

**RESPONSES TO WRITTEN QUESTIONS 2011**  
**OUTPUT GROUPS FOR THE DEPARTMENT OF CHILDREN AND FAMILIES**

As all of these output groups lie within the Department of Children and Families, a whole-of-Department combined response is provided.

**1. What is the NTG FTE Cap for your Agency?**

**ANSWER:** 512

**2. As of 30 March 2011, what is the current FTE staffing of the department, by level?**

**ANSWER:** 569.89

**3. Is this figure in line with the NTG FTE Cap? - If not, please explain**

**ANSWER:**

The Northern Territory Government is committed to implementing the recommendations of the Board of Inquiry into Child Protection and will recruit to the frontline positions committed to in the Government's response to the Inquiry.

It should be noted that included in this FTE are 83 positions funded by the Commonwealth to assist in the roll out of Australian Government programs.

**4. How many permanent positions are there in your department?**

**ANSWER:**

Reporting is only available on permanent "FTE" not "positions". The Department of Children and Families currently has 327.72 permanent FTE.

5. How many of these positions were nominally filled and how many were filled by persons acting in positions or are temporary appointments? - Please separate by permanent/temporary/acting by level.

**ANSWER:**

Classification	Classification Description	Permanent Employees Held in Nominal	Permanent Employees Acting in Temporary	Temporary Employment Contracts
A02	ADMIN OFF 2	9	1	10
A03	ADMIN OFF 3	19	12	99
A04	ADMIN OFF 4	28	16	50
A05	ADMIN OFF 5	10	14	12
A06	ADMIN OFF 6	14	28	17
A07	ADMIN OFF 7	8	34	16
A08	ADMIN OFF 8	0	1	0
AQF3A	NTPS APPRENTICE	0	0	1
BM	BOARD MEMBERS	0	0	32
COMPO	COMPENSATION	0	0	1
EO1C	EXEC OFF 1 CNTR	0	0	11
EO2	EXEC OFF 2	0	1	1
EO2C	EXEC OFF 2 CNTR	0	0	4
EO3C	EXEC OFF 3 CNTR	0	0	2
EO5C	EXEC OFF 5 CNTR	0	0	1
ICS	ICS	0	0	2
P1	PROF 1	19	7	27
P2	PROF 2	33	18	52
P3	PROF 3	21	21	7
PH3	PHYS 3	0	1	67
PH3R	PHYS 3 - RDO	0	1	1
SAO1	SNR ADMIN OFF 1	6	7	5
SAO2	SNR ADMIN OFF 2	0	7	3
SBA	SCHOOL BASE APP	0	0	1
SP1	SR PROF OFF 1	11	8	5
SP2	SR PROF OFF 2	4	6	3
SPO2	SR PROF OFF 2	0	1	0
SSC	SNR SPEC CLINIC	1	0	0
THSMO	THS MEDICAL OFF	0	0	15
<b>DCF Department of Children and Families Total</b>		<b>183</b>	<b>184</b>	<b>445</b>

6. What was the turnover rate of staff in the Agency in 2010?

**ANSWER:** 18.4%

Department of Business and Employment is unable to split data from the Department of Health for the Department of Children and Families for the full financial year.

This data only reflects turnover rate of staff since 1 January 2011 when the Department of Children and Families became a stand-alone department.

**7. What is the rate per level?**

**ANSWER:**

Please see below table, where a classification is not listed, the turnover % is zero

Classification	Classification Description	Turnover Rate (%)
A02	ADMINISTRATIVE OFFICER 2	10.72
A03	ADMINISTRATIVE OFFICER 3	19.51
A04	ADMINISTRATIVE OFFICER 4	15.43
A05	ADMINISTRATIVE OFFICER 5	10.75
A06	ADMINISTRATIVE OFFICER 6	2.40
A07	ADMINISTRATIVE OFFICER 7	3.96
E02C	EXECUTIVE OFFICER 2 - EXECUTIVE CONTRACT	29.56
P1	PROFESSIONAL 1	26.34
P2	PROFESSIONAL 2	11.05
P3	PROFESSIONAL 3	22.48
PH3	PHYSICAL 3	39.39

**8. How many vacant positions are there in the Agency as a whole?**

**ANSWER:**

As at 31 March 2011 the number was 207.

**9. How long, in total days, have nominal positions been vacant in the department?**

**ANSWER:**

Data for this question is unavailable. Please note that any data in relation to this question would not be an accurate representation of the time-frame for which nominal positions have remained vacant.

**10. How many staff are currently employed on a temporary contract?**

**ANSWER:**

445, this includes 135 casuals, 262 temporary staff and 48 honorary staff (ie. Board members). The temporary staff figure includes 116 Australian Government funded positions – these cannot be appointed as permanent employees due to time limited funding.

