

Supporting whole-of-government initiatives

DPAC proactively develops and implements a range of initiatives and plans to support whole-of-government priorities. The following pages detail the Department's activities to support:

- Carbon Emission Reduction Plan; and
- Disability Action Plan.

Carbon Emission Reduction Plan

The Online System for Comprehensive Activity Reporting is used to measure Tasmanian Government greenhouse gas emissions. The table below shows DPAC's energy usage and distances travelled over the past 12 months.

Building		Actual 2011-12	Actual 2012-13	Decrease (Increase)
		KWH	KWH	KWH
Energy	Executive Building 15 Murray Street ¹	576 303	568 244	8 059
	144 Macquarie Street Building	136 032	153 322	(17 290)
	Henty House	84 347	84 113	234
	10 Murray Street	271 148	274 329	(3 181)
	St Johns Street	125 581	155 778	(30 197)
	22 Elizabeth Street (TMD) ²	752 995	573 957	179 038
Total for all sites		1 946 406	1 809 743	136 663
Travel	km travelled by air ³	204 578km	268 940km	(64 362)
	kL of fuel used in government cars (unleaded, diesel and LPG)	194.7 kL	212.2 kL	(17.5 kL)

Notes:

1. Data does not include energy use for air conditioning
2. TMD relocated to a smaller office space in May 2012
3. Departmental information only, excludes Ministerial offices.

DPAC's energy usage decreased during the year, except air travel, which recorded an increase in distance travelled. The decrease in energy usage was largely attributable to the relocation of TMD to smaller office space. This particular initiative supports DPAC's aim to reduce its accommodation footprint and work towards achieving a target of 15m² per person across its leased office accommodation space.

DPAC co-ordinated its actions to reduce carbon emissions through the agency-wide and building-based initiative, named Star Teams. Star Teams develop and promote a number of initiatives to reduce carbon emissions including:

- participating in Earth Hour, and promoting the message of reducing energy use through an Earth Hour Morning Tea;
- educating and engaging with staff in sustainable work habits;
- identifying ideas and opportunities to reduce emissions and champion change;
- promoting home recycling options; and
- trialling the benefits of an urban composter to collect all food waste located in a kitchen at 15 Murray Street with a view to extending this initiative across the Department.

DPAC has also continued to work with building owners to identify opportunities to leverage negotiations to obtain improved environmental performance of its leased buildings. Office Accommodation Guidelines have been developed for its corporate office leased property portfolio with the aim to reduce the average utilisation of office space to 15m² per person. This initiative will result in reduced energy consumption.

DPAC continues to work with the building owners to oversee building services upgrades at 144 Macquarie Street and at 15 Murray Street. This initiative has resulted in installing new lifts that are more energy efficient. Lift modernisation works have commenced at 15 Murray Street that will result in a marked reduction in energy use of approximately 40 per cent.

DPAC continues to explore options and identify opportunities to introduce more energy efficient cars into its vehicle fleet. More rigorous scrutiny and analysis of data from fleet management reporting is helping to identify these opportunities as well as achieve reductions in CO² emissions. One major initiative included transitioning the V8 Ministerial fleet to V6 equivalent vehicles.

DPAC is meeting the Tasmanian Climate Change Office's requirements for entry of data into the Tasmanian Government Greenhouse Inventory for ongoing data monitoring and reporting, and incorporating Climate Change Impact Statements in Cabinet Minutes.

Disability Action Plan

The *Disability Framework for Action 2013-2017* sets out the Government's vision for Tasmania as an inclusive and caring community. It provides a direction for action by Government and enables people with disability, their families and carers to work in partnership with the Government. The Framework promotes leadership across all Tasmanian Government agencies to institute a whole-of-government approach to policy and planning, service delivery and evaluation, including a performance monitoring framework.

The following outcomes result from DPAC's commitment to supporting the Framework:

Access to services and programs

As detailed in Output 6.1, DPAC, in collaboration with the Departments of Health and Human Services, and Treasury and Finance, led the inter-governmental negotiations on the National Disability Insurance Scheme (NDIS), to facilitate the launch of NDIS in Tasmania. The initiative is expected to provide support for approximately 1 000 people in 15 to 24 year old age group. The first stage of a NDIS in Tasmania will provide support, increased choice and control, aids and equipment and assistance to access relevant mainstream and community services for young people with disability during a critical period in their lives. The NDIS will provide support to young Tasmanians with disability and their families to plan for the challenges of further study, training, employment and independent living.

During the launch, people outside of this age group who currently receive support or funding from disability services in Tasmania, will continue to receive these services and supports as usual. As Tasmania transitions to the full scheme from July 2016, existing and new clients will gradually be phased into the NDIS. Planning and delivery of the Tasmanian NDIS launch will occur in partnership with people with disability, carers, families and service providers. The Tasmanian launch will have a focus on providing increased choice and control to participants and learnings from this work will inform efforts within existing Tasmanian disability services to increase the choice and control that people with disability exercise over their supports.

Access to employment opportunities, career development, recruitment and retention

During 2012-13, DPAC continued to support the Graduate (Disability) Program, now into its third placement. The successful graduates have undertaken work in a number of divisions across DPAC.

This year DPAC has also introduced a Graduate (Policy) Program which has included six monthly rotations across participating divisions. These graduates undertake a formal induction and training program and participate in regular mentoring sessions to gain better insights into the workings of Government and to provide peer support.

Consideration is now being given for the Graduate (Disability) Program to become part of the broader graduate program's recruitment, induction, training and mentorship activities in 2013-14. Integration of these two programs at this level is significant, as it shows an acceptance of the Graduate (Disability) position as part of the general graduate recruitment and induction process, and also ensures that the Graduate (Disability) position is afforded the same opportunities as all other graduates.

Access to buildings, facilities, venues, off-premises events

DPAC continues to incorporate accessibility principles into all office accommodation upgrades and changes. In addition, this year DPAC also commenced the process to install a hearing loop in the Premier's Reception Room at 15 Murray Street. This will enable the large conference room to support staff and members of the community requiring hearing assistance. It is anticipated the hearing loop will be installed early in 2013-14.

Access to information (printed materials, websites, audio and video)

Easy English is a method of presenting information in a way that is easy to read and easy to understand, and is used extensively for audiences with a disability. It is also becoming more widely used for audiences with low literacy levels or where English is a second language. DPAC is delivering Easy English training to State Service employees through The Training Consortium in September 2013.

DPAC has also been working with the 26TEN team from the Department of Education to develop a training session on Plain English and Adult Literacy Awareness that will be tailored for State Service communications staff. The 26TEN Plain English and Adult Literacy Awareness training session will include an overview of literacy levels in Tasmania; what is Plain English; why organisations should adopt Plain English; and how to introduce Plain English into organisations.

Both these training sessions will enable participating Tasmanian Government agencies to demonstrate their commitment to accessible communication and to better understand its application to their work.

Departmental information

Information about the legislation we administer, right to information requests and publications.

Right to Information (RTI)

Number of Applications

1.	Number of applications for assessed disclosure received	40
2.	Number of applications for assessed disclosure accepted	38
3.	Number of applications for assessed disclosure transferred or part transferred to another public authority	2
4.	Number of applications withdrawn by the applicant	0
5.	Number of applications for assessed disclosure determined	38

Outcome of Applications

1.	Number of determinations where the information applied for was provided in full	22
2.	Number of determinations where the information applied for was provided in part with the balance refused or claimed as exempt	7
3.	Number of determinations where all the information applied for was refused or claimed as exempt	3
4.	Number of applications where the information applied for was not in the possession of the public authority or Minister	6

Reasons for Refusal

Number of times where the following sections were invoked as reasons for refusing an application for assessed disclosure

s.5, s.11, s.17	Refusal where information requested was not within the scope of the Act (s.5 – Not official business; s.11 – available at Archives Office and s.17 – Deferred)	0
s.9, s.12	Refusal where information is otherwise available or will become otherwise available in the next 12 months	0
s.10, s.19	Refusal where resources of public authority unreasonably diverted	0
	Refusal where application repeated; or	0
s.20	Vexatious; or	0
	Lacking in definition after negotiation	0

Exemptions

Number of times where the following sections were invoked as reasons for exempting information from disclosure

s.25	Executive Council information	0
s.26	Cabinet information	0
s.27	Internal briefing information of a Minister	1
s.28	Information not relating to official business	0
s.29	Information affecting national or State security, defence or international relations	0
s.30	Information relating to the enforcement of the law	1
s.31	Legal professional privilege	2
s.32	Information relating to closed meetings of council	1
s.34	Information communicated by other jurisdictions	0

s.35	Internal deliberative information	2
s.36	Personal information of a person other than the applicant	0
s.37	Information relating to the business affairs of a third party	0
s.38	Information relating to the business affairs of a public authority	0
s.39	Information obtained in confidence	1
s.40	Information on procedures and criteria used in certain negotiations of public authority	0
s.41	Information likely to affect the State economy	0
s.42	Information likely to affect cultural, heritage and natural resources of the State	0

Time to Make Decisions

1.	Number of requests determined within the following timeframes (should also be the total number of applications determined as in question A5)	
	1 – 20 working days of the application being accepted	16
	More than 20 working days of the application being accepted	22
2.	Number of requests which took more than 20 working days to decide that involved an extension negotiated under s.15(4)(a)	3
3.	Number of requests which took more than 20 working days to decide that involved an extension gained through an application to the Ombudsman under s.15(4)(b)	0
4.	Number of requests which took more than 20 working days to decide that involved consultation with a third party under s.15(5)	1

Reviews

Internal Reviews

Number of internal reviews were requested in this financial year	2
Number of internal reviews were determined in this financial year	2
Number where the original decision upheld in full	1
Number where the original decision upheld in part	1
Number where the original decision reversed in full	0

External Reviews (reviews by the Ombudsman)

Number of external reviews were requested in this financial year	2
Number of external reviews were determined in this financial year	0
Number where the original decision upheld in full	0
Number where the original decision upheld in part	0
Number where the original decision reversed in full	0

Legislation administered

Legislation administered by DPAC is listed below. All legislation, including any amending Acts, is available at the Tasmanian Legislation website www.thelaw.tas.gov.au.

Premier

- Administrative Arrangements Act 1990*
Administrative Arrangements (Miscellaneous Amendments) Act 1990
Anglican Church of Australia (All Saints Church) Act 1989
Anglican Church of Australia Constitution Act 1973
Anglican Church of Australia (Stanley Parsonage) Act 1984
Australia Acts (Request) Act 1985
Australia Acts (Request) Act 1999
Baptist Union Incorporation Act 1902
Church of England (Rectory of St. James the Apostle) Act 1980
Churches of Christ, Scientist, Incorporation Act 1980
Churches of Christ Tasmania Act 1978
Coastal and Other Waters (Application of State Laws) Act 1982
Constitution Act 1934
Constitution (Doubts Removal) Act 2009
Constitution (State Employees) Act 1944
Constitution (Validation of Taxing Acts) Act 1991
Constitutional Powers (Coastal Waters) Act 1979
Crown Servants' Reinstatement Act 1970
Daylight Saving Act 2007
Glebe Lands Act 1865
Governor of Tasmania Act 1982
except in so far as it relates to the superannuation entitlements of the Governor (see Department of Treasury and Finance under the Treasurer)
Hobart Hebrew Congregation Act 1958
Jim Bacon Foundation (Winding-up) Act 2013
Legislation Publication Act 1996
Legislative Council Elections Act 1999
National Broadband Network (Tasmania) Act 2010
Parliament House Act 1962
Parliamentary (Disclosure of Interests) Act 1996
Parliamentary Privilege Acts 1858, 1885, 1898 and 1957
Parliamentary Salaries, Superannuation and Allowances Act 2012
except in so far as it relates to the superannuation entitlements of members of Parliament (see Department of Treasury and Finance under the Treasurer).
Police Service Act 2003
in so far as it relates to the office of Commissioner of Police (otherwise see Department of Police and Emergency Management under the Minister for Police and Emergency Management).
Presbyterian Church Acts 1896 and 1908
Presbyterian Church of Australia Acts 1901 and 1971

	<i>Public Accounts Committee Act 1970</i>
	<i>Public Works Committee Act 1914</i> except in so far as it relates to the conditions precedent to commencing public works (see Department of Treasury and Finance under the Treasurer).
	<i>Roman Catholic Church Property Act 1932</i>
	<i>Standard Time Act 1895</i>
	<i>State Coastal Policy Validation Act 2003</i>
	<i>State Policies and Projects Act 1993</i> except Part 4 and section 46 in so far as that section relates to Part 4 (see Department of Justice under the Minister for Planning).
	<i>State Policies and Projects (Validation of Actions) Act 2001</i>
	<i>State Service Act 2000</i>
	<i>State Service (Savings and Transitional Provisions) Act 2000</i>
	<i>Statutory Authorities Act 1962</i>
	<i>Subordinate Legislation Committee Act 1969</i>
	<i>Tasmania Together Progress Board Repeal Act 2012</i>
	<i>Tsuneichi Fujii Fellowship Trust (Winding –Up) Act 2008</i>
	<i>Uniting Church in Australia Act 1977</i>
	<i>Year 2000 Information Disclosure Act 1999</i>
Minister for Aboriginal Affairs	<i>Aboriginal Land Council Elections Act 2004</i> <i>Aboriginal Lands Act 1995</i> <i>Native Title (Tasmania) Act 1994</i> <i>Stolen Generations of Aboriginal Children Act 2006</i>
Minister for Children	<i>Tasmanian Early Years Foundation Act 2005</i>
Minister for Climate Change	<i>Climate Change (State Action) Act 2008</i>
Minister for Community Development	<i>Tasmanian Community Fund Act 2005</i>
Minister for Local Government	<i>Burial and Cremation Act 2002</i> <i>Dog Control Act 2000</i> <i>Launceston Flood Protection Act 1977</i> <i>Local Government Act 1993</i> <i>Local Government (Highways) Act 1982</i> <i>Local Government (Savings and Transitional) Act 1993</i> <i>Ockerby Gardens Helipad Act 1999</i>
Minister for Veterans' Affairs	<i>ANZAC Day Observance Act 1929</i> <i>Ex-Servicemen's Badges Act 1967</i>

New and amended legislation

Jim Bacon Foundation (Winding-up) Act 2013

The Foundation Board met on 16 March 2012 to consider and agree to wind up the Foundation and move the balance of funds in the Jim Bacon Foundation Trust Fund to the Ponting Foundation, a charitable organisation with a similar ethos to the Jim Bacon Foundation, of “the provision of financial and other assistance to organisations supporting people with cancer in Tasmania”. DPAC is overseeing the process of transferring the funds.

