

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Environment, Climate Change and Water Security, Minister for Prevention of Domestic, Family and Sexual Violence, Minister for Sport, Minister for Renewables and Energy, Minister for Essential Services – for all agencies falling under the 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:**

**(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 Minister for Business and Jobs will answer Question 1 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business and Jobs will answer Question 2 in relation to the Department of Industry, Tourism and Trade.

- 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.

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

The Minister for Business and Jobs will answer Question 4 in relation to the Department of Industry, Tourism and Trade.

- 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 Minister for Business and Jobs will answer Question 5 in relation to the Department of Industry, Tourism and Trade.

- 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.**

Not applicable.

- 7. (a) How many positions were advertised during the period 1 July 2023 to 31 March 2024?**
- (b) Of the total number advertised in 7(a), how many positions had Special Measures applied?**
- (c) Please break down the levels of positions that had Special Measures applied.**
- (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?**

The Minister for Business and Jobs will answer Question 7 in relation to the Department of Industry, Tourism and Trade.

## **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.**

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

The Minister for Business and Jobs will answer Question 8 in relation to the Department of Industry, Tourism and Trade.

## **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 Minister for Business and Jobs will answer Question 9 in relation to the Department of Industry, Tourism and Trade.

## **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 Minister for Business and Jobs will answer Question 10 in relation to the Department of Industry, Tourism and Trade.

- 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 Minister for Business and Jobs will answer Question 11 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business and Jobs will answer Question 12 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business and Jobs will answer Question 13 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business and Jobs will answer Question 14 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business and Jobs will answer Question 15 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business and Jobs will answer Question 16 in relation to the Department of Industry, Tourism and Trade.

### **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.**

The Minister for Business and Jobs will answer Question 17 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business and Jobs will answer Question 18 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business and Jobs will answer Question 19 in relation to the Department of Industry, Tourism and Trade.

### **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 Minister for Business and Jobs will answer Question 20 in relation to the Department of Industry, Tourism and Trade.

## **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**
  - b) Interstate Travel**
  - c) Intrastate Travel**

The Minister for Business and Jobs will answer Question 21 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business and Jobs will answer Question 22 in relation to the Department of Industry, Tourism and Trade.

- 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.**

A whole-of-government response to Question 23 will be provided by the Department of the Chief Minister and Cabinet.

## **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?**

The Minister for Business and Jobs will answer Question 24 in relation to the Department of Industry, Tourism and Trade.

## **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.**

The Minister for Business and Jobs will answer Question 25 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business and Jobs will answer Question 26 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business and Jobs will answer Question 27 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business and Jobs will answer Question 28 in relation to the Department of Industry, Tourism and Trade.

## **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).**

A whole-of-government response to Question 29 will be provided by the Department of the Chief Minister and Cabinet.

## **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?**

A whole-of-government response to Question 30 will be provided by the Department of Infrastructure, Planning and Logistics.

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

A whole-of-government response to Question 31 will be provided by the Department of Infrastructure, Planning and Logistics.

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

A whole-of-government response to Question 32 will be provided by the Department of Infrastructure, Planning and Logistics.

**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 Minister for Business and Jobs will answer Question 33 in relation to the Department of Industry, Tourism and Trade.

**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.**

The Minister for Business and Jobs will answer Question 36 in relation to the Department of Industry, Tourism and Trade.

## **INTERNAL AUDITS**

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

The Minister for Business and Jobs will answer Question 37 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business and Jobs will answer Question 38 in relation to the Department of Industry, Tourism and Trade.

**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.**

The Minister for Business and Jobs will answer Question 39 in relation to the Department of Industry, Tourism and Trade.

**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.**

The Minister for Business and Jobs will answer Question 40 in relation to the Department of Industry, Tourism and Trade.

## **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**

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

Nil Boards or Advisory Committees.

## **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**

The Minister for Business and Jobs will answer Question 43 in relation to the Department of Industry, Tourism and Trade.

## **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 Minister for Business and Jobs will answer Question 44 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business and Jobs will answer Question 45 in relation to the Department of Industry, Tourism and Trade.

## **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 Minister for Business and Jobs will answer Question 46 in relation to the Department of Industry, Tourism and Trade.