

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Additional Budget Estimates Hearings 8-12 February 2016

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: Outcome 2: Indigenous

Topic: Provision of equipment – ministerial – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM163

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. For departments/agencies that provide mobile phones to Ministers and/or Parliamentary Secretaries and/or their offices, what type of mobile phone has been provided and the costs?
 - a. Itemise equipment and cost broken down by staff or minister classification
 2. Has electronic equipment (such as ipad, laptop, wireless card, vascio token, blackberry, mobile phone (list type if relevant), thumb drive, video cameras) been provided by the department/agency? If yes provide a list of:
 3. What is provided?
 4. The purchase cost.
 5. The ongoing cost.
 6. A list of any accessories provided for the equipment and the cost of those accessories. (e.g. iPad keyboards, laptop carry bags, additional chargers etc).
- A breakdown of what staff and staff classification receives each item.

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 2: Indigenous
Topic: Departmental Rebranding – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM168

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. Has the department/Agency undergone a name change or any other form of rebranding? 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.

Answer:

This question is Not Applicable to Portfolio Bodies

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ANSWERS TO QUESTIONS ON NOTICE
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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 2: Indigenous
Topic: Media monitoring – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM169

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the Minister's office during the specified period?
 - a. Which agency or agencies provided these services?
 - b. What has been spent providing these services during the specified period?
 - c. Itemise these expenses.
2. What was the total cost of media monitoring services, including press clippings, electronic media transcripts etcetera, provided to the department/agency during the specified period?
 - a. Which agency or agencies provided these services?
 - b. What has been spent providing these services during the specified period?
 - c. Itemise these expenses

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: Outcome 2: Indigenous

Topic: Procedure Manuals (Ministerial) – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM170

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

1. Does the minister's office have a procedure manual for communication between the minister's office and the department? If yes, please provide a copy and:
2. When was the manual last updated?
3. Who is responsible for updating the manual?
4. Who is the manual distributed to?

Is anyone responsible for clearing communications before they are sent to the department?

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: Outcome 2: Indigenous

Topic: Domain Usage – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM186

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. Please provide a breakdown of the domain usage for the 50 most utilised (by data sent and received), unique (internet) domains accessed by the minister's office. Please provide:
 - a) Domain name of the website being accessed (or IP address if the Domain is unavailable in the tracking system).
 - b) Amount of data downloaded and uploaded to the site.
 - c) Number of times the site was accessed.

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: Outcome 2: Indigenous

Topic: Ministerial Website – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM187

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. How much has been spent on the Minister's website?
 - a. List each item of expenditure and cost
2. Who is responsible for uploading information to the Minister's website?
3. Have any departmental staff been required to work outside regular hours to maintain the Minister's website? Please detail.

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 2: Indigenous
Topic: Ministerial Motor vehicle – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM190

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. Has the minister been provided with or had access to a motor vehicle? 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 entitled to a motor vehicle.
 - h. Have these guidelines changed during the specified period of time? 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 during the specified period of time? If so, please detail.

Answer:

This question is Not Applicable to Portfolio Bodies

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Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 2: Indigenous
Topic: Ministerial Staff vehicles (non-MoPS) – All Portfolio Bodies

Senator: Senator Ludwig

Question reference number: PM191

Type of question: Written

Date set by the committee for the return of answer: 1 April 2016

Number of pages: 1

Question:

Since the change of Prime Minister on 14 September, 2015:

1. Outside of MoPS Act entitlements, have any of the Minister's staff been provided with a motor vehicle? 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 during the specified period? 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 during the specified period? If so, please detail.

Answer:

This question is Not Applicable to Portfolio Bodies