AGENCY: NORTHERN AUSTRALIA INFRASTRUCTURE FACILITY

TOPIC: Northern Australia Infrastructure Facility – (NAIF)

REFERENCE: Written Question – Senator Ketter

QUESTION No.: AI-170

1) Does the NAIF use a garden service for indoor or outdoor pot plants/flowers maintenance?
    a. Who are the contracts with?
    b. How much does each contract cost?
    c. How often do they visit?
2) Have any floral displays or indoor plants or pot plants been hired or leased for display in any offices?
    a. Who were the contracts with?
    b. How much was each contract cost?
3) What was the total cost of all subscriptions by the NAIF to online news services, newspapers, magazines, journals and periodicals from 1 January 2016?
    a. What are these services / newspapers / magazines / journals / periodicals?
4) What was the total value of all gifts purchased for use by the NAIF since 1 January 2016?
    a. What were the gifts purchased?
        i. Who were they gifted to?
5) Does the NAIF purchase bottled water or provide coolers?
    a. What is the monthly cost of this?
6) Does the NAIF provide fruit for the board or staff?
    a. What is the monthly cost of this?
7) What is the total bill for the NAIF since 1 January 2016:
    a. Taxi hire
    b. Limousine hire
    c. Private hire care
    d. Hire car rental
    e. Ridesharing services
    f. Chartered flights
8) How many media or public relations advisers are employed by the NAIF?
9) Are media or public relations advisers currently independently employed by contract?
    a. Who are these contracts with?
    b. What is the value of these contracts?
10) What is the forecast for the current financial year for the number of media or public relations advisers to be employed and their total cost?
11) What is the total cost of media monitoring services used by the Naif?
12) How much did the NAIF spend on Facebook advertising or sponsored posts in 2015-16?
13) How much has the NAIF spent in legal costs since 1 January 2016?
    a. For what specific purposes or matters was legal advice sought?
14) Has the NAIF engaged any consultants to provide the following services or advice since 1 January 2016?
    a. Social media
        i. And the cost of these services
    b. Photography

        i. And the cost of these services
    c. Acting training
        i. And the cost of these services
    d. Ergonomics
        i. And the cost of these services

15) Have any staff who received a redundancy from the NAIF since its inception years undertaken any further paid work or provided any paid services for the Department?
    a. What was the nature of these works/services?
    b. What was the total cost of these works or services?

16) How many redundancies were processed by the NAIF since 1 January 2016?
    a. Of these redundancies, how many were:
        i. Voluntary?
        ii. Forced?
    b. What was the total cost of all redundancies?

17) Does the NAIF have an iTunes account?
    a. What is the total expenditure since 2016 on iTunes?
        i. What applications/subscriptions/services were purchased through iTunes? 131.

18) Does the NAIF have an Android account?
    a. What was the total expenditure in 2015-16 on Android?
    b. What applications/subscriptions/services were purchased through Android?

19) What were the top 20 most utilised (by data sent and received) unique domain names accessed by the NAIF this year?

20) What were the top 20 most accessed (by number of times accessed) unique domain names accessed by the NAIF this year?

21) How much is spent on tea/coffee/milk for staff?

22) Does the NAIF have coffee machines?
    a. How many?
    b. What was their purchase cost?
    c. What is their maintenance cost?
    d. Who has access to them?

23) How many mobile phones are given to staff or board members?
    a. How many new mobile phones in the last year?
    b. What is the total cost of these phones?
    c. How many had to be replaced due to damage?
    d. How many were reported as lost?

24) How many tablets are given to staff or board members?
    a. How many new tablets in the last year?
    b. What is the total cost of these tablets?
    c. How many had to be replaced due to damage?
    d. How many were reported as lost?

25) How many people have both a smart phone and a tablet?
    a. What is the lowest ranked official who has both a work smart phone and tablet?

26) How many staff or board members overspent on their phone or tablet data bill?
    a. By how much?
    b. What was the average cost of data bills for tablets and mobile phones?
    c. What was the highest monthly cost?

27) What was the annual cost of stationary?

28) What brand of paper does the NAIF use?
    a. Is this paper Australian made?

29) Were any refurbishments on office buildings carried out in the last year?
    a. What were they?
    b. What was the cost?

30) Were any internal fitouts/maintenance carried out on office buildings in the last year?
    a. What was the cost?