11. In the period 30 March 2010 to 30 March 2011, how many temporary contracts have been extended, broken down by level and the number of times extended?

ANSWER:

Classification	Extended Once	Ext. Twic.	Ext. X3	Ext. X4	Ext. X5	Ext. X6	Ext. X7	Ext. X8	Ext. X9	Total
A02	1	-	-	-	-	-	-	-	-	1
A03	9	-	-	-	-	-	-	-	-	9
A04	22	2	-	-	-	-	-	-	-	24
A05	1	-	-	-	-	-	-	-	-	1
A06	3	-	-	-	-	-	-	-	-	3
A07	5	-	-	-	-	-	-	-	-	5
N2	1	-	-	-	-	-	-	-	-	1
N3	2	-	-	-	-	-	-	-	-	2
P1	2	-	-	-	-	-	-	-	-	2
P2	3	-	-	-	-	-	-	-	-	3
PH3	21	-	-	-	-	-	-	-	-	21
PO1	1	-	-	-	-	-	-	-	-	1
PO2	2	-	-	-	-	-	-	-	-	2
SA01	2	-	-	-	-	-	-	-	-	2
SA02	2	1	-	-	-	-	-	-	-	3
T1	1	-	-	-	-	-	-	-	-	1
DCF Department of Children and Families	78	3	-	-	-	-	-	-	-	81

12. In the period 30 March 2010 to 30 March 2011, how many positions have been advertised by "expression of interest"?

ANSWER: 134

13. In relation to all vacant positions, what is the breakdown of recruitment actions by:

(a) Selection process commenced and

ANSWER: 68

Classification	Recruitment Action Open as at 31 March	Recruitment Action Completed before 31 March	Total
AO2	0	1	1
AO3	1	8	9
AO4	2	7	9
AO5	0	3	3
AO6	4	7	11
AO7	1	1	2
ECO5	1	0	1
P1,P2	2	5	7
P2	0	3	3
P3	0	3	3
PH3	0	1	1
PO2	1	3	4
PO3	2	3	5
SAO1	2	4	6
SAO2	1	0	1
SP1	1	0	1
SP2	0	1	1
<b>TOTAL</b>	<b>18</b>	<b>50</b>	<b>68</b>

(b) Selection process (including position advertising) not commenced

ANSWER: 139

All selections processes where there is a known vacancy are at various stages of recruitment.

14. Per position level, what is the average length of time taken for recruitment from advertising to successful applicant?

ANSWER: 58 days – please see attached table for position level details.

Classification	Average Days to Fill
A04	61.00
A05	53.50
P2	86.00
PH3	41.00
P03	51.00
Department of Children and Families	58.14

15. What is the number of positions that have been filled by the recruitment of an existing public servant, and how many from the general public?

ANSWER:

Existing Public Servant	51
General Public	31
Not Advised	126
<b>Total</b>	<b>208</b>

**16. In 2010, how many positions have been reclassified in the department?  
What are the levels of those positions?**

**ANSWER:** 39 positions – please see attached table for position level details.

Level of Position (Post Job Evaluation)		Reclassified Positions *	New Positions *	Same Classification *	Evaluated, with Agency for Approval
A02	ADMIN OFF 2	0	0	0	2
A03	ADMIN OFF 3	0	0	0	2
A04	ADMIN OFF 4	0	2	0	0
A05	ADMIN OFF 5	1	0	0	1
A06	ADMIN OFF 6	0	0	0	2
P2	PROF 2	0	0	0	3
P3	PROF 3	3	0	0	1
PO1	PROF OFFICER 1	0	0	0	1
PO2	PROF OFFICER 2	0	0	0	1
PO3	PROF OFF 3	0	0	0	6
SAO1	SNR ADMIN OFF 1	0	1	0	0
SAO2	SNR ADMIN OFF 2	0	0	0	1
SP1	SR PROF OFF 1	0	0	0	11
SP2	SR PROF OFF 2	0	1	1	0
SPO1	SR PROF OFF 1	0	0	0	5
SPO2	SR PROF OFF 2	0	0	0	3
<b>DCF Department of Children and Families</b>		<b>4</b>	<b>4</b>	<b>1</b>	<b>39</b>

**17. How many permanent supernumerary unattached employees do you have in your agency? What levels are they?**

**ANSWER:** 53 positions – please see attached table for position level details.

Classification Code	Classification Name	Count
A03	ADMIN OFF 3	3
A04	ADMIN OFF 4	4
A05	ADMIN OFF 5	2
A06	ADMIN OFF 6	3
A07	ADMIN OFF 7	9
P1	PROF 1	9
P2	PROF 2	9
P3	PROF 3	8
PH3	PHYS 3	2
PH3R	PHYS 3 - RDO	1
PH5R	PHYS 5 - RDO	1
SP1	SR PROF OFF 1	1
SP2	SR PROF OFF 2	1
<b>DCF Department of Children and Families Total</b>		<b>53</b>

**18. How many unattached employees have successfully gained nominal positions within the agency or gained employment in another agency in 2010.**

**ANSWER:** One (1)

**19. How many have resigned?**

**ANSWER:** One (1)



**20. What is the average length of stay of staff in the department? Please break this down by position level.**

**ANSWER:**

Department of Business and Employment is unable to split data from the Department of Health for the Department of Children and Families the full financial year.

