

## QUESTION TAKEN ON NOTICE

### BUDGET ESTIMATES – 26 – 27 MAY 2014

#### IMMIGRATION AND BORDER PROTECTION PORTFOLIO

#### (BE14/511) PROGRAMME – Internal Product

Senator Ludwig (Written) asked:

- 1) How many officers are responsible for preparing the department, agency, Minister or representing Minister's briefing pack for the purposes of Question Time?
- 2) How many officer hours are spent each sitting day on preparing that information?
  - a. Please break down the hours by officer APS classification
- 3) Are drafts shown to the Minister or their office before Question Time? a. If so, when does this occur? b. How many versions of this information are shown to the minister or their office?
- 4) Does the minister or their office make any contributions, edits or suggestions for departmental changes to this information?
  - a. If so, when does this occur?
  - b. What officer hours were spent on making these edits? Please break down the hours by officer APS classification.
- 5) Provide each of the contents page of the Minister and representing Minister's Question Time folder prepared by the department for the week of 11 February 2014.

*Answer:*

- 1) and 2) Staff responsible for this function a part of a broader team. Staff across the portfolio also prepare briefing material. The number of staff involved and their time attributed to question time preparation is not recorded.
- 3) No.
- 4) No.
- 5) Information of briefing provided to Ministers is not normally made publically available in order to maintain agencies' ability to properly and effectively brief Ministers.