

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Additional Estimates 24-28 February 2014

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1 Prime Minister and Cabinet

Topic: PMO dining room

Senator: Senator the Hon Joe Ludwig

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Type of Question: Written

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Number of pages: 3

Question:

1. At the previous estimates round it was established that The Lodge is under repair and that the Prime Minister's Office dining room is being used in place of the official residence dining room. Is that still the case?
2. There are a number of official residence staff attached to The Lodge. How many staff are currently employed to work at The Lodge.
 - a. How many staff?
 - b. What are the levels of their classification?
 - c. What is the current status of their employment?
 - d. What employment contracts, agreements or awards cover these staff?
 - e. What is the total annual staff bill for The Lodge?
3. Whilst The Lodge is under repair what are the staff employed to work at The Lodge doing?
 - a. Have they been reassigned, if so, where?
4. How many staff are engaged to service the Prime Minister's Office dining room in its capacity as the official residence dining room?
 - a. How many staff?
 - b. What are the levels of their classification?
 - c. What is the current status of their employment?
 - d. Please breakdown each of the tasks or category of tasks that each staff member employed for the PMO Dining Room perform.
 - e. What employment contracts, agreements or awards cover these staff?
 - f. What is the total cost for these staff?
 - g. When were those staff engaged?
 - h. By whom are those staff engaged, the PMO or PM&C?

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- i. What were the costs associated with establishing those staff?
5. Where are food and drinks prepared for the purpose of official functions held in the PMO dining room acting in place of the official residence?
 - a. What contracts were put in place for the provision of the food and beverages for official functions?
 - b. How does this differ to arrangements or contracts put in place for The Lodge?
 - c. What were the costs associated with establishing those contracts?
6. What works were required to be done to the Prime Minister's office kitchen (or other location) to bring the facility to a standard appropriate for official functions?
 - a. Were new ovens, cooking, cleaning or other equipment required to be installed in the Prime Minister's office or elsewhere in Parliament House to prepare, serve and clean from official functions held in the PMO Dining Room?

Answer:

- 1 Yes.
- 2-4 There are no Official Establishments' staff working in The Lodge while the remedial building works are being undertaken. They have been reassigned to support the Prime Minister's accommodation at the Australian Federal Police college and the dining room in the Prime Minister's Office. The three employees (2.8 full-time equivalent positions) are employed by the Department of the Prime Minister and Cabinet (PM&C) under the *Members of Parliament (Staff) Act 1984* (the Act) to undertake a range of support activities in the Official Establishments consistent with longstanding arrangements. PM&C determines terms and conditions for staff of the Official Establishments under the Act.

These employees, first employed by the previous government, are:

- the manager (employed since 2010)
- a chef (employed since 2008), and
- a house attendant (employed since 2012).

The Official Establishments (Lodge) staff prepare and serve meals in the Prime Minister's dining room for the Prime Minister, for small official functions and for private working dinners. Casual staff are engaged to assist in this preparation and service as the need arises.

The total cost of staff (including casual employees) engaged to provide the services described above is \$155,309.85 (including superannuation contributions and leave entitlements) for the period 1 October 2013 to 28 February 2014.

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- 5 The Official Establishments (Lodge) staff use the small kitchen in the Prime Minister's Office to prepare meals for the Prime Minister's dining room. PM&C has not put in place any additional contracts for food and beverages.
- 6 The Department of Parliamentary Services and the Department of Finance are responsible for any maintenance for the kitchen in the Prime Minister's Office.