31) How many functions did the NAIF cater for since 1 January 2016?
   a. List of functions,
   b. List of attendees including departmental officials and members of the Minister's family or personal staff;
   c. Function venue;
   d. Itemised list of costs;
   e. Details of any food served;
   f. Details of any wines or champagnes served including brand and vintage;
   g. Details of any spirits served including brand and vintage;
   h. Details of any floral arrangements or other decorations; and
      i. Details of any entertainment provided.
32) Please provide a list of all statutory, board and legislated office vacancies and other significant appointments vacancies within the NAIF, including length of time vacant and current acting arrangements.
33) How much has the NAIF spent on media monitoring since 1 January 2016?
   a. Please provide a list of all Contact Notice IDs for the Austender website in relation to media monitoring contracts.
34) How much has the NAIF spent on advertising and information campaigns since 1 January 2016?
   a. Please provide a list of all Contract Notice IDs for the Austender website in relation to advertising and information campaign contracts please be provided.
35) Were any members of your NAIF charged with fraud?
   a. How many staff members?
   b. What disciplinary action was taken?
36) Has the NAIF undertaken / contracted any market research in the last 12 months?
   a. With whom?
   b. For what?
   c. What was the value of the contract?
37) How many expressions of interest has the NAIF received?
38) How many applications before the NAIF are at each of the four stage as outlined by CEO Laurie Walker at Estimates on 1 March 2017?
39) How many applications are considered active?
40) What is the nature of the applications at the due diligence stage? For instance one is known to be a rail link.
41) How many expressions of interest has the NAIF received for the following, what stage are the expressions of interest at and when were the expressions of interest for each received?
   a. Coal fired power plants,
   b. Gas fired power plants,
   c. Dam projects,
   d. Port projects.
42) How many applications has the NAIF forwarded to Infrastructure Australia for consultation?
   a. What is the nature of projects forwarded to Infrastructure Australia for consultation? Ie for gas power, ports etc.
   b. Can you provide any correspondence with Infrastructure Australia relating to NAIF projects?
43) How many projects has the Minister, his staff or his department referred to NAIF?
   a. What is the nature of these referrals? Ie for gas power, ports etc.
   b. What stage are each of the these referrals at?
   c. Can you provide any documents where the Minister, his staff or his department have referred any projects to the NAIF?
44) How much is each member of the NAIF board paid?
   a. What bonuses do each member of the NAIF board receive?
45) Which Members of the board are on audit committees?
   a. What are the roles of board members on committees?
46) How much has the NAIF spent in total for board members travel?

47) How much has the NAIF spent for each member of the board individually for travel?
48) How much has been spent of flights for board members?
    a. How much has been spent on chartered flights for board members?
49) How much has the NAIF spent on helicopter transport for board members?
50) How much has been spent on flights for each individual board members?
    a. When flying what class did individual members of the board most frequently travel?
51) How much has the NAIF paid for car transport for board members?
52) How much has the NAIF paid for car transport for board members individually?
    a. How much has the NAIF paid for limousine transfers for each member of the board?
53) How much have members of the NAIF board claimed in expenses?
54) How much have members of the NAIF board claimed individually in expenses?
55) How much have members of the NAIF board claimed individually for meals?
56) How much is the CEO of NAIF paid?
57) How much has the CEO of NAIF spent on travel?
58) How much has the CEO of NAIF claimed in expenses?
59) How much is paid in total for members of the NAIF staff?
60) Has the board established a formal procedure for receiving expressions of interest?
    a. Can the NAIF provide any documentation outlining the process for receiving expressions of interest?
61) Does the NAIF have a formal process in place for advancing expressions of interest?
    a. What is that procedure?
    b. Can the NAIF provide any documentation outlining processes for receiving expressions of interest?
62) Is there a process in place for identifying or report conflicts of interest for members of the board when discussing applications or making lending decisions?
    a. What is that process?
    b. Who does the board report conflicts of interest to?
    c. When was this process introduced?
63) Have any members of the board reported conflicts of interest when discussing applications or making lending decisions?
    a. How many times has this occurred?
64) Have any members of the board recused themselves from discussions regarding applications or when making lending decisions where a conflict of interest has arisen?
    a. How many times has this occurred?
65) How many board meetings has each member of the board been absent from?
66) Are there any Aboriginal or Torres Strait Islander (ATSI) people on the NAIF board?
    a. If not, why not?
67) Has the NAIF hired any ATSI staff members of staff?
    a. What percentage of staff are of ATSI heritage?
    b. What are the roles of any ATSI staff members?
    c. If no staff, why not?
68) In previous estimates sessions Ms Beauchamp advised that the board and CEO were going through a process to operationalise Indigenous Engagement Strategies, has the NAIF established a formal process?
    a. What is the process?
    b. Can the NAIF provide any documents outlining the process?
69) Is the board assessing any proposals from ATSI communities or which would directly benefit ATSI communities?

ANSWER

<u>**Answers capture data from 1 July 2016 to 28 February 2017, unless otherwise specified in the Question**</u>

1) No.

2) No.

3) Nil.

4) Nil.

5) No.

6) No.

7)
   a. Taxi hire $6,579
   b. Limousine hire Nil
   c. Private hire care $223
   d. Hire car rental $275
   e. Ridesharing services Nil
   f. Chartered flights$3,638

8) Nil.

9) No.

10) Nil.

11) $16,496

12) Nil.

13) $147,097
   a. Legal advice was sought for advice on administrative and operational matters.

