

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

Finance Portfolio

Department/Agency: All
Outcome/Program: General
Topic: Staff transfers

Senator: Ludwig

Question reference number: F58

Type of question: Written

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

Number of pages: 26

Question:

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 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?
 - a) How many of these people are employed in Canberra?
6. How many people did your department employ in Canberra immediately prior to the 2013 federal election?
7. How many employees have been transferred out of Canberra since the 2013
8. How many of your employees have been transferred to Canberra since the 2013 federal election?
9. For all employees transferred to or from Canberra since the 2013 federal election, please provide:
 - a) their age.
 - b) their wage. Please provide the figure for before their transfer and after their transfer.
 - c) their gender.
 - d) the area of the department they worked in. Please provide this detail for before their transfer and after their transfer.
 - e) a description of their position. Please provide this detail for before their transfer and after their transfer.
10. For every transferred employee, please provide:
 - a) an explanation for their transfer.
 - b) any other cost incurred by the department because of that transfer.
 - c) all relevant dates.

Redundancies

11. How many positions have been made redundant in your department since the 2013 federal election?
 - a) How many of these positions were ongoing?
 - b) How many of these positions were non-ongoing?
 - c) How many of these positions were situated in the Australian Capital Territory?
12. How many of the employees filling these redundant positions were redeployed since the 2013 federal election?
 - a) How many of these employees were ongoing?
 - b) How many of these employees were non-ongoing?
 - c) How many of these employees were situated in the Australian Capital Territory?
13. How many of these employees were offered voluntary redundancies since the 2013 federal election?
 - a) How many of these employees were ongoing?
 - b) How many of these employees were non-ongoing?
 - c) How many of these employees were situated in the Australian Capital Territory?
14. How many accepted voluntary redundancies since the 2013 federal election?
 - a) How many of these employees were ongoing?
 - b) How many of these employees were non-ongoing?
 - c) How many of these employees were situated in the Australian Capital Territory?
15. How many employees were offered the choice between a voluntary redundancy and redeployment since the 2013 federal election?
 - a) How many of these employees were ongoing?
 - b) How many of these employees were non-ongoing?
 - c) How many of these employees were situated in the Australian Capital Territory?
16. For all employees who accepted voluntary redundancies since the 2013 federal election please:
 - a) Provide a dollar figure of their pay out, their age, gender and a description of their position including APS level, contract type (non-ongoing versus ongoing), responsibilities and where they were located.
 - b) Please specify what component of that figure was paid out entitlements (annual leave etc).
 - c) Please specify any other costs incurred by the department because of this redundancy.
 - d) Please provide the reason a voluntary redundancy was offered for their position.
 - e) Please provide all relevant dates.
17. For all employees who were redeployed please provide:
 - a) Their age, gender and a description of their position prior to and after redeployment, including the wages of these positions, the APS level of these positions, the contract type (non-ongoing versus ongoing) and where they were located.
 - b) Please specify any other costs incurred by the department because of this redeployment.
 - c) Please provide the reason for that redeployment.
 - d) Please provide all relevant dates.
18. Since the 2013 federal election, how many employees in your department have been made forcibly redundant?
 - a) How many of these employees were ongoing?
 - b) How many of these employees were non-ongoing?
 - c) How many of these employees were situated in the Australian Capital Territory?

- d) How many of these employees were offered voluntary redundancies or redeployments prior to being made forcibly redundant?
 - i) How many of these employees were ongoing?
 - ii) How many of these employees were non-ongoing?
 - iii) How many of these employees were situated in the Australian Capital Territory?
19. For employees who were made forcibly redundant since the 2013 federal election please provide:
- a) Their age, gender, the dollar figure of their pay out and a description of their position including APS level, contract type (non-ongoing versus ongoing) responsibilities and where they were located.
 - b) Please specify what component of that figure was paid out entitlements (annual leave etc).
 - c) Please specify any other costs incurred by the department because of this redundancy.
 - d) Please provide the reason for that redundancy.
 - e) Please provide all relevant dates.

Hiring

20. How many people are employed in your department on non-ongoing contracts?
21. How many people are employed in your department on ongoing contracts?
22. How many non-ongoing contracts has your department extended since the 2013 federal election?
23. How many non-ongoing contract extensions did your department submit the Public Service Commission for approval?
- a) How many of these extensions were approved by the Public Service Commission?
 - i) For every approved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of approved extension, the reasons why the extensions was submitted and the reasons why the extension was approved by the Public Service Commission, as well as all relevant dates.
 - b) How many of these extensions were rejected by the Public Service Commission?
 - i) For every rejected extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of extension sought by the department, the reasons why the extensions was submitted and the reasons why the extension was rejected by the Public Service Commission, as well as all relevant dates.
24. How many non-ongoing contracts have been extended by your department without the Public Service Commission's approval?
- a) For every unapproved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of the unapproved extension, the reasons why the extension was granted, whether the extension was submitted to the Public Service Commission for approval, and the reasons why the extension was granted without the approval of the Public Service Commission, as well as all relevant dates.
25. How many non-ongoing contracts have expired without extension since the 2013 federal election?
- a) For every expired non-ongoing contract please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of

continuous employment by the APS, the reason why an extension was not sought, as well as all relevant dates.

