This response incorporates the following portfolios:

Natural Resources, Environment and Heritage

Parks and Wildlife

Sports and Recreation

Arts and Museums

All staffing questions are answered at pay 20, 30 March 2011 unless otherwise stated.

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

The staffing cap FTE is 879. It is based on the 2009-10 quarter 3 average FTE’s.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | **FTE 31 March 2011** |  | **Classification** | **FTE 31 March 2011** |
| AO1 | 15.7 |  | PH2 | 5.0 |
| AO2 | 34.6 |  | PH2R | 1.0 |
| AO3 | 34.2 |  | PH3 | 1.0 |
| AO4 | 55.5 |  | PH3R | 2.0 |
| AO5 | 36.8 |  | PH4 | 1.0 |
| AO6 | 48.6 |  | PO1R | 1.0 |
| AO7 | 32.6 |  | SAO1 | 19.9 |
| AO8 | 1.0 |  | SAO2 | 16.8 |
| AQ3SC | 0.9 |  | SBA | 0.7 |
| AQF3A | 1.0 |  | SP1 | 29.2 |
| BM | 0.0 |  | SP2 | 3.0 |
| EO1C | 16.0 |  | ST1 | 0.9 |
| EO2 | 2.0 |  | T1 | 15.3 |
| EO2C | 4.0 |  | T1R | 67.8 |
| EO3C | 3.0 |  | T2 | 33.3 |
| EO6C | 1.0 |  | T2R | 33.5 |
| GRADT | 1.0 |  | T3 | 59.9 |
| HCL2 | 2.0 |  | T3R | 12.4 |
| HCL3 | 4.0 |  | T4 | 27.8 |
| P1 | 30.9 |  | T4R | 7.5 |
| P1R | 23.0 |  | T5 | 14.0 |
| P2 | 83.9 |  | T5R | 2.0 |
| P2R | 5.0 |  | T6 | 2.0 |
| P3 | 48.5 |  | TELB | 0.5 |
| P4 | 3.0 |  | TELD | 0.1 |
| PH1 | 0.3 |  | TNCR | 20.0 |
|  |  |  | **Total** | **866.1** |

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

The staffing FTE at quarter 3 2011 (31 March 2011) is 866; this is 13 FTE’s below the FTE cap of 879.

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

The Agency had 836 permanent positions as at 30 March 2011.

1. **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.**

The Agency had 549 positions that were nominally and actually held by permanent staff as at 30 March 2011. By level they were:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | **Total** |  | **Classification** | **Total** |
| AO1 | 11 |  | SAO1 | 8 |
| AO2 | 28 |  | SAO2 | 12 |
| AO3 | 27 |  | SP1 | 22 |
| AO4 | 33 |  | SP2 | 3 |
| AO5 | 27 |  | ST1 | 1 |
| AO6 | 32 |  | T1 | 5 |
| AO7 | 13 |  | T1R | 53 |
| P1 | 19 |  | T2 | 24 |
| P1R | 13 |  | T2R | 28 |
| P2 | 47 |  | T3 | 46 |
| P3 | 39 |  | T3R | 7 |
| P4 | 3 |  | T4 | 26 |
| PH2 | 2 |  | T4R | 2 |
| PH2R | 1 |  | T5 | 11 |
| PH3 | 1 |  | T5R | 1 |
| PH3R | 2 |  | T6 | 1 |
| PH4 | 1 |  | **Total** | **549** |

52 permanent Agency staff were on HDA as at 30 March 2011. By level they were:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Actual Classification** | **Total** |  | **Actual Classification** | **Total** |
| AO3 | 3 |  | SAO1 | 6 |
| AO4 | 7 |  | SAO2 | 1 |
| AO5 | 2 |  | SP1 | 3 |
| AO6 | 5 |  | T1 | 1 |
| AO7 | 4 |  | T1R | 1 |
| EO2 | 2 |  | T2R | 2 |
| HCL2 | 1 |  | T3 | 5 |
| P1 | 1 |  | T3R | 2 |
| P1R | 1 |  | T4 | 1 |
| P3 | 1 |  | T4R | 3 |
|  |  |  | **TOTAL** | **52** |

32 permanent Agency staff were acting, at level in other positions as at 30 March 2011. By level they were:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Actual Classification** | **Total** |  | **Actual Classification** | **Total** |
| AO4 | 2 |  | T2 | 1 |
| AO7 | 2 |  | T2R | 4 |
| P1R | 4 |  | T3 | 4 |
| P2 | 1 |  | T3R | 1 |
| P2R | 2 |  | T4 | 1 |
| SAO2 | 1 |  | T4R | 1 |
| T1 | 1 |  | T5 | 3 |
| T1R | 4 |  | **TOTAL** | **32** |

The Agency had 82 Temporary staff acting in positions as at 30 March 2011. By level they were:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Actual Classification** | **Total** |  | **Actual Classification** | **Total** |
| AO2 | 8 |  | P1 | 1 |
| AO3 | 4 |  | P2 | 10 |
| AO4 | 3 |  | P3 | 9 |
| AO5 | 2 |  | SAO1 | 2 |
| AO6 | 1 |  | SAO2 | 1 |
| AO7 | 3 |  | SP1 | 3 |
| EO1C | 14 |  | T1 | 1 |
| EO2C | 3 |  | T1R | 5 |
| EO3C | 3 |  | T2 | 2 |
| HCL2 | 1 |  | T2R | 1 |
| HCL3 | 4 |  | T3 | 1 |
|  |  |  | **TOTAL** | **82** |

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

The Turnover rate for the agency was 31.41%.

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

By level the Agency turnover rates were:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Classification Code** | **Num Separations** | **Num Transfers** | **Total out** | **Avg FTE** | **Turnover Rate as %** | **% of Agency FTE (867.1)** | **% of total turnover (270)** |
| **AO1** | 12 | 1 | **13** | 17.45 | 74.49 | **1.50** | **4.81** |
| **AO2** | 21 | 3 | **24** | 37.04 | 64.80 | **2.77** | **8.89** |
| **AO3** | 8 | 3 | **11** | 39.03 | 28.19 | **1.27** | **4.07** |
| **AO4** | 5 | 6 | **11** | 49.18 | 22.37 | **1.27** | **4.07** |
| **AO5** | 4 | 7 | **11** | 39.26 | 28.02 | **1.27** | **4.07** |
| **AO6** | 9 | 5 | **14** | 46.54 | 30.08 | **1.61** | **5.19** |
| **AO7** | 2 | 2 | **4** | 31.24 | 12.80 | **0.46** | **1.48** |
| **AO8** | 1 | 0 | **1** | 10.33 | 9.68 | **0.12** | **0.37** |
| **EO1** | 3 | 1 | **4** | 17.64 | 22.67 | **0.46** | **1.48** |
| **EO1C** | 3 | 0 | **3** | 12.99 | 23.09 | **0.35** | **1.11** |
| **EO2C** | 1 | 0 | **1** | 4.60 | 21.74 | **0.12** | **0.37** |
| **GRADT** | 1 | 1 | **2** | 3.29 | 60.79 | **0.23** | **0.74** |
| **HCL3** | 2 | 0 | **2** | 4.05 | 49.38 | **0.23** | **0.74** |
| **P1** | 13 | 3 | **16** | 28.08 | 56.97 | **1.85** | **5.93** |
| **P1R** | 1 | 1 | **2** | 24.23 | 8.26 | **0.23** | **0.74** |
| **P2** | 23 | 4 | **27** | 95.45 | 28.29 | **3.11** | **10.00\*** |
| **P3** | 5 | 2 | **7** | 39.56 | 17.69 | **0.81** | **2.59** |
| **PH3** | 0 | 1 | **1** | 1.80 | 55.66 | **0.12** | **0.37** |
| **SBA** | 3 | 0 | **3** | 1.16 | 259.18\*\* | **0.35** | **1.11** |
| **SP1** | 1 | 0 | **1** | 18.10 | 5.52 | **0.12** | **0.37** |
| **T1** | 45 | 0 | **45** | 25.40 | 177.13\*\*\* | **5.19** | **16.67** |
| **T1R** | 16 | 1 | **17** | 69.98 | 24.29 | **1.96** | **6.30** |
| **T2** | 12 | 0 | **12** | 31.48 | 38.11 | **1.38** | **4.44** |
| **T2R** | 3 | 0 | **3** | 36.76 | 8.16 | **0.35** | **1.11** |
| **T3** | 17 | 1 | **18** | 65.68 | 27.40 | **2.08** | **6.67** |
| **T3R** | 3 | 0 | **3** | 14.58 | 20.58 | **0.35** | **1.11** |
| **T4** | 3 | 1 | **4** | 29.31 | 13.65 | **0.46** | **1.48** |
| **T5** | 2 | 0 | **2** | 16.57 | 12.07 | **0.23** | **0.74** |
| **TELB** | 1 | 0 | **1** | 1.05 | 95.42 | **0.12** | **0.37** |
| **TNCR** | 7 | 0 | **7** | 21.04 | 33.27 | **0.81** | **2.59** |