The following data only reflects length of stay of staff since 1 January 2011 when the Department of Children and Families became a stand-alone Department.

Classn	Classification	Average length of Service in Years
A02	ADMINISTRATIVE OFFICER 2	0.20
A03	ADMINISTRATIVE OFFICER 3	0.23
A04	ADMINISTRATIVE OFFICER 4	0.23
A05	ADMINISTRATIVE OFFICER 5	0.23
A06	ADMINISTRATIVE OFFICER 6	0.22
A07	ADMINISTRATIVE OFFICER 7	0.23
AQF3A	NTPS APPRENTICESHIP AQF3 LEVEL A	0.14
E01C	EXECUTIVE OFFICER 1 - EXECUTIVE CONTRACT	0.22
E02	EXECUTIVE OFFICER 2	0.20
E02C	EXECUTIVE OFFICER 2 - EXECUTIVE CONTRACT	0.24
E03C	EXECUTIVE OFFICER 3 - EXECUTIVE CONTRACT	0.21
E04C	EXECUTIVE OFFICER 4 - EXECUTIVE CONTRACT	0.24
ICS	INDIGENOUS CADETSHIP SUPPORT	0.24
P1	PROFESSIONAL 1	0.21
P2	PROFESSIONAL 2	0.21
P3	PROFESSIONAL 3	0.24
PH3	PHYSICAL 3	0.24
PH3R	PHYSICAL 3 - RDO	0.24
SA01	SENIOR ADMINISTRATIVE OFFICER 1	0.21
SA02	SENIOR ADMINISTRATIVE OFFICER 2	0.21
SP1	SENIOR PROFESSIONAL OFFICER 1	0.22
SP2	SENIOR PROFESSIONAL OFFICER 2	0.24
SPO2	SENIOR PROFESSIONAL OFFICER 2	0.24
SSC	SENIOR SPECIALIST CLINICIAN	0.24

**21. How much has been spent to date on advertising employee positions, and can you provide a breakdown of these costs?**

**ANSWER:**

The Department of Children and Families national recruitment advertising costs totalled \$178,276.49.

**22. In relation to Apprentices and Graduates, in 2010:**

**(a) How many graduates started with the department?**

**ANSWER:** Nil

**(b) How many have completed the year?**

**ANSWER:** Nil

**(c) How many how won nominal positions?**

**ANSWER:** Nil

**(d) How many have left the NTG, and what was the length of time each stayed within the NTG before leaving?**

**ANSWER:** Nil

**23. In relation to Indigenous Employees, in 2010:**

**(a) How many employees do you have in your department that recognise themselves as indigenous?**

**ANSWER:** 99

**(b) What are the levels of their positions held? See table**

**(c) How many at each level? See table**

**(d) How many are tenured and at what level? 58 see table for levels**

**(e) How many are temporary and at what levels? 41 see table for levels**

**(f) How many are acting up in positions and at what level? 15 see table for levels**

**ANSWER:** see attached table

Classification	Classification Description	All Indigenous Staff	Indigenous Permanent Staff	Indigenous Temporary Staff	Indigenous Staff on HDA
A02	ADMIN OFF 2	3	2	1	0
A03	ADMIN OFF 3	11	3	8	1
A04	ADMIN OFF 4	34	14	20	0
A05	ADMIN OFF 5	19	15	4	4
A06	ADMIN OFF 6	16	12	4	3
A07	ADMIN OFF 7	10	10	0	7
ICS	ICS	2	0	2	0
P2	PROF 2	1	0	1	0
SP1	SR PROF OFF 1	3	2	1	0
<b>Total</b>		<b>99</b>	<b>58</b>	<b>41</b>	<b>15</b>

**(g) How many have completed the year?**

**ANSWER: 27**

**(h) How many have left the NTG?**

**ANSWER: Nil**

**24. In relation to NTPS staff as of 30 March 2011:**

**(a) What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave**

**(b) What is the financial value of that leave?**

**(c) What is the highest individual amount of accrued leave at each position level?**

**ANSWER: see table below**

At Pay day 20, 30 March 2011

Q24(a,b,c) In relation to NTPS staff

Q25(a,b,c) In relation to Contract(ECO1 and above) Staff:

What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave? What is the financial value of that leave? What is the highest individual amount of accrued leave at each position level?

