

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
SUPPLEMENTARY BUDGET ESTIMATES 2014-15

Finance Portfolio

Department/Agency: Department of Finance
Outcome/Program: 3/3.1
Topic: Staffing in the Prime Minister's office

Senator: Ludwig

Question reference number: F27

Type of question: Written

Date set by the committee for the return of answer: Wednesday, 31 December 2014

Number of pages: 2

Question:

1. What is the current staffing of the PMO, broken down by classification?
2. Since 7 September - how many people have held each of the positions currently allocated against each classification level? (ie, Since September 3 people have held the 2 positions at XX level...ie. What is the turn over by position?)
3. For each position that has been held by more than one person, how long was each person employed against that classification?
4. For each position that has been held by more than one person, why did the employee's contract end? (contract length, promotion, resigned, terminated, returned to the department, etc)
5. For any employee that has resigned, how many did so to seek employment elsewhere under the MoPS Act?
6. For any employee that has resigned and was not continuing under the MoPS Act, for what purpose did they resign?
7. Under what circumstances does the PMO conduct exit interviews with staff members?
8. How many exit interviews have been conducted since 7 September?
9. Who conducts the exit interviews for the PMO? Are they conducted by the PM, the PM's CoS or others?
10. Who else is present during exit interviews?
11. What format to those interviews take?
12. Are they conducted in line with the APS or Ministerial staff code of conduct?
13. Are they recorded?
14. Removing identifiers can you please provide those records to the Committee?
15. I refer to the table provided in February estimates 2014 (Government Personal Positions as at 1 February 2014) that noted 11 employees were engaged as "Exec assistant/office manager" and in the document tabled at May estimates 2014 (Government Personal Positions as at 1 May 2014), 10 employees were engaged in the same classification.
 - a) Can you explain to the committee why that occurred?
 - b) Did that change in staffing go to the Government Staffing Committee?
 - c) If not, why not?

How was a decision taken to reduce the number of Exec Assistant/office manager positions?

Answer:

1. Refer to Attachment A to QoN F165.
2. – 3. Due to the small number of staff employed under each classification and the strong possibility of individuals being identified, it would not be appropriate to provide this detail.
4. - 6. To attempt to provide this level of detail would involve an unreasonable diversion of departmental resources.
7. - 15. The Department of Finance does not hold this information.