

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mr Higgins to the Minister for Public Employment:

#### AGENCY ADMINISTRATION

##### Note 1:

The following questions **do not require reference to the 2018-19 Budget** to be answered. They can be answered from existing Agency data.

##### Note 2:

If there is to be a Whole of Government response to any of the questions, it would be appreciated that these are referred early to the Minister responsible to enable a response within the same timeframe as the remainder of the questions.

Further, early indication of the questions referred for a Whole of Government response would be appreciated.

#### BUDGET

1. What efficiency dividend has each Department and Agency been asked to achieve in framing the 2018-19 Budget? When was this direction given and what specific instructions were provided to achieve this result?

#### STAFFING

2. Please provide details for the following staffing questions as at 30 June 2017 and as at 31 March 2018:
  - a) How many staff were employed in the following categories:
    - i. Full time equivalent
    - ii. Permanent part time contract
    - iii. Contract
  - b) Please advise the number of staff identified as Aboriginal and Torres Strait Islander in terms of FTE and as a percentage of the Agency total employment (all classifications).

- c) Please advise the number of frontline staff as FTE and as a percentage of the Agency total employment (all classifications).
- 3. What is the variance in FTE from 1 July 2017 to 31 March 2018?
- 4. Please advise, in each category:
  - a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
  - b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
  - c) By position, when each current contract is due to be renewed
- 5. For the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018 how many staff:
  - a) Resigned
  - b) Were demoted as a result of job evaluation or re-evaluation
  - c) Were made redundant
  - d) Were terminated
- 6. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 7. How many staff were categorized as supernumerary for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 8. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 9. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 10. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?

11. How many positions that had Special Measures applied, as referred to in question 10 above, had to be re-advertised due to the initial process not securing suitable candidates?
12. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2017 and the increase in staff who identify as Aboriginal and Torres Strait Islander since 1 July 2017.
13. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2017? Of these, how many remain unresolved?

## **OUTSOURCING**

14. For the period beginning 1 July 2017 and ending 31 March 2018, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency. Is consideration being given to outsource, contract-out or privatise in financial year 2018-19? If so, please provide details.

## **LEGAL EXPENSES**

15. What has been the expenditure on legal advice or related expenses for the financial year 2017-18? Provide details on:
  - a) The matter(s) (designate which ones are finalised and which ones are ongoing)
  - b) The amount paid by matter
  - c) The amount paid to each outside legal firm or barrister engaged

## **PROCUREMENT / CONSULTANCIES**

16. For the period beginning 1 July 2017 and ending 31 March 2018, please detail expenditure on each report and consultancy (excluding annual reports) that has been obtained from outside the NTPS. For each report/consultancy detail:
  - a) Purpose
  - b) Cost
  - c) Person or entity engaged
  - d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere,

please provide the address of the principal place of business of the person or entity)

- e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
  - f) Outcomes or key performance indicators for the report or consultancy
  - g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken
17. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2017 and ending 31 March 2018. Please outline the tasks performed.
18. How many contracts and tenders have been awarded to business entities with their principal place of business in the Northern Territory so far, and what works have been undertaken?
19. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2017 and ending 31 March 2018? Please detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.
20. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2017 and ending 31 March 2018?
21. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2017 and ending 31 March 2018?
22. For each instance identified above in question 32, where a public quotation process was not undertaken, including for Certificates of Exemption:
- a) What is the description of the goods and services contracted?
  - b) What is the value of the goods and services contracted?
  - c) What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
  - d) Who recommended the course of action in c) above?
  - e) Who approved the course of action in c) above?

23. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 31 March 2018.

## **FOCUS GROUPS / POLLING / SURVEYS**

24. Please detail expenditure during the period beginning 1 July 2017 and ending 31 March 2018 on opinion polls and focus groups, including costs and entities that conducted the work.

25. Please provide copies of the surveys identified in question 24 above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2017 and ending 31 March 2018.

## **COMMUNICATIONS AND MARKETING**

26. Please detail expenditure on advertising and communications during the period beginning 1 July 2017 and ending 31 March 2018.

