

**REMUNERATION TRIBUNAL
ANNUAL REPORT
2005-06**

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REMUNERATION TRIBUNAL

17 October 2006

The Hon Kevin Andrews MP
Minister for Employment and Workplace Relations
Parliament House
CANBERRA ACT 2600

Dear Minister

We have pleasure in presenting to you the Remuneration Tribunal's Annual Report for 2005-2006. The report covers the activities of the Tribunal during the year ended 30 June 2006.

Section 12AA(2) of the Remuneration Tribunal Act 1973 requires you to cause a copy of this report to be laid before each House of Parliament within 15 sitting days of receipt.

Yours sincerely

Handwritten signature of John C Conde in black ink.

John C Conde AO
PRESIDENT

Handwritten signature of Janet E Grieve in black ink.

Janet E Grieve
MEMBER

Handwritten signature of John D C Allen in black ink.

John D C Allen
MEMBER

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Presidential Overview

This Annual Report, amongst other things, summarises the outcomes of the Tribunal's annual reviews of the offices within its jurisdiction. The annual reviews, which are statutory obligations, establish the quantum of the annual adjustment in the remuneration of the offices concerned. In 2005-2006, the Tribunal determined increases of some 4.4%, with effect from 1 July 2006.

In determining annual adjustments, the Tribunal takes account of a range of factors. Statistical indicators, such as movements in the labour price index; increases incorporated in Australian Public Service and public sector certified agreements; and increases in agreements generally, provide some guidance.

Movements in senior management remuneration are also relevant, given the nature of many of the offices in the Tribunal's jurisdiction. The Tribunal is not, however, overly influenced by executive remuneration surveys. Although justifiable comparisons can be drawn between senior private and federal public sector jobs, the Tribunal, while mindful of movements indicated by such surveys, regards private sector remuneration practice as being only one of the factors to be taken into account in setting the remuneration of public offices. The prestige associated with appointment to a high public office entails acceptance, on the part of appointees, of less remuneration than might apply to a comparable job in the private sector.

That said, the Tribunal is also conscious that the public sector must be able to engage highly capable people if the many and diverse functions of government are to be performed effectively, particularly where appointments are made for relatively short periods - three to five years - and the prospects of renewed appointment are uncertain. It would be to the disadvantage of government were the remuneration of senior offices to lose touch with developments in remuneration more generally.

Relativities within the public sector are also an important consideration. The Senior Executive Service (SES) is the senior management group of the Australian Public Service. It is not uncommon for SES officers to be the direct reports of office holders whose remuneration is determined by the Tribunal, or is subject to its advice. The Tribunal has noted movements in the remuneration of SES offices in recent years with interest. There appears to have been a continuing and not insignificant reduction in the relativities between SES remuneration and the remuneration of senior office holders.

The Tribunal aims to ensure that relativities between public offices in its own jurisdiction are appropriate. Over time, developments in public administration can bring about significant changes in the roles and responsibilities of public offices. The Tribunal needs to assess the implications of such changes for the remuneration of the offices concerned. In general, the Tribunal takes the view that offices of comparable responsibility should be remunerated at like levels.

The Tribunal will give further attention to movements in relativities between the public and private sectors, and within the senior echelons of the public service, particularly where there are indications that the federal public sector is unable to attract candidates of the necessary calibre for appointment to its most senior offices.

Offices in the Tribunal's Principal Executive Office (PEO) structure tend to have a more commercial orientation than other public offices. The 2004-2005 Annual Report noted that

the Tribunal had concluded a review of the PEO structure and was addressing various matters that had emerged. The outcomes of the review are outlined in this Annual Report. Perhaps the most significant initiative was the Tribunal's decision to provide employing bodies with additional discretion, consistent with the intent of the PEO arrangements, to determine remuneration above a "reference rate" established by the Tribunal for each office. The Tribunal intends to increase that discretion (now 2.5%) to 5%.

