

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**ADDITIONAL ESTIMATES 2012-2013**

Finance and Deregulation Portfolio

**Department/Agency: Department of Finance and Deregulation**

**Outcome/Program: General/General**

**Topic: Communications Staff**

**Senator: Ryan**

**Question reference number: F98**

**Type of question: Written**

**Date set by the committee for the return of answer: Tuesday, 2 April 2013**

**Number of pages: 2**

**Question:**

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

By Department or agency:

- i. How many ongoing staff, the classification, the type of work they undertake and their location.
- ii. How many non-ongoing staff, their classification, type of work they undertake and their location
- iii. How many contractors, their classification, type of work they undertake and their location
- iv. How many are graphic designers?
- v. How many are media managers?
- vi. How many organise events?

- b) Do any departments/agencies have independent media studios? If yes, why? When was it established? What is the set up cost? What is the ongoing cost? How many staff work there and what are their classifications?

**Answer:**

- a)
- i. 10 FTE staff.

Staffing is made up of:

- One Executive Level 2
- Two Executive Level 1
- Two APS Level 6
- Four APS Level 5
- One APS Level 4

All staff undertake internal and external communications, graphic design, publications, printing, internal events management as well as media liaison and media monitoring. Staff also provide incidental support to the offices of the Minister for Finance and Deregulation and the Special Minister of State. All staff are based in Canberra.

- ii. Nil.
- iii. Nil.
- iv. Two.
- v. N/A
- vi. N/A

b) No.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**ADDITIONAL ESTIMATES 2012-2013**

**Finance and Deregulation Portfolio**

**Department/Agency:** Australian Electoral Commission

**Outcome/Program:** General

**Topic:** Communications staff

**Senator:** Ryan

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**Answer:**

At 14 March 2013:

- a) Public relations, communications and media staff
- i. Ongoing staff 10.6 FTE  
Election and media teams  
1 x EL2  
3 x EL1 (2.4 FTE, one position currently vacant)  
2 x APS6

Enrolment team

1 x EL2

1 x APS6

Indigenous Electoral Participation Program

1 x EL1

Internal communications team

1 x EL1 (0.8 FTE)

1 x APS6

- ii. Non-ongoing 1.0 FTE  
Internal communications team  
1 x APS6
- iii. Two additional ongoing staff are graphic designers
- iv. The media spokesperson is supported by a team of two officers within the Elections and media team refer a) i). These officers also have other public relations and communications duties, principally in preparing and delivering election campaigns.
- v. All communication staff work across a range of activity and projects which might, at times, include managing events.
- vi. In addition to the above, the AEC has one permanent public awareness officer in each of its State Offices and in the Northern Territory Office. These officers range between APS4 and APS6 in level and undertake a mix of local operational duties and part time external communication or public contact activities.

b) No.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
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**Finance and Deregulation Portfolio**

**Department/Agency:** ComSuper

**Outcome/Program:**

**Topic:** Communications staff

**Senator:** Ryan

**Question reference number:** F98

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**Answer:**

- a)
- i. As at 31 January 2013 there were three ongoing communications staff in ComSuper:
    - One Executive Level 2
    - One Executive Level 1
    - One APS Level 6.ComSuper communications staff provide internal and external communications advice, graphic design, media monitoring, annual report

production and, web publishing as required. ComSuper has one office location: 56 Chandler Street, Belconnen, Canberra, ACT.

- ii. As at 31 January 2013, ComSuper employed one APS 5 graphic designer on a non-ongoing contract. They were located at 56 Chandler Street, Belconnen, Canberra, ACT.
- iii. Nil.
- iv. One graphic designer.
- v. One person undertakes a limited media role as a small percentage of their duties.
- vi. Nil.

b)

No.

**Senate Finance and Public Administration Legislation Committee**  
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**ADDITIONAL ESTIMATES 2012-2013**

**Finance and Deregulation Portfolio**

**Department/Agency:** Commonwealth Superannuation Corporation

**Outcome/Program:**

**Topic:** Communications staff

**Senator:** Ryan

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**Answer:**

- a)
- i. There are three ongoing marketing and communications staff. Their classifications are Manager Strategic Marketing & Communications, Senior Marketing & Communications Officer and Communications Officer. They undertake member communications work including website content, newsletters, promotions & campaigns and mandatory reporting.
  - ii. Nil.

- iii. Nil.
- iv. Nil.
- v. Nil.
- vi. Nil.

b) No.



**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
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**Finance and Deregulation Portfolio**

**Department/Agency: Future Fund Management Agency**

**Outcome/Program:**

**Topic:** Communications staff

**Senator: Ryan**

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**Answer:**

- a)
- i. 1 ongoing staff, FFMA 4. Public Affairs. Melbourne.  
1 ongoing staff, FFMA 3. Public Affairs executive support. Melbourne.
  - ii. Nil.
  - iii. Nil.
  - iv. One includes media management as part of their role.
  - v. Nil.
  - vi. Nil.
- b) No.