For each advertisement for which an expense was incurred:

- a) What was the purpose / description of the advertisement?
- b) Who was the advertisement placed with, i.e. media outlet, newspaper, television station or similar?
- c) What was the total production cost, including, but not limited to, design, commissions, placement costs?
- d) Were tenders or expressions of interest called? If not, why not?

## **TRAVEL**

27. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority for the period beginning 1 July 2017 and ending 31 March 2018 broken down to:

- a) International travel
- b) Interstate travel
- c) Intrastate travel

28. In the case of international travel identified in response to question 27 above, please provide the purpose, itinerary, persons and costs involved in each trip.

29. Please provide itemised details and itemisation of costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period beginning 1 July 2017 and ending 31 March 2018.

## **HOSPITALITY / FUNCTIONS AND EVENTS**

30. Please provide full details of all public service hospitality provided for the period beginning 1 July 2017 and ending 31 March 2018.

In relation to each occasion on which official hospitality was undertaken:

- a) What was the purpose of the hospitality?
- b) How many guests attended?
- c) How many Ministers attended?
- d) How many Ministerial staff attended?
- e) How many MLAs attended?
- f) How many public sector employees attended?
- g) What was the total cost incurred?

## **GRANTS AND DONATIONS**

31. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2017 and ending 31 March 2018.

32. Please detail the funds used to distribute awards and sponsorships in the period beginning 1 July 2017 and ending 31 March 2018. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2018-19 financial year?

33. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2017 and ending 31 March 2018, including to which organisation and the services to be provided?

## **MEDIA MONITORING SERVICES**

34. Please provide expenditure details on media monitoring services for the period beginning 1 July 2017 and ending 31 March 2018 (including entities engaged and who uses the service).

## **INFRASTRUCTURE PROJECTS**

35. What are the details, by project, of re-voted capital works in all Department and Government Authorities for the period beginning 1 July 2017 and ending 31 March 2018?
36. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia to be considered for the Infrastructure Priority List?
37. Please provide details of newly committed projects for the period beginning 1 July 2017 and ending 31 March 2018.
38. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.

## **GOVERNMENT LEASED BUILDINGS**

39. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2017 and ending 31 March 2018?
40. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period beginning 1 July 2017 and ending 31 March 2018?
41. How much Government owned or leased premises or office space is currently underused (at less than 100 per cent occupied) or vacant?

## **FEES AND CHARGES**

42. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2017-18 financial year and whether any of these fees and charges was increased following the passage of the 2017-18 financial year budget.

## **INTERNAL AUDITS**

43. How many internal audits and financial investigations were conducted in the period beginning 1 July 2017 and ending 31 March 2018?
44. What were the terms of reference or focus for each investigation?
45. Please provide details of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.

## **BOARDS / ADVISORY BODIES**

46. Please detail all boards and advisory bodies in your Agency in 2017-18, also providing the following information:
- a) The Terms of Reference
  - b) The current members and when they were appointed
  - c) The total remuneration paid to each Board member during the 2017-18 financial year
  - d) The itemised total cost incurred by the Board during the 2017-18 financial year
  - e) The number of times the Board met during the period beginning beginning 1 July 2017 and ending 31 March 2018

## **REVIEWS AND INQUIRIES**

47. Details of all reviews and inquiries completed or commenced during the 2017-18 financial year, also providing the following information:
- a) The Terms of Reference
  - b) The criteria for selection of all panel members
  - c) The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry
  - d) The cost of the review/inquiry
  - e) How the information was/is accumulated to contribute to the review/inquiry
  - f) If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly
  - g) If not completed, when this is expected



## **WORKPLACE HEALTH AND SAFETY**

48. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2017 and ending 31 March 2018.
49. Please detail the number of stress related matters and claims for the period beginning 1 July 2017 and ending 31 March 2018.

## **REGIONAL OFFICES**

50. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2017-18 financial year. What are the locations for which they are responsible?

**LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY****WRITTEN QUESTION ANSWERS****QUESTION 1 ANSWER**

A whole-of-government response to Question 1 will be provided by the Treasurer.

**QUESTION 2 ANSWER**

a).

	<b>29 Jun 2017</b>	<b>30 Mar 2018</b>
<b>Full Time Equivalent</b>	<b>19.47</b>	<b>19.44</b>
<b>Permanent Part Time contract</b>	<b>3.6</b>	<b>3.2</b>
<b>Contract</b>	<b>11.11</b>	<b>10</b>
<b>Total FTE</b>	<b>34.18</b>	<b>32.64</b>

b).

### Indigenous Status by Gender

Pay 26 - 29 June 2017

Agency	ATSI		Total	Percent
	Yes	No		ATSI
Aboriginal Areas Protection Authority	5	29	34	15%
Attorney-General & Justice	151	1423	1574	10%
Auditor-General	0	5	5	0%
Chief Minister	38	269	307	12%
Commissioner for Public Employment	5	33	38	13%
Corporate & Information Services	64	590	654	10%
Education	610	4072	4682	13%
Environment & Natural Resources	18	285	303	6%
Health	682	6943	7625	9%
Housing & Community Development	199	447	646	31%
Infrastructure, Planning & Logistics	48	710	758	6%
Jacana Energy	3	58	61	5%
Land Development Corporation	0	20	20	0%
Legislative Assembly	16	121	137	12%
NT Electoral Commission	0	17	17	0%
Ombudsman	2	9	11	18%
Police, Fire & Emergency Services	178	1992	2170	8%
Power & Water Corporation	53	904	957	6%
Primary Industry & Resources	37	461	498	7%
Territory Families	176	723	899	20%
Territory Generation	6	235	241	2%
Tourism & Culture	73	617	690	11%
Trade, Business & Innovation	28	223	251	11%
Treasury & Finance	5	158	163	3%
<b>Total</b>	<b>2397</b>	<b>20344</b>	<b>22741</b>	<b>10.5%</b>

## Indigenous Status by Gender

Pay 19 - 22 March 2018

Agency	ATSI			Percent
	Yes	No	Total	ATSI
Aboriginal Areas Protection Authority	5	21	26	19%
Attorney-General & Justice	150	1361	1511	10%
Auditor-General	0	5	5	0%
Chief Minister	46	296	342	13%
Commissioner for Public Employment	8	28	36	22%
Corporate & Information Services	62	587	649	10%
Education	605	3969	4574	13%
Environment & Natural Resources	16	289	305	5%
Health	652	7002	7654	9%
Housing & Community Development	200	470	670	30%
Infrastructure, Planning & Logistics	47	736	783	6%
Jacana Energy	5	65	70	7%
Land Development Corporation	0	19	19	0%
Legislative Assembly	14	123	137	10%
NT Electoral Commission	0	19	19	0%
Ombudsman	2	10	12	17%
Police, Fire & Emergency Services	203	2061	2264	9%
Power & Water Corporation	57	859	916	6%
Primary Industry & Resources	29	425	454	6%
Territory Families	154	731	885	17%
Territory Generation	3	223	226	1%
Tourism & Culture	63	591	654	10%
Trade, Business & Innovation	26	230	256	10%
Treasury & Finance	5	166	171	3%
<b>Total</b>	<b>2352</b>	<b>20286</b>	<b>22638</b>	<b>10.4%</b>

### Notes:

Data is only available on paydays so the extracts were taken at Pay 26, 29 June 2017 and Pay 19, 22 March 2018.

While the request is for FTE data, ATSI representation has been measured by head count since at least the inception of the original IECDS program in the early 2000s. To change the parameters for reporting at this time would only serve to confuse the issue, and so head count has again been used in this report.

### 2c)

There is no code for agencies to identify individual frontline staff. Agencies are broken into three categories being Service, Industry, and Support/Central. Service agencies are frontline service delivery agencies and represent 70 per cent of FTEs. The Service category includes the Department of Health, the Top End Health Service, the Central Australia Health Service, the Department of Education, Territory Families, Northern Territory Police Fire and Emergency Services, and the Department of the Attorney-General and Justice (Correctional Services).