The general framework regulating parliamentary remuneration and related entitlements is outlined in this Annual Report. Suffice it to say here that, while the Tribunal determines the PEO classification structure, and the remuneration of parliamentarians is linked to the structure, the link is not determined by the Tribunal. The link is established by regulation under the *Remuneration and Allowances Act 1990*, a statute for which the Tribunal does not have responsibility.

An important part of the Tribunal's work is to meet with public and parliamentary office holders; the Federal judiciary and related office holders; employing bodies; agency representatives; and others with a material interest in the matters within the Tribunal's jurisdiction. Such meetings complement the submissions received by the Tribunal, and assist in enhancing the Tribunal's understanding of the particular circumstances in which office holders perform their functions. It would be difficult for the Tribunal to undertake its work effectively without comprehensive and accurate submissions, complemented by the insights derived from discussions with office holders. I take this opportunity to thank those concerned for their valuable contribution to the Tribunal's work.

The Tribunal also wishes to acknowledge the work of its Secretariat which it holds in high regard. The analysis and advice provided by the Secretariat is the foundation upon which the Tribunal develops its views. On behalf of my fellow members, I record our appreciation to the Secretary and staff.

The specific outcomes of the Tribunal's work are reflected in its determinations and reports. The Tribunal determines a wide range of matters during the course of each year. Each determination and report is published on the Tribunal's web site shortly after it is made. The site - www.remtribunal.gov.au - also provides access to much historical information. I commend it to those with an interest in the Tribunal's work.

John Conde AO
President
Remuneration Tribunal

1. Introduction to the Tribunal

The Remuneration Tribunal is an independent statutory authority established under the *Remuneration Tribunal Act 1973* (the Act).

The Tribunal has responsibility for determining, or advising upon, the remuneration and allowances for a broad range of senior Australian Government public offices. In undertaking its work, the Tribunal seeks to provide outcomes guided by concepts of flexibility, consistency, transparency, clarity of expression and a focus on basic remuneration principles of productivity, job complexity and merit.

2. Membership of the Tribunal

The Tribunal consists of three part-time members who are appointed by the Governor-General.

The current members of the Tribunal are:

Mr John Conde AO - President appointed on 25 June 2003 for five years. Mr Conde was appointed originally as a member of the Tribunal on 18 June 1998. Mr Conde is the Chairman of Energy Australia, the Medical Benefits Fund of Australia Limited and PowerTel Limited. He is a Director of the Sydney Symphony Limited. Mr Conde also holds positions on the boards of the NSW Corporate Committee of the Australian Olympic Committee, and the Australian Elizabethan Theatre Trust.

Ms Janet Grieve - re-appointed on 12 April 2005 for five years. Ms Grieve was appointed first as a member of the Tribunal on 12 April 2000. Ms Grieve is Chairman of Michels Warren Pty Ltd, a Director of Flinders Technologies Pty Ltd and a member of the Information Economy Advisory Board advising the South Australian Government. Ms Grieve has sat formerly on a number of industry and government boards.

Mr John Allen - appointed on 27 August 2003 for five years. Mr Allen is Principal of John D.C. Allen & Associates, Chairman of the Australian Government Solicitor Advisory Board and a member of the Council of Leadership Victoria (The Williamson Community Leadership Program). Previously, for the Victorian Government, he has been a member of a hospital board and chaired a law reform committee.

From time to time, a member of the Tribunal may withdraw from the discussion of certain agenda items where there is a possibility of a real or perceived conflict of interest. Disclosure of interest statements are updated on a regular basis.

3. The Work of the Tribunal

During the year, the Tribunal held 22 meetings, including 14 out-of-session meetings, to consider and determine matters within its jurisdiction. In addition, discussions were held with a range of interested parties during the year.

The Tribunal considered approximately 114 briefings and released 21 Determinations in the financial year 2005-06.

