

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Agency Administration

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

Part 1

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

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

Part 2

Agencies for Financial Management Act 1995 only

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

AGENCY ADMINISTRATION

Notes:

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

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

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

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

STAFFING

1. Please provide details for the following staffing questions as at 30 June 2020:
 - a) How many staff were employed in the following categories:
 - i. Full time equivalent
 - ii. Permanent part time contract
 - iii. Contract
 - b) Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2020, and as a percentage of the Agency total employment as at 30 June 2020 (all classifications);
 - c) Please advise the number of frontline staff as FTE as at 30 June 2020 and as a percentage of the Agency total employment (all classifications).
- a) How many staff were employed in the following categories:
 - i) Full time equivalent
 - ii) Permanent part time contract
 - iii) Contract
- b) Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2020, and as a percentage of the Agency total employment as at 30 June 2020 (all classifications);

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

a) Staffing numbers are provided by FTE

	as at Pay 26 (June 2020)
Full time equivalent	31.44
Permanent part time	3.44
Contract	9.00

b) Staffing numbers are provided by headcount.

**Employees Identified as Aboriginal
Pay 26 (June 2020)**

Agency	Aboriginal			Percentage Aboriginal
	Yes	No	Total	
Aboriginal Areas Protection Authority	4	30	34	11.76
Auditor General's Office	0	4	4	0.00
Education	657	4106	4763	13.79
Local Government, Housing and Community Development	206	461	667	30.88
Tourism, Sport and Culture	66	483	549	12.02
Attorney-General and Justice	155	1379	1534	10.10
Corporate and Information Services	97	1118	1215	7.98
Environment and Natural Resources	13	277	290	4.48
Health	703	7423	8126	8.65
Infrastructure, Planning and Logistics	46	736	782	5.88
Legislative Assembly	14	115	129	10.85
Primary Industry and Resources	32	408	440	7.27
Chief Minister	47	256	303	15.51
Trade, Business and Innovation	31	228	259	11.97
Treasury and Finance	0	126	126	0.00
Jacana Energy	3	71	74	4.05
Land Development Corporation	0	21	21	0.00
NT Electoral Commission	3	22	25	12.00
Police, Fire and Emergency Services	229	2035	2264	10.11
Independent Commission Against Corruption	2	20	22	9.09
Commissioner for Public Employment	10	23	33	30.30
Ombudsman's Office	1	16	17	5.88
Power and Water Corporation	65	798	863	7.53
Territory Families	178	680	858	20.75
Territory Generation	3	189	192	1.56
Total	2565	21025	23590	

NOTES:

Staffing numbers (by Headcount) are based on data from the last pay of June 2020, Pay 26.

Aboriginal representation has been measured by paid headcount since the inception of the original Indigenous Employment Career Development Scheme in the early 2000s. Consistent parameters are adopted in the reporting displayed here.

- c) There is no code that allows the Office of the Commission for Public Employment to identify frontline staff.

The Office of the Commission for Public Employment is classified as a Support and Central agency and provides advice to Government and/or services to other agencies.

2. Please advise, in each category:
- The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2020
 - By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

Executive Contract Officers by FTE:

	as at Pay 26 (June 2020)
ECO6	1
ECO2	3
ECO1	2
Total	6

Temporary Employees excluding ECOs by FTE:

	as at Pay 26 (June 2019)	as at Pay 26 (June 2020)
SAO2	1	0
AO7	1	0
AO5	1	0
AO4	2	1
GRADT	0	1
SBA	0	1
Total	5.0	3.0

3. For the full financial year ending 30 June 2020 how many staff:
- Resigned
 - Were made redundant
 - Were terminated

	1 July 2019 to 30 June 2020
Resigned	3
Were made redundant	1
Were terminated	0

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

	As at 30 June 2020
Unattached	5
Redeployee	1

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

	as at Pay 26 (June 2019)	as at Pay 19 (March 2020)
Supernumerary	5	5

6. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2020?

Nil

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

Not applicable

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

	1 July 2019 to 30 June 2020
No. of positions	9

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

	1 July 2018 to 30 June 2019	1 July 2019 to 31 March 2020
No of positions	0	0

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

Nil

OUTSOURCING

11. For the period beginning 1 July 2019 and ending 30 June 2020, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency. Is consideration being given to outsource, contract-out or privatise in financial year 2020/21? If so, provide details.

No agency functions have been outsourced for the period 1 July 2019 to 30 June 2020.