26. How many new employees have been engaged by your department on non-ongoing contracts since the 2013 federal election?
27. How many new non-ongoing engagements were submitted to the Public Service Commission for approval since the 2014 federal election?
 - a) How many of these new non-ongoing engagements were approved by the Public Service Commission?
 - i) For every approved new engagement of a non-ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non-ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.
 - b) How many of these new non-ongoing employee applications were rejected by the Public Service Commission?
 - i) For every new non-ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their non-ongoing contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.
28. How many new employees have been engaged on non-ongoing contracts without the approval of the Public Service Commission?
 - a) For every non-ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non-ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.
29. How many new employees have been engaged by your department on ongoing contracts since the 2013 federal election?
30. How many new ongoing engagements were submitted to the Public Service Commission for approval since the 2013 federal election?
 - a) How many of these new ongoing engagements were approved by the Public Service Commission?
 - i) For every approved new engagement of a ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.
 - b) How many of these new ongoing employee applications were rejected by the Public Service Commission?
 - i) For every new ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their ongoing contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.

31. How many new employees have been engaged on ongoing contracts without the approval of the Public Service Commission?
- a) For every ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.

Answer:

Department/ Agency	Response
Finance	Refer to <u>Attachment A</u> .
Australian Electoral Commission	Refer to <u>Attachment B</u> .
ComSuper	Refer to <u>Attachment C</u> .
Commonwealth Superannuation Corporation	Refer to <u>Attachment D</u> .
Future Fund Management Agency	Refer to <u>Attachment E</u> .

Attachment A – Department of Finance

1. As at 31 October 2014, the department employed 1415 ongoing employees, 11 non-ongoing employees and 611 casual employees.
2. Please refer to the Department of Finance Annual Report 2013-14 (Appendix A – Workforce Statistics).
3. The number of staff employed as at 31 October 2014 by location, age, gender and classification is set out below.

State/Territory

Location	Ongoing employee	Non-ongoing employees	Casual employees	Total
ACT	1367#	8	220	1595
QLD	10	1	258	269
NSW	12		55	67
SA	5	1	19	25
VIC	12		40	52
TAS	2		3	5
WA	6	1	14	21
NT	1		2	3
Total	1415	11	611	2037

includes 9 ongoing employees who are deployed in the Solomon Islands, Papua New Guinea and Indonesia.

Age

Age Group	Ongoing employee	Non-ongoing employees	Casual employees	Total
Under 20	13			13
20-24	74	1	18	93
25-29	212	1	43	256
30-34	225		29	254
35-39	179	1	33	213
40-44	184		44	228
45-49	197	2	56	255
50-54	169	1	76	246
55-59	100	1	101	202
Over 60	62	4	211	277
Total	1415	11	611	2037

Gender

Gender	Ongoing employee	Non-ongoing employees	Casual employees	Total
FEMALE	770	3	96	869
MALE	645	8	515	1168
Total	1415	11	611	2037

APS Classification Levels

Classification	Ongoing employee	Non-ongoing employees	Casual employees	Total
APS1	14			14
APS2	30			30
APS3	49	2	9	60
APS4	175	3	9	187
APS5	229			229
APS6	235	2		237
Comcar Driver	6		593	599
EL1	389	2		391
EL2	212	2		214
SES1	57			57
SES2	15			15
SES3	4			4
Total	1415	11	611	2037

4 – 10. No change to answers since these questions were asked in Budget Estimates 2013-14 (May 2014). Refer to responses provided in Questions on Notice for F108 – F110.

Redundancies

11. For the period 18 September 2013 to 31 October 2014, 34 positions were made redundant.
 - a) 34 positions were ongoing.
 - b) Nil positions were non-ongoing.
 - c) 32 positions were situated in the ACT.
12. Nil.
13. 34 employees were offered voluntary redundancies.
 - a) 34 employees were ongoing.
 - b) Nil employees were non-ongoing.
 - c) 32 employees were situated in the ACT
14. 34 employees accepted voluntary redundancies.
 - a) 34 employees were ongoing.
 - b) Nil employees were non-ongoing.
 - c) 32 employees were situated in the ACT
15. Nil. Redeployment was not relevant as voluntary redundancies were assessed from individual expressions of interest.
16.
 - a) Refer below. All employees were ongoing. Privacy requirements prevent Finance from providing full details on all questions.