3.1 Full-Time Public Office Holders

The Framework

Under the Act, the Tribunal is responsible for setting the remuneration, some allowances and recreation leave for a broad range of holders of full-time public office.

The Act defines 'public office'. The definitions include '*...an office established by, or an appointment made under, a law of the Commonwealth ...*' (s.3). The Tribunal inquires into and determines remuneration and 'significantly related' matters for holders of public office (under s.7). The Act specifies that the Tribunal must make a determination in respect of Full-time Public Office Holders' remuneration at intervals of not more than one year (s. 8).

The Tribunal's new Principal Determination in respect of full-time offices, Determination 2005/06, took effect from 1 July 2005, providing a 4.1 per cent increase in remuneration from that date.

A number of submissions on remuneration, conditions and/or allowances for full-time offices, including new offices, were received in the course of the year. Two new full-time offices, the Director of Military Prosecutions and the Inspector-General of the Australian Defence Force, appeared in the Determination for the first time. Also the Chairman, Pharmaceutical Benefits Advisory Committee, which had previously been part-time, became a full-time office in the course of the year.

Arrangements for Accommodation Allowances for full-time office holders were varied to enable their employers to adjust payments promptly following a change in circumstances, where standard travelling allowance provisions became clearly more cost effective. Remuneration packaging guidelines were also amended to give full-time office holders added flexibility, so that their conditions could equate to those already existing for subordinate staff in their agency.

In the second half of the year the Tribunal conducted a review of remuneration for office holders in the senior economic regulatory agencies, the Australian Prudential Regulation Agency, the Australian Competition and Consumer Commission, and the Australian Securities and Investments Commission. This resulted in remuneration being adjusted for a number of office holders. The Tribunal issued a statement in June 2006 about this review.

In June 2006 the Tribunal issued Determination 2006/13, which was to take effect from 1 July 2006. This finalised a 4.4 per cent pay rise from that date. The decision on the percentage increase was taken in two steps. Following its initial consideration of a range of

factors, the Tribunal issued Determination 2006/06, with effect from 1 July 2006, which put into place a 4.0 per cent increase. Following final consideration, Determination 2006/13 adjusted remuneration a further 0.4 per cent, giving a total annual increase of 4.4 per cent.

The Tribunal also determined an increase of 4.0 per cent for the five Specified Statutory Offices from 2 May 2006 (Determination 2006/03), with remuneration for these offices to be adjusted by a further 0.4 per cent from 1 July 2006, consistent with the final decision on other full-time offices.

As at the end of the reporting period there were 84 full-time offices, including Specified Statutory Offices, covered by determinations of the Tribunal.

3.2 Part-Time Public Office Holders

The Framework

Under the Act, the Tribunal is responsible for setting the remuneration and some allowances for a range of holders of part-time public office.

There is a wide variety of part-time public offices for which the Tribunal determines remuneration, primarily being appointments to Australian Government boards, councils, committees and some tribunals where the work is of a part-time or intermittent nature.

As reported last year, the Tribunal put Determination 2005/05 into effect from 1 July 2005, which provided a general increase in remuneration for holders of part-time public office of 4.1 per cent.

During the year, the Tribunal considered submissions on remuneration and/or conditions for a number of individual offices. The Tribunal set remuneration for part-time offices in nine organisations for which determinations had not been made previously. These included the Australian Sports Anti-Doping Authority, the Future Fund, the Australian Fair Pay Commission and the Australian Safety and Compensation Council. It also adjusted the fees of 19 other part-time offices.

In June 2006 the Tribunal issued Determination 2006/12, which was to take effect from 1 July 2006. This finalised a 4.4 per cent pay rise from that date. As with full-time offices, the decision on the percentage increase was taken in two steps. The Tribunal first issued Determination 2006/07 with effect from 1 July 2006, which put into place a 4.0 per cent increase. Following final consideration of the relevant factors, the Tribunal issued Determination 2006/13, which adjusted remuneration a further 0.4 per cent, giving a total annual increase of 4.4 per cent.

