Specialist Advisor, Economic and Fiscal Policy

Queensland Treasury (Organisation site) (https://www.treasury.qld.gov.au/)
Commercial Advisory; Commercial Group; Brisbane

The Specialist Advisor, Economic and Fiscal Policy will deliver a planned program of public policy initiatives and projects related to significant economic, fiscal and commercial matters. The role will drive innovation, productivity and effective governance solutions around the program of work to achieve the best policy outcomes for the Government and the Queensland community.

Job details

Job type             Contract
Occupational group   Executive
Classification       SES3-H
Workplace Location   Brisbane Inner City
Job ad reference     QLD/1072979/16
Closing date         13-Nov-2015
Yearly salary        $176049 - $180057
Fortnightly salary   $6747.90 - $7246.60
Total remuneration   $227857 up to $242698
Job duration         Contract for a fixed term of 12 months with possible extension
Contact person       Warwick Agnew
Contact details      Ph: (07) 3035 3975

As a technical specialist in the field of economics and/or fiscal management, the role will inform Government decision making by delivering expert policy analysis, advice and advocacy to the Treasurer, Under Treasurer and Treasury senior management, and by influencing policy agendas across Government. The role will work collaboratively with Queensland Government departments and public sector agencies to promote fiscally sound public policy and support the implementation of economic, fiscal and commercial policy initiatives and projects at a whole-of-Government level.

Strong professional leadership and management capabilities and an ability to lead, advise on and manage significant economic, fiscal and commercial policy matters to deliver Government and departmental priorities, along with excellence in client service delivery, are essential. The Specialist Advisor will provide high level leadership across Government by working collaboratively with internal and external stakeholders.

The position requires a person who will take personal responsibility for serving the government of the day and meeting the needs of the people and communities of Queensland. You will work towards a system of world-class service delivery and public sector management.

As a leader in the Queensland Government you will display outstanding judgement, high-level integrity, ethics and probity, strong agility to adapt to a constantly changing environment, a strong achievement orientation, and excellent communication and negotiation skills.

You will have:

• a demonstrated record of achievement in the field of economics and/or fiscal management, particularly in the delivery of complex analysis and advice and the development and implementation of significant public policy frameworks and initiatives
• a record of success as a leader in a large and complex organisation with outstanding leadership ability
• substantial experience across the public, private and/or not-for-profit sectors with a strong background in service delivery, stakeholder management and client service
• a proven track record as an agent of change in challenging environments, in fostering a confident and capable workforce and in driving a culture of collaboration and participation.

Further information

Please ensure you download all attachments and follow the instructions on how to apply.

Documents

Before applying for this vacancy please ensure you read the documents below.

• Role Description (PDF, 156 KB) (https://smartjobs.qld.gov.au//jobtools/jncustomsearch/viewFillSingle?in_organid=140660&service=CustomSearch&in_orgid=140660&searchid=081a_hash_key=662b5c6930dc802d9e5e146f744592b02
• Off-line Application form (PDF, 79 KB) (https://smartjobs.qld.gov.au//jobtools/jncustomsearch/viewFillSingle?in_organid=140660&service=CustomSearch&in_orgid=140660&searchid=081a_hash_key=530704729c01d98b1f4a06c0a75f06)

Refine your search

Keyword

Please use * for wildcard searches.

Location

Brisbane Inner City
Brisbane—North
Brisbane—South
Brisbane—East
Brisbane—West
Cairns region

Hold down the control (Ctrl) button and use your computer mouse to select multiple options.

Occupational group

Accounting and Finance
Administration
Apprenticeships & Traineeships
Arts/Culture/Heritage
Auditing & Compliance
Aviation-Crew/Engineer

Hold down the control (Ctrl) button and use your computer mouse to select multiple options.

Salary (yearly)

Leave blank if you are searching for casual jobs

Minimum

Please

Total Remuneration

Only relevant for Senior Manager or Executive positions

Minimum

Please

Department or organisation

All

Log in

Username:

Password:

Forgotten your password?


4/11/2015
Role Description

Role Title: Specialist Advisor, Economic and Fiscal Policy

Status: Contract for a fixed term of 12 months

Work Unit: Commercial Advisory Commercial Group

Location: Brisbane

Classification: SES3 (High) equivalent

Superannuable Salary: $176,049 - $189,057 per annum

Total Fixed Remuneration: $227,857 - $242,698 per annum

Contact Officer: Warwick Agnew, Deputy Under Treasurer, Commercial Advisory Commercial Group

Contact Details: (07) 3035 3375 or Warwick.agnew@treasury.qld.gov.au

Job Ad Reference: QLD/197297/15

Closing Date: Friday, 13 November 2015

How to apply:

Online: www.smartjobs.qld.gov.au

Phone: If you do not have internet access and are unable to apply online, please contact the Applications Processing Team on (07) 3021 6465 or (07) 3021 5450, between 9.00am to 5pm Monday to Friday, to enquire about alternative arrangements.

Department's Profile

As the Queensland Government’s principal financial advisor, Queensland Treasury (Treasury) manages the State’s financial resources, monitors agency performance and manages commercial risks, and analyses the performance of the Queensland economy. Treasury promotes economic growth in Queensland by seeking to improve the performance of Government enterprises and Government-regulated markets to make them more competitive. We manage the State’s funding relationship with the Commonwealth, including representing Queensland in various Commonwealth-State forums to achieve an equitable share of Commonwealth funding for the State.

The Office of Industrial Relations (OIR), formerly the Office of Fair and Safe Work Queensland transferred to Treasury on 1 July 2015 and works to deliver the Government’s commitment to a fair industrial relations system. The OIR comprises: the functions of Workplace Health and Safety Queensland; the Electrical Safety Office; the Workers’ Compensation Regulator; Industrial Relations Policy and Regulation; and Public Sector Industrial Relations.

Treasury employs approximately 1,800 employees with an operating budget of $330.415 million for 2015-16. In addition, the department administers $31.697 billion in revenue for the Queensland Government.

Treasury’s purpose is to grow the Queensland economy and our strategic priorities are:

- supporting economic growth, job creation and fiscal strength
- improving services for Queenslanders
- empowering our people
- ensuring safe, productive and fair workplaces.

Our values are those of the Queensland public sector: customers first; ideas into action; unleash potential; be courageous; empower people. These values are the building blocks for a constructive workplace culture.
Treasury’s key stakeholders are Queensland Government agencies, Queensland Government owned corporations, non-government organisations and Australian Government agencies. The Premier and the Treasurer are key partners for the department in implementing sound policy and achieving strong outcomes.

About the role

The Specialist Advisor, Economic and Fiscal Policy will deliver a planned program of public policy initiatives and projects related to significant economic, fiscal and commercial matters. The role will drive innovation, productivity and effective governance solutions around the program of work to achieve the best policy outcomes for the Government and the Queensland community.

As a technical specialist in the field of economics and/or fiscal management, the role will inform Government decision making by delivering expert policy analysis, advice and advocacy to the Treasurer, Under Treasurer and Treasury senior management, and by influencing policy agendas across Government. The role will work collaboratively with Queensland Government departments and public sector agencies to promote fiscally sound public policy and support the implementation of economic, fiscal and commercial policy initiatives and projects at a whole-of-Government level.

This challenging role requires an in-depth knowledge of the whole-of-Government agenda and priorities relevant to Treasury’s economic, fiscal and commercial operations and of economic, social and technical trends impacting on Government programs managed by Treasury. The Specialist Advisor will inform on complex public policy issues and recommend strategies to mitigate risk.

Reporting/work relationships

The Specialist Advisor, Economic and Fiscal Policy will report directly to the Deputy Under Treasurer, Commercial Advisory and work with a small team of policy experts. The role will provide leadership and direction at a whole-of-Government level on a planned program of significant economic, fiscal and commercial policy work.

The role will build and sustain relationships within Treasury, across the public sector and with a diverse range of external stakeholders, including private sector organisations, industry and the community.

The Specialist Advisor will play a key role in bringing people together, encouraging input from key internal and external stakeholders and facilitating cooperation within and between organisations to ensure the efficient and effective delivery of a range of complex policy initiatives and projects for Queensland.

Within Treasury, the Specialist Advisor will work collaboratively with the Economics, Fiscal and Commercial Groups to progress and promote a program of initiatives and projects at a whole-of-Government level.

Your key responsibilities

Strong professional leadership and management capabilities and an ability to lead, advise on and manage significant economic, fiscal and commercial policy matters to deliver Government and departmental priorities, along with excellence in client service delivery, are essential. The Specialist Advisor will provide high level leadership across Government by working collaboratively with internal and external stakeholders.