Classification	Contract Type	Location
APS4	Ongoing	ACT
APS5	Ongoing	ACT
APS6	Ongoing	ACT
APS3	Ongoing	ACT
APS5	Ongoing	ACT
EL2	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
APS5	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
EL2	Ongoing	ACT
EL2	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
EL2	Ongoing	ACT
EL1	Ongoing	ACT
EL2	Ongoing	ACT
APS5	Ongoing	ACT
APS5	Ongoing	ACT
EL2	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
APS4	Ongoing	ACT
EL1	Ongoing	ACT
EL1	Ongoing	ACT
EL2	Ongoing	ACT
EL2	Ongoing	ACT
COMCAR Driver	Ongoing	NSW
APS5	Ongoing	ACT
APS3	Ongoing	SA
EL1	Ongoing	ACT

- b) Total payout costs were \$3,495,026, including leave entitlements of \$1,269,155.
 - c) 15 employees received reimbursement for Financial Advice, totalling an additional \$12,130.
 - d) Voluntary redundancies were offered to ensure the department operated within its forward budget.
 - e) A voluntary redundancy round was conducted between November 2013 to February 2014.
17. Not applicable as no employees were redeployed.
18. Nil employees have been made forcibly redundant
19. Not applicable.

Hiring

20. As at 31 October 2014, there were 11 employees on non-ongoing contracts.
21. As at 31 October 2014, there were 1415 employees on ongoing contracts.
22. Six.
23. Non-ongoing contract extensions are not required to be submitted to the Australian Public Service Commission for approval.
24. Non-ongoing contract extensions are not required to be submitted to the Australian Public Service Commission for approval.
25. Five - refer below. In all cases an extension was not sought as services were no longer required.

Age	Gender	Salary	APS Level	Position Description	Length of Service
52	FEMALE	\$ 71,465.00	APS4	Executive Assistant	125 days
63	FEMALE	\$ 78,350.00	APS5	Executive Assistant	130 days
54	MALE	\$ 62,614.00	APS4	State Supervisor, COMCAR	261 days
24	MALE	\$ 55,511.00	APS3	Customer Service Officer	260 days
35	MALE	\$ 76,820.00	APS6	Tester	257 days

26. Nine
27. Non-ongoing contracts are not required to be submitted to the Australian Public Service Commission for approval.
28. Non-ongoing contracts are not required to be submitted to the Australian Public Service Commission for approval.
29. 48.
30. 59 new ongoing engagements were submitted to the Australian Public Service Commission for approval for the period 8 September 2013 to 31 October 2014.
 - a) 54 new ongoing engagements were approved by the Australian Public Service Commission. There was a reduction of one ongoing engagement for general entry level programmes. No reason was provided for the reduction. In addition, 4 positions did not require approval as they related to Indigenous entry level programme recruitment.
 - i) Of the 54 approved ongoing engagements, 12 commenced during the period 8 September 2013 to 31 October 2014. One of the approved positions for the 2014 Career Starter Programme was not filled. The remaining 41 approved ongoing engagements have not yet been filled as recruitment action is still underway (i.e. conditional offers are being made, security clearances are being processed and/or candidates have not commenced).

Age	Gender	Salary	Location	APS Classification	Contract Type
19	FEMALE	\$43,491.00	ACT	APS1	Ongoing
19	FEMALE	\$43,491.00	ACT	APS1	Ongoing
18	FEMALE	\$43,491.00	ACT	APS1	Ongoing
19	FEMALE	\$43,491.00	ACT	APS1	Ongoing
19	MALE	\$43,491.00	ACT	APS1	Ongoing
18	FEMALE	\$43,491.00	ACT	APS1	Ongoing
19	MALE	\$43,491.00	ACT	APS1	Ongoing
18	FEMALE	\$43,491.00	ACT	APS1	Ongoing
18	FEMALE	\$43,491.00	ACT	APS1	Ongoing
19	MALE	\$43,491.00	ACT	APS1	Ongoing
19	FEMALE	\$43,491.00	ACT	APS1	Ongoing

24	MALE	\$43,491.00	ACT	APS1	Ongoing
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- All positions were advertised externally (outside the APS).
 - The reasons for engaging the employees were for the 2014 Career Starter Programme and the 2014 WoG ICT Apprenticeship Programme.
 - The approval advice from the Australian Public Service Commission does not provide a reason for the approval.
 - The 2014 Career Starter Programme was advertised on 22 August 2013, however it was put on hold due to the interim recruitment arrangements. Approval was sought to access the order of merit on 4 December 2013 with approval given by the Australian Public Service Commission on 7 February 2014.
 - The 2014 WoG ICT Apprenticeship Programme was advertised on 15 July 2013 and one position was filled. Approval was then sought to access the existing order of merit on 18 March 2014 with approval by the Australian Public Service Commission on 14 April 2014.
- b) No ongoing engagements have been rejected by the Australian Public Service Commission.
31. No new employees have been engaged on ongoing contracts without the approval of the Australian Public Service Commissioner.