At the end of the reporting period, there were over 200 authorities or organisations, as well as offices in a number of primary industry authorities, the Torres Strait Regional Authority and Aboriginal Land Councils, for which remuneration had been determined. The Tribunal also has determined three categories of rates for part-time public offices not specifically named in the Determination.

3.3 Principal Executive Offices

The Framework

The Principal Executive Office (PEO) Structure enables employing bodies to determine remuneration within parameters set by the Tribunal and provides flexibility to office holders to negotiate the composition of their package within the limit of their total remuneration.

Where the Minister responsible for the Act, the Minister for Employment and Workplace Relations, makes a declaration that an office is suitable for placement in the PEO structure, the employing body (the portfolio minister or board) determines terms and conditions, subject to parameters set by the Tribunal.

Before an office is placed in the PEO structure, the Tribunal advises the Minister responsible for the Act on whether a particular office is suitable for declaration. The Tribunal also advises on the appropriate PEO classification band.

At 30 June 2006, there were 99 Principal Executive Office (PEO) offices, comprising 3 defined under Section 3 of the Act and 96 declared under Sections 3A and 3B of the Act. Seven new declarations were made and one PEO office was abolished in the reporting year. The Tribunal considered 32 submissions on remuneration for new and existing PEOs during the reporting year.

Review of the PEO Structure

The Tribunal's Annual Report for 2004-05 noted its work on the review of the PEO structure. The review was finalised in December 2005. In the Tribunal's view, the structure established in 1999 and the associated terms and conditions had been working effectively and continued to do so. In keeping with this view, the Tribunal maintained the existing five Band structure, and continued the linkage between productivity improvement and individual performance and PEO remuneration.

The key outcomes of the review were:

- commencing in 2005-06, the establishment of a total remuneration reference rate for each PEO to serve as the basis on which an employing body will be able to exercise discretion in determining remuneration, with the reference rate being adjusted annually to reflect the outcome of the Tribunal's annual review;
- discretion for employing bodies to make adjustments above and below the total remuneration reference rate, as prescribed by the Tribunal. Commencing in the 2005-06 financial year, the Tribunal determined that employing bodies could make adjustments of up to an additional 1.25 per cent above the 2005-06 reference rate, and up to 10 per cent below the reference rate;
- except where the employing body obtains the Tribunal's approval, for the first twelve months of a new appointee's term, total remuneration is not to exceed the reference rate; and
- the maximum 'at risk' performance pay for Bands D and E increased from 15 per cent to 20 per cent of total remuneration; the performance pay maximum for other Bands remained at 15 per cent.

On 8 December 2005 the Tribunal issued a new PEO Determination (Determination 2005/19) and Explanatory Statement reflecting the formal framework established through the review. The Tribunal also issued a Guide to the PEO structure and its operation, aimed primarily at assisting employing bodies in meeting their responsibilities under the PEO framework.

In December 2005 the Tribunal wrote to employing bodies and PEOs advising the total remuneration reference rate for each PEO. In general, the 2005-06 reference rate for an office was based on the PEO's total remuneration as at 30 June 2005, increased by 4.1 per cent, consistent with the Tribunal's increase in the PEO salary bands (Determination 2005/07).

The Tribunal also advised employing bodies that it would monitor the new arrangements closely. Under new reporting arrangements, employing bodies are required to notify the Tribunal of any change to a PEO's terms and conditions within four weeks of such a change being determined.

Amendments to the PEO Remuneration Structure

In finalising the PEO review, the Tribunal indicated that each financial year, it would adjust the total remuneration reference rate for each PEO to reflect the outcome of its annual review and advise the relevant employing body accordingly.

On 23 May 2006, consistent with the provision of the additional scope for employing bodies to exercise their discretion, the Tribunal determined (Determination 2006/09) a 2.5 per cent adjustment to band maxima total remuneration and superannuation salaries in the PEO structure, with effect from 1 July 2006. This variation reflects the 1.25% increment in discretion available to employing bodies for 2006-07.