No consideration is being given to outsource, contract out or privatise agency functions in 2020-21.

LEGAL EXPENSES

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

- a) The matter(s) (designate which ones are finalised and which ones are ongoing)
- b) The amount paid by matter
- c) The amount paid to each outside legal firm or barrister engaged

Legal expenses incurred for the period of 1 July 2019 to 30 June 2020 were nil.

(Note: expenditure reported as at 31 March 2020 was reallocated to and reported as consultancy expenditure).

PROCUREMENT / CONSULTANCIES

13. For the period beginning 1 July 2019 and ending 30 June 2020, please detail expenditure on each report and consultancy (excluding annual reports) that has been obtained from outside the NTPS. For each report/consultancy detail:
- Purpose
 - Cost
 - Person or entity engaged
 - Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)
 - Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
 - Outcomes or key performance indicators for the report or consultancy
 - Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

Total consultant fees expenditure incurred for the period 1 July 2019 to 30 June 2020 was \$18 864.

13 (a)	13 (b)	13 (c)	13 (d)	13 (e)	13 (f)	13 (g)
Purpose	Cost	Entity/ Person	Principal place of business	Report Tabled	Outcomes/KPIs	Tenders/EOIs
Aboriginal Health Practitioners Structure Review	\$13 864	Mercer Consulting	SA	N/A	<ul style="list-style-type: none"> - Develop JES point system for the proposed structure - Develop remuneration ranges for the new levels - Undertake implementation analysis 	Select Tender
Public Sector Appeals & Grievances Review	\$5 000	Jodi Truman ¹	NT	N/A	<ul style="list-style-type: none"> - Finalise decision in a matter under PSEMA 	Tier 1

1: expenditure re-allocated from legal expenses and recognised as consultant fees.

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

Nil

15. How many contracts and tenders have been awarded to business entities with their principal place of business in the Northern Territory so far, and what works have been undertaken?

Nil

16. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2019 and ending 30 June 2020? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.

Nil

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

Nil

18. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2019 and ending 30 June 2020?

Nil

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

Nil

20. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 30 June 2020.

Total number of NTG Corporate Credit Cards as at 30 June 2020:

- Office of the Commissioner for Public Employment: 3 credit cards

Position titles and levels of the staff holding NTG Corporate Credit Card are:

Sr. No.	Position Title	Position Level
1	Administration Officer	AO4
2	Senior Adviser	AO7
3	Executive Assistant	AO4

FOCUS GROUPS / POLLING / SURVEYS

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

Nil.

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

Nil.

COMMUNICATIONS AND MARKETING

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

For each advertisement for which an expense was incurred:

- What was the purpose / description of the advertisement?
- Who was the advertisement placed with, i.e. media outlet, newspaper, and television station or similar?
- What was the total production cost, including, but not limited to, design, commissions, and placement costs?
- Were tenders or expressions of interest called? If not, why not?

Total expenditure for advertising and communication expenditure for the period of 1 July 2019 to 30 June 2020 was \$2 550 - advertisements of Gazette Notices. No tenders were called considering all the procurement was Tier 1 procurement.

TRAVEL

24. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority for the period beginning 1 July 2019 and ending 30 June 2020 broken down to:

- a) International travel
- b) Interstate travel
- c) Intrastate travel

a) International Travel – Not applicable.

b) Interstate Travel – the Office of the Commissioner for Public Employment incurred total expenditure of \$27 070 for the period between 1 July 2019 to 30 June 2020.

c) Intrastate Travel – the Office of the Commissioner for Public Employment incurred total expenditure of \$27 158 for the period between 1 July 2019 to 30 June 2020.

Key items to note:

- Travel amount includes official travel related costs of airfare, accommodation, meals, travelling allowance, car rental and incidentals.
- Travel expenditure reported is from TRIPS and is inclusive of GST as at 5 November 2020.

25. In the case of international travel identified in response to the question above, please provide the purpose, itinerary, persons and costs involved in each trip.

Not applicable.

26. Please provide itemised details and itemisation of costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period beginning 1 July 2019 and ending 30 June 2020.

Response to be provided by the Chief Minister and Cabinet.