ATTACHMENT B – Australian Electoral Commission

1. 823 as at 31 October 2014.
2. Refer to response provided in F106 from Budget Estimates May 2014.
3. As at 31 October 2014:

State/Territory	Number of staff
ACT	294
NSW	167
NT	13
QLD	98
SA	36
TAS	23
VIC	132
WA	60
Total	823

Age	Number of staff
<20	0
20-24	12
25-29	50
30-34	69
35-39	86
40-44	105
45-49	129
50-54	147
55-59	127
60+	98
Total	823

Gender	Number of staff
Female	552
Male	271
Total	823

Classification	Number of staff
Electoral Commissioner	1
Deputy Electoral Commissioner	1
Senior Executive Service/Australian Electoral Officer	20
Executive Level 2	42
Executive Level 1	111
APS 6	210
APS 5	93
APS 4	78
APS 3	131
APS 2	136
Total	823

4. Nil.
5. N/A.
6. 935 as at 1 August 2013.
7. Three.
8. Nil.
9.
 - a) – c) Privacy requirements prevent the AEC from providing this information.
 - d) Privacy requirements prevent the AEC from providing full details on this question.

Location worked before transfer	Location worked after transfer
ACT	Victoria
ACT	Victoria
ACT	Queensland

- e) In relation to a description of each of their duties, the compilation of this information would be an unreasonable diversion of agency resources.
10.
 - a) All transfers were initiated by the individual employees.
 - b) Nil.
 - c) All transfers took effect between February and July 2014.
11. 18.
 - a) 18.
 - b) Nil.
 - c) 10.
12. 1.
 - a) 1.
 - b) Nil.
 - c) 1.
13. 17.
 - a) 17.
 - b) Nil.
 - c) 9.
14. 17.
 - a) 17.
 - b) Nil.
 - c) 9.
15. 18.
 - a) 18.
 - b) Nil.
 - c) 10.
16.
 - a) d) and e) Privacy requirements prevent the AEC from providing full details on all questions.

Classification	State	Contract Type
EL 1	NSW	Ongoing
APS 6	NSW	Ongoing
APS 3	NSW	Ongoing
APS 6	ACT	Ongoing
EL 1	QLD	Ongoing

APS 5	ACT	Ongoing
APS 5	ACT	Ongoing
EL 1	ACT	Ongoing
EL 1	ACT	Ongoing
EL 2	ACT	Ongoing
APS 6	ACT	Ongoing
APS 4	VIC	Ongoing
APS 2	VIC	Ongoing
APS 6	ACT	Ongoing
EL 1	ACT	Ongoing
APS 2	VIC	Ongoing
APS 2	VIC	Ongoing

- a) Pay out costs totalled \$1,773,513.85.
- b) The leave entitlements component totalled \$610,830.07.
- c) Nine employees received reimbursement for financial advice and/or career counselling, totalling an additional \$5,400.

17.

- a) c) and d) Privacy requirements prevent the AEC from providing full details on all questions.

Classification	State	Contract Type	Wage
APS 5	ACT	Ongoing	\$74,879

- b) No employees who were redeployed sought reimbursement for financial advice and/or career counselling.

18. Nil.

- a) – d) N/A.

19. N/A.

- a) – e) N/A.

20. 32 as at 31 October 2014. This figure excludes contractors, temporary election/by-election staff and 866 non-ongoing irregular and intermittent staff.

21. 791 ongoing staff as at 31 October 2014.

22. 104 for the period 18 September 2013 to 31 October 2014.

23. Nil. Approval by the Public Service Commission is not required.

- a) – b) N/A.

24. Nil. Approval by the Public Service Commission is not required.

- a) N/A.

25. 96 for the period 18 September 2013 to 31 October 2014.

- a) See below.

Age	Gender	Annual Salary	APS Level	Description	Years of Service	Expiry Date
63.07	Male	\$84,769.99	APS 6	Clerical Admin	1.69	11/10/13
64.39	Male	\$84,769.99	APS 6	Clerical Admin	0.31	11/10/13
61.70	Male	\$84,769.99	APS 6	Clerical Admin	43.62	24/01/14
60.40	Male	\$61,259.97	APS 4	Clerical Admin	42.75	31/10/13
61.59	Male	\$84,769.99	APS 6	Clerical Admin	0.16	04/10/13