Classification	Q24 NTPS Staff Accrued Recreation Leave (Days)	Q24 NTPS Staff Accrued Recreation Leave (\$Value)	Q25 Contract Staff Accrued Recreation Leave (Days)	Q25 Contract Staff Accrued Recreation Leave (\$Value)	Highest Individual Amount Accrued (Days)
AO2	438.51	\$76,503.14	0.00	\$0.00	70.50
AO3	1,612.38	\$297,968.35	0.00	\$0.00	74.27
AO4	1,899.40	\$399,117.70	0.00	\$0.00	99.50
AO5	860.68	\$219,173.38	0.00	\$0.00	74.50
AO6	2,002.59	\$550,895.56	0.00	\$0.00	98.04
AO7	2,068.46	\$672,866.69	0.00	\$0.00	108.28
AO8	9.73	\$3,648.23	0.00	\$0.00	9.73
AQF3A	2.50	\$456.49	0.00	\$0.00	2.50
EO1C	157.31	\$106,269.89	157.31	\$106,269.89	44.00
EO2	29.60	\$13,634.61	0.00	\$0.00	29.60
EO2C	58.06	\$42,157.61	58.06	\$42,157.61	27.68
EO3C	13.09	\$10,360.96	13.09	\$10,360.96	8.92
EO5C	24.74	\$24,357.87	24.74	\$24,357.87	24.74
ICS	48.00	\$4.80	0.00	\$0.00	42.50
P1	638.98	\$153,074.93	0.00	\$0.00	70.50
P2	1,806.45	\$507,043.72	0.00	\$0.00	134.50
P3	1,452.63	\$495,348.12	0.00	\$0.00	95.00
PH3	51.07	\$7,906.60	0.00	\$0.00	13.66
PH3R	22.72	\$3,446.42	0.00	\$0.00	13.75
SAO1	646.81	\$237,445.65	0.00	\$0.00	100.04
SAO2	385.27	\$154,052.82	0.00	\$0.00	89.50
SP1	754.95	\$284,057.83	0.00	\$0.00	107.21
SP2	392.93	\$169,373.14	0.00	\$0.00	67.50
SPO2	70.50	\$29,231.59	0.00	\$0.00	70.50
SSC	34.63	\$18,695.90	0.00	\$0.00	34.63
<b>TOTAL</b>	<b>15,481.99</b>	<b>\$4,476,892.00</b>	<b>253.20</b>	<b>\$183,146.33</b>	<b>134.50</b>

**(d) What is the current total of sick leave entitlement of employees in the department?**

**ANSWER:**

At Pay Day 20, 30 March 2011

Q24(d) In relation to NTPS staff what is the current total of sick leave entitlement of employees in the department?

Q25(d) In relation to Contract (ECO1 and above) staff what is the current total of sick leave entitlement of employees in the department?

Classification	Classification Description	Number of Staff	Q24(d) Total Sick Leave Entitlements in weeks	Q25 (d) Executive Contract Staff Sick Leave Entitlements in weeks
A02	ADMIN OFF 2	20	45.36	
A03	ADMIN OFF 3	74	300.19	
A04	ADMIN OFF 4	89	216.84	
A05	ADMIN OFF 5	32	139.05	
A06	ADMIN OFF 6	58	524.94	
A07	ADMIN OFF 7	58	593.97	
A08	ADMIN OFF 8	1	0.00	
AQF3A	NTPS APPRENTICE	1	0.00	
EO1C	EXEC OFF 1 CNTR	11	121.15	121.15
EO2	EXEC OFF 2	2	22.91	
EO2C	EXEC OFF 2 CNTR	4	36.23	36.23
EO3C	EXEC OFF 3 CNTR	2	2.51	2.51
EO5C	EXEC OFF 5 CNTR	1	0.86	0.86
ICS	ICS	2	0.20	
P1	PROF 1	53	119.39	
P2	PROF 2	97	323.58	
P3	PROF 3	49	354.55	
PH3	PHYS 3	6	6.26	
PH3R	PHYS 3 - RDO	2	3.00	
SA01	SNR ADMIN OFF 1	18	227.73	
SA02	SNR ADMIN OFF 2	10	117.59	
SP1	SR PROF OFF 1	24	205.77	
SP2	SR PROF OFF 2	13	175.65	
SPO2	SR PROF OFF 2	1	7.60	
SSC	SNR SPEC CLINIC	1	4.02	
<b>Total DCF Department of Children and Families</b>		<b>629</b>	<b>3,549.38</b>	<b>160.75</b>

(e) How many days sick leave were taken in 2010? See table below

**ANSWER:**

Between 01 July 2010 and 31 March 2011

Q24(e) In relation to NTPS staff how many days sick leave were taken in 2010, at each employee level?

Q25(e) In relation to Contract (ECO1 and above) staff how many days sick leave were taken in 2010?

