

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mrs Finocchiaro to the Chief Minister, Treasurer, Minister for Territory Development, Minister for Defence Industries, Minister for Industry and Trade, Minister for Major Projects – for all agencies falling under the Chief Minister's, Treasurer's and Ministers' portfolios.

### AGENCY ADMINISTRATION

#### Notes:

- The following questions can be answered from existing Agency data as at 31 March 2024.
- You have previously referred questions requiring a Whole of Government response to the Minister responsible at a time that enables a response within the same timeframe as the remainder of the questions.
- Further, you have previously inserted the question at the beginning of each answer.
- My Office would appreciate these practices being continued.

#### STAFFING

1. (a) Please advise the number of staff employed in the following categories as at 31 March 2024:

Category	Classification	FTE	Head Count (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	SP2	1	-	1	
	SAO1	1	1	1	
	AO3	1	1	1	
2. Ongoing Part Time	N/A				
3. Fixed Term Full Time	N/A				
4. Fixed Term Part Time	N/A				
5. Casual Contract	N/A				
6. Executive Contract	ECO5	1	1	1	
	ECO1	1	1	1	

- (b) Please provide, for each of the six categories above: the relevant position classifications and the number of staff employed against each classification.
- (c) Where there is a difference between FTE and Headcount (Actual), please provide an explanation for the difference, including any reasons for use of part-time and casual positions within the overall workforce profile.

The role of Principal Auditor 2 was revised from an Executive Contract Officer 1 (ECO1) to Senior Professional 2 (SP2) at the conclusion of the incumbent's ECO1 contract in January 2024. The incumbent was successful in being appointed to the SP2 role but subsequently resigned in March 2024. The SP2 role is still to be filled.

2. Please advise the number of staff held against the following categories as at 31 March 2024:

Category	Number
Resigned	1 SP2 (vacant – to be filled) 1 SAO2 (filled)
Made Redundant	
Terminated	
Unattached	
Classified Redeployee	
Supernumerary	

3. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 2024.

A whole-of-government response to Question 3 will be provided by the Office of the Commissioner for Public Employment

Category	Number
Aboriginal and Torres Strait Islander	Nil

4. (a) Please advise the number of Frontline staff as FTE as at 31 March 2024 and as a percentage of the Agency total employment.

Category	Number	%age of Total Staff
Frontline	Nil	n/a

**(b) Please advise how the Agency determines which staff fall under the category of Frontline.**

The NT Auditor-General's Office determines frontline staff as those who directly interact with the general public on a daily basis, such as police officers, teachers, medical staff etc.

**5. Please advise how many staff have been engaged through labour hire, employment agency arrangements and/or consultancy contracts, for what purpose, for what duration and at what cost as at 31 March 2024. Please use the table format presented below for your response.**

The NTAGO had no staff engaged through employment agency arrangements for the period 1 July 2022 to 31 March 2023.

<b>Number Engaged</b>	<b>Labour Hire / Employment Agency / Consultancy</b>	<b>Purpose</b>	<b>Duration</b>	<b>Cost</b>
Nil				

**6. Please advise how many locums have been employed, for what purpose, for what duration and at what cost as at 31 March 2024. Please use the table format presented below for your response.**

The NTAGO had no locums employed as at 31 March 2024.

<b>Number Employed</b>	<b>Purpose</b>	<b>Duration</b>	<b>Cost</b>
Nil			

**7. (a) How many positions were advertised during the period 1 July 2023 to 31 March 2024?**

Two positions were advertised between 1 July 2023 to 31 March 2024.  
1 fulltime SAO1  
1 fulltime SP2

**(b) Of the total number advertised in 7(a), how many positions had Special Measures applied?**

Two positions had Special Measures applied.

- (c) Please break down the levels of positions that had Special Measures applied.**

1 fulltime SAO1 and 1 fulltime SP2.