Age	Gender	Annual Salary	APS Level	Description	Years of Service	Expiry Date
60.80	Male	\$75,632.93	APS 6	Clerical Admin	1.33	23/09/14
68.91	Male	\$68,324.97	APS 5	Clerical Admin	0.09	04/10/13
62.27	Male	\$84,769.99	APS 6	Clerical Admin	40.91	30/04/14
62.27	Male	\$84,769.99	APS 6	Clerical Admin	40.91	30/04/14
64.68	Male	\$84,769.99	APS 6	Clerical Admin	0.25	31/10/13
56.40	Male	\$84,769.99	APS 6	Clerical Admin	0.24	04/10/13
63.80	Male	\$75,632.93	APS 6	Clerical Admin	1.33	23/09/14
64.24	Male	\$75,632.93	APS 6	Clerical Admin	40.48	23/09/14
64.24	Male	\$75,632.93	APS 6	Clerical Admin	40.48	23/09/14
59.85	Male	\$84,769.99	APS 6	Clerical Admin	39.31	27/06/14
59.85	Male	\$84,769.99	APS 6	Clerical Admin	39.31	27/06/14
59.85	Male	\$94,453.03	EL 1	Clerical Admin	39.31	27/06/14
59.85	Male	\$94,453.03	EL 1	Clerical Admin	39.31	27/06/14
58.38	Male	\$75,632.93	APS 6	Clerical Admin	39.64	23/09/14
58.38	Male	\$60,233.92	APS 3	Clerical Admin	39.64	23/09/14
55.71	Female	\$106,438.98	EL 1	Clerical Admin	36.64	30/11/13
59.13	Male	\$75,632.93	APS 6	Clerical Admin	37.69	23/09/14
57.02	Male	\$149,119.07	EL 2	Clerical Admin	31.73	04/10/13
65.47	Male	\$75,632.93	APS 6	Clerical Admin	1.20	23/09/14
62.60	Female	\$75,632.93	APS 6	Clerical Admin	25.49	23/09/14
62.60	Female	\$75,632.93	APS 6	Clerical Admin	25.49	23/09/14
63.00	Male	\$84,769.99	APS 6	Clerical Admin	30.24	30/11/13
43.01	Female	\$106,438.98	EL 1	Clerical Admin	0.46	24/12/13
61.20	Male	\$131,118.05	EL 2	Clerical Admin	18.58	19/11/13
61.20	Male	\$131,118.05	EL 2	Clerical Admin	18.58	19/11/13
60.34	Female	\$54,963.97	APS 3	Clerical Admin	0.58	20/09/13
67.32	Male	\$75,632.93	APS 6	Clerical Admin	5.67	23/09/14
65.30	Male	\$84,769.99	APS 6	Clerical Admin	0.24	25/10/13
59.26	Male	\$75,632.93	APS 6	Clerical Admin	6.93	06/12/13
50.60	Male	\$75,632.93	APS 6	Clerical Admin	0.95	31/01/14
66.34	Male	\$75,632.93	APS 6	Clerical Admin	7.37	23/09/14
62.89	Female	\$54,963.97	APS 3	Clerical Admin	7.14	27/06/14
62.89	Female	\$54,963.97	APS 3	Clerical Admin	7.14	27/06/14
66.75	Male	\$75,632.93	APS 6	Clerical Admin	3.67	29/10/13
58.80	Male	\$84,769.99	APS 6	Clerical Admin	0.16	11/10/13
63.31	Male	\$68,324.97	APS 5	Clerical Admin	0.25	22/10/13
39.85	Female	\$77,703.03	APS 6	Clerical Admin	5.77	31/03/14
61.90	Male	\$84,769.99	APS 6	Clerical Admin	42.92	24/12/13
60.24	Male	\$75,632.93	APS 6	Clerical Admin	1.00	30/04/14
66.97	Female	\$48,254.04	APS 2	Clerical Admin	4.91	23/09/14
59.95	Male	\$84,769.99	APS 6	Clerical Admin	37.49	24/12/13
57.24	Female	\$72,698.95	APS 5	Clerical Admin	3.39	24/12/13

