

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

#### Agency Administration

Mrs Finocchiaro to the Chief Minister for all agencies falling under the previous Ministry's portfolio responsibilities, listed in Administrative Arrangements Order (No. 2) 2020, as follows:

##### *Part 1*

*Agencies for Financial Management Act 1995 and Public Sector Employment and Management Act 1993*

- Auditor-General's Office
- Department of Corporate and Information Services
- Department of Education
- Department of Environment and Natural Resources
- Department of Health
- Department of Infrastructure, Planning and Logistics
- Department of Local Government, Housing and Community Development
- Department of Primary Industry and Resources
- Department of the Attorney-General and Justice
- Department of the Chief Minister
- Department of the Legislative Assembly
- Department of Tourism, Sport and Culture
- Department of Trade,  
Business and Innovation
- Department of Treasury and Finance
- Land Development Corporation
- Northern Territory Electoral Commission
- Northern Territory Emergency Service
- Northern Territory Fire and Rescue Service
- Office of the Commissioner for Public Employment
- Office of the Independent Commissioner Against Corruption
- Ombudsman's Office
- Police Civil Employment Unit
- Territory Families

##### *Part 2*

*Agencies for Financial Management Act 1995 only*

- Aboriginal Areas Protection Authority
- Department of Local Government, Housing and Community Development – NT Home Ownership
- Northern Territory Police, Fire and Emergency Services
- Northern Territory Treasury Corporation

## AGENCY ADMINISTRATION

### Notes:

We submitted these questions and received responses as at 31 March 2020. Now that there have been significant machinery of government changes, in the interests of accountability and completeness, we are asking the same questions for a full year record of actuals.

We understand it will be easier for Agencies to provide a full year response rather than just the final quarter.

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

My Office would be very grateful if the question could be inserted at the beginning of each answer. Thank you for doing this last time.

**The below responses are for the former Territory Wildlife Parks.**

### STAFFING

1. Please provide details for the following staffing questions as at 30 June 2020:

a) How many staff were employed in the following categories:

i. Full time equivalent

	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	78.39
<b>Total</b>	<b>78.39</b>

ii. Permanent part time contract

	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	3.00
<b>Total</b>	<b>3.00</b>

iii. Contract

	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	5.52
<b>Total</b>	<b>5.52</b>

b) Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2020, and as a percentage of the Agency total employment as at 30 June 2020 (all classifications);

A whole-of-government response to Question 1(b) will be provided by the Office of the Commissioner for Public Employment.

c) Please advise the number of frontline staff as FTE as at 30 June 2020 and as a percentage of the Agency total employment (all classifications).

Although many of our roles interface directly with clients/public, we do not distinguish these roles as 'frontline service' delivery.

2. Please advise, in each category:
- a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2020

	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	5.52
<b>Total</b>	<b>5.52</b>

- b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

Area	Classification	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	AO3	1.82
	AQF3A	1.00
	T1R	1.70
	T2R	1.00
<b>Total</b>		<b>5.52</b>

3. For the full financial year ending 30 June 2020 how many staff:

- a) Resigned

	1 July 2019 to 30 June 2020
Territory Wildlife Parks	6
<b>Total</b>	<b>6</b>

- b) Were made redundant

	1 July 2019 to 30 June 2020
Territory Wildlife Parks	0
<b>Total</b>	<b>0</b>

- c) Were terminated

	1 July 2019 to 30 June 2020
Territory Wildlife Parks	0
<b>Total</b>	<b>0</b>

4. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2020?

As at 30 June 2020, 23 employees (18 x Department of Tourism, Sport and Culture, 1 x Museum and Gallery NT and 4 x Territory Wildlife Parks) were classified as 'unattached' and one employee was categorised as a redeployee.

5. How many staff were categorized as supernumerary for the full financial year ending 30 June 2020?

	Pay 26, 2020 (24 June 2020)
Territory Wildlife Parks	3.60
<b>Total</b>	<b>3.60</b>

6. **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 2020?**

For the reporting period, no employment agency was engaged.

7. **How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2020?**

This question will be answered by the Minister for Health.

8. **How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2020?**

	1 July 2019 to 30 June 2020
Vacancies advertised under special measures plan: Territory Wildlife Parks	9
<b>Total</b>	<b>9</b>

9. **How many positions that had Special Measures applied, as referred to in the question above, had to be re-advertised due to the initial process not securing suitable candidates?**

While occasionally recruitment activity does not result in an appointment, the reasons for re-advertising are not systematically recorded and it would be an administrative burden to provide a response.