\*Temporary contracts are often offered to Professional staff (scientists) to complete short term projects.

\*\* School Based Apprentices are employed on 2 year contracts. Of the 3 separations: 1 moved on to tertiary education, 1 continued with further VET education (Cert III) in another agency (PFES) and there was 1 resignation.

\*\*\* Includes 27 staff attached to Leanyer Water Park – Transfer of Business completed during this time.

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

The Agency has a total of 121 nominally and actually vacant positions.

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

2219

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

As at 30 March 2011 the Agency had 207 staff members employed on temporary contracts.

1. **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?**

By classification level, temporary contracts were extended as per the table:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Classification | Ext.1 | Ext.2 | Ext.3 | Ext.4 | Ext.5 |
| AO1 | 30 | 3 | - | - | - |
| AO2 | 14 | 5 | 2 | - | - |
| AO3 | 7 | 3 | 4 | - | - |
| AO4 | 8 | 3 | - | - | 1 |
| AO5 | 5 | 3 | - | - | - |
| AO6 | 8 | - | - | - | - |
| AO7 | 2 | 3 | - | - | - |
| AO8 | 3 | - | - | - | - |
| EO1 | - | 1 | - | - | - |
| HC3 | 1 | - | - | - | - |
| P1 | 9 | 2 | 1 | - | - |
| P2 | 16 | 2 | 1 | - | - |
| P3 | - | 1 | - | - | - |
| PH1 | 1 | - | - | - | - |
| PH2 | - | 5 | - | - | - |
| PO1 | 1 | 1 | - | - | - |
| PO3 | 5 | - | - | - | - |
| SAO2 | 1 | - | - | - | - |
| T1 | 32 | 29 | 6 | - | - |
| T2 | 10 | 1 | 1 | 2 | - |
| T3 | 4 | 3 | - | - | - |
| T4 | 2 | - | - | - | - |
| T5 | - | 1 | - | - | - |
| TELB | 4 | - | - | - | - |
| TNC | 1 | - | - | - | - |
| **TOTAL** | **164** | **66** | **15** | **2** | **1** |

1. **In the period 30 March 2010 to 30 March 2011, how many positions have been advertised by “expression of interest”?**

From 1 July 2010 to 30 March 2011 34 positions were advertised via temporary vacancy flyer. 17 positions were advertised on the Agency intranet as Development Opportunities.

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

**- Selection process commenced and**

**- Selection process (including position advertising) not commenced**

As at 30 March 2011, the selection process had commenced for a total of 49 positions, the selection process had not commenced for a total of 72 positions.

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

From 1 July 2010 to 30 March 2011 the average length of time taken for position recruitment, by levels advertised, was

|  |  |
| --- | --- |
| Classification | Average Days to Fill |
| AO3 | 44 |
| AO4 | 66 |
| AO5 | 46 |
| AO6 | 46 |
| AO7 | 62 |
| AO8 | 36 |
| ECO1 | 56 |
| ECO3 | 61 |
| EO1 | 54 |
| HC2,HC3 | 66 |
| P1 | 61 |
| P1,P2 | 66 |
| P2 | 67 |
| P3 | 80 |
| PO1 | 36 |
| PO2 | 56 |
| T1 | 54 |
| T2 | 51 |
| T3 | 64 |
| T4 | 166 |
| T5 | 166 |

1. **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?**

From 01 July 2010 to 30 March 2011 the Agency filled 136 positions. 72 positions were filled by existing public servants, 28 were from the general public and no advice was received from 36 of the successful candidates (the reporting source is based on a voluntary declaration by the applicant when completing applications).

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

In 2010 the Agency put 237 positions through the job evaluation system. By level the total numbers are:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Level of Position  (Post Job Evaluation)** | **Reclassified Positions** | **New Positions** | **Same Classification** | **Evaluated, with Agency for Approval** |
| AO1 | 0 | 0 | 7 | 1 |
| AO3 | 1 | 1 | 1 | 1 |
| AO4 | 1 | 3 | 0 | 5 |
| AO5 | 3 | 0 | 2 | 1 |
| AO6 | 5 | 1 | 0 | 1 |
| AO7 | 1 | 7 | 1 | 2 |
| AO8 | 0 | 1 | 5 | 2 |
| EO1 | 2 | 1 | 1 | 1 |
| P1 | 2 | 3 | 4 | 8 |
| P2 | 1 | 7 | 17 | 25 |
| P3 | 7 | 1 | 3 | 29 |
| P4 | 0 | 0 | 0 | 1 |
| PO2 | 0 | 0 | 1 | 0 |
| PO3 | 0 | 0 | 0 | 5 |
| SAO1 | 1 | 0 | 0 | 1 |
| SP1 | 2 | 0 | 0 | 3 |
| SPO1 | 0 | 0 | 0 | 1 |
| T1 | 0 | 0 | 1 | 0 |
| T2 | 1 | 0 | 0 | 0 |
| T3 | 3 | 6 | 27 | 3 |
| T4 | 4 | 1 | 4 | 2 |
| T5 | 2 | 0 | 0 | 0 |
| T6 | 0 | 0 | 0 | 1 |
| unknown | 0 | 0 | 0 | 2 |
| **Total** | **36** | **32** | **74** | **95** |

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

125 permanent supernumerary / unattached employees were working within the Agency as at Pay Cycle 20. The breakdown by level is as follows.

|  |  |
| --- | --- |
| Classification | Number |
| AO1 | 1 |
| AO1B | 1 |
| AO2 | 5 |
| AO3 | 3 |
| AO4 | 9 |
| AO5 | 1 |
| AO6 | 6 |
| AO7 | 4 |
| P1 | 5 |
| P1R | 14 |
| P2 | 19 |
| P2R | 5 |
| P3 | 4 |
| PH2 | 1 |
| PH2R | 1 |
| SAO1 | 1 |
| T1 | 4 |
| T1R | 12 |
| T2 | 4 |
| T2R | 6 |
| T3 | 6 |
| T3R | 5 |
| T4 | 1 |
| T4R | 1 |
| T5 | 4 |
| T5R | 1 |
| T6 | 1 |
| **Total** | **125** |

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

From 1 July 2010 to 30 March 2011, 15 Unattached Agency staff were moved nominally into positions and 6 transferred to another NTG agency.

