

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Supplementary Budget Estimates 18-22 November 2013

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1 Prime Minister and Cabinet

Topic: Appointment of secretaries

Senator: Senator the Hon Penny Wong

Question reference number: 87

Type of Question: Written

Date set by the committee for the return of answer: 17 January 2014

Number of pages: 1

Question:

In relation to the appointment of departmental secretaries in September 2013, and with reference to evidence by Ms Elizabeth Kelly, Deputy Secretary, to the Supplementary Estimates hearing on 18 November 2013:

- (a) on what date did drafting commence on the Secretary of PM&C's reports to the Prime Minister about the proposed appointments?
- (b) on what date did the Prime Minister seek a report from the Secretary of PM&C about the proposed appointments?
- (c) what was the form of the request?
- (d) on what date/s did the Secretary of PM&C consult with the Australian Public Service Commissioner ahead of the preparation of his reports about the proposed appointments?
- (e) what was the form of the Secretary of PM&C's consultations with the Australian Public Service Commissioner?
- (f) on what date/s did the Secretary of PM&C consult with the persons expected to be agency ministers at the time the appointments were made?
- (g) what was the form of the Secretary of PM&C's consultations with those persons?
- (h) on what date did the Secretary of PM&C provide his reports on the proposed appointments to the Prime Minister?
- (i) how many reports were provided?
- (j) on what date did PM&C commence drafting recommendations from the Prime Minister to Her Excellency the Governor-General on the proposed appointments?
- (k) on what date/s was a copy of draft recommendations to the Governor-General provided to the Prime Minister or his office?
- (l) on what date was a final copy of recommendations to the Governor-General provided to the Prime Minister or his office?

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(m) on what date were the Prime Minister's recommendations on the appointment of secretaries transmitted to Government House?

(n) how were the Prime Minister's recommendations transmitted to Government House?

Answer: Discussions with Secretaries took place over a number of days commencing on 14 September. All appropriate steps were taken in compliance with the *Public Service Act 1999*. The Australian Public Service Commissioner was consulted in accordance with the Act. The instruments and accompanying documentation to appoint Secretaries to Departments were considered by the Governor-General in Council on 18 September 2013.