



# AUSTRALIAN PUBLIC SERVICE STATISTICAL BULLETIN 2002-03

STATE OF THE SERVICE SERIES 2002-03



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## APSED

In 1998–99 the APS Commission, in consultation with APS agencies, built a database to replace the Continuous Record of Personnel (CRP). The APS Employment Database (APSED) draws data electronically from agencies' HR systems. CRP data has been transferred to APSED to form the historical series.

## Full-time/part-time

The full-time and part-time employment status used in this publication refers to the number of hours worked. Full-time staff are defined as those who ordinarily work 35 hours or more per week. Staff working fewer than 35 hours per week are defined as working part-time. This definition is based on that used by the Australian Bureau of Statistics in their Australian Labour Market Statistics publication (catalogue no. 6105.0).

## Ongoing/Non-ongoing

'Ongoing employment' refers to the employment of an APS employee as an ongoing employee as mentioned in s. 22(2)(a) of the PS Act. The employee is referred to as an ongoing employee. 'Non-ongoing employment' is a generic term which refers to the engagement of APS employees for either a specified term or for the duration of a specified task or for duties that are irregular or intermittent as mentioned in ss. 22(2)(b) and (c) of the PS Act. A person engaged on a non-ongoing basis is referred to as a non-ongoing employee.

## Agencies

The agencies listed in this publication are defined in s. 7 of the PS Act. The list has substantially changed in recent years due to the Machinery of Government changes and Administrative Arrangement Orders occurring in almost every year for the past decade. A list of all agencies, including those organisations not separately identified in the tables, is shown at Appendix 5.

## Classifications

The classifications used in this Bulletin are those groups listed in the Public Service Classification Rules 2000 (the Classification Rules).

Due to the introduction of broadbanding of classifications by some agencies, APSED was designed with the capacity to store both the minimum and maximum classification levels for employees. Any data after or including 30 June 1999 refer to the maximum classification level and are, therefore, not directly comparable with data for earlier years. Appendix 2 provides details about the range of broadbanded classification levels and the impact of broadbanding on reporting of classification.

Data in this Bulletin refer to the actual classification of staff and include temporary assignments to a higher level for periods of greater than 90 days. Data before 30 June 1999 refer only to substantive classification.

**Senior Executive Service (SES)** includes SES Bands 1, 2 and 3 and SES Specialist Bands 1, 2 and 3. This group also includes employees grouped with the equivalent SES bands under the Classification Rules.

**EL** includes Executive Levels 1 and 2 (formerly Senior Officer Grades C, B and A). This group also includes employees grouped with the equivalent Executive Levels under the Classification Rules such as Medical Officers and Senior Customs Officers.

**APS** includes staff at the APS 1 to 6 levels. This group includes Research Officers and some other equivalents who were previously in the Information Technology and Professional classification streams.

**Trainee** includes Cadets and Trainees.

**Graduate Trainee** refers to those employees in a specific graduate program only.

**Other** includes staff in classifications not mentioned in the above categories. All classifications that were listed separately in previous publications have been reclassified to their equivalent level under the new structure.

### State

Location refers to the physical location of staff. Prior to the 1999–00 Statistical Bulletin, State referred to the location of the pay area from which staff were paid. Some agencies were unable to provide postcodes for some employees. In the tables that include state data, these employees are shown as N/A.

### Engagement

An engagement refers to the engagement or re-engagement of staff under s. 22 of the PS Act.

### Separation

A separation occurs when an employee ceases to be employed under the PS Act. Data for separations under the *Public Service Act 1922* (the old Act) have, where possible, been coded to equivalents under the PS Act.

### Transfers and promotions

The terminology of ‘transfers’ and ‘promotions’ has been used in this publication because they are commonly understood by most APS employees. The terminology used in the PS Act is ‘movement at level’ for transfer between agencies and ‘assignment of duties’ for internal transfer within an agency. Promotion is defined as ‘the assignment to the employee of duties as a higher classification than the employee’s current classification (whether or not the employee moves to another agency)’.

