



Memorandum

To: Philip Davis, MP
Chairman, Public Accounts & Estimates Committee

From: Joanne Truman
Acting Secretary, Department of Parliamentary Services

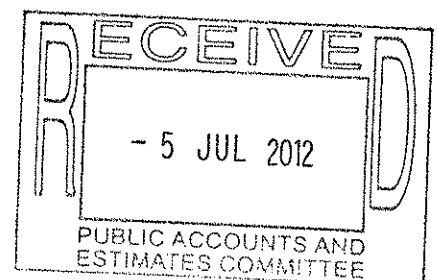
Date: 5 July 2012

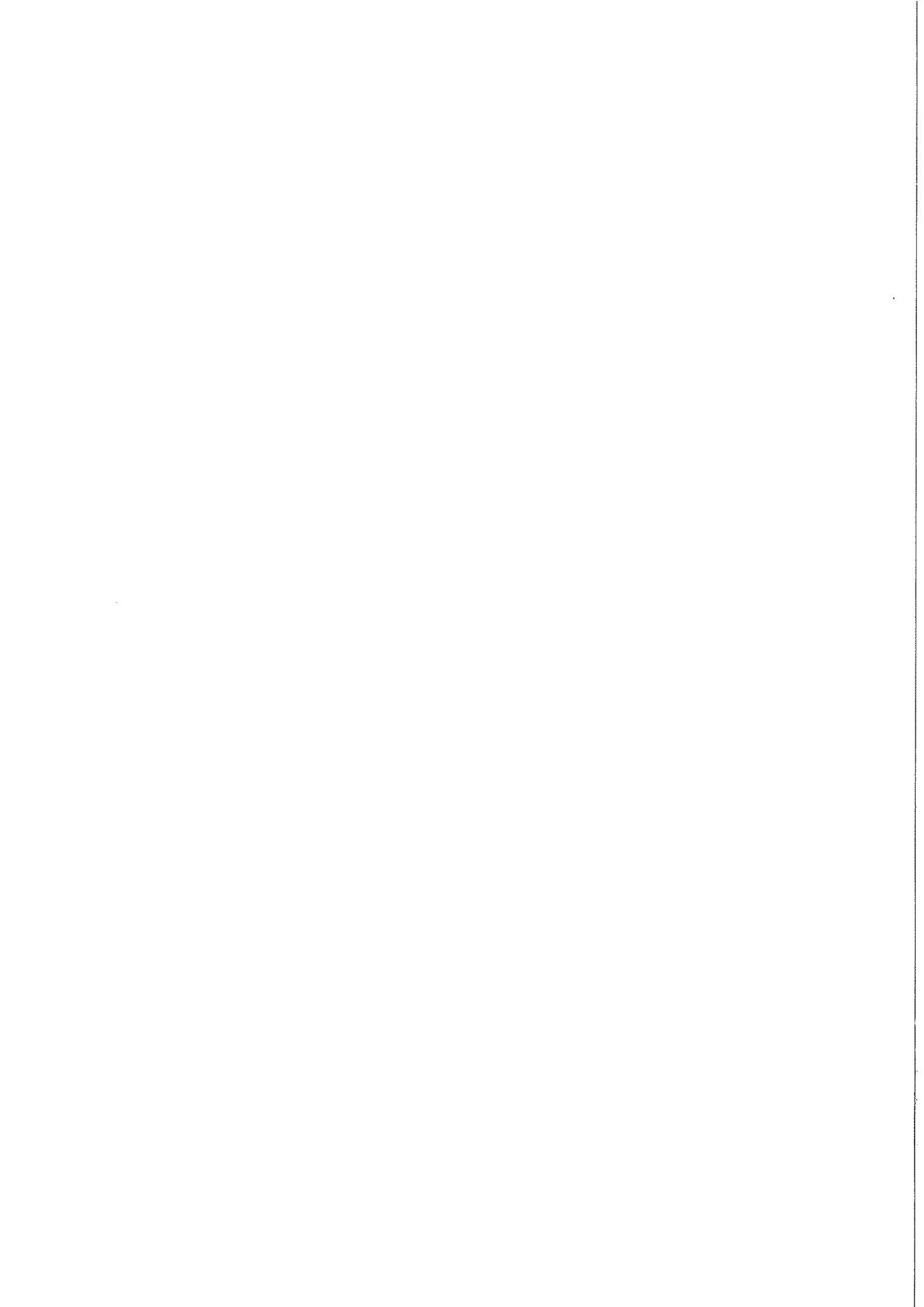
Re: 2012-2013 Budget Estimates – Further Information

Please find attached the response of the parliamentary departments to further information requested by the Committee during the 2012-13 Budget Estimates hearing.

