

# State Service Act 2000



## **Ministerial Determination No. 2:2003:**

**Title: Reimbursement of officers with respect to appointment and assignment of duties due to promotion or otherwise**

**Issue Date: 1 January 2003**

**Operation Date: 1 January 2003**

### **Purpose (Intent/Outcome)**

This determination specifies the allowances with respect to appointment of, or assignment of duties to, officers.

### **Application**

- Officers.

### **Legislative Basis and Related Documents**

- *State Service Act 2000*

### **Determination**

I hereby determine that the amount of reimbursement in the case of appointment and assignment of duties due to promotion or otherwise to be paid to officers is, unless otherwise determined, limited to the following:

#### **(i) Displacement Allowance**

The amount payable as displacement allowance is shown on Attachment 1.

#### **(ii) Special Accommodation Payment**

An officer may be entitled to a special accommodation payment. The conditions for receiving this payment will be the same as specified in s.17 of the *State Service Regulations 2001*.

- (1) The maximum amount payable as a special accommodation payment is shown on Attachment 1.
- (2) The relevant Head of Agency may decide what proportion (if any) of that maximum is to be granted to an officer in each particular instance. Similarly, the Head may at any time increase (within the maximum limit), reduce or revoke the allowance.
- (3) During the first three weeks of a temporary accommodation period, if the circumstances so warrant, the relevant Head of Agency may authorise payment of the normal travelling rate as set out in the General Conditions of Employment Award.

- (4) A special accommodation payment in excess of the maximum amount shown on Attachment 1 must be approved by the relevant Head of Agency.

### **(iii) Relocation expenses**

#### **a) Appointments From Overseas**

- (1) Appointees are to submit three quotes for removal costs.
- (2) Quotes are to be submitted to the relevant Head of Agency for approval.
- (3) Reimbursement of airfares is to be based on economy class airfares for all appointees.

#### **b) Appointments Within Australia**

Attachment 1 details the maximum level of reimbursement based on representative quotes on costs of moving an average household from each State or Territory capital to Tasmania and to, or from, centres within Tasmania. A special maximum level has been set for movement to, or from, the Bass Strait Islands.

Approval for costs beyond maximum amounts rests with the relevant Head of Agency.

Reimbursement of airfares is to be based on the equivalent of standard economy class airfares for all appointees.

### **(iv) Reimbursement of expenses incurred in the sale and purchase of property.**

- (1) The maximum reimbursement for costs associated with selling an existing home and buying another are listed on Attachment 1 and are based on average Tasmanian home prices provided by the Valuer-General.

### **(v) Depreciation Allowance**

- (1) The amount payable as depreciation allowance is the lesser of 2% of insured value of household furniture and effects or the maximum amount payable as shown on Attachment 1.
- (2) In exceptional circumstances the relevant Head of Agency may approve payment of a depreciation allowance in excess of the maximum amount.

### **(vi) Reimbursement Flexibility**

In lieu of payment of items (i) to (v), an officer may, with Head of Agency approval, be reimbursed for other expenses associated with relocation. The Secretary of the Department of Premier and Cabinet must approve any reimbursement sought for the relocation of a Head of Agency. The total reimbursement of relocation expenses may not exceed the total amount otherwise applicable for the relocation provided in Attachment 1.

This flexibility is only available on the initial appointment of an officer appointed from another State or Territory.

### **Attachment(s)**

- Attachment 1.

Issued by authority of the Minister administering the *State Service Act 2000* pursuant to Section 14(1).

02/02/2003

Signed

Paul Lennon MHA  
*Acting Premier*

## **Attachment 1**

### **Displacement Allowance**

The displacement allowance payable is \$2000.

### **Special Accommodation Allowance**

The maximum special accommodations allowance payable is \$285 per week.

### **Relocation expenses within Australia**

The maximum relocation expenses payable from capital cities within Australia to or from Tasmania and from within Tasmania:-

|        |        |        |        |        |        |        |        |
|--------|--------|--------|--------|--------|--------|--------|--------|
| ADEL   | BRIS   | CANB   | DARWIN | MELB   | PERTH  | SYD    | TAS    |
| \$4233 | \$4967 | \$4400 | \$7150 | \$3433 | \$6050 | \$4533 | \$1550 |

The maximum relocation expenses to or from Bass Strait Island and other islands nearby to Tasmania is \$6000.

### **Relocation expenses from Overseas**

Relocation expenses from overseas plus fares for a new appointee and dependants are to be determined by the appropriate Minister.

### **Reimbursement of expenses incurred in the sale and purchase of property**

- (1) The maximum reimbursement of expenses incurred in the sale of a residential property is \$5345.
- (2) The maximum reimbursement of expenses incurred in the purchase of a residential property is \$5524.

The maximum reimbursement for costs associated with selling an existing home and buying another are based on current average Tasmanian home prices provided by the Valuer-General.

### **Depreciation Allowance**

The maximum Depreciation allowance payable is \$715.