			h) What are the voluntary redundancy packages offered? Please detail for each staff level and position.	
			i) How do the packages differ from the default public service package?	
			j) How is the department/agency funding the packages?	
165	Staffing - Recruitment	Ludwig	a) How many ongoing staff were recruited from Additional Estimates in February 2014 to date? What classification are these staff?	
			b) How many non-ongoing positions exist or have been created from Additional Estimates in February 2014 to date? What classification are these staff?	
			c) From Additional Estimates in February 2014 to date, how many employees have been employed on contract and what is the average length of their employment period?	
166	Coffee Machines	Ludwig	a) Has the department/agency purchased coffee machines for staff usage since Additional Estimates in February 2014?	
			i) If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased?	
			ii) Why were coffee machines purchased? iii) Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?	
			iv Where did the funding for the coffee machines come from?	

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			 v) Who has access? vi) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Additional Estimates in February 2014 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? vii) What are the ongoing costs of the coffee machine, such as the cost of coffee? b) Since Additional Estimates in February 2014, has the department / agency rented or leased any coffee machines for staff usage? i) If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased. ii) Why are coffee machines rented? iii) Has there been a noticeable difference in staff productivity since coffee machines were rented? Are staff leaving the office premises less during business hours as a result? iv) Where does the funding for the coffee machines come from? v) Who has access? vi) Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance from Additional Estimates in February 2014 to date, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from? vii) What are the ongoing costs of the coffee machine, such as the cost of coffee? 	
167	Printing	Ludwig	 a) How many documents (include the amount of copies) have been printed from Supplementary Budget Estimates in November 2013 to date? How many of these printed documents were also published online? b) Did the Department/agency use external printing services for any print jobs since 7 September 2013? i) If so, what companies were used? ii) How were they selected? iii) What was the total cost of this printing? 	
168	Corporate Cars	Ludwig	a) How any cars are owned by each department/agency?	

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			b) Where is the car/s located?	
			c) What is the car/s used for?	
			d) What is the cost of each car from Additional Estimates in February 2014 to date?	
			e) How far did each car travel from Additional Estimates in February 2014 to date?	
			f) How many cars are leased by each department/agency?	
			g) Where are the cars located?	
			h) What are the cars used for?	
			i) What is the cost of each car from Additional Estimates in February 2014 to date?	
			j) How far did each car travel from Additional Estimates in February 2014 to date?	
169	Consultancies	Ludwig	a) How many consultancies have been undertaken from Additional Estimates in February 2014 to date? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (i.e. open tender, direct source, etc). Also include total value for all consultancies.	
			b) How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.	
			c) Have any consultancies not gone out for tender?	
			i) If so, which ones and why?	
170	Housing and Homelessness	Whish-Wilson	a) Prior to the Budget was there any consultation with State Housing Authorities or Community Housing Providers about changes to welfare payments?	Transferred to DSS 23/06/14.
			 i) If yes can dates of consultation and organisations involved be provided? 	
			b) Since the Budget has there been any consultation with State Housing Authorities or Community Housing providers?	
			i) If yes can dates of consultation and organisations involved be	

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			provided? c) Has the Department modelled the potential eviction rates for young	
			people in the rental market and the impacts on State Housing Authorities and Community Housing providers of housing young people with no income support for periods of six months?	
			d) Will young people be eligible for Commonwealth Rent Assistance for the six months that they are not receiving benefits, but are required to comply with the work test?	
			i) If no, has the Department briefed the Minister on the potential implications?	
			e) Will the government consider an exemption from income support withdrawal for young people facing eviction and homelessness?	
			f) Is the government planning to develop a national housing plan to address the supply shortfall for affordable rental housing?	
			i) If yes: has consultation begun; who has the Department meet with; and who is the Department planning to meet with?	
171	Support for Higher Education Students	Whish-Wilson	a) Can the Department provide the number of students who received start up scholarships by Federal electorate and level of study? (If electorate data is unavailable please provide by state and territory.)	Transferred to DSS 23/06/14
			b) Can the Department provide the number of students who receive Youth Allowance/Austudy) scholarships by Federal electorate and level of study? (If electorate data is unavailable please provide by state and territory.)	
			c) Can the Department provide the number of students who receive Fares Allowance by Federal electorate and level of study? (If electorate data is unavailable please provide by state and territory.)	
172	Launceston Transitional Unit for Aged Patients	Whish-Wilson	a) When was One care (organisation running the unit) informed of the decision not to continue funding the Transitional unit?	Transferred to DSS 4/07/2014
			b) Noting that this decision has flow on effects for Launceston General Hospital, when was the hospital informed of the decision?	
			c) What is the reason for the decision?	
			d) Were there any consultations with stakeholders prior to the decision?	
			e) Was the Member for Bass consulted?	
173	Efficiency Dividend	Cameron	a) What is the efficiency dividend to be realised in 2014-15 and across	

