

Senate Finance and Public Administration Legislation Committee

ANSWERS TO QUESTIONS ON NOTICE

Budget Estimates 26 May-6 June 2014

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet

Outcome/Program: 1.1 Prime Minister and Cabinet

Topic: Communications Staff - All Agency Indigenous Bodies

Senator: Senator the Hon Joe Ludwig

Question reference number: 345

Type of Question: Written

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

Number of pages: 5

Question:

1. 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:

Responses for the Indigenous Affairs agencies within the Prime Minister and Cabinet portfolio are provided below:

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Agency Name	Ongoing				Non-Ongoing				Contractors				Graphic Designers		
	How many	Classification	Type of work	Location	How many	Classification	Type of work	Location	How many	Classification	Type of work	Location	How many	Media Managers	Organise Events
Aboriginal Hostels Limited (AHL)	1	EL1	Manage & lead the C & PR team. Manage internal & external stakeholders. Responsible for communication policy & procedure development.	National Office Canberra	1	EL1	Manage, implement and review AHL Communications framework.	National Office Canberra	Nil				Nil	Nil	2xEL1, 1x APS6
	1	APS6	Manage production & distribution of publications and promotional products. Event management. Provide advice on all communications & public relations activities.	National Office Canberra	1	APS6	Manage the Annual Report process for 2013/14	National Office Canberra							
					1	APS5	Establishing a stakeholder database	National Office Canberra							
Anindilyakwa Land Council (ALC)	2	Full time roles with a portion (under 20%) of time spent on publications and communications	Update ALC website Produce Annual Report	Groote Eylandt and Queensland					2	Not applicable	Government & media relations in respect of Blue Mud Bay sea bed mining advocacy. Layout, design and print of Annual Report.	Sydney Darwin			

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Central Land Council (CLC)	2	SOG B and ASO 5/6	General media and public relations duties: answering public enquiries, liaising with the media and arranging interviews, issuing press releases, issuing written educational and promotional material, maintaining the web site to Australian Government standards, events, editing and publishing the CLC Annual Report and arranging it to be tabled in the Australian Parliament, and managing stakeholder engagement.	Alice Springs	Nil								Nil	1 (Communications Manager)	1
Indigenous Business Australia	0.5	IBA7	Communications/Marketing	Canberra	1	IBA5	Communications/Marketing	Sydney					1	0.5	0.5
	2	IBA6	Communications/Marketing	Sydney	1	IBA4	Graphic Design	Canberra							

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	1	IBA5	Media management/ Public relations/ Events	Canberra											
Indigenous Land Corporation (ILC)	2	ILC 3.6 EL 2.3	Provide a wide range of media, public relations and communications	Adelaide									0	1	1
Northern Land Council	1	ASO5	Media & Information Officer	Darwin	1	1	Senior Media Communications & Marketing Officer	Darwin	0				0		
Outback Stores	1	N/A	Media & Communications	Darwin										1	
Tiwi Land Council	NIL														
Torres Strait Regional Authority					1	APS5	Coordinate marketing, advertising and publications, Maintenance of information of GAB website.	Thursday Island							
Wreck Bay Aboriginal Community Council	NIL - Not applicable – no staff or contractors.														