A handwritten signature in black ink, appearing to be "Joanne Truman", written in a cursive style.

Joanne Truman
Acting Secretary, Department of Parliamentary Services





Questions taken on notice – Parliamentary Departments

Q1 Please provide details of the cost of tourism to Parliament House (such as catering, delivering tours, security, etc.).

From Parliament's perspective, our 'tourist function' relates to visitors from interstate and overseas who visit Parliament House without a prior booking or official invitation. It does not include official visits, delegations, or schools and groups participating in the Parliament's community engagement program, including on booked tours. We also exclude Victorians given, as tax payers, they fund the Parliament. They are entitled to expect access to the building and their elected representatives, and their involvement is greater than at a purely tourism level.

The tourism element consists of:

Public tours

Six tours take place each non-sitting day. Three occur during the morning of sitting Tuesdays. Approximately 16,500 visitors come on such tours each year, including Victorians.

Tours are conducted by Assembly tour guides and Council attendants. These are part of their overall duties and separate salary costs do not arise. Allowing for each tour lasting 45 minutes, such tours involve work totalling approximately 4.5 hours per non-sitting day and equate to about 60% of the work of one officer employed at Grade 2.1 for the Department of Legislative Assembly.

Department of Legislative Council has four attendants doing approximately two public tours per week. This equates to approximately 5% of the work of one attendant at Grade 3.1, two attendants at Grade 2.2 and one attendant at Grade 2.1.

The total salary and oncost for the above tour guides and attendants is estimated to be \$42,000 (using mid point of the salary scales).

Security is already in place for all visitors to the building. No additional security costs are incurred as a result of tours being offered.

Catering is not provided, although we offer a 3.30 pm tour for high tea guests. We advertise public tours in *Destination Melbourne* and *Victoria's Cultural Guide* for an annual cost of \$8,178 plus GST.

Open Day

This occurs annually in March. It is attended by about 4000 visitors and in 2011-12 the event cost \$40,000 which includes setup costs, equipment hire, security, cleaning, catering and advertising.

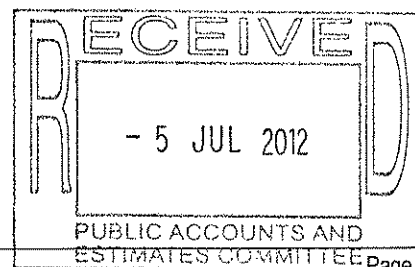
Open House Melbourne

Parliament participates for one day in July at a cost of approximately \$7,700. Our first involvement in the program was in 2011 and we had about 1,250 visitors.

Brochures

Legislative Assembly prints brochures for visitors in English and nine other languages. These are used on all the above occasions, plus for incoming delegations, and are taken by members when travelling.

The approximate printing cost per annum is \$12,000.



Q 2 Please confirm the estimate of \$581,000 that was made in the budget estimates questionnaire for senior public service travel in 2011-12 and explain the increase relative to 2009-10 and 2010-11.

The estimate of \$581,000 reported in the response to the budget estimates questionnaire for senior public service travel in 2011-12 included accommodation, meals, air fares, taxi and rail fares for all Parliamentary staff and the Presiding Officers including accommodation for late sittings and travel undertaken by Parliamentary Committees. We have provided below a break up of the total travel expense for senior Parliamentary staff (defined as grades EO3 and above).

LA, LC and DPS had lower than average travel expense in 2010-11 which increased in 2011-12.

	2009-10	2010-11	2011-12
DPS Senior Parliamentary Officer Travel	3,413	142	3,769
LA Senior Parliamentary Officer Travel	25,808	3,825	12,206
LC Senior Parliamentary Officer Travel	28,983	13,108	19,368
Total Senior Parliamentary Officer Travel	58,204	17,075	35,342

** We have defined Senior Parliamentary Officer as EO3 and above

Q3 Please provide details of the Presiding Officers intend to publicly disclose the cost of their travel, including what information is intended to be published and where.

Presiding Officers airfare & accommodation costs will be included in the relevant department's annual report.