Industry agencies can be broadly identified as agencies whose primary task is conducting government business.

Support and Central agencies are agencies that provide advice to government and/or services to other agencies.

### **Service**

Northern Territory Police, Fire and Emergency Services  
Territory Families  
Department of Health  
Top End Health Service  
Central Australia Health Service  
Department of the Attorney-General and Justice (Correctional Services Division)  
Department of Education

### **Industry**

Department of Tourism and Culture  
Land Development Corporation  
Department of Trade, Business and Innovation  
Department of Environment and Natural Resources  
Department of Infrastructure, Planning and Logistics  
Department of Primary Industry and Resources  
Aboriginal Areas Protection Authority  
Department of Housing and Community Development  
Parks and Wildlife Commission of the Northern Territory

### **Support and Central**

Auditor-General's Office  
Northern Territory Electoral Commission  
Ombudsman's Office  
Department of the Chief Minister  
Department of the Legislative Assembly  
Office of the Commissioner for Public Employment  
Department of Corporate and Information Services  
Department of the Attorney-General and Justice  
Department of Treasury and Finance

### **QUESTION 3 ANSWER**

Total FTE for the NTPS at pay 26, 30 June 2017 was 20,997.  
Total FTE for the NTPS at pay 19, 31 March 2018 was 21,023.

Notes:

- Data is only available on paydays so the extracts were taken at Pay 26, 29 June 2017 and Pay 19, 22 March 2018.

### **QUESTION 4 ANSWER**

a)

Whole of Government. While the request for the second period was for the number of contracts encompassing 1 July 2017 to 31 March 2018, this would be a difficult task as it would cover hundreds of ons and offs, sometimes

involving the same person, and in any case is inconsistent with the comparison base number at the end of June 2017.

	30 Jun 2017	31 Mar 2018
Executive Contract	667	657
Temporary Contract	5468	5405
<b>Total</b>	<b>6135</b>	<b>6062</b>

b)

Level	30 Jun 2017	31 Mar 2018
SBA	1	0.4
AO3	1	1
AO4	1	1
AO6	1	0
AO7	1.91	0
EO1C	2	1.6
EO2C	3	3
EO6C	1	1
SAO1	0	1
SAO2	0	1
<b>Total</b>	<b>11.11</b>	<b>10</b>

c)

The administrative task to answer this would compromise resources due to the need to compile more than 6,000 lines of data collected manually. It also has the potential to compromise privacy due to producing unit data that may identify an individual.

#### QUESTION 5 ANSWER

a)

	1 Jul 2016 to 30 Jun 2017	1 Jul 2017 to 31 Mar 2018
OCPE	6	NIL
<b>Total</b>	<b>6</b>	<b>NIL</b>

b)

	1 Jul 2016 to 30 Jun 2017	1 Jul 2017 to 31 Mar 2018
OCPE	NIL	NIL
<b>Total</b>	<b>NIL</b>	<b>NIL</b>

c)

	1 Jul 2016 to 30 Jun 2017	1 Jul 2017 to 31 Mar 2018
OCPE	NIL	NIL
<b>Total</b>	<b>NIL</b>	<b>NIL</b>

d)

	1 Jul 2016 to 30 Jun 2017	1 Jul 2017 to 31 Mar 2018
OCPE	NIL	NIL
<b>Total</b>	<b>NIL</b>	<b>NIL</b>

**QUESTION 6 ANSWER**

	1 Jul 2016 to 30 Jun 2017	1 Jul 2017 to 31 Mar 2018
Unattached	2	4
Redeployees	NIL	NIL
<b>Total</b>	<b>2</b>	<b>4</b>

**QUESTION 7 ANSWER**

30 Jun 2017	1 Jul 2017 to 31 Mar 2018
6	3

**QUESTION 8 ANSWER**

NIL

**QUESTION 9 ANSWER**

Not Applicable

**QUESTION 10 ANSWER**

3121 for the full financial year ending 30 June 2017 (71% of the 4374 total advertised)

2586 from 1 July 2017 to 31 March 2018 (74% of the 3489 total advertised)

**QUESTION 11 ANSWER**

None

**QUESTION 12 ANSWER**

Please refer to the response provided at 2b.