The position requires a person who will take personal responsibility for serving the government of the day and meeting the needs of the people and communities of Queensland. You will work towards a system of world-class service delivery and public sector management.

The Specialist Advisor will:

- Provide expert advice to the Treasurer, Under Treasurer and the department’s senior management on complex economic, fiscal and commercial priorities that align directly to the business goals and strategy of the Government and the department.
- Work collaboratively with the Economic, Fiscal and Commercial Groups to drive the Queensland Government’s policy frameworks, ensuring alignment with Government priorities and strategic objectives.
- Drive significant sector-wide economic, fiscal and commercial policy initiatives to foster a culture that embraces the sector’s aspirational values, delivering flexible, responsive and cost-effective public policy and services.
- Manage complex organisational and social environments and build sustaining and productive relationships for Treasury with internal and external stakeholders.
- Represent the Treasurer, Under Treasurer and Deputy Under Treasurers in complex and sensitive negotiations and consultations with government agencies, industry and other stakeholders and in a range of forums that impact on or contribute to client outcomes or require a content-specific perspective, ensuring a consistent, flexible and professional representation.
• Manage key relationships across the department, Government and with other jurisdictions to facilitate delivery of planned outcomes and foster strong business and community relationships.

• Develop and establish networks and partnerships with agencies, peak industry bodies and academic institutions, where appropriate.

Are you the right person for the job?

As a leader in the Queensland Government you will display outstanding judgement, high-level integrity, ethics and probity, strong agility to adapt to a constantly changing environment, a strong achievement orientation, and excellent communication and negotiation skills.

You will have:

• a demonstrated record of achievement in the field of economics and/or fiscal management, particularly in the delivery of complex analysis and advice and the development and implementation of significant public policy frameworks and initiatives

• a record of success as a leader in a large and complex organisation with outstanding leadership ability

• substantial experience across the public, private and/or not-for-profit sectors with a strong background in service delivery, stakeholder management and client service

• a proven track record as an agent of change in challenging environments, in fostering a confident and capable workforce and in driving a culture of collaboration and participation.

Appointments in the public service are based on merit. We’ll assess your merit for this role by looking at what you’ve done previously – the knowledge, skills and experience you’ve built, your potential for development, and your personal qualities. We’ll consider how well you:

• Lead strategically with vision – are a key contributor to and position all initiatives and priorities directly to business goals and strategy, taking into account internal and external drivers.

• Lead culture and change with agility – foster a constructive, creative and sustainable organisational culture and lead change with tenacity and empathy, based on a deep understanding of the impacts of service delivery on all parts of the public and private sectors and the community.

• Engage with ideas, innovation and risk – actively seek to innovate and improve services to clients in a way that effectively manages risks associated with implementation.

• Manage internal and external relationships – build and foster productive relationships and actively engage stakeholders to build trust and credibility and inform service delivery improvements

• Display courage in the provision of advice and decision-making – provide frank and fearless advice in a fair, considered and constructive manner, supported by a clear and evidence-based rationale.

While there are no mandatory qualifications for this role, a degree and/or postgraduate qualification in economics or commerce would be highly regarded.

Why work for us?

You have the opportunity to join the Queensland public sector; a position of trust where you will contribute to better outcomes for Queenslanders by implementing the policies, priorities, services or programs of the elected Government.

The objectives of the Queensland Government are to work closely with all Queenslanders to create jobs and a diverse economy, deliver quality frontline services, protect the environment and build safe, caring and connected communities. Integrity, accountability and consultation underpin everything we do.

Treasury values professional growth, highly motivated people that are results orientated and actively promotes a balance between work and life commitments. We will offer you:

• flexible working hours

• opportunities for professional development, networking and career progression, including study assistance

• a safe and healthy work environment.

For further information about the work of the department visit www.treasurer.qld.gov.au.
How to Apply

Applying online through the Smart jobs and careers website www.smartjobs.qld.gov.au is the preferred means to submit an application. To do this, access the 'apply online' facility on the Smart jobs and careers website. You will need to create a 'My SmartJob' account before submitting your online application.

By applying online you can track your application through the process, maintain your personal details through registration and withdraw your application if required.

If you experience any technical difficulties when accessing www.smartjobs.qld.gov.au please contact 13 QGOV (13 74 68). All calls relating to the status of your application once the job has closed should be directed to the contact officer on the role description.

If you do not have internet access and are unable to submit your application online please contact the Applications Processing Team on (07) 3021 5465 or (07) 3021 5450, between 9am to 5pm Monday to Friday, to enquire about alternative arrangements.

Late applications cannot be submitted via the Smart jobs and careers website, so please allow enough time before the closing date to submit your application. If approval has been granted by the Selection Panel for a late application to be considered, please contact the Applications Processing Team on the numbers above to arrange this.

Hand delivered applications will not be accepted.

Additional information

- All roles within Treasury are subject to criminal history screening. If you are being nominated for appointment to a role, you will be required to provide written consent to undertake the criminal history screening. If you choose not to consent you will no longer be considered for the role.
- The nominated applicant will be required to disclose any serious disciplinary action taken against them in the Queensland public sector.
- All newly appointed employees to the Queensland public sector must disclose any previous employment as a lobbyist within the last two years.
- All newly appointed senior executives are required, within one month of taking up duty, to disclose those pecuniary and non-pecuniary interests, as well as those of their partner and/or dependants, that may have a bearing or be perceived to have a bearing on their ability to properly and impartially discharge the duties of their appointed office.
- Treasury is committed to ensuring employees make ethical decisions, are accountable for their actions and take personal responsibility for demonstrating integrity in all activities they undertake.
- Citizenship requirements may apply.
- During employment and after ceasing employment with Treasury, all employees have an obligation to actively protect and safeguard confidential, sensitive and proprietary information to prevent the unauthorised disclosure of Departmental information.
- Treasury is committed to achieving a diverse workforce and strongly encourages applications from Indigenous Australian peoples, people from culturally and linguistically diverse backgrounds and people with disabilities.
- Refer to the Treasury's Guideline for Applicants for more detail in relation to the above as well as information on submitting an application, the selection process and employment conditions.
Dear Mr Noon

I am pleased to advise that you have been appointed to the role of Specialist Advisor, Economic and Fiscal Policy, Commercial Advisory, Commercial Group, Queensland Treasury, Brisbane, on a contract basis for a fixed term of 12 months from date of commencement of duty, in accordance with section 122 of the Public Service Act 2008.

The term of the contract of employment as Specialist Advisor, Economic and Fiscal Policy will be from 1 February 2016 to 31 January 2017.

In accordance with Queensland Treasury's Employment Screening Policy, your appointment is subject to a criminal history check. Please complete the Criminal History Check Consent Form emailed to you on 16 December 2015 as a priority and forward it to Muriel Brough, Principal Consultant, Human Resources Branch, Corporate Group at muriel.brough@treasury.qld.gov.au.

A total fixed remuneration package of $242,698 per annum (gross) has been approved, which includes a superannuable salary component of $189,057 per annum (gross), superannuation contribution of $24,105 per annum (gross) and a motor vehicle cost of $27,000 per annum (gross). The motor vehicle cost will be paid as a non-superannuable allowance of $1,034.91 per fortnight (gross). I have enclosed for your information details of the remuneration structure based on the total fixed remuneration.

Benefits under the contract of employment include a flexible remuneration package. This arrangement enables you to negotiate a remuneration package comprising salary and a range of optional benefits, such as the salary sacrifice of employee superannuation contributions. Information in relation to your remuneration package can be obtained by contacting Ms Brough on (07) 3035 3518.

I have enclosed two copies of your contract of employment for signature. Please sign both copies where indicated and have your signature witnessed. You should retain one copy of the signed contract of employment and return the remaining copy, marked private and confidential, to Ms Brough at Human Resources Branch, Corporate Group, Queensland Treasury, GPO Box 611, Brisbane Qld 4001.
The Public Service Commission Policy, Declaration of Interests – Senior Executive Service and Equivalent Employees including Statutory Office Holders, requires that all newly appointed SES and equivalent level officers submit a declaration of interests form to their chief executive officer within one month of taking up duty. I have enclosed a copy of the policy, form and frequently asked questions for your reference. Please complete the form and forward it, marked Private and Confidential – Declaration of Interests, to Geoff Waite, Assistant Under Treasurer, Corporate Group, Queensland Treasury, Level 9, Executive Building, 100 George Street, Brisbane by close of business on 29 February 2016.

