

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Additional Estimates 2016 - 2017

Prime Minister and Cabinet Portfolio

Department/Agency: Department of the Prime Minister and Cabinet
Outcome/Program: Outcome 2: Indigenous
Topic: Staff Turnover

Senator: Siewert, Rachel

Question reference number: 227

Type of question: Written

Date set by the committee for the return of answer: 13 April 2017

Number of pages: 2

Question:

1. What strategies are in place to ensure that the Indigenous Group retains adequate corporate memory across all key functions?

2. What is the explanation for the high turnover rates in the Indigenous Group?
How does the current turnover rate compare with the APS-wide turnover figures?

Has there been any analysis undertaken of the skill base which is turning over, and of the reasons for the high turnover?

3. The PMC organisation chart shows a number of Special Adviser positions. Please list each Special Adviser, their duties, the date the position was created, the date the position was advertised, and the date the position was filled.

4. Were any Special Advisers appointed to the Department without advertisement?
If so, what was the basis of that appointment?
Was the Public Service Act complied with on all occasions?

5. What are the SES turnover figures in the Indigenous Affairs Group for the last three years?

Answers:

1. The Department of the Prime Minister and Cabinet (PM&C) uses information technology, succession planning, and formal and informal mentoring to retain corporate knowledge.

Information is stored in a digital workspace and repository that allows staff to retain and access information across teams, Divisions and Groups.

PM&C is working towards entirely digital work processes to ensure information is created and managed in a digital format to ensure accessibility and useability over time.

2. As at 1 February 2017, the ongoing separation rate for the financial year to date for the Indigenous Affairs Group was 6.6 per cent, PM&C does not consider this separation rate to be high.

3. PM&C currently has three special adviser roles. One in the National Security and International Policy Group and two in the Indigenous Affairs Group;

- Special Adviser to the Prime Minister on Cyber Security – Alastair MacGibbon. The details of Mr MacGibbon’s appointment were previously addressed in response to Senate question on notice number 71 in 2016. Mr MacGibbon was engaged in accordance with the Public Service Act 1999 (PS Act). The position was not advertised.
- Special Adviser, Regional Governance – Sam Jeffries.
 - Duties: The role of the position is to provide advice to PM&C and Indigenous communities that develop and support the capability of Indigenous people to work in partnership with Government to improve services and programmes for Indigenous people.
 - This position was not advertised and was created and filled on 24 October 2016
- Special Adviser, Institutional Capability – Michelle Patterson.
 - Duties: Primarily to work across the Indigenous Affairs Group providing specialist advice to the Associate Secretary on issues relating to effective public administration in Indigenous Affairs and structures that enable this.
 - Date created and filled: 4 November 2016
 - Date advertised: N/A – Ms Patterson transferred to PM&C through a section 26 movement between agencies.

4. Yes. The Public Service Act 1999 was complied with on all occasions.

5. Ongoing IAG SES

FY	IAG SES separations	Sep Rate
2014-15	15	28.6%
2015-16	12	21.3%
2016-17	5	8.8%