10. **How many grievances have arisen as a direct result of the Special Measures program since 1 July 2019. Of these, how many remain unresolved?**

A whole-of-government response to Question 10 will be provided by the Office of the Commissioner for Public Employment.

## **OUTSOURCING**

11. **For the period beginning 1 July 2019 and ending 30 June 2020, 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 2020/21? If so, provide details.**

The Territory Wildlife Parks did not outsource, contract out or privatise functions that have traditionally been carried out by the Agency during the periods listed above.

## LEGAL EXPENSES

12. What has been the expenditure on legal advice or related expenses for the financial year 2019/20? 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

Expenditure on legal advice and related expenses for the Territory Wildlife Parks for the period 2019-20 (to 30 June 2020) was \$83.

Name of Vendor	Type	2019-20
Ward Keller Pty Ltd	Debt recovery	\$83

## PROCUREMENT / CONSULTANCIES

13. For the period beginning 1 July 2019 and ending 30 June 2020, 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

Expenditure on reports/consultancies (excluding annual reports) obtained outside the NTPS from 1 July 2019 to 30 June 2020 for Territory Wildlife Parks consisted of:

Purpose (a)	Cost (\$) (b)	Person or Entity (c)	Principal Place of Business (d)	Tabled in LA (e)	Tender or EOI Invited (g)
Alice Springs Desert Park structural review	8 000	McTaggart Consulting	NT	No	Tier 1 Quote

14. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2019 and ending 30 June 2020. Outline the tasks performed.

The Territory Wildlife Parks made no payments to Hawker Britton and/or associated entities for the reporting period of 1 July 2019 to 30 June 2020, and is not expected to make any payments.

**15. 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?**

During the reporting period, four (4) contracts and tenders were awarded to Territory Enterprises with an additional one (1) panel contract consisted of a mix of enterprises including a total of three (3) Territory Enterprises. Listed below are the details of the contracts and tenders awarded to Territory Enterprises:

<b>Tender No.</b>	<b>Contractor Name</b>	<b>Title of Requisition</b>
D19-0267	City Earthmoving Pty Ltd	Darwin - Removal of Pavers from the George Brown Botanical Gardens
Q19-0305	Simon George and Sons Pty Ltd	Darwin - Territory Wildlife Park - Supply and Delivery of Fresh Fruit and Vegetables for a Period of 12 Months
20-0917	RiseSignandPrint	Alice Springs, Darwin - Supply and Delivery of Modular Panel Systems
Q19-0371	Australasian Food Group Pty Ltd	Darwin - Territory Wildlife Park - Supply and Delivery of Ice Cream for a Period of 12 Months
Q19-0554	<ul style="list-style-type: none"> <li>• Fredrick John Brown</li> <li>• Wildcare Incorporated</li> <li>• Gregory Mayo</li> </ul>	Darwin, Alice Springs - Panel Contract for the Supply and Delivery of Live Insects to the Territory Wildlife Park and Alice Springs Desert Park and Frozen Rodents to the Territory Wildlife Park for a Period of 24 Months

**16. 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 2019 and ending 30 June 2020? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.**

The Territory Wildlife Parks did not awards any contracts to business entities with its principal place of business outside of the Northern Territory from 1 July 2019 to 30 June 2020.

**17. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2019 and ending 30 June 2020?**

During the reporting period, three (3) public quotations and/or tenders were undertaken.

**18. 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 2019 and ending 30 June 2020?**

There were no identified instances where contracts and tenders for Tiers 3, 4 or 5 procurement activities were awarded without a public quotation process for the Territory Wildlife Parks for the reporting period of 1 July 2019 to 30 June 2020.

19. For each instance identified in the question above, where a public quotation process was not undertaken, including for Certificates of Exemption:
- What is the description of the goods and services contracted?
  - What is the value of the goods and services contracted?
  - What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
  - Who recommended the course of action in c) above? Not Applicable
  - Who approved the course of action in c) above?

There were no identified instances where a public quotation process was not undertaken by the Territory Wildlife Parks, including for Certificates of Exemption.

20. 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 30 June 2020.