As a new public service employee, you are required to meet a number of obligations associated with your employment, including:

- providing evidence of your Australian citizenship and a certified copy or certified extract of your birth certificate, or a certified copy of your Australian passport, within one month of commencing employment
- disclosure within one month of taking up duty of any employment as a lobbyist in the previous two years, in accordance with the whole-of-Government policy Disclosure of Previous Employment as a Lobbyist
- the need to take reasonable steps to acquaint yourself with the provisions of the Public Service Act 2008 and the Code of Conduct for the Queensland Public Service.

Please complete an Australian Taxation Office Tax File Number Declaration (form enclosed) and an electronic Payroll Commencement form on the day you commence employment to facilitate payment of your salary.

If you have any queries in relation to your appointment, contract terms or conditions of employment, please contact Ms Brough on (07) 3035 3518.

I would like to congratulate you on your appointment and trust you will find your work with Queensland Treasury rewarding.

Yours sincerely

Jim Murphy
Under Treasurer

Encl. 2
## REMUNERATION STRUCTURE

**Role:** Specialist Advisor, Economic and Fiscal Policy  
Commercial Advisory  
Commercial Group  
Queensland Treasury  

**Officer:** Adrian Kenneth Noon  

**Remuneration:** Senior Executive Service (SES) 3, paypoint 5 equivalent  

<table>
<thead>
<tr>
<th>Superannuable Salary</th>
<th>Superannuable Salary</th>
<th>Motor Vehicle Cost</th>
<th>Remuneration Package Amount</th>
<th>Employer Superannuation 12.75%</th>
<th>Leave Loading</th>
<th>Total Fixed Remuneration</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ per fortnight #</td>
<td>$ per annum #</td>
<td>$ per annum</td>
<td>$ per annum</td>
<td>$ per annum</td>
<td>$ per annum</td>
<td>$ per annum</td>
</tr>
<tr>
<td>7,246.50</td>
<td>189,057</td>
<td>27,000</td>
<td>216,057</td>
<td>24,105</td>
<td>2,536</td>
<td>242,698</td>
</tr>
</tbody>
</table>

# Salary sacrifice may apply
Contract of Employment

for

Adrian Kenneth Noon

Contract under section 122 of the Public Service Act 2008
(Without reversion to tenure under section 123)

Public Service Commission
Level 13
53 Albert Street
BRISBANE QLD 4000

Version as at 19 November 2014
THIS CONTRACT is made

BETWEEN: The Chief Executive named in Item 1 of Schedule 1, on behalf of the State.

AND: The Officer named in Item 2 of Schedule 1.

BACKGROUND

A. The Chief Executive has declared the Position to be available for appointment on a contract for a fixed term under section 121(2) of the Act.

B. The Officer has been appointed to the Position by the Chief Executive under section 119 of the Act.

C. Section 122(2) of the Act requires the Officer to enter into a written contract of employment with the Chief Executive.

D. The term of this Contract cannot exceed the maximum term of a fixed term contract of employment specified under a Directive.

E. When the Officer was first employed under this Contract or an earlier continuous contract of employment as a public service officer, the Officer was not employed as a public service officer on tenure.

AGREED TERMS

1. DEFINITIONS AND INTERPRETATION

1.1 In this Contract, unless a contrary intention appears:

Act means the Public Service Act 2008;

Basic Accumulation Category has the same meaning as in the QSuper Deed;

Chief Executive means the Chief Executive of the Department;

Commencement Date means the date specified in Item 3 of Schedule 1, on which the Officer's appointment to the Position and this Contract commences;

Comprehensive Accumulation Category has the same meaning as in the QSuper Deed;

Officer's name: Adrian Kenneth Noon
Confidential Information includes all oral, written and electronic information, comments, conversations, observations, documents, notes, letters, emails, reports, specifications, policies, data, research or any other type of information that is not in the public domain and is acquired by the Officer in the course of employment with the State;

Contract includes this document and any schedules to it;

Department means the department specified in Item 4 of Schedule 1;

Directive has the same meaning as in the Act;

Election Amount has the same meaning as in the QSuper Deed;

End Date means the date on which the Officer's appointment to the Position and this Contract ends, being whichever is the earliest of the following:

(a) the Expiry Date;

(b) the date of termination contained in a notice given by the Chief Executive under clause 7.1 or an earlier date if determined by the Chief Executive under clause 7.2(b);

(c) the date of resignation or retirement contained in a notice given by the Officer under clause 8.1 or an earlier date if consented to by the Chief Executive under clause 8.2; or

(d) another date of termination prescribed by the Act;

Expiry Date means the date specified in Item 5 of Schedule 1, on which the Officer's appointment to the Position and this Contract will expire;

Government Entity has the same meaning as in the Act;

Government Entity Employment means employment for a cumulative period of more than twenty working days in a Government Entity and includes:

(a) casual, part-time or full-time employment; and

(b) engagement as a contractor if the contract is wholly or principally for the labour of the Officer, unless the Officer does not have any financial interest in the entity engaged to provide the services;

Location means the location of the Position as specified in Item 6 of Schedule 1;

Payback Period means a period equal to the number of weeks used to calculate the Separation Payment, commencing on the End Date;
Performance Agreement means an annual performance agreement between the Officer and the Chief Executive (or the Chief Executive's nominee) setting out agreed outcomes and standards for the performance of the duties and discharge of the responsibilities of the Position, in a form determined from time to time by the Public Service Commission chief executive;

Position means the position specified in Item 7 of Schedule 1 within the Department;

QSuper Act means the Superannuation (State Public Sector) Act 1990;

QSuper Deed means the Deed of the State Public Sector Superannuation Scheme under the QSuper Act;

QSuper Scheme means the State Public Sector Superannuation Scheme under the QSuper Act;

Rulings includes all Directives and guidelines made by the Public Service Commission chief executive or the Minister responsible for industrial relations under the Act;

Separation Payment means an amount equal to the number of weeks Superannuable Salary in accordance with the following Table, calculated on the Superannuable Salary applicable on the End Date:

<table>
<thead>
<tr>
<th>Total Fixed Remuneration within the range of:</th>
<th>Number of weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>above Senior Executive Service (SES) 4 level</td>
<td>26 weeks *</td>
</tr>
<tr>
<td>SES 4 level</td>
<td>21 weeks *</td>
</tr>
<tr>
<td>minimum for SES 3 level and less than SES 4 level</td>
<td>16 weeks *</td>
</tr>
<tr>
<td>less than SES 3 level</td>
<td>12 weeks *</td>
</tr>
</tbody>
</table>

* If the relevant number of weeks in accordance with the above Table is greater than the period remaining under this Contract until the Expiry Date, then the number of weeks used to calculate the Separation Payment equals the period remaining, less any notice period (i.e., the Separation Payment cannot result in the Officer receiving greater than they would be entitled to were this Contract continued until the Expiry Date);

State means the State of Queensland;

Superannuable Salary means the amount specified in Item 8 of Schedule 1, as varied in accordance with this Contract, and

Total Fixed Remuneration means the amount specified in Item 9 of Schedule 1, as varied in accordance with this Contract and includes the components listed within that item.
1.2 In this Contract:

(a) words importing a gender include any other gender and words in the singular include the plural and vice versa;

(b) all dollar amounts refer to Australian currency;

(c) a reference to legislation includes subordinate legislation made under it and legislation amending, consolidating or replacing it;

(d) a reference to an individual or person includes a corporation or other legal entity;

(e) a reference to a clause or schedule means a clause or schedule to this Contract;

(f) headings are included for convenience of reference only and are not intended to affect the meaning or interpretation of this Contract;

(g) if an expression is defined, other grammatical forms of that expression will have corresponding meanings; and

(h) a reference to a number of days, weeks or months means calendar days, weeks or months.

2. CONDITIONS OF EMPLOYMENT

2.1 The Officer's conditions of employment are governed by the Act, any relevant Directives issued under the Act and by the terms of this Contract.

2.2 If there is an inconsistency between this Contract and the Act or a Directive, the Act or Directive prevails to the extent of the inconsistency.

3. BASIS OF APPOINTMENT

3.1 The Officer accepts appointment on this Contract for a fixed term to the Position within the Department at the Location.

3.2 The term of the Officer's appointment to the Position and this Contract starts on the Commencement Date and ends on the End Date.

4. DISCHARGE OF THE OFFICER'S DUTIES AND RESPONSIBILITIES

4.1 The Officer must:

(a) devote substantially the whole of the Officer's time and attention during work hours to performing the duties and discharging the responsibilities of the Position specified in Item 10 of Schedule 1;
(b) conform to the hours of work and other work arrangements specified in Item 11 of Schedule 1 or otherwise as reasonably required by the Chief Executive, having regard to:

(i) the Officer’s leave entitlements; and
(ii) the State’s policies about work/life balance and family friendly flexible working arrangements;

(c) comply with lawful directions and meet performance standards outlined in the Performance Agreement;

(d) advise the Chief Executive (or Chief Executive’s delegate) as soon as practicable of any inability by the Officer to perform the duties or discharge the responsibilities of the Position, and the reason for that inability; and

(e) comply with all laws and Directives that are relevant to the Officer’s employment.