**QUESTION 13 ANSWER**

None

**QUESTION 14 ANSWER**

No Agency functions have been outsourced for the period 1 July 2017 to 31 March 2018.

No consideration is being given to outsource, contract-out or privatise in the financial year 2018-19.

**QUESTION 15 ANSWER**

Legal advice or related expenses for the financial year 2017-18 as at 31 March 2018:

15 (a)		15 (b)	15 (c)
Matter	Status	Amount	Legal Firm
Power of Commissioner for Public Employment to make an Enterprise Agreement	Finalised	\$14 372	Clayton Utz Lawyers
<b>TOTAL LEGAL EXPENDITURE</b>		<b>\$14 372</b>	

**QUESTION 16 ANSWER**

No payments were made for the period 1 July 2017 to 31 March 2018.

**QUESTION 17 ANSWER**

NIL

**QUESTION 18 ANSWER**

A whole-of-government response to Question 18 will be provided by the Minister for Trade, Business and Innovation.

**QUESTION 19 ANSWER**

A whole-of-government response to Question 19 will be provided by the Minister for Trade, Business and Innovation.

**QUESTION 20 ANSWER**

Public quotations that were undertaken for Tier 3, Tier 4 and Tier 5 procurement activities for the period 1 July 2017 to 31 March 2018.

Tier	No. of Quotations
Tier 3	Nil
Tier 4	Nil
Tier 5	Nil

**QUESTION 21 ANSWER**

Tier 3, Tier 4 and Tier 5 procurement activities without undertaking a public quotation process for the period 1 July 2017 to 31 March 2018.

Tier	No. of Tenders
Tier 3	Nil



Tier 4	Nil
Tier 5	Nil

**QUESTION 22 ANSWER**

Not applicable.

**QUESTION 23 ANSWER**

Office of Commissioner for Public Employment had 3 credit cards as at 31 March 2018.

Position titles and levels of the staff holding the corporate credit cards are:

Sr. No.	Position Title	Position Level
1	Executive Assistant	AO5
2	Advisor Aboriginal Employment & Career Development	AO7
3	Workforce Advisor	AO4

**QUESTION 24 ANSWER**

NIL

**QUESTION 25 ANSWER**

NIL

**QUESTION 26 ANSWER**

Total expenditure on advertising and communications for the period 1 July 2017 – 31 March 2018 was nil.

**QUESTION 27 ANSWER**

- a) International Travel – No international travel was undertaken for the Agency during the period 1 July 2017 to 31 March 2018.
- b) Interstate Travel – the Agency incurred total expenditure of \$22 740 for the period 1 July 2017 to 31 March 2018.
- c) Intrastate Travel – the Agency incurred total expenditure of \$20 964 for the period 1 July 2017 to 31 March 2018.

Key items of the reports to note:

- Travel amount includes travel related costs of airfare, accommodation, meals, travelling allowance, car rental and incidentals.

- Travel expense reported are from the Government Accounting System as at 31 March 2018.
- Expenditure is exclusive of GST and does not include agent service fees.
- Invoices not presented for payment have not been included in the expense.

**QUESTION 28 ANSWER**

No international travel was undertaken during the period 1 July 2017 to 31 March 2018.

**QUESTION 29 ANSWER**

A whole of government response will be provided by the Chief Minister

**QUESTION 30 ANSWER**

Total hospitality expenditure for the period 1 July 2017 to 31 March 2018 is \$2 000.

This expenditure relates to Chief Minister's Awards.

**QUESTION 31 ANSWER**

No grant and donation payments were made during the period 1 July 2017 to 31 March 2018.

**QUESTION 32 ANSWER**

No awards/sponsorship payments were made during the period 1 July 2017 to 31 March 2018.