Legislation Publication Amendment Act 2013

The amendments facilitate transmission to and storing of original Acts, statutory rules, and rules made by Judges of the Supreme Court with the Tasmanian Archives and Heritage Office.

Local Government Amendment (Elections) Act 2013

The legislation prevents dual representation in both State Parliament and local government; introduces all-in, all-out local government elections every four years; and four-year terms for Mayors and Deputy Mayors.

State Service Amendment Act 2012

The amendments to the *State Service Act 2000* came into effect from 4 February 2013. These amendments provide changes to governance and structural arrangements for the State Service.

Parliamentary Salaries, Allowances and Superannuation Act 2012

The Act provided for a 2 per cent increase in salaries for Tasmanian Members of Parliaments from 1 July 2013. This follows the 2 per cent increase that applied from 1 July 2012. These increases aligned with the Tasmanian Government's Wages Policy.

Repealed legislation

Tasmania Together Progress Board Repeal Act 2012

The *Tasmania Together Progress Board Act 2001* was repealed on 26 December 2012 and the Board ceased to exist.

Other

Tasmanian Forests Agreement Act 2013

DPAC supported other agencies including DIER and DPIPWE with implementation of the Tasmanian Forestry Intergovernmental Agreement, particularly progressing the Tasmanian Forestry Agreement Bill.

Same-Sex Marriage Bill 2012

DPAC worked on a historic Bill to introduce marriage equality in Tasmania which passed through the House of Assembly on 30 August 2012. The Upper House voted against the legislation on 27 September 2012.

Departmental publications

The following publications were produced by the various operating units of the Department of Premier and Cabinet during 2012-13 and are available from:

- STORS website at www.stors.tas.gov.au
- appropriate divisional DPAC websites linked from www.dpac.tas.gov.au

or by contacting:

Corporate Services Division
 Level 6, 15 Murray Street
 Hobart Tasmania 7000
 Telephone: (03) 6270 5482
 Email: corporate.services@dpac.tas.gov.au

Title	Business Unit	Date
<i>Adapting to climate change in Tasmania issues paper</i>	TCCO	Oct 2012
<i>Central Highlands recovery news: Tasmanian bushfire recovery</i>	BRU	Feb-Apr 2013
<i>Consultation report: adapting to climate change in Tasmania</i>	TCCO	Jun 2013
<i>Data management plan 2013</i>	LGD	Jun 2013
<i>Derivation of the Tasmanian sea level rise planning allowances: technical paper</i>	TCCO	Aug 2012
<i>Disability Framework for Action 2013-2017</i>	CDD	Dec 2012
<i>Discounts & Concessions 2012-13</i>	CDD	Jul 2012
<i>DPAC Annual Report 2011-12</i>	CSD	Oct 2012
<i>DPAC Strategic Plan 2012-15</i>	CSD	Sep 2012
<i>Exploring the roles of local government: discussion paper</i>	LGD	May 2013
<i>Local Government Board review of councillor numbers</i>	LGD	Jul 2012
<i>Many voices: a discussion paper on the Tasmanian Multicultural Policy</i>	CDD	Apr 2013
<i>National Youth Week 2012 Tasmanian Report</i>	CDD	Aug 2012
<i>Low carbon Tasmania: issues paper</i>	TCCO	Apr 2013
<i>Review of the Climate Change (State Action) Act 2008</i>	TCCO	Oct 2012
<i>Role of local government phase one: final report</i>	LGD	Dec 2012
<i>Service Tasmania Board Annual Report 2011-12</i>	STU	Oct 2012
<i>Sorell/Tasman recovery news: Tasmanian bushfire recovery</i>	BRU	Jan-Jun 2013

Title	Business Unit	Date
<i>Tasmania Together Progress Report 2012</i>	TT	Aug 2012
<i>Tasmanian Bushfire Recovery Taskforce interim plan</i>	BRU	Feb 2013
<i>Tasmanian bushfires January 2013: programs for recovery</i>	BRU	Jun 2013
<i>Tasmanian forest carbon study: full report</i>	TCCO	Sep 2012
<i>Tasmanian Government's response to the part two review of the Climate Change (State Action) Act 2008</i>	TCCO	May 2013
<i>Tasmanian Government agencies: report on carbon emission reduction activities in 2010-11</i>	TCCO	Feb 2013
<i>Tasmanian greenhouse gas accounts state greenhouse gas inventory 2010-11</i>	TCCO	Apr 2013
<i>Tasmanian Honour Roll of Women 2013</i>	CDD	Mar 2013
<i>Tasmanian Women's Plan 2013-18: A five-year strategic plan for women</i>	CDD	Jan 2013
<i>Tasmania's place in the Asian Century White Paper</i>	Policy	Mar 2013
<i>TTC calendar events news</i>	SSMO	Jul 2012 - Jun 2013
<i>Valuation and local government rating review: final report</i>	LGD	Apr 2013

Websites

The code-base and underlying infrastructure of the sites listed below are maintained by Corporate Services

www.egovernment.tas.gov.au	eGovernment
www.communications.tas.gov.au	Tasmanian Government Communications
www.pandemic.tas.gov.au	Human Influenza Pandemic
www.dpac.tas.gov.au	DPAC public site
www.linkzone.tas.gov.au	Linkzone
www.earlyyears.org.au	Tasmanian Early Years Foundation
www.earnyourstars.tas.gov.au	Earn Your Stars
www.premier.tas.gov.au	Premier's site
www.jimbaconfoundation.tas.gov.au	Jim Bacon Foundation
www.people.tas.gov.au	People Directions
www.concessions.tas.gov.au	Tasmanian Concessions Guide
www.tashelpinghands.org.au	Tasmania's Biggest Job
www.jobs.tas.gov.au	Jobs: Careers with the Tasmanian Government site
www.budget.tas.gov.au	Budget site
www.tasmaniaday.tas.gov.au	Tasmania Day
www.publicinfo.tas.gov.au	Public Information site
www.tmd.tas.gov.au	TMD public site
www.statesecurity.tas.gov.au	State Security site
www.thelaw.tas.gov.au	Tasmanian Government Legislation
www.psmprogram.tas.gov.au	Public Sector Management Program
www.tascomfund.org	Tasmanian Community Fund
www.gazette.tas.gov.au	Tasmanian Government Gazette online
Lobbyists.dpac.tas.gov.au	Register of lobbyists
www.ttc.tas.gov.au	The Training Consortium website
www.bushfirerecovery.tas.gov.au	Tasmanian Bushfire Recovery

Our people and policies

The following pages provide an overview of the Department's staffing profile and employment policies including:

- staffing information;
- employee statistics for the Department of Premier and Cabinet and Ministerial and Parliamentary Support offices;
- human resource-related activities; and
- DPAC's superannuation certificate.

Staffing information

As at 30 June 2013, DPAC employed 327 (309.5 FTEs) employees and 155 (142.8 FTEs) employees in Ministerial and Parliamentary Support offices. This includes Tasmanian State Servants (TSS) and non-Tasmanian State Servants (non-TSS) and excludes casual employees. The figures are presented below in two groups: DPAC; and Ministerial and Parliamentary Support offices.

DPAC Staff

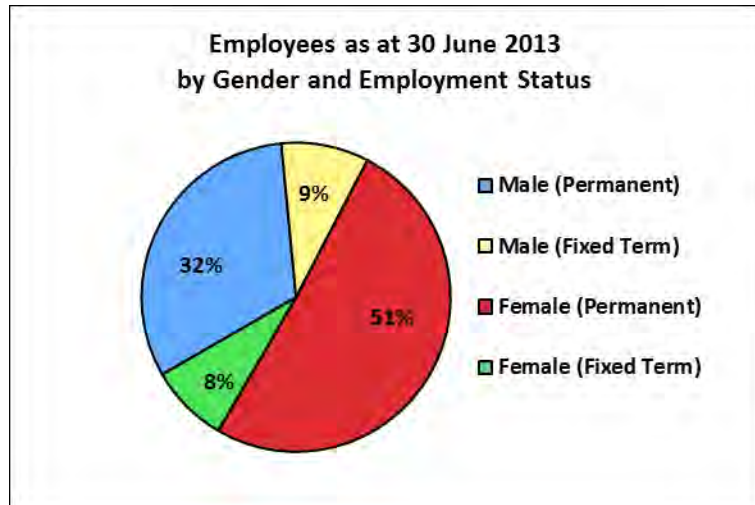
Divisions	Headcounts			FTEs		
	TSS	Non-TSS	Total	TSS	Non-TSS	Total
Bushfire Recovery Unit (Including Office of Security and Emergency Management)	15	0	15	15.0	0.0	15.0
Community Development Division	41	0	41	39.7	0.0	39.7
Corporate Services Division	40	0	40	39.2	0.0	39.2
Executive Division	26	0	26	24.1	0.0	24.1
Government Courier Services	7	0	7	7.0	0.0	7.0
Local Government Division	12	0	12	11.4	0.0	11.4
Office of eGovernment (now includes Tasmania <i>Together</i> Unit)	11	0	11	10.4	0.0	10.4
Office of Parliamentary Counsel	14	0	14	12.4	0.0	12.4
Policy Division	17	0	17	15.5	0.0	15.5
Service Tasmania Unit	8	0	8	7.5	0.0	7.5
Social Inclusion Unit	6	0	6	5.4	0.0	5.4
State Sector Management Office	23	0	23	22.3	0.0	22.3
Tasmanian Climate Change Office	9	0	9	8.0	0.0	8.0
TMD	90	0	90	84.4	0.0	84.4
Leave Without Pay (LWOP)	8	0	8	7.2	0.0	7.2
Total	327	0	327	309.5	0.0	309.5

The number of employees has increased by 17.9 FTEs during the year from 291.6 FTEs in 2012 to 309.5 FTEs in 2013. This increase is primarily due to the Bushfire Recovery Unit (15.0 FTEs), which was established in January 2013. 7.0 FTEs of the Bushfire Recovery Unit staff are on temporary transfer from other agencies.

Employee statistics - DPAC

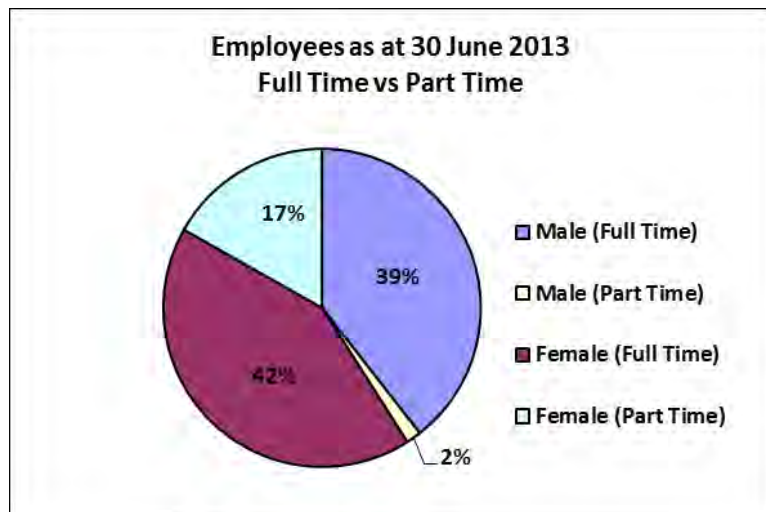
DPAC employees by gender and employment status

DPAC employs slightly more women than men, with 59 per cent women and 41 per cent men, with the majority employed on a permanent basis.