HOSPITALITY / FUNCTIONS AND EVENTS

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

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

- a) What was the purpose of the hospitality?
 - b) How many guests attended?
 - c) How many Ministers attended?
 - d) How many Ministerial staff attended?
 - e) How many MLAs attended?
 - f) How many Public Sector employees attended?
 - g) What was the total cost incurred?
-
- a) The Recognition of Service Milestones events aims to formally recognise and reward employees for the years of service they have provided to the Northern Territory Government. This event is held in both Darwin and Alice Springs.
 - b) The total guests for the 2019 Darwin Recognition of Service Milestone event was 210. The total guests for the 2019 Alice Springs Recognition of service Milestone event was 55.
 - c) There were three Ministers in attendance at the Darwin event, and nil at the Alice Springs event.
 - d) One Ministerial staff member attended the Darwin event and one attended the Alice Springs event.
 - e) Three MLA's attended the Darwin event and nil attended the Alice Springs event.
 - f) The total Public Sector employees for the Darwin Recognition of Service Milestone event was 210. The total Public sector employees for the Alice Springs Recognition of service Milestone event was 55.
 - g) The total cost incurred for the Darwin event was \$6,510. The total cost incurred for the Alice Springs event was \$1,122.

GRANTS AND DONATIONS

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

No grants and donations were paid during the period of 1 July 2019 to 30 June 2020

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

Detail of funds utilised to distribute awards and sponsorships for the period of 1 July 2019 to 30 June 2020:

Recipient	Amount \$
Australian Network on Disability	6 000
Institute of Public Administration	5 000
National Disability Services Limited	4 000

TOTAL **\$15 000**

Sponsorships listed above are managed by Strategic, Workforce Planning and Development business unit.

It is anticipated sponsorship expenditure for 2020-21 will be similar to 2019-20.

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

No grant payments were made to non-government organisations during the period of 1 July 2019 to 30 June 2020.

MEDIA MONITORING SERVICES

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

Nil

INFRASTRUCTURE PROJECTS

32. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia to be considered for the Infrastructure Priority List?

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

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

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

34. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.

A whole-of-government response to Question 34 will be provided by the Department of Infrastructure, Planning and Logistics.

GOVERNMENT LEASED BUILDINGS

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

Total annual power bill of building owned/leased/used by the agency from 1 July 2019 to 30 June 2020 is:

Building	YTD 30 June 20
Charles Darwin Centre Mitchell St. Darwin	\$8 082

36. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period beginning 1 July 2019 and ending 30 June 2020?

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

37. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?

A whole-of-government response to Question 37 will be provided by the Department of Corporate and Digital Development.

FEES AND CHARGES

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

Not applicable.

INTERNAL AUDITS

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

A compliance audit of Value for Territory (Buy Local) and procurement rules for the 2018 calendar year was finalised in September 2019.

An internal audit of Value for Territory (Buy Local) and procurement rules for the 2019 calendar year was finalised in April 2020.

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

The agency did not undertake financial investigations in this timeframe.

For the period of 1 July 2019 to 30 June 2020

- A compliance review of Value for Territory procurement was completed that had the following scope:

“Review the (agency’s) compliance with the NT Government’s Procurement Rules, Governance Policy and Buy Local Plan from 1 January 2018 to 31 December 2018.”

- An internal audit of Value for Territory procurement was completed for the 2019 calendar year. The internal audit had the following scope:

- assess compliance against NTG Procurement Policies and Rules, Treasurer’s Directions and the agency’s policies and procedures for Tier 1 and above procurements, and associated payments in line with the Value For Territory assurance program
- identify risks associated with the agency’s current practices, and
- make recommendations, as appropriate, for reducing risk exposure.

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

Regular internal compliance activities are undertaken throughout the year and the compliance activities have not identified any fraud or anomalies.

The Value for Territory internal audit which was completed in April 2020 identified a small number of non-compliances with some individual procurement rules. An overarching action plan has been developed and subsequently approved by the agency Accountable Officer and this is intended to facilitate an increase in awareness and skills in procurement across the agency to reduce the risk of future non-compliances.

BOARDS / ADVISORY BODIES

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

Public Sector Consultative Council

- Nil change.
- Current Members:

NTPS REPRESENTATIVES		
Chairperson	Vicki Telfer	Commissioner for Public Employment
(Six) Agency Nominated Representatives		
Office of the Commissioner for Public Employment	Cheryl Winstanley	Agency Nominated
Department of Corporate and Information Services/ Department of Infrastructure Planning and Logistics*	Sandra Butcher	Agency Nominated
Department of Corporate and Information Services/ Department of Education*	Fiona Roche	Agency Nominated
Department of Corporate and Information Services/ Department of Health*	Johanna Stieber	Agency Nominated
Department of Corporate and Information Services	Sarah Temple	Agency Nominated
Department of Corporate and Information Services/ Department of Local Government, Housing and Community Development*	Kara Walker	Agency Nominated
*Note: The current agency representatives were nominated by their CEOs prior to the machinery of government centralisation of some corporate services to DCIS, hence the dual agency representation for some of the representatives.		
(Eight) Union Representatives		

