

Senate Standing Committee on Education and Employment - Education

**QUESTIONS ON NOTICE
Additional Estimates 2013-2014**

Cross Portfolio

Department of Education Question No. ED0380_14

Senator Ludwig provided in writing.

Question

Question time briefing

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

(1-4). Preparation of Question Time briefing is part of the routine business of the department, however, information is not recorded at this level of detail. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.

(5). Details of briefings provided to the Minister are not made publicly available in order to maintain the confidentiality and effectiveness of the advice.