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Signed: [Signature]



SPEAKER

Ref: 2014/00083

Ms Delia Lawrie MLA
Member for Karama
Parliament House
DARWIN NT 0800

Dear Ms Lawrie

Please find attached answers to Written Question 161 regarding the Department of the Legislative Assembly received for Estimates 2014.

Yours sincerely


Hon Kezia Purick MLA
Speaker

10th June 2014

Answers to Written Question 161 (Department of the Legislative Assembly)

1. *Details on progress of all CLP election commitments, including all commitments and policy announcements made to Territorians in CLP election policy documents, summary snapshots, media releases and announcements, costings and savings documents, media advertisements and other printed material.*

This is not applicable to the Department of the Legislative Assembly.

2. *Explanations on all variations and discrepancies between CLP election commitments and the decisions and policies of Government since 1 July 2013.*

This is not applicable to the Department of the Legislative Assembly.

3. *Progress on all commitments and policy announcements made within Government press releases and media statements made since 1 July 2013.*

This is not applicable to the Department of the Legislative Assembly.

4. *Explanations on all variations and discrepancies between commitment and policy announcements made within government press releases and the actual implementation of Government policy and funding decisions.*

This is not applicable to the Department of the Legislative Assembly.

5. *Progress on the implementation of all signed written contracts with Territory communities.*

This is not applicable to the Department of the Legislative Assembly.

6. *Details on staff movements and all costs resulting from all Administrative Arrangements changes since 1 July 2013.*

The Department of the Legislative Assembly was not affected by the Administrative Arrangement changes since 1 July 2013.

7. *Details on staff movements and payouts and all costs including ministerial office relocation costs resulting from portfolio reshuffles since 1 July 2013.*

This is a matter for the Department of the Chief Minister.

8. *Details and costs on all Government advertising and communications since 1 July 2013.*

The Department of the Legislative Assembly has expended the following on advertising:

Death Notices and Condolences	\$2333
Portrait of a Senior Territorian	\$3374
Parliamentary Education	\$707
Committees	\$6547
<u>Total</u>	<u>\$12 961</u>

The Department of the Legislative Assembly has expended the following on promotions:

Alice Springs School of the Air Art Competition	\$2140
Flowers and Choral Performance for Sittings	\$325
Portrait of Senior Territorian exhibition	\$8573
Christmas Tree in Main Hall	\$910
<u>Total</u>	<u>\$10 948</u>

9. *Full details on all government advertising in breach of the Public Information Act as identified by the Auditor General since 1 July 2013.*

This is a matter for the Department of the Chief Minister.

10. *Full breakdown of all ministerial office expenditure since 1 July 2013.*

This is a matter for the Department of the Chief Minister.

11. *A full list of all forced redundancies across all agencies including an explanation for each redundancy on why it was necessary to breach the CLP's election commitment that no public servant would be sacked.*

This is not applicable to the Department of the Legislative Assembly.

12. *A full list of all personnel who have left the Northern Territory Public Sector and then returned since 1 July 2013 including payout and settlement details.*

This is a matter for the Office of the Commissioner of Public Employment.

13. *Details on all Government tenders, contracts and grants awarded or granted since 1 July 2013 including whether the recipient is a member of the Country Liberal Party. This includes full location details for companies and organisations.*

The Department of the Legislative Assembly has awarded the following contracts:

CONTRACT	DATE COMMENCED	DURATION
Cleaning	1 August 2013	3 years
Pest Control	23 December 2013	2 years
Indoor Plant Hire	1 July 2013	2 years
Security	1 March 2014	3 years
Support for Hansard and Committees Recording and Transcription Systems	July 2013	1 year
Legal Advice for Subordinate Legislation and Publications Committee 13 August 2013	13 August 2013	1 year

14. *Details on the procurement processes undertaken and the employment contracts for the employment within the Northern Territory public sector since 1 July 2013 of all former CLP and Liberal party candidates and members of parliament at Territory or Federal level.*

This is not applicable to the Department of the Legislative Assembly.

15. *Full details and costs of all ministerial travel including accommodation, hospitality and flight details including flight travel class since 1 July 2013.*

The Speaker travelled from Darwin to Sydney, Hobart and Melbourne in September 2013 for attendance at a conference and meeting with Presiding Officers. The trip totalled \$12 289.50.

16. *Full details, costs and invitation lists for all ministerial hospitality since 1 July 2013.*

Total cost for Speaker's Hospitality since 1 July 2013 is \$45 786.89.