1. **How many have resigned?**

Between 1 July 2010 and 31 March 2011 a total of 68 Agency staff resigned.

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

Please note: reporting data is only available from the formation of the Agency (i.e. July 2005).

|  |  |
| --- | --- |
| **Classification** | **Average Years of Service** |
| AO1 | 3.81 |
| AO2 | 2.70 |
| AO3 | 2.93 |
| AO4 | 2.44 |
| AO5 | 2.72 |
| AO6 | 2.57 |
| AO7 | 2.62 |
| AQF3A | 0.20 |
| EO1C | 3.42 |
| EO2 | 4.79 |
| EO2C | 3.32 |
| EO3C | 3.16 |
| EO6C | 5.75 |
| GRADT | 0.18 |
| HCL2 | 1.20 |
| HCL3 | 1.30 |
| P1 | 3.08 |
| P1R | 5.32 |
| P2 | 3.88 |
| P2R | 5.75 |
| P3 | 4.02 |
| P4 | 5.53 |
| PH2 | 3.59 |
| PH2R | 5.75 |
| PH3 | 2.60 |
| PH3R | 5.75 |
| PH4 | 5.75 |
| PO1R | 5.75 |
| SAO1 | 3.16 |
| SAO2 | 4.07 |
| SP1 | 4.18 |
| SP2 | 4.81 |
| ST1 | 1.96 |
| T1 | 3.46 |
| T1R | 3.24 |
| T2 | 3.32 |
| T2R | 4.19 |
| T3 | 4.10 |
| T3R | 4.32 |
| T4 | 5.10 |
| T4R | 5.68 |
| T5 | 5.33 |
| T5R | 5.75 |
| T6 | 5.75 |
| TNCR | 1.48 |

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

Agency advertising for employee positions for 2010-11 (1 July 2010 to 31 March 2011) was $91 000.

|  |  |
| --- | --- |
| **Division** | **2010-11  (as at 31 March 2011)**  **$’000** |
| Arts and Museums | 19 |
| Natural Resources, Environment and Heritage | 28 |
| Parks and Wildlife | 31 |
| Sport and Recreation | 2 |
| Environment Protection Authority | 6 |
| Corporate | 2 |
| Territory Wildlife Parks | 2 |
| **Total** | **91** |

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

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

1 graduate

13 apprentices

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

1 graduate – not with NRETAS, however still with NTG

11 apprentices

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

0 graduates

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

0 graduates

2 apprentices – 3 months and 2 months

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

**a) How many employees do you have in your Department that recognise themselves as Indigenous?**

The Agency has 87 people who identify as Indigenous

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

The Agency has the following numbers of Indigenous employees in the advised classifications:

|  |  |
| --- | --- |
| **Classification** | **Number** |
| AO1 | 1 |
| AO2 | 4 |
| AO3 | 4 |
| AO4 | 6 |
| A05 | 3 |
| AO6 | 2 |
| AO7 | 3 |
| EO3C | 1 |
| HCL2 | 1 |
| P2 | 1 |
| P3 | 1 |
| PH2 | 1 |
| SAO1 | 2 |
| T1 | 3 |
| T1R | 15 |
| T2 | 3 |
| T2R | 5 |
| T3 | 7 |
| T3R | 3 |
| T4 | 2 |
| T5 | 3 |
| TNCR | 16 |
| **Total** | **87** |

**c) How many at each level?**

See 23b)

**d) How many are tenured and at what level?**

NRETAS has 57 Indigenous employees that are tenured employees.

|  |  |
| --- | --- |
| **Classification** | **Number** |
| AO2 | 2 |
| AO3 | 3 |
| AO4 | 4 |
| AO5 | 3 |
| AO7 | 2 |
| HCL2 | 1 |
| P3 | 1 |
| SAO1 | 2 |
| T1 | 1 |
| T1R | 15 |
| T2 | 3 |
| T2R | 5 |
| T3 | 7 |
| T3R | 3 |
| T4 | 2 |
| T5 | 3 |
| **Total** | **57** |

**e) How many are temporary and at what levels?**

NRETAS has 30 Indigenous employees that are temporary employees. The number and classifications are listed as:

|  |  |
| --- | --- |
| **Classification** | **Number** |
| AO1 | 1 |
| AO2 | 2 |
| AO3 | 1 |
| AO4 | 2 |
| AO6 | 2 |
| AO7 | 1 |
| EO3C | 1 |
| P2 | 1 |
| PH2 | 1 |
| T1 | 2 |
| TNCR | 16 |
| **Total** | **30** |

**f) How many are acting up in positions and at what level?**

NRETAS has 19 Indigenous employees acting up. The number and classifications are listed as:

|  |  |
| --- | --- |
| **Classification** | **Number** |
| AO2 | 1 |
| AO3 | 1 |
| AO4 | 2 |
| AO5 | 2 |
| AO7 | 1 |
| HCL2 | 1 |
| T1 | 1 |
| T1R | 5 |
| T2R | 2 |
| T3R | 2 |
| T4 | 1 |
| **Total** | **19** |

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

The Agency had 25 Indigenous employees that commenced in 2010, 17 Indigenous employees are still employed.

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

The Agency had 8 Indigenous employees that ceased employment in the 2010 calendar year.

1. **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.**

See 24 b)

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

The value of long service leave is not accrued by NRETAS but by the Central Holding Authority. The amount of long service leave as at 31 March 2011 is 1719.07 months ($10.112 million). The total amount of recreation leave as at 31 March 2011 is 34 556 days ($9.115 million).

The value of long service leave by level is:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **NTPS Staff Accrued Long Service Leave (Months)** | **NTPS Staff Accrued Long Service Leave ($Value)** |  | **Classification** | **NTPS Staff Accrued Long Service Leave (Months)** | **NTPS Staff Accrued Long Service Leave ($Value)** |
| AO1 | 23.7 | 68,830 |  | PH2R | 2.1 | 7,067 |
| AO2 | 75.6 | 272,775 |  | PH3 | 1.3 | 4,302 |
| AO3 | 57.2 | 234,039 |  | PH3R | 15.7 | 55,780 |
| AO4 | 110.8 | 523,538 |  | PH4 | 0.8 | 2,915 |
| AO5 | 82.6 | 421,433 |  | PO1R | 4.2 | 23,177 |
| AO6 | 73.5 | 419,735 |  | SAO1 | 44.6 | 305,750 |
| AO7 | 66.0 | 431,980 |  | SAO2 | 48.4 | 426,862 |
| AQF3A | 0.1 | 56 |  | SP1 | 72.9 | 556,730 |
| EO1C | 43.3 | 626,415 |  | SP2 | 6.0 | 54,213 |
| EO2 | 6.6 | 51,948 |  | ST1 | 2.6 | 20,092 |
| EO2C | 12.0 | 188,983 |  | T1 | 22.0 | 79,799 |
| EO3C | 4.3 | 71,169 |  | T1R | 77.4 | 290,403 |
| EO6C | 1.8 | 43,743 |  | T2 | 36.7 | 151,118 |
| GRADT | 0.7 | 3,267 |  | T2R | 68.1 | 305,430 |
| HCL2 | 0.5 | 3,316 |  | T3 | 159.3 | 820,267 |
| HCL3 | 4.5 | 31,957 |  | T3R | 17.5 | 87,909 |
| P1 | 43.1 | 222,376 |  | T4 | 70.5 | 413,660 |
| P1R | 53.9 | 270,749 |  | T4R | 22.2 | 119,838 |
| P2 | 160.4 | 1,012,607 |  | T5 | 65.5 | 437,714 |
| P2R | 9.8 | 64,110 |  | T5R | 7.5 | 50,518 |
| P3 | 107.6 | 736,075 |  | T6 | 4.0 | 29,575 |
| P4 | 15.0 | 130,888 |  | TNCR | 9.6 | 16,925 |
| PH2 | 7.4 | 21,666 |  | **TOTAL** | **1,719.1** | **10,111,699** |

