

ESTIMATES AND FINANCIAL OPERATIONS COMMITTEE

2014/15 ANNUAL REPORT HEARINGS ANSWERS TO QUESTIONS TAKEN ON NOTICE

Department of the Premier and Cabinet

1) Hon RICK MAZZA asked:

On page 15, "Employment Opportunities", in the last paragraph you talk about 1,743 applications for 41 advertised positions.

- a) I just wondered what those 41 positions were that needed to be filled?
- b) Can you tell me how many of those positions were actually filled by existing employees of DPC?
- c) And how many were employed that were employees of the WA government and how many were external? Also for the previous year as well.

a) Positions Advertised

- 1. Graduate Development Officer
- 2. Management Accountant Reporting
- 3. Project Manager
- 4. Payroll Officer
- 5. Senior Payroll Officer
- 6. Security Officer
- 7. Manager Policy and Strategy
- 8. Information Management Officer
- 9. Casual Presenter
- 10. Organisational Development Consultant
- 11. HR Payroll Administrator
- 12. Assistant FOI Coordinator
- 13. Senior Information Management Officer
- 14. Coordinator, Legislation and Sales
- 15. Publications Officer
- 16. Administrative Assistant
- 17. Senior Human Resource Consultant
- 18. Human Resource Consultant
- 19. Management Accountant
- 20. Financial Reporting Analyst
- 21. Manager Strategic Assessment
- 22. Principal Policy Officer
- 23. Project Support Officer
- 24. Senior Policy Officer
- 25. Research Officer
- 26. Policy Officer
- 27. Project Officer
- 28. Director
- 29. Information Management Officer
- 30. Liaison Officer
- 31. Sub Editor/Administration Officer

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32. Payroll Officer
33. Manager
34. Graduate Development Officer
35. Education Officer
36. Librarian
37. Receptionist/Administrative Assistant
38. Executive Transport Officer
39. Client Services Team Coordinator
40. Computer Support Service Officer
41. Appointments Secretary

- b) 22 positions that were advertised were filled by existing permanent employees of DPC, in 2014-15¹.
- c) **WA Government (2014-2015)**
14 employees who were employed were of the wider WA Government (WA Public Sector).

External (2014-2015)

52 employees were external (not existing public servants) to the WA Government.

Positions Advertised (2013-2014)

1. Manager, Constitutional Centre
2. Advisor, Legal and Policy
3. Media Monitoring Officer
4. Principal Policy Officer
5. Senior Policy Officer
6. Senior Ministerial Services Officer
7. Ministerial Human Resource Officer
8. Receptionist
9. Manager State Ceremonial and Events
10. Senior Project Officer
11. Manager Corporate Information Branch
12. Manager Research
13. Education Officer
14. Senior Payroll Officer
15. Coordinator Payroll Services
16. HR Systems Support Officer
17. Senior HR Systems Support Officer
18. Certifying Officer
19. Correspondence Officer
20. Executive Assistant
21. Senior Policy Officer
22. Appointments Secretary (Level 4)
23. Liaison Officer

¹ Multiple appointments were made from a number of these advertisements, in 2014-15, resulting in the number of appointments being greater than the number of advertisements. For example, there was one 'pool' advertisement for Computer Support Service Officers that resulted in appointments to two positions.

- 24. Senior Appointments Secretary
- 25. Executive Officer
- 26. Receptionist/Administrative Assistant
- 27. Appointments Secretary (Level 3)
- 28. Senior Executive Government Officer
- 29. Coordinator Information Management (Record Keeping)

Positions filled by existing employees (2013-2014)²

20 positions that were advertised were filled by existing permanent employees of DPC.

WA Government (2013-2014)

3 employees were of the WA Government (WA Public Sector).

External (2013-2014)

30 employees were external (not existing public servants) to the WA Government.

2) Hon RICK MAZZA asked:

Concerning the removal of 20,000 feral cattle were they mustered or culled?

Answer:

85% of the cattle have been removed by aerial culling, and the remaining 15% by mustering. Over half of those mustered came in a single operation on Carson River Station.

The selection of sites was based on:

- the objectives of that Conservation Corridor program, which focuses on increasing the conservation value of the pastoral lands linking the Prince Regent National Park and Drysdale River National Park. This includes the removal of feral animals through voluntary partnerships with the leaseholders within the corridor. Mustering and aerial control programs was focused on Theda, Doongan and Carson River stations;
- an assessment of risk to visitor safety around key recreation sites at the King Edward River Campground, Mitchell River National Park Campground, Walsh Point and Surveyors Pool;
- an analysis of high biodiversity values in the north Kimberley, focusing on the Mitchell Plateau and existing conservation estate; and
- the high conservation values of the King Leopold Range Conservation Park.