As at 30 June 2020, the Territory Wildlife Parks had 11 Corporate Credit Cards as follows:

Position Title	Level
Operations Manager Life Sciences	T4R
Visitor Services Officer	AO4
Supervisor Technical Services	T3
Curator Life Sciences Alice Springs Desert Park	P3
Senior Tech Services Officer	T2
Administration Officer	AO3
Specialist Keeper Birds	T2R
Manager Grounds and Infrastructure Alice Springs Desert Park	T4
Administration Officer	AO3
Senior Horticulturist	T4
Senior Keeper Animal Training	T3R

#### FOCUS GROUPS / POLLING / SURVEYS

21. Please detail expenditure during the period beginning 1 July 2019 and ending 30 June 2020 on opinion polls and focus groups, including costs and entities that conducted the work.

Nil expenditure for the Territory Wildlife Parks.

22. Please provide copies of the surveys identified in the question above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2019 and ending 30 June 2020.

Nil surveys for the Territory Wildlife Parks.

## COMMUNICATIONS AND MARKETING

23. Please detail expenditure on advertising and communications during the period beginning 1 July 2019 and ending 30 June 2020.

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, and television station or similar?
- 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?

The administrative burden to provide a detailed answer to this question has been determined to be excessive. As such, a high-level response of the total advertising, marketing and communications spend for the Territory Wildlife Parks is \$88 810 for 1 July 2019 to 30 June 2020.

<b>Territory Wildlife Parks</b>	<b>2019-20 (as at 30 June 2020)</b>
Territory Wildlife Park	\$24 592
Alice Springs Desert Park	\$64 218
<b>Total</b>	<b>\$88 810</b>

<b>Expense Type</b>	<b>2019-20 (as at 30 June 2020)</b>
Events and Exhibitions	\$14 682
Local Marketing and Promotion	\$1671
International Marketing and Promotion	\$500
Brochures	\$6722
Document Production	\$482
Photography and Footage shoots	\$1201
Promotional Material	\$2251
Signage	\$350
Distribution Services	\$349
Television and Trailer Production	\$1795
Advertising	\$58 807
<b>Total Expenses</b>	<b>\$88 810</b>



## TRAVEL

24. 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 2019 and ending 30 June 2020 broken down to:
- International travel
  - Interstate travel
  - Intrastate travel

As at 30 June 2020, the Territory Wildlife Parks had incurred \$5582 in travel costs for 2019-20 as follows:

Expense Type	2019-20
International	-
Interstate	\$2362
Intrastate	\$3220
<b>Total</b>	<b>\$5582</b>

25. 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 Territory Wildlife Parks undertook no international travel in 2019-20.

26. 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 2019 and ending 30 June 2020.

The Territory Wildlife Parks did not pay for any travel undertaken by the Minister for the period of 1 July 2019 to 30 June 2020.

## HOSPITALITY / FUNCTIONS AND EVENTS

27. Please provide full details of all public service hospitality provided for the period beginning 1 July 2019 and ending 30 June 2020.

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

- What was the purpose of the hospitality?
- How many guests attended?
- How many Ministers attended?
- How many Ministerial staff attended?
- How many MLAs attended?
- How many Public Sector employees attended?
- What was the total cost incurred?

The Territory Wildlife Parks incurred no entertainment or hospitality expenses in 2019-20.

## **GRANTS AND DONATIONS**

- 28. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2019 and ending 30 June 2020.**

The Territory Wildlife Parks did not pay any grants or donations during the period of 1 July 2019 to 30 June 2020.

- 29. Please detail the funds utilised to distribute awards and sponsorships in the period beginning 1 July 2019 and ending 30 June 2020. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2020/21 financial year?**

The Territory Wildlife Parks did not distribute awards or sponsorships during the period of 1 July 2019 to 30 June 2020. During this period however, the Territory Wildlife Parks did provide in-kind support to the Gran Fondo Cycling event through provision of a free venue.

- 30. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2019 and ending 30 June 2020, including to which organisation and the services to be provided?**

Please refer to the answer to Question 28 (the Territory Wildlife Parks did not pay any grants or donations during the period of 1 July 2019 to 30 June 2020).

## **MEDIA MONITORING SERVICES**

- 31. Provide expenditure details on media monitoring services for the period beginning 1 July 2019 and ending 30 June 2020 (including entities engaged and who utilises the service).**

The cost for the whole-of-government media monitoring is paid by the Department of the Chief Minister and Cabinet. Territory Wildlife Parks incurred no media monitoring expenses during the reporting period of 1 July 2019 to 30 June 2020.