Classification	Classification Description	Number of Staff	Q24 NTPS Staff Days Sick Leave Taken	Q25 Executive Contract Staff Days Sick Leave Taken
A02	ADMIN OFF 2	28	254.46	
A03	ADMIN OFF 3	66	384.04	
A04	ADMIN OFF 4	71	450.80	
A05	ADMIN OFF 5	28	210.43	
A06	ADMIN OFF 6	55	339.68	
A07	ADMIN OFF 7	52	228.21	
A08	ADMIN OFF 8	17	56.65	
AQF3A	NTPS APPRENTICE	1	5.00	
EO1	EXEC OFFICER 1	5	61.56	
EO1C	EXEC OFF 1 CNTR	2	3.00	3.00
EO2	EXEC OFF 2	2	12.96	
EO2C	EXEC OFF 2 CNTR	2	7.41	7.41
EO4C	EXEC OFF 4 CNTR	1	3.00	3.00
P1	PROF 1	28	228.17	
P2	PROF 2	88	470.00	
P3	PROF 3	31	148.96	
P4	PROF 4	5	27.00	
PH3	PHYS 3	4	3.90	
SA01	SNR ADMIN OFF 1	12	41.05	
SA02	SNR ADMIN OFF 2	3	11.41	
SP1	SR PROF OFF 1	9	27.54	
SP2	SR PROF OFF 2	2	5.54	
SSC	SNR SPEC CLINIC	1	1.00	
<b>Total DCF Department of Children and Families</b>		<b>513</b>	<b>2,981.77</b>	<b>13.41</b>

**25. In relation to Contract (ECO1 and above) staff as of 30 March 2011:**

- (a) What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave?**
- (b) What is the financial value of that leave?**
- (c) What is the highest individual amount of accrued leave at each employee level?**
- (d) What is the current total of sick leave entitlement of employees in the department?**
- (e) How many days sick leave were taken in 2010, at each employee level?**

**ANSWER:** see tables attached to question 24

**26. How many employees have utilised section 52.8 Cash-out of Leave – (Recreation Leave), under the NTPS 2010-2013 Enterprise Agreement? Break down by level and amount of leave**

**ANSWER:**

2 employees, 1 x AO4 and 1 x P2  
Total leave value 24 days

**27. How many employees have utilised section 55.3 (b) Long Service Leave cash out of 10 years, under the NTPS 2010-2013 Enterprise Agreement? - Break down by level and amount of leave**

**ANSWER:** Nil

**28. As at 30 March 2011 has the CEO directed any employee under section 52.7 Excess Leave of the NTPS 2010-2013 Enterprise Agreement to take leave? - Break down by level and the amount of leave taken**

**ANSWER:** No

**29. As at 30 March 2011 has the CEO directed any employee under section 55.3**

- a) Long Service Leave to take leave?**
- Break down by level and the amount of leave**

**ANSWER:** No

**30. As at 30 March 2011 how many workers are currently on workers compensation? At what level and is there an expected return date?**

**ANSWER:**

17 workers are currently on workers compensation. Please see attached table for breakdown by level.

Return dates vary according to the nature of the injury, therefore specific return dates cannot be provided, however 12 of those identified are expected to return to work.

Classification	Classification Description	Number of Staff	Expected to Return
A04	ADMIN OFF 4	2	2
A06	ADMIN OFF 6	1	1
COMPO	COMPENSATION	2	1
P1	PROF 1	3	1
P2	PROF 2	5	5
P3	PROF 3	2	1
PH3	PHYS 3	1	1
PH3R	PHYS 3 - RDO	1	0
<b>Department of Children and Families</b>		<b>17</b>	<b>12</b>

**31. From 30 March 2010 – 30 March 2011 how many people received workers compensation in 2010, at what position level and geographic location and how long for each person?**

**ANSWER:**

As at 30 March 2011 a total of 17 staff were under workers compensation.

Regional Breakdown is as follows –

- 5 x Alice Springs Urban
- 7 x Darwin Urban
- 1 x Palmerston Urban
- 1 x Katherine Urban
- 1 x Tennant Creek Urban



**32. From 30 March 2010 – 30 March 2011 how many workers are or were on sick leave or extended leave (excluding recreation leave), longer than 3 weeks, at what level, and for what reason? Are there any still on extended leave?**

**ANSWER: 24**

Classification	Classification Description	Sick	Compo	LSL	Miscellaneous Paid / Unpaid		Total Staff
A02	ADMIN OFF 2	0	0	0	0	1	1
A03	ADMIN OFF 3	0	0	0	0	1	1
A05	ADMIN OFF 5	0	0	0	0	1	1
A06	ADMIN OFF 6	0	0	1	0	2	3
A07	ADMIN OFF 7	0	0	0	0	3	3
COMPO	COMPENSATION	0	1	0	0	0	1
E01C	EXEC OFF 1 CNTR	0	0	1	0	0	1
E02C	EXEC OFF 2 CNTR	0	0	0	0	1	1
P1	PROF 1	0	1	0	0	1	2
P2	PROF 2	0	0	0	2	3	5
P3	PROF 3	0	1	0	0	2	3
SP1	SR PROF OFF 1	0	0	0	0	1	1
SP2	SR PROF OFF 2	0	0	0	0	1	1
		<u>0</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>17</u>	<u>24</u>

