**No. 340**

**LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY**

**WRITTEN QUESTION**

Mr Elferink to the Treasurer, in relation to the portfolio areas within the Treasury Department.

**Department of Treasury**

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

185 FTE.

Question 2 - At Pay day 20, 28 March 2012, what is the current quarterly average FTE staffing of the department, by level?

|  |  |  |
| --- | --- | --- |
| **Classification** | **Classification Description** | **Number of Staff (FTE)** |
| AQ3SA | Apprentice | 1.4 |
| ICS | Indigenous Cadetship Support | 1.3 |
| GRADT | Finance Officer in Training | 12.4 |
| AO1 | ADMIN OFF 1 | 1 |
| AO2 | ADMIN OFF 2 | 9.2 |
| AO3 | ADMIN OFF 3 | 11.1 |
| AO4 | ADMIN OFF 4 | 24.4 |
| AO5 | ADMIN OFF 5 | 37.8 |
| AO6 | ADMIN OFF 6 | 23.4 |
| AO7 | ADMIN OFF 7 | 17.7 |
| SAO1 | SENIOR ADMIN OFF 1 | 15.7 |
| SAO2 | SENIOR ADMIN OFF 2 | 5.3 |
| ECO1 | Executive Contract Officer 1 | 8.7 |
| ECO2 | Executive Contract Officer 2 | 3.8 |
| ECO3 | Executive Contract Officer 3 | 4.6 |
| ECO4 | Executive Contract Officer 4 | 2.6 |
| ECO6 | Executive Contract Officer 6 | 1 |
| **TOTAL** | **181.4** |

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

Yes.

Question 4 - At Pay day 20, 28 March 2012, how many funded permanent positions are there in your department?

There are 192 funded permanent positions in Treasury, 18 of which are filled on a part-time basis.

Question 5 - At Pay day 20, 28 March 2012, 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.

As at pay day 20, 28 March 2012, Treasury’s staff (by headcount) consisted of:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | **Classification Description** | **Permanent Employees Held in Nominal Positions** | **Permanent Employees Acting in Temporary Positions** | **Temporary Employment Contracts** |
|  AQ3SA | Apprentice |  |  | 1 |
| WILS | WILS Cadets / Trainees |  |  | 7 |
| 1YYPB | ICS |  |  | 5 |
| GRADT | Finance Officer in Training |  |  | 17 |
| AO1 | ADMIN OFF 1 |  |  | 1 |
| AO2 | ADMIN OFF 2 | 6 |  | 3 |
| AO3 | ADMIN OFF 3 | 10 | 3 |  |
| AO4 | ADMIN OFF 4 | 22 | 3 | 2 |
| AO5 | ADMIN OFF 5 | 31 | 3 | 4 |
| AO6 | ADMIN OFF 6 | 22 | 6 | 1 |
| AO7 | ADMIN OFF 7 | 19 | 4 | 1 |
|  SAO1 | SNR ADMIN OFF 1 | 15 | 2 |  |
| SAO2 | SNR ADMIN OFF 2 | 4 | 2 | 2 |
| ECO1 | EXEC CNTR OFF 1 |  |  | 9 |
| ECO2 | EXEC CNTR OFF 2 |  |  | 4 |
| ECO3 | EXEC CNTR OFF 3 |  |  | 5 |
| ECO4 | EXEC CNTR OFF 4 |  |  | 3 |
| ECO6 | EXEC CNTR OFF 6 |  |  | 1 |
| **TOTAL** |  | **129** | **23** | **66** |

Note: 26 of these are unpaid inoperatives

Question 6 - In the period 01 July 2011 to 31 March 2012, what was the turnover rate of staff in the Agency?

The turnover rate of Treasury Staff is 17%.

Question 7 - What is the rate per level?