With respect to invitation lists, consideration is given to the type of function and guests are invited accordingly. The Chief Minister and relevant Minister; the Leader of the Opposition and relevant Shadow Minister; and relevant Local Member are invited.

Other guest are determined depending the type of function. Some guest lists were determined by the organisers.

17. *Full details, costs and invitation lists for all public service hospitality provided since 1 July 2013.*

The Department of the Legislative Assembly does not routinely provide hospitality for public servants. However, incidental hospitality would have occurred at the Speaker's end of year function, the Clerks end of year function and a retirement dinner for the former Clerk, Mr Ian McNeill.

18. *Full details and costs of all interstate or international public service travel including accommodation, hospitality and flight details including flight travel class since 1 July 2013.*

The Clerk travelled business class, economy class and on low cost airlines and used accumulated frequent flyer points as per departmental policy to fly to Perth for a parliamentary conference (ASPG) and on one occasion to upgrade a leg from economy class to business class as permitted by Speaker's Determination.

The Deputy Clerk flew Business Class domestically on one occasion. All other officers travelled Economy Class.

- The Clerk attended the Australian Study of Parliament Group (ASPG), the 50th General Meeting of the Society of Clerks at the Table (SOCATT), Presiding Officers and Clerks Conference, the 2014 Constitutional Law Conference and accompanied the Speaker on travel to Sydney and Hobart
- One employee attended the Parliamentary Educators conference
- Two employees attended the House of Representatives, the Senate and the ACT Assembly for professional development.
- One employee attended the final module of the Australian and New Zealand School of Government Executive Masters of Public Administration.
- One employee attended the United Nation Development Program Pacific Centre Forum accompanying the Deputy Speaker in the context of the Northern Territory's twinning relationship under the Commonwealth Parliamentary Association arrangements.
- One employee travelled to gather evidence for the Committee of the NT Energy Future.

The above totalled \$42 770.57 and included:

- \$13 776.95 for inter-state fares.
- \$9 500.01 for international fares.
- \$12 145.14 for accommodation
- \$7 348.91 relates to other travel expenses which include travel allowance, vehicle hire and taxi fares.

19. A breakdown of all water and other natural asset allocation granted by the Northern Territory Government since 26 August 2012 broken down by those granted to CLP members and others.

This is not applicable to the Department of the Legislative Assembly.

20. Details on all policy items, strategies, actual, estimates, budgets, forecasts, agency outputs and funding decisions contained within the May 2014 budget.

Refer to the 2014/2015 Budget Papers.

21. Details on all financial and economic data contained within Operating Statements, Balance Sheets, Cash Flow Statements in the May 2014 budget.

Refer to the 2014/2015 Budget Papers.

22. Full details including impact statements and implementation plans on all agency savings the May 2014 budget.

The 2014-15 savings requirement for DLA is \$124,000 comprising \$100,000 for repairs and maintenance and \$24,000 for multi-function devices.

The Repairs and Maintenance (R&M) Programme is split into three classifications; Cyclical Maintenance, Unforeseen Maintenance and Specific (or programmed) Maintenance. Cyclical maintenance and unforeseen maintenance will not be impacted by Budget Reprioritisation. Previously identified Specific Maintenance projects will be prioritised to remain within cost saving strategies and budget reprioritisation.

To realise this saving, the Speaker may have to write to all Members advising that multi-function devices are not an entitlement and she is consulting on which Member might like to give theirs up.

23. Details on all information and data contained within the fiscal strategy, updated fiscal outlook, risks to the updated financial projections, expenses and capital investment, intergovernmental revenue and territory taxes and royalties.

This is a matter for the Treasurer.

24. Full details on all information and data contained within the capital works program and estimated capital expenditure across all Government agencies and corporations.

This is a matter for the Minister for Infrastructure.

25. Full details of all revenue measures including new taxes and tax increases including levies and charges in Budget 2014. Details to include risk impact statements, community and industry consultation plans, economic modelling and revenue projections.

This is a matter for the Treasurer.

26. Full details on the operational impacts across all Government entities as a result of all Government decisions and policies.

This is a matter for the Chief Minister.

27. Full details on the operational impacts across all Government entities as a result of the Government's savings measures.

This is a matter for the Treasurer.

28. Details on the operational impacts across Non-Government agencies as a result of all Government funding, decisions and policies.

This is not applicable to the Department of the Legislative Assembly.

29. Full details on the impacts across all Government entities as a result of all increases in Government and Government corporation charges, prices and tariffs since August 26 2012.