## **INFRASTRUCTURE PROJECTS**

- 32. 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?**

A whole-of-government response to Question 32 will be provided by the Department of Industry, Tourism and Trade.

- 33. Please provide details of newly committed projects for the period beginning 1 July 2019 and ending 30 June 2020.**

A whole-of-government response to Question 33 will be provided by the Department of Infrastructure, Planning and Logistics.

- 34. 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 34 will be provided by the Department of Infrastructure, Planning and Logistics.

## GOVERNMENT LEASED BUILDINGS

- 35. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2019 and ending 30 June 2020?**

Power costs for Territory Wildlife Parks from 1 July 2019 to 30 June 2020 totaled \$483 233.

Address of power supply	2019-20 (as at 30 June 2020)
Alice Springs Desert Park	\$128 697
Territory Wildlife Park	\$354 536
<b>Total</b>	<b>\$483 233</b>

- 36. 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 2019 and ending 30 June 2020?**

A whole-of-government response to Question 36 will be provided by the Department of Corporate and Digital Development.

- 37. 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 37 will be provided by the Department of Corporate and Digital Development.

## FEES AND CHARGES

- 38. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2019/20 financial year and whether any of these fees and charges was increased following the passage of the 2019/20 financial year budget.**

Actual revenue for each specific fee and charge is not captured.

Where statutory/legislative fees and charges are linked to revenue units there will be an automatic annual adjustment in line with CPI as prescribed in the *Revenue Units Act 2009*. Entry fees were increased from July 2019.

Total goods and revenue, including statutory/legislative fees and charges for the Territory Wildlife Parks for the period of 1 July 2019 to 30 June 2020, was \$2.24 million. The fees and charges register for the Territory Wildlife Parks is outlined below.

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
<b>Conservation and Natural Resources / Bio-parks</b>				
<b>Territory Wildlife Park (Berry Springs)</b>				
Single Entry per adult	No	Legislation	Territory Parks and Wildlife Conservation Act, By-law 10, Schedule 3 – Fee stated	\$37.00
Single Entry per child 5-16 years	No	Legislation	Territory Parks and Wildlife Conservation Act, By-law 10, Schedule 3 - Fee stated	\$18.50
Single Entry per child 0-4 years	No	Admin		Free
Entry per Economy Family - 1 adults & 2 children	No	Admin		\$63.00
Entry per Economy Family - 2 adults & 2 children	No	Admin		\$85.00
Entry per Super Family - 2 adults & 4 children	No	Admin		\$100.00
Entry student / concession	No	Admin		\$26.00
Entry seniors card	No	Admin		\$30.00
Entry NT student (school groups)	No	Admin		Free
Entry Non NT school and educational institution	No	Admin		\$17.50
Membership / Territorian Pass Adult	No	Admin		\$74.00
Membership / Territorian Pass Child 5-16 years	No	Admin		\$37.00
Membership / Territorian Pass Child 0-4 years	No	Admin		Free
Membership / Territorian Pass Economy Family – 1 adult & 2 children	No	Admin		\$126.00
Membership / Territorian Pass Economy Family – 2 adults & 2 children	No	Admin		\$170.00
Membership / Territorian Pass Super Family - 2 adults & 4 children	No	Admin		\$200.00

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
Membership / Territorian Pass student / concession	No	Admin		\$52.00
Membership / Territorian Pass Seniors Card	No	Admin		\$60.00
Forest Frenzy	No	Admin		Free
<b>School Camps – Option 1 : Afternoon, evening &amp; next day morning guide-led activities</b>				
Student	No	Admin		\$65.00
Parent Helper	No	Admin		\$55.00
Teacher	No	Admin		Free
<b>School Camps – Option 2 : Afternoon &amp; next morning guide-led activities</b>				
Student	No	Admin		\$45.00
Parent Helper	No	Admin		\$35.00
Teacher	No	Admin		Free
<b>School Camps – Option 3 : Camping only, no guide-led activities</b>				
Student	No	Admin		\$25.00
Parent Helper	No	Admin		\$15.00
Teacher	No	Admin		Free
Nocturnal Tour - Adult	No	Admin		\$15.00
Nocturnal Tour - Child	No	Admin		\$10.00
Noturnal Tour - Family	No	Admin		\$45.00
Keeper Kids Program	No	Admin		\$122.00
Animal Encounter – On the glove	No	Admin		\$10.00
Animal Encounter - Pelican Brekky	No	Admin		\$5.00
Animal Encounter - River Rays over 14 years only	No	Admin		\$15.00
Animal Encounter - Critter's Corner per adult	No	Admin		\$15.00
Animal Encounter - Critter's Corner per child	No	Admin		\$10.00
Animal Encounter - Secret Creature per adult	No	Admin		\$15.00
Animal Encounter - Secret Creature per child	No	Admin		\$10.00
<b>EVENTS FEES - Parks and Reserves</b>				