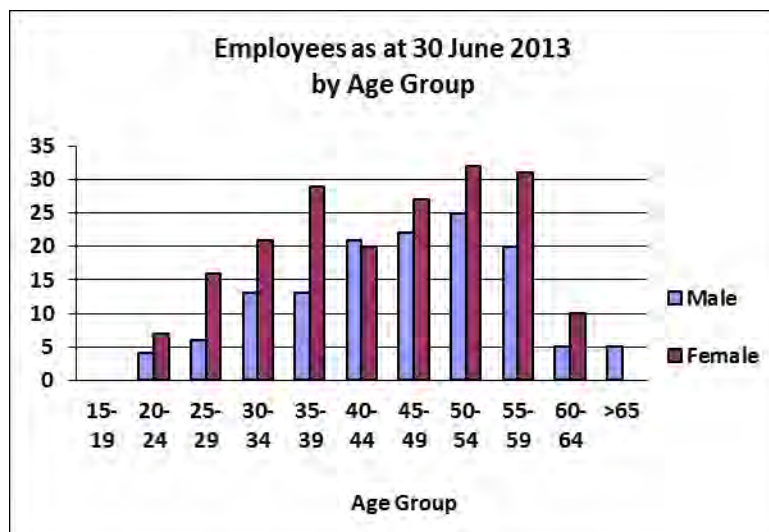
DPAC employees by full-time/part-time employment

Nineteen per cent of the DPAC workforce is employed on a part-time basis, with the majority of these employees being women.



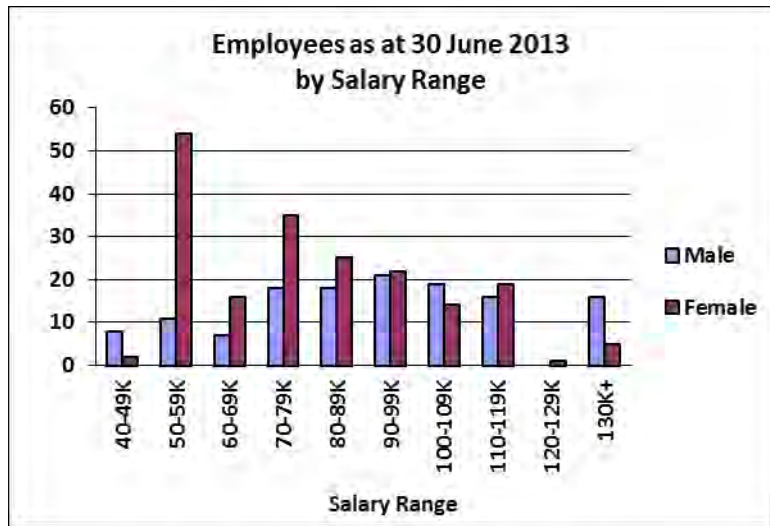
DPAC employee profile by age

The age profile of DPAC staff has changed slightly from 2011-12 with a small increase in staff in the 20-24 years and 35-39 years categories. A significant number of employees are between the ages of 50 and 59 years.



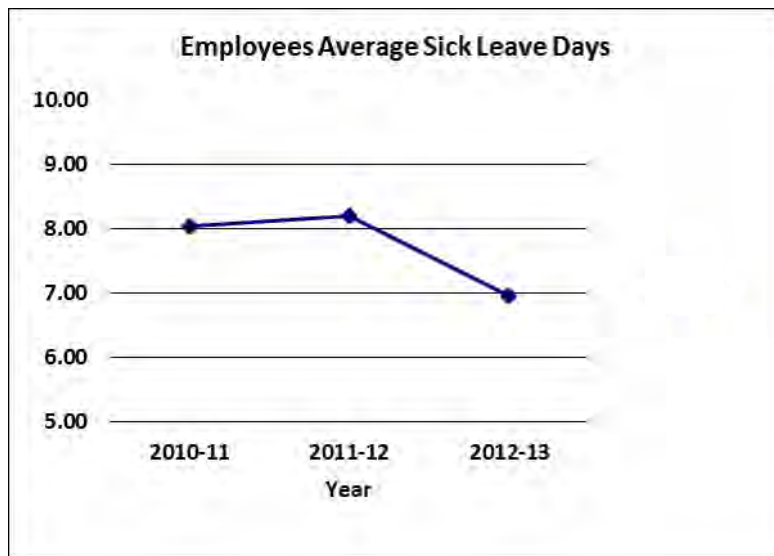
DPAC employees by salary range

The average (full-time) salary is \$86 928. The average salary for men is \$97 036 and the average salary for women is \$79 911.



DPAC average sick leave (excluding carers' leave)

The average amount of sick leave taken has fallen in the last year.



DPAC leave liability

Leave liability per employee has decreased marginally during 2012-13.

Recreation and Long Service Leave (as at 30 June)	2011	2012	2013
Average number of days recreation leave per employee	16.7	19	17.2
Employees with > 40 days recreation leave ¹	12	20	14
Average number of days LSL per employee	25.6	29.2	29.5
Employees with > 100 days LSL	1	1	1

Note:

- 1. Performance measure changed from greater than 20 days to greater than 40 days in line with legislative requirements.

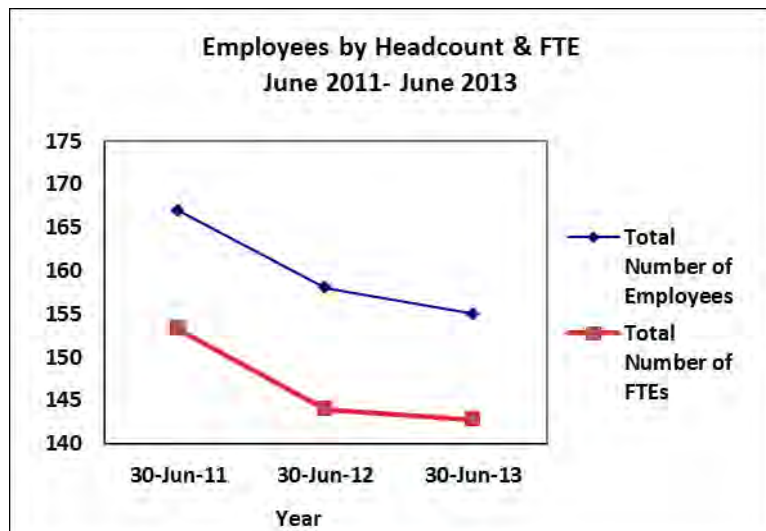
DPAC staff movements

Staff movements	2012-13
Number of employees on fixed-term transfers to DPAC as at 30 June	14
Number of employees on fixed-term transfers/secondment out of DPAC as at 30 June	6
Number of new appointments – permanent	15
Number of new appointments – fixed-term	34
Number of resignations	16
Number of retirements (including ill health retirements)	2
Number of end of contracts	4
Number of voluntary redundancies	7
Number of transfers/promotions to other agencies	2

Employee statistics - Ministerial and Parliamentary Support offices

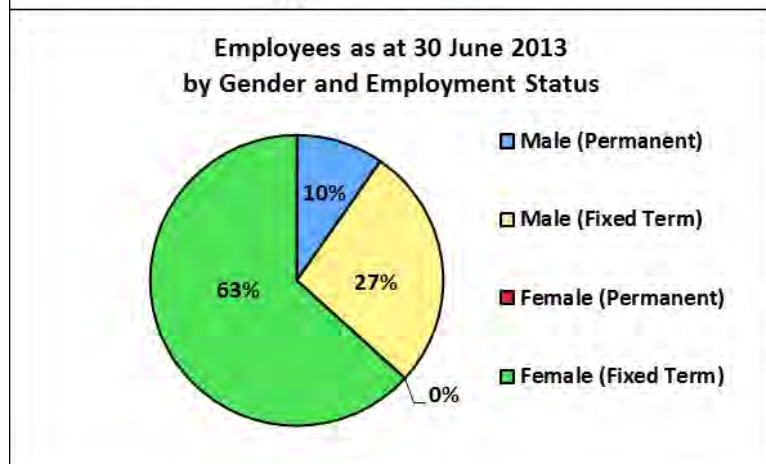
Offices	Headcounts			FTEs		
	TSS	Non-TSS	Total	TSS	Non-TSS	Total
Government Ministerial and Electorate Offices	0	92	92	0.0	86.4	86.4
Tasmanian Greens Parliamentary Support and Electorate Offices	0	13	13	0.0	10.8	10.8
Liberal Parliamentary Support and Electorate Offices	0	21	21	0.0	18.0	18.0
Legislative Council Offices	0	3	3	0.0	2.4	2.4
Ministerial Drivers	16	0	16	16.0	0.0	16.0
Other Government Offices	0	6	6	0.0	5.8	5.8
Leave Without Pay (LWOP)	0	4	4	0.0	3.4	3.4
Total	16	139	155	16.0	126.8	142.8

Ministerial and Parliamentary Support - employees as at 30 June 2013 by FTEs and headcounts

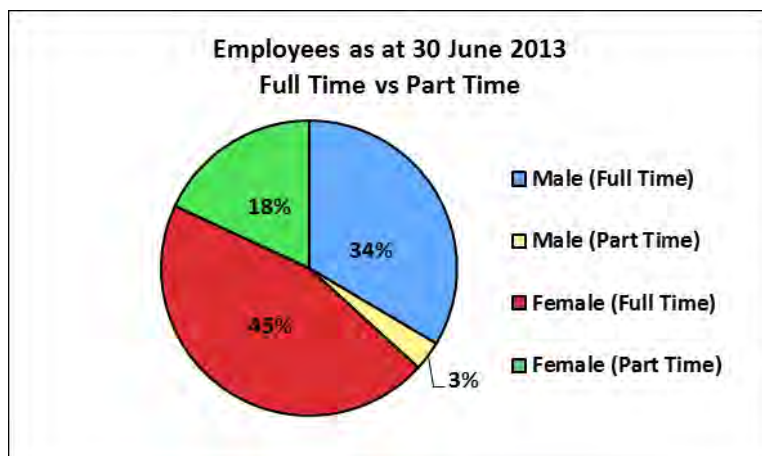


Ministerial and Parliamentary Support - employees by gender and employment status

Ministerial offices have a high proportion of fixed-term employees as many are employed for the term of the Government.

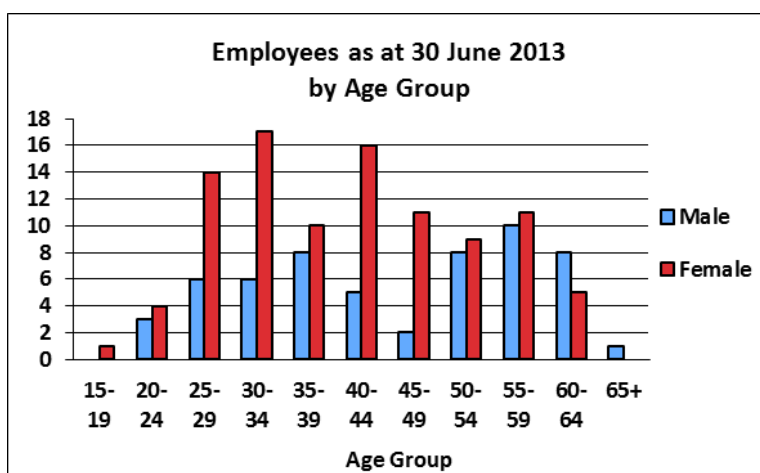


Ministerial and Parliamentary Support – employees by full-time/part-time employment



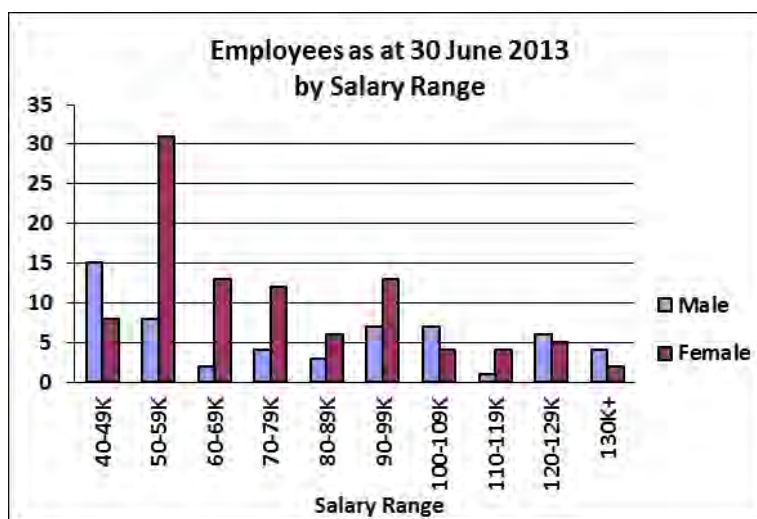
Ministerial and Parliamentary Support - employee profile by age

Ministerial and Parliamentary support staff have a lower age profile than DPAC generally.



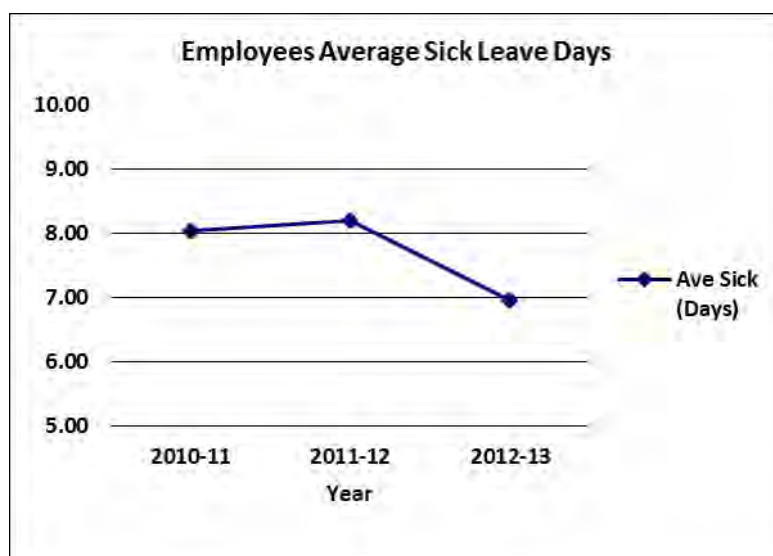
Ministerial and Parliamentary Support - employees by salary range

The average (full-time) salary is \$78 139. The average salary for men is \$83 453 and the average salary for women is \$75 048. (Salary excludes Ministerial driver and other allowances)



Ministerial and Parliamentary Support - average sick leave (excluding carers leave)

The average amount of sick leave taken has decreased in the last year.