Community and Public Sector Union	Kay Densley	Union Nominated
United Voice	Erina Early	Union Nominated
Australian Education Union	Jarvis Ryan	Union Nominated
Australian Nursing and Midwifery Federation	Cath Hatcher	Union Nominated
Electrical Trades Union	David Hayes	Union Nominated
Unions NT	Joel Bowden	Union Nominated
Australian Manufacturing Workers Union	Lloyd Pumpa	Union Nominated
Professionals Australia	Michael Butler	Union Nominated

- c) Nil.
- d) Nil.
- e) Twice.

Correctional Officers' Arbitral Tribunal

- a) Nil change.
- b) Current Members:

Tribunal Position	Member Name	Appointed
Chairperson	Commissioner Paula Spencer	3 July 2017
Minister's Nominee	Mr Theo Tsikouris	19 Feb 2019
Available Elected Member	Robert Miller	16 May 2019
Secretary to the Tribunal	Susan Barnes	23 January 2019

- c) Nil.
- d) Nil.
- e) Nil.

Police Arbitral Tribunal

- a) Nil change.
- b) Current members:

Tribunal Position	Member Name	Appointed
Chairperson	Deputy President Ingrid Asbury	5 March 2018

Minister's Nominee	Mr Theo Tsikouris	25 February 2019
Police Association's Nominee	Mr Ray Murphy	3 July 2017
Deputy of the Chairperson	Commissioner Paula Spencer	3 July 2017
Deputy of the Minister's Nominee	Mr Allan McGill	25 November 2017
Deputy of the Police Association's Nominee	Superintendent Antony Deutrom	16 May 2018
Secretary to the Tribunal	Ms Susan Barnes	23 January 2019

- c) Nil.
- d) \$150.00 – Gazette Notice, Notification of Consent Agreement.
- e) Twice.

Public Sector Appeals Boards

- a) Nil change.
- b) Current Members:

Tribunal Position	Member Name	Appointed
Chairperson, nominated by the Commissioner for Public Employment	Varies for each board	n/a
Member nominated by the relevant agency CEO	Varies for each board	n/a
Member nominated by the prescribed employee organisation	Varies for each board	n/a

- c) Nil.
- d) Nil.
- e) 47

Strategic Workforce Board

- a) Terms of Reference are attached
- b) Current Members:

Strategic Workforce Board Member and Position Title	Agency	Appointed
Vicki Telfer, CEO and Commissioner for Public Employment	Office of the Commissioner for Public Employment (Chair)	October 2019

Catherine Stoddart, Chief Executive Officer	Department of Health	October 2019
Maria Mohr, Deputy Chief Executive Officer	Department of the Chief Minister	October 2019
Lorraine Corowa, Deputy Chief Executive Officer	Department of Tourism, Sport and Culture	October 2019
Nicole Hurwood, Deputy Chief Executive Officer	Territory Families	October 2019
Catherine Weber, Deputy Under Treasurer	Department of Treasury and Finance	October 2019
Gail Humble, Senior Director Enterprise Corporate Services	Department of Corporate and Information Services	October 2019
Sibylle Brautigam, Deputy Chief Executive Officer	Department of Trade, Business and Innovation	October 2019
Strategic Workforce Planning and Development Division	Office of the Commissioner for Public Employment (Secretariat)	October 2019

- c) Nil
- d) Nil
- e) Five

REVIEWS AND INQUIRIES

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

Public Sector Employment and Management Act Review

- a) The previous Minister for Public Employment requested OCPE to undertake a review of the *Public Sector Employment and Management Act 1993* (PSEMA) to evaluate its efficiency and effectiveness in contributing to the productivity of the Northern Territory Public Sector (NTPS).

The Minister requested that the review focus on whether the PSEMA enables the appropriate management of employees through the application of natural justice, performance management, review and appeal rights, career mobility and the ability of agencies to take actions to remedy performance issues.

The review was to examine both the legislative framework and the application of relevant provisions to determine practical and appropriate ways to improve employment practices within the NTPS.