The turnover rate per level is as follows:

|  |  |
| --- | --- |
| **Classification** | **Turnover Rate** |
| Graduates and Cadets | - |
| AO1 | - |
| AO2 | 1.7% |
| AO3 | 1.7% |
| AO4 | 1.7% |
| AO5 | 3.4% |
| AO6 | 5.1% |
| AO7 | 1.7% |
| SAO1 | - |
| SAO2 | 0.6% |
| ECO1 | 0.6%  |
| ECO3 | 0.6% |

Question 8 - At Pay day 20, 28 March 2012, how many funded positions are vacant in the Agency?

There are 4 funded vacant positions.

Question 9 - How long, in total days, have funded positions been vacant since 01 July 2011?

When a position falls vacant, if approval is given for the position to be filled, Treasury policy is to fill within a six week period. This commitment is generally met except in extenuating circumstances associated with hard to recruit positions.

Question 10 - At Pay day 20, 28 March 2012, how many staff are currently employed on a temporary contract?

At pay day 20, 28 March 2012, Treasury has 66 staff on temporary contracts:

|  |  |  |
| --- | --- | --- |
| **ECOs** | **Graduates and Trainees** | **Other Contract Staff** |
| 22 | 33 | 11 |

Out of the eleven temporary contract staff members listed above, one is employed under the Project Employment Scheme and two are unable to be provided permanent employment as they are not yet Australian citizens. There were eight standard temporary contracts however since 30 March 2012 one person has resigned and two have gained ongoing employment leaving five standard temporary contracts.

Question 11 - In the period 01 July 2011 to 31 March 2012, how many temporary contracts have been extended, broken down by level and the number of times extended?

In the period 1 July 2011 to 31 March 2012, 13 temporary contracts were extended. Of these, five have since been appointed to ongoing employment, two have joined an employment program, two have resigned and two are on visa’s so cannot be appointed ongoing. See the table below for further details.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Classification** | **ExtendedOnce** | **ExtendedTwice** | **Extended3 Times** | **Total** |
| ICS Cadet | 1 |  |  | **1** |
| AO2 | 4 |  |  | **4** |
| AO3 | 1 |  |  | **1** |
| AO4 | 1 |  |  | **1** |
| AO5 | 2 | 1 |  | **3** |
| AO6 | 2 |  |  | **2** |
|  AO7 | 1 |  |  | **1** |
| **TOTAL** | **13** |

Question 12 - In the period 01 July 2011 to 31 March 2012, how many positions have been advertised by “expression of interest”?

From 1 July 2011 to 31 March 2012, 3 positions were advertised by “expression of interest”.

Question 13 – At 31 March 2012, in relation to all vacant positions, what is the breakdown of recruitment actions by:

1. selection process commenced; and

From 1 July 2011 to 31 March 2012, 27 recruitment actions were commenced and included 25 single vacancies and two bulk intakes. Seven recruitment actions were being finalised as at 31 March 2012.

1. selection process (including position advertising) not commenced.

None.

Question 14 – In the period 01 July 2011 to 31 March 2012, per position level, what is the average length of time taken for recruitment from advertising to successful applicant?

The average time taken to fill these vacancies from the date the vacancy closed to the date the Under Treasurer approved appointment/promotion/transfer is 24 working days.

|  |  |
| --- | --- |
| **Classification** | **Average Number of Working Days Taken** |
| AO3 | 34.5 |
| AO4 | 24 |
| AO5 | 20.5 |
| AO6 | 27.5 |
| AO7 | 20 |
| AO8/SAO1 | 21 |
| ECO3 | 16 |

Question 15 - In the period 01 July 2011 to 31 March 2012, 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 1 July 2011 to 31 March 2012, 27 positions were advertised resulting in 45 people commencing or being promoted with 31 from the bulk intakes. 30 existing public servants filled vacancies and 15 members from the general public filled positions.

Question 16 - In the period 01 July 2011 to 31 March 2012, how many positions have been reclassified in the department? What are the level of those positions?

No positions were reclassified.

Question 17 - At Pay day 20, 28 March 2012, how many permanent supernumerary unattached employees do you have in your agency? What levels are they?

