Senate Community Affairs Legislation Committee

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

Department of Human Services

Topic: Communications Staff

Question reference number: HS 133

Senator: Ludwig
Type of question: Written
Date set by the committee for the return of answer: 25 July 2014
Number of pages: 2

Question:

For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:

a) How many ongoing staff, the classification, the type of work they undertake and their location?

b) How many non-ongoing staff, their classification, type of work they undertake and their location?

c) How many contractors, their classification, type of work they undertake and their location?

d) How many are graphic designers?

e) How many are media managers?

f) How many organise events?

Answer:

a) and b)

Table 1: Communication Division staff by classification at 31 May 2014:

APS/Public Affairs Classification	Headcount
SES Band 2	1
SES Band 1	1
EL2 / PAO4	6
EL1 / PAO3	27
APS6 / PAO2	27
APS5 / PAO1	12
APS4	0
Graduates	2
TOTAL	**76**

Table 2: Communication Division staff by role at 31 May 2014:

Role	Headcount
Communication Division Executive and Support	8
Digital Media Section	24
Executive Communication Section	7
Media Section	23
People and Enabling Communication Section	14
TOTAL	**76**

Table 3: Communication Division staff by location and category at 31 May 2014:

Location	Ongoing	Non-ongoing	Total
Australian Capital Territory	56	1	57
Victoria	10	0	10
Queensland	2	0	2
South Australia	2	0	2
Tasmania	2	0	2
New South Wales	2	0	2
Western Australia	1	0	1
TOTAL	**75**	**1**	**76**

Table 4: Communication Division staff by category at 31 May 2014:

Category	Headcount
Ongoing staff	75
Non-ongoing staff	1
TOTAL	**76**

c) There are currently no contractors in the Communication Division.

d) There are five graphic designers in Programme Information Branch. The role of the graphic designers as technical specialists is to translate communication material into visual designs suitable for printing and the online/electronic environment.

e) The department has one Senior Executive Service media manager, the National Manager, Media Management and Executive Communication. The National Manager is responsible for media management, senior executive messaging, emergency response communication and social media.

f) One staff member is responsible for overseeing the management of departmental events. Other staff provide event support when required.