

Office of the Commissioner for Public Employment

	2006-07 Estimate	2007-08 Budget
	\$000	\$000
Output Group		
Employment Services	8 409	8 879
Total Expenses	8 409	8 879
Output Appropriation	6 197	6 087
Capital Appropriation		

2007-08 Staffing: 49

Agency Profile

The primary role of the Office of the Commissioner for Public Employment is to support the Commissioner for Public Employment's statutory role, as defined in the *Public Sector Employment and Management Act*. The Commissioner is also required to provide strategic and policy advice to support the Minister in achieving the Minister's duties under the Act.

The office has principal responsibility to Government in the areas of public sector management and industrial relations. The office also has a private sector interest focus with responsibility for NT Build and Northern Territory Workplace Advocate.

The office identifies emerging issues and provides a strategic focus for developing a dynamic, highly skilled and motivated public sector.

Roles and functions of the office are to:

- provide sound and timely advice to Government on all aspects of human resource issues affecting the Northern Territory Public Sector (NTPS);
- support chief executive officers and their agencies to develop and implement relevant human resource management policies and practices;
- represent the interests of the Northern Territory Government in workplace negotiations and tribunal hearings as the statutory employer;
- coordinate sector-wide executive and leadership development programs;
- resolve employee grievances through appropriate review and appeal mechanisms; and
- develop and implement contemporary workforce management practices that position the NTPS as 'an employer of choice' and ensure it is well placed to contribute to the social and economic development of the Territory.

Strategic issues facing the agency in 2007-08 include:

- negotiating new NTPS workplace agreements in line with the NTPS Wages Policy;
- continuing implementation of initiatives outlined in the Office of the Commissioner for Public Employment's Strategic Plan 2005-10;

- implementing and evaluating policies and practices that emphasise equity, diversity and the achievement of work life balance;
- developing, implementing and monitoring strategies to improve employment and career development outcomes for Indigenous people in the NTPS; and
- continuing to monitor and assess the implications of the Work Choices legislation, and developing and implementing appropriate responses for both public and private sectors.

Budget Highlights

- Negotiating new workplace agreements for general NTPS, Prison Officers, Power and Water Corporation, Fire and Rescue Service and Teachers and Educators in accordance with the NTPS Wages policy.
- Ongoing implementation of the NTPS Remote Workforce Strategy.
- Hosting the bi-annual NTPS Equity and Diversity Awards in partnership with the Northern Territory Anti-Discrimination Commissioner and the Institute of Public Administration Australia.
- Developing measures to improve the human resource and industrial relations management capability within the NTPS.
- Continuing to operate the Northern Territory Workplace Advocate to assist Territory workers, employers and their representatives with work-related matters and promote fair and productive workplace practices in the Territory.
- Developing and implementing a practical and contemporary workforce planning framework that improves the quality, range and timeliness of employee data and better assists agencies with workforce planning and development.
- Continuing to implement career mapping to explicitly identify career pathways within the NTPS.
- Finalising evaluation of the Indigenous Employment and Career Development Strategy 2002-06 and developing a revised strategy for 2007-11.
- Reviewing aspects of the employment framework legislation to ensure it is contemporary and meets agency needs.
- Monitoring and analysing evolving national industrial relations developments to assess the impact on the Territory's employment framework.

Outputs and Performance

Output Group/Output	2006-07	2007-08	Variation
	Estimate	Budget	
	\$000	\$000	\$000
Employment Services	8 409	8 879	470
Employee and Industrial Relations	3 402	3 567	165
Workforce Planning and Development	3 971	4 406	435
Appeals and Reviews	667	528	- 139
Northern Territory Workplace Advocate	369	378	9
Total Expenses	8 409	8 879	470

Key Variations

Total expenses increase in 2007-08 mainly due to \$0.68 million for executive and leadership development programs deferred in 2006-07, offset by reduced corporate costs of \$0.15 million due to corporate services amalgamating with the Department of the Chief Minister.

Output Group: Employment Services

Develop and implement strategies to improve workforce planning, development and management of staff, the management of appeals and reviews of employee treatment within the NTPS, and the promotion of best practice human resource management in the private sector. The outcome is a skilled, unbiased and creative public sector and a private sector with improved human resource management practices.

Employee and Industrial Relations

Develop and manage employment policies and provide employment services that ensure NTPS employees have appropriate remuneration and conditions of service and that merit, equity and fairness and all legislative requirements are applied to the management of NTPS staff.

Performance Measures		2006-07 Estimate	2007-08 Budget
<i>Quantity</i>	Number of workplace agreements finalised	2	5
<i>Quality</i>	Services provided in accordance with agreed standards	95%	95%
	Stakeholders and clients who are satisfied with the service provided	95%	95%
<i>Timeliness</i>	Employment-related services provided within agreed timeframes	90%	90%

Workforce Planning and Development

Build capacity within the NTPS through preparation and implementation of appropriate workforce planning and development strategies. This includes the introduction and promotion of workforce planning methodologies in agencies, the coordination of workforce development activities including executive leadership and management, and the promotion of equity and diversity in the NTPS including the employment of an increased number of Indigenous people and disadvantaged groups from the wider community.