### Calculation of yearly APS change

From time to time, the number of staff covered by the PS Act is affected by changes in administrative arrangements. It is necessary to adjust for changes in coverage when comparing the data with previous years’ data and calculating changes for the APS (refer to Appendix 4). During 2002–03 thirty-five employees moved into coverage of the PS Act and no employees moved out of coverage.

### Symbols and other usages

. zero value

N/A not available

Of those agencies that have broadbanded classification levels, some provide data to APSED which is broadbanded while others provide data at specific levels. Elsewhere in this publication where classification level is given, the maximum level is used where only broadbanded data is available.

The following table provides an indication of the range of minimum classifications for each maximum. It shows the number of ongoing APS employees reported by agencies to have particular minimum and maximum levels as at June 2003. For example, there were 16,567 ongoing employees at a classification at which the minimum was APS 3 and the maximum APS 4 (i.e. the APS 3–4 band). Similarly there were 1,547 ongoing employees in the APS 1–4 band. Both of these would be reported elsewhere in the Bulletin as APS 4.

As mentioned in Appendix 1, classification data in this publication includes employees grouped with the equivalent SES bands under the Classification Rules. Although broadbanding does not apply to the SES proper, these other classifications can be broadbanded.

### Maximum Level

	APS1	APS2	APS3	APS4	APS5	APS6	Exec1	Exec2	SES1	SES2	SES3	Trainee /Grad	Total
<b>Minimum Level</b>													
APS1	1507	344	79	1547	30	25	2	.	.	.	.	.	3534
APS2	.	6008	90	4	22	23	.	.	.	.	.	.	6147
APS3	.	.	15416	16567	88	1130	32	8	.	.	.	.	33241
APS4	.	.	.	11006	350	472	.	2	.	.	.	.	11830
APS5	.	.	.	.	12276	7472	1	.	.	.	.	.	19749
APS6	.	.	.	.	.	17847	40	34	.	.	.	.	17921
Exec1	.	.	.	.	.	.	14201	2940	27	.	.	.	17168
Exec2	.	.	.	.	.	.	.	7359	20	7	.	.	7386
SES1	.	.	.	.	.	.	.	.	1345	2	.	.	1347
SES2	.	.	.	.	.	.	.	.	.	375	.	.	375
SES3	.	.	.	.	.	.	.	.	.	.	96	.	96
Trainee/Grad	.	.	.	.	.	.	.	.	.	.	.	1268	1268
<b>Total</b>	1507	6352	15585	29124	12766	26969	14276	10343	1392	384	96	1268	120062

Source: APS Employment Database

Note—SES data includes employees grouped with the equivalent SES bands under the Public Service Classification Rules.

Note—Graduate trainees have been included with trainees. No trainees or graduates are broadbanded.

ABCI	Australian Bureau of Criminal Intelligence
ACCC	Australian Competition and Consumer Commission
ACIAR	Australian Centre for International Agricultural Research
AFP	Australian Federal Police
AIATSIS	Australian Institute of Aboriginal and Torres Strait Islander Studies
ANAO	Australian National Audit Office
APRA	Australian Prudential Regulation Authority
APS	Australian Protective Service
APS Commission	Australian Public Service Commission
ARPANSA	Australian Radiation Protection and Nuclear Safety Agency
ASIC	Australian Securities and Investments Commission
ATSIC	Aboriginal and Torres Strait Islander Commission
AUSTRAC	Australian Transaction Reports and Analysis Centre
BOM	Bureau of Meteorology
ComSuper	Commonwealth Superannuation Administration
CRS	Commonwealth Rehabilitation Service
Customs	Australian Customs Service
DAFF	Department of Agriculture, Fisheries and Forestry
DCITA	Department of Communications, Information Technology and the Arts
DEST	Department of Education, Science and Training
DEWR	Department of Employment, Workplace Relations
DIMIA	Department of Immigration, Multicultural and Indigenous Affairs
DITR	Department of Industry, Tourism and Resources
FaCS	Department of Family and Community Services
Finance	Department of Finance and Administration
FSANZ	Food Standards Australia New Zealand
GBRMPA	Great Barrier Reef Marine Park Authority
Health	Department of Health and Ageing
HREOC	Human Rights and Equal Opportunity Commission
ITSA	Insolvency and Trustee Service Australia
NCA	National Crime Authority
NICNAS	National Industrial Chemical Notification and Assessment Scheme
NOHSC	National Occupational Health and Safety Commission
NOIE	National Office for the Information Economy
ORER	Office of the Renewable Energy Regulator
OSCA	Office of Strategic Crime Assessments
PM&C	Department of the Prime Minister and Cabinet
PSR	Professional Services Review
TSRA	Torres Strait Regional Authority

