

Senate Finance and Public Administration Legislation Committee

Budget Estimates – May 2014

ANSWER TO QUESTIONS ON NOTICE

Prime Minister and Cabinet portfolio

Department/Agency: Office of the Official Secretary to the Governor-General

Program 1: Support for the Governor-General and Official Activities

Outcome 1: The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

Topic: Staff transfers

Senator: Ludwig

Question reference number: QoN 306

Type of Question: Written

Date set by the committee for the return of answer: 11 July 2014

Number of Pages: 5

1. How many people does your department employ?
2. What is the number of staff employed in each state and Territory as at 30 June 2013, and what is their age, gender and classification level?
3. What is the number of staff currently employed in each state and territory, and what is their age, gender and classification level?
4. What functions have been transferred between transferred from one state or territory to another since the federal election in 2013?
5. Can you please provide details by function of the, number of staff employed, the age, gender and classification of staff employed in the function that was transferred, where it was based prior to the transfer and where it was transferred to?
6. How many of these people are employed in Canberra?
7. How many people did your department employ in Canberra immediately prior to the 2013 federal election?
8. How many employees have been transferred out of Canberra since the 2013
9. How many of your employees have been transferred to Canberra since the 2013 federal election?

10. For all employees transferred to or from Canberra since the 2013 federal election, please provide their age.
11. For all employees transferred to or from Canberra since the 2013 federal election, please provide their wage. Please provide the figure for before their transfer and after their transfer.
12. For all employees transferred to or from Canberra since the 2013 federal election, please provide their gender.
13. For all employees transferred to or from Canberra since the 2013 federal election, please provide the area of the department they worked in. Please provide this detail for before their transfer and after their transfer.
14. For all employees transferred to or from Canberra since the 2013 federal election, please provide a description of their position. Please provide this detail for before their transfer and after their transfer.
15. For every transferred employee please provide an explanation for their transfer?
16. For every transferred employee please provide any other cost incurred by the department because of that transfer?
17. Please provide all relevant dates.

Answer:

1. As at 31 May 2014, the Office employs 95 persons (78.23 FTE).
2. The number of staff employed in each State and Territory as at 30 June 2013, and their age, gender and classification level, are provided in Table 1 and Table 2.

Table 1

30 June 2013	Canberra				Sydney			
Classification	Female		Male		Female		Male	
	HeadCount	FTE	HeadCount	FTE	HeadCount	FTE	HeadCount	FTE
GH01	10	3.40	4	3.00	1	0.67		
GH02	1	1.00	7	6.00				
GH03	11	10.40	5	5.00			1	1.00
GH04	5	5.00	3	3.00				
GH05	9	8.65	8	7.60	1	1.00		
GH06	4	4.00	8	7.00				
GH07	7	6.00	4	3.00				
GH08	3	3.00	1	1.00				
OFFSEC			1	1.00				
DOS			1	1.00				
Grand Total	50	41.45	42	37.60	2	1.67	1	1.00

Table 2

Age demographics 30 June 2013	Female	Male	Total
Age 60+	1		1
Age 50 to 59	7	5	12
Age 40 to 49	6	11	17
Age 30 to 39	20	11	31
Age 20 to 29	12	8	20
Age under 20	7	7	14
Total	53	42	95

3. The number of staff employed in each state and Territory as at 31 May 2014, and their age, gender and classification level, are provided in Table 3 and Table 4.

Table 3

31 May 2014	Canberra				Sydney			
Classification	Female		Male		Female		Male	
	HeadCount	FTE	HeadCount	FTE	HeadCount	FTE	HeadCount	FTE
GH01	9	1.00	4	3.00	1	0.67		
GH02	1	1.00	7	6.00			1	1.00
GH03	12	10.20	5	5.00				
GH04	8	8.00	4	3.83				
GH05	6	5.00	6	5.53	1	1.00		
GH06	4	4.00	7	6.00				
GH07	7	6.00	5	4.00				
GH08	4	4.00	1	1.00				
OFFSEC			2	2.00				
DOS			0	0.00				
Grand Total	51	39.20	41	36.36	2	1.67	1	1.00

Table 4

Age demographics 31 May 2014	Female	Male	Total
Age 60+	4	6	10
Age 50 to 59	14	8	22
Age 40 to 49	18	12	30
Age 30 to 39	6	11	17
Age 20 to 29	9	5	14
Age under 20	2		2
Total	53	42	95

4. Nil.

5. N/A.

6. N/A.

7. As at 18 September 2013, the Office employed 93 persons (82.07 FTE).

8. Nil.

9. Nil.

10. N/A.

11. N/A.

12. N/A.

13. N/A.

14. N/A.

15. N/A.

16. N/A.

17. N/A.