

# Senate Finance and Public Administration Legislation Committee —Budget Estimates Hearing—May 2010

## Answers to Questions on Notice

### Parliamentary Portfolio, Department of Parliamentary Services

Topic: **Filling of position vacant due to maternity leave**

Question: **P 8**

Hansard reference **F&PA 43, 24 May 2010**

**Date set by the committee for the return of answer: 9 July 2010**

**Senator RONALDSON**—Mr Kenny, in relation to that first matter discussed this morning with the PA, the husband, the upgrade and the replacement et cetera can you take it on noticed to give me some background to that and also provide me with information about the processes that were followed in relation to those appointments on the back of apparent merit-based processes?

**Mr Kenny**—Yes

#### Answer

1 In response to the question of the Senator, we have set out the employment history of the two employees, as detailed in paragraphs 3 to 20 below. DPS trusts that this information responds to the questions raised by the Senator, but we have not been made privy to the detailed papers that he was reading from at the Estimates hearing.

2 Selection practices for the various positions were in accordance with DPS HR policies. It is noted that there have been multiple selection panels, with a wide variety of members.

3 Employee X was engaged as a non-ongoing Parliamentary Service Level (PSL) 4 employee in the DPS Executive office in an administrative role from 9 October 2006 to 22 December 2006.

4 An ongoing PSL 4 position, Executive Assistant to the Deputy Secretary, was advertised on 26 October 2006. Employee X was the successful candidate.

5 Employee X permanently transferred at PSL 4 to the position of Executive Assistant, Building Services Branch from 16 July 2007.

6 Employee X was transferred on Temporary Assignment of Duties (TAD) at the PSL 5 level in the Facilities section within Building Services Branch from 28 May 2008 to 27 May 2009.

7 Employee X undertook a short-term acting opportunity at the PSL 6 level through a TAD in the Security section within Building Services Branch from 7 July 2008 to 22 August 2008.

8 An ongoing PSL 5 position in the Facilities section was advertised on 12 June 2008. Employee X was the successful candidate.

9 Employee X took maternity leave from 22 September 2008 to 10 July 2009.

10 Employee X's position in the Facilities section was backfilled by another DPS officer on a TAD from 24 September 2008 to 10 July 2009.

11 The husband of Employee X (Employee Y) registered with the DPS Temporary Employment Register on 31 May 2008.

12 An internal process to fill a TAD for the position of Executive Assistant to the Assistant Secretary, Building Services Branch, was initially successful. However, the successful internal applicant withdrew from the TAD effective from 10 June 2008. Employee Y was engaged as a non-ongoing PSL 4 employee in the Executive Assistant, Building Services Branch position from 16 June 2008 to 15 June 2009.

13 Employee Y completed two non-ongoing PSL 5 TADs within the Hansard section in Content Management Branch from 23 February 2009 to 9 April 2009 and from 11 May to 15 May 2009.

14 Employee Y transferred to the non-ongoing PSL4 position Executive Assistant, Content Management Branch on 4 May 2009.

15 The Executive Assistant Content Management Branch was advertised as an ongoing PSL4 position on 9 June 2009.

16 Employee Y's initial engagement as a non-ongoing PSL 4 employee was extended from 16 June 2009 to 15 July 2009 as the selection process for the position he was occupying was still underway.

17 Employee Y resigned as of 3 July 2009 to take up ongoing employment at another Commonwealth agency.

18 The successful applicant for the Executive Assistant, Content Management Branch position subsequently declined the offer of employment. The position was readvertised on 11 September 2009, and the successful candidate's appointment was approved on 22 October 2009.

19 At no time did Employee Y hold any position in the Facilities section.

20 A PSL 4 position in the Facilities section was advertised on 17 January 2008. While the successful candidate did have a personal relationship with Employees X and Y, neither Employee X nor Y had any involvement in the selection process.