The value of Recreation leave by level is:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **NTPS Staff Accrued Recreation Leave (Days)** | **NTPS Staff Accrued Recreation Leave ($Value)** |  | **Classification** | **NTPS Staff Accrued Recreation Leave (Days)** | **NTPS Staff Accrued Recreation Leave ($Value)** |
| AO1 | 639.7 | 96,125 |  | PH2R | 30.9 | 4,777 |
| AO2 | 1,108.6 | 179,004 |  | PH3 | 67.6 | 10,703 |
| AO3 | 1,100.0 | 209,325 |  | PH3R | 215.1 | 35,997 |
| AO4 | 1,936.4 | 431,671 |  | PH4 | 32.1 | 5,373 |
| AO5 | 1,479.8 | 369,324 |  | PO1R | 133.6 | 33,926 |
| AO6 | 1,662.8 | 472,196 |  | SAO1 | 763.4 | 271,848 |
| AO7 | 1,109.2 | 348,370 |  | SAO2 | 753.8 | 318,850 |
| AQF3A | 5.0 | 256 |  | SP1 | 1,088.6 | 396,577 |
| EO1C | 491.9 | 327,031 |  | SP2 | 131.0 | 54,648 |
| EO2 | 119.3 | 55,280 |  | ST1 | 12.6 | 3,614 |
| EO2C | 149.7 | 108,666 |  | T1 | 667.1 | 111,899 |
| EO3C | 88.6 | 70,129 |  | T1R | 2,479.9 | 425,910 |
| EO6C | 19.7 | 21,721 |  | T2 | 1,192.9 | 234,477 |
| GRADT | 5.0 | 913 |  | T2R | 1,554.3 | 315,334 |
| HCL2 | 19.5 | 5,693 |  | T3 | 2,776.1 | 656,459 |
| HCL3 | 113.0 | 36,296 |  | T3R | 603.0 | 140,131 |
| P1 | 972.6 | 232,599 |  | T4 | 1,633.8 | 443,433 |
| P1R | 1,374.9 | 330,922 |  | T4R | 289.9 | 75,582 |
| P2 | 3,257.0 | 980,782 |  | T5 | 973.4 | 297,742 |
| P2R | 196.2 | 59,864 |  | T5R | 106.7 | 31,431 |
| P3 | 2,125.9 | 693,099 |  | T6 | 172.3 | 58,160 |
| P4 | 171.1 | 68,869 |  | TNCR | 458.9 | 62,056 |
| PH2 | 272.9 | 28,018 |  | **TOTAL** | **34,555.8** | **9,115,078** |

|  |  |
| --- | --- |
|  |  |

1. **What is the highest individual amount of accrued leave at each position level?**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **Long Service Leave Highest Individual Amount Accrued (Months)** | **Recreation Leave Highest Individual Amount Accrued (Days)** |  | **Classification** | **Long Service Leave Highest Individual Amount Accrued (Months)** | **Recreation Leave Highest Individual Amount Accrued (Days)** |
| AO1 | 3.4 | 79.3 |  | PH2R | 2.1 | 30.9 |
| AO2 | 11.7 | 95.2 |  | PH3 | 1.3 | 67.6 |
| AO3 | 5.6 | 73.9 |  | PH3R | 12.3 | 135.3 |
| AO4 | 9.4 | 82.9 |  | PH4 | 0.8 | 32.1 |
| AO5 | 9.3 | 152.5 |  | PO1R | 4.2 | 133.6 |
| AO6 | 4.2 | 95.1 |  | SAO1 | 6.7 | 78.0 |
| AO7 | 7.1 | 105.2 |  | SAO2 | 10.2 | 139.5 |
| AQF3A | 0.1 | 5.0 |  | SP1 | 6.3 | 85.0 |
| EO1C | 10.2 | 63.7 |  | SP2 | 2.7 | 86.0 |
| EO2 | 4.0 | 90.6 |  | ST1 | 2.6 | 12.6 |
| EO2C | 4.6 | 51.6 |  | T1 | 3.4 | 114.1 |
| EO3C | 2.3 | 51.2 |  | T1R | 4.5 | 119.6 |
| EO6C | 1.8 | 19.7 |  | T2 | 2.6 | 110.5 |
| GRADT | 0.7 | 5.0 |  | T2R | 4.7 | 126.0 |
| HCL2 | 0.4 | 11.0 |  | T3 | 9.5 | 122.0 |
| HCL3 | 3.4 | 43.5 |  | T3R | 2.5 | 77.9 |
| P1 | 5.3 | 68.5 |  | T4 | 6.8 | 150.1 |
| P1R | 3.5 | 112.0 |  | T4R | 4.8 | 72.4 |
| P2 | 6.0 | 121.5 |  | T5 | 11.9 | 347.0 |
| P2R | 4.8 | 70.2 |  | T5R | 6.0 | 65.1 |
| P3 | 6.4 | 111.6 |  | T6 | 2.6 | 155.7 |
| P4 | 7.9 | 66.5 |  | TNCR | 0.8 | 36.5 |
| PH2 | 4.9 | 105.0 |  | **TOTAL** | **12.3** | **347** |

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

The current total of sick leave entitlement of employees is 15 538.5 weeks.

1. **How many days sick leave were taken in 2010?**

The sick leave days of employees in 2010 were 5278.5 days.

1. **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?**

See 25 b)

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

The value of long service leave is not accrued by NRETAS but by the Central Holding Authority. The amount of long service leave as at 31 March 2011 is 61.35 months ($0.930 million). The total amount of recreation leave for Contract Officers as at 31 March 2011 is 749.9 days ($527 547).

The value of long service leave by level is:-

|  |  |  |
| --- | --- | --- |
| **Classification** | **Contract Staff Accrued Long Service Leave (Months)** | **Contract Staff Accrued Long Service Leave ($Value)** |
| EO1C | 43.3 | 626,415 |
| EO2C | 12.0 | 188,983 |
| EO3C | 4.3 | 71,169 |
| EO6C | 1.8 | 43,743 |
| **TOTAL** | **61.4** | **930,310** |

The value of Contract Officer Recreation leave by level is:-

|  |  |  |
| --- | --- | --- |
| **Classification** | **Contract Staff Accrued Recreation Leave (Days)** | **Contract Staff Accrued Recreation Leave ($Value)** |
| EO1C | 491.9 | 327,031 |
| EO2C | 149.7 | 108,666 |
| EO3C | 88.6 | 70,129 |
| EO6C | 19.7 | 21,721 |
| **TOTAL** | **749.9** | **527,547** |

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

|  |  |
| --- | --- |
| **Classification** | **Highest Individual Amount Accrued (Months)** |
| EO1C | 10.20 |
| EO2C | 4.55 |
| EO3C | 2.27 |
| EO6C | 1.82 |
| **TOTAL** | **18.8** |

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

The current total of sick leave entitlement of Contract employees is 599.99 weeks

**e) How many days sick leave were taken in 2010, at each employee level?**

The sick leave days of contract employees broken down by level:-

|  |  |
| --- | --- |
| **Classification** | **Executive Contract Staff Days Sick Leave Taken** |
| EO1C | 20.3 |
| EO2C | 35.1 |
| EO3C | 1.4 |
| EO6C | 1.0 |
| **TOTAL** | **57.8** |

1. **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**

From 9 August 2010 (implementation date of the NTPS 2010-2013 Enterprise Agreement) to 30 March 2011, 6 NRETAS employees have requested a cash-out of recreation leave. One request was not approved as the employee had less than 20 days accrued leave (as is required under Determination 6 of 2009 and *Fair Work Act* provisions).