In addition, a cattle control prioritisation process is now also been applied that considers the biodiversity assets including threatened species, grazing potential, distance to water and land systems mapping.

3) Hon SUE ELLERY asked:

- a) Are you able to tell me the total FTE in all other ministerial offices at 30 June 2014 and 30 June 2015?

Answer: Total FTE for 30 June 2014 – 210.3

Total FTE for 30 June 2015 – 212.89

² Multiple appointments were made from a number of these advertisements, in 2013-14, resulting in the number of appointments being greater than the number of advertisements.

b) And what is the current FTE allocation to all ministerial offices?

Answer:

FTE as at 3 December 2015 – 214.39

c) **(CHAIR)** Can we get both those who are paid for by DPC and those who are on loan from other agencies up to closest pay period to 8 December 2015?

Answer:

Minister	FTE Paid by DPC	FTE Paid by other Agencies
Premier	22.0	2.0
Deputy Premier	11.0	2.0
Hon D T Redman	12.5	3.6
Hon P C Collier	10.0	3.0
Hon J H D Day	8.0	3.0
Hon L M Harvey	11.0	2.0
Hon H M Morton	8.0	3.0
Hon M Mischin	11.0	3.0
Hon W R Marmion	8.0	2.0
Hon K C Baston	6.33	2.8
Hon Dr M D Nahan	11.0	1.0
Hon A J Simpson	9.4	1.0
Hon A P Jacob	6.6	3.0
Hon J M Francis	9.83	1.0
Hon M J Davies	11.0	3.0
Hon D C Nalder	10.33	3.0
Hon C J Holt	9.0	1.0
Total	174.99	39.4

4) Hon SUE ELLERY asked:

In the latest members' interests return from the Minister for Transport, which seems to indicate that some company arrangements are yet to be fully settled or disposed of. Where are we with that?

Answer: The Minister for Transport has advised that, regarding his interests in Metier Asia Property Group Pty Ltd, his interests remain in Escrow pursuant to the Escrow Agreement, following his interests being sold on 6 March 2015. His interests remain in Escrow until the share transfers are approved by the company. This outlined formality is not yet complete; however once they are complete, the Minister will take the affirmative steps to wind up Sunheat Holdings Pty Ltd and the Snapdragon Unit Trust.

5) Hon SUE ELLERY asked:

[Re Voluntary Severance and Workforce Renewal Policy]

a) How many young people have come on board to replace more senior officers who may have left?

Answer: Positions where the incumbent received voluntary severances were abolished.

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- b) Does DPC have a global view about how that renewal policy is working generally across the public sector?

Answer: DPC does not have visibility on all public sector agencies' activities in relation to renewal policy. This question should be referred to the Public Sector Commission.

6) Hon ALANNA CLOHESY asked:

- a) Has the Murchison Radio-astronomy Observatory (MRO) Indigenous Land Use Agreement (ILUA) trust deed been fully executed?

Answer: Yes, there are two Trust Deeds (Wajarri Yamatji Charitable Trust and the Wajarri Yamatji General Trust). Both have been fully executed.

- b) Could you also give us the date on which that happened, and could you also tell us the claim group to which the trust was transferred?

Answer: Executed on 10 June 2013. The claim group are the Wajarri Yamatji. The Meenangu Wajarri Aboriginal Corporation (MWAC) was created under the MRO ILUA to manage the benefits. All Wajarri Yamatji can become members of MWAC.

7) Hon ALANNA CLOHESY asked:

How many electorate offices have been identified as having asbestos in them?

Answer: Five

8) Hon ALANNA CLOHESY asked:

I refer to the electorate office equipment upgrade. How much is in the budget for the IT equipment upgrade and how much has been expended?

Answer: A total of \$73,000 has been budgeted for the upgrade / replacement of Multi-Functional Devices all of which are categorised as IT equipment.

There has been no expenditure for the year to date, with the planned replacements scheduled for the second half of 2015-16.

9) Hon ALANNA CLOHESY asked:

- a) Is it possible to provide a breakdown of expenditure under the new works assets replacement program for parliamentary upgrades for 2014-15 and 2015-16 and anything proposed for 2016-17?

Answer: The budget in May 2015, for Parliamentary Electorate Office equipment upgrade, disclosed a planned expenditure of \$124,000 for the 2014-15 financial year. A total of \$54,260 was spent for the 12 months ended 30 June 2015 on multi-functional devices.

Information for 2015-16 is included in the response to question 8 (above).

A further \$100,000 is budgeted for 2016-17. Estimated expenditure is not specifically allocated against any particular office and is based on reasonable estimations taking to account the age and condition of equipment and service history.