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
Picnic Area - adjacent to Main Station	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$5pp up to \$600 maximum
Woolybutt Picnic Area	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$5pp up to \$600 maximum
Aquarium - 1 staff member	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$350.00
Aquarium - 3 staff members	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$550.00
Flight Deck - Wedding ceremony - 1 staff member	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$250.00
Flight Deck - Wedding ceremony - 2 staff members – Animal Encounter	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$350.00
Bar Service - 6 Hour Package, BYO drinks - 2 staff members	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	100 guests \$1000
Bar Service - 6 Hour Package, BYO drinks - 3 staff members	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	100 to 200 guests \$1500
Bar Service - 6 Hour Package, BYO drinks - 5 staff members	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	200 to 300 guests \$2500
Bar Service - 6 Hour Package, BYO drinks- 6 staff members	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	300 to 400 guests \$3000
Animal Encounter	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$55.00
Park Location Photo - BYO Photographer -	No	Admin	Power to charge under BL13A. Fee Schedule	\$250.00

**TERRITORY WILDLIFE PARKS**

**REGISTER OF FEES AND CHARGES**

Fee Description	Converted to Revenue Units	Basis of Fee: Legislation, Regulation, Gazettal, Admin	Legislative or Regulation - Act and Section References	Fees and Charges April 20 (excluding GST)
				Revenue Unit Value: 1 unit = \$1.15
Includes Permit - 2 locations			defined in the Events in Parks Policy and Guidelines	
Park Location Photo - BYO Photographer - Includes Permit - Whole Park	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$350.00
Additional Items – Bar Units	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$50.00
Additional Items – BBQ with Gas Bottle	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$60.00
Additional Items – 3 Door Glass Fridge	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$60.00
Additional Items - Large Blue Esky (2 Available)	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$30.00
Additional Items - Trestle Tables 1.8m Long (8 Available)	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$5.00
Additional Items - Extension Leads 30m Long (4 Available)	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$10.00
Additional Items – Urn - per day	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$15.00
Additional Items - Urn - per person	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$2.00
Wild Birthday Parties Per Child (min of 10 children)	No	Admin		\$22.50
Wild Camp Out per Adult	No	Admin		\$20.00
Wild Camp Out per Child	No	Admin		\$15.00
Twilight Nights per Adult	No	Admin		\$10.00

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
Twilight Nights per Child (3+)	No	Admin		\$5.00
<b>ALICE SPRINGS DESERT PARK</b>				
Single Entry per adult	No	Legislation	Territory Parks and Wildlife Conservation Act, By-law 10, Schedule 3 - Fee stated	\$37.00
Single Entry per child 5-16 years	No	Legislation	Territory Parks and Wildlife Conservation Act, By-law 10, Schedule 3 - Fee stated	\$18.50
Single Entry per child 0-4 years	No	Admin		Free
Entry per Economy Family - 1 adult & 2 children	No	Admin		\$63.00
Entry per Economy Family - 2 adults & 2 children	No	Admin		\$85.00
Entry per Super Family - 2 adults & 4 children	No	Admin		\$100.00
Entry student / concession	No	Admin		\$26.00
Entry seniors card	No	Admin		\$30.00
Entry NT student (school groups)	No	Admin		Free
Entry-Non NT school and educational institution	No	Admin		\$17.50
Membership / Territorian Pass Adult	No	Admin		\$74.00
Membership / Territorian Pass Child 5-16 years	No	Admin		\$37.00
Membership / Territorian Pass Child 0-4 years	No	Admin		Free
Membership / Territorian Pass Economy Family – 1 adult & 2 children	No	Admin		\$126.00
Membership / Territorian Pass Economy Family – 2 adults & 2 children	No	Admin		\$170.00
Membership / Territorian Pass Super Family - 2 adults & 4 children	No	Admin		\$200.00