As at pay day, 28 March 2012, based on head count (not FTE) Treasury has 14 permanent supernumerary/unattached employees. Of these 4 are on temporary transfer to another agency and 10 are on unpaid leave.

|  |  |
| --- | --- |
| **Classification Description** | **Unattached Officer Numbers** |
| **On Temporary Transfer to Another Agency** | **Inoperative** |
| AO2 |  | 1 |
| AO3 |  | 1 |
| AO4 | 1 | 2 |
| AO5 | 2 | 1 |
| AO6 | 1 | 1 |
| AO7 |  | 3 |
| SAO1 |  | 1 |
| **Subtotal** | **4** | **10** |
| **TOTAL** | **14** |

Question 18 - In the period 01 July 2011 to 31 March 2012, how many unattached employees have successfully gained nominal positions within the agency or gained employment in another agency?

Not Applicable.

Question 19 - In the period 01 July 2011 to 31 March 2012, how many unattached employees resigned?

None.

Question 20 – At Pay day 20, 28 March 2012, what is the average length of stay of staff in the department? Please break this down by position level.

|  |  |
| --- | --- |
| **Classification** | **Average Length Of Service in Years** |
| Apprentices | 1 |
| WILS Cadets | 1.4 |
| ICS Cadets | 0.4 |
| GRADT | 0.3 |
| AO1 | 1.6 |
| AO2 | 1 |
| AO3 | 5.2 |
| AO4 | 5.4 |
| AO5 | 3.2 |
| AO6 | 4.3 |
| AO7 | 6.4 |
| SAO1 | 9.8 |
| SAO2 | 10.2 |
| ECO1 | 7.7 |
| ECO2 | 6 |
| ECO3 | 9.8 |
| ECO4-ECO6 | 17.1 |
| **Total Average** | **5.3** |

Note: This information is based on a staff member’s current employment. If an employee’s service is interrupted by a transfer to another agency, the length of stay count is reset to zero.

Question 21 - In the period 01 July 2011 to 31 March 2012, how much has been spent to date on advertising employee positions, and can you provide a breakdown of these costs?

From 1 July 2011 to 31 March 2012 Treasury advertised 27 vacancies, with two of these being bulk recruitments. All of these were advertised on the Northern Territory Government job vacancies internet/intranet sites and in Saturday’s edition of the Northern Territory News.

In addition, two of these were advertised interstate and out of the NTG Block advertising, namely the 2012 FOIT graduate recruitment and several difficult to fill positions (AO6 – SAO2) from the Economic Group. The remaining positions were advertised in the NTG Block and these costs are met by DBE.

Almost half the national costs are attributed with the FOIT intake.

|  |  |
| --- | --- |
| **Category** | **YTD Cost****$** |
| Local | $4 119 |
| National | $94 081 |
| **TOTAL** | **$98 200** |

Question 22 - In relation to Apprentices and Graduates, who commenced during the 2011 calendar year:

1. how many graduates started with the department;

Fifteen graduates commenced in January 2011 as part of the 2011 Finance Officer in Training (FOIT) intake with one Work Integrated Learning Scholarship (WILS) participant joining the FOIT program in July 2011, along with three apprentices, two undertaking a Certificate III in Business Administration and one undertaking a Certificate III in Information Technology. Two apprentices commenced in February 2011 and one in August 2011.

In addition, Treasury runs two university scholarship programs. Four new WILS program participants (Charles Darwin University students) and three new Indigenous Cadetship Support Program participants commenced during 2011.

1. how many have completed the year;

The two apprentices and 15 FOITs who commenced in January 2011 successfully completed their 12 month program by January 2012. The FOIT who commenced in July will complete his 12 month program in July 2012 and the Apprentice who commenced in August 2011 will complete her 12 months in August 2012.

1. how many have won nominal positions;

All 15 graduates and two apprentices that completed their 12 month program in early 2012 were offered ongoing positions.

1. How many have left the NTG, and

All graduates that completed the FOIT program in January 2012 are still employed with NT Treasury. Both apprentices are also still employed with NT Treasury.

1. what was the length of time each stayed within the NTG before leaving?

Not applicable.