- (d) How many positions that had Special Measures applied were not able to be filled against these requirements during this period and required contract or backfilling arrangements?**

Most Northern Territory Government agencies have implemented special measures arrangements across the whole agency or for some roles. The process for positions that are advertised with special measures is to consider special measures applicants first; if no special measures applicants apply, or no special measures applicants are considered suitable, recruitment panels may assess all other applicants' suitability for the role.

## **OUTSOURCING**

- 8. (a) For the period 1 July 2023 to 31 March 2024, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.**

The NTAGO had no instances of outsourced, contracted out or privatised functions that have traditionally been carried out by the Agency.

- (b) Is consideration being given to outsource, contract-out or privatise in financial year 2024/25? If so, provide details.**

No consideration has been given to outsourcing, contracting out or privatising in the future, any functions that have traditionally been carried out by the Agency.

## **LEGAL EXPENSES**

- 9. What has been the expenditure on legal advice or related expenses for the period 1 July 2023 to 31 March 2024? Provide details on:**
- a) The matter(s) (designate which are finalised and which ongoing)**
  - b) The amount paid by matter**
  - c) The amount paid to each outside legal firm or barrister engaged**

The NTAGO had no expenditure on legal advice or related expenses for the period 1 July 2023 to 31 March 2024.

## PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2023 to 31 March 2024, please detail expenditure on each report and consultancy (excluding annual reports) that have 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

The NTAGO has outsourced the majority of audit tasks since the Office was established in 1982. Outsourcing costs related to the delivery of audit services are classified as consultancy costs. There were two contracts for the panel of audit service providers during the period 1 July 2023 and 31 March 2024, one which came into effect from 2 January 2021 for a 36-month period (concluded 1 January 2024) comprising six Darwin-based audit firms, and a second that came into effect on 2 January 2024 for a 36-month period that also comprised the same six Darwin based audit firms.

Authorised Auditor fees*	3,499,388.27
<b>Total Consultancy expenditure</b>	<b>3,499,388.27</b>

\*The breakdown of Authorised Auditors fees per audit firm as follows:

<b>Audit Firm</b>	<b>1 July 2023 to 31 March 2024</b>
BDO Audit (NT)	745,046.64
Deloitte	619,916.35
KPMG	622,171.75
Lowrys	124,779.57
Merit Partners	1,079,856.98
TDH Chartered Accountants	307,616.98
<b>Total</b>	<b>3,499,388.27</b>

- 11. Please advise the number of contracts awarded to business entities with a principal place of business in the NT and outside the NT for the period 1 July 2023 to 31 March 2024 as follows:**

The NTAGO had one contract awarded from the period 1 July 2023 to 31 March 2024 to six Darwin-based audit firms.

Number in the NT	Number outside of the NT
6	0

- 12. For each of the contracts awarded to business entities with a principal place of business outside of the Northern Territory, please advise the selection criteria on the applicable contract or tender.**

Contract	Business Entity	Address	Selection Criteria
n/a			

- 13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2023 to 31 March 2024?**

One public tender was advertised during the period 1 July 2023 to 31 March 2024.

- 14. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public tender process during the period 1 July 2023 to 31 March 2024?**

No contracts or tenders were awarded without undertaking a public tender process during the period 1 July 2023 to

- 15. For each instance identified in the question above, where a public quotation process was not undertaken, including for those with a Certificate 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 tender 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?

Not applicable.

- 16. 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 2024.**

<b>No of CCC</b>	<b>Position Title</b>	<b>Position Level</b>
1	Manager Finance & Corporate Services	SAO1
<b>1</b>	<b>Total</b>	

**FOCUS GROUPS / POLLING / SURVEYS**

For the period 1 July 2023 to 31 March 2024:

- 17. Please detail expenditure on opinion polls and focus groups, including costs and entities that conducted the work.**

Not applicable. The NTAGO had no expenditure on opinion polls or focus groups during the period 1 July 2023 to 31 March 2024.

- 18. Detail all surveys undertaken in relation to the focus groups and opinion polls above, including their form, the cost and the inducements that were provided to incentivise participation.**

Not applicable. The NTAGO had no expenditure on opinion polls or focus groups during the period 1 July 2023 to 31 March 2024.

