

# STANDING COMMITTEE ON ESTIMATES AND FINANCIAL OPERATIONS

## GENERIC QUESTIONS TO AGENCIES

### Disability Services Commission

#### Agency Expenditure Review program

*Question 1.1: How will the savings measures identified in the Budget be achieved by your agency?*

*Question 1.2: What are the risks to achieving the savings identified?*

*Question 1.3: Are there any low priority programs your agency is ceasing or reducing? If so, please provide details.*

#### Answer to Questions 1.1-1.3:

As part of the 2016-17 Budget, the Government announced a third tranche of Agency Expenditure Reviews (AERs) to apply to 54 agencies and deliver savings commencing in 2017-18. The objective of AERs is to ensure that, as circumstances change over time, the programs delivered by agencies remain a Government priority and continue to be delivered in an efficient and effective manner. Savings allocations are to be held at a global level until allocated to agencies as part of the 2016-17 Mid-year Review, with specific savings measures to be announced as part of the 2017-18 Budget. Agency measures to achieve allocated savings will be developed for consideration in the 2017-18 Budget process.

#### National partnership agreements

*1.4) Please provide a list of:*

- all national partnership agreements under which your agency receives funding*
- the expiry dates of those agreements*
- how much was received in 2015-16 under the agreements and the budgeted amount for 2016-17*

*1.5) Please provide details of the value of the impact on your agency's budget resulting from the expiry of those agreements.*

*1.6) Will the State be making up the loss in funding resulting from the expiry of agreements?*

*1.7) If so, how and, if not, please provide details of any cuts that will need to be made and the implications for service delivery by your agency.*

### **Answer to Questions 1.4-1.7:**

Please refer to Budget Paper 3, Chapter 4 'General Government Revenue' (pp. 81-88) and Appendix 13 (p. 311). Appendix 13 provides a summary list of all National Partnership Agreements (NPAs) and includes funding figures and expiry dates.

As noted in Appendix 13, the NPAs are time limited and it is assumed in the Budget that there is no continued funding (Commonwealth or State) past an NPA's expiry date and that any additional or enhanced services generated by the NP will cease (unless otherwise identified by footnote (c)).

### **Commonwealth grants**

1.8) *Please provide the same information requested for national partnership agreements above for any commonwealth grants received by your agency*

#### **Answer:**

Please refer to Budget Paper 3, Chapter 4 'General Government Revenue' (pp. 87-88) and Appendix 2 'General Government Operating Revenue' (p. 235) for details of all Commonwealth grants to the State. General revenue grants and National Specific Purpose Payments are intended to be ongoing.

### **10 year Strategic Asset Investment Plans**

1.9) *Please provide a copy of your 10 year Strategic Asset Investment Plan.*

#### **Answer:**

Strategic Asset Plans (SAPs) are prepared for Treasury as part of the Budget process to inform decision making by the Economic and Expenditure Reform Committee and Cabinet. Disclosure of these plans would reveal the deliberations and decisions of both bodies and are therefore considered Cabinet-in-Confidence. Until such time as specific programs within a SAP have been considered and approved to proceed they remain indicative. Additionally and understandably 10 year SAPs are subject to a wide variety of exigencies including but not limited to priorities of the government of the day; changes in circumstances; changes in technologies and external events.

### **Infrastructure requirements**

1.10) *What are your agency's infrastructure requirements for the next 10 years?*

*Specifically:*

- *What infrastructure needs to be replaced, upgraded or built to meet demand?*
- *What allocation has been made in the Budget for the planning and delivery of these requirements? Is the allocation in capital works?*
- *In what timeframe will the requirements be delivered?*

**Answer:**

Please see Answer to 1.9. Funded infrastructure programs are detailed for each agency in the Asset Investment Program section of their financial statements as reported in Budget Paper No. 2. These programs currently cover the period 2016-17 to 2019-20. Any infrastructure requirements outside this period are subject to further budget deliberations and remain Cabinet-in-Confidence.

**Sale of vehicles**

*Question 1.11: How many vehicles does your agency expect to sell in the 2015-16 financial year?*

**Answer:**

The Commission expects to sell four vehicles in the 2015-16 financial year.