Question 23 - At Pay day 20, 28 March 2012, in relation to Indigenous Employees:

1. How many employees do you have in your department that recognise themselves as Indigenous;

Treasury had nine Indigenous employees at pay day 20, 28 March 2012.

1. What are the levels of their positions held;
2. How many at each level;
3. How many are tenured and at what level;
4. How many are temporary and at what levels;

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **Ongoing** | **Fixed-Period** | **Number of Staff** |
| Apprentice |  | 1 | 1 |
| ICS |  | 5 | 5 |
| AO2 | 1 |  | 1 |
| AO5 | 1 |  | 1 |
| AO6 | 1 |  | 1 |
| **TOTAL** |  |  | **9** |

1. How many are acting up in positions and at what level;

None.

In relation to Indigenous employees who commenced with the NTG during the 2011 calendar year:

1. How many were still employed at 31/12/2011; and

Out of the nine employees a total of five Indigenous employees commenced in 2011 and are all still employed at 31 December 2011, the remaining 4 commenced in 2012.

1. How many have left the NTG?

No Indigenous employees that commenced in 2011 left Treasury during the 2011 calendar year.

Question 24 - In relation to NTPS staff as of 31 March 2012:

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **LSL (months)** | **LSL****($ value)** | **Highest Individual Amount** | **Recreation leave (days)** | **Recreation leave ($ value)** | **Highest Individual Amount** |
| Apprentice3 | 0.2 | $424 | 0.2 | 14.1 | $1 568 | 14.1 |
| WILS2 | 0.6 | $1 320 | 0.2 | 63.9 | $5418 | 22.9 |
| ICS | 0.1 | $55 | 0.1 | 14.1 | $64 | 7.2 |
| GRADT | 1.3 | $5 846 | 0.4 | 88.8 | $18 013 | 7.6 |
| AO1 | 0.5 | $1 607 | 0.5 | 27.5 | $4 279 | 27.5 |
| AO2 | 1.8 | $6 776 | 0.7 | 100.2 | $17 048 | 26.6 |
| AO3 | 18.4 | $78 080 | 7.1 | 350.2 | $67 919 | 62 |
| AO4 | 36.1 | $182 948 | 5.5 | 729.7 | $167 286 | 91.5 |
| AO5 | 54.2 | $305 452 | 10.9 | 1 236 | $320 353 | 101.5 |
| AO6 | 49.1 | $291 103 | 7.4 | 864.8 | $249 215 | 92.5 |
| AO7 | 40.5 | $278 822 | 3.8 | 733.5 | $246 368 | 91.5 |
| SAO1 | 56.1 | $436 192 | 11.6 | 737.9 | $282 412 | 85.4 |
| SAO2 | 16 | $144 144 | 4.1 | 231.4 | $101 226 | 74.4 |
| ECO1 | 34.3 | $510 633 | 7.5 | 278.7 | $190 850 | 50.3 |
| ECO2 | 12.5 | $196 320 | 6.6 | 101.6 | $74 639 | 48.6 |
| ECO3 | 12.9 | $228 172 | 4.6 | 211.4 | $172 385 | 105.1 |
| ECO4-ECO61 | 27.9 | $529 343 | 13.1 | 141.1 | $194 273 | 82.2 |
| **TOTAL** | **362.5** | **$3 224 235** |  | **5924.8** | **$2 113 855** |  |

1. Data has been combined to protect staff personal information.
2. Treasury Work Integrated Learning Scholarship (WILS) holders are students studying full time at Charles Darwin University in the Accounting or Economics disciplines who undertake work placements with Treasury during university semester breaks.
3. Treasury employs apprentices through the Northern Territory Public Sector (NTPS) Apprenticeship Program. Apprenticeships take 12 months to complete, during which time apprentices receive training on and off the job to gain a Certificate III in Business Administration or Certificate III in in Information Technology.

Note: Figures may not add due to rounding.

