

Senate Finance and Public Administration Legislation Committee

Budget Estimates – May 2014

ANSWER TO QUESTIONS ON NOTICE

Prime Minister and Cabinet portfolio

Department/Agency: Office of the Official Secretary to the Governor-General

Program 1: Support for the Governor-General and Official Activities

Outcome 1: The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

Topic: Senate Estimates Briefing

Senator: Ludwig

Question reference number: QoN 342

Type of Question: Written

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

Number of Pages: 2

- 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) 21.

2) 101.

a. SES – 20; GH08 – 21; GH07 – 42; GH06 – 8; GH05 – 4; GH04 – 3; GH03 – 3.

3) N/A to all.

4) N/A to all.

5) No contents page was prepared for the Budget Estimates 2014 hearings.