Awards/sponsorship payments expected in 2018-19 is anticipated to be \$5 000.

**QUESTION 33 ANSWER**

No grant payments were made to non-government organisations during the period 1 July 2017 to 31 March 2018.

**QUESTION 34 ANSWER**

NIL

**QUESTION 35 ANSWER**

A whole-of-government response to Question 35 will be provided by the Minister for Infrastructure, Planning and Logistics.

**QUESTION 36 ANSWER**

NIL

**QUESTION 37 ANSWER**

A whole-of-government response to Question 37 will be provided by the Minister for Infrastructure, Planning and Logistics.

**QUESTION 38 ANSWER**

A whole-of-government response to Question 38 will be provided by the Minister for Infrastructure, Planning and Logistics.

**QUESTION 39 ANSWER**

The total annual power bill of building owned/leased/used by the agency for the financial year 2016/17 and as at 31 March 2018 is:

<b>Building</b>	<b>2016-17</b>	<b>YTD 31 March 18</b>
Charles Darwin Centre Mitchell St. Darwin	\$8 312	\$7 652

**QUESTION 40 ANSWER**

A whole-of-government response to Question 40 will be provided by the Minister for Corporate and Information Services.

**QUESTION 41 ANSWER**

A whole-of-government response to Question 41 will be provided by the Minister for Corporate and Information Services.

**QUESTION 42 ANSWER**

NIL

**QUESTION 43 ANSWER**

Four (4) internal audits have been conducted during the period of 1 July 2017 to 31 March 2018 under the 2017-18 Internal Audit Plan.

Nil (0) financial investigations have occurred in this period.

**QUESTION 44 ANSWER**

Not applicable for the period 1 July 2017 to 31 March 2018 as no financial investigations have been undertaken.

**QUESTION 45 ANSWER**

To date no financial investigations have been undertaken.

Audits undertaken to date have not identified any fraud or anomalies. Audits have identified process improvements only.

The agency will continue to reinforce staff obligations to ensure the agency complies with financial and procurement obligations.

**QUESTION 46 ANSWER****Public Sector Consultative Council**

a). The functions of the Council are:

- to consider matters of general interest in relation to the Public Sector referred to it by the Commissioner;
- to report on, and make recommendations about, those matters to the Commissioner;

- 6 persons appointed by the Commissioner from persons nominated by Chief Executive Officers; and
- 8 persons appointed by the Commissioner from persons nominated by Unions NT.

In general, a membership review is done every two to three years.

b) Current Membership

NTPS REPRESENTATIVES		
Commissioner for Public Employment	Craig Allen	(Chairperson)
6 persons appointed by the Commissioner nominated by Chief Executive Officer's		
Person appointed by the Commissioner	Cheryl Winstanley	
Department of Infrastructure Planning and Logistics	Sandra Butcher	
Department of Education	Leanne Cull	
Department of Health	Jo Norton	
Territory Families	Taylor Walker	
Department of Housing and Community Development	Karen Walker	

8 persons appointed by the Commissioner from persons nominated by Unions NT	
CPSU	Kay Densley
United Voice	Erina Early
AEU	Jarvis Ryan
ANMF	Yvonne Falckh
Professionals Australia	David Nebauer
AMWU	Awaiting nomination
TWU	Ray Wyatt

c) The total remuneration paid to each Board member during the 2016/17 financial year

There is no remuneration required under the Public Sector Employment and Management Regulations.

d).The itemised total cost incurred by the Board during the 2016/17 financial year.

Nil

e) The number of times the Board met during the 2017/18 financial year  
PSCC members are required to meet twice a year.