Ministerial and Parliamentary Support - leave liability

Recreation and Long Service Leave (as at 30 June)	2011	2012	2013
Average number of days rec leave per employee	19.2	20.3	19.5
Employees with > 40 days recreation leave	8	15	12
Average number of days LSL per employee	19.1	17.7	19.3
Employees with > 100 days LSL	0	0	0

Note:

1. Performance measure changed from greater than 20 days to greater than 40 days in line with legislative requirements.

Ministerial and Parliamentary Support - staff movements

Staff movements	2012-13
Number of employees on secondment to MPS as at 30 June	24
Number of new appointments (including secondments)	31
Number of resignations	23
Number of retirements	0
Number of end of contracts	4
Number of terminations (redundancy)	2
Number of terminations (non-redundancy)	0

Human Resources activities

Recruitment policies and programs

DPAC aims to be an 'employer of choice' by offering current and prospective employees challenging and rewarding employment opportunities and by applying contemporary employment practices. Recruitment practices and procedures are conducted in accordance with the *State Service Act 2000*, including the State Service Employment Directions.

DPAC has in place an Establishment Management Policy which strengthens the Department's vacancy control processes.

DPAC has also continued to provide family-friendly employment options through a variety of flexible working arrangements including part-time employment, flexible working hours, working from home, leave without pay, flexible work agreements and access to the State Service Accumulated Leave Scheme and the Purchased Leave Scheme.

Performance management

DPAC is committed to being a challenging and supportive place to work and a place that develops and fosters its people. The Performance Management and Development (PMD) Program continues to provide a mechanism to assess employee performance, identify tasks that employees need to undertake over the coming year, develop plans to further develop skills and potential, and reward performance.

The intent of the PMD program is to:

- integrate corporate, division and individual planning and performance management;
- identify the standards of performance expected from employees;
- improve communication at all levels;
- provide regular documented feedback on performance to all employees;
- identify and address under performance; and
- recognise and reward effective and high performance.

The PMD process is fundamental to ensuring staff in DPAC are given every opportunity to develop their skills and potential to deliver on the Department's goals.

During the year 75 staff participated in training in respect to the Department's performance management system and 46 managers and supervisors attended training which focused on managing people and performance.

Workplace diversity

DPAC has had in place a Workplace Diversity Plan over a number of years which aims to achieve a harmonious and productive workplace. The Plan's features are now currently under review.

Internal grievance procedures

DPAC's grievance policy and procedure incorporates the principles of natural justice and is designed to address grievances at the earliest possible stage to avoid an escalation to a formal grievance process. It is expected that through consultation, cooperation and discussion, amicable resolutions will be achieved.

Occupational health and safety strategies

DPAC is committed to providing a workplace that is safe and healthy and promotes health and wellbeing for all employees, contractors and consultants. The objective is to minimise the risk of death or injury to departmental employees, consultants and contractors through:

- safe workplaces;
- safe and healthy work systems;
- staff being aware of, understanding, supporting and being committed to the health and safety of themselves and other employees; and
- complying with legislative requirements relating to health and safety of staff in the workplace.

Performance measures

The following measures are indicators of the Department's success in actively providing a safe and healthy work environment:

DPAC

Measure	June 2012	June 2013
Number of incidents reported	37	10
Number of workers' compensation claims	4	5
Number of employees participating in OHS health and wellbeing activities	352	161 ¹
Number of First Aid Officers	26	23
Number of employees participating in flu vaccine program	190	197

MPS

Measure	June 2012	June 2013
Number of incidents reported	13	10
Number of workers' compensation claims	1	2
Number of employees participating in OHS health and wellbeing activities	16	23
Number of First Aid Officers	6	7
Number of employees participating in flu vaccine program	31	37

Note:

1. Activities were of longer duration (e.g. 12-week fitness challenge) than in the previous year.

Workers Compensation Claim Statistics

Number of claims by year of injury	2009-10	2010-11	2011-12	2012-13
DPAC	5	6	3	5
MPS	3	1	1	2
Total	8	7	4	7

Superannuation Certificate

I, Rhys David Michael Edwards, Secretary, Department of Premier and Cabinet, hereby certify that the Department of Premier and Cabinet has met its obligations under the Commonwealth *Superannuation Guarantee (Administration) Act 1992* in respect of those employees of the Department who are members of the following complying superannuation schemes to which this department contributes:

AGEST

AMP Flexible Lifetime Super

AMP Flexible Super

AMP Mobile Super

AMP Retirement Savings Account

AMP Society

AMP Superleader Plan

AXA Australia

Asgard Super Account

Australian Ethical Super Fund

AustralianSuper

BT Business Super

BT Super Wrap Personal Super Plan

BT Super for Life Savings

Bendzulla Family Superannuation Fund

Braemar Super Fund

Bretos Project Management Super Fund

CBUS Super

CFM Retirement Fund

Colonial First State Rollover & Super Fund

Colonial First State First Choice Employer Super

Colonial First State First Choice Personal Super

Colonial First State First Choice Wholesale Personal Super

Colonial Portfolio Services Ltd

Comet Super Fund

Commonwealth Personal Super Fund

Comsuper

Energy Super

First State Super

First Super

Flourishing Super Fund

Hesta Super

Host Plus Super

ING Direct Superannuation Fund

Investment Exchange Retirement Service
Legal & General Life Australia Ltd
MLC MasterKey Super
MLC Navigator Super
Media Super
My State Wittison Plan
NULIS Nominees (Australia) Ltd
National Flexi Super Plus
Norwich Union Personal Super
Open 21 Pty Ltd Super Fund
Our Super Fund
Paul Smith Super
Penguin Ethical Super Fund
Perpetual Trustees Ltd
Perpetual's Select Superannuation Plan
QSuper Accumulation Account
Quadrant Super Scheme
R & JN Super Fund
REI Super
REST Personal
S&L Wiggins Super Fund
Spectrum Super
Summit Master Trust (Personal Super Plan)
TPF&CNom Spectrum
Taber Family Super Fund
Tasplan Super
Telstra Super Scheme
Underwood Super Fund
UniSuper
VicSuper
Virgin Superannuation
Vision Super
Westpac Personal Superannuation Fund
Zurich Superannuation Plan

These are the only complying superannuation schemes (other than those established under the provisions of the *Retirement Benefits Act 1993* and the *Public Sector Superannuation Reform Act 1999*) to which this department makes employer superannuation contributions.

A handwritten signature in black ink, appearing to read 'Rhys Edwards', with a stylized, cursive script.

Rhys Edwards
Secretary
Department of Premier and Cabinet
30 June 2013

Public access to agency decision-making

Members of the public are able to seek input into DPAC's decision-making process either by invitation to comment on Government policy development or by direct contact with the Minister and/or the Secretary.

DPAC's website details the functions and purpose of each business unit and the contact details and addresses for sub-branches.

DPAC maintains the Tasmanian Government Directory, an online telephone and email address listing for most Government employees and organisations enabling easy access to employees within the Department and the wider State Service.

A variety of mechanisms are available to members of the public to inquire into decisions of the Department. These include:

- the Secretary, Department of Premier and Cabinet (for matters relating to all decisions of the Department);
- the State Service Management Office (for matters relating to State Service employment);
- Ombudsman Tasmania (for administrative matters including Right to Information and personal information);
- the Tasmanian Integrity Commission (for matters relating to conduct of public officials); and
- the Tasmanian Auditor-General (for matters relating to the financial and operational performance of the Department).

Employee participation in industrial relations matters

Employees are kept informed of all matters relating to their employment through a variety of media including interaction with their managers, general advice and information on DPAC's intranet site, iPac, and staff information sessions. Active staff consultation is undertaken when there is likely to be changes to the workplace which impact on individuals and/or their employment conditions.

The *Public Interest Disclosure Act 2002* provides for all officers and employees of the Department to report improper conduct to a departmental Public Interest Disclosure officer.

No public interest disclosures were received during the reporting period.

Asset management, pricing and risk management policies

Major capital projects

There were no major capital works projects undertaken during the 2012-13 reporting period.

Asset management policies

DPAC (excluding TMD) records heritage items and purchases of equipment, furniture and fittings with a value greater than \$10 000 as assets. Purchases of these items valued at less than \$10 000 are recorded as expenses. For business purposes, TMD maintains an asset recognition threshold of \$1 000. The financial statements for 2012-13 are reported on an accrual basis, and contain full details of DPAC's asset management policies as notes to the statements.

Assets are recognised and valued on an individual basis as follows:

- Non-current physical assets are valued in accordance with AASB 116, Property, Plant and Equipment, and Treasurer's Instructions. Minor equipment and other non-current assets are valued at cost. Heritage assets are valued on a fair value basis.
- The written-down book value of assets is determined by depreciating assets over the period of their expected useful economic life, using the straight-line method. The useful economic life is three to five years depending on the asset and depreciated in the year of acquisition or from the time the asset is ready for use.
- Heritage assets are not depreciated.
- Leasehold improvements are amortised over the lease period of the property.

Pricing policies for goods and services

DPAC's pricing policy is based on full-cost recovery. Full cost includes direct salaries, employer superannuation contributions, payroll tax, all operating expenditure, rental, fringe benefits tax, provision for annual and long-service leave entitlements and in some cases provision for capital reinvestment.

TMD charges for telecommunications and computing services.

The Office of the Parliamentary Counsel charges for drafting services as follows:

- off budget or statutory authorities;
- legislation that is part of a major project which will result in a direct financial return to the State;
- where external funding is available;
- when there is a major review of legislation or subordinate legislation;
- when there is inadequate lead time for the drafting task;
- where an otherwise chargeable job is discontinued; and
- when a job changes from being non-chargeable to chargeable.

The Training Consortium, incorporated within the State Service Management Office, charges on a full-cost-recovery basis for training services.

Service Tasmania receives funding from Tasmanian Government departments, Government Business Enterprises, other external organisations including Marine and Safety Tasmania, local government, Australian Government agencies and the private sector for services delivered through Service Tasmania shops.

Risk management policies

As part of DPAC's risk management strategy the following activities were undertaken during 2012-13:

- purchase of insurance through the Tasmanian Risk Management Fund to mitigate against financial risk;
- requiring all landlords and building managers of DPAC-leased premises to minimise risk to buildings from the elements and intrusion;
- maintenance of budgetary control by using regular monitoring and reporting, and providing advice to managers;
- holding Audit Committee meetings to discuss risk mitigation strategies;
- continuing the internal audit program focussing on medium and high-risk areas; and
- updating the Risk Management Framework for DPAC, re-assessing Departmental risks, and, where appropriate, implementing mitigating strategies.

Contributions and grants

The Premier, Ministers and DPAC often receive requests for financial assistance from a variety of organisations within the community.

Allocation of funding is made from funds appropriated to the Department for specific grant programs or to fund grants of a miscellaneous nature that do not readily fall within the responsibility of other Government agencies.

The amounts noted are GST exclusive where applicable.

Summary

Program	\$
Premier's Discretionary Fund	303 962
Government Donations and Appeals Fund	176 180
Community Development Division – Office of Aboriginal Affairs	334 000
Community Development Division	861 059
Community Development Division – other recipients	251 170
ClimateConnect	54 996
Earn Your Stars	68 162
Climate Change Grants – other contributions	8 910
Emergency Relief	150 730
Family Assistance Program	350 000
Financial Literacy Exchange	996 104
Food Vans Program	60 000
Food for all Tasmanians	999 994
Housewarming Program	200 000
Volunteering Tasmania	260 000
University Scholarships	130 000
Australia Day Grants	9 436
Tasmanian Bushfire Recovery Grants	500 000
Other Contributions	100 000
TOTAL	5 814 703

Premier's Discretionary Fund

The Premier's Discretionary Fund is maintained to allow the Premier to meet requests not exceeding \$10 000 to provide financial assistance to groups or individuals. The funding is designed to support valued community and cultural activities with national, statewide or local significance.