Note: These agencies were current as at 30 June 2003. AAO changes after this date are not included.

Additions of staff to the APS since July 1993	No. of ongoing staff
<b>1993–94</b>	Nil
<b>1994–95</b>	Nil
<b>1995–96</b>	
Army Topographical Support Establishment—Bendigo	77
Australian Institute of Family Studies	37
Australian Quarantine and Inspection Service	315
<b>1996–97</b>	Nil
<b>1997–98</b>	Nil
<b>1998–99</b>	
Northern Australia Quarantine Strategy	6
Nuclear Safety Bureau	10
<b>1999–00</b>	
Australian Government Actuary function from APRA to Treasury	10
<b>2000–01</b>	Nil
<b>2001–02</b>	Nil
<b>2002–03</b>	
ABCI function of Aust. Federal Police to Aust. Crime Commission	35
<b>Total addition to coverage July 1993 to June 2003</b>	<b>490</b>

Reductions in APS staffing numbers since July 1993	No. of ongoing staff
<b>1993–94</b>	
RGH Concord (DVA) to the NSW State Government	2,484
RALAC (DVA) to State/Territorial Governments	8
RGH Hollywood (DVA) to private sector	281
SBS from <i>Public Service Act 1922 to SBS Act 1991</i>	548
<b>1994–95</b>	
ACT Government from <i>Public Service Act 1922</i> to ACT Government Service	7,238
RGH Heidelberg (DVA) to the Victorian State Government	1,080
RGH Daw Park (DVA) to the South Australian State Government	593
RGH Greenslopes (DVA) to private sector	774
<b>1995–96</b>	
Australian Institute of Police Management	23
Australian Maritime Safety Authority	408
<b>1996–97</b>	Nil
<b>1997–98</b>	
Health Services Australia	221
Australian Hearing Service	630
Employment National	718
<b>1998–99</b>	
Insurance and Superannuation Commission	375
<b>1999–2000</b>	
Australian Government Solicitor	477
Joint House	240
House of Representatives	183
Parliamentary Library	159
Parliamentary Reporting Staff	265
Senate	199
<b>2000–01</b>	Nil
<b>2001–02</b>	
Sydney Harbour Federation Trust	1
<b>2002–03</b>	Nil
<b>Total reduction in coverage July 1993 to June 2003</b>	<b>16,905</b>

The following table shows changes occurring in the last financial year. This table must be referred to when comparing agency numbers from one year to another.

Date	Agency employees moved from:	Agency employees moved to	Ongoing Staff	Change
29.06.02	AG's	APS	919	APS created as Stat. Auth.
01.07.02	NOIE	DCITA	15	Reorganisation of functions
01.07.02	DCITA	NOIE	17	Reorganisation of functions
01.07.02	DEH	BOM	1379	Creation of BOM as Exec. Agency
01.07.02	FaCS	Health	1502	Transfer of CRS function
05.07.02	NOHSC	Health	27	NICNAS moved
01.08.02	ATO	Treasury	104	Tax legislation and regulation function transferred
31.12.02	Invest Aust.	DITR	5	Invest Australia abolished
01.01.03	DEST	FaCS	11	Youth function transferred
01.01.03	NCA	ACC	163	ACC created
01.01.03	AG's	ACC	7	OSCA transferred to ACC
11.06.03	DEWR	Comcare	1	Seacare Authority transferred

Note: Staff of indented organisations are included in the staff numbers of the agency listed directly above.