**Police Arbitral Tribunal**

a) There shall be a Police Arbitral Tribunal which shall have jurisdictions to hear and determinate all matters relating to the remuneration and terms and

conditions of service of members of the Police Force other than the Commissioner, a Deputy Commissioner, as Assistance Commissioner or a member of the rank of Commander.

b) Current Membership

Tribunal Position	Member Name	Appointment Expiry
Chairperson	Deputy President Ingrid Asbury	4 March 2021
Minister's Nominee	Mr Theo Tsikouris	24 February 2019
Police Association's Nominee	Mr Raymond Murphy	21 June 2020
Deputy of the Chairperson	Commissioner Paula Spencer	21 June 2020
Deputy of the Minister's Nominee	Mr Allan McGill	24 November 2020
Deputy of the Police Association's Nominee	Superintendent Louise Jorgensen	Expired 4 March 2018*
Secretary to the Tribunal	Ms Amy Winter	No expiry date

\* Nomination received and currently undergoing appointment process.

c) Remuneration of board members.

No remuneration was paid to the board members for 2017/18 financial year.

d) Itemised cost during the 2017/18 financial year.

No costs were borne.

e) Number of times the Board met during the 2017/18 financial year.

Once.

### **Correctional Officers Arbitral Tribunal**

a)

There shall be a Correctional Officers Arbitral Tribunal which shall have jurisdiction to hear and determine the conditions of service of correctional officers with respect to:

- (a) salaries;
- (b) cost of living and district allowances;
- (c) hours of duty, including the provision of breaks for meals, and days off duty;
- (d) payment for overtime worked at the direction of the Commissioner or a correctional officer authorised for that purpose by the Commissioner;
- (e) allowances to be paid to an officer:
  - (i) whilst travelling on duty;
  - (ii) whilst engaged on special duties;
  - (iii) for performing duties higher than those of the office which an officer holds;
  - (iv) in lieu of the provision of living quarters; and
  - (v) in lieu of the provision of uniforms;
- (f) recreation leave, travelling time and the payment of fares of an officer and of his dependants for the purpose of proceeding on and returning from recreation leave;
- (g) long service leave;
- (h) sick leave
- (i) leave in special circumstances

- (j) the notification of vacancies and the time within which vacancies shall be filled;
- (k) the payment of the reasonable expenses incurred by an officer in the course of his being transferred from one custodial correctional facility to another;
- (l) the payment of fares of an officer and of his dependants from the Territory to a place within the Commonwealth upon retirement due to age, ill health or physical incapacity; and
- (m) such other matters as the Minister from time to time refers to the Tribunal.

b) Current Membership

Tribunal Position	Member Name	Appointment Expiry
Chairperson	Commissioner Paula Spencer	No expiry date
Minister's Nominee	Mr Theo Tsikouris	18 February 2019
Available Elected Member	Mr Steve Russell	18 February 2019
Secretary to the tribunal	Ms Amy Winter	No expiry date

(c) Total remuneration paid to each Board member during the 2017/18 financial year.

As board members did not meet in the 2017/18 financial year no remuneration was paid.

(d) Itemised total cost incurred by the Board during the 2017/18 financial year. As board members did not meet in the 2017/18 financial year no cost was borne.

(e) Number of times the Board met during the 2017/18 financial year.  
Nil.

**Public Sector Appeals Board**

a) The Public Sector Appeals Board is created by Part 9 Division 2 of the Public Sector Employment Management Act, to hear employee appeals against promotion, discipline and inability decisions. For each appeal a board is convened by the Commissioner for Public Employment who nominates the chairperson, with the other two members nominated each time by the relevant CEO and the prescribed employee organization.

b) Current Membership

Tribunal Position	Member Name	Appointment Expiry
Chairperson	Director PSA&GR - currently Terry Lisson	n/a
Member nominated by the relevant CEO	Varies for each Board	n/a
Member nominated by the prescribed	Varies for each Board	n/a

c) Remuneration of Board members.

- No remuneration was paid to the Board members for 2017/18 financial year.
- d) Itemised cost during the 2017/18 financial year.
- Costs for the Board are administrative and covered within the budget of the Public Sector Appeals & Grievance Reviews Unit of the OCPE.
- e) Number of times the Board met during the 2017/18 financial year.
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**QUESTION 47 ANSWER**

NIL

**QUESTION 48 ANSWER**

NIL

**QUESTION 49 ANSWER**

NIL

**QUESTION 50 ANSWER**

NIL