This is a matter for the Treasurer.

30. Full details on all information and data contained within the two most recent Reports on Government Services.

This is not applicable to the Department of the Legislative Assembly.

31. Full details on all information and data contained within all Annual Reports produced by all Government entities across the last two financial years.

Full details are contained in the Department of the Legislative Assembly's Annual Reports.

32. Full details on all information and data contained within any report produced by a Statutory Authority of the Northern Territory Government within the last five years and full details on any and all actions of all Government entities in response to the report or related to the report.

This is not applicable to the Department of the Legislative Assembly.

33. Full details on all information and data contained within any report commissioned by the Northern Territory Government and produced within the last five years and full details on any and all actions of all Government entities in response to the report or related to the report.

A review of the Department of the Legislative Assembly's education programmes was commissioned and reported against. All Members were consulted on the review and provided a copy of the final report.

34. *Full details on all information, data and forecasts contained within reports produced in the last two years in relation to the Northern Territory from Deloitte Access Economics, CommSec, Sensis, Australian Property Monitors, Housing Industry Association, Property Council, Master Builders Association and ANZ including the response from Government entities to these reports.*

This is not applicable to the Department of the Legislative Assembly.

35. *Full details and all information and data produced by the Australian Bureau of Statistics in relation to the Northern Territory in the last two years, including the response of Government entities to these reports.*

This is not applicable to the Department of the Legislative Assembly.

36. *Details on all reports and data published on Northern Territory Government websites.*

Refer to the Legislative Assembly's Website – www.nt.gov.au/lant.

37. *What is the total annual power bill of each government building owned/leased/used by each department?*

Between 1 July 2013 and 31 March 2014 Parliament House costs were \$578,788.90 and electorate offices costs were \$89 678.81.

38. *What is the detailed breakdown of Corporate and Governance output of each department?*

Corporate and Governance is not an output in 2013/2014.

39. *What is the total itemised cost to date for each Minister on overseas travel in 2013/14? What was the itinerary for each overseas trip undertaken by Ministers in 2013/14?*

The Speaker did not undertake overseas travel in 2013/2014.

40. *For each overseas trip:*

- a. *What was the purpose of the travel?*
- b. *How many advisers accompanied the Minister?*
- c. *How many Members of the Legislative Assembly accompanied the Minister?*
- d. *How many public sector employees or statutory officers accompanied the Minister?*
- e. *How many independent media representatives accompanied the Minister?*
- f. *How many private citizens accompanied the Minister?*

Not applicable. See response to question 39.

41. What is the total itemised cost to date for each Government Agency or Authority on overseas travel in 2013/14?

The Clerk travelled to Society of Clerks at the Table in Westminster Parliaments and the 59th Commonwealth Parliamentary Conference:

- Fares - \$7720.37
- Accommodation - \$319.23
- Other travel expenses - \$3068.10

The Deputy Clerk travelled to the Australian and New Zealand School of Government:

- Fares - \$1779.64
- Accommodation - \$1292.60
- Other travel expenses - \$450.40

This answer does not include Members travel under clause 4 of the RTD which is subject to annual reporting to the Legislative Assembly.

42. For each overseas trip:

- a. What was the purpose of the travel?
- b. How many public sector employees or statutory officers travelled overseas?
- c. How many Members of the Legislative Assembly travelled with the Agency/Authority?
- d. What was the itinerary for the travel?

Refer to question 41.

43. *Were any external consultants or advisers contracted by Ministers in 2013/14? If so, for each Minister:*

- a. *How many external advisers or consultants were contracted?*
- b. *Which consultants were contracted?*
- c. *What was the cost of each consultancy?*
- d. *What was the purpose of each consultancy?*
- e. *Were tenders or expressions of interest invited?*
- f. *If not, why not?*

This is not applicable to the Department of the Legislative Assembly.

44. *Were any external consultants or advisers contracted by Government Agencies or Authorities in 2013/14? If so,*

- a. *How many external advisers or consultants were contracted?*
- b. *Which consultants were contracted?*
- c. *What was the cost of each consultancy?*
- d. *What was the purpose of each consultancy?*
- e. *Were tenders or expressions of interest invited?*
- f. *If not, why not?*

From 1 July 2013 to 31 March 2014, five consultants were engaged at a cost of \$10 935.

Workstation Ergonomic Assessment - \$810

Employee Assistance Services - \$325

Incorporated – Counselling - \$1000

Management of Electricity Contract - \$2000

Audit of Members' Travel Entitlements for tabling in March 2014. - \$6 800

45. *What is the total itemised cost to date for each Minister on official hospitality in 2013/14?*

Total cost for Speaker's Hospitality since 1 July 2013 is \$45 786.89.

