

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates Hearing 26 May- 5 June 2014

Prime Minister and Cabinet Portfolio

Department/Agency: Office of the Inspector-General of Intelligence and Security

Outcome/Program: Outcome 1

Topic: Senate estimates briefing

Senator: Ludwig

Question reference number: 342

Type of question: Written

Date set by the committee for the return of answer: 11 July 2014

Number of pages: 1

Question:

- 1) How many officers were responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of senate estimates?
- 2) How many officer hours were spent on preparing that information? a. Please break down the hours by officer APS classification
- 3) Were drafts shown to the Minister or their office before senate estimates? a. If so, when did this occur? b. How many versions of this information were shown to the minister or their office?
- 4) Did the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
 - a. If so, when did this occur?
 - b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
 - c. When were the changes made?
- 5) Provide each of the contents page of the Department/Minister/representing Minister's Senate Estimates folder prepared by the department for the Budget 2014 hearings.

Answer:

- 1) One OIGIS officer was responsible for preparing a briefing pack for the Inspector-General for the purpose of senate estimates, input was sought from four other IGIS staff.
- 2) Approximately 7 hours were spent on preparing the written briefing notes. This comprised:
 - a. 5 hours by one SES Band 1, and a total of approximately 1.5 hours by three officers at EL2 classification level and 1.0 hours by an officer at the EL1 level
- 3) No drafts were shown to the Minister or their office.
- 4) No
- 5) Information on briefing provided to Ministers is not normally made publicly available in order to maintain agencies' ability to properly and effectively brief Ministers.