The Tribunal advised that it will make similar adjustments in future to accommodate the additional 2.5 per cent discretion arising from the review.

2006 Review of Remuneration and Allowances

On 20 June 2006 the Tribunal determined (Determination 2006/11), consistent with the reviews of other offices, to increase band maxima total remuneration and superannuation salaries by 4.4 per cent with effect from 1 July 2006. At the same time, the Tribunal advised employing bodies and PEOs of the 2006-07 ongoing reference rates, effective from 1 July 2006.

In general, the 2006-07 reference rates were calculated by increasing by 4.4 per cent the reference rate advised by the Tribunal in December 2005.

3.4 Judicial and Related Offices

The Framework

Three main Acts establish the current system of judicial remuneration and benefits:

- *Remuneration Tribunal Act 1973;*
- *Judges' Pensions Act 1968;* and
- *Judicial and Statutory Officers (Remuneration and Allowances) Act 1984.*

The Tribunal has the power to determine remuneration and a range of associated entitlements for judicial and related offices. Other entitlements for these offices are determined by other authorities.

Determination 2005/11 in respect of judicial and related office holders took effect from 1 July 2005. It entailed a 4.1 per cent increase in remuneration from that date.

Annual Review of Judicial and Related Offices' Remuneration

The Tribunal commenced its annual review of the remuneration of judicial and related offices in February 2006. Eleven written submissions were received in response to letters of invitation sent to relevant Ministers and to all Courts and Tribunals with offices covered by the Judicial and Related Offices' Determination. The Tribunal also held discussions with a number of office holders.

Determination 2006/10 was issued by the Tribunal on 20 June 2006 and provided a general increase of 4.4 per cent to all office holders under the Determination with effect from 1 July 2006. The Determination also increased a number of allowances and loadings that apply to specific judicial and related offices. In its statement accompanying Determination 2006/10 the Tribunal indicated that it was still considering a number of issues raised during the 2006 review. Any further changes will be reported in the Tribunal's 2006/07 annual report.

In arriving at the decisions reflected in Determination 2006/10 the Tribunal had regard to factors including judicial independence, recruitment and retention, workload and related matters, comparative remuneration data and economic circumstances.

In May 2006 the Tribunal convened a meeting of the Commonwealth/State Judicial Remuneration Coordination Group to discuss issues relevant to the remuneration of the judiciary across all jurisdictions.

3.5 Ministerial and Parliamentary

The Framework

Parliamentary remuneration and related entitlements (including for former Senators and Members) are regulated by seven main Acts:

- *Parliamentary Allowances Act 1952;*
- *Parliamentary Contributory Superannuation Act 1948;*

- *Parliamentary Entitlements Act 1990;*
- *Remuneration and Allowances Act 1990;*
- *Remuneration Tribunal Act 1973;*
- *Members of Parliament (Life Gold Pass) Act 2002; and*
- *Parliamentary Superannuation Act 2004*

The Tribunal determines certain allowances for federal Senators and Members of Parliament and the additional salary for holders of 44 Parliamentary offices such as the Leader of the Opposition, the Presiding Officers, Whips and the Chairs of various parliamentary committees. The Tribunal reports to the Government on the additional salary of Ministers, including the Prime Minister, and has an advisory role in the setting of base salary for federal parliamentarians.

Matters relating to the provision of support for Senators and Members of Parliament that are not within the jurisdiction of the Tribunal are decided by the Government, through the Special Minister of State, or the Parliament.

Base Salary for Federal Senators and Members

As outlined in its Report 1999/01 of December 1999, the Tribunal was asked by the Government to report on parliamentarians' base salary and to identify a reference salary and mechanism for adjustment. The Government, and subsequently both houses of Parliament, accepted the Tribunal's recommendation that the reference salary be a salary within the Tribunal's Principal Executive Office (PEO) classification structure. The relevant reference salary A in Band A of the PEO classification structure was \$111,150 per annum on 1 July 2005 (Determination 2005/07).