**33. Do you have any personnel under the old Commonwealth superannuation scheme and if so, what is the liability?**

**ANSWER: Two (2)**

With regards to the CSS liability, NT Treasury will be providing an answer to this component of the question on a whole of government basis.

**What are the optimal retirement ages for such staff based on superannuation benefit definitions, what are ages of those people, and what are their position levels in the public service?**

**ANSWER:**

Optimal retirement age for Commonwealth superannuation is 54 and 11 months.  
Age of staff 45 and 60, position levels P1 and SP2.

**If there are nurses, teachers or police in the CSS, how many are there, at what level and what are their ages?**

**ANSWER: N/A**

**34. Do they still have NTPS public servants who were employed in the 80's and eligible for return flight to Adelaide every 2 years? How many and at what level?**

**ANSWER:** 10 – see attached table for breakdown by level

Classification	Classification Description	Employees Eligible for Airfares
AO3	ADMIN OFF 3	3
AO6	ADMIN OFF 6	1
AO7	ADMIN OFF 7	3
P1	PROF 1	1
P3	PROF 3	1
SP2	SR PROF OFF 2	1
<b>DCF Department of Children and Families Total</b>		<b>10</b>

**35. How many complaints have been made in the Department in relation to workplace bullying and harassment?**

**ANSWER:** 3

**36. From 30 March 2010 – 30 March 2011, how much has been spent on relocation cost for commencement of employment and either completion or termination of employment (removalists, airfares, accommodation and allowances) in the Department.**

Combined with Answer to Question 38.

**37. Please provide a breakdown per business unit.**

Combined with Answer to Question 38.

**38. How much is budgeted for relocation and other appointment and termination expenses in 2010/11.**

**ANSWER:**

For the period 1 July 2010 to 31 March 2011 total of \$389,657 was spent on relocation expenses.

No specific amount is allocated for relocation costs. Work Units budget for relocation as part of their normal operational budget.

Expenditure tables are too expansive at work unit level, and therefore not provided.

<b>Expense Type</b>	<b>2010 (as at 31 March)</b>	<b>2011 (as at 31 March)</b>
Fares	33,148	45,815
Removal and Storage Expenses	91,701	133,217
Relocation Allowance	28,445	9,074
Relocation Expenses - Other	85,813	201,551
<b>Total</b>	<b>239,107</b>	<b>389,657</b>

**39. How much was spent on travel from March 2010 to March 2011, broken down by intrastate, interstate and international fares, accommodation and other expenses?**

**ANSWER:**

Figures represent July 2010 to March 2011.

International travel insurance costs are not available by department.

<b>Type of Fares (Air, bus, train)</b>	<b>2010 (as at 31 March)</b>	<b>2011 (as at 31 March)</b>
Intra Territory	\$366,546	\$524,591
Interstate	\$117,848	\$179,614
International	\$745	\$32,529
Air, bus, boat charter	\$207,115	\$429,051

<b>Travelling Allowance</b>	<b>2010 (as at 31 March)</b>	<b>2011 (as at 31 March)</b>
Intra Territory	\$274,989	\$312,288
Interstate	\$31,607	\$31,526
International	\$398	\$4,563

<b>Accommodation</b>	<b>2010 (as at 31 March)</b>	<b>2011 (as at 31 March)</b>
Intra Territory	\$306,572	\$436,054
Interstate	\$38,814	\$50,450
International	\$0	\$829

**40. How much was spent on vehicles by the Department from March 2010 to March 2011?**

**ANSWER:**  
\$1,641,439.

**41. How many vehicles does the Department have responsibility for?**

**ANSWER:**  
98 vehicles

**42. What is the change, if any, in these vehicles numbers from 2009?**

**ANSWER:**  
Increase of 11 from 1 July 2009.

**43. What proportion of those vehicles meet the emission standard of 5.5 out of 10 under the Commonwealth Government's Green Vehicle Guide?**

**ANSWER:**  
96% of DCF vehicles meet the emission standard of 5.5 out of 10 under the Commonwealth Government's Green Vehicle Guide.

**44. How many vehicles are home garaged?**

**ANSWER:** 25 vehicles are home garaged on a permanent basis.

**45. What position levels have vehicles attached or are allowed to home garage?**

**ANSWER:**

Employees below the level of Executive Officer 1 or equivalent are not permitted to home-garage a departmental vehicle on a permanent basis, unless it is for on-call purposes or departmental operations require the employee to home-garage a vehicle on a permanent basis.