### **Agriculture, Fisheries and Forestry—Australia**

Australian Bureau of Agricultural and Resource  
Economics  
Australian Quarantine and Inspection Service  
Bureau of Rural Sciences

### **Attorney-General's**

Administrative Appeals Tribunal  
Australian Crime Commission  
Australian Customs Service  
Australian Protective Service  
Australian Transaction Reports and Analysis Centre  
CrimTrac  
Family Court of Australia  
Federal Court of Australia  
Federal Magistrates Service  
Federal Privacy Commissioner  
Human Rights and Equal Opportunity Commission  
Insolvency and Trustee Service Australia  
National Crime Authority  
Office of the Commonwealth Director of Public  
Prosecutions  
Office of Film and Literature Classification  
Office of the Parliamentary Counsel

### **Communications, Information Technology and the Arts**

National Science and Technology Centre  
ScreenSound Australia  
Australian Broadcasting Authority  
Australian Communications Authority  
Australian National Maritime Museum  
National Archives of Australia  
National Library of Australia  
National Museum of Australia  
National Office for the Information Economy

### **Defence**

Defence Housing Authority

### **Education, Science and Training**

Australian Research Council

### **Employment and Workplace Relations**

Office of the Employment Advocate  
Remuneration Tribunal Secretariat  
Australian Industrial Registry  
Comcare  
Equal Opportunity for Women in the Workplace  
Agency  
National Occupational Health and Safety Commission

### **Environment and Heritage**

Australian Heritage Commission  
Australian Greenhouse Office  
Bureau of Meteorology  
Great Barrier Reef Marine Park Authority  
National Oceans Office

### **Family and Community Services**

Child Support Agency  
Australian Institute of Family Studies  
Centrelink

### **Finance and Administration**

Commonwealth Grants Commission  
Australian Electoral Commission  
ComSuper

### **Foreign Affairs and Trade**

Australian Safeguards and Non-Proliferation Office  
Australian Agency for International Development  
Australian Centre for International Agricultural Research

### **Health and Ageing**

Commonwealth Rehabilitation Service  
Therapeutic Goods Administration  
Australian Institute of Health and Welfare  
Food Standards Australia New Zealand  
ARPANSA  
Professional Services Review

## **Immigration and Multicultural and Indigenous Affairs**

Migration Review Tribunal

Refugee Review Tribunal

Aboriginal Hostels Limited

Aboriginal & Torres Strait Islander Commission

Australian Institute of Aboriginal and Torres Strait  
Islander Studies

Torres Strait Regional Authority

## **Industry, Tourism and Resources**

Geoscience Australia

Australian Government Analytical Laboratories

IP Australia

## **Prime Minister and Cabinet**

Office of the Inspector General of Intelligence and  
Security

Australian National Audit Office

Australian Public Service Commission

Commonwealth Ombudsman

Office of National Assessments

## **Transport and Regional Services**

National Capital Authority

## **Treasury**

Corporations and Markets Advisory Committee

National Competition Council

Royal Australian Mint

Australian Bureau of Statistics

Australian Competition and Consumer Commission

Australian Securities and Investments Commission

Australian Taxation Office

Productivity Commission

## **Veterans' Affairs**

Australian War Memorial

## REPORTS

*Implementing Organisational Renewal: Mature-Aged Workers in the APS, December 2003*

*State of the Service Report 2002–03, November 2003*

*Organisational Renewal, April 2003*

*Serving the Nation: 100 years of Public Service, October 2001*

## RESEARCH PAPERS

*Graduate Trends, April 2003*