1. What is the current total of sick leave entitlement of employees in the department; and

See answer in part (e)

(e) How many days sick leave were taken between 01 July 2011 and
31 March 2012, at each employee level?

|  |  |  |
| --- | --- | --- |
| **Classification** | **Sick leave balances (weeks)** | **Sick leave taken (weeks)** |
| Apprentice | 0 | 2.8 |
| WILS | 5.1 | 0 |
| GRADT | 6.8 | 8.2 |
| AO1 | 3 | 0 |
| AO2 | 6.1 | 10.6 |
| AO3 | 105 | 20.7 |
| AO4 | 188 | 19.2 |
| AO5 | 318.8 | 32.2 |
| AO6 | 360.6 | 20.2 |
| AO7 | 269.7 | 31.5 |
| SAO1 | 448.6 | 31.7 |
| SAO2 | 155.4 | 2.5 |
| ECO1 | 292 | 2.3 |
| ECO2 | 111.2 | 2.1 |
| ECO31 | 100.8 | 12.8 |
| ECO4 – ECO6\* | 265 | 4 |
| **TOTAL** | **2 636.1** | **200.7** |

\* Data has been combined to protect staff personal information.

1. One staff member accessed 12 weeks leave due to a cycling/motor vehicle accident.

Note: Figures may not add due to rounding.

Question 25 - In relation to Contract (ECO1 and above) staff as of
31 March 2012:

1. What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave;
2. What is the financial value of that leave;
3. What is the highest individual amount of accrued leave at each employee level;

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **LSL (months)** | **LSL****($ value)** | **Highest Individual Amount** | **Recreation leave (days)** | **Recreation leave****($ value)** | **Highest Individual Amount** |
| ECO1 | 34.3 | 510 633 | 7.5 | 278.7 | 190 850 | 50.3 |
| ECO2 | 12.5 | 196 320 | 6.6 | 101.6 | 74 639 | 48.6 |
| ECO3 | 12.9 | 228 172 | 4.6 | 211.4 | 172 385 | 105.1 |
| ECO4-ECO6\* | 27.9 | 529 343 | 13.1 | 141.1 | 194 273 | 82.2 |
| **TOTAL** | **87.6** | **$1 464 468** |  | **732.9** | **$632 147** |  |

\* Data has been combined to protect staff personal information.

Note: Figures may not add due to rounding.

1. What is the current total of sick leave entitlement of employees in the department; and

See answer in part (e)

(e) How many days sick leave were taken between 01 July 2011 to
31 March 2012, at each employee level?

|  |  |  |
| --- | --- | --- |
| **Classification** | **Sick leave balances (weeks)** | **Sick leave taken****(weeks)** |
| ECO1 | 292 | 2.3 |
| ECO2 | 111.2 | 2.1 |
| ECO31 | 100.8 | 12.8 |
| ECO4 – ECO6\* | 265 | 4 |
| **TOTAL** | **769** | **21.2** |

\* Data has been combined to protect staff personal information.

1. One staff member accessed 12 weeks leave due to a cycling/motor vehicle accident.

Question 26 - In the period 01 July 2011 to 31 March 2012, 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.

For the period 1 July 2011 to 31 March 2012, 2 staff cashed out recreation leave:

|  |  |  |
| --- | --- | --- |
| **Classification** | **No. of Employees** | **Days Cashed Out** |
| AO5 | 2 | 31 |

Question 27 - In the period 01 July 2011 to 31 March 2012, 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.

For the period 1 July 2011 to 31 March 2012, no Treasury staff had cashed out their long service leave.

Question 28 – During the period 01 July 2011 to 31 March 2012, did the CEO direct any employee under section 52.7 Excess Leave of the NTPS 2010-2013 Enterprise Agreement to take leave? Break down by level and amount of leave.

No.

Question 29 - During the period 01 July 2011 to 31 March 2012, did the CEO direct any employee under section 55.3 (a) Long Service Leave to take leave? Break down by level and amount of leave.

No.

Question 30 - At Pay day 20, 28 March 2012, how many workers were on workers compensation? At what level and is there an expected return date?

There were no Treasury employees on workers compensation as at
28 March 2012.