- 19. Please provide copies of each survey and the results of each survey.**

Not applicable. The NTAGO had no expenditure on opinion polls or focus groups during the period 1 July 2023 to 31 March 2024. Audited entities and Authorised Audit firms are surveyed for performance evaluation and operational improvement purposes. Members of the Public Accounts Committee were surveyed to determine how the Auditor-General's reports could be improved with regard to readability and understandability. These surveys are designed and generated in-house and have no direct cost associated with them.

**COMMUNICATIONS AND MARKETING**

- 20. Please detail expenditure on advertising and communications during the period 1 July 2023 to 31 March 2024.**

**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, digital platform; or other?
- c) What was the total production cost, including, but not limited to, design, commissions, and placement costs?
- d) Were tenders or expressions of interest called? If not, why not?
- e) Did the agency enter into any separate arrangements for advertising placements or advertorials? If so, please provide details of expenditure and media outlet.

The NTAGO incurred expenditure of \$366.95 to place an online recruitment advertisement with SEEK for the role of SP2 Principal Auditor. The NTAGO did not have any other expenditure on advertising and communications during the period 1 July 2023 to 31 March 2024.

**TRAVEL**

21. 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 during the period 1 July 2023 to 31 March 2024 broken down to:

**a) International Travel**

Not applicable. The NTAGO had no expenditure on international travel during the period 1 July 2023 to 31 March 2024.

**b) Interstate Travel**

Travel to Australasian Council of Auditors General meeting 8 May 2024 to 10 May 2024. Accommodation has been booked but not yet paid.

<b>Category</b>	<b>Amount</b>
Accommodation	0
Travel Fares	729.17
<b>Total</b>	<b>729.17</b>

**c) Intrastate Travel**

Not applicable. The NTAGO had no expenditure on intrastate travel during the period 1 July 2023 to 31 March 2024.



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

Not applicable. The NTAGO had no expenditure on international travel during the period 1 July 2023 to 31 March 2024.

- 23. Please provide itemised details and costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period 1 July 2023 to 31 March 2024.**

Not applicable. The NTAGO had no expenditure on Ministerial travel during the period 1 July 2023 to 31 March 2024.

### **HOSPITALITY / FUNCTIONS AND EVENTS**

- 24. Please provide full details of all official hospitality provided for the period 1 July 2023 to 31 March 2024.**

**In relation to each occasion where official hospitality was provided:**

- 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?**

Not applicable. The NTAGO has not provided any official hospitality during the period 1 July 2023 to 31 March 2024.

### **GRANTS, SPONSORSHIPS, DONATIONS AND INCENTIVES**

- 25. Please detail expenditure on grants, sponsorships, donations and incentives paid by your Agency (including the recipient of each payment) during the period 1 July 2023 to 31 March 2024, including agency budget totals to administer such programs.**

Not applicable. The NTAGO has not paid any grants, donations or incentives during the period 1 July 2023 to 31 March 2024.

- 26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2023 to 31 March 2024, and to what activities. Please list details of any contract periods as part of any arrangement.**

Not applicable. The NTAGO has not provided funds for awards or sponsorship during the period 1 July 2023 to 31 March 2024.

- 27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2024/25 financial year?**

Not applicable. The NTAGO has not provided funds for awards or sponsorship during the period 1 July 2023 to 31 March 2024, and has no anticipated expenditure for 2024/25 financial year.

- 28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 1 July 2023 to 31 March 2024, including to which organisation and the services to be provided?**

Not applicable. The NTAGO has not paid any grants, donations or incentives to non-Government organisations during the period 1 July 2023 to 31 March 2024.

## **MEDIA MONITORING SERVICES**

- 29. Provide expenditure details on media monitoring services for the period 1 July 2023 to 31 March 2024 (including entities engaged and who utilises the service).**

The NTAGO does not undertake media monitoring and does not use any across government media monitoring services managed by other Northern Territory Government entities.