The break down by level and amount of leave is as follows:

|  |  |
| --- | --- |
| **Classification** | **Leave cashed out** |
| T1 | 10 days |
| T1 | 10 days |
| T2 | 10 days |
| T2 | 152 hours |
| AO5 | 10 days |
| AO3 | Insufficient leave available |

1. **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**

There have been no requests to cash out Long Service Leave under the provisions of the Agreement.

1. **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**

The CE has not directed any Agency employees to take excess Recreation Leave under the provisions of the Agreement.

1. **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**

The CE has not directed any Agency employees to take Long Service Leave under the provisions of the Agreement.

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

At 30 March 2011, 25 Agency staff members were on worker’s compensation. 21 staff members are currently at work and 4 are expected to return. Return dates depend on medical advice.

By level the breakdown is:

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **Classification Description** | **Number of Staff** | **Expected to Return** |
| AO1 | ADMIN OFFICER 1 | 1 | 0 |
| AO2 | ADMIN OFF 2 | 1 | 1 |
| AO396 | ADMIN OFF 3 96% | 0 | 1 |
| AO4 | ADMIN OFF 4 | 1 | 1 |
| COMPO | COMPENSATION | 1 | 0 |
| P2 | PROF 2 | 1 | 1 |
| P3 | PROF 3 | 1 | 1 |
| PH3R | PHYS 3 - RDO | 1 | 1 |
| SAO1 | SNR ADMIN OFF 1 | 1 | 1 |
| T1R | TECH 1 - RDO | 6 | 4 |
| T2 | TECH 2 | 1 | 1 |
| T2R | TECH 2 - RDO | 3 | 2 |
| T3 | TECH 3 | 5 | 5 |
| T4 | TECH 4 | 1 | 1 |
| T4R | TECH 4 - RDO | 1 | 1 |
| **Total** | | **25** | **21** |

1. **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?**

Worker’s Compensation for the Agency was recorded as per the table below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Geographic Location** | **Classification** | **Classification Desc.** | **Number of Staff** | **Days** |
| **Alice Springs Remote** | P1 | PROF 1 | 1 | 194 |
|  | T1R | TECH 1 - RDO | 1 | 194 |
| **Total** |  |  | **2** | **388** |
| **Alice Springs Urban** | P2 | PROF 2 | 1 | 194 |
|  | T1 | TECH 1 | 1 | 100 |
|  | T2R | TECH 2 - RDO | 1 | 80 |
|  | T3 | TECH 3 | 3 | 322 |
|  | T3R | TECH 3 - RDO | 1 | 194 |
|  | TNCR | TRNEE NONCLS RD | 1 | 57 |
| **Total** |  |  | **8** | **947** |
| **Darwin Remote** | PH2 | PHYS 2 | 1 | 157 |
|  | T1R | TECH 1 - RDO | 6 | 662 |
|  | T2R | TECH 2 - RDO | 2 | 304 |
| **Total** |  |  | **8** | **1,123** |
| **Darwin Urban** | AO1 | ADMIN OFFICER 1 | 1 | 36 |
|  | AO2 | ADMIN OFF 2 | 1 | 43 |
|  | AO4 | ADMIN OFF 4 | 1 | 194 |
|  | AO5 | ADMIN OFF 5 | 1 | 194 |
|  | AO7 | ADMIN OFF 7 | 1 | 166 |
|  | EO2C | EXEC OFF 2 CNTR | 1 | 177 |
|  | P3 | PROF 3 | 1 | 110 |
|  | PH3R | PHYS 3 - RDO | 1 | 175 |
|  | SP1 | SENIOR PROF OFF 2 | 1 | 139 |
|  | T1 | TECH 1 | 3 | 368 |
|  | T1R | TECH 1 - RDO | 3 | 582 |
|  | T2R | TECH 2 - RDO | 2 | 185 |
|  | T3 | TECH 3 | 5 | 673 |
|  | T4 | TECH 4 | 2 | 263 |
|  | T4R | TECH 4 - RDO | 1 | 194 |
| **Total** |  |  | **24** | **3,499** |
| **Katherine Remote** | T1R | TECH 1 - RDO | 1 | 69 |
| **Total** |  |  | **1** | **69** |
| **Katherine Urban** | COMPO | Compensation | 1 | 194 |
|  | T3 | TECH 3 | 1 | 156 |
| **Total** |  |  | **2** | **350** |
| **Palmerston Urban** | SAO1 | SNR ADMIN OFF 1 | 1 | 23 |
| **Total** |  |  | **1** | **23** |
| **Tennant Creek Urban** | P1R | PROF 1 - RDO | 1 | 55 |
| **Total** |  |  | **1** | **55** |
| **Grand Total** |  |  | **59** | **6,454** |

1. **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?**

The following table shows Agency staff who were on extended leave on 30 March 2011. Miscellaneous leave includes (but is not limited to) Maternity, Leave Without Pay, Sick Leave Without Pay, Secondment, Study Leave and extended absences consisting of multiple leave types.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **Classification Description** | **Sick** | **Workers Comp** | **Long Service** | **Misc Paid** | **Misc Unpaid** | **Total** |
| AO2 | ADMIN OFF 2 | 1 | 0 | 1 | 1 | 2 | **5** |
| AO3 | ADMIN OFF 3 | 0 | 0 | 1 | 1 | 3 | **5** |
| AO4 | ADMIN OFF 4 | 0 | 0 | 0 | 0 | 1 | **1** |
| AO6 | ADMIN OFF 6 | 0 | 0 | 1 | 2 | 0 | **3** |
| AO7 | ADMIN OFF 7 | 0 | 0 | 0 | 0 | 2 | **2** |
| P1 | PROF 1 | 0 | 0 | 0 | 0 | 1 | **1** |
| P1R | PROF 1 - RDO | 0 | 0 | 0 | 0 | 2 | **2** |
| P2 | PROF 2 | 0 | 0 | 2 | 0 | 9 | **11** |
| P3 | PROF 3 | 0 | 0 | 0 | 0 | 4 | **4** |
| SP1 | SR PROF OFF 1 | 0 | 0 | 1 | 1 | 0 | **2** |
| T1 | TECH 1 | 0 | 0 | 0 | 0 | 2 | **2** |
| T1R | TECH 1 - RDO | 0 | 2 | 0 | 0 | 2 | **4** |
| T2 | TECH 2 | 1 | 0 | 0 | 0 | 1 | **2** |
| T2R | TECH 2 - RDO | 0 | 1 | 0 | 0 | 2 | **3** |
| T3 | TECH 3 | 0 | 0 | 0 | 1 | 3 | **4** |
| T3R | TECH 3 - RDO | 0 | 0 | 0 | 0 | 1 | **1** |
| T4 | TECH 4 | 0 | 0 | 0 | 0 | 2 | **2** |
| T5 | TECH 5 | 0 | 0 | 1 | 0 | 0 | **1** |
| **Total** | | **2** | **3** | **7** | **5** | **36** | **55** |