Age	Gender	Annual Salary	APS Level	Description	Years of Service	Expiry Date
60.78	Male	\$68,324.97	APS 5	Clerical Admin	1.04	23/09/14
64.21	Male	\$61,259.97	APS 4	Clerical Admin	3.34	23/09/14
44.69	Female	\$51,641.09	APS 2	Clerical Admin	2.53	31/12/13
47.27	Female	\$61,259.97	APS 4	Clerical Admin	3.01	09/08/14
38.37	Female	\$48,254.04	APS 2	Clerical Admin	2.89	21/07/14
29.75	Female	\$70,512.05	APS 5	Clerical Admin	2.04	01/11/13
31.93	Female	\$65,175.99	APS 4	Clerical Admin	2.41	07/07/14
60.72	Female	\$48,254.04	APS 2	Clerical Admin	3.18	09/10/14
41.72	Female	\$54,963.97	APS 3	Clerical Admin	2.22	22/04/14
64.23	Male	\$68,324.97	APS 5	Clerical Admin	2.60	23/09/14
63.71	Male	\$68,324.97	APS 5	Clerical Admin	1.72	25/11/13
67.04	Male	\$68,324.97	APS 5	Clerical Admin	1.73	29/11/13
61.98	Male	\$61,259.97	APS 4	Clerical Admin	2.28	30/06/14
30.35	Female	\$49,945.02	APS 2	Clerical Admin	2.44	23/09/14
26.82	Female	\$61,259.97	APS 4	Clerical Admin	1.21	13/01/14
31.76	Female	\$48,254.04	APS 2	Clerical Admin	0.95	01/11/13
39.51	Female	\$61,259.97	APS 4	Clerical Admin	0.60	19/12/13
54.53	Female	\$54,963.97	APS 3	Clerical Admin	12.51	30/10/13
31.14	Female	\$48,254.04	APS 2	Clerical Admin	1.08	27/06/14
50.09	Male	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
40.85	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
48.96	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
44.68	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
34.40	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
43.45	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
50.51	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
48.26	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
50.08	Male	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
47.05	Male	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
61.73	Female	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
35.64	Male	\$61,259.97	APS 4	Clerical Admin	0.41	31/10/13
23.56	Female	\$54,963.97	APS 3	Clerical Admin	0.50	17/12/13
60.25	Male	\$54,963.97	APS 3	Clerical Admin	0.93	30/05/14
60.25	Male	\$67,131.07	APS 4	Clerical Admin	0.93	30/05/14
60.25	Male	\$54,963.97	APS 3	Clerical Admin	0.93	30/05/14
35.22	Female	\$67,131.07	APS 4	Clerical Admin	0.59	31/01/14
23.71	Male	\$48,254.04	APS 2	Clerical Admin	0.22	01/11/13
54.12	Female	\$54,963.97	APS 3	Clerical Admin	1.46	30/11/13
39.95	Male	\$54,963.97	APS 3	Clerical Admin	0.41	24/12/13
33.07	Female	\$54,963.97	APS 3	Clerical Admin	0.25	08/11/13
25.07	Female	\$61,259.97	APS 4	Clerical Admin	0.40	06/01/14
51.19	Male	\$68,324.97	APS 5	Clerical Admin	0.10	20/09/13

Age	Gender	Annual Salary	APS Level	Description	Years of Service	Expiry Date
18.92	Female	\$48,254.04	APS 2	Clerical Admin	0.19	11/11/13
21.65	Female	\$48,254.04	APS 2	Clerical Admin	0.19	11/11/13
44.42	Female	\$65,175.99	APS 4	Clerical Admin	0.70	20/06/14
39.90	Female	\$48,254.04	APS 2	Clerical Admin	0.96	16/10/14
33.50	Female	\$61,259.97	APS 4	Clerical Admin	0.16	02/05/14
65.13	Female	\$61,259.97	APS 4	Clerical Admin	0.01	19/03/14
34.59	Female	\$67,131.07	APS 4	Clerical Admin	0.19	30/07/14

*The AEC does not keep records on the reasons why non-ongoing contracts expire although most contracts expire due to the completion of the work driven by the funding available to meet this need.

26. 130 during the period 18 September 2014 to 31 October 2014.
27. Nil. Approval by the Public Service Commission is not required.
 - a) – b) N/A.
28. N/A. Approval by the Public Service Commission is not required.
 - a) N/A.
29. 13 for the period 18 September 2013 to 31 October 2014. The remaining ongoing staff employed by the AEC during this period transferred or were promoted into their positions.
30. Nil. Approval by the Public Service Commission is not required.
 - a) – b) N/A.
31. N/A. Approval by the Public Service Commission is not required.
 - a) N/A.

ATTACHMENT C - ComSuper

- As at 31 October 2014, ComSuper employed 461 staff.
- The number of staff by age, gender and classification level as at 30 June 2013 is shown in the table below. Note all ComSuper staff are located in the ACT.

By Classification	Female	Male	Total
APS level 1	3	0	3
APS level 2	4	1	5
APS level 3	40	16	56
APS level 4	65	30	95
APS level 5	60	36	96
APS level 6	59	44	103
Executive Level 1	47	58	105
Executive Level 2	18	17	35
SES 1	1	3	4
SES 2	0	0	0
CEO	1	0	1
Note that SES figures include substantive staff only			
TOTAL	298	205	503
By age group and gender	Female	Male	Total
Under 20	2	1	3
20 - 24	34	17	51
25 - 29	44	38	82
30 - 34	29	27	56
35 - 39	40	28	68
40 - 44	41	24	65
45 - 49	28	27	55
50 - 54	30	21	51
55 - 59	31	15	46
60+	19	7	26
TOTAL	298	205	503

- The number of staff by age, gender and classification level as at 31 October 2014 is shown in the table below. Note all ComSuper staff are located in the ACT.