Following a structural adjustment of 2.5 per cent determined for PEOs on 23 May 2006 (Determination 2006/09), the Tribunal made Determination 2006/11 on 20 June 2006 implementing its annual review decision of a 4.4 per cent increase for the PEO structure, with effect from 1 July 2006, after the reporting year. Application of the two adjustments increased reference salary A to \$118,950 per annum.

Determinations in relation to Senators and Members

During the reporting year the following determinations were finalised:

- Determination 2005/13: Official Travel by Office Holders and Members of Parliament – 2 August 2005
- Determination 2005/16: Remuneration and Allowances for Holders of Public Office and Members of Parliament – 18 October 2005
- Determination 2005/17: Parliamentary Office Holders - Additional Salary – 18 October 2005
- Determination 2005/18: Remuneration and Allowances for Holders of Public Office and Members of Parliament – 8 December 2005
- Determination 2006/02: Members of Parliament - Entitlements - 20 March 2006
- Determination 2006/08: Remuneration and Allowances for Members of Parliament and Holders of Public Office – 22 May 2006 and
- Determination 2006/11: Remuneration and Allowances for Holders of Public Office and Members of Parliament - 20 June 2006.

These determinations made a number of adjustments to the travelling allowance rates for Members of Parliament and amended the entitlement to access a private plated vehicle for parliamentary, electorate and private use. The changes included:

- an increase in the number of overnight transit stops for Members representing electorates over 300,000 km² (Determination 2005/16);
- establishment of pooling arrangements to simplify access to family reunion travel (Determination 2006/11); and
- provision of an allowance of \$19,500 per annum to meet the cost of transport within and for the service of the electorate in lieu of access to a private plated vehicle (Determination 2006/02).

Reports in relation to Senators and Members

As required by the Act, the Tribunal considered a range of parliamentary matters during 2005-06. In addition to the determinations noted above, on 18 October 2005 the Tribunal prepared its annual report on Ministers' additional salary (Report No 1 of 2005), which retained the established percentage rates applied to the base parliamentary salary.

3.6 Official Travel

The Framework

Under the Act, the Tribunal is responsible for setting travel allowances for office holders within its jurisdiction.

The general provisions for non-parliamentary office holders are set out in a single Determination. The Determination provides for different tiers of travel entitlements. The various remuneration determinations set out which of the three travel Tiers is applicable to an office. The remuneration determinations may also contain specific travel-related provisions for an office or a group of offices.

Provisions for parliamentary office holders are set out in separate Determinations.

In August 2005 the Tribunal determined new travelling allowance rates with a date of effect of 27 August 2005 (Determination 2005/13). This Determination amended the rates provided in the Principal Determinations - Official Travel by Office Holders (Determination 2004/03) and Members of Parliament - Travelling Allowance (2005/08).

Travel allowance and general travel provisions for parliamentary offices are set out in Determination 2005/08, *Members of Parliament - Travelling Allowance*, and Determination 2005/09 - *Members of Parliament Entitlements*.

The Tribunal had regard to the rates in the Australian Taxation Office's *'Taxation Ruling for reasonable allowances amounts for the 2005-06 income year'* in adjusting the rates provided in the travelling allowance determinations.

3.7 Advisory Functions

The Framework

The Tribunal is required under several other Acts, for example the *Public Service Act 1999*, to provide advice to the relevant minister before the minister determines remuneration for a range of other senior Commonwealth offices.

In accordance with the requirements of the *Public Service Act 1999*, the Tribunal advised the Prime Minister on the remuneration of Departmental Secretaries. It also advised each of the relevant Ministers on the remuneration and other conditions for Executive Agency Heads. The Tribunal also provided advice to the Presiding Officers in accordance with the *Parliamentary Service Act 1999*.