1. **Do you have any personnel under the old Commonwealth superannuation scheme and if so, what is the liability? 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? If there are nurses, teachers or police in the CSS, how many are there, at what level and what are their ages?**

The Agency has 28 personnel who are under the Commonwealth Superannuation Scheme. Their classification and ages are as follows:

|  |  |  |
| --- | --- | --- |
| **Classification** | **Age** | **No.** |
| AO5 | 56 | 1 |
| AO6 | 50 | 1 |
| AO7 | 53 | 1 |
| EO1C | 47 | 1 |
| P2 | 52 | 1 |
| P2 | 57 | 1 |
| P2 | 52 | 1 |
| P2 | 65 | 1 |
| P2R | 55 | 1 |
| P3 | 62 | 1 |
| P3 | 53 | 1 |
| P4 | 60 | 1 |
| PH3R | 61 | 1 |
| SAO1 | 55 | 1 |
| SAO1 | 49 | 1 |
| T2 | 70 | 1 |
| T3 | 52 | 1 |
| T3 | 54 | 1 |
| T3 | 50 | 1 |
| T3 | 52 | 1 |
| T3 | 50 | 1 |
| T3 | 62 | 1 |
| T3 | 46 | 1 |
| T3 | 51 | 1 |
| T4 | 54 | 1 |
| T5 | 55 | 1 |
| T5 | 50 | 1 |
| T6 | 50 | 1 |
| **Total** | | **28** |

Liability lies with the superannuation scheme and is not part of the agency budget.

Optimal retirement ages for staff members is decided by individual staff dependant on their overall circumstances.

1. **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?**

The Agency has a total of 95 staff who are eligible for return flights. By level they are:

|  |  |  |
| --- | --- | --- |
| **Classification** | **Classification Description** | **Employees Eligible for Airfares** |
| AO2 | ADMIN OFF 2 | 5 |
| AO3 | ADMIN OFF 3 | 4 |
| AO4 | ADMIN OFF 4 | 7 |
| AO5 | ADMIN OFF 5 | 4 |
| AO6 | ADMIN OFF 6 | 7 |
| AO7 | ADMIN OFF 7 | 4 |
| P1 | PROF 1 | 1 |
| P1R | PROF 1 - RDO | 2 |
| P2 | PROF 2 | 5 |
| P2R | PROF 2 - RDO | 1 |
| P3 | PROF 3 | 4 |
| P4 | PROF 4 | 2 |
| PH3R | PHYS 3 - RDO | 2 |
| SAO1 | SNR ADMIN OFF 1 | 4 |
| SAO2 | SNR ADMIN OFF 2 | 3 |
| SP2 | SR PROF OFF 2 | 1 |
| T1 | TECH 1 | 2 |
| T2 | TECH 2 | 2 |
| T2R | TECH 2 - RDO | 1 |
| T3 | TECH 3 | 14 |
| T3R | TECH 3 - RDO | 1 |
| T4 | TECH 4 | 10 |
| T5 | TECH 5 | 8 |
| T6 | TECH 6 | 1 |
| **Total** |  | **95** |

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

During the period 1 July 2010 to 31 March 2011 there were 3 formal complaints made in this Agency.

1. **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.**

Relocation expenditure for 1 July 2010 to 31 March 2011 is $26 000

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

Expenditure for relocation (1 July 2010 to 31 March 2011) is $26 000

|  |  |
| --- | --- |
| **Relocation Costs by Portfolio \*** | **2010-11  (as at 31 March 2011) $'000** |
| Arts and Museums | 19 |
| Natural Resources, Environment and Heritage | 0 |
| Parks and Wildlife | 1 |
| Sport and Recreation | 5 |
| Environment Protection Authority | 0 |
| Corporate | 0 |
| Territory Wildlife Parks | 1 |
| **Total** | **26** |

\* includes recruitment fares, removal and storage expenses, relocation allowance and recruitment expenses.

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

The Agency does not allocate budget for relocation and other appointment and termination expenses.  Payment of expenses are requested from managers and approved on a case by case basis. Total expenditure for appointment and termination expenses are monitored against prior year trends.

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

Agency Travel expenditure for 1 July 2010 to 31 March 2011 is $2.663 million

|  |  |
| --- | --- |
| **Travel Expenses** | **2010-11 (as at 31 March) $’000** |
| Territory Fares | 1 285 |
| Interstate Fares | 312 |
| Overseas Fares | 84 |
| Accommodation | 344 |
| All other travel expenses | 638 |
| **Total Travel** | **2 663** |

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

Agency Motor vehicle expenditure for 1 July 2010 to 31 March 2011 is $5.954 million

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

At 31 March 2011 the Agency is responsible for 276 vehicles

(Excluding trailers / quads / heavy machinery).

1. **What is the change, if any, in these vehicle numbers from 2009?**

|  |  |  |  |
| --- | --- | --- | --- |
| **Vehicles** | **At 31 March 2010** | **At 31 March 2011** | **Variance** |
| **TOTAL** | 282 | 276 | (6) |

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

115 (42%) Agency fleet vehicles have a green rating of 5.5 or higher.

Please note that a further 155 (56%) Agency fleet vehicles are light commercial vehicles with a rating of 3.5 or higher as required under the NT Greening the Fleet Policy.

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

As at 31 March 2011, a total of 33 Agency vehicles are permanently garaged.

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

Executive Contract Officers are entitled to home garage vehicles. Vehicles attached to any position level which are not Executive Contract Officer level may be permanently home garaged if authorised by the CE.

|  |  |
| --- | --- |
| **Level** | **Total** |
| EO1C | 12 |
| EO2 | 1 |
| EO2C | 4 |
| EO3C | 3 |
| EO6C | 1 |
| P4 | 1 |
| SAO2 | 10 |
| SP2 | 1 |
| **Total** | **33** |

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

The Agency had 356 cards as at 31 March 2011.

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

No personal items are purchased on credit cards so no amounts are outstanding.

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

None

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

None

1. **How many staff are considered ‘Essential’ in your Agency, for the purposes of an Emergency eg- Cyclone**

**- Break down by level**

There are a number of officers that are assigned with responsibility as part of the Northern Territory Counter Disaster Council Plan in the event of an emergency.   In line with the Department’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.