By Classification	Female	Male	Total
APS Level 1	1	0	1
APS Level 2	4	0	4
APS Level 3	16	15	31
APS Level 4	65	31	96
APS Level 5	65	33	98
APS Level 6	51	47	98
Executive Level 1	46	48	94
Executive Level 2	18	16	34
SES 1	1	3	4
SES 2	0	0	0
CEO	1	0	1
Note that SES figures include substantive staff only			
TOTAL	268	193	461

By age group	Female	Male	Total
Under 20	0	0	0
20 - 24	26	19	45
25 - 29	43	40	83
30 - 34	34	23	57
35 - 39	33	27	60
40 - 44	38	22	60
45 - 49	23	24	47
50 - 54	30	22	52
55 - 59	24	10	34
60+	17	6	23
TOTAL	268	193	461

4. N/A. All ComSuper staff are located in the ACT.
5. N/A. No transfers took place; all ComSuper staff are located in the ACT.
6. ComSuper had 494 staff as at 18 September 2013, all of which are located in ACT.
7. – 9. Nil. All ComSuper staff continue to be employed in the ACT.
10. N/A.
11. For the period 18 September 2013 to 31 October 2014, a total of 16 positions have been made redundant through voluntary redundancies. All of these were ongoing, and all ComSuper staff are located in the ACT.
12. Staff left ComSuper on voluntary redundancies – we have no information as to their subsequent employment status.
13. – 14. Please refer to response 11.
15. The voluntary redundancies were offered to all ongoing staff, which was then assessed by a committee against the relevant criteria on a case-by-case basis.
16. The following table sets out a break up of the 16 employees who took a voluntary redundancy. Note all ComSuper staff are located in the ACT.

Employment type	All ongoing
Location	ACT
Gender	11 Females and 5 Males
APS levels	2 x APS Level 1 6 x APS Level 4 2 x APS Level 6 4 x Executive Level 1 2 x Executive Level 2
Age	Between 37 and 62
Total \$ figure of voluntary redundancies	\$1,594,112

- a) \$464,937.
- b) Nil.
- c) All positions were redundant or redesigned/reclassified.
- d) All 16 employees left ComSuper between 28 May 2014 and 18 June 2014.
17. No staff have been redeployed. We have no information on the employment status of staff who accepted voluntary redundancies.
18. For the period 18 September 2013 to 31 October 2014, no ComSuper employees have been made forcibly redundant.
19. N/A.
20. As at 31 October 2014, there were 48 staff employed as non-ongoing employees.
21. As at 31 October 2014, there were 461 staff employed on an ongoing basis.

22. For the period from 18 September 2013 to 31 October 2014, there were a total of 130 non-ongoing contract extensions or variations.
23. – 24. Nil (non-ongoing contract extensions are not required to be approved by the APSC).
25. Nine. The expired contracts details are shown in the tables below. Note that ‘a description of their job’ is not provided as it is not currently captured by our HR system - to provide the level of detail sought would involve an unreasonable diversion of departmental resources. In all cases, the contracts lapsed as there was no longer genuine business need to extend these contracts.

Expired Contracts by Age Group	
20-29	4
30-39	1
40-49	1
50-59	1
60+	2
Total	9

Expired Contracts By Gender	
Female	6
Male	3
Total	9

Expired Contracts By Classification and Salary Range	
APS Level 2 (\$48290 - \$53556)	2
APS Level 4 (\$61304 - \$66558)	2
APS Level 5 (\$69057 - \$73229)	3
Executive Level 1 (\$95386 - \$108929)	2
Total	9

The total contract length for the staff whose contracts expired was 1996 days.

26. 45 employees.
27. – 28. Nil (non-ongoing contract extensions are not required to be approved by the APSC).
29. 11. In all cases, the engagements were approved internally based on a genuine business need. As outlined in previous sections of this question, ComSuper are not required to seek APSC approval for ongoing engagements.

The ongoing employee engagement details are shown in the tables below. Note that ‘a description of their job’ is not provided as it is not currently captured by our HR system – to provide the level of detail sought would involve an unreasonable diversion of departmental resources. All ongoing engagements do not have end dates, so the length of contract cannot be calculated.

New Ongoing Employees By Age Group	
20 - 29	3
30 - 39	5
40 - 49	2
50 - 59	1
Total	11

New Ongoing Employees By Gender	
F	7
M	4
Total	11

New Ongoing Employees By Classification and Salary Range	
APS Level 4 (\$61304 - \$66558)	3
APS Level 5 (\$69057 - \$73229)	1
APS Level 6 (\$74189 - \$85049)	2
Executive Level 1 (\$95386 - \$108929)	3
Executive Level 2 (\$111666 - \$135395)	1
SES 1	1
Total	11

New Ongoing Employees By APS Exp (Years)	
0	1
1	3
2	2
6	1
9	1
14	2
23	1
Total	11

30. – 31. Nil (Ongoing engagements are not required to be approved by the APSC).