**46. How many credit cards have been issued to department staff?**

**ANSWER:** 74

**47. How many repayment transactions (and the value) for personal items and services are outstanding?**

**ANSWER:**

Nil

**48. How many reports of the improper use of Information Technology have been made?**

**ANSWER:** Nil

**49. How many reports resulted in formal disciplinary action?**

**ANSWER:** Nil

**50. How many staff are considered 'Essential' in your Agency, for the purposes of an Emergency eg- Cyclone - Break down by level**

**ANSWER:**

Due to the Department of Children and Families' role, there are a number of officers who are assigned with responsibility for whole of government support and coordination in the event of an emergency. In line with the Northern Territory Government's internal cyclone guidelines, particular staff are also assigned with specific responsibilities at different stages of the response and recovery phases. Dependent on the size and nature of an emergency event, additional staff may also be assigned with specific duties to assist in whole of government or internal coordination activities.

Due to the nature of its work the Department of Children and Families has a number of staff who are considered essential to core business, particularly front line workers delivering child protection, sexual assault, out of home care services etc. As with all

Northern Territory Government agencies, the Department of Children and Families will be reviewing all positions to identify essential and non-essential staff in the context of disaster recovery and relief work.

**MARKETING:**

**51. How much was spent by the Department in 2010 on advertising and marketing programs (and up to 1 April 2011).**

**ANSWER: \$746,000**

**52. What was each of those programs and what was the cost of each of those programs?**

**ANSWER:**

The major Department of Children and Families programs are listed below. Small costs were incurred for non-campaign program advertising and marketing at regional and community level, such as local newspaper advertising for information sessions and local training (see final line item).

<b>Program</b>	<b>Cost</b>
Foster Care Recruitment	\$15,000
Office of Women's Policy including Centenary of International Women's Day	\$124,000
Family and Parenting Support Services	\$18,500
Mandatory Reporting	\$39,000
Youth Round Table	\$3,500
Sexual Assault Referral Centre	\$1,000
CTG Taskforce	\$4,500
Youth Engagement Grants	\$12,500
Youth Justice Advisory Committee	\$2,000
Department of Children and Families Corporate	\$9,000
External Monitoring and Reporting Committee	\$1,500
Websites	\$9,000
Award sponsorship	\$9,500
Regional NGO training	\$3,000
Budget	\$2,500
Domestic and Family Violence campaign including consultancy fees	\$341,200
Care and Protection Policy	\$2,000
Working With Children Clearance	\$64,000
Recruitment photoshoot	\$6,000
Remote Aboriginal Family and Community Worker Program	\$73,000
Local and community marketing initiatives – newspaper advertising, training, information sessions	\$5,300
<b>TOTAL</b>	<b>\$746,000</b>

## **INSURANCE:**

**53. How much was spent on insurance expenses in 2010, further broken down by worker and employee insurances, physical plant and equipment insurances and other insurances?**

### **ANSWER:**

\$41,863.21 – this figure is combined Department of Children and Families and Department of Health.

**54. What areas of the department are self-insured? What areas are commercially insured? If there are areas that are commercially insured, who provides this insurance, when is it due for renewal and what is the cost of this insurance provision and does it attract any thresholds under which insurance is not provided or any payments on item replacement?**

### **ANSWER:**

The Northern Territory Government applies a self insurance policy for its general government sector insurable risks. The self insurance policy covers property and assets, workers compensation, public liability and professional indemnity related liabilities.

With the Treasurer's approval, agencies may procure commercial insurance cover where a net benefit can be demonstrated.

With the exception of workers compensation cover, government businesses and corporations, such as the Power and Water Corporation, are excluded from the self insurance framework, and are required to purchase appropriate commercial insurance cover.

The Territory does not purchase reinsurance cover for natural disasters or other insurable risks under the self insurance policy. Instead, the Territory makes provision in the Budget for disaster related events, complemented by the Natural Disaster Recovery and Relief Arrangements (NDRRA) with the Commonwealth to provide assistance for natural disaster events that are outside of the Territory's control and where commercial insurance is not readily available or affordable.

The Territory is currently reviewing its natural disaster insurance arrangements, following changes to the NDRRA announced by the Commonwealth in March 2011.

Any whole of government insurance policy related questions should be referred to the Treasurer.

**Q55. What provision has been made for disaster or major catastrophe insurance?**

### **ANSWER:**

Consistent with whole-of-government approach to self insure the Department of Children and Families has no external insurance arrangements for disaster or major catastrophe events.



## **CLIMATE CHANGE:**

### **56. How many tonnes of CO2 did the department emit in 2010?**

#### **ANSWER:**

In 2009-10, the Department of Health and Families preliminary building energy consumption was 50,568 tonnes of greenhouse gas emissions.

