



Australian Government

Department of Veterans' Affairs

ACTION BRIEF FOR SECRETARY

EC21-000594

REQUEST FOR NON-SES INDIVIDUAL FLEXIBILITY ARRANGEMENT – REMUNERATION

Critical Date: Nil

Purpose/Reason: To seek your agreement to an Individual Flexibility Arrangement (IFA) for **s 47E; s 47F** to fill the EL2 Special Counsel Position in the Royal Commission Taskforce.

Key Issues:

- It is proposed to offer **s 47E; s 47F** a salary above the top of the EL2 salary range of the DVA Enterprise Agreement 2019-2022 (EA) through an IFA to recognise his current salary at his home agency - Australian Government Professional Services Review.
- s 47E; s 47F** has the appropriate skills to provide Special Counsel services to the Royal Commission Taskforce and DVA is transferring him on a temporary basis from Australian Government Professional Services Review under a Section 26 transfer.
- It is proposed to remunerate him similarly to his current salary and conditions, which are higher than the current top of range EL2 DVA salary.
- It is recommended that **s 47E; s 47F** be offered a salary of **s 47E; s 47F** per annum from his proposed commencement date of 1 June 2021 for a 12 month period, to be increased in line with the annual adjustments specified within the EA. The IFA will remain in force until **s 47E; s 47F** ceases as EL2 Special Counsel.
- On cessation of this arrangement, increased salary will be maintained if **s 47E; s 47F** continues with DVA.
- The proposal is in accordance with policy guidance that a proposed IFA salary should not exceed the lowest level of the next salary level.
- If the IFA is agreed, the increase in cost compared to the top of the current EL2 salary will be **s 47E; s 47F**.
- Divisional funding is available for this employee expense.
- IFAs are captured under the Government's decision to pause general wage increases in Commonwealth agencies and are only to be entered into in exceptional circumstances for critical business continuity purposes. This proposal aligns with the Government's wage pause as the increase in remuneration is in recognition of increased responsibilities.

Regulation Impact: No

Consultation:

s 47E; s 47F has been consulted and is agreeable to this arrangement.

Consultation with Assistant Secretary, People Services Branch (AS PSB) has occurred and they approve this course of action.

Recommendation:

You approve the proposed Individual Flexibility Arrangement for **s 47E; s 47F**

OFFICIAL

If you approve this proposal, People Services Branch will pursue the relevant processes in offering and executing a compliant IFA. To reduce administrative burden, it is proposed that the Assistant Secretary, People Services Branch will sign and execute the final IFA on your behalf.

Traci-Ann Byrnes
First Assistant Secretary
Royal Commission Task Force
Ph: **s 47E; s 47F**
24 May 2021

Contact:
s 47E; s 47F
Director
Royal Commission Taskforce
s 47E; s 47F

Comments:	Secretary Decision if required: APPROVED / NOT APPROVED s 47F _____ Liz Cosson <i>24/5/21</i>
-----------	-------------------------------------------------------------------------------------------------------------------------------------

Please forward copy of signed brief to IFA@dva.gov.au