- b) Working group to include representatives of OCPE, NTPS agencies and public sector unions.
- c) The working group included the following members, all of whom are Darwin based:

Erina Early Branch Secretary NT United Voice
Kay Densley NT Regional Secretary Community and Public Sector Union
Rick Bishop Director Human Resources, Risk and Audit Department of Primary Industry and Resources
Johanna Stieber Director Employment Relations, People Services and Capability Department of Health
Megan Townsend Principal Consultant Employee Relations Office of the Commissioner for Public Employment
Cameron McInerney Employee Relations Manager Office of the Commissioner for Public Employment

- d) The review was undertaken within existing resources. No separate costings were prepared.
- e) The review by the working group was informed through:
- A discussion paper circulated to public sector unions and NTPS agencies for comment.

- The Working Group reviewed all submissions and convened meetings with submitters to discuss in detail the issues raised.
 - The draft report of the Working Group was circulated to public sector unions and NTPS agencies for comment.
 - The final report of the Working Group was provided to the previous Minister for Public Employment through the Commissioner for Public Employment.
- f) The outcomes of the review were endorsed by the previous Minister for Public Employment on 30 January 2020. The report of the working group has not been tabled in the Legislative Assembly.
- g) N/A

Fixed Period / Casual Employment (Insecure Employment) Working Group

- a) Review the use of fixed period and casual contracts in the Department of Health, particularly where multiple employment contract renewals are occurring, to facilitate initiatives to improve security of employment. Principles and learnings of the review will be applied across other NTPS agencies.
- b) Unions, agency and Office of the Commissioner for Public Employment (OCPE) representatives.
- c) The working group included the following members, all of whom are Darwin based:

Erina Early (or delegate) Branch Secretary NT United Workers Union
Kay Densley (or delegate) NT Regional Secretary Community and Public Sector Union
Cath Hatcher (or delegate) Branch Secretary Australian Nursing and Midwifery Federation
Johanna Stieber Director Employment Relations, People Services and Capability Department of Health
Vera Whitehouse Director People Safety and Analytics Department of Health
Helena Glew Principal Consultant Employee Relations Office of the Commissioner for Public Employment
Damien Doherty

Employee Relations Manager
Office of the Commissioner for Public
Employment

- d) Nil budget. The review will be undertaken within existing agency resources.
- e) Agency to review and report on employees on fixed period/casual employment arrangements (Note: Agency have reported compiling the data is a manually intensive process).
- f) Not completed
- g) By end of 2020

Long Service Leave Act Review

- a) To review the *Long Service Leave Act* to determine if it continues to serve Territory employers and employees and/or whether it could be reformed to make it easier to use.
- b) There were no panel members for the review. The Office of the Commissioner for Public Employment conducted the review using internal staff resources.
- c) The employee undertaking the review is based locally and has extensive experience in applying and interpreting the Act, including undertaking investigations under the Act.
- d) This review was conducted utilising internal staff resources.
- e) In undertaking this review, OCPE adopted a two-step process. The first step was a consultation of affected stakeholders. These were Territory employers and employee organisations. The second was an intensive analysis of long service leave legislation in other jurisdictions, with a consideration of the legal and other issues embedded in the Act itself.
- f) The review has been completed. The final report is with the Minister for Public Employment. The report has not been tabled in the Legislative Assembly.
- g) There is no expected date for tabling the report in the Legislative Assembly. This is subject to the Minister's discretion.

Portable long service leave for the Community Services Sector

- a) To undertake a feasibility study into the establishment of a portable long service leave scheme for the community services sector in the Northern Territory.
- b) The review commenced in the 2019/2020 financial year.
- c) It was conducted within available resources by the Office of the Commissioner for Public Employment
- d) There was an internal Northern Territory Government reference group consisting of:

Mark Hathaway Employee Relations Manager Office of the Commissioner for Public Employment
Jim Richards Commissioner of Superannuation Department of Treasury and Finance
Tamara Biro Director of Budgets and Finance Department of Health
Theo Tsikouris Registrar NT Build
Helena Wright Executive Director Programs and Engagement Department of Territory Families, Housing and Communities

- e) The feasibility study required actuarial analysis and direct consultation and information gathering from a sample of relevant employers, including the peak organisation the Northern Territory Council of Social Services; and unions.
- f) Members of the public were also able to comment through a survey instrument on the Northern Territory Government 'Have your say' website.

WORKPLACE HEALTH AND SAFETY

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

Nil.

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

Nil

REGIONAL OFFICES

46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2019/20 financial year. What are the locations for which they are responsible?

Nil.