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			the forward estimates?	
			b) How will the efficiency dividend be achieved in 2014-15 and across the forward estimates?	
			c) Will there be forced redundancies in order to meet the government's efficiency dividend?	
			d) What impact with this efficiency dividend cut to the department's budget have on the current service delivery standards to the community?	
			e) Will this involve staff reductions, will frontline services be affected?	
174	National Commission of Audit	Cameron	a) On what date did the Department receive a copy of the NCOA report – both the final and any drafts?	
			b) On what date did the Minister receive a copy?	
			c) Given the short time frame between the release of the NCOA report and the Budget, to what extent did the NCOA report play a role in the Department's budget deliberations?	
			d) If the Minister received the report first before the Department was the only way in which the Department undertook work on the NCOA report through receiving directions from the Minister?	
			e) Is the Department continuing to work on any of the NCOA proposals?	
			f) If so, which ones?	
			g) What proposals, if any, affecting the Department has the Government ruled out?	
175	National Commission of Audit – Recommendation 60 to Outsource the Payment System	Cameron	The Department of Health has been allocated \$500,000 "to develop a proposal in consultation with the Department of Human Services to market test the delivery of a commercially integrated health payment system. Expressions of Interest will be sought from commercial providers to gauge interest in the proposal and to identify potential alternative approaches to the delivery of health payments." (Budget Paper 2, page 132) a) Minister and Secretary, when did you each find out about the market testing measure in the Health portfolio budget?	
			b) Is this measure a first step in implementing Recommendation 60 of the National Commission of Audit?	
			c) What DHS administered payments are covered by the Department of	

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			Health proposal?	
			d) How many staff in the Department of Human Services are currently involved in the delivery of those payments?	
			e) How many staff are currently engaged in delivery of the Medicare payments system?	
			f) Who initiated this budget measure: the Department of Health, Department of Human Services, Department of Finance or someone else, who?	
			g) What issues would need to be addressed to implement NCOA Recommendation 60?	
			h) Has DHS had discussions with Australia Post over its proposal outlined in the NCOA report (in some detail at Appendix Volume 2 page 216-217)?	
			i) Does DHS hold a copy of the Australia Post submission to the NCOA?	
			j) Does DHS agree with the Australia Post estimate that 5,000 staff would go from DHS under its proposal to deliver DHS services?	
			k) Provide details of training to achieve skills and competency in delivering the day-to-day face-to-face functions outlined in the answer to Supplementary Estimates November 2013 QoN HS4.	
176	ICT - Outages	Cameron	a) I refer to the answer to Question on Notice HS 122 concerning ICT outages from the February 2014 estimates round.	
			b) Have there been any customer service interruptions since 21 February 2014?	
			c) What was the total duration for each and what was the business impact?	
			d) Have the causes of the outages been identified?	
			e) What remedial action has or is being taken to rectify the problems?	
			f) What is the reliability performance target for the IT systems?	
			g) Is it being met?	
177	Budget Measure 'DSP – review recipients aged under 35 years'	Cameron	a) Did DHS provide any advice to DSS or a central agency in the preparation of this measure regarding the extent or limits of its	

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			current powers to do medical reviews on DSP recipients?	
			b) Does the Department consider that there is a crisis associated with the number of people and expenditure on the DSP?	
			c) All the evidence suggest the number of people on the DSP as a proportion of the working age population more broadly has remained steady over a long period of time. Please provide estimates of trends in recipients of DSP from 1990 to the present year:	
			i) As a proportion of working age population.	
			ii) As a proportion of the working age population, adjusted for population ageing over this period.	
178	Budget Measure 'Stronger participation incentives for job seekers under 30'	Cameron	a) How will the Department engage with people at the end of their six month wait period, if they have not had any contact with them for six months?	
			b) Is the Department concerned that young people with no interaction with the Department for six months will simply disengage with the Department entirely?	
			c) During the period that these young people are not receiving their payment, unless they have family support, they are likely to be living in poverty, correct?	
			d) Has the Department considered where these young people will live? How they will pay their rent?	
			e) Has the Department considered how will they pay for food?	
			f) Is the Department aware of any other occasion in which any person in this country has been left without income support if they lose their job?	
			g) Is the first time that the Government has said that the Australian social safety net is not available to a particular cohort of people?	
			h) Does the Department have any concerns about the impact of this measure on young people? What are those concerns?	
			i) If yes, then we can take from that that those concerns were ignored by the Minister?	
			j) Has the Department discussed the implication of non-payment waiting period with charity providers?	