<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
Membership / Territorian Pass student / concession	No	Admin		\$52.00
Membership / Territorian Pass Seniors Card	No	Admin		\$60.00
Eagle Encounter Single	No	Admin		\$30.00
Eagle Encounter Family	No	Admin		\$40.00
Eagle Encounter 6 Adults	No	Admin		\$80.00
Desert Explorer Program	No	Admin		\$122.00
Nocturnal Tour Adult	No	Admin		\$49.00
Nocturnal Tour Child 5-15 years	No	Admin		\$24.50
Nocturnal Tour – Student / Concession	No	Admin		\$34.00
Nocturnal Tour – Australian Government Senior's Card	No	Admin		\$39.00
Nocturnal Tour – Economy Family Pass 1	No	Admin		\$80.00
Nocturnal Tour – Economy Family 2	No	Admin		\$118.00
Nocturnal Tour – Super Economy Family Pass	No	Admin		\$142.00
Day & Night Pass - Adult	No	Admin		\$73.00
Day & Night Pass – Child 5-15 years	No	Admin		\$43.00
Day & Night Pass – Child 0-4 years	No	Admin		Free
Day & Night Pass – Australian Government Senior's Card	No	Admin		\$69.00
Day & Night Pass – Economy Family Pass 1	No	Admin		\$125.00
Day & Night Pass – Economy Family Pass 2	No	Admin		\$185.00
Day & Night Pass - Super Economy Family Pass	No	Admin		\$220.00

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
Aboriginal Cultural Tour Flat Rate 1- 4 people	No	Admin		\$605.00
Aboriginal Cultural Tour 5 - 9 People per Adult	No	Admin		\$128.00
Aboriginal Cultural Tour 5 - 9 People per Child (5-15 years)	No	Admin		\$64.00
Aboriginal Cultural Tour 10 - 14 People per Adult	No	Admin		\$82.50
Aboriginal Cultural Tour 10-14 People per Child (5-15 years)	No	Admin		\$41.40
Aboriginal Cultural Tour 10-14 People per Student	No	Admin		\$55.55
Aboriginal Cultural Tour 15+People per Adult	No	Admin		\$67.40
Aboriginal Cultural Tour 15+People per Child (5-15years)	No	Admin		\$33.70
Aboriginal Cultural Tour 15+People per Student	No	Admin		\$42.00
Bird Photo Opportunity	No	Admin		\$10.00
Amphitheatre - Evening Hire up to 2 hours Hire between 4pm to 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$623.00
Amphitheatre - Evening Hire up to 4 hours Hire between 4pm to 8pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$868.00
Awaye Flat - Day Hire up to 4 Hours between 8am and 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$408.00
Awaye Flat - Day Hire up to 8 Hours between 8am and 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$868.00
Awaye Flat - Evening Hire up to 4 Hours	No	Admin	Power to charge under BL13A. Fee Schedule	\$699.00

<b>TERRITORY WILDLIFE PARKS</b>				
<b>REGISTER OF FEES AND CHARGES</b>				
<b>Fee Description</b>	<b>Converted to Revenue Units</b>	<b>Basis of Fee: Legislation, Regulation, Gazettal, Admin</b>	<b>Legislative or Regulation - Act and Section References</b>	<b>Fees and Charges April 20 (excluding GST)</b>
				<b>Revenue Unit Value: 1 unit = \$1.15</b>
between 5pm and 11pm			defined in the Events in Parks Policy and Guidelines	
Cinema - Day Hire – up to 2 Hours between 8am and 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$459.00
Cinema - Half Day Hire - up to 4 Hours between 8am and 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$635.00
Cinema - Full Day Hire - up to 8 Hours between 8am and 6pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$1348.00
Cinema - Evening Hire - up to 4 Hours between 5pm and 9pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$9970.00
Courtyard - Evening Hire - up to 3 hours between 6pm and 9pm	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$807.00
Courtyard - Evening Hire - up to 5 hours between 6pm and midnight	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$1429.00
Desert Rivers Shelter - Day Hire - up to 4 Hours	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$408.00
Desert Rivers Shelter - Full Day Hire - up to 8 Hours	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$868.00
Desert Rivers Shelter - Evening Hire- up to 4 Hours	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$699.00
Entry Foyer - Evening Hire - up to 2 hours	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	\$378.00
Entry Foyer - Evening Hire - Up to 4 hours	No	Admin	Power to charge under BL13A. Fee Schedule defined in the Events in Parks Policy and Guidelines	N/A