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
ABC Giving Tree	375	towards members of the Choir of High Hopes to attend ABC Giving Tree fundraiser
Aged Care Deloraine Inc	2 500	towards a replacement bus for residents excursions
Apex Trampoline Club	5 000	towards improved safety matting
Aurora Disability Services	4 500	towards participating in the national Disability Tenpin Bowling Championships
Barnes, Janine	500	towards the 2012 Glee Club Australia's Talent Development Tour to USA
Bhutanese Community of Tasmania North Inc	500	towards a special Cultural Community Event in December 2012
Bowls North Inc	500	towards the 2012 North vs South Challenge Day
Brighton Bowls Club Inc	1 000	towards upgrading its electrical switchboard
Bruny Island Boat Club Inc	8 000	towards constructing a boat shed on the Alannah foreshore
Bruny Island Community Association	3 000	towards a replacement sound system for Lunawanna Hall
Bruny Island Environment Network Inc	500	towards the 2012 Bruny Island Bird Festival
Burnie Branch North West Hound Owners Association Inc	2 000	towards completion of the Association's Club Rooms
Burnie Senior Citizens Club	1 400	towards upgrading the Club's hot water unit
Carrick Park Pacing Club	2 500	towards redeveloping the Clubs barbeque area
Central Highlands Council	1 500	towards the 2013 tour by KOLO Band from Poland
Cheersport Tasmania	1 000	towards the Tassie Tigers participating in the 2012 World Cup Cheer and Dance
Choir of High Hopes Hobart Inc	500	towards a concert for the Choir's fifth birthday
Choir of High Hopes Hobart Inc	180	towards participating in the ABC Giving Tree Fundraiser 2012

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Claremont College	400	towards transport for special needs students participation in Special Olympics Ribbon Day
Claremont Gardens Village Life Social Committee	1 800	towards a new indoor bowls mat
Clarence City Council	1 000	towards 10th Anniversary Clarence Youth Week Festival
Clarence Junior Football Club	10 000	towards upgrading its toilet Facilities
Coles Bay Men's shed	2 500	towards equipment for the new shed
Community Solutions	4 780	towards Dunalley Tasman Benefit Concert for Bushfire Relief
Cressy District High School	500	towards a project for the 200th Anniversary of naming Norfolk Plains
Cricket North West	2 000	towards replacement nets for the Mersey Colts Cricket Club
CWA Queenstown	5 000	towards upgrading its kitchen
Derwent Valley Council	1 000	towards the Mount Field Tourism Association Tiger Trail Festival 2012
Derwent Valley Council	5 000	towards electrical upgrade at Carinya, New Norfolk
Devonport Community House Inc	3 750	towards new equipment for the Play House
Dorset Kids Activity Group	200	towards equipment costs
Dutch Australian Society Abel Tasman Inc	2 250	towards an excursion for seniors in the Dutch Community
Eastern Shore Sharks Swimming Club Inc	1 000	towards the 2013 statewide swimming carnival
Elphin Sports Centre	1 688	towards improvements to the Centre sound system
Exeter High School	500	towards a community garden at its farm
Exeter Show Society Inc	500	towards 100th Anniversary Show in 2013
Fahey, Tobias	1 000	towards his solo round the world sailing challenger
Family Planning Tasmania Inc	2 650	towards purchase of a defibrillator for the Glenorchy Clinic
Festival of Golden Words Inc	3 000	towards planning and development for the inaugural Festival in 2014

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Flinders Island District High School	2 000	towards equipment for the Flinders Island Community Shed
Friends of Ida Bay Historical Society Inc	5 000	towards business sustainability planning for the Railway
Geeveston Golf Club	5 000	towards new mowing equipment
George Town Neighbourhood House	2 804	towards Taiko Drumming program
Glenorchy City Council	500	towards new seating at the Booth Avenue Reserve
Glenorchy Knights Football Club Inc	2 000	towards equipment and team costs for the Knights Newstart program
Glenorchy Scout Group	600	towards attending the 2013 Jamboree in Queensland
Grand Lodge of Tasmania	5 000	towards refurbishments to Club facilities
Henri, Christina Janette	1 000	towards the costs of freighting bonnets to Ireland as part of remembrance of Irish women convicts in Tasmania
Hobart and Districts Pony and Riding Club	1 000	towards upgrading Club Room chairs
Hobart Baroque Pty Ltd	10 000	towards the Inaugural Hobart Baroque Festival
Huonville Primary School	1 000	towards equipment for the School Canteen
Huonville Primary School	500	towards the 2013 Southern Student Leader's Conference
King Island Boat Club	2 000	towards the participation of junior members in the 84th Stonehaven Cup
Kingborough Bowls Club	7 800	towards installing insulation in indoor bowls facility
Kingborough Bowls Club	5 000	towards upgrading the Club's heating
Kingborough Community Enterprise Centre	1 200	towards responsible service of alcohol training
Kingborough Gymnastics Association	2 000	towards hosting the 2012 Aussie Gym events Jansen and Fitsen Challenge
Latrobe Neighbourhood Watch	600	towards a seat at remembrance of community member Mr Alan Beams
Launceston General Hospital Historical Committee	1 500	towards a new lectern as part of the Sesquicentenary Celebrations in 2013
Launceston General Hospital Historical Committee	3 000	towards the LGH Sesquicentenary Celebrations in 2013

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Launceston RSL	1 000	towards a replacement computer
Life without Barriers	500	towards attendance of Kylie Bantick at the 2013 AGOSCI National Conference
Lions Club of New Norfolk Inc	2 500	towards renovations to the Club's kitchen
Lions Club of Tasman Inc	2 000	towards the 2013 Peninsula Feast
Lions Club of Ulverstone Inc	1 000	towards the costs of the 2012 Lions Convention
Longford Football Club Inc	2 000	towards expenses associated with upgrading Club's facilities
Longford Primary School	500	towards a project for the 200th Anniversary of naming Norfolk Plains
Maranoa Heights Community Centre	1 100	towards a new oven
Migrant Resource Centre (Southern)	500	towards the 2012 Peace Festival
Mowbray Heights Primary School	660	towards a commercial toaster for the Breakfast Club
Mount Faulkner Community Garden	500	towards equipment for the Community Garden
New Norfolk Bowls Club	1 000	towards upgrading the Club's fridges
New Norfolk Rowing Club	2 000	towards the cost of new rowing sculls
New Town Senior Citizens Club Inc	1 800	towards a new indoor bowls mat
North Launceston Eagles Junior Soccer Club	2 000	towards replacing equipment for the junior teams
North West Poultry Club Inc	1 600	towards upgrading cages as part of the 50th Anniversary Show
Northern Suburbs Community Centre Inc	1 300	towards the Little Sprouts Early Intervention Garden and Food program
Okines Community House Inc	1 300	towards Okines Community Garden
Old Hobartian Association	5 000	towards establishing the old Hobartians Scholarship Fund as part of Hobart College's Centenary
Penguin Bowls Club	5 000	towards the 31st Annual Penguin Classic Lawn Bowls pairs
Perth Primary School	500	towards a project for the 200th Anniversary of naming Norfolk Plains
Pete's Community Workshed	494	towards replacement equipment for Pete's Men's shed.

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Port Cygnet Sailing Club	500	towards planning for the 150th Anniversary Cygnet Regatta
Port Esperance Coast Care	300	towards a prize in the Art Exhibition 150th Anniversary of Dover township
Princes Street Primary School Association	10 000	towards completion of Stage 1 of its multipurpose sporting facility
Queenstown Lions Club	5 000	towards trees for the North Lyell Memorial Park
Rainbow Communities Tasmania Inc	100	towards a rainbow award at the Rainbow dinner and awards 2012 event
Richmond Village Fair Inc	5 000	towards tents for storage and shelter
Risdon Vale Neighbourhood Centre	1 000	towards an anti-domestic violence program
Risdon Vale Neighbourhood Centre	425	towards a community lunches program
Risdon Vale Primary School	1 000	towards the 2013 Winter Fair and Fireworks Event
Rocherlea Football Club	10 000	towards equipment for the Rocherlea Recreation Ground Sports Facility
Rokeby High School	1 000	towards Rikki Silver representing Tasmania at the World Cheer Leading Championships
Rotary Club of Glenorchy Inc	2 000	towards production of commemorative book for the Club's 50th Anniversary in 2014
Royal Yacht Club of Tasmania	3 275	towards medallions for presentation to skippers/owners
Runnymede Cricket Club Inc	1 000	towards a new private power pole
Sarossy, Benjamin	500	towards representing Australia at the World Cup Cheer and Dance
Smithton RSL Sub-Branch Inc	3 000	towards upgrading the Club's gardens
Sorell Spirit	2 000	towards representing Australia at the 2013 Dance World Competition in Florida
South Channel Ratepayers Association Inc	250	towards the 2013 Middleton Country Fair
Southern Allstars Cheer and Dance	300	towards participating in the 2012 Cheerleading National Championships
Southern Cross Young Achiever Awards	1 000	towards the Premier's Young Achiever Awards for 2012-13
Southern Tasmanian Axemen's Association Inc	1 600	towards the Jim Bacon Memorial Woodchop event at the 2013 Royal Hobart Regatta

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Southern Tasmania Basketball League	500	towards its under 14 Girls' team participating at the national championships
SSAA Militaria Collectors Tasmania Inc	500	towards the Midlands Military meet and rendezvous
St Helens Bowls Club Inc	1 100	towards an outdoor shade cloth for the Club greens
St Helens Marine Rescue Association Inc	3 000	towards upgrading engines on its rescue vessel
St Helens-St Marys RSL Sub-Branch	2 000	towards the East Coast Veterans Information and Support Centre
St Marks Lake River Maintenance Committee	5 000	towards maintaining St Marks Church
Swansea Online Access Centre Inc	1 000	towards a disability access ramp
Tamar Valley Film Society Inc	3 000	towards its sound system upgrade
Tamar Valley U3A	500	towards establishment costs
Tamar Valley U3A	250	towards attending the 2013 U3A NSW Network Annual Conference
Tasmanian Men's Sheds Association Inc	2 000	towards developing marketing and promotional materials and processes
Tasman Council	4 575	towards a playground at Murdunna
Tasmania Recovery from Eating Disorders	800	towards sending a delegate to the National Eating Disorders Collaboration workshop
Tasmanian Association of Community Houses	200	towards an award supporting 2013 Neighbourhood House Week
Tasmanian Indoor Bias Bowls Council	1 000	towards purchase of new indoor bowls mats
Tasmanian Sail Training Association Ltd	1 500	towards additional safety equipment
Tasmanian Trail Association	5 000	towards work to promote and maintain the Trail
Tasmanian Water Polo Inc	500	towards costs of its under 16 Girls' team competing in the 2012 national championships
Tasmanian Water Polo Inc	500	towards participating in the New Zealand Water Polo National League Club Trophy
Tasmanians With Disabilities Inc	1 000	towards a replacement paper folding/stapling machine
Taylor, Kitty	100	towards Illuminarti Photography Project for Burnie Shines 2012
Technopark Management - DEDTA	10 000	towards a memorial for Forced Adoptions

Premier's Discretionary Fund - recipients

Organisation	\$	Purpose
Tenpin Bowling Tasmania Inc	1 650	towards the cost of uniforms for the 2013 national championships
Tmaggots Inc	500	towards an educational event at Parliament House
Triabunna Roosters Cricket Club	2 000	towards equipment for junior players
University of Tasmania	8 068	towards a research paper on same-sex marriage
Waratah Films	4 600	towards producing a study guide for the documentary Mary Meet Mohammad
Warrane Mornington Neighbour Centre Inc	858	towards completing a bus shelter at the Centre for the community bus
Wesley Church Hobart	2 000	towards the Nobucks lunch program for disadvantaged people in 2012
Wesley Uniting Church	2 000	towards the NoBucks lunch program for disadvantaged people in 2013
West Launceston Bowls and Community Club Inc	2 680	towards a replacement window at its Club
West Moonah Community House	700	towards purchasing a coffee machine to run barista training for unemployed people
West Moonah Community House	3 000	towards the costs of disabled access to its Community Shed
West Tamar Arts Group - Artentwine	1 000	towards the 2012 Artentwine Event
Westwinds Men's shed	1 000	towards equipment costs
Wilmot Youth Group	500	towards a concert to raise funds for a children's park and BMX track at Wilmot
Woodbridge School	400	towards Grade 9 and 10 students participation in an educational camp
TOTAL	303 962	

Government Donations and Appeals Fund

The Government Donations and Appeals Fund is a fund for recurring grants or donations to allow the Premier to make ongoing financial assistance to groups or individuals. These grants are designed to support valued community and cultural activities with national, statewide or local significance.