**Marketing:**

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

The total spent on advertising and marketing from 1 July 2010 until 31 March 2011 was $715 000.

|  |  |
| --- | --- |
| **Advertising and Marketing by Portfolio** | **2010-11 (as at 31 March) $’000** |
| Arts and Museums | 174 |
| Natural Resources, Environment and Heritage | 202 |
| Parks and Wildlife | 82 |
| Sport and Recreation | 106 |
| Environment Protection Authority | 11 |
| Corporate | 50 |
| Territory Wildlife Parks | 90 |
| **Total Agency** | **715** |

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

There were 19 major advertising and marketing programs for the period 1July 2010 until 31 March 2011 totalling $437,559. Attached is a list of the programs / projects valued at $5,000 or above.

|  |  |  |
| --- | --- | --- |
|  | **Arts and Museums** |  |
| 1 | NT Library Public Programs General Promotion | 5,895 |
| 2 | Colour Country Art from Roper River Exhibition (Museum and Art Gallery of NT) | 6,924 |
| 3 | Exit Art Exhibition | 8,394 |
| 4 | Araluen Cultural Precinct | 10,130 |
| 5 | ACDC Australia's Family Jewels Exhibition | 11,263 |
| 6 | Museum and Art Galley of the NT General Advertisement | 13,980 |
| 7 | National Aboriginal and Torres Strait Islander Art Award | 91,321 |
|  |  |  |
|  | **Natural Resources, Environment and Heritage** |  |
| 8 | Natural Resource Management General advertising | 8,475 |
| 9 | Weeds Branch Material | 9,828 |
| 10 | Rainwater Tank Rebate Scheme | 13,943 |
| 11 | Heritage Advisory Council general advertising | 13,591 |
| 12 | Ban the Bag – Plastic Bag Ban | 15,709 |
| 13 | Cash for Containers awareness | 74,244 |
|  |  |  |
|  | **Parks and Wildlife** |  |
| 14 | Territory Eco-Link | 20,758 |
| 15 | Waterfowl Hunting Season | 6,014 |
| 16 | Living with Crocodiles - BE CROCWISE | 38,756 |
|  |  |  |
|  | **Sport and Recreation** |  |
| 17 | Arafura Games | 61,353 |
| 18 | Sports Policy One - Draft | 14,477 |
|  | **Other** |  |
| 19 | NT Show Circuit | 12,504 |
|  | **TOTAL** | **437,559** |

NOTE: There were a number of small programs valued below $5,000 which make up the remainder of the marketing total costs.

**Insurance:**

1. **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?**

The cost of Insurance premiums for 2010-11 (1 July 2010 to 31 March 2011) is $96 712.

This includes

* TWP Public Liability insurance $17 043
* TWP workers compensation insurance $63 450
* transit insurance for artworks $3372
* travel insurance $1488
* personal accident insurance for volunteers $1714
* building storage area accident insurance $281
* insurance for Arafura Games $9364

1. **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?**

Generally the NT Government is self insured.

As at 31 March 2011 the areas covered by commercial insurance are:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Insurance** | **Provider** | **Renewal**  **Month 2011** | **Total Premium** | **Excess** |
| TWP Workers Compensation Insurance | NRETAS | June | $94 350 approx | The excess threshold is $nil. |
| TWP Public Liability Insurance | AON | June | $22 724 | The excess for every claim is:-  Property Damage – $1,000  Underground Services - $1,000  Fixed Property - $1,000 |
| TWP Personal accident insurance for Volunteers | AON | September | $1166 | The excess threshold is $25 for non-Medicare Medical Expenses. |
| Overseas travel insurance | Marsh | November | $2987 | The excess threshold is $nil, with the exception of $50 for baggage and $250 for electronic equipment. |
| Marine Transit Insurance | AFM | June | $999 | The excess threshold is $200. |
| Marine Transit Insurance | Marsh | June | $3164 | The excess threshold is $250 for domestic and $2500 for overseas transit. |
| Personal accident insurance for Volunteers NT Library | TIO | September | $644 | The excess threshold is $nil. |
| Arafura Games Vehicle Insurance | TIO | Specific for Games. Not to be renewed | $9364 | The excess threshold is $1000 per vehicle. |
| Personal accident insurance for Volunteers MAGNT | Marsh | June | $650 | The excess threshold is $nil. |
| Araluen Arts Centre-Storage area accident insurance | GIO General | December | $281 | The excess threshold is $200 for fire and other damage, $250 for accidental damage of building and stock. |

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

The Agency has not made any provision for disaster or major catastrophe insurance.

**Climate Change:**

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

The Agency has recorded building energy emissions for 2009-10 of 10 461 tonnes and motor vehicle energy emissions for 2010-11 (to 31 March) of 1157 tonnes

Building energy emissions for 2010-11 are not yet available.

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

Strategies over the 2010-11 financial year include:

Reducing building energy use by increasing the efficiency of infrastructure

* NRETAS submitted Government Energy Efficiency Program (GEEP) funding applications for energy efficiency projects valued at $212 000:
* $47 000 to install energy efficient lighting to office areas of the Museum and Art Gallery of the Northern Territory (MAGNT).
* $33 000 to install controls and sensors for air-conditioner fresh-air management at the Marrara Indoor Stadium.
* $132 000 (provisionally approved) for the trial of power optimisation equipment at the Territory Wildlife Park to electricity supply scheduled for 2011-12 to provide energy savings and improve the life-cycle operating costs of existing mechanical infrastructure
* NTG Solar Cities funding of $1.138 million for the installation of solar PV panels for the Araluen Arts Centre.
* 50% Australian Government funding through Alice Solar Cities for a 4kW Solar PV system valued at $21,500 for the Red Hot Arts Building.
* The Agency has been actively engaged with the Department of Construction and Infrastructure to ensure energy efficiency options are being considered for Minor New Works and Capital Works projects including:
* Review of air-conditioning replacement options for Browns Mart.
* Design of Wangi Falls Visitor Centre, specifically alternative power supply systems.
* Investigating air conditioning controls optimisation and reheat systems for the main building at the MAGNT and improving the efficiency of the air conditioning systems which service the other large buildings at the site.
* Design of services within new Defence of Darwin Museum project for example lighting and air conditioning.
* Installation of a new more efficient air conditioning system at a cost of $95 000 at the Territory Wildlife Park.
* Refurbishment of the TWP cafe to increase the functionality and efficiency of the service area including the removal of one hot bain-marie.
* Installation of a new seawater chilling system at TWP to replace the existing unit. The new unit utilises heat exchange technology via titanium heat exchange plates. This increases the drawdown potential and decreases the running time of the chilling units.
* Installation of push button light timers replacing switches at TWP public toilets to reduce energy consumption. Motion detector lights were installed in the administration office for security purposes. This has subsequently eliminated the need to leave office lights on continuously for security.
* Alice Springs Desert Park successfully applied for 50% funding of a 12kW solar PV system through the Alice Springs Solar Cities Incentive Program. Installation start is scheduled in May 2011. This system will generate an estimated 3% of the parks energy requirements. The estimated CO2-e savings are 15 tonnes per year.
* The Alice Springs Desert Park has set a target to grow and harvest 75% of native Central Australian food in order to feed the wildlife in the Park’s collection by the end of 2011(excluding grain). This will reduce the amount of energy and subsequent greenhouse gas emissions released when importing food to the site.