Question 31 - From 01 July 2011 to 31 March 2012, how many people received workers compensation, at what position level and geographic location and how long for each person?

There were no Treasury employees on workers compensation from
1 July 2011 to 31 March 2012.

Question 32 - At Pay day 20, 28 March 2012, how many workers were on sick leave or extended leave (excluding recreation leave), longer than
3 weeks, at what level, and for what reason?

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **Leave Type** | **Number of Staff** | **Reason** |
| WILS | MISC - LWOP | 8 | WILS Cadets are employed on temporary contracts of up to 3 years. When not working at Treasury during vacation placements they are considered to be on leave without pay (LWOP). |
| ICS | MISC - LWOP | 5 | ICS Cadets are employed on fixed period contracts for up to 4 years. When not working at Treasury during semester breaks they are considered to be on leave without pay (LWOP). |
| AO2 | MISC - LWOP | 1 | - Travel/ work life balance purposes |
| AO3 | MISC - LWOP | 1 | - 6 year parental LWOP |
| AO4 | MISC - LWOP | 3 | -6 year parental LWOP-undertaking study interstate- 6 months LWOP for travel/work life balance purposes. |
| AO5 | MISC - LWOP | 1 | - 6 year parental LWOP |
| AO6 | MISC - LWOP | 4 | - Parental LWOP (x3)- Travel/work life balance purposes (x1) |
| AO7 | MISC - LWOP | 5 | - Parental LWOP (x1)- 6 year parental LWOP (x2)- Sick leave with medical certificate (x1)- Employee is currently on parental leave and is accessing her long service leave entitlements (x1) |
| SAO1 | MISC - LWOP | 1 | - Sick leave with medical certificate |
| SAO2 | MISC – LWOP | 1 | - Travel/work life balance purposes |
|  | **TOTAL** | **30** |  |

Question 33 - At Pay day 20, 28 March 2012, were there any 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?

Ten Treasury employees are eligible for return flights to Adelaide every two years:

|  |  |
| --- | --- |
| **Classification** | **Total** |
| AO3 | 1 |
| AO4 | 2 |
| AO5 | 2 |
| AO6 | 2 |
| AO7 | 1 |
| SAO1 | 2 |
| **TOTAL** | **10** |

Question 34 - How many complaints have been made in the Department in relation to workplace bullying and harassment?

Nil.

Question 35 - From 01 July 2011 to 31 March 2012, 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?

From 1 July 2011 to 31 March 2012 $57 112 was spent on relocation costs.

Question 36 - Please provide a breakdown per business unit.

|  |  |
| --- | --- |
| **Output Group** | **YTD Cost** **$** |
| Graduates and Trainees | 45 843 |
| Territory Revenue Office | 11 269 |

Question 37 - How much is budgeted for relocation and other appointment and termination expenses in 2011/12?

Relocation and other appointment costs are included in operational costs and do not have a separate budget. Termination costs are incorporated in personnel costs and are not separately budgeted for.

Question 38 - How much was spent on travel from 01 July 2011 to 31 March 2012, broken down by intrastate, interstate and international fares, accommodation and other expenses?

|  |  |
| --- | --- |
| **Category** | **YTD Cost****$** |
| Accommodation | 34 990 |
| Overseas airfares | 0 |
| Interstate airfares | 168 302 |
| Intra-Territory airfares | 8 832 |
| Travel allowance | 20 106 |
| **TOTAL** | **232 230** |

Note: Figures may not add due to rounding.

Question 39 – How much was spent on vehicles by the Department from 01 July 2011 to 31 March 2012?

|  |  |
| --- | --- |
| **Category** | **YTD Cost****$** |
| Operating Lease expenses | 168 323 |
| Hire Charges | 8 653 |
| Fuel | 20 908 |
| MV expenses other | 2 775 |
| ECO MV contributions | -79 960 |
| **TOTAL** | **$120 699** |

Question 40 - How many vehicles does the Department have responsibility for?

As at 31 March 2012, NT Treasury is responsible for 20 vehicles.

Question 41 - What is the change, if any, in these vehicle numbers from the previous year?

