

## **Senate Community Affairs Legislation Committee**

### **BUDGET ESTIMATES – 5-6 JUNE 2014 ANSWER TO QUESTION ON NOTICE**

#### **Department of Human Services**

**Topic:** Staffing – New Employees on Non-Ongoing Contracts

**Question reference number:** HS 81

**Senator:** Lundy

**Type of question:** Written

**Date set by the committee for the return of answer:** 25 July 2014

**Number of pages:** 3

#### **Question:**

For every unapproved new engagement of a non-ongoing employee please provide the following details:

- a) Their age.
- b) Their gender.
- c) A description of their position.
- d) Their wage.
- e) Where their position is located.
- f) Their position's APS level classification.
- g) The length of their non-ongoing contract.
- h) Whether their position was advertised externally.
- i) The reason for engaging this new employee.
- j) The reason for engaging this employee without the APSC's approval.
- k) Please provide all relevant dates.

#### **Answer:**

Approval from the APSC was not required. The following answer is therefore provided in this context.

- a) The total number of employees who were approved by the agency head for a new non-ongoing engagement in the Department of Human Services from 18 September 2013 to 31 May 2014 by age group is outlined below.

<b>Age Grouping</b>	<b>Total</b>
15-24	579
25-34	417
35-44	295
45-54	235
55-64	109
65+	11
<b>Total</b>	<b>1,646</b>

b) Female – 1,169

Male – 477

c) New non-ongoing engagements across the following job categories are outlined below.

<b>Job Description</b>	<b>Total</b>
Business Change	1
Customer Advice and Support	1,540
Enforcement	55
Executive Support	11
General Administrative Support	1
General Finance and Travel	1
Health and Allied Health Professionals	2
Human Resource Professional	6
Program Delivery	18
Programme	1
Records and Knowledge	4
Writing and Editing	2
Rehabilitation Consultant	4

d) and f) Salary ranges and APS level classification for new non-ongoing engagements is outlined below.

<b>APS Substantive Classification</b>	<b>Salary range (\$)</b>	<b>Total</b>
APS 1	45,263 – 48,533	2
APS 2	50,580 – 54,588	52
APS 3	56,069 – 62,492	1,566
APS 4	62,493 – 69,239	17
APS 5	69,699 – 75,208	3
APS 6	77,154 – 89,217	4
Executive Level 1	96,504 – 106,935	2

e) Location of employees for new non-ongoing engagements is outlined below.

<b>State</b>	<b>Total Headcount</b>
ACT	157
NSW	458
QLD	300
SA / NT	104
TAS	58
VIC	427
WA	142

g) New non-ongoing contracts have only been offered for a maximum of 12 months. Most contracts have been offered for less than 12 months.

h) These employees were engaged through the department's Temporary Employment Register or through a merit selection process advertised in the APS Employment Gazette.

i) These vacancies were deemed critical to the operation of the department by the Agency Head in accordance with the APS Recruitment Guidelines.

j) The approval to engage a new employee rests with the Agency Head not the APSC.

k) The total number of new non-ongoing engagements which were unapproved by the APSC from 18 September 2013 to 31 May 2014 grouped by month commenced is outlined below:

<b>Month</b>	<b>Total</b>
September 2013	3
October 2013	25
November 2013	22
December 2013	351
January 2014	150
February 2014	39
March 2014	241
April 2014	110
May 2014	705