



19 October 2016

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Dear S Curtis

I refer to your Official Information Act request of 16 September 2016 to the Minister Responsible for Ministerial Services, which was transferred to the Department of Internal Affairs (the Department) for response on 22 September 2016.

You have requested the following:

- *Could you advise the number of staff employed in Ministerial Offices who are seconded from departments and their salary is paid by their department.*
- *Could you advise the number of staff employed in Ministerial offices who are employed as Purchase advisors and their salary is paid by the department.*
- *Could you advise the number of staff employed in Ministerial offices whose salaries are paid by Ministerial services.*
- *Could you advise the numbers employed in Ministerial offices who aren't in the above categories.*

In response to your questions I can provide you with the following information, as per the records held by the Department at 20 September 2016.

- *Could you advise the number of staff employed in Ministerial Offices who are seconded from departments and their salary is paid by their department.*

All Ministerial offices (including the office of the Parliamentary Under-Secretary) include staff who have been seconded to the office by government agencies to facilitate the management of Ministers' portfolio responsibilities. Currently across the 28 Ministerial offices, there are 137 staff members who have been seconded to such roles, and all have their salaries paid by the parent agencies. This has been normal Ministerial office practice for many years.

The Department's role in this process is as the agency responsible for providing Ministers and their staff, including seconded staff, with the operating environment, support and advice they need to carry out their duties.

- *Could you advise the number of staff employed in Ministerial offices who are employed as Purchase advisors and their salary is paid by the department.*

There are no Purchase Advisors employed by the Department in Ministerial offices.

- *Could you advise the number of staff employed in Ministerial offices whose salaries are paid by Ministerial services.*

There are 143.7 full-time equivalent members of staff (150 employees in total) employed by Ministerial and Secretariat Services in Ministerial offices. Of these staff, 19 have a small portion of their salary paid by the Parliamentary Service, as they have a Parliamentary Service function to their role.

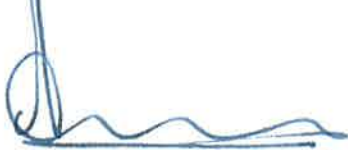


- *Could you advise the numbers employed in Ministerial offices who aren't in the above categories.*

There is no other category of staff members employed in Ministerial offices. There is currently one staff member employed by Ministerial and Secretariat Services in a Ministerial office who is on parental leave and has not been included in the numbers above.

There is a pool of staff employed by Ministerial and Secretariat Services on both a casual and permanent basis who are used to fill short-term vacancies in Ministerial offices and have not been included in the numbers above. These staff are based in Ministerial and Secretariat Services and are not directly allocated to a particular Minister's office.

Yours sincerely



Andrew McConnell  
General Manager  
Ministerial and Secretariat Services