

Senate Community Affairs Committee
ANSWERS TO ESTIMATES QUESTIONS ON NOTICE
SOCIAL SERVICES PORTFOLIO
2013-14 Supplementary Estimates Hearings

Outcome Number: Cross Outcome - Across Programs

Question No: 401

Topic: Ministerial Office Budgets

Hansard Page: Written

Senator Polley asked:

What is the turnaround time in the Department for correspondence? Who is signing off on briefs and correspondence - the Minister? Staff? If staff, who?

Answer:

Since the election over 2000 pieces of correspondence have been processed by the Department of Social Services and the turnaround time on correspondence cannot be provided without the use of significant resources. However, all correspondence the Department receives is reviewed and allocated a due date taking into consideration the correspondent and the urgency of their matter.

Ministerial correspondence is signed by the Minister, Assistant Minister, Parliamentary Secretary and their staff, as well as departmental officials at the SES level.

The ministerial offices sign all briefs.