4 Financial Matters

The Tribunal's financial requirements are met through the Department of Employment and Workplace Relations (DEWR), sub-program 2.2.7, "Secretariat to the Remuneration Tribunal". There is no separate form of accounts applicable to the Tribunal.

The Tribunal is supported by a Secretariat staffed by DEWR employees. Appendix 2 provides contact details for the Secretariat.

Financial reporting for the Tribunal can be found within the DEWR Annual Report.

5 Consultancies

Morris Walker Pty Ltd (Morris Walker) has continued to deliver media advisory services to the Tribunal. As reported last year, Morris Walker was selected, following a tender process, to provide such services for three years from 1 December 2004.

6 Legislative Requirements

6.1 Occupational Health and Safety (Commonwealth Employment) Act 1991

The Tribunal Secretariat is provided by DEWR and is subject to its policies and practices in relation to occupational health and safety. Information about DEWR's policy is available in the DEWR Annual Report.

6.2 Advertising and Market Research (Commonwealth Electoral Act 1918)

The Tribunal did not undertake any advertising or/market research activities in the reporting year.

6.3 Environment Protection and Biodiversity Conservation Act 1999

The Tribunal Secretariat is provided by DEWR and is subject to its policies and practices in relation to meeting the requirements of the *Environment Protection and Biodiversity Conservation Act 1999*. Information about DEWR's policy is available in the DEWR Annual Report.

6.4 Freedom of Information Act 1982

The Tribunal is subject to the provisions of the *Freedom of Information Act 1982 (FOI Act)*. No requests for access to documents under the FOI Act were received during the reporting year.

The information required to be published under Section 8 of the FOI Act is set out at Appendix 3.

6.5 *Legislative Instruments Act 2003*

Tribunal determinations are legislative instruments for the purposes of the *Legislative Instruments Act 2003* (the LI Act). Under the LI Act, Tribunal Determinations made after 1 January 2005 (the date of commencement of most provisions of the LI Act) have been provided to the Attorney-General's Department by the Tribunal for registration on the Federal Register of Legislative Instruments. The LI Act then requires the Attorney-General's Department to table a copy of the Determination in both houses of the Parliament within 6 sitting days of registration. Sub-section 7(8) of the *Remuneration Tribunal Act 1973* provides that either house, within 15 sitting days after the determination has been tabled, may pass a resolution 'disapproving' the determination.

Appendix 1 - List of Determinations and Reports for 2005-06

During the reporting year, the Tribunal issued the following Reports, Determinations and Statements. Copies of these documents can be obtained from:

1. the tabling offices of the Senate or the House of Representatives;
2. the Tribunal's website www.remtribunal.gov.au; and
3. the Federal Registrar of Legislative Instruments website www.comlaw.gov.au.

2005/13	Official Travel by Office Holders and Members of Parliament
2005/14	Remuneration and Allowances for Office Holders
2005/15	Remuneration and Allowances for Holders of Public Office
2005/16	Remuneration and Allowances for Holders of Public Office and Members of Parliament
Report 1	Report Number 1 of 2005: Report on Ministers of State – Salaries Additional to the Basic Parliamentary Salary
2005/17*	Parliamentary Office Holders – Additional Salary
2005/18	Remuneration and Allowances for Holders of Public Office and Members of Parliament
2005/19*	Principal Executive Office – Classification Structure and Terms and Conditions
2005/20	Remuneration and Allowances for Holders of Public Office
2006/01	Remuneration and Allowances for Holders of Public Office
2006/02	Members of Parliament – Entitlements
2006/03	Remuneration and Allowances for Holders of Public Office
2006/04	Remuneration and Allowances for Holders of Public Office
2006/05*	Specified Statutory Officers - Remuneration and Allowances
2006/06*	Remuneration and Allowances for Holders of Full-Time Public Office
2006/07*	Remuneration and Allowances for Holders of Part-Time Public Office
2006/08	Remuneration and Allowances for Members of Parliament and Holders of Public Office
Statement	PEO Review and Revised Remuneration Structure
2006/09	Principal Executive Office (PEO) Classification Structure and Terms and Conditions
2006/10*	Judicial and Related Offices - Remuneration and Allowances
Statement	2006 Review of Judicial and Related Offices' Remuneration
2006/11	Remuneration and Allowances for Holders of Public Office and Members of Parliament
2006/12*	Remuneration and Allowances for Holders of Part-Time Public Office
2006/13*	Remuneration and Allowances for Holders of Full-Time Public Office
Statement	2006 Review of Remuneration and Allowances for Holders of Public Office