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

- a. *What was the purpose of the hospitality?*

Various.

- b. *How many guests attended?*

No records are kept of guests attending.

- c. *How many Ministers attended?*

No records are kept of Ministers attending.

- d. *What was the total cost incurred?*

Total cost for Speaker's Hospitality since 1 July 2013 is \$45 786.89.

46A. *What is the total itemised cost to date for each Government Agency or Authority on official hospitality in 2013/14?*

Refer to question 17.

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

a. *What was the purpose of the hospitality?*

The Clerk provides end of year hospitality to a range of Parliament House suppliers, contractors, stakeholders and officers of Government agencies in the form of an early evening function.

b. *How many guests attended?*

No records are kept of guests attending.

c. *How many Ministers attended?*

No records are kept of Ministers attending.

d. *How many public sector employees attended?*

No records are kept of public sector employees attending.

e. *What was the total cost incurred?*

Refer to question 17.

48. *Were any gifts received by Ministers in 2013/14? If so, for each Minister:*

a. *What gifts were received?*

b. *What is the estimated value of each gift received?*

Various small gifts such as vases, coffee table books and trinket dishes have been received from visiting dignitaries and these are located in the Speaker's Office. All items are estimated to be under \$300.

49. *What is the total itemised cost to date for each Minister on advertising in 2013/14?*

Refer to question 8.

50. *For each advertisement:*

a. *What was the purpose / description of the advertisement?*

To advise the public of Debates on Condolence Motion, Death Notices and to give information about the Portrait of Senior Territorian Art Award dates, entry and the exhibition.

b. *Who was the advertisement placed with?*

All Death Notices and Notices of Condolence Motions were placed with the NT News.

Portrait of a Senior Territorian advertisements were placed with - NT News, Territory Regional Newspaper, The Arafura Times, The Centralian Advocate, The Tennant and District Times, and Off the Leash.

c. *What was the production cost?*

Nil

d. *What was the design cost?*

Nil

e. *Were tenders or expressions of interest called? If not, why not?*

Not applicable.

51. *What is the total itemised cost to date for each Government Agency or Authority on advertising in 2013/14?*

Refer to answers to questions 8 and 49.

52. *For each advertisement:*

a. *What was the purpose / description of the advertisement?*

Refer to questions 8 and 50.

b. *Who was the advertisement placed with?*

Various.

c. *What was the production cost?*

Nil for all.

d. *What was the design cost?*

Nil for all.

53. *Has any Minister or Ministerial Adviser engaged in formal or informal communications with L and B MacFarlane (or their representatives) concerning any matter in relation to a water extraction licence? If so:*

a. *Which Ministers and Ministerial Advisers have engaged in the communications?*

b. *What was the substance of the communications?*

c. *When did the communications take place?*

No in relation to the Speaker.

54. *Has any Minister or Ministerial Adviser engaged in formal or informal communications with Peter Maley (or his representatives) concerning any matter in relation to a water extraction licence? If so:*

a. *Which Ministers and Ministerial Advisers have engaged in the communications?*

b. *What was the substance of the communications?*

c. *When did the communications take place?*

No in relation to the Speaker.

55. *What are the details by project of revoted capital works in all Department and Government Authorities?*

This is not applicable to the Department of the Legislative Assembly. The Department does not have a Capital Works programme.

56. *By classification and level, how many permanent employees are currently employed in Government Agencies and Statutory Authorities?*

- 3 at the AO2 level
- 4 at the AO3 level
- 8 at the AO4 level
- 3 at the AO5 level
- 5 at the AO6 level
- 2 at the AO7 level
- 4 at the SAO1 level
- 3 at the SAO2 level

57. *By classification and level, how many temporary employees are currently employed in Government Agencies and Statutory Authorities?*

- 2 at the AO4 level
- 1 at the AO6 level
- 2 at the ECO1 level
- 1 at the ECO3 level
- 1 at the ECO5 level

58. *How many NT Government Statutory Boards are there in the Northern Territory?*

This is a question for the Department of the Chief Minister.

59. *For each Statutory Board:*

- a. *Who are the current members and when were they appointed?*
- b. *What was the total remuneration paid to Board members in 2013/14?*
- c. *What was the itemised total cost incurred by the Board in 2013/14?*
- d. *How many times did the Board meet in 2013/14?*

This is not applicable to the Department of the Legislative Assembly.