4.2 The Officer must enter into:

(a) an initial Performance Agreement - within 28 days after the Commencement Date; and

(b) subsequent Performance Agreements - at 12 month intervals after that or such other times as may be required by the Chief Executive.

4.3 The Officer’s performance against the Performance Agreement will be assessed from time to time, as determined by the Chief Executive.

4.4 The Performance Agreement forms part of this Contract.

4.5 The Officer may be required to travel within Australia or overseas to perform the duties or discharge the responsibilities of the Position.

5. REMUNERATION AND BENEFITS

5.1 The Officer is entitled to receive the Total Fixed Remuneration, comprising payment of:

(a) the Superannuable Salary fortnightly in arrears;

(b) employer superannuation contributions in accordance with clause 6; and

(c) leave loading calculated at the rate of 17.5% of four weeks’ Superannuable Salary, payable in December of each year, as specified in Item 9 of Schedule 1.

5.2 The Officer may be entitled to other benefits prescribed by a Ruling or set out in Schedule 2.
5.3 The Superannuable Salary may be increased from time to time by the Chief Executive, on advice from the Public Service Commission chief executive.

5A. EXECUTIVE VEHICLE ALLOWANCE

5A.1 The Officer is entitled to receive the Executive Vehicle Allowance specified in Item 9 of Schedule 1.

5A.2 The Executive Vehicle Allowance:
   (a) is to be paid fortnightly in arrears;
   (b) forms part of the Total Fixed Remuneration but is not part of the Superannuable Salary; and
   (c) is not required to be used by the Officer for a purpose related to a motor vehicle.

5A.3 The Executive Vehicle Allowance may be increased from time to time by the Chief Executive, on advice from the Public Service Commission chief executive.

6. SUPERANNUATION

6.1 If, at the Commencement Date, the Officer is:
   (a) a member of the QSuper Scheme – the State will continue to comply with the requirements of the QSuper Act in respect of the Officer’s membership;
   (b) on leave from other employment and continues to be a member of an approved fund operated for that employment – the State:
      (i) will contribute the standard employer contribution required under the approved fund for up to a maximum of three years; and
      (ii) after three years, will contribute an amount that, if the Officer was a member of the Comprehensive Accumulation Category, would be required under the QSuper Act; or
   (c) not a member of the QSuper Scheme and not on leave from other employment – then the Officer is a member of the Comprehensive Accumulation Category.

6.2 If the Officer elects to receive the Election Amount into an approved fund, the Officer will become a member of the Basic Accumulation Category.

6.3 The superannuation contribution will be automatically adjusted in accordance with the rules of the applicable superannuation plan.
7. TERMINATION BY CHIEF EXECUTIVE

7.1 The Officer’s appointment to the Position and this Contract may be terminated by notice signed by the Chief Executive. The notice must specify a termination date that is at least one month after the date on which the notice is given to the Officer. The notice does not need to provide reasons for the termination.

7.2 The Chief Executive may:

(a) direct the Officer to take special leave on full pay and without debit to any of the Officer’s leave accounts during the notice period; and/or

(b) terminate the Officer’s appointment to the Position and this Contract immediately or at any time during the notice period and pay the Officer the Total Fixed Remuneration for the balance of the notice period remaining.

8. TERMINATION BY OFFICER

8.1 The Officer may resign or retire by giving at least two weeks’ notice to the Chief Executive.

8.2 The Chief Executive may consent to a shorter notice period on request by the Officer.

8.3 Consent by the Chief Executive to a shorter notice period under clause 8.2 is not a termination under clause 7.

9. PAYMENT AT THE END OF APPOINTMENT

9.1 The Officer is entitled to be paid the Separation Payment as soon as practicable after the End Date, unless clause 9.2 applies.

9.2 The Officer will not be entitled to be paid the Separation Payment if:

(a) this Contract expires on the Expiry Date;

(b) the Officer is on leave from a public sector entity of another jurisdiction and the Officer resumes duty with that public sector entity after the End Date;

(c) before the End Date, the Officer is appointed to, or employed by, a Government Entity such that the Officer has continuity of employment; or

(d) termination of this Contract occurs as a result of:

(i) resignation or retirement of the Officer under clause 8;

(ii) disciplinary action in respect of the Officer under the Act;

(iii) retirement of the Officer for mental or physical incapacity under the Act;

(iv) the Officer being convicted of an indictable offence;
(v) the Officer being found guilty of corrupt conduct under the *Crime and Corruption Act 2001*; or

(vi) death of the Officer.

10. **PAYMENT TO BE FINAL**

10.1 If this Contract is terminated:

(a) the Separation Payment, if any, made to the Officer under clause 9 constitutes the only entitlement of the Officer (subject to clause 10.1(d));

(b) the Officer must not institute proceedings for compensation for loss of office, injunctive relief, reinstatement or appeals unless the Officer has an express statutory right to do so;

(c) the Separation Payment is deemed to be liquidated damages that each party acknowledges are a realistic assessment of any detriment the Officer may suffer because of termination of this Contract; and

(d) any statutory entitlements of the Officer are to be calculated by reference to the Superannuable Salary payable as at the End Date.

10.2 If a court or tribunal determines that termination of this Contract is unlawful, the Officer's entitlements are limited to the amount that would be payable under clause 9 if the termination had been lawful.

10.3 Nothing in this clause may be deemed or construed as a release in respect of any action, personal injury or death of the Officer that the Officer or anyone claiming by, through or under the Officer, may have.

11. **REPAYMENT OF SEPARATION PAYMENT IF OFFICER COMMENCES GOVERNMENT ENTITY EMPLOYMENT DURING THE PAYBACK PERIOD**

11.1 If the Officer receives a Separation Payment under clause 9 but commences Government Entity Employment during the Payback Period, the Officer must repay to the State part of the Separation Payment equivalent to the number of weeks during which the Officer is in Government Entity Employment.

Examples:

1. If the Officer is re-employed one week after the End Date and the Separation Payment was calculated on the basis of 21 weeks' Superannuable Salary - the Officer would have to repay part of the Separation Payment equivalent to 20 weeks' Superannuable Salary.

2. If the Officer is re-employed 10 weeks after the End Date and the Separation Payment was calculated on the basis of 12 weeks' Superannuable Salary - the Officer would have to repay part of the Separation Payment equivalent to two weeks' Superannuable Salary.
3. If the Officer is re-employed 17 weeks after the End Date and the Separation Payment was calculated on the basis of 16 weeks' Superannuable Salary - the Officer has not commenced Government Entity Employment during the Payback Period and therefore does not have to repay any of the Separation Payment.

11.2 The Officer must repay the amount specified by clause 11.1:
   (a) within 28 days after commencing employment with a Government Entity; or
   (b) by another reasonable date agreed to by the Chief Executive.

11.3 If the Officer subsequently ceases employment with a Government Entity before the end of the Payback Period, the Officer is not entitled to a refund of any repayment made under clause 11.1.

12. CONFIDENTIAL INFORMATION

12.1 The Officer must not, without the written consent of the Chief Executive, use or disclose Confidential Information, other than for the purpose of the proper performance of the duties or discharge of the responsibilities of the Position.

12.2 The Officer must deliver all Confidential Information in the Officer’s power, possession or control to the Chief Executive:
   (a) on demand by the Chief Executive; and
   (b) on or before the End Date.

12.3 Clause 12.1 does not apply to the extent that:
   (a) the Officer is required by law to disclose Confidential Information; or
   (b) Confidential Information is publicly available, other than because of the Officer’s breach of this Contract.

12.4 The obligations of the Officer under this clause continue after the End Date.

13. NOTICES

13.1 Any notice, notification, direction, consent or approval required to be given under this Contract must be in writing and may be delivered by hand, sent by prepaid post, faxed or emailed to the respective addresses specified in Items 12 and 13 of Schedule 1 or such other addresses as a party may notify to the other from time to time.

13.2 A notice may be delivered by hand to the addressee personally at any place.

13.3 Subject to clause 13.4, a notice will be deemed to have been given:
   (a) if delivered by hand – on the date of delivery;
(b) if mailed – the day which is two business days after the notice was posted;
(c) if faxed – on the date on which the sender's fax machine records an apparently successful transmission, or
(d) if emailed – on the date of the email.

