



HOW TO MAKE A SUBMISSION TO A SENATE INQUIRY

What is a Senate Inquiry?

A Senate Inquiry is an investigation into a certain issue, where Senators read submissions to help them understand the issue properly. They offer an opportunity to have your voice and your story heard. The Senate Inquiry into Newstart and related payments will make recommendations to the Government about what the level of income support payments in Australia should be. Submissions are open now and submissions close on Friday the 13th of September 2019.

If you have knowledge or lived experience about Newstart or a related payment, then you can write a submission for the Senators to read to assist their investigation.

You can make your submission public, anonymous, or confidential. You have the option to either type or hand write your submission, as well as the option to either submit it online, email it, or post a physical copy.

How to make a submission

Senate Inquiry submissions are easy and accessible; anyone can do them. We have constructed four easy steps to assist you in writing yours.

Step 1: Introduction

Begin your submission with the name of the inquiry, and provide a brief explanation of your experience receiving Newstart or a related payment (such as Youth Allowance or Austudy).

For example:

I have knowledge of Centrelink's Newstart Payments because I...



Step 2: Answer the Terms of Reference

There are specific questions you must answer in your submission that are listed in the Terms of Reference. Read the Terms of Reference, then decide which questions you would like to talk about. You can answer as many as you like, but you must answer at least one. We've included a few examples of the Terms of Reference for this Inquiry, as well as a question to help you think about how they might relate to your experiences:

- A) consideration of what constitutes an acceptable standard of living in Australia, including the cost of safe and secure housing;

What is a decent standard of living in Australia? How much does safe and secure housing cost? Have you been able to meet these standards while on Newstart/Youth Allowance?

- B) the appropriateness of current arrangements for supporting those experiencing insecure employment, inconsistent employment and precarious hours in the workforce;

Has your experience with JobActive been useful to help you enter or re-enter the workforce? Are there things that make you nervous about taking a casual job? If you do have a casual job with unpredictable hours, has it been hard to keep up with your responsibilities to report your hours to Centrelink/JobActive?

- C) the impact of geography, age and other characteristics on the number of people receiving payments, long term unemployment and poverty;

Does where you live, your age, or any other personal feature make it harder for you to find work? Do you think any of these factors contributed to you needing to apply for Newstart or Youth Allowance?

- D) the interactions with other payments and services, including the loss of any increased payments through higher rents and costs.

How does your Newstart/Youth Allowance payment work together with any other payments you might receive (such as Commonwealth Rent Assistance, Carer Allowance, Family Tax Benefit or the Energy Supplement)? Does receiving supplementary payments make other services or expenses (such as rent) more expensive?



You can find the full Terms of Reference [here](#).

You may like to explain how your experience on Newstart has made you feel, how it has affected you and your family financially or psychologically, or how you think it has impacted your health, wellbeing, and employment outcomes.

If you have any questions about your submission, you can talk to the Committee's support staff by contacting:

Phone: +61 2 6277 3515

Email: community.affairs.sen@aph.gov.au

Step 3: Check your Submission

Ensure that you have:

- Black writing on white paper with easy to read font.
- Given your full name, address, and telephone number at the top or bottom of the submission.
- Requested if you would like your submission to remain anonymous or confidential. Submissions with neither request will be made public.

Step 4: Delivering your Submission

There are three options for delivering your submission:

You can deliver your submission online [here](#).

You can email your submission to the committee secretariat or to seniorclerk.committees.sen@aph.gov.au.

You can deliver your submission through the post by writing to:

Committee Secretary
Community Affair Reference Committee
Department of the Senate
PO Box 6100
Parliament House
CANBERRA ACT 2006
AUSTRALIA