

## Senate Community Affairs Legislation Committee

### SUPPLEMENTARY ESTIMATES - 21 NOVEMBER 2013 ANSWER TO QUESTION ON NOTICE

#### Department of Human Services

**Topic:** Provision of Equipment

**Question reference number:** HS 20

**Senator:** Ludwig

**Type of question:** Written

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

**Number of pages:** 4

#### Question:

- a) For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone is provided and the costs?
- b) For departments/agencies that provide electronic equipment to Ministers and/or Parliamentary Secretaries and/or their offices, what are the ongoing costs from 7 September 2013 to date?
- c) Is electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive) provided to department/agency staff? If yes provide details of what is provided, the purchase cost, the ongoing cost and a breakdown of what staff and staff classification receives it.
- d) Does the department/agency provide their Ministers and/or Parliamentary Secretaries and/or their offices with any electronic equipment? If yes, provide details of what is provided, the cost and to whom it is provided.

#### Answers:

- a) The department provides a choice of mobile phones to the Minister and her staff. As of 2 December 2013, the standard types of mobile phones on offer and their associated costs are as follows:

**Minister Payne** (inventory as at 2 December 2013)

	Item	Qty	Unit Cost (Ex. GST)	Ongoing Cost (Inc. GST)
<b>Minister</b>	iPhone 5	1	\$799 (avg)	\$10.00 p/m
<b>Staff (9)</b>	iPhone 5	8	\$799 (avg)	\$10.00 p/m (avg)

- b) The table below details the 'running' or ongoing service costs of electronic equipment provided by the department to the Minister and her offices from 7 September 2013 to date:

**Ongoing service costs (29 September 2013 – Present\*)**

	<b>Item</b>	<b>Qty</b>	<b>Ongoing Cost each (Inc. GST)</b>
Minister Payne	Tablet Devices	8	\$49.00 p/m
	Smartphone (iPhone)	9	\$10.00 p/m
	3G/4G Data Services	3	\$49.00 p/m

*\* Please note: The progressive activation of Minister Payne and her staff's inventory commenced Friday 20 September 2013 and was complete by Friday 29 November 2013.*

*Data Carriage has not been included for Minister Payne, Proposed date of Carriage service install is Wednesday 11 December 2013.*

- c) The Department provides staff with a range of electronic equipment depending on level and business need. This may include:
1. Desktop Computer.
  2. Laptop Computer.
  3. Telephone and/or Smartphone.
  4. Wireless 3G/4G modems for remote access.
  5. Personal printing.
  6. Network printing (not broken down by individual).
  7. Assorted minor office equipment.

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

Equipment item	Issued to all staff	Reason	Purchase Cost (ex GST)	Ongoing Cost (Inc. GST)
Desktop PC	Yes	Standard Issue	\$826.00	N/A
Desktop monitor	Yes	Standard Issue	\$210.00	N/A
Laptop	No	<p>Employees who are eligible for access to a mobile computing devices are;</p> <ul style="list-style-type: none"> <li>• SES Band 2 &amp; 3 (SES Band 1 with a business case supported by their General Manager)</li> <li>• Business line leaders and any staff who are or who are likely to be called upon to work at a different site, for example, staff called to work on emergencies;</li> <li>• Drought and Rural buses are equipped with laptops PCs;</li> <li>• EL2 and EL1 employees with business case supported by their National Manager/Zone Service Leader; and</li> <li>• Employees who are regularly required to work in multiple locations will be issued with a laptop. In this instance, regularly means more than once a week on average.</li> </ul>	\$1,225.00	N/A
Remote Access Token	No	As per Laptop reasoning (stated above)	\$25.00	N/A
Tablet device	No	<p>Officers at the Band 2 level are automatically issued a tablet device. For officers at the Band 1 level, written agreement is required from the General Manager and approval is obtained from the General Manager ICT Infrastructure.</p> <p>Tablet devices are provided to staff in DHS Service Centres and are used for the provision of a concierge service.</p>	\$946.48	\$49.00 p/m
Mobile / Smartphone	No	<p>All SES officers are provided with either a mobile or smartphone. Staff at other classification levels are issued mobile/smartphones where a genuine business need exists. The model is based on 'fit for purpose'</p> <p>Smartphones requiring data connectivity with the DHS environment are only available to employees at the EL 2 level and above unless an SES endorsed business case has been approved in writing</p>	<p>Mobile -\$183.00 iPhone4-\$713.00 iPhone5-\$799.00</p>	<p>Mobile \$5 p/m iPhone \$10 p/m</p>

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

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

From 20 September 2013 to present, the office of Minister Payne had the following electronic equipment on issue (across two physical locations)

	<b>Item</b>	<b>Qty</b>	<b>Unit Cost (Ex. GST)</b>	<b>Ongoing Cost (Inc. GST)</b>
<b>Minister Payne</b>	Laptop	1	\$1,225.00 (avg)	N/A
	Tablet Device	1	\$900.00 (avg)	\$49.00 p/m
	Smartphone (iPhone 5)	1	\$799.00 (avg)	\$10.00 p/m
	Desktop Computer	2	\$826.00 (avg)	N/A
	Desktop Monitor	2	\$210.00 (avg)	N/A
	Wireless modem (4G)	1	\$152.00 (avg)	\$49.00 p/m
	Remote Access Token	1	\$25.00	N/A
<b>Staff (9)</b>	Laptop	2	\$1,225.00 (avg)	N/A
	Tablet Device	7	\$900.00 (avg)	\$49.00 p/m
	Smartphone (iPhone 5)	9	\$799.00 (avg)	\$10.00 p/m
	Desktop Computer	19	\$826.00 (avg)	N/A
	Desktop Monitor	23	\$210.00 (avg)	N/A
	Wireless modem	3	\$152.00 (avg)	\$49.00 p/m
	Personal Printer	2	\$350.00 (avg)	Dependent on use
	Remote Access Token	8	\$25.00	N/A

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