ATTACHMENT D – Commonwealth Superannuation Corporation

1. As at 31 October 2014 CSC employed 77 staff.
2. 67 staff; 50 in Canberra, 17 in Sydney. 33 male, 34 female. The age of staff is shown below. CSC does not use APS classifications.

Age	15-24	25-34	35-44	45-54	55-64	65+	
Canberra	3	14	9	13	10	1	50
Sydney		7	5	2	3		17
Total	3	21	14	15	13	1	67

3. As at 31 October 2014 CSC employed 54 staff in Canberra, 20 staff in Sydney and 3 staff in Melbourne. CSC does not use APS classifications.

Age	15-24	25-34	35-44	45-54	55-64	
Canberra	3	14	11	17	10	55
Sydney		7	5	4	3	19
Melbourne		1	1		1	3
Total	3	22	17	21	14	77

4. Nil.
5. N/A.
6. 53.
7. – 8. Nil.
9. – 10. N/A.
11. One.
 - a) One.
 - b) Nil.
 - c) One.
12. Nil.
 - a) – b). N/A.
13. Nil.
14. N/A.
15. Nil.
- 16.– 17. N/A.
18. One.
19.
 - a) One. CSC is unable to provide details as the deed of release between CSC and the employee renders detailed information about the redundancy confidential.
 - b) As above.
 - c) Nil.
 - d) Position no longer required by organisation.
 - e) As above.
20. Seven.
21. Seventy.
22. Three.
23. Nil.
- 24.– 25. N/A.
26. Six.
27. Nil.
28. N/A.

29.Nine.
30.Nil.
31.N/A.

ATTACHMENT E - FutureFund

1. As at 31 October 2014 there are 102 people employed by the Agency.
2. See embedded table; refer to appendix 1

Number of staff employed as at 30 June 2013 by gender	
Gender	Number
Male	45
Female	49
Total	94
Number of staff employed as at 30 June 2013 by classification level	
Classification	Number
SES	4
EL2	34
EL1	20
APS6	18
APS5	14
APS4	3
APS3	1
APS2	0
APS1	0
Total	94
Number of staff employed as at 30 June 2013 by location	
Location	Number
Melbourne	93
Melbourne/Sydney	1
Total	94

Number of staff employed as at 30 June 2013 by age	
Age	Number
24	2
25	2
26	5
27	6
28	4
29	2
30	6
31	3
32	4
33	3

Number of staff employed as at 30 June 2013 by age	
Age	Number
34	3
35	5
36	4
37	3
38	0
39	3
40	5
41	6
42	4
43	6
44	6
45	2
46	2
47	1
48	1
50	1
51	1
53	1
54	1
56	2
Total	94

3. See embedded table; refer to appendix 2

Number of staff currently employed by gender	
Gender	Number
Male	52
Female	50
Total	102
Number of staff currently employed by classification level	
Classification	Number
SES	3
EL2	53
EL1	14
APS6	15
APS5	12
APS4	5

APS3	0
APS2	0
APS1	0
Total	102
Number of staff currently employed by location	
Location	Number
Melbourne	101
Melbourne/Sydney	1
Total	102

Number of staff currently employed by age	
Age	Number
22	1
24	1
27	7
28	4
29	6
30	5
31	7
32	4
33	5
34	4
35	5
36	3
37	4
38	4
39	1
40	2
41	1
42	10
43	3
44	6
45	6
46	2
47	2
48	2
49	2
53	2
55	1
56	1
58	1
Total	102

4. – 19. Nil.
 20. 15.
 21. 87.
 22. 1.
 23. Nil.
 24. One.
 a) This information would identify the individual and is therefore not provided for privacy reasons.
 25. Nil.
 a) N/A.
 26. 15.
 27. Nil.
 a) – c). N/A.
 28. 15.
 a) Providing this level of detail would identify individuals, therefore consolidated information is provided.

No. of employees	Age range	Gender	Salary range	APS levels	Length of contract	Reason for engagement	Reason for non Commissioner approval
15	22- 56	27% male / 73% female	60,000-224,000	APS4 – EL2	Less than 12 months	Business needs	Non-ongoing for less than 12 months

29. 12.
 30. Seven.
 a) Six.
 i) Providing this level of detail would identify individuals, therefore consolidated information is provided.

No. of employees	Age range	Gender	Salary range	APS levels	Length of contract	Advertised externally	Reason for engagement	Reason for Commission approval	Dates
6	29- 49	83% male/ 17% female	120,000 - 501,144	APS6 – EL2	Ongoing	Yes	Business needs	Critical to agency operations	Approved 20 January 2014

- b) One.
 i)

APS level	Length of contract	Length of contract	Reason for engagement	Reason for Commission rejection	Dates
EL2	Facilities, Administration & Program Procurement Manager	Ongoing	Business needs	Requirements of position can be met within existing resources	Rejected 20 January 2014

31. None.