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- b) So what is the cost per office?

Answer: Budgeted amounts are based on reasonable estimates by Departmental officers and are not specifically planned against individual offices.

10) Hon ALANNA CLOHESY asked:

- a) What is the department's policy on the rollout of the NBN and connecting electorate offices with that?

Answer: The Department has ensured that a provision to connect services to the NBN, as and when it became available, was incorporated within the contract awarded to its current service provider in June 2014.

- b) When the NBN comes close to an electorate office, does the department connect the electorate office to the NBN?

Answer: The Department actively seeks to connect electorate offices to the NBN as soon as a service is available at each site. However, facilitating the connection as quickly as possible is not always within the control of the Department or its service provider. For instance, under the initial NBN rollout of Fibre to the Premise specific equipment was required to be installed and commissioned by NBN Co at each site according to their timetable. Under the new mixed technology rollout, predominantly Fibre to the Node in Western Australia, multiple sites serviced by the same node will be cutover to the NBN as soon as NBN Co commission each node. As at 14 December 2015, nine sites have been connected.

11) Hon ALANNA CLOHESY asked:

- a) Concerning the cap on relief hours: how many officers exceeded the 150 hours in 2014 and where is that at for 2015?

Answer: None for 2014 and none for 2015.

- b) Can I have those figures for the calendar year 2014, on notice, please?

Answer: Not applicable.

12) Hon ALANNA CLOHESY asked:

How many offices reduced headcount since the date of the memorandum?

Answer: The Circular to Members of Parliament and Electorate Staff was released on 6 September 2013. The headcount for electorate offices was reduced through natural attrition.

13) Hon ALANNA CLOHESY asked:

It states at page 32 of the annual report that "site visits at electorate offices are regularly conducted". How regularly are they conducted and how many were carried out?

Answer: In 2015, 69 Occupational Safety & Health (OSH) visits were conducted. OSH visits are conducted biennially. Departmental officers also conduct ad hoc 'site' visits to

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Parliamentary Electorate Offices to assist with general matters and conduct quick inspections. Records are not kept of these visits but officers estimate they conduct a minimum of four ad hoc visits per month.

14) The CHAIR asked:

Are you able to tell us the location and date of each of those eight meetings of the Coastal Towns and Settlements Cabinet Subcommittee? If you could give us the location and date of each meeting, and the cost of each meeting that was held outside the metropolitan area.

Answer: The eight Coastal Towns and Settlements Cabinet Sub-committee meetings were all held in ministerial offices in Dumas House, on the following dates:

- 7 July 2014
- 11 August 2014
- 6 October 2014
- 15 December 2014
- 9 February 2015
- 13 April 2015
- 18 May 2015
- 17 August 2015.

15) The CHAIR asked:

Further to the declaration of a conflict of interest by the Minister for Agriculture; Fisheries: why was he not removed from the administration of the Act; what the advice to him from the Director General was in terms of the declaration and the keeping of confidentiality; and why he was advised to keep the declaration confidential.

Answer: The conflict only existed in relation to the sale of the Perth Markets site. The Minister has already explained to the Legislative Council on 3 December 2015 the steps he took to remove himself from the sale process, thus addressing the conflict and it was therefore considered unnecessary to remove the administration of the Act.

The content of the advice from the Cabinet Secretary to the Minister was detailed by the Minister in his statement to the Legislative Council on 3 December 2015. The advice did not include any reference to confidentiality about the conflict of interest.

This advice about confidentiality of declaration did not come from the Department of the Premier and Cabinet.

16) The CHAIR asked:

[Re harvesting of the pine plantations at Pinjar, Yanchep and Gnangara.]

What are the current approvals and how are we operating if we do not have approvals for that?

Answer: Harvesting and non-replanting of the Gnangara, Pinjar and Yanchep pine plantations commenced in 2004.

Approval for the harvesting of the Gnangara, Pinjar and Yanchep pine plantations is currently being sought through a strategic assessment of the Perth and Peel regions, which was entered into by the State and Commonwealth Governments in July 2011. A draft impact assessment report, draft action plans and draft Strategic Conservation Plan that,

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among other things, assess and address the environmental impacts of harvesting the pine plantations was released on 17 December 2015 as part of the draft *Perth and Peel Green Growth Plan for 3.5 million*.

17) The CHAIR asked:

[Re 'alternative sites or land have been identified which would meet Housing's future needs']

Can you assure me that none of it is on the Gnangara mound?

Answer: A total of eight sites have been identified for Department of Housing in lieu of the urban development of land at East Keralup. Two of these sites are on the Gnangara Mound and were identified as 'Urban Investigation' in the draft sub-regional planning frameworks released by the Western Australian Planning Commission in May 2015. Further investigation of these two sites will be required; including in relation to groundwater, prior to consideration of any related region scheme amendment.