Government Donations and Appeals Fund - recipients

Organisation	\$	Purpose
Australian Institute of Architects	15 000	towards running the 2013 Tasmanian Architecture Awards
Australian Italian Club Inc – Hobart	6 000	towards the 2013 Festa Italia
Australian Red Cross	7 000	towards the 2013 Red Cross Calling fundraiser
Benchmarking Birch's Bay	500	towards the 2013 Premier's Artist Award
Circular Head Agricultural Society Inc	250	towards the 2012 Circular Head Show
Clarence High School	1 455	towards three Year Ten students attending 2013 National Leadership Camp
Colony47	2 500	towards the 2012 Community Christmas Lunch
Clarendon Vale Primary School	3 000	towards Grade 6 students excursion to Sydney
Education – Schools Account	1 425	towards three Year Ten students attending 2012 Rising Generations National Leadership Camp
Estia Greek Festival	10 000	towards Greek Community of Tasmania 2013 Estia Festival
Far South Community Association Inc	500	towards 2012 Dover and Far South Annual Christmas Parade and Party
Hush Music	10 000	towards the collaboration with Tasmanian Symphony Orchestra to record a CD for use in children's wards
Kingston Beach Regatta Association	500	towards the 2013 A Day on the Beach event
Launceston Legacy	2 000	towards administrative costs
Launceston Pacing Club	1 500	towards the 2013 Premiers Blue Bonnet Event
MyState Financial	2 000	towards the Premier's Award for the 2013 MyState Student Film Festival
National Heart Foundation of Australia	50 000	towards the 2012 fundraising appeal
National Trust Tasmania	10 000	towards fundraising efforts

Government Donations and Appeals Fund - recipients

Organisation	\$	Purpose
Riding for the Disabled Association Kalang Inc	2 000	towards care of horses
Rotary Club of Deloraine	10 000	towards Premier's Award 2012 at the Tasmanian Craft Fair
Rotary Club of Hobart	1 500	towards the 2012 Magic Show For Special Needs Children
Rotary International	4 000	towards the Tasmanian team for the Rotary Tasmania Exchange Program 2013
Royal Hobart Regatta Association Inc	14 000	towards the 2013 Royal Hobart Regatta
Royal Humane Society of Australasia	500	towards continued support of the Society's Bravery Awards program 2012-13
St Andrews Society Hobart Inc	500	towards the 2013 Richmond Highland Gathering
St Helens – St Marys RSL Sub-Branch	1 500	towards the operating costs of the St Helens Veterans Centre
Tas Special Children's Christmas Party	1 000	towards the 2012 Special Children's party
Tasmanian History Teachers' Association	500	towards the Premier's prize for Tasmania's Young Historian 2012
Tasmanian Pensioners Union – Glenorchy	6 000	towards administrative costs
Tasmanian Riding for the disabled Association	1 000	towards competing at National Championships 2013
The Smith Family	7 000	towards assisting disadvantaged children through Winter 2012 Appeal
Timber Communities of Australia - Bruny Island Primary Industry Branch	2 500	towards the costs of 2013 Easter Carnival
University of Tasmania	300	towards a prize for the PICSE-UTAS Science Investigation Awards 2012
University of Tasmania	250	towards a Premier's Choice Award 2013 Gearing Up Expo Art Exhibition
TOTAL	176 180	
TOTAL PREMIER'S GRANTS	480 142	

Community Development Division grants

Sundry Grants – Aboriginal Affairs

Aboriginal Home Buyers Assistance Scheme (Tasmanian Aboriginal Centre Inc)

The Aboriginal Home Buyers Assistance Scheme provides ongoing annual funding to the Tasmanian Aboriginal Centre Inc to provide stamp duty exemption and legal aid assistance for Aboriginal home buyers and Aboriginal charitable organisations.

Aboriginal Home Buyers Assistance Scheme - recipients

Organisation	\$	Purpose
Tasmanian Aboriginal Centre	30 000	towards Aboriginal Home Buyers Assistance Scheme 2012-13
TOTAL	30 000	

Aboriginal Land Council of Tasmania Fund

The Aboriginal Land Council of Tasmania Fund was established under section 21 of the *Aboriginal Lands Act 1995*, with funding provided to the Aboriginal Land Council of Tasmania through this grant program. This grant enables the Council to fulfil its statutory obligations outlined in section 22 of the Act, by assisting with operating costs, co-ordination and land management activities associated with returned land.

The Council is a statutory body, established under the Act, set up to hold the titles of 'returned' land on behalf of the Tasmanian Aboriginal community. The Act promotes reconciliation with the Tasmanian Aboriginal community by granting Aboriginal people parcels of land that are of cultural significance.

In 1995 the Council was provided with funding at a level of \$85 000 for 4 020 hectares of land. Funding was increased in 2002-03 by \$68 000 and again in 2005-06 by a further \$71 000 for specific land management responsibilities arising from the hand-back of Cape Barren Island and Clarke Island. \$224 000 has been provided annually for the period 2007-2012 to manage total land holdings of approximately 55 617 hectares. An additional \$90 000 was allocated in the 2012-13 Budget, bringing the total amount funded to \$314 000.

The Act confers responsibilities for the Aboriginal Land Council of Tasmania to sustainably manage the returned lands on behalf of, and for the benefit of, the Tasmanian Aboriginal community.

Aboriginal Land Council of Tasmania Fund - recipients

Organisation	\$	Purpose
Aboriginal Land Council of Tasmania	314 000	towards the Annual Budget for 2012-13
TOTAL	314 000	

Youth Network of Tasmania – Core Funding and Tasmanian Youth Forum

The Tasmanian Government provides the Youth Network of Tasmania with recurrent annual funding of \$240 165 to provide salary and operational costs to achieve the agreed objectives of a peak body for Tasmania's youth sector and to facilitate the Tasmanian Youth Forum, the State's primary youth participation mechanism. In early 2011, the Government evaluated the funding arrangement and renegotiated new key performance indicators for the Youth Network of Tasmania triennial Grant Deed for the years 2011-14.

The objectives of the Youth Network of Tasmania grant are to:

- involve young people and service providers in identifying and responding to youth issues;
- facilitate and support coordination in the youth sector;
- provide information, support and/or advice to the Department of Premier and Cabinet, and all levels of government and the wider community on youth issues;
- working with the Tasmanian Government on policies, programs and services for young people with a particular focus on social inclusion, connectedness and participation; and
- maintain financial viability as an organisation and implement suitable best practice corporate governance arrangements.

Each year Youth Network of Tasmania is required to provide a progress report against the key performance indicators in the Deed prior to issuing the annual payment.

Youth Network of Tasmania - recipients

Organisation	\$	Purpose
Youth Network of Tasmania	240 165	towards Grant funding for 2012-13 – round 3 final payment
TOTAL	240 165	

National Youth Week Grants

National Youth Week is an Australian, state, territory and local government initiative. Its aims are to:

- provide an opportunity for young people aged 12 to 25 years to express their ideas and views, raise issues of concern to them, act on issues which affect their lives and create and enjoy entertainment;
- provide an opportunity for the wider community to listen to young people, as well as acknowledge and celebrate the positive contributions young people make; and
- promote a community focus on issues relevant to young people.

For National Youth Week 2013, the Tasmanian Government provided \$40 000 towards the 2013 Community Grants Program. The Community Grants Program supported local government and not-for-profit organisations to run 24 events around Tasmania. beyondblue: the national depression initiative provided \$30 000 to support Youthbeyondblue Grants. National Youth Week is coordinated at the national level by the Australian Government's Department of Education, Employment and Workplace Relations (DEEWR). DEEWR provided Tasmania with \$39 862 which was allocated to the School Grants and contributed to the Community Grants. In addition, DEEWR funding enabled the development of Tasmanian National Youth Week merchandise and supported advertising and promotion of NYW in Tasmania. All grantees of the 2013 Grants Program provided final reports and acquitted their grants. The National Youth Week Grant Program is evaluated annually.

National Youth Week Grants Program – Community Grants recipients

Organisation	\$	Purpose
Break O'Day Health Resource Association	5 000	towards Scamander Rad Skate
Bridgewater PCYC	1 500	towards Think B4U Drink
Burnie City Council	1 900	towards Burnie Young Makers Market
Circular Head Council	2 000	towards Youthfest 2013
Clarence City Council	5 000	towards Bellerive Boardwalk Youth Week Festival
Derwent Valley Council	1 750	towards National Youth Week 2013 activities
Devonport City Council	2 000	towards Reclaim the Lane v2.0
Devonport City Council	5 000	towards North West Regional Youth Expo
Dunalley Neighbourhood House	2 000	towards Tasman Youth and Community Expo
Flinders Council	1 633	towards Island Connections
Glenorchy City Council	2 000	towards Alive on the Green
Headspace Hobart	1 500	towards pop-up backyard
Hobart City Council	2 000	towards Parliament Sounds
Huon Valley Council	1 500	towards Off the Couch Festival
Kentish Council	2 000	towards SheffROCK
Kingborough Council	2 000	towards Kingborough Youth Expo
Meander Valley Council	1 000	towards The Gathering
Northern Suburbs Community Centre	1 000	towards MAD (Music Art Dance)
Ravenswood Neighbourhood House	1 000	towards National Youth Week Celebrations @ Skate Park
Rosebery Community House	1 000	towards Garden of Respect
West Tamar Council	1 202	towards Epic Rave Time
Youth and Family Focus	2 000	towards Dramarama
Youth Network of Tasmania	1 000	towards Youth Homelessness Matters Day
Zeehan Neighbourhood Centre	1 000	towards skateboard demonstration
TOTAL	47 985	

National Youth Week Grants Program – Youthbeyondblue Grants recipients

Organisation	\$	Purpose
Break O'Day Council	5 000	towards Scamander Rad Sk8
Circular Head Council	2 500	towards Youthfest 2013
Clarence City Council	5 000	towards Bellerive Boardwalk Youth Week Festival
Devonport City Council	3 500	towards North West Regional Youth Expo
Glenorchy City Council	2 000	towards Alive on the Green
Hobart City Council	3 000	towards Parliament Sounds
Huon Valley Council	1 500	towards Behind the Mask
Kentish Council	1 000	towards SheffROCK
Oatlands District School	2 000	towards BREATH - Breathing Life into Oatlands
Waratah Wynyard Council	2 000	towards Sk8 and Create
West Tamar Council	500	towards Epic Rave Time
Youth and Family Focus	2 000	towards Dramarama
TOTAL	30 000	

National Youth Week Grants Program – School Grants recipients

Organisation	\$	Purpose
Devonport City Council	3 500	towards transport North West Regional Youth Expo
Devonport High School	300	towards Discover the Top End of Tassie
Don College	300	towards Op Shop Fashion
Don College	300	towards Don College Youth Expo
Geilston Bay High School	300	towards National Youth Week activity
Geilston Bay High School	300	towards school transport
Glenorchy City Council	1 000	towards transport to Alive on the Green
Hobart College	300	towards National Youth Week 2013 Concert
Kingston High School	300	towards leadership Seminar
Newstead College	300	towards Newstead College Health Expo

National Youth Week Grants Program – School Grants recipients

Organisation	\$	Purpose
Newstead Heights	300	towards National Youth Week activity
North West Christian School	300	towards Incredible Race Youth Challenge
Oatlands High School	300	towards transport to Breathing Life into Oatlands
Prospect High School	300	towards National Youth Week Activities Day
Rokeby High School	300	towards National Youth Week Disco
Rose Bay High School	300	towards National Youth Week Activity
The Hutchins School	300	towards barbeque and Youthbeyondblue Awareness Day
TOTAL	9 000	

Tasmanian Youth Parliament

The Tasmanian Youth Parliament is part of a national youth development program that provides young people aged between 15 and 24 years with a forum for expressing ideas, concerns and expectations regarding the future of their State. The Youth Parliament has been held annually since 1990 and is delivered by a taskforce of young volunteers appointed by the Tasmanian Youth Government Association in partnership with YMCA Australia. The Youth Parliament program plays an important role in providing young Tasmanians with an insight into the workings of the Tasmanian Parliament and political processes.

The objectives of the Tasmanian Youth Parliament Program are to:

- provide a Youth Parliament to involve young people to identify and respond to issues in the broader Tasmanian community;
- develop the skills, confidence and awareness of young people;
- promote social inclusion; and
- maintain financial accountability for the grant by implementing suitable best practice governance arrangements.

In 2012, 42 young people from 16 schools participated in the Youth Parliament. The Youth Parliament program consists of training activities leading up to a six-night residential camp. During the camp, the Youth Parliament sits at Parliament House. The participants debated a number of youth motions and bills relating to issues as diverse as cyber bullying, road safety and youth detention.

The Tasmanian Government provided a grant of \$12 000 to fund the 2012 Youth Parliament. Assessment of the project's 2012 final report indicates that results are being achieved against the objectives of the funding agreement.

Tasmanian Youth Parliament - recipients

Organisation	\$	Purpose
YMCA Australia	12 000	towards Tasmanian Youth Parliament Program 2013
TOTAL	12 000	

Multicultural Council of Tasmania – Core funding

The Multicultural Council of Tasmania received \$90 000 to strengthen the capacity of the organisation as the peak advocacy body for Tasmania's culturally and linguistically diverse communities and to ensure its membership is fully inclusive of new and emerging migrant communities around Tasmania. Funding provides for operational and salary costs associated in meeting the agreed objectives outlined in the funding agreement. Funding is recurrent for three years 2011-2014. The funding agreement is due to expire at end of June 2014. Key performance indicators are re-negotiated annually.

Multicultural Council of Tasmania grant - recipients

Organisation	\$	Purpose
Multicultural Council of Tasmania Inc	45 000	towards operational funding for 2012–13 - first payment
Multicultural Council of Tasmania Inc	45 000	towards operational funding for 2012–13 - second payment
TOTAL	90 000	

Council on the Ageing (Tasmania) – Core funding

The Council on the Ageing (Tasmania) grant of \$91 532 provided salary and operational costs for the positions of Executive Director and Administration Assistant to meet the agreed objectives outlined in the funding agreement as the peak body for all older people in Tasmania and the Tasmanian non-government aged sector. Progress meetings with the Council are held regularly and it provides quarterly performance reports, national and state Policy Council reports, newsletters, media releases, and its Annual Report. The grant was provided in 2012-13 under a triennial funding agreement, which was renewed in 2011 for the period up to 30 June 2014. Each year the Council provides a progress report against the performance measures in the funding agreement prior to receiving its next annual payment.