13.4 A fax or email sent after 5.00pm will be deemed to have been given at 9.00am on the next business day.

14. GENERAL PROVISIONS

14.1 This Contract supersedes and replaces all other Contracts, understandings or arrangements between the parties.

14.2 Subject to clauses 14.3, 14.4 and 14.5, the Chief Executive can waive the benefit of any clause of this Contract.

14.3 A failure by the Chief Executive at any time to enforce a clause of this Contract, or a forbearance, delay or indulgence granted by the Chief Executive to the Officer, does not constitute a waiver of the State's rights.

14.4 No provision of this Contract may be waived unless the waiver is in writing.

14.5 A waiver by the Chief Executive of a breach of any provision of this Contract will not operate as a waiver of any subsequent breach of the same provision or as a waiver of any other provision.

14.6 This Contract is governed by the laws of Queensland and each party submits to the jurisdiction of the courts of Queensland.

14.7 If any part of this Contract is determined to be invalid, unlawful or unenforceable for any reason then that part, to the extent of the invalidity, unlawfulness or unenforceability, will be severed from the rest of this Contract and the remaining terms and conditions will continue to be valid and enforceable to the fullest extent permitted by law.

14.8 Subject to clause 14.9, any variation to this Contract must be in writing and signed by both parties.

14.9 The following matters do not constitute a variation to this Contract:
(a) a change to the Location at which the Officer is based;
(b) a change in the Chief Executive's name and/or title under Item 1 of Schedule 1;
(c) a change in the Department under Item 4 of Schedule 1 arising from a Public Service Departmental Arrangements Notice under the Act;
(d) a change in the Position title under Item 7 of Schedule 1 that does not significantly change the Position's duties and responsibilities under Item 10 of Schedule 1; and

(e) a determination permitted to be made under this Contract from time to time, including an increase to the Total Fixed Remuneration which results from a determination.

15. SPECIAL CONDITIONS

15.1 This Contract includes the special conditions, if any, set out in Item 14 of Schedule 1.

15.2 If there is a conflict between a special condition and:

(a) the Act - the Act prevails;

(b) a Directive - the Directive prevails; or

(c) another provision in this Contract - the special condition prevails.
### SCHEDULE 1 - CONTRACT PARTICULARS

<table>
<thead>
<tr>
<th>Item no.</th>
<th>Topic</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Chief Executive's name and title (clause 1.1)</td>
<td>James Andrew Murphy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Under Treasurer</td>
</tr>
<tr>
<td>2.</td>
<td>Officer's name</td>
<td>Adrian Kenneth Noon</td>
</tr>
<tr>
<td>3.</td>
<td>Commencement Date (clause 1.1)</td>
<td>1 February 2016</td>
</tr>
<tr>
<td>4.</td>
<td>Department (clause 1.1)</td>
<td>Queensland Treasury</td>
</tr>
<tr>
<td>5.</td>
<td>Expiry Date (clause 1.1)</td>
<td>31 January 2017</td>
</tr>
<tr>
<td>6.</td>
<td>Location (clause 1.1)</td>
<td>Brisbane</td>
</tr>
<tr>
<td>7.</td>
<td>Position title (clause 1.1)</td>
<td>Specialist Advisor, Economic and Fiscal Policy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Commercial Advisory</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Commercial Group</td>
</tr>
<tr>
<td>8.</td>
<td>Superannuable Salary (clause 1.1)</td>
<td>$189,057 per annum ($7,246.50 per fortnight)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Equivalent to SES3.5 package point.</td>
</tr>
<tr>
<td>9.</td>
<td>Total Fixed Remuneration (clause 1.1)</td>
<td>Total Fixed Remuneration $242,698 per annum, comprising:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Superannuable Salary - see Item 8</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employer superannuation contributions $24,105 per annum</td>
</tr>
<tr>
<td></td>
<td></td>
<td>17.5% leave loading $2,536 per annum</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Executive Vehicle Allowance $27,000 per annum</td>
</tr>
<tr>
<td>10.</td>
<td>Position's duties and responsibilities (clause 4.1(a))</td>
<td>Refer to the attached role description for the Position, which may be</td>
</tr>
<tr>
<td></td>
<td></td>
<td>amended from time to time by the Chief Executive.</td>
</tr>
<tr>
<td>11.</td>
<td>Hours of work (clause 4.1(b))</td>
<td>Not specified</td>
</tr>
<tr>
<td>12.</td>
<td>Address for service of notices for the Chief Executive (clause 13.1)</td>
<td>Business Address:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Under Treasurer</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Queensland Treasury</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Level 9 – Executive Building</td>
</tr>
<tr>
<td></td>
<td></td>
<td>100 George Street</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Brisbane Qld 4000</td>
</tr>
</tbody>
</table>

Officer's name: Adrian Kenneth Noon
### SECTION 122 CONTRACT (WITHOUT REVERSION)

| 13. | Addresses for service of notices for the Officer (clause 13.1) | Business Address:  
Commercial Advisory  
Commercial Group  
Queensland Treasury  
Level 9 -- Executive Building  
100 George Street  
Brisbane Qld 4000  

Residential Address:  

CTPI - Personal Information |
|---|---|---|
| 14. | Special Conditions (clause 15.1)  
(e.g. Attraction and Retention Incentive in line with the CCE Directive) | Nil |

Officer's name: Adrian Kenneth Noon
SCHEDULE 2

Additional Appointment Conditions

A. Recognition of Previous Service and Employment

(i) Previous service for sick and long service leave will be recognised in accordance with a Ruling, as if the Officer were covered by the Ruling.

B. Leave Credited as Service

(i) Subject to clause B(ii), leave will be credited as service in accordance with a Ruling, as if the Officer were covered by the Ruling.

(ii) The provisions of a Ruling concerning leave credited as service for the purpose of calculating salary payable will not apply.

C. Telephone and Other Technology

(i) Unless otherwise determined by the Chief Executive, the Officer is to be provided with an official mobile telephone with Internet / email capacity (smart phone) and is entitled to reasonable personal use of this smart phone, in accordance with departmental policy.

D. Compensation for Duty Outside Ordinary Hours

(i) The Officer is not entitled to be paid for work performed outside ordinary hours. However, a meal allowance may be paid for performing authorised duties outside ordinary hours of work in accordance with a Ruling, as if the Officer were covered by the Ruling.

E. Leave

(i) Recreation and Long Service Leave

a) The Officer is entitled to recreation and long service leave in accordance with a Ruling, as if the Officer were covered by the Ruling.

b) The Chief Executive may grant recreation and long service leave to the Officer, to be taken at a time that is organisationally convenient and for a period not exceeding the accrued recreation and/or long service leave amounts.

c) If this contract ends on the End Date and is not renewed or replaced by another contract or employment with the State, a minimum of one year continuous service must be completed by the Officer before a payment of salary in lieu of an entitlement to long service leave can be paid.

(ii) Sick Leave

a) The Officer is entitled to sick leave in accordance with a Ruling, as if the Officer were covered by the Ruling.

b) The Officer may take sick leave with the Chief Executive's approval.
(iii) Public Holidays
   a) The Chief Executive may require the attendance of the Officer to perform the
duties and discharge the responsibilities of the Position for the whole or portion
of a public holiday as the circumstances require.

(iv) Special Leave
   a) The Officer is entitled to special leave in accordance with a Ruling, as if the
   Officer were covered by the Ruling.
   b) The Chief Executive may grant special leave to the Officer in accordance with
   the Ruling.

(v) Court Attendance and Jury Service
   a) The Chief Executive may grant leave to the Officer for court attendance and Jury
   Service in accordance with a Ruling, as if the Officer were covered by the Ruling.

(vi) Family Leave
   a) The Officer is eligible for family leave provisions, as if the Officer were covered
   by the Family Leave (Queensland Public Sector) Award - State 2012, except the
   following provisions:
      • Grievance process;
      • Time off in lieu of payment for overtime; and
      • Make-up time.
   b) The Chief Executive may grant the Officer family leave in accordance with the
   Family Leave (Queensland Public Sector) Award - State 2012 and this clause.

(vii) Paid Parental Leave
   a) The Officer is entitled to paid parental leave in accordance with a Ruling, as if
   the Officer were covered by the Ruling.
   b) The Chief Executive may grant paid parental leave to the Officer in accordance
   with the Ruling.

F. Relocation Expenses
   (i) On appointment to relocate more than 100 kilometres, the Officer is entitled to be paid
   expenses in accordance with a Ruling, as if the Officer were covered by the Ruling.
   (ii) In exceptional circumstances, the Chief Executive may negotiate and approve other
   reasonable relocation expenses on appointment.