Treasury’s fleet has increased from 19 in 2011 to 20 in 2012.

Question 42 - What proportion of those vehicles meet the emission standard of 5.5 out of 10 under the Commonwealth Government’s Green Vehicle Guide?

100 per cent of Treasury’s vehicles meet or exceed the Commonwealth Government’s Green Vehicles Guide of 5.5 out of 10.

Question 43 - How many vehicles are home garaged?

All Fleet vehicles are Executive Contract Officer vehicles and all are home garaged.

Question 44 - What position levels have vehicles attached or are allowed to home garage?

Staff at the ECO1 to ECO6 levels have a vehicle attached to their position.

Question 45 - How many credit cards have been issued to department staff?

Five credit cards have been issued to department staff.

Question 46 - How many repayment transactions (and the value) for personal items and services are outstanding?

There were no personal transactions on Treasury’s credit cards during
2011-12.

Question 47 - How many reports of the improper use of Information Technology have been made?

From the period 1 July 2011 to 31 March 2012, there has been one investigation into the potential improper use of Information Technology.

Question 48 - How many reports resulted in formal disciplinary action?

No improper use was found and therefore no formal disciplinary action resulted from this investigation into improper use of Information Technology.

Question 49 - How many staff are considered ‘Essential’ in your Agency, for the purposes of an Emergency? eg Cyclone. Break down by level.

Depending on the size and nature of the event, and the time of year, there are a number of officers that are assigned with responsibility for support and coordination of tasks to ensure Treasury is able to perform its core business functions in the event of an emergency. In line with the Department’s internal business continuity plan, particular staff are also assigned with specific responsibilities at different stages of the response and recovery phases; additional staff may also be assigned with specific duties to assist in whole of government or internal coordination activities.

Question 50 – From 01 July 2011 to 31 March 2012, how much was spent by the Department on advertising and marketing programs?

From 1 July 2011 to 30 April 2012 $79 022 was spent on advertising and marketing programs, excluding recruitment.

Question 51 - What was each of those programs and what was the cost of each of those programs?

Two separate marketing programs for BuildBonus were run between
1 July 2011 to 31 March 2012 and cost $79 022.

Question 52 – From 01 July 2011 to 31 March 2012, how much was spent on insurance expenses, further broken down by worker and employee insurances, physical plant and equipment insurances and other insurances?

From 1 July 2011 to 31 March 2012 $1 431 was spent on insurance expenses.

Question 53 - 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?

* 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.

Question 54 - What provision has been made for disaster or major catastrophe insurance?

* Treasurer’s Advance is available to agencies in the event disaster costs exceed budget during the year.
* 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.

Question 55 – From 01 July 2011 to 31 March 2012, how many tonnes of CO2 did the department emit?

The Northern Territory Government has committed to become carbon neutral by 2018 under the Northern Territory Climate Change Policy. Under this target, whole of government systems to account for greenhouse gas emissions according to recognised international greenhouse accounting standards will be progressively rolled out over the next eight years for Government processes.

Currently, the Northern Territory Government reports against building energy consumption use by Government agencies with more than 50 full time equivalent staff members, and for vehicle emissions from NT Fleet vehicles.

The 2011-12 figures are not available until after the end of the financial year however NT Treasury’s preliminary energy consumption from 1 July 2011 to 31 March 2012 is 184 tonnes of greenhouse gas emissions, a reduction of 69 tonnes from 2010-11 figures.

Question 56 - From 01 July 2011 to 31 March 2012, what programs and strategies were introduced to reduce CO2 emissions across the department?

NT Treasury initiated a number of strategies to reduce its carbon emissions during
2011-12 including:

* Expanded use of iPads for meeting requirements;
* Increase green rating on fleet vehicles used;
* Increase electronic fax use;
* Reduction in travel by greater use of telephone and video conferencing; and
* Continued education programs.

Question 57 - Has a target for departmental CO2 emissions been set for the coming financial year?