The Department of Children and Families emitted 448.6 tonnes of fleet related CO2 in 12 months to 31 March 2011.

### **57. What programs and strategies were introduced to reduce CO2 emissions across the department in 2010?**

#### **ANSWER:**

The Department of Children and Families continuously improves the operations of safe houses and administrative facilities. Initiatives include:

- (d) Establish annual agency fleet emission target as part of an NT Fleet target to reduce emissions by 20% over 5 years.
- (e) Introduce minimum greenhouse emission ratings of 5.5 for passenger vehicles and 3.5 for light commercial vehicles. To be reviewed after 2 years.
- (f) Introduction of functional requirement categories with agencies having to justify requests for vehicles outside the NT Fleet recommended list.
- (g) Introduce incentives for Executive Contractors to select more fuel efficient vehicles appropriate to level which would be cost neutral to Government.

### **58. Has a target for departmental CO2 emissions been set for the coming financial year**

- If yes, what % reduction is that from 2010.

- If no, why has a target not been set.

#### **ANSWER:**

The Department of Children and Families has been working towards the reduction targets set in the Northern Territory Government Energy Smart Buildings Policy and the Northern Territory Climate Change Policy.

The Energy Smart Building Policy target is a 10% reduction in energy usage per square metre across the Department's building portfolio compared to a 2004-05 baseline and the NT Climate Change Policy sets a target of a third reduction in the energy intensity of government facilities by 2020.

In addition, the Department of Children and Families is working towards the reduction target set in the Northern Territory Greening the Fleet Strategy that aims to reduce emissions from the Territory Government's passenger and light commercial fleet by 20% by 2014 and 50% by 2020.

Fleet related CO2 emissions interim target for each Northern Territory Government agency has been set at 2%.

**UTILITIES:**

**59. What was the cost of power and water to the department in 2010?**

**ANSWER:**

Electricity Payments	\$177,638
Water	\$23,903

**60. What is the projected cost for power and water to the department in 2011?**

**ANSWER:**

Electricity Payments	\$288,000
Water	\$20,000

*Please note that projected expenditure for 2011 is based on expenditure to April annualised, ie. divided by 10 times 12*

**PUBLIC EVENTS:**

61. List the public events/conferences/forums that were sponsored by the department from 1 January 2010 to 1 April 2011 and what are projected for 2011/12?

**ANSWER:**

Sponsored event list from 1 July 2010 to 31 March 2011 is detailed below:

<b>Activity / Event</b>
Funding to the National Association for the Prevention of Child Abuse and Neglect for Child Protection Week Breakfast
Youth Round Table
National Youth Week
Youth Engagement Grants Program
Young Achiever Awards
Centenary of Territory Women Exhibition
Centenary of International Women's Day Art Award
Centenary of International Women's Day Lunch Alice Springs
Tribute to Territory Women airport display
International Women's Day Grants Program
Chief Minister's Study Scholarships for Women
NT Cattleman's Association – Centenary of International Women's Day awards
2010 October Business Woman's Forum
Working Women's Centre NT – Our Work Our Lives Conference
Girl Guides NT sponsorship for 100 years dinner
Office of Women's Policy Human Rights Day guest speaker sponsorship
Sponsorship to Zonta for White Ribbon Day
NT Shelter Homelessness Summit

Sponsored events anticipated for 2011/2012:

<b>Projected 2011/12</b>
Youth Round Table
National Youth Week
Youth Engagement Grants Program
Young Achiever Awards
Domestic Violence Shelters Forum
NT Shelter Homelessness Summit
International Women's Day Grants Program
Tribute to Territory Women Lunch
Equal Pay Day Seminar

**62. What is the level of sponsorship was provided in terms of financial support or in kind support?**

**ANSWER:** \$476,869

**ADVERTISING:**

**63. What is the department's budget for advertising for the 10/11 reporting year?**

**ANSWER:**

The total budget for advertising including design and placement in newspaper, television, radio and magazines, in 10/11 was \$359,800

**64. How much is year to date expenditure? Please breakdown into newspaper, radio and TV?**

**ANSWER:**

Newspaper design and placement	\$62,500
Radio design and placement	\$11,500
Television design and placement	\$74,500
Magazine design and placement	\$2,500

**65. What advertising campaigns have been undertaken or will be undertaken by the department in 2010/11?**

**ANSWER:**

- Be Someone – mandatory reporting awareness campaign
- Stop the Hurting – Domestic and Family Violence campaign
- Centenary of International Women's Day
- Working with Children Clearance
- Foster Care recruitment campaign

**66. In 2010 how many consultancies were let in the year, at what cost, how many were NT firms and how many interstate and what was the value of those intra-territory and those interstate?**

**ANSWER:**

Nil