Reducing energy use by vehicles

* Increased use of the online Vehicle Booking System to create pooling opportunities. During 2010-11 the online vehicle booking system developed by NT Fleet, has been implemented across the Agency leading to improved accessibility of vehicles. It is anticipated this will lead to a reduction in the total number of vehicles required by the Agency.
* Increased access to vehicles with higher green ratings allows staff to limit the use of 4WDs to those tasks that require a heavy duty vehicle.
* Continued promotion of cost neutral incentives for Executive Contractor Officers to select level appropriate vehicles which are more fuel efficient. An incentive is offered to Executive Contract Officers to encourage the selection of vehicles with a greenhouse rating of 7.5 or higher. The take up across the Agency is 19%. Of the 21 vehicles, 11 are due for replacement during 2011-12.
* NRETAS is trailing the use of hot desks to reduce staff travel between meetings in Darwin and Palmerston.
* The Agency has supported opportunities to assess the potential of alternative fleet vehicles by accepting the offer from NT Fleet to trial the new Mitsubishi electric vehicle. Staff members have been encouraged to utilise this vehicle for work purposes and provide feedback on its performance.
* The Agency booking system highlights vehicles with excessive or insufficient usage are highlighted allowing identification of pooling opportunities, vehicle surpluses and shortfalls. Applications to replace a vehicle when it has reached the end of its lease term include a requirement for the vehicle to be justified with reference to pooling opportunities. Replacement vehicles are approved only where needs cannot be met by pooling currently held vehicles

Building knowledge within the agency through training and staff awareness

* Training support has been provided to staff wishing to build their capacity to identify and implement energy efficiency measures within their facilities.
* In March 2011 NRETAS in partnership with DLP coordinated a professional development course on Energy Efficient Building Operations, presented in Darwin by the Australian Institute of Refrigeration Air-conditioning and Heating for all NTG staff.
* NRETAS has been working with the DLP to develop energy efficiency guidelines, factsheets and case studies to build the capacity of staff and contractors to identify cost effective energy efficiency measures within agency buildings.
* The Agency has been actively encouraging its staff to participate in community and office based sustainability events such as Ride2Work day and Earth Hour and has organised lunch time information sessions aimed at promoting a need for action.
* Territory Wildlife Parks staff members are actively encouraged to use push bikes to travel to work and for use within core operational areas.
* The Desert Park hosted an Astronomy Night on Saturday the 26th March to coincide with Earth Hour and celebrated the dark night sky.

Developing energy management systems

In 2010 the agency recruited to a full time sustainability officer position. A key priority for this position is the development of an agency Strategic Energy Management Plan and governance systems. The Plan will assist NRETAS meet the targets set out under the NTG Climate Change Policy.

1. **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.**

Annual fleet greenhouse emission targets are set through the Greening the Fleet Strategy. The 2011-12 target is for a 2% reduction in standard CO2-e emissions per km.

Interim annual building energy intensity targets for 2011-12 are currently being reviewed by Department of Lands and Planning who are responsible for the NTG Energy Smart Buildings Policy. The Agency is actively engaged with Department of Lands and Planning to ensure appropriate targets are identified.

**Utilities:**

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

The Agency’s Power and Water expenditure for 2009-10 (1 July 2009 to 31 March 2010) was $3.5 million.

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

The projected cost for power and water for 2010-11 (1 July 2010 to 30 June 2011) is   
$3.1 million

**Public Events:**

1. **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?**

See Question 62

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

Government sponsorship is defined as “the provision of funds or in-kind services in exchange for sponsorship rights to events, conferences forums”.

There was $34,000 worth of financial sponsorships from 1 July 2010 to 31 March 2011.   
In-kind and financial sponsorships are as follows:

**EVENTS SPONSORED IN 2010-11**

|  |  |  |
| --- | --- | --- |
|  | **Sponsorship Type** | **Sponsorship Value ($)** |
| **Arts and Museums** | | |
| Australian International Documentary Conference (AIDC) | Financial | 5,000 |
| **Natural Resources, Environment and Heritage** | | |
| Barbara Singer CDU Scholarship | Financial | 3,000 |
| Earth Hour 2011 | Financial | 25,000 |
| **Sport and Recreation** | | |
| Activate NT | Financial | 1,000 |
| **Total** | | **34,000** |

**PROJECTED EVENTS FOR 2011-12 ($)**

|  |  |  |
| --- | --- | --- |
|  | **Sponsorship Type** | **Sponsorship Value ($)** |

|  |  |  |
| --- | --- | --- |
| **Natural Resources, Environment and Heritage** | | |
| Earth Hour 2012 | Financial | 25,000 |
| Barbara Singer Scholarship | Financial | 3,000 |
| Australasian Environmental Law Enforcement and Regulators neTwork – AELERT conference | Financial | 15,000 |

**Advertising:**

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

Refer to Question 64

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

Agency advertising expenditure for 2010-11 (1 July 2010 to 31 March 2011) is   
$362 000.

|  |  |
| --- | --- |
| **Medium** | **$’000** |
| Newspaper and Print | 103 |
| Radio | 42 |
| Television | 206 |
| Other | 11 |
| **TOTAL** | **362** |

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

Campaigns are defined as marketing projects which utilise two or more mediums, (ie; newspaper and radio advertising).

There were 35 Campaigns undertaken from 1 July 2010 to 31 March 2011. They are listed below:

|  |  |  |
| --- | --- | --- |
| **Natural Resources, Environment and Heritage** | |  |
| 1 | Energy Smart Rebate NT | Television, Print, Radio |
| 2 | Cash for Containers | Television, Print, Radio |
| 3 | Rainwater Tank Rebate Scheme | Television, Print, Radio |
| 4 | Greening the Territory | Television, Print, Radio |
| 5 | Plastic Bag Ban | Television, Print, Radio, Signage |
| 6 | Arts Grants Guidelines | Print, Radio |
| 7 | Environment Grants | Print, Radio |
| 8 | Bushfire Firebreak Campaign 2010 | Print, Television |

|  |  |  |
| --- | --- | --- |
| **Parks and Wildlife** | |  |
| 9 | Wangi Visitor Centre | Print, Radio |
| 10 | Territory Eco-Link | Television, Print, Radio |
| 11 | Living with Crocodiles - BE CROCWISE | Print, Television |
| 12 | School Holidays - Territory Wildlife Park | Print, Radio |
| 13 | Twilight Tours - Territory Wildlife Park | Television, Radio |
| 14 | Desert Art Workshops - Alice Springs Desert Park | Television, Print, Radio |
| 15 | Red Centre Bird Week - Alice Springs Desert Park | Print, Television |
| 15 | Desert in the Park - Alice Springs Desert Park | Print, Television |
| 16 | 12 Days of Christmas - Alice Springs Desert Park | Television, Print, Radio |
| 17 | Music in the Park- Alice Springs Desert Park | Print, Radio |
| 18 | Red Centre Way West Macs Discovery Centre Opening | Print, Radio |
| 19 | Alice Springs Desert Park | Radio |
| 20 | Easter 2011- Alice Springs Desert Park | Television, Print, Radio |
| **Arts and Museums** | |  |
| 21 | 27th Telstra National Aboriginal and Torres Strait Islander Art Awards exhibition | Television, Print |
| 22 | I Don't Wanna Play House - Araluen Art Centre | Print, Television |
| 23 | Desert Mob 2010 - Araluen Art Centre | Print, Television |
| 24 | Circosis - Araluen Art Centre | Television, Print, Radio |
| 25 | Reeldance - Araluen Art Centre | Print, Television |
| 26 | Circus Oz - Araluen Art Centre | Television, Print, Radio |
| 27 | Twelfth Night - Araluen Art Centre | Print, Radio |
| 28 | Talk Oz - Araluen Art Centre | Print, Television |
| 29 | Special Delivery - Araluen Art Centre | Print, Radio |
| 30 | When the Rain Stops Falling - Araluen Art Centre | Television, Print, Radio |
| 31 | The Mikado Araluen Art Centre | Print, Television |
| 32 | ACDC Australia's Family Jewels - MAGNT | Print, Radio |
| 33 | NT Literary Awards | Television, Print, Radio |

**Sport and Recreation**

|  |  |  |
| --- | --- | --- |
| 34 | Sports Policy One | Print, Radio |
| 35 | Arafura Games | Television, Print, Radio |

1. **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?**

There were no advertising consultancies let in the 2010-11 year to 31 March 2011