Council on the Ageing (Tasmania) grant - recipients

Organisation	\$	Purpose
Council on The Ageing (Tasmania) Inc	91 532	towards 2012-13 operational funding
TOTAL	91 532	

Council on the Ageing (Tasmania) – Seniors Week

The Seniors Week grant of \$105 400 provides the Council on the Ageing (Tasmania) with a 0.5 FTE project officer salary and funds for the costs associated with producing and statewide distribution of the annual Seniors Week Program. This grant is provided under a triennial funding arrangement, which was signed in December 2010 for the period up to 31 December 2013. The Council provides a report on the program for annual review. The findings of this review will be considered as part of the deliberations and negotiations for funding the Council to deliver the Seniors Week program under a new funding agreement.

Council on the Ageing (Tasmania) grant - recipients

Organisation	\$	Purpose
Council On The Ageing (Tasmania) Inc	105 400	towards Seniors Week program
TOTAL	105 400	

Council on the Ageing (Tasmania) – Inclusive Ageing Implementation

The Council on the Ageing (Tasmania) was allocated in the 2013-14 budget a grant of \$125 000 per annum for three years to support implementation of the *Inclusive Ageing: Tasmania 2012-2014 Strategy*, including developing a demographic analysis report for the Tasmanian Government. This report will be available to other Government agencies and community organisations. The grant is reviewed annually to ensure it aligns with the outputs required to implement the Strategy.

Council on the Ageing (Tasmania) grant - recipient

Organisation	\$	Purpose
Council on the Ageing (Tasmania) Inc	125 000	towards implementing the <i>Inclusive Ageing: Tasmania 2012-14 Strategy</i> – first payment
TOTAL	125 000	

Lesbian, Gay, Bisexual, Transgender and Intersex Grants Program

In the 2010-11 Budget, \$150 000 was allocated over three years from 2010-2013 to provide funds to community organisations and tertiary institutions to progress outcomes for the lesbian, gay, bisexual, transgender and intersex community. In the 2013-14 budget, a commitment was made to continue funding the program for a further three years at \$50 000 per annum. In 2012-13, three projects totalling \$50 000 were funded through this program. All projects are due to be completed by June 2014. All funded organisations are required to provide project final reports and acquittals of their grant funding.

Lesbian, Gay, Bisexual, Transgender and Intersex Community Grants - recipients

Organisation	\$	Purpose
Relationships Australia	20 970	towards Lesbian, Gay, Bisexual, Transgender and Intersex family-friendly services
Tas Pride	5 000	Towards the We are Same but Different (working title) project
University of Tasmania	24 030	towards Experience and Expectations of Lesbian, Gay, Bisexual, Transgender and Intersex Tasmanians
TOTAL	50 000	

Lieutenant Colonel Harry Murray VC Scholarships

Funding was provided for two Lieutenant Colonel Harry Murray VC Scholarships of \$5 000 each, which are administered by the University of Tasmania. The Scholarships are available to students who are studying an aspect of Tasmania's involvement in a war.

Veterans Affairs - recipients

Organisation	\$	Purpose
University of Tasmania	10 000	towards Lieutenant Colonel Harry Murray VC Scholarships for 2013
TOTAL	10 000	

War Memorial Repair and Maintenance Grants Program

The \$50 000 War Memorial and Maintenance Grants Program was established in 2010-11 to fund Returned and Services Leagues, local government and other community organisations as a contribution towards the cost of repairing and maintaining memorials in Tasmania. In 2012-13, 14 projects were funded through this program. All projects are due to be completed by June 2014. All funded organisations are required to provide project final reports and acquittal of grant funding.

In May 2013, the Minister for Veterans Affairs approved the re-direction of funds from the War Memorial and Maintenance Grants Program to the Centenary of Anzac Grants Program for the financial years 2013-14 to 2017-18. Grants of up to \$5 000 will be available for research and community activities, projects and commemorative events relevant to the service of Australian defence personnel across the years of the centenary.

War Memorial Repair and Maintenance Grants - recipients

Organisation	\$	Purpose
Burnie City Council	3 230	towards the refurbishment of its War Memorial
Clarence City Council	5 000	towards works program on South Arm Cenotaph
Dunalley RSL Sub Branch Inc	4 850	towards repair of fire damage to Dunalley War Memorial
Evandale History Society Inc	1 814	towards repairs and painting for Evandale Memorials
Evandale History Society Inc	3 150	towards the provision of aluminium flag pole
Huon RSL Sub Branch Inc	1 486	towards the Memorial restoration
King Island RSL Sub Branch Inc	1 166	towards restoration of Currie Cenotaph phase two
Latrobe Council	4 900	towards Sheean Memorial and Sheean Walk
Port Arthur Historic Site Management	5 000	towards the Soldiers Memorial Avenue renewal program
Snug Primary School	4 959	towards the Snug War Memorial maintenance
Sorell RSL Sub Branch Inc	3 580	towards the Memorial repairs

Organisation	\$	Purpose
Ulverstone RSL Sub Branch Inc	3 950	towards the repair of the Ulverstone WWI Memorial
Waratah-Wynyard Council	1 892	towards the Waratah Cenotaph Restoration
Wynyard RSL Sub Branch Inc	5 000	towards the Cenotaph precinct lighting
TOTAL	49 977	

Other Community Development Grants – recipients

Organisation	\$	Purpose
Awards Australia	1 000	towards the Southern Cross Young Achiever Awards
Anzac Day Trust	23 000	towards the 2012-13 grant allocation to the Trust
Clarence City Council	2 000	towards the Tasmanian National Youth Week launch event
Glenorchy City Council	10 000	towards the Moonah Taste of the World Festival
Hobart Playback Theatre	6 970	towards Alphabet Soup: Celebrating Diversity
Migrant Resource Centre (Southern)	57 000	towards project funding Changing attitudes to diversity workshops
Migrant Resource Centre (Northern Tasmania)	43 000	towards funding for Employment and Enterprise project
Returned and Services League of Australia (Tasmania Branch)	100 000	towards Returned and Services League of Australia Tasmania Branch grant
Tasmanian Regional Arts Inc	1 000	towards 2013 Material Girl Prize money for Premier's and People's Choice Awards
Youth Network of Tasmania	8 000	towards Tasmanian Youth Conference
TOTAL	251 970	
TOTAL COMMUNITY DEVELOPMENT DIVISION	1 457 029	

Social inclusion grants

2011-13 Emergency Relief and Lower Cost of Living Program

The Emergency Relief and Lower Cost of Living Program supports emergency relief and preventative assistance for people in financial crisis. In 2012-13 it included:

- \$750 000 to support emergency relief providers to assist more Tasmanians meet increases in the costs of essential goods and services such as electricity and other utilities, food, rent, and transport;
- \$150 000 to SecondBite, Foodbank and Produce to the People to expand the provision of food relief;
- \$120 000 to the NELS Network of Tasmania for operational funding to deliver zero interest micro-finance loans to low income Tasmanians;
- \$90 000 to the Energy Efficient Appliances program to provide assistance to Tasmanians on low incomes to purchase energy efficient appliances; and
- \$10 000 to the Tasmanian Association of Community Houses to support community hardship.

Grant recipients are required to provide financial statements and progress reports against the approved purposes in their funding agreements. The Program will be reviewed in 2013-14.

Emergency Relief Food - recipients

Organisation	\$	Purpose
Children's Food Education Foundation	30 000	towards 2011-2013 Emergency Relief and Lower Cost of Living Initiative - second installment for Produce to the People
Foodbank Tasmania Inc	30 000	towards 2011-2013 Emergency Relief and Lower Cost of Living Initiative - second installment
SecondBite	90 000	towards 2011-2013 Emergency Relief and Lower Cost of Living Initiative - second installment
TOTAL	150 000	

Emergency Relief - recipients

Organisation	\$	Purpose
Cape Barren Island Aboriginal Association Inc	730	towards Emergency Relief Funding 2011-13
TOTAL	730	

Housewarming Program

\$200 000 was provided to Colony47 to deliver housewarming boxes and curtains to low income Tasmanians moving into new tenancies throughout the State. The Program will be reviewed in 2013-14.

Housewarming Program - recipients

Organisation	\$	Purpose
Department of Human and Health Services	200 000	towards reimbursement of Housing Tasmania for grant to Colony47 – Delivery of Housewarming Boxes
TOTAL	200 000	

Financial Literacy Exchange (FLEX) Grant Program

The FLEX Grant Program aims to improve the financial capability of households vulnerable to cost of living pressures by increasing the scope of assistance available to them. Ten organisations received funding in 2012-13. Grant recipients are required to report every six months against the requirements in funding agreements and financial acquittal statements are required at the end of each project.

Financial Literacy Exchange - recipients

Organisation	\$	Purpose
Anglicare Tasmania Inc – Hobart	211 586	towards Financial Literacy Exchange Grant Program
Colony47	97 360	towards Financial Literacy Exchange Grant Program
Forestworks Ltd	108 800	towards Financial Literacy Exchange Grant Program
Geeveston Community Centre Inc	16 568	towards Financial Literacy Exchange Grant Program
Migrant Resource Centre (Southern)	15 890	towards Financial Literacy Exchange Grant Program
NILS Network Tasmania Inc	78 000	towards Financial Literacy Exchange Grant Program
St Vincent De Paul Society – Launceston	215 600	towards Financial Literacy Exchange Grant Program
The Salvation Army – Australia Southern Territory	150 000	towards Financial Literacy Exchange Grant Program
The Smith Family	35 170	towards Financial Literacy Exchange Grant Program
Uniting Care Tasmania	52 130	towards Financial Literacy Exchange Grant Program
The Salvation Army- Australia Southern Territory	15 000	towards Financial Literacy Exchange Grant Program – Amended Grant Deed
TOTAL	996 104	

Food for All Tasmanians Grant Program

The Food for all Tasmanians Grants Program builds on existing community food solutions and funds innovative ways to improve food access and affordability for Tasmanians who are most in need. Sixteen projects around the State were funded under the Program in 2012-13. Grant recipients are required to report every six months against the requirements in funding agreements and financial acquittal statements are required at the end of each project.

Food for All Tasmanians - recipients

Organisation	\$	Purpose
Able Australia Services	199 880	towards Food for all Tasmanians Grant Program
Bream Creek Farmers Market	5 305	towards Food for all Tasmanians Grant Program
Bridport Primary School	22 000	towards Food for all Tasmanians Grant Program
Clarence City Council	18 212	towards Food for all Tasmanians Grant Program
Colony 47	10 284	towards Food for all Tasmanians Grant Program
Devonport City Council	95 950	towards Food for all Tasmanians Grant Program
Education – Schools Account – Oatlands High School	4 279	towards Food for all Tasmanians Grant Program
Glenora District High School	43 000	towards Food for all Tasmanians Grant Program
North-West Environment Centre	49 930	towards Food for all Tasmanians Grant Program
Okines Community House Inc	60 471	towards Food for all Tasmanians Grant Program
Ravenswood Neighbourhood House Inc	63 030	towards Food for all Tasmanians Grant Program
Rosebery District High School	6 000	towards Food for all Tasmanians Grant Program
Rural Health Tasmania Inc	27 620	towards Food for all Tasmanians Grant Program
SecondBite	198 000	towards Food for all Tasmanians Grant Program
The Link Youth Health Service Inc	31 830	towards Food for all Tasmanians Grant Program
Youth and Family Focus Inc	164 203	towards Food for all Tasmanians Grant Program
TOTAL	999 994	

Family Assistance Program

The objectives of the Family Assistance Program are to:

- provide direct emergency relief to Tasmanian families suffering financial hardship;
- provide preventative support programs that are ancillary to the provision of emergency relief; and
- provide for practical social policy research in agreed areas associated with emergency relief.

As part of the annual review held in 2011-12, consultations were held with all recipient organisations to ensure all program outputs meet the objectives of the program. It is recommended that the program is reviewed again during 2013-14.

Family Assistance Program - recipients

Organisation	\$	Purpose
Anglicare Tasmania Inc	100 000	towards Family Assistance Program
Hobart City Mission Inc	25 000	towards Family Assistance Program
Launceston City Mission Inc	25 000	towards Family Assistance Program
Society of St Vincent De Paul (Tasmania)	100 000	towards Family Assistance Program
The Salvation Army Tasmania	100 000	towards Family Assistance Program
TOTAL	350 000	

Food Vans program

The objective of these grants is to assist with provision of food and beverage services and outreach to other services, information and social contact to disadvantaged Tasmanians. As part of the annual review held in 2011-12, consultations were conducted with all recipient organisations to ensure that all program outputs meet the objectives of the program. It is recommended that the program is reviewed again during 2013-14.

Food Vans program - recipients

Organisation	\$	Purpose
Gran's Van Association Inc	20 000	towards Gran's Van Food Van grant
Launceston City Mission Inc	20 000	towards Mission Outreach Trailer and Mission Beat Food Van grant
Society of St Vincent De Paul (Tasmania)	20 000	towards Loui's Van grant
TOTAL	60 000	

Tasmanian Community Transport Trust - Cars for Communities Grant Program

Grant funding for the Cars for Communities Grant Program was made available over three grant rounds between 2009 and 2010. Grant recipients are required to provide a report against the requirements of the funding agreement within two months of the anniversary of its signing. Reports are required annually for a maximum of three years. A review of reports received to date and evaluation of the program is currently being undertaken. An initial assessment of the reports from grant recipients indicates that the funding outputs have met the program's objectives.