* The documents are Principal Determinations

Appendix 2 - Secretariat

The Tribunal is supported by a Secretariat located within the Department of Employment and Workplace Relations.

The Secretary to the Tribunal is Mr Derren Gillespie.

The Secretariat can be contacted by writing to:

The Secretary
Remuneration Tribunal Secretariat
PO Box 281
CIVIC SQUARE ACT 2608

Or via:

Phone: (02) 6121 7965
Fax: (02) 6121 5930
Email: enquiry@remtribunal.gov.au

Media inquiries should be directed to:

Danielle Morris
Morris Walker Pty Limited

Phone: (02) 6162 0021
Fax: (02) 6162 0023
Mobile: 0412 181 389
Email: dmorris@morriswalker.com.au

Appendix 3 - Freedom of Information Act 1982

Establishment

The Remuneration Tribunal is an independent statutory authority established under the *Remuneration Tribunal Act 1973* (the Act).

Organisation

The Tribunal comprises three part-time members, one of whom is appointed as President.

Functions/Powers

The Tribunal's role is to determine, report on or provide advice about remuneration, allowances and entitlements that are within its jurisdiction, for the following:

- full-time and part-time holders of various public offices;
- judicial and non-judicial offices of federal courts and tribunals;
- Principal Executive Offices; and
- federal Parliamentarians, including Ministers and Parliamentary office holders.

There are a number of offices where the Tribunal provides advice to the employer, which then determines the remuneration.

The *Public Service Act 1999* requires some Ministers to consult the Tribunal before they determine remuneration. These are:

- the Prime Minister for Secretaries of Departments;
- the Minister Assisting the Prime Minister for the Public Service in relation to the Australian Public Service Commissioner and the Merit Protection Commissioner; and
- the relevant Minister in respect of Australian Public Service Executive Agencies.

The *Parliamentary Service Act 1999* requires the Speaker of the House of Representatives and the President of the Senate to consult the Tribunal about the offices of Secretaries of the Parliamentary Departments, the Parliamentary Service Commissioner and the Parliamentary Service Merit Protection Commissioner.

Under Section 11 (1) of the *Remuneration Tribunal Act 1973*:

- (a) the Tribunal may inform itself in such manner as it thinks fit;
- (b) the Tribunal may receive written or oral statements;
- (c) the Tribunal is not required to conduct any proceeding in a formal manner; and
- (d) the Tribunal is not bound by the rules of evidence.

Categories of Documents

Documents maintained by the Tribunal include:

- Determinations, Explanatory Statements and Reports made by the Tribunal;
- Minutes of Tribunal meetings and documents placed before meetings;
- Submissions from interested parties; and
- Files dealing with matters that have been referred to the Tribunal.

FOI procedures and initial contact points

Formal FOI procedures for the Tribunal are managed by the Department of Employment and Workplace Relations. In the first instance persons wishing to gain access to documents relating to the work of the Tribunal should write to or contact the Secretary of the Tribunal at the following address:

The Secretary
Remuneration Tribunal
PO Box 281
CIVIC SQUARE ACT 2608

Phone: (02) 6121 7965
Fax: (02) 6121 5930
Email: enquiry@remtribunal.gov.au

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