18) Hon ALANNA CLOHESY asked:

- a) In 2014–15, there were 459 FTEs across the department. How many of those identified as having a disability? Further to that: that is, in addition, so that number should be in addition to the six employees working in the supported work team.

Answer: In 2014-15, 25 employees have identified as having a disability. In addition to that, six employees worked in the Supported Work Team.

- b) Could I have that for 2013–14 and 2014–15, please?

Answer: In 2013-14, 30 employees have identified as having a disability. In addition to that, six employees worked in the Supported Work Team.

Information for 2014-15 is included in the response to part a) [above].

19) The CHAIR asked:

[Re the groundwork for an across-Government infrastructure policy, which is being undertaken to support implementation of colocation and sharing...]

When will that across-government infrastructure policy be completed?

Answer: This is developmental work being undertaken across agencies to get a better understanding of the issues. As yet there is no estimated completion date, as it will very much depend on what is identified as part of the process.

20) The CHAIR asked:

[Re SAPPR and the 51 stakeholder briefings and meetings held]

Are you able to provide us with a copy of any documentation that was provided to those briefings and meetings, and any minutes of those briefings and meetings?

Answer: Over 51 briefings and meetings have been held with stakeholders over the last four years during the development of the draft strategic assessment documents, which were recently released as part of the draft *Perth and Peel Green Growth Plan for 3.5 million*. These briefings and meetings have been of varying complexity and focus. The substance of these briefings and meetings is reflected in the Chair's reports and presentations provided to the 13 Stakeholder Reference Group meetings held between

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November 2012 and September 2015, which are available on the Department of the Premier and Cabinet's website (www.dpc.wa.gov.au/Consultation/StrategicAssessment).

21) The CHAIR asked:

[Re strategic asset plans]

- a) ...if you could give us a full record from everybody about the conversations, or if there was any written documentation regarding the correspondence between yourself and any agencies about providing strategic asset plans to this committee, if you could provide those to us.

Answer: There has been no correspondence between the Acting Director General and any agencies about providing strategic asset plans to the Committee.

- b) And whether you can confirm for us from a DPC perspective whether or not any of the strategic asset plans did form part of a cabinet submission that went to cabinet, or a subcommittee of cabinet.

Answer: As indicated at the Department's appearance before the Committee, strategic asset plans are considered to form part of an agency's budget submission and, consequently, they are considered to be Cabinet-in-Confidence.

22) Hon RICK MAZZA asked:

On page 94, in your "Notes to Financial Statements", item 12, "user charges and fees", there is a line item "Overseas offices". What would that be in relation to?

Answer: User charges and fees include income received in overseas offices for services rendered and recovery of costs by that office during the financial year. It can include items such as funding provided directly from other agencies (such as the Department of Agriculture and Food, Western Australia), which is used for specific promotional activities associated with that agency.

23) The CHAIR asked:

- a) What is the annual cost of security at Hale House on a financial year basis?

Answer: Comparisons between the costs for the two buildings should be approached with some caution. The figure for the Office of the Premier and Cabinet Rooms includes after-hours security costs shared between the Office of the Premier and Cabinet Room and Dumas House. It should also be recognised that the global security environment has changed dramatically in recent years and this has necessitated a greater level of security than was evident in the past.

- b) Could you also give me a comparison between the cost of security at Hale House compared with what it used to cost you at Governor Stirling Tower for security. Also compare it to what the contract was when it was Dumas House alone.

Answer: Security costs for the Office of the Premier and Cabinet Room (OP+CR) for the 2014-15 financial year were \$378,410.34 (incl. GST).

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Security costs for the Office of the Premier and the Cabinet Services Branch at Governor Stirling Tower in the last full financial year in the building being 2011-12, have been estimated at \$42,352.43 (incl. GST).

Security costs for Dumas House alone, during the 2011-12 financial year, were \$229,736.88 (incl. GST).

24) The CHAIR asked:

- a) Are there any non-government organisations proposing to hold Christmas parties at Hale House this year?

Answer: No

- b) If you could provide on notice a list of all non-government functions that have been held at Hale House since 17 September 2015.

Answer:

- 28 Oct 2015 – 2015 Premier's Awards for Excellence in Public Sector Management
- 20 Nov 2015 – Celebrate WA Alumni Function: Celebrate WA met the costs of a function in November to encourage people to nominate for Western Australian of the Year Awards
- 14 Dec 2015 – Thank-you event for Dignitary Protection Unit
- 17 Dec 2015 – Media Christmas get-together (paid for by Members of Parliament)

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