Supporting Tasmanian Volunteers Program

The Tasmanian Government entered into a four year funding agreement with Volunteering Tasmania Inc in October 2012 to deliver the Supporting Tasmanians Volunteers Program. The Program priorities for 2012-13 were to:

- build and facilitate volunteering initiatives to increase volunteering opportunities for disadvantaged and low income Tasmanians;
- identify and respond to the emerging demographic trends, challenges and opportunities for volunteering in Tasmania; and
- develop coalitions and partnerships with State and national entities to strengthen the future of volunteering in Tasmania.

Requirements in the funding agreement for 2012-13 will be reviewed in July 2013 and Program priorities for 2013-14 will be negotiated with Volunteering Tasmania Inc before the 2013-14 grant is made available.

Supporting Tasmanian Volunteers Program - recipient

Organisation	\$	Purpose
Volunteering Tasmania Inc	260 000	towards Supporting Tasmanian Volunteers Program 2012-13
TOTAL	260 000	
TOTAL SOCIAL INCLUSION	3 016 828	

Climate change grants

The Tasmanian Climate Change Office administered two community grants programs in 2012-13; ClimateConnect and Earn Your Stars. Both programs were reviewed in July 2012. Some changes were made to the eligibility criteria, program guidelines and application forms. The Earn Your Stars Micro-grants Program is now entitled the Earn Your Stars Grants Program to reflect an increase in the grant limit from \$5 000 to \$15 000. In addition to these programs, the Climate Change Office granted funding to the Waterworks Valley Landcare Group.

ClimateConnect

ClimateConnect is designed to enable Tasmanian communities and industries to undertake projects that will assist them to adapt to the opportunities and risks from climate change. Three projects were selected for funding and will be completed over the next 12 months. As projects are ongoing, final outcomes are yet to be determined.

The following table represents first instalment payments made to the three projects awarded under the current round, as well as final instalment payments made to projects awarded in the previous round of ClimateConnect.

ClimateConnect grant recipients

Organisation	\$	Purpose
Green Cross Australia	16 364	towards support for the Witness King Tides initiative
Kingborough Council	16 364	to deliver an Adaptation Implementation Plan for Kingborough
North-West Environment Centre	16 200	to enhance adaptation to climate change by researching varieties of vegetables that can be successfully grown in Tasmania over winter and spring
University of Tasmania	2 870	to support the pilot implementation of a risk assessment tool for health impacts brought about by climate change
University of Tasmania	1 998	To bring together currently unconnected knowledge about the socio-biophysical factors important to creating vector-borne disease risk and vulnerability conditions in the context of climate change in Tasmania
Break O'Day Council	1 200	to educate the Break O'Day community about the findings of the Climate Futures for Tasmania report and relevant adaptation strategies for the area
TOTAL	54 996	

Earn Your Stars Grants Program

Earn Your Stars is designed to support community-based emission reduction projects. Five projects were selected for funding and will be completed over the next 12 months. The following table represents first instalment payments made to the five projects awarded under the current round projects, as well as final instalment payments made to projects awarded in the previous round of Earn Your Stars.

Earn Your Stars grant recipients

Organisation	\$	Purpose
Sustainable Living Tasmania	11 933	towards support the Tassievore Eat Local Challenge
West Hobart Environment Network	8 028	to improve the energy efficiency of West Hobart homes
Sustainable Living Tasmania	13 201	to support Living Smart program
Tasmanian Chamber of Commerce and Industry	13 500	towards provision of sustainability information for the business community
AGDA Tasmania AUST Graphic Design Association	13 500	to increase awareness amongst Tasmania's graphic design and advertising community about the value of incorporating eco-design principles
DairyTas Board	3 000	to undertake an energy monitoring project that will assist in upskilling dairy technicians and promote the uptake of new technologies
Green Tourism	3 000	to extend the successful Green Tourism project
Derwent Catchment NRM Committee	2 000	towards funding for introducing Resilient Pasture Species in the Derwent Valley
TOTAL	68 162	

Climate Change Office – other recipients

Organisation	\$	Purpose
Waterworks Valley Landcare Group	8 910	to assess the opportunities for and barriers to community-owned, distributed, renewable energy generation
TOTAL	8 910	
TOTAL CLIMATE CHANGE	132 068	

Premier of Tasmania University Scholarships and Premier of Tasmania Timor-Leste Scholarship Grant Program

The purpose of the Premier of Tasmania University Scholarships is to retain top Tasmanian students in the State and attract top interstate and international scholars.

The Premier of Tasmania Timor-Leste Scholarship funding is available to Timor-Leste citizens to undertake courses at undergraduate or postgraduate level at the University of Tasmania that support the sustainable future of the Democratic Republic of Timor-Leste.

Funding for both the Premier of Tasmania Scholarships Program and the Premier of Tasmania Timor-Leste Scholarship:

- is recurrent in the DPAC budget; and
- is provided on the basis the University contributes a similar amount.

University Scholarships - recipients

Organisation	\$	Purpose
University of Tasmania	130 000	towards undergraduate, Timor-Leste and Judith Liauw Scholarship in 2013
TOTAL	130 000	

Australia Day Grants Program

Australia Day is a national celebration of what is great about Australia and being Australian and is a day to reflect on what has been achieved and what we can be proud of in our great nation. At its core, Australia Day is a day driven by communities, and the celebrations held in each town, suburb or city, are the foundation of its ongoing success.

The Australian Government provides funding for the Australia Day Great Ideas Grants Program which provides seed funding for local councils to grow a great idea in its first year. Grants are only available for a new activity that compliments and builds on existing Australia Day celebrations and are about inspiring new and imaginative ways for a community to celebrate.

Australia Day Grants - recipients

Organisation	\$	Purpose
Central Highlands Council	400	towards Australia Day great ideas 2013
Clarence City Council	2 727	towards Australia Day great ideas 2013
Dorset Council	1 400	towards Australia Day great ideas 2013
George Town Council	1 636	towards Australia Day great ideas 2013
King Island Council	1 818	towards Australia Day great ideas 2013
Sorell Council	1 455	towards Australia Day great ideas 2013
TOTAL	9 436	

Tasmanian Bushfire Recovery Grants

DPAC distributed funding on behalf of the Australian Red Cross January 2013 Appeal Distribution Committee to community associations to assist in the recovery process after the devastating January 2013 bushfires. A total of \$400 000 in grants were distributed. DPAC also distributed \$100 000 in funds donated by the governments of Western Australia and South Australia to support the bushfire recovery process.

Bushfire Recovery Grants - recipients

Organisation	\$	Purpose
Tasmanian Farmers and Graziers Association	100 000	towards the purchase of fencing material - Tasmania Bushfire Recovery
Dunalley Neighbourhood House Inc	200 000	towards first payment of Red Cross Tasmania funding
beyondblue	200 000	towards Tasmanian Bushfire Recovery Relief
TOTAL	500 000	

Other contributions

Other contributions - recipients

Organisation	\$	Purpose
Unions Tasmania	100 000	towards Union Education Training Grant 2012 - 13
TOTAL	100 000	

Government procurement

In 2012-13, DPAC awarded 21 contracts (17 to contractors and four to consultants) with a value over \$50 000 (excluding GST). An additional 34 contracts were awarded as part of panel arrangements.

The following table summarises the level of participation by local businesses with regard to contracts, tenders and/or quotation processes with a value of \$50 000 or over (excluding GST).

Summary of participation by local business

Contracts, tenders and/or quotation processes of \$50 000 or over ex GST	2012-13
Total number of contracts awarded	21
Total number of contracts awarded to Tasmanian suppliers	16
Value of contracts awarded	\$105 526 677
Value of contracts awarded to Tasmanian suppliers	\$76 814 303
Total number of tenders called and written quotation processes undertaken	21
Total number of bids and/or written quotations received	89
Total number of bids and/or written quotations received from Tasmanian businesses	52

Four contracts were awarded as a result of direct/limited sourcing or contract extension pursuant to *Treasurer's Instruction No. 1114: Direct/limited submission sourcing: goods and services*.

A panel for specialist ICT services was appointed from August 2012 to August 2015 for TMD, Department of Premier and Cabinet. The estimated contract value of this panel arrangement is \$1.35 million. This amount is included in the Value of contracts awarded above. The panel includes the following suppliers:

- Alphawest Services Pty Ltd
- Anittel Group Limited
- Blue Wave Consulting
- Consultel IT & T Pty Ltd
- DB Advisory Pty Ltd
- Dell Australia Pty Ltd
- Deloitte Touche Tohmatsu
- Dialog Information Technology
- Dilignet Pty Ltd
- Eclipse Computing
- Funnelback Pty Ltd
- Insight 4 Pty Ltd
- Intuit Technologies
- ISW Development Pty Ltd

- IT Resourcing Pty Ltd
- Knight Errant Pty Ltd
- KPMG
- Litmus Group
- Logica
- PWC
- Sense of Security Pty Ltd
- Squiz
- Stratsec
- Synateq Pty Ltd
- Technology One
- Telstra Corporation Limited
- The Quill Consultancy
- UXC Consulting
- XVT Solutions

A panel for active networking equipment and associated services was appointed from June 2012 to June 2016 for TMD, Department of Premier and Cabinet. The estimated contract value of this panel arrangement is \$5 million. This amount is included in the Value of contracts awarded in the above figure. The panel includes the following suppliers:

- Alphawest Services Pty Ltd
- Anittel Group Limited
- C&I Network Engineering Services Pty Ltd
- Intuit Technologies
- Data 3 Limited
- TasmaNet Pty Ltd

Contracts awarded in 2012-13 with a value of \$50 000 or over

Contractor	Location	Description	Period	Total value (\$)
AARNet	Australian Capital Territory	Internet services	June 2012 to May 2015	1 000 000
Anittel Group Ltd	Hobart	Voice Services – Managed private voice network	August 2012 to December 2027	45 000 000
Bentley House Commercial Interiors	Hobart	Minor alterations and workstation supplies	March 2013	92 796
Geomatic Technologies Pty Ltd	Victoria	Client Update Services – Provision of hosting, application support and development	September 2012 to August 2014	90 000

Contracts awarded in 2012-13 with a value of \$50 000 or over

Contractor	Location	Description	Period	Total value (\$)
KPMG	Hobart	Human Resources system feasibility study and roadmap development	March 2013 to May 2015	100 000
MyNetFone Australia Pty Ltd	New South Wales	Voice Services – Public network access and carriage	July 2012 to July 2022	20 000 000
SEMF Project Pty Ltd	Hobart	Stay Warm Save Money Housewarming Project	December 2012 to August 2014	826 980
SGS Economics and Planning	Hobart	Development of adaptation decision pathways	April 2014 to March 2014	67 973
Staples Australia	Hobart	Multifunction device and printer supplies	January 2013 to December 2016	1 500 000
TasmaNet Pty Ltd	Hobart	Networking Tasmania II Additional Services	March 2013 to May 2017	400 000
Telstra Corporation Limited	Hobart	Voice Services – Public network access and carriage	July 2012 to July 2022	20 000 000
Telstra Corporation Limited	Hobart	Internet services	June 2012 to May 2015	2 200 000
UXC Eclipse Pty Ltd	Hobart	Procedural Information Management System provision of application support and development	February 2013 to February 2015	59 760

Consultancy contracts awarded in 2012-13 with a value of \$50 000 or over

Consultant	Location	Description	Period	Total value (\$)
Cherub Consulting	Melbourne	Data Centres and Managed Services Business Case Strategy	April 2013 to September 2013	69 900
Clemengers	Hobart	Provide marketing and promotion of the Seniors Card Program	January 2013 to November 2014	80 404
Corporate Communications	Hobart	Seniors Card Directory production and delivery	June 2012 to December 2012	51 890
UTAS	Hobart	Prepare statewide coastal erosion map	October 2012 to March 2013	50 000

Contracts awarded – Direct/limited submission sourcing: goods and services in 2012-13

Consultant	Location	Description	Reason for approval	Total value (\$)
SAIC	Melbourne	Upgrade and ongoing support of Enact and automatic consolidation system	Due to absence of competitive competition for technical reasons	44 400
Telstra and Optus	Hobart	Mobile Services	Contract extension	4 100 000
Telstra Corporation Limited	Hobart	Spectrum telephone services agreement	Additional delivery of telephone services from the original supplier	2 200 000
Technology One	Hobart	Additional Finance One modules	Additional delivery of goods and services from the original supplier	84 500

A panel of facilitators was appointed to deliver units of the Public Sector Management Program (PSMP) in Tasmania until February 2013 with an option to renew until February 2015. The panel is to provide services as requested to the Department of Premier and Cabinet. The panel includes the following suppliers:

- Geneva Group Management Pty Ltd
- in2it Consulting
- Mellish and Associates
- PKF Organisation Development (SA) Pty Ltd
- Mark Dignam & Associates T/A The Human Resources Department

A panel of facilitators was appointed to deliver workplace-specific mental health and wellbeing training and education in Tasmania until June 2013 with an option to renew to June 2015. The panel is to provide services as requested to The Training Consortium. The panel includes the following suppliers:

- Beyond Blue Ltd
- Disability Services Australia
- OZHelp Tasmania Foundation Association Inc
- People Flourishing
- Peopleworks Pty Ltd