* + 1. If yes, what % reduction is that from the previous year;

Greening the Fleet

The Department is working towards the reduction target set in the Northern Territory Greening the Fleet Strategy that aims to reduce emissions from the NT Government’s passenger and light commercial fleet by 20% by 2012 and 50% by 2020.

Building Energy Efficiency

The targets in the NT Government Energy Smart Buildings Policy have now been superseded by the 2009 NTG Climate Change Policy, which sets a reduction target of 33% in building energy intensity (gigajoules per square metre) by 2020 from the 2004/05 base year.

* + 1. if no, why has a target not been set?

Not applicable.

Question 58 - From 01 July 2011 to 31 March 2012, what was the cost of power and water to the department?

Treasury’s power costs as at 31 March 2012 was $47 353. Water costs are the responsibility of the building owner.

Question 59 - What is the projected cost for power and water to the department for the 2012-13 financial year?

The projected cost of electricity for the year 2012-13 is $68 000.

Question 60 - From 01 July 2011 to 31 March 2012, list the public events/conferences/forums that were sponsored by the department. What are projected for the 2012-13 financial year?

Sponsorship was provided to nine schools/colleges/universities during the period 1 July 2011 to 31 March 2012 as detailed in Question 61. The same level of sponsorship is projected for 2012-13.

Question 61 - What is the level of sponsorship provided in terms of financial support or in kind support?

The level of sponsorship provided is $ 2110 towards academic awards:

|  |  |  |  |
| --- | --- | --- | --- |
| **Recipient** | **Purpose** | **Detail** | **Amount** |
| Casuarina Senior College | Year 12 Graduation Awards Ceremony | * Excellence in Mathematics
 | $200 |
|  | * Excellence in Accounting
 | $200 |
|  | * Excellence in Economics
 | $200 |
| St Philips College | Excellence Award Ceremony | * Year 11 – Accounting
 | $30 |
|  | * Year 11 – Economics
 | $30 |
| Taminmin High School  | Awards Ceremony | * Year 11 – Business Studies
 | $75 |
|  | * Year 11 – Legal Studies
 | $75 |
|  | * Year 12 – Academic Award – Business Enterprise
 | $50 $100 |
|  | * Year 12 – Academic Award – Economics
 | $50 |
| O’Loughlin Catholic College  |  | * Year 12 Accounting
 | $100 |
| Palmerston College |  | * Year 11- Business Studies Achievement Award
 | $100 |
|  |  | * Year 12 - Business Studies Achievement Award
 | $100 |
| Kormilda College  |  | * International Baccalaureate Economics
 | $100 |
| Katherine High School |  | * Year 11 Maths Award
 | $100 |
| Nhulunbuy High School |  | * Year 12 Outstanding Achiever Award
 | $100 |
| NT Board of Studies  | Mathematics Award | * Students studying Mathematical Applications and Mathematical Methods
 | $500 |
|  |  | **TOTAL** | **$2,110** |

Question 62 - What is the department’s budget for advertising for the 2011-2012 financial year?

Treasury’s 2011-12 budget for all categories of advertising, excluding recruitment is $141 245.

Question 63 - How much is year to date expenditure? Please breakdown into newspaper, radio and TV?

Expenditure from 1 July 2011 to 31 April 2012:

|  |  |
| --- | --- |
| **Media** | **YTD Cost** **$** |
| Newspaper | 26 942 |
| Radio | 32 758 |
| Television | 19 222 |
| Other | 100 |
| **TOTAL** | **79 022** |

Note: Advertising breakdown excludes recruitment expenses.

Question 64 - What advertising campaigns have been undertaken or will be undertaken by the department in 2011-12 financial year?

Two major advertising campaigns will be undertaken in 2011-12. They are the 2012‑13 Budget communications campaign and the BuildBonus campaign. Both campaigns should be completed by the end of June 2012.

Question 65 - From 01 July 2011 to 31 March 2012, 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?

From 1 July 2011 to 31 March 2012, 16 consultancies were let at a total cost of $653 962, with 3 consultants from the Northern Territory at $37 794, and
13 interstate consultants at $616 168.