

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Chief Minister, Treasurer, Minister for Major projects and Territory Economic Reconstruction, Minister for Strategic Defence Relations – for all agencies falling under the Chief Minister’s, Treasurer’s and Minister’s portfolios.

AGENCY ADMINISTRATION

Notes:

The following questions can be answered from existing Agency data as at 31 March 2022.

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 2022:

Category	FTE	Head Count (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	2	1	1	0
2. Ongoing Part Time				
3. Fixed Term Full Time				
4. Fixed Term Part Time				
5. Casual Contract				
6. Executive Contract	3	3	3	0

(b) Please provide, for each of the six categories above: the relevant position classifications and the number of staff employed against each classification.

Ongoing Full Time	
AO3	1
SAO1	1
Executive Contract	
ECO1	2
ECO5	1

(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 AO3 Administration Officer was on a short-term temporary promotional transfer with another Agency during the first quarter of 2022. Due to the transfer being short-term, there was insufficient time to undergo a recruitment process to replace the employee during this period.

(d) What is the total number of staff that have been recruited for COVID-19 purposes over the period?

Nil.

2. Please advise the number of staff held against the following categories as at 31 March 2022:

Category	Number
Resigned	0
Made Redundant	0
Terminated	0
Unattached	0
Classified Redeployee	0
Supernumerary	0
Total number terminated due to COVID mandate	0

3. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 2022.

Category	Number
Aboriginal and Torres Strait Islander	0

4. (a) Please advise the number of Frontline staff as FTE as at 31 March 2022 and as a percentage of the Agency total employment.

Category	Number	%age of Total Staff
Frontline	Nil	NA

(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 Public on a daily basis.

- 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 2022. Please use the table format presented below for your response.**

Nil.

- 6. Please advise how many locums have been employed, for what purpose, for what duration and at what cost as at 31 March 2022. Please use the table format presented below for your response.**

Nil.

- 7. (a) How many positions were advertised during the period 1 July 2021 to 31 March 2022?**

Nil.

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

Not applicable.

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

Not applicable.

(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?

Not applicable.

OUTSOURCING

8. (a) For the period 1 July 2021 to 31 March 2022, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.

Nil.

- (b) Is consideration being given to outsource, contract-out or privatise in financial year 2022/23? If so, provide details.

No.

LEGAL EXPENSES

9. What has been the expenditure on legal advice or related expenses for the period 1 July 2021 to 31 March 2022? 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

Nil.

PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2021 to 31 March 2022, 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

There was one contract for the panel of audit service providers during the period 1 July 2021 and 31 March 2022, which came into effect from 2 January 2021 for a 36 month period comprising six audit firms.

As per the *Audit Act 1995* a Strategic Review of the Office was carried out during the 2021-22 financial year. The tender for this review was undertaken by the Department of Chief Minister and Cabinet with the fees on-charged to the Northern Territory Auditor-General's Office. These fees are included under 'other consultancy fees'. The resulting report was tabled in the Legislative Assembly and contained a number of recommendations relating to resourcing and contemporaneous updates of the audit mandate within the *Audit Act 1995*. The consultant was appointed from interstate to mitigate any potential conflicts of interest that may exist with using a local professional services provider.

Authorised Auditor fees*	\$2,835,691
Other Consultancy fees	\$16,000
Total Consultancy expenditure	\$2,851,691

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

Audit Firm	1 July 2021 to 31 March 2022
Merit Partners	\$747,140
Deloitte	\$332,607
BDO Audit (NT)	\$743,994
KPMG	\$606,455
TDH Chartered Accountants	\$243,338
Lowrys Accountants	\$162,157
Total Authorised Auditor fees	\$2,835,691

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 2021 to 31 March 2022 as follows:

Nil.

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

Not applicable.

13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2021 to 31 March 2022?

Not applicable.

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 2021 to 31 March 2022?

Not applicable.

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 2022.

No of CCC	Position Title	Position Level
1	Manager Finance & Corporate Services	SAO1

FOCUS GROUPS / POLLING / SURVEYS

For the period 1 July 2021 to 31 March 2022:

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

Not applicable.

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.

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

Not applicable.

COMMUNICATIONS AND MARKETING

- 20. Please detail expenditure on advertising and communications during the period 1 July 2021 to 31 March 2022.**
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.**

Not applicable.

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 2021 to 31 March 2022 broken down to:**
- (a) International Travel**
 - (b) Interstate Travel**
 - (c) Intrastate Travel**

The NTAGO did not have any expenditure on travel.

- 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.

- 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 2021 to 31 March 2022.**

Not applicable.

HOSPITALITY / FUNCTIONS AND EVENTS

- 24. Please provide full details of all official hospitality provided for the period 1 July 2021 to 31 March 2022.**
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.

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 2021 to 31 March 2022, including agency budget totals to administer such programs.**

Not applicable.

- 26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2021 to 31 March 2022, and to what activities. Please list details of any contract periods as part of any arrangement.**

Not applicable.

- 27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2022/23 financial year?**

Not applicable.

- 28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 1 July 2021 to 31 March 2022, including to which organisation and the services to be provided?**

Not applicable.

MEDIA MONITORING SERVICES

- 29. Provide expenditure details on media monitoring services for the period 1 July 2021 to 31 March 2022 (including entities engaged and who utilises the service).**

Not applicable.

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 2021 to 31 March 2022.**

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 2021 to 31 March 2022?**

\$1,248.

- 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 2021 to 31 March 2022?**

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 2021/22 financial year and whether any of these fees and charges were increased following the passage of the 2021/22 financial year budget.**

As at 31 March 2022 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 \$1,447,136. 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, consequently there has been no increase to fees and charges following the passage of the 2021/22 financial year budget.

INTERNAL AUDITS

- 37. How many internal audits and financial investigations were conducted in the period 1 July 2021 to 31 March 2022?**

Nil.

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

Not applicable.

- 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.

- 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 2021/22, 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 2021/22 financial year**
 - (d) The itemised total cost incurred by the Board during the 2021/22 financial year**

Not applicable.

- 42. The number of times the Board met during the period 1 July 2021 to 31 March 2022.**

Not applicable.

REVIEWS AND INQUIRIES

- 43. Details of all reviews and inquiries completed or commenced during the 2021/22 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**

Nil.

WORKPLACE HEALTH AND SAFETY

- 44. Please provide the number, nature and cost of reportable safety issues for the period 1 July 2021 to 31 March 2022.**

Nil.

- 45. Please detail the number of stress related matters and claims for the period 1 July 2021 to 31 March 2022.**

Nil.

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 2021/22 financial year. What are the locations for which they are responsible?**

The NTAGO has no regional offices across the Territory.

WRITTEN QUESTIONS

- 47. How many written questions has the agency answered in the period 1 July 2021 to 31 March 2022? Please provide WQ reference numbers.**

Written Question details for the requested period are publicly available on the NTG Parliament website:

<https://parliament.nt.gov.au/business/written-questions>.