G. Travelling Allowances
   (i) The Officer is entitled to be paid travelling allowances and expenses in accordance
   with a Ruling, as if the Officer were covered by the Ruling.
II. Critical Incident Entitlements and Conditions

(i) The Critical Incident Entitlements and Conditions Directive applies to the Officer, as if the Officer were covered by the Directive, other than provisions relating to flexitime, overtime, time off in lieu and higher duties.
Signed by the parties on the dates stated below

SIGNED for and on behalf of the
STATE OF QUEENSLAND by
THE CHIEF EXECUTIVE
in the presence of:

(signed name)
(name of witness)

SIGNED by the OFFICER
in the presence of:

(signature of Chief Executive)
(date)

(signature of Officer)
(date)

Officer's name: Adrian Kenneth Noon
The purpose of this document is to detail the recruitment and selection process and seek endorsement/approval for the recommended nomination for appointment.

**ROLE DETAILS**

Job Ad Reference: QLD/197297
Role, classification and position number: Specialist Advisor, Economics and Fiscal Policy, Commercial Group, SES3 (High) equivalent

**REASON FOR VACANCY**

This is a new role available for a fixed term of 12 months.

**SELECTION PANEL**

Chair: Alex Beavers, Deputy Under Treasurer, Queensland Treasury
Panel members: Elizabeth Goli, Commissioner of Taxation, Queensland Treasury
Peter McKay, Deputy Commissioner, Workforce Renewal and Operations, Public Service Commission
Anne-Marie Carroll, Managing Director, Merit Solutions

**ADVERTISING**

The vacancy was advertised on the Queensland Government Smart Jobs and Careers website. A copy of the role description is provided as Attachment 1.

**APPLICATIONS**

There were six applicants for the vacancy.

**SELECTION METHODOLOGY**

Candidates were assessed through a review of their resume and written application and through a panel interview.

**SHORTLISTING**

Applications were reviewed by each member of the selection panel and a shortlist agreed. A copy of the shortlisting matrix is provided as Attachment 2.

**INTERVIEWS**

Interviews were conducted on Friday 4th and Tuesday 8th December 2015. A copy of the interview questions is provided as Attachment 3.

A comparative statement for the interviewed applicants is provided as Attachment 4.
Referee reports were obtained for the only candidate considered suitable for appointment at this level.

**MERIT ASSESSMENT**

Overall, the panel concluded that Mr Noon has a great deal to offer Treasury in this role which will make best use of his very strong economic expertise. Referees provided strong support for Mr Noon's appointment.

Mr Adrian Noon is considered the only meritorious applicant and recommended for engagement as Specialist Advisor, Economic and Fiscal Policy under a 12 month contract at SES 3 (High) level.

**ATTACHMENTS**

Attachment 1 - Role Description  
Attachment 2 - Shortlisting Matrix  
Attachment 3 - Interview Questions  
Attachment 4 - Comparative Statement (if an order of merit has been established)  
Attachment 5 - Referee Reports

**SELECTION PANEL’S RECOMMENDATION**

Based on the selection panel’s assessment of applicants, and following consideration of referee reports, the selection panel recommends Mr Adrian Noon be appointed to the role of Specialist Advisor, Economics and Fiscal Policy, Commercial Group, Queensland Treasury, Brisbane, SES3 (high).

The selection process leading to this nomination for appointment was conducted in a fair, equitable and transparent manner and in accordance with legislative requirements and the directive relating to recruitment and selection.

Alex Beavers (Chair)

Date: 11/12/15

Elizabeth Boll (Panel Member)

Date: 11/12/15

Peter McKay (Panel Member)

Date: 11/12/15

Anne-Marie Carroll (Panel Member)

Date: 11/12/2015
In approving this appointment, I am satisfied that the selection process reflects the merits of the applicants and has been conducted in accordance with the Public Service Act 2008 and the directive relating to recruitment and selection.

Name:
Role:
Signature:  
Date: 1/2/2015
Thanks Alex.

I agree that the selection report reflects our discussion post the interviews, and I support the recommendation to appoint Adrian Noon.

Regard

Pete

Sent from my iPhone

On 11 Dec 2015, at 12:11 PM, Alex Beavers wrote:

Peter - I am very sorry to trouble you on your time off.

Please see the attached nomination report recommending Adrian Noon for the position of Specialist Advisor - Fiscal and Economic.

I can confirm that I, Liz and Anne-Marie have all signed the report recommending Adrian Noon. Would you mind indicating your agreement by way of email with the recommendation.

Thanks so much for your help.

Alex

Sent from my iPhone

<Nomination_Report_Special Advisor SES3.docx>
<Comparative_Statement_Specialist Advisor Treasury 11.12.15.docx>
<Shortlisting Assessment.xlsx>
<Referee Report Noon defended.pdf>
<Referee Report Noon Personal Information draft.docx>

This email is intended only for the addressee. Its use is limited to that intended by the author at the time and it is not to be distributed without the author's consent. Unless otherwise stated, the State of Queensland accepts no liability for the contents of this email except where subsequently confirmed in writing. The opinions expressed in this email are those of the author and do not necessarily represent the views of the State of Queensland. This email is confidential and may be subject to a claim of legal privilege. If you have received this email in error, please notify the author and delete this message immediately.
<table>
<thead>
<tr>
<th>FIRST NAME</th>
<th>LAST NAME</th>
<th>CURRENT ROLE</th>
<th>COMMENTS</th>
<th>Shortlist?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adrian</td>
<td>Noon</td>
<td>Chief of Staff to the Minister for State Development, and Natural Resources and Mines (temporary since March 2015)</td>
<td>Very relevant experience and background. Strong supporting statement directly addresses requirements of this role.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
QUESTIONS FOR CANDIDATES

All questions should be answered from an independent Treasury technical/policy advice perspective.

Question 1

The State is in discussions with the Commonwealth in relation to national tax reform. What do you see as the current problems facing the States in respect to their tax systems?

- What would your “ideal” solution look like for the States and what is your reasoning?
- What is your view of the efficiency and equity arguments in support of or against an increase in the GST rate or a broadening of the base?

Question 2

One of the challenges facing States is growth in Health expenditure. The rate of growth in public health expenditure has been far exceeding growth in revenues generally. From 2017-18 onwards, the Commonwealth contribution to health funding will move to CPI plus population – much less than growth rates of the last decade.

Treasury has been asked to work with Queensland Health to develop options for how it will manage in a more constrained fiscal environment.

- What do you see as the fundamental policy dilemma and what are some strategies that you would seek to explore with Queensland Health.

Question 3

The current economic outlook nationally is for a period of below trend growth. The State Government is concerned about this and has asked you for your advice.

- What do you see as the role of State Governments in respect of the economy?
- What tools does the State have at its disposal to facilitate growth?
- What are the limitations of those tools?

Question 4

Given that Queensland’s fiscal position is challenged, the Government is keen to facilitate new activity and investment through the use of “Market Led Proposals”. That is, a process by where the private sector sends the Government unsolicited proposals that may require Government facilitation or support.

- Given the likely diversity of proposals the Government will receive, what sort of an evaluation framework could be put in place to determine the relative ranking and merit of proposals?
- What are some of the challenging policy and commercial issues that may arise for Government in considering unsolicited proposals?

Question 5

In this role, you will be deployed to areas most in need from a resourcing perspective. In all likelihood:

- You won’t have a large team beneath you to rely on and will need to work across boundaries; or
- You will have content knowledge or experience beyond that of your designated line manager.

What traits do you have that will help assure the panel that this won’t become a “management problem”?
Queensland Treasury
Comparative Statement

The purpose of this document is to describe who is the most meritorious applicant and why, with comparison against all shortlisted applicants.

ROLE DETAILS

Job Ad Reference: QLD/197297
Role and Classification: Specialist Advisor, Economics and Fiscal Policy
Commercial Group
SES3 (High) equivalent

ASSESSMENT OF SHORTLISTED APPLICANTS
Summary

Selection Panel's Endorsement

Alex Beavers (Chair)
Date: 11/12/2015

Elizabeth Goli (Panel Member)
Date: 11/12/15

Peter McKay (Panel Member)
Date: 

Anne-Marie Carroll (Panel Member)
Date: 11/12/2015
Queensland Treasury
Referee Report

APPLICANT DETAILS

Applicant name: Adrian Noon
Role: Specialist Advisor, Economic and Fiscal Policy, Commercial Group
Classification: SES3 (High) equivalent

REFEREE DETAILS

CTPI - Personal Information

RTI Document No.38
Comments provided by phone to Anne-Marie Carroll, Managing Director, Merit Solutions on 10 December 2015. Reviewed and confirmed by referee on 11 December 2015.