*Question 1.12: How many vehicles does your agency expect to sell in the 2016-17 financial year*

**Answer:**

The Commission does not expect to sell any vehicles in the 2016-17 financial year.

*Question 1.13: What is the estimated total proceeds from the sales in each of the above financial years and how will those funds be allocated?*

**Answer:**

The estimated total proceeds in 2015-16 are \$45,950. These funds will be used to offset the cost of purchasing the vehicles from State Fleet.

*Question 1.14: Will any of the sales in 2016-17 be part of the Agency Expenditure Review program and, if yes, how many?*

**Answer:**

Not applicable.

*Question 1.15: What will be the impact on agency staff (i.e. what alternative arrangements have been made for their transport)? What will be the cost of any alternative transport arrangements compared to the cost of retaining the vehicles?*

**Answer:**

There will be no impact on agency staff. The vehicles sold in 2015-16 relate to the transition of accommodation services to the non-government sector and are surplus to requirements.

## **Fulltime/contract staff**

*Question 1.16: What is the estimated total number of FTE staff in your agency for the 2015-16 and 2016-17 financial years?*

### **Answer:**

- 2015-16: as at 26 May 2016 the Commission employed 1,460 FTE.
- 2016-17: the Commission has a budget estimate of 1683 FTE for 2016-17.

*Question 1.17: In each financial year, what proportion of your staff are engaged in:*

- *A contract of service (permanent staff)?*
- *A contract for services (contractors)?*

### **Answer:**

- For the 2015-16 financial year approximately 94 per cent of employees are employed on a permanent basis, and 6 per cent of Commission-paid employees are under fixed term contracts. It is anticipated the Commission will maintain a similar employee profile for the 2016-17 financial year.

*Question 1.18: Of those that are engaged by a contract for services, please explain why they are not engaged as permanent staff.*

### **Answer:**

The positions are required on a finite basis to satisfy a temporary arrangement or to fulfil a specific task. As such the position is not classified as permanent.

*Question 1.19: What is the cost to the agency of engaging contractors, including contract preparation, negotiation, payroll modifications, (i.e. where the contracts are renewed for staff on 6 month contracts) and cost of HR staff who manage the contracts?*

### **Answer:**

The Commission does not produce separate costing for administering different types of employment positions. Employees that are engaged on a fixed term arrangement are covered under the relevant award and agreement. There are no negotiations, payroll modifications or contract preparation requirements.

*Question 1.20: Are staff employed as contractors paid at a different rate to those who are permanent employees in a similar role and, if so, please provide details and explain why.*

### **Answer:**

No, fixed term contract staff are paid at the equivalent pay level of permanent employees in a similar role; as specified under the relevant Award/Agreement.

## **Media Monitoring**

*1.21 How much does your agency spend on media monitoring, for example newspaper clippings?*

**Answer:**

The amount varies. The monthly figure comprises the monthly service fee and the cost of the clips identified as meeting the monitoring brief and any transcripts or audio recordings requested.

The monthly service fee, which includes access to a web based archive/storage system and an online analytic tool is \$400.75. The cost of the media monitoring service for the financial year 2014–2015 was \$11,176.67 (excluding GST).

The 2015–2016 Estimated Actual cost is expected to be \$12,249.74 (excluding GST). This figure has been calculated based on the cost of media monitoring for the first 10 months 2015–2016 of \$11,136.13 (excluding GST). The 2016–2017 Budget Estimate for media monitoring is likely to be about \$13,000 (excluding GST) which is similar to 2015–2016, with some increases due to inflation.

*1.22 Who provides this service to your agency?*

**Answer:**

iSentia

*1.23 What types of media monitoring services are provided to your agency? Please provide details.*

**Answer:**

Print: iSentia monitors print media including but not limited to:

- WA newspapers (all daily and weekly metropolitan and regional newspapers across Western Australia);
- The Australian newspaper;
- relevant industry publications; and
- other newspapers as required.

Broadcast: The Commission uses the State Government's Media Monitoring Unit for broadcast media.

*1.24 On what basis is this service provided, ie ongoing, contract or on a fee for service basis? Please provide details.*

**Answer:**

The Commission commenced a contract with iSentia on 6 September 2014. Under the original terms and conditions, provision was made for four extension options, each for a further one-year period. The current expiry date for the contract is 5 September 2016.