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			k) If so, please provide details of who and when?	
			Is it contemplated to enter into contracts with charity providers?	
			m) If so, please provide details.	
179	Waiting Times	Cameron	The answer to QoN HS 121 from February 2014 states that there has been a reduction of 3.1% or 281 employees engaged in face to face services since the Federal election.	
			a) Is this reduction affecting waiting times?	
			b) What are the strategies to get waiting times below 15 minutes?	
			c) What are the monthly average wait times by Customer Services Centre site?	
			d) What are the monthly average wait times by call centres?	
			e) What is the current number of casual employees employed within the call centre network?	
			f) What is the projected number of Casuals that the department is engage across the Call centre network over the next financial year?	
			g) What is the number of successful calls managed through the Call Centre network in the following financial years: 2011-12, 2012-13, 2013-14?	
			h) What is the total number of inbound calls received by the Call Centre network including drop out, busy signals and any other category of unsuccessful calls?	
			i) I understand that in the past Centrelink/DHS included a performance measure of call centre successful calls in its Annual Report?	
			j) When did that measure stop being published?	
			k) Why?	
			How many call centres is the Department operating?	
			m) Where are they?	
			n) What is the staffing profile of call centres - How many staff are on-going, non-ongoing, irregular and intermittent (casuals)	
180	Online Claim Submission	Cameron	What is the duration from lodgement to a decision communicated to client?	

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181	CRS Australia Pulling Out of the Market	Cameron	How will the department manage the risks of the reduction of services in areas of the country with a single alternative private sector service provider?	Transferred to DSS 18/06/14
182	Interaction of Child Support with proposed changes to Newstart	Cameron	a) Is there is a minimum child support rate for low income parents?	
			b) When was it introduced?	
			c) What is the amount?	
			d) So what will happen if a paying parent has to wait 6 months to receive Newstart?	
			e) Will a debt be incurred if there is no income from which to deduct the minimum rate?	
			f) What would be the effect on low income families if that minimum child support payment is not received?	
183	Social Work Network	Moore	 a) What are the numbers of organisations and facilities in the Social Work Network? 	
			b) What is the distribution of the services and where are they located?	
184	Disability Support Pension	Cameron	a) How many current DSP recipients on payment and how many receive earnings?	Transferred to DSS 25/06/14
			b) How many DSP recipients report earnings by:i) Main medical condition?	
			ii) Age?	
			iii) Gender? iv) Indigenous status?	
			c) What has been the impact of the July 2012 changes to the '30 hour	
			rule' on the earnings of DSP recipients and the number of people with earnings? How is this change being formally evaluated?	
			d) Provide breakdown by main medical condition by gender, Indigenous status, by percentages and total numbers.	
			e) Please update for 1 January 2014 to 31 March 2014, Additional Estimates, 27 February 2014 Answers on Notice, Department of Human Services, Question HS 158.	
185	Centrelink Appeals and Reviews	Cameron	a) How many reviews are currently outstanding?	
			b) Of these outstanding appeals, how many relate to the DSP?	

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			c) Please explain how answers to recent estimates concluded that there had been no increase in the level of appeals as a result of extensive policy changes?	
			d) How many staff are undertaking reviews? What funding is spent on internal reviews?	
			e) What is the longest wait time for completion of an appeal since 1 July 2013?	
			f) What percentage of appeals are met within the current KPI?	
			g) When will the Department of Human Services meet its target for review timeliness?	
			h) From 1 July 2013 to 31 December 2013 how many and what percentage of internal reviews were affirmed, set aside, withdrawn or varied?	
			 From 1 July 2013 to 31 December 2013 in relation to DSP claims, how many and what percentage of internal reviews were affirmed, set aside, withdrawn or varied? 	
			 j) From 1 July 2013 to date: i) How many appeals have took longer than six weeks to compete? ii) What proportion of appeals too longer than six weeks to finalise? iii) What was the average wait time to complete an appeal? iv) How many, and what percentage of appeals took 4 weeks, 5 weeks, 10 weeks, 26 weeks, 52 weeks or more to finalise? 	
186	Overpayments	Cameron	a) Please update Supplementary Estimates, 21 November 2013 Answers on Notice, Department of Human Services, HS 90.	
			b) Please update Additional Estimates, 27 February 2014 Answers on Notice, Department of Human Services, HS 34.	
187	Reconnection Penalties	Cameron	a) How many Reconnection penalties were applied in 2012-13? How many for were imposed on job seekers with a Centrelink 'vulnerability indicator'?	
			b) Please list by type of vulnerability indicator, and provide a breakdown by Indigenous and non-Indigenous job seekers.	
188	Practice Incentive Program	McLucas	The question is about compliance with PIP and should be responded to by the Department of Human Services, who manage audit and compliance aspects of the PIP. What evidence can the Department provide on whether there has been any misuse of the funding provided	

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			to general practices through the Practice Incentives Programme?	
189	Student Start-Up Scholarships	Rhiannon	Why has the Start-Up Scholarship webpage http://www.humanservices.gov.au/customer/services/centrelink/student-start-up-scholarship not been updated to reflect the government's new policy in this area?	

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