Anne-Marie Carroll
11 December 2015
**APPLICANT DETAILS**

<table>
<thead>
<tr>
<th>Applicant name:</th>
<th>Adrian Noon</th>
</tr>
</thead>
<tbody>
<tr>
<td>Role:</td>
<td>Specialist Advisor, Economic and Fiscal Policy, Commercial Group</td>
</tr>
<tr>
<td>Classification:</td>
<td>SES3 (High) equivalent</td>
</tr>
</tbody>
</table>

**REFEREE DETAILS**

CTPI - Personal Information
Page 41 redacted for the following reason:
--------------------------------------------------
CTPI - Personal Information
Comments provided by phone to Anne-Marie Carroll, Managing Director, Merit Solutions on 9 December 2015.
Debbie Seagrott

From: Geoff Waite
Sent: Friday, 4 March 2016 2:13 PM
To: Debbie Seagrott
Subject: FW: Senior appointments in Treasury

From: Jim Murphy
Sent: Friday, 18 December 2015 2:47 PM
To: ALL STAFF PORTFOLIO
Subject: Senior appointments in Treasury

Dear colleagues

As you will all be aware, Treasury recently advertised a range of executive level vacancies across the department, including seven SES positions. These roles became available as a result of several new positions in key areas, some earlier movements in senior staff, and from retirement.

Following a public recruitment process with interview committees comprising internal and external members, I am pleased now to be able to announce the outcomes of these processes and other significant staff movements.

I welcome Adrian Noon to Treasury as the Specialist Advisor, Economic and Fiscal Policy, based in Commercial Advisory.
Regards

Jim

Jim Murphy
Under Treasurer
Queensland Treasury
Level 9, 100 George Street, Brisbane
Phone: [BLANK]
Mobile: [BLANK] - Personal Information
Email: [BLANK]
Web: www.treasurer.qld.gov.au

Queensland
Government
16 December 2015

Alex Beavers
Deputy Under Treasurer
Queensland Treasury

By Email: 

Dear Alex

Summary of Professional Services

Thank-you for the opportunity to contribute as a panel member and in further selection support for the recently concluded Specialist Advisor selection process.

My work included:

Activity                                              Hours
Review 6 applications & prepare shortlist table      1.00
Attend 3 x interviews (4/12 and 8/12)                4.00
Source 2 x referee comments                          2.00
Prepare Nomination & Comparative Reports with       4.00
individual assessments
Total                                                 11.00

The tax invoice for this work will be forwarded by our administration team.

It was a pleasure to work with you. Should you require any further assistance, please do not hesitate to contact us.

Yours sincerely,

Anne-Marie Carroll
Managing Director
Dear Geoff/Muriel

I met with Adrian Noon this morning as a follow-up to a phone call I made yesterday advising him that he was the successful applicant for the position of Special Advisor – Fiscal and Economic.

He has informed his Minister and the Premier’s Chief of Staff. Understandably, they have requested a transition period.

Accordingly, the agreed start date is Monday, 1st of February.

Accordingly, there would seem little point in trying to progress the contractual paper work until he returns to work in Minister Lynam’s office in January.

Alex
Hi Alex

Detailed below are the emails between Merit Solutions and Treasury regarding assistance required for the above role.

The assistance sought is detailed at the bottom of these emails. They have been asked to scribe for the panel. If you need them to participate as a panel member please let me know and I can arrange for this to occur.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury

Thanks Greg
We’ll get in touch with Debbie regarding the arrangements.
Kind regards

Ben Passfield
Business Coordinator

Merit Solutions
Suite 15 | Level 7 | 320 Adelaide Street | Brisbane Qld 4000
From: Greg Martini
Sent: Friday, 23 October 2015 2:41 PM
To: Ben Passfield, Melissa Davidson, Muriel Brough
Cc: Debbie Seagrott
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Hi Ben

I refer to my earlier emails and confirm that Debbie Seagrott, Executive Officer, Corporate Group is your key contact in arranging the required assistance.

Debbie can be contacted on 3035 3101 or via email at

Please let me know if you need anything further.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury
Telephone: (please dial full number)
Mobile: CTPI - Personal Information
Email: CTPI - Personal Information
Web: www.treasurer.qld.gov.au

Queensland Government

From: Greg Martini
Sent: Friday, 23 October 2015 12:55 PM
To: 'Ben Passfield'
Cc: Melissa Davidson; Muriel Brough
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Hi Ben

Further to my email below I should have also advised that Treasury does not require any assistance with psychometric testing for this role.
Thanks for your response Ben.

Approval has been given to engage Merit Solutions to undertake this task.

I will provide you with the relevant treasury contact details shortly.

Please let me know if you need anything further.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury

From: Greg Martini
Sent: Friday, 23 October 2015 12:53 PM
To: 'Ben Passfield'
Cc: Melissa Davidson; Muriel Brough
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role
Hi Greg,

As discussed, please find attached our estimate of Fees for Executive Selection Services to support your upcoming selection of the Special Advisor, Economics and Fiscal Policy role.

Please do not hesitate to contact me should you have any questions regarding the attached or wish to discuss any changes.

Kind regards

Ben Passfield
Business Coordinator

Merit Solutions
Suite 15 | Level 7 | 320 Adelaide Street | Brisbane Qld 4000
T 07 3220 1166 | F 07 3010 9001
E www.meritsolutions.com.au

Hi Ben

I refer to our earlier discussion regarding the above role and confirm that Treasury is seeking your organisations assistance in the following:

- Scribing at interviews
- Obtaining referee reports
- Preparing the nomination report
- Comparative statement

It is anticipated that this role will be advertised on the Smart Jobs and Careers website on Friday 30 October for a period of 2 weeks with a closing date of 13 November 2015. At this stage it is envisaged that interviews would be conducted sometime during week commencing 23 November.

Please note that these timeframes may change slightly and I will advise you further once confirmation of the dates has been provided to me.
It would be appreciated if you could provide me with a costing for these proposed services so that I can provide this to the relevant delegate for consideration and approval.

Please let me know if you need anything further.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury
Telephone: [please dial full number]
Mobile [TPI - Personal Information]

Email: [blank]
Web: www.treasury.qld.gov.au

Queensland Government
Greg

Please proceed with this advertisement as set out below

Thanks

Geoff

From: Greg Martini
Sent: Friday, 23 October 2015 3:46 PM
To: Geoff Waite
Cc: Melissa Davidson
Subject: Queensland Treasury - Specialist Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Hi Geoff

Are you happy for us to advertise this role next Friday (30 October 2015) on the Smart Jobs and Careers website only for a period of 2 weeks?

Also, Warwick has been added as the key contact on the role description. Is this correct and are you happy to proceed with the attached role description for the advertisement?

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury
Telephone: (please dial full number)
Mobile: PI - Personal Information
Email:
Web: www.treas.gov.qld.gov.au

Queensland Government

From: Geoff Waite
Sent: Friday, 23 October 2015 1:58 PM
From: Greg Martini  
Sent: Friday, 23 October 2015 12:58 PM  
To: Geoff Waite  
Cc: Melissa Davidson  
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role  

Hi Geoff  

The following email is FYI.  

Are you happy if I advise Merit Solutions that Debbie Seagrott is the key contact for coordinating their participation through the interview process?  

Regards  

Greg Martini  
Program Manager  
Human Resources Branch  
Corporate Group  
Level 3, 33 Charlotte Street  
Queensland Treasury  
Telephone: [please dial full number]  
Mobile: [Personal Information]  
Email: [Personal Information]  
Web: www.treasury.qld.gov.au  

From: Greg Martini  
Sent: Friday, 23 October 2015 12:55 PM  
To: ‘Ben Passfield’  
Cc: Melissa Davidson; Muriel Brough  
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role  

Hi Ben  

Further to my email below I should have also advised that Treasury does not require any assistance with psychometric testing for this role.  

Regards  

Greg Martini  
Program Manager
From: Greg Martini  
Sent: Friday, 23 October 2015 12:53 PM  
To: 'Ben Passfield'  
Cc: Melissa Davidson; Muriel Brough  
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Thanks for your response Ben.

Approval has been given to engage Merit Solutions to undertake this task.

I will provide you with the relevant treasury contact details shortly.

Please let me know if you need anything further.

Regards

Greg Martini  
Program Manager  
Human Resources Branch  
Corporate Group  
Level 3, 33 Charlotte Street  
Queensland Treasury  
Telephone: (please dial full number)  
Mobile: TPI - Personal Information  
Email:  
Web: www.treasurv.qld.gov.au

From: Ben Passfield  
Sent: Thursday, 22 October 2015 5:01 PM  
To: Greg Martini

CTPI - Personal Information
Hi Greg,

As discussed, please find attached our estimate of Fees for Executive Selection Services to support your upcoming selection of the Special Advisor, Economics and Fiscal Policy role.