60. *What was the total expenditure on grants to non-Government organisations in 2013/14?*

This is not applicable to the Department of the Legislative Assembly.

61. *What is the total estimated allocation for grants to non-Government organisations in 2014/15?*

This is not applicable to the Department of the Legislative Assembly.

62. *Would you provide whole of Government tables showing:*

- a. *The amount granted to each non-Government organisation in 2013/14?*
- b. *The estimated grant to each non-Government organisation in 2014/15?*

This is not applicable to the Department of the Legislative Assembly.

63. *Please list all reviews currently being undertaken by the agency, estimated date of release of report and costs incurred to date.*

This is not applicable to the Department of the Legislative Assembly.

64. *For each Government Agency and Authority how many Certificates of Exemption were issued in 2013/14?*

This is not applicable to the Department of the Legislative Assembly. Tendering for Electorate Offices is arranged by DCIS and tendering for construction projects are co-ordinated by Dol.

65. *For each 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. *Why was the Certificate of Exemption required?*
- d. *Who recommended the Certificate of Exemption?*
- e. *Who approved the Certificate of exemption?*

This is not applicable to the Department of the Legislative Assembly. See response to question 64.

66. *To each Minister Re: Fundraising:*

- a. *Have you held any CLP fundraising events in your Ministerial office suite?*
- b. *If so, how many times has your official office been used for fundraising activities in the past year?*
- c. *What dates did you hold these fundraisers?*
- d. *Did you pay the Parliament for the use of the offices in this way?*
- e. *Did the CLP pay for the alcohol or did the taxpayer?*

The Speaker did not hold any CLP fundraising events in the Speaker's Office.

67. *To each Minister in regards to Travel:*

- a. *How many trips overseas have you taken in the past 12 months?*
- b. *How many staff accompanied you?*
- c. *Who accompanied you?*
- d. *How much was the travelling allowance?*
- e. *What class of air travel did you take?*
- f. *Did you use your Ministerial phone while overseas?*
- g. *What was the total cost of phone calls from overseas?*
- h. *Did your staff use their Government issued phones?*
- i. *What was the total cost of their phone calls from overseas?*
- j. *Did your spouse accompany you on any trips?*
- k. *Did your children accompany you on any trips?*

The Speaker did not undertake overseas travel in the last 12 months.

68. *To each Minister in regards Cars:*

- a. *How much did you spend on your taxpayer funded petrol card last financial year?*
- b. *How much was your lease?*
- c. *Was any damage incurred to your car in the last financial year?*
- d. *If so what was the cost?*
- e. *Was the accident reported to police?*
- f. *Did police attend?*
- g. *Who was in the wrong?*
- h. *Were any charges laid?*

Ministerial Cars are not administered by the Department of the Legislative Assembly.

69. *To each Minister regarding Credit Cards:*

- a. *Do you have a Ministerial credit card?*
- b. *How much has been spent on the credit card in the past 12 months?*
- c. *What do you use it for?*
- d. *How much has been spent on entertainment?*

The Speaker does not have a Government Credit Card.

70. *To each Minister regarding Alcohol:*

a. *How much has your office spent on alcohol in the past 12 months?*

The Speaker has spent \$3450 on both alcoholic and non-alcoholic beverages.

b. *What type of alcohol is purchased?*

Ethyl alcohol is purchased as that is the only type fit for human consumption.

c. *Are spirits purchased?*

Yes.

d. *Is the alcohol used for official functions or for personal use?*

All alcohol purchased is used for official functions.

e. *Who is entitled to access the office alcohol?*

The Speaker and her guests.

71. *For each agency please provide an itemised breakdown for spending associated with promoting the budget for the 2012 mini budget, the 2013 budget and the 2014 budget.*

The Department of the Legislative Assembly did not promote the 2012 mini budget, the 2013 budget or the 2014 budget.

72. *For each agency please provide a breakdown of public service staffing levels by FTE, total numbers and by employment level for 13/14 and projected for 14/15.*

- 3.65 at the AO2 level
- 4 at the AO3 level
- 10.83 at the AO4 level
- 3 at the AO5 level
- 6 at the AO6 level
- 2 at the AO7 level
- 4 at the SAO1 level
- 3 at the SAO2 level
- 2 at the ECO1 level
- 1 at the ECO3 level
- 1 at the ECO5 level

The projection for 2014/15 is subject to budget provisions; additional staff may be employed in Parliamentary Education Services and Committees.