TERRITORY WILDLIFE PARKS				
REGISTER OF FEES AND CHARGES				
Fee Description	Converted to Revenue Units	Basis of Fee: Legislation, Regulation, Gazettal, Admin	Legislative or Regulation - Act and Section References	Fees and Charges April 20 (excluding GST)
				Revenue Unit Value: 1 unit = \$1.15
Meeting Room Full Day Hire between 8am and 5pm	No	Admin		\$245.00
Nocturnal House Cocktails - Evening Hire up to 3 hours	No	Admin		\$1588.00
Nocturnal House Dinner - Evening Hire up to 4 hours	No	Admin		\$2170.00

### INTERNAL AUDITS

**39. How many internal audits and financial investigations were conducted in the period beginning 1 July 2019 and ending 30 June 2020?**

The following internal audits for the Territory Wildlife Parks were conducted or in progress during the reporting period of 1 July 2019 to 30 June 2020:

Internal Audit Title
Cabinet Information Security Measures Annual Compliance Check
Official Travel
Value for Territory Procurement
Work Health and Safety

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

The focus for each internal audit was:

Internal Audit Title	Focus
Cabinet Information Security Measures Annual Compliance Check	Assess the department's compliance with the required Cabinet information security measures.
Official Travel	Review the department's official travel against the whole-of-government Travel Policy Framework.
Value for Territory Procurement	Assess the department's compliance against the NT Government's Procurement Rules, Governance Policy and Buy Local Plan.
Work Health and Safety	To review the department's work health and safety framework for compliance with legislative requirements.

41. Please provide detail of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.

The outcome for each internal audit was:

Internal Audit Title	Focus	Outcome
Cabinet Information Security Measures Annual Compliance Check	Assess the department's compliance with the required Cabinet information security measures.	The annual compliance check identified no material weaknesses in controls. One minor internal breach was identified, which has now been rectified.
Official Travel	Review the department's official travel against the whole-of-government Travel Policy Framework.	The department's official travel activities were found to be adequate, appropriate and effective in complying with the whole-of-government Travel Policy Framework.
Value for Territory Procurement	Assess the department's compliance against the NT Government's Procurement Rules, Governance Policy and Buy Local Plan.	The internal audit identified two issues to strengthen contract management and performance reporting. The Buy Local Industry Advocate reviewed the audit report and concluded the department demonstrated a satisfactory level of compliance.

#### BOARDS / ADVISORY BODIES

42. Please detail all boards and advisory bodies in your Agency in 2019/20, also providing the following information:
- The Terms of Reference, if changed from last year
  - The current members and when they were appointed
  - The total remuneration paid to each Board member during the 2019/20 financial year
  - The itemised total cost incurred by the Board during the 2019/20 financial year
  - The number of times the Board met during the period beginning 1 July 2019 and ending 30 June 2020.

As at 30 June 2020, there were no boards and advisory bodies for the Territory Wildlife Parks.

## REVIEWS AND INQUIRIES

43. Details of all reviews and inquiries completed or commenced during the 2019/20 financial year, also providing the following information:
- The Terms of Reference
  - The criteria for selection of all panel members
  - The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry
  - The cost of the review/inquiry
  - How the information was/is accumulated to contribute to the review/inquiry
  - If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly
  - If not completed when this is expected

The Territory Wildlife Parks had no formal reviews or inquiries over the past financial year.

## WORKPLACE HEALTH AND SAFETY

44. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2019 and ending 30 June 2020.

The Territory Wildlife Parks had no reportable safety issues for the reporting period of 1 July 2019 to 30 June 2020.

*\* Figures sourced from whole-of-government Work Health and Safety Database - FigTree. Financial data for claims is not captured in FigTree so costs associated with the reportable safety issue are unable to be provided.*

45. Please detail the number of stress related matters and claims for the period beginning 1 July 2019 and ending 30 June 2020.

The Territory Wildlife Parks has no stress-related matters nor claims for the reporting period of 1 July 2019 to 30 June 2020.

*\*Does not include claims carried over into the reporting period.*

## 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 2019/20 financial year. What are the locations for which they are responsible?

The administrative effort required to provide expenditure and outcomes on staff located in regional parks in the 2019-20 financial year has been determined to be excessive, and would result in undue diversion of resources from service delivery. Territory Wildlife Parks had the following staff located in regional locations as at Pay Period 26 (24 June 2020):

FTE by Location	Pay 26, 2020
Alice Springs	34.12
<b>Total</b>	<b>34.12</b>