Please do not hesitate to contact me should you have any questions regarding the attached or wish to discuss any changes.

Kind regards

Ben Passfield
Business Coordinator

Merit Solutions
Suite 15 | Level 7 | 320 Adelaide Street | Brisbane Qld 4000
T 07 3220 1166 | F 07 3010 9001
E | W www.meritsolutions.com.au

From: Greg Martini
Sent: Thursday, 22 October 2015 11:40 AM
To: Ben Passfield
Cc: Melissa Davidson

Hi Ben

I refer to our earlier discussion regarding the above role and confirm that Treasury is seeking your organisations assistance in the following:

- Scribing at interviews
- Obtaining referee reports
- Preparing the nomination report
- Comparative statement

It is anticipated that this role will be advertised on the Smart Jobs and Careers website on Friday 30 October for a period of 2 weeks with a closing date of 13 November 2015. At this stage it is envisaged that interviews would be conducted sometime during week commencing 23 November.

Please note that these timeframes may change slightly and I will advise you further once confirmation of the dates has been provided to me.

It would be appreciated if you could provide me with a costing for these proposed services so that I can provide this to the relevant delegate for consideration and approval.

Please let me know if you need anything further.
Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury
Telephone: (please dial full number)
Mobile: Personal Information
Email: 
Web: www.treasurer.qld.gov.au

Queensland
Government

************************************************************************************
************************************************************************************
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RTI Document No.63
From: Geoff Waite  
Sent: Friday, 23 October 2015 11:07 AM  
To: Greg Martini  
Subject: RE: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Greg

That looks fine to me please accept the proposal – we do not need psychometric testing for this one.

From: Greg Martini  
Sent: Friday, 23 October 2015 9:08 AM  
To: Geoff Waite  
Cc: Melissa Davidson  
Subject: Queensland Treasury - Special Advisor, Economics and Fiscal Policy - SES3 (Equivalent) Role

Hi Geoff

Following our discussion yesterday, I contacted merit Solutions to obtain a cost estimate for them to provide the services detailed in my email below.

Merit Solutions have provided a cost estimate in the attached.

It would be appreciated if you could consider this estimate and if you wish to proceed please approve the expenditure and advise which cost centre that should be charged to.

I will then advise merit Solutions to proceed.

Please let me know if you need anything further.

Regards

Greg Martini  
Program Manager  
Human Resources Branch  
Corporate Group  
Level 3, 33 Charlotte Street  
Queensland Treasury  
Telephone: (please dial full number)  
Mobile:  
Email:  
Web: www.treasury.qld.gov.au  
Queensland Government
Hi Greg,

As discussed, please find attached our estimate of Fees for Executive Selection Services to support your upcoming selection of the Special Advisor, Economics and Fiscal Policy role.

Please do not hesitate to contact me should you have any questions regarding the attached or wish to discuss any changes.

Kind regards

Ben Passfield
Business Coordinator

Merit Solutions
Suite 15 | Level 7 | 320 Adelaide Street | Brisbane Qld 4000
T 07 3220 1166 | F 07 3010 9001
E | W www.meritsolutions.com.au

---

Hi Ben

I refer to our earlier discussion regarding the above role and confirm that Treasury is seeking your organisation’s assistance in the following:

- Scribing at interviews
- Obtaining referee reports
- Preparing the nomination report
- Comparative statement

It is anticipated that this role will be advertised on the Smart Jobs and Careers website on Friday 30 October for a period of 2 weeks with a closing date of 13 November 2015. At this stage it is envisaged that interviews would be conducted sometime during week commencing 23 November.

Please note that these timeframes may change slightly and I will advise you further once confirmation of the dates has been provided to me.

It would be appreciated if you could provide me with a costing for these proposed services so that I can provide this to the relevant delegate for consideration and approval.
Please let me know if you need anything further.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury

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Hi Greg,

Position no. for the newly created Specialist Advisor, Economic & Fiscal Policy is: 60007692.

Record Details:
Number: HR0354740
Function: Establishment
Client Status: In Progress
Created: 20-10-2015 12:12:55 AEST

Regards,

Christine Koch
Phone: 
Establishment
Establishment Services
Client Services, Human Resources & Mail
Queensland Shared Services

Ref: MSG9387914
Good Afternoon

Attached please find a completed EVR for your necessary action.

It would be appreciated if you could advise me of the position number once the necessary action has occurred.

Regards

Greg Martini
Program Manager
Human Resources Branch
Corporate Group
Level 3, 33 Charlotte Street
Queensland Treasury

Telephone: (please dial full number)
Mobile: TPI - Personal Information

Email: 
Web: www.treasurv.qld.gov.au

Queensland Government
Establishment Variation Request - Position

When to use this form and instructions for completion

Qld Gov Entity: QT - Queensland Treasury

Business Area: Commercial Group

Section 1  Establishment Request Details

Request Type (MANDATORY) - More than one option can be selected if required

- Create NEW position
- Position Redesignation
- Position Reclassification
- Position Costing Change
- Abolish Position
- Position Transfer
- Temporary Position Extension
- Other (please specify):

For a new position or when reclassifying a position, is an evaluation/re-evaluation required?

- No
- Yes If yes, please refer to your HR Unit for further information.

Reason for Request (MANDATORY) - Refer to the General Retention and Disposal Schedule (GRDS) for more information

- Routine Establishment Change - GRDS Ref 3.2.4
- Machinery of Government Change - GRDS Ref 3.2.3
- Other (Minor) Restructure - GRDS Ref 3.2.2
- Significant Restructure - GRDS Ref 3.3.1

Section 2  Position Change / Creation Details

Date Effective: 19 / 10 / 2015

Current Details

(All fields to be completed)

<table>
<thead>
<tr>
<th>POSITION NO.</th>
<th>POSITION TITLE</th>
<th>REPORTS TO POSITION NO.</th>
<th>ORGANISATION UNIT NUMBER:</th>
<th>ORGANISATION UNIT NAME:</th>
<th>CLASSIFICATION</th>
<th>HOURS PER WEEK</th>
<th>REVIEW DATE</th>
<th>LOCATION</th>
<th>ATTENDANCE TYPE</th>
<th>ANZSCO CODE</th>
<th>MOHRI / CORP SERV CODE</th>
<th>INDUSTRIAL AWARD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Specialist Advisor, Economic and Fiscal Policy</td>
<td>60007265</td>
<td>9001785</td>
<td>S122SES3</td>
<td>Temporary</td>
<td>100 George Street, Brisbane</td>
<td>Full-Time</td>
<td>132411</td>
<td>BO4</td>
<td>Award Free (SES/SO)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

New Details

(Only complete those details which require change or when creating new positions)

<table>
<thead>
<tr>
<th>POSITION NO.</th>
<th>POSITION TITLE</th>
<th>REPORTS TO POSITION NO.</th>
<th>ORGANISATION UNIT NUMBER:</th>
<th>ORGANISATION UNIT NAME:</th>
<th>CLASSIFICATION</th>
<th>HOURS PER WEEK</th>
<th>REVIEW DATE</th>
<th>LOCATION</th>
<th>ATTENDANCE TYPE</th>
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<td>132411</td>
<td>BO4</td>
<td>Award Free (SES/SO)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Section 3  New Costing Details (MANDATORY - if position based costing is used)

Only complete the costing details relevant to your Department.

<table>
<thead>
<tr>
<th>Amount / Percent (must total 100%)</th>
<th>BA / PF Code (Business Area / Profit Centre)</th>
<th>Cost Cntr Code (Cost Centre)</th>
<th>Comp Code (Company Code)</th>
</tr>
</thead>
</table>

RTI Document No.69
Background and Reason for Variation (Optional)
Please refer to attached brief.

Funding Source and Funding Implications - Refer to Agency Policy, Procedures or Instructions

Is this Position funded?  Yes No Please provide details below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Muriel Brough</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>Principal Consultant, HR</td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

Recommendation/Endorsement

<table>
<thead>
<tr>
<th>Name</th>
<th>Delegated Officer APPROVAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Jim Murphy</td>
</tr>
<tr>
<td>Position</td>
<td>Under Treasurer</td>
</tr>
<tr>
<td>Date</td>
<td>19/10/2015</td>
</tr>
<tr>
<td>Signature</td>
<td>Please refer to attached brief for approval</td>
</tr>
</tbody>
</table>

Please return approved form to:

<table>
<thead>
<tr>
<th>Department</th>
<th>Email To</th>
<th>Mailing Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>QT (SAP)</td>
<td></td>
<td>Establishment Services, Queensland Shared Services, GPO Box 2946, Brisbane QLD 4001</td>
</tr>
</tbody>
</table>

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RTI Document No.70