## **INFRASTRUCTURE PROJECTS**

- 30. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia or Northern Australia Infrastructure Facility (NAIF) to be considered for the Infrastructure Priority List?**

Nil.

- 31. Please provide details of newly committed projects for the period 1 July 2023 to 31 March 2024.**

Nil.

- 32. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.**

Nil.

## **GOVERNMENT LEASED BUILDINGS**

- 33. What is the total annual power bill of each Government building owned/leased/used by each Department for the period 1 July 2023 to 31 March 2024?**

The NTAGO's power expenditure for the period beginning 1 July 2023 to 31 March 2024 was \$1,492.

- 34. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period 1 July 2023 to 31 March 2024?**

A whole-of-government response to Question 34 will be provided by the Department of Corporate and Digital Development.

- 35. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?**

A whole-of-government response to Question 35 will be provided by the Department of Corporate and Digital Development.

## **FEES AND CHARGES**

- 36. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2023/24 financial year and whether any of these fees and charges were increased following the passage of the 2023/24 financial year budget.**

As at 31 March 2024 the NTAGO had recoverable audit costs for the audits of statutory entities and audits not directly related to the audit of the Public Account of \$1,936,949. This revenue is classified as sales of goods and services in the Office's Budget papers. The NTAGO had no non-audit related statutory or legislative fees and charges.

## INTERNAL AUDITS

**37. How many internal audits and financial investigations were conducted in the period 1 July 2023 to 31 March 2024?**

The NTAGO undertook one internal review in relation to Value for Territory in the period 1 July 2023 to 31 March 2024 and provided the results and working papers to the Buy Local Industry Advocate.

**38. What were the terms of reference or focus for each investigation?**

Not applicable. There were no internal audits or financial investigations in the period 1 July 2023 to 31 March 2024.

**39. 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.**

Not applicable. There were no internal audits or financial investigations in the period 1 July 2023 to 31 March 2024 and there were no instances of fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures identified.

**40. How many agencies have been referred to existing bodies e.g. Auditor-General/Independent Commission Against Corruption (ICAC) and how many have been resolved? Please detail the agency referred to, the date of referral and the date resolved, including those with multiple referrals.**

A number of matters have been referred to the Auditor-General from various parties, where these matters are within the mandate of the *Audit Act 1995*, and are material to the Public Account, they are considered for inclusion in the audit program and the results from the audits, if undertaken, are reported in the Auditor-General's reports to the Legislative Assembly.

No matters have been referred under sections 14 and 28 of the *Audit Act 1995*.

Matters referred under the *Public Information Act 2010* are reviewed and reported in the Auditor-General's reports to the Legislative Assembly.

## **BOARDS / ADVISORY BODIES**

- 41. Please detail all boards and advisory bodies in your Agency in 2023/24, also providing the following information:**
- a) The Terms of Reference, if changed from last year**
  - b) The current members and when they were appointed**
  - c) The total remuneration paid to each Board member during the 2023/24 financial year**
  - d) The itemised total cost incurred by the Board during the 2023/24 financial year**

Not applicable. The NTAGO does not have any boards or advisory bodies.

- 42. The number of times the Board met during the period 1 July 2023 to 31 March 2024.**

Not applicable. The NTAGO does not have any boards or advisory bodies.

## **REVIEWS AND INQUIRIES**

- 43. Details of all reviews and inquiries completed or commenced during the 2023/24 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**

There were no reviews and inquiries undertaken during the 2023/24 financial year-to-date.

## **WORKPLACE HEALTH AND SAFETY**

- 44. Please provide the number, nature and cost of reportable safety issues for the period 1 July 2023 to 31 March 2024.**

The NTAGO had no reportable safety issues for the period 1 July 2023 to 31 March 2024.

- 45. Please detail the number of stress related matters and claims for the period 1 July 2023 to 31 March 2024.**

The NTAGO had no reported stress related matters or claims for the period 1 July 2023 to 31 March 2024.

#### **REGIONAL OFFICES**

- 46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2023/24 financial year. What are the locations for which they are responsible?**

The NTAGO has no regional offices across the Territory.