Performance Measures		2006-07 Estimate	2007-08 Estimate
<i>Quantity</i>	Programs, workshops and workforce development events conducted	29	30
	Remote workforce development initiatives endorsed	12	12
	Number of agencies with workforce planning policies in place	15	21
	Percentage of:		
	– Indigenous employees in the NTPS	8%	10%
	– people with disabilities in the NTPS	2%	3%
	– women in executive management positions in the NTPS	36%	38%
	Number of participants in executive and leadership development programs ¹	36	40
<i>Quality</i>	Programs, workshops and events delivered according to established standards	95%	95%
	Reports completed in accordance with agreed standards	95%	95%
	Stakeholders and clients who are satisfied with the service provided	95%	95%
<i>Timeliness</i>	Projects delivered within agreed timeframes	90%	90%
	Workforce planning reports submitted on time	90%	90%

¹ Includes Public Sector Management Program and Leadership and Change Management Program.

Appeals and Reviews

Provide employees with the opportunity to seek independent and impartial consideration of actions or decisions by agencies. Promotion appeals are considered by the Promotion Appeals Board. Reviews of employee treatment, including termination of employment, conditions of service, selection processes, and unfair treatment in the workplace, are conducted under section 59 of the *Public Sector Employment and Management Act*.

Performance Measures		2006-07 Estimate	2007-08 Estimate
<i>Quantity</i>	Reviews of employee treatment, appeals and complaints handled	131	131
<i>Quality</i>	Reviews of employee treatment and appeals provided with due diligence as determined by established standards	95%	95%
	Stakeholders and clients who are satisfied with the way appeals/grievance reviews are conducted	95%	95%
<i>Timeliness</i>	Reviews of employee treatment, appeals and complaints finalised within agreed timeframes	90%	90%

Northern Territory Workplace Advocate

Assist Territory workers, employers and their representatives with work-related matters and promote fair and productive workplace practices in the Territory.

Performance Measures		2006-07 Estimate	2007-08 Estimate
<i>Quantity</i>	Number of inquiries received ¹	450	600
<i>Quality</i>	Stakeholders and clients who are satisfied with the service provided	95%	95%
<i>Timeliness</i>	Inquiries responded to within agreed timeframes	95%	95%

¹ Inquiries are expected to increase in 2007-08 due to increased awareness of the Northern Territory Workplace Advocate's role within the community.

Operating Statement

	2006-07 Estimate	2007-08 Budget
	\$000	\$000
INCOME		
Taxation revenue		
Grants and subsidies revenue		
Current		
Capital		
Output revenue	6 197	6 087
Sales of goods and services	1 344	1 967
Interest revenue		
Goods and services received free of charge	809	809
Gain(+)/loss(-) on disposal of assets		
Other revenue	2	2
TOTAL INCOME	8 352	8 865
EXPENSES		
Employee expenses	4 451	4 084
Administrative expenses		
Purchases of goods and services	2 244	3 112
Repairs and maintenance	6	6
Depreciation and amortisation	57	14
DCIS services free of charge	809	809
Other administrative expenses		
Grants and subsidies expenses		
Current	842	854
Capital		
Community service obligations		
Interest expense		
TOTAL EXPENSES	8 409	8 879
NET SURPLUS(+)/DEFICIT(-)	- 57	- 14

Balance Sheet

	2006-07 Estimate	2007-08 Budget
	\$000	\$000
ASSETS		
Cash and deposits	11	11
Receivables	86	86
Prepayments	58	58
Inventories		
Advances and investments		
Property, plant and equipment	98	84
Other assets		
TOTAL ASSETS	253	239
LIABILITIES		
Deposits held		
Creditors and accruals	576	576
Borrowings and advances		
Provisions	623	623
Other liabilities		
TOTAL LIABILITIES	1 199	1 199
NET ASSETS	- 946	- 960
EQUITY		
Capital		
Opening balance	- 282	- 282
Equity injections/withdrawals		
Reserves		
Accumulated funds		
Opening balance	- 607	- 664
Current year surplus(+)/deficit(-)	- 57	- 14
Accounting policy changes and corrections		
TOTAL EQUITY	- 946	- 960

Cash Flow Statement

	2006-07 Estimate	2007-08 Budget
	\$000	\$000
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating receipts		
Taxes received		
Grants and subsidies received		
Current		
Capital		
Receipts from sales of goods and services		
Output revenue received	6 197	6 087
Other agency receipts	1 346	1 969
Interest received		
Total operating receipts	7 543	8 056
Operating payments		
Payments to employees	4 451	4 084
Payments for goods and services	2 041	3 118
Grants and subsidies paid		
Current	842	854
Capital		
Community service obligations		
Interest paid		
Total operating payments	7 334	8 056
NET CASH FROM OPERATING ACTIVITIES	209	
CASH FLOWS FROM INVESTING ACTIVITIES		
Investing receipts		
Proceeds from asset sales		
Repayment of advances		
Sales of investments		
Total investing receipts		
Investing payments		
Purchases of assets		
Advances and investing payments		
Total investing payments		
NET CASH FROM INVESTING ACTIVITIES		
CASH FLOWS FROM FINANCING ACTIVITIES		
Financing receipts		
Proceeds of borrowings		
Deposits received		
Equity injections		
Capital Appropriation		
Other equity injections		
Total financing receipts		
Financing payments		
Repayment of borrowings		
Finance lease payments		
Equity withdrawals		
Total financing payments		
NET CASH FROM FINANCING ACTIVITIES		
Net increase(+)/decrease(-) in cash held	209	
Cash at beginning of financial year	- 198	11
CASH AT END OF FINANCIAL YEAR	11	11