14) Yes.
   a. Nil.
   b. Yes. $700
   c. Nil.
   d. Yes. $170

15) No.

16) Nil.

17) No.

18) No.

19)

Volume Rank	Destination address	Friendly name	Destination Host Name	Bytes	Bytes Received	Bytes Sent
1	13.107.4.50	msft.net (Microsoft)	13.107.4.50	208140 526132	206348 071827	17924 54305
2	203.213.73. 25	tpgi.com.au	203-213-73-25.static.tpgi.co m.au	133136 636162	131815 383393	13212 52769
3	132.245.165 .146	msft.net (Microsoft)	132.245.165.146	719485 29280	489127 85813	23035 74346 7
4	40.100.144. 226	msft.net (Microsoft)	40.100.144.226	604070 15750	277684 79474	32638 53627 6
5	203.213.73. 8	tpgi.com.au	203-213-73-8.static.tpgi.com. au	543455 20329	526111 00626	17344 19703
6	132.245.165 .130	msft.net (Microsoft)	132.245.165.130	476808 38603	241749 18414	23505 92018 9
7	203.213.73. 11	tpgi.com.au	203-213-73-11.static.tpgi.co m.au	457954 57314	443108 80872	14845 76442
8	132.245.164 .242	msft.net (Microsoft)	132.245.164.242	449270 21526	275835 28374	17343 49315 2
9	40.100.144. 242	msft.net (Microsoft)	40.100.144.242	442548 80422	239085 07345	20346 37307 7
10	40.100.151. 2	msft.net (Microsoft)	40.100.151.2	437612 27417	296285 61645	14132 66577 2
11	40.100.145. 162	msft.net (Microsoft)	40.100.145.162	398768 09016	229024 96597	16974 31241 9
12	40.100.145. 146	msft.net (Microsoft)	40.100.145.146	313990 28578	148484 12900	16550 61567 8
13	203.213.73. 9	tpgi.com.au	203-213-73-9.static.tpgi.com. au	287078 61031	284396 15749	26824 5282
14	151.101.28. 249	None	151.101.28.249	278146 75249	271797 79849	63489 5400
15	151.101.101 .73	None	151.101.101.73	263641 83935	256865 51778	67763 2157
16	132.245.164 .226	msft.net (Microsoft)	132.245.164.226	254327 48466	138267 32234	11606 01623 2
17	40.100.151. 18	msft.net (Microsoft)	40.100.151.18	249274 96067	125963 78201	12331 11786 6

18	124.47.150.30	au-smtp-journal-1.mimecast.com	au-smtp-journal-1.mimecast.com	22717798223	764560011	2195323821 2
19	157.240.8.19	edge-video-shv-01-syd2.fbcdn.net (Facebook video)	edge-video-shv-01-syd2.fbcdn.net	22502644987	22283329950	219315037
20	103.13.69.30	au-smtp-journal-2.mimecast.com	au-smtp-journal-2.mimecast.com	22457164040	720229202	2173693483 8

20)

Count Rank	URL	Repeat Count
1	weather.service.msn.com/data.aspx?wealocations=&culture=en-US&weadegreetype=F&src=outlook	2789579
2	atom.boomi.com/	1065533
3	sin1-ib.adnxs.com/	439360
4	outlook.office365.com/	414356
5	nexus.officeapps.live.com/	309799
6	weather.service.msn.com/data.aspx?wealocations=&culture=en-US&weadegreetype=C&src=outlook	272952
7	login.microsoftonline.com/	260404
8	ib.adnxs.com/async_usersync?cbfn=AN_async_load	219429
9	v10.vortex-win.data.microsoft.com/	216417
10	login.windows.net/	203306
11	settings-win.data.microsoft.com/	173133
12	nexusrules.officeapps.live.com/	158734
13	*.mimecast.com/	138811
14	logx.optimizely.com/	135884
15	dt.adsafeprotected.com/	132008
16	secure-ds.serving-sys.com/	124045
17	304207300.log.optimizely.com/	119310
18	/vevent?	113827
19	remote3par.houston.hp.com/	112466
20	bs.serving-sys.com/	101674

21) $202.

22) No.

23) 5.
    a. 5.
    b. $5,585.
    c. Nil.
    d. Nil.

24) Nil.

25) Nil.

26) Nil.
    a. Not applicable.
    b. $120 per month.
    c. $120 per month.

27) Estimated at $3,161.

28) Reflex.
    a. Yes.

29) No.

30) Refer to AI-67.

31) Four.
    a. The four functions were:
- Launch event
- Western Australia networking stakeholder event
- Northern Territory networking stakeholder event
- Queensland networking stakeholder event

    b. The number of NAIF officials and Minister's staff who attended each event:
- Launch event - the Minister and 1 staff; 9 NAIF officials (including Board Members); 8 Department officials
- Western Australia networking stakeholder event – 9 NAIF officials (including Board Members); 4 Department officials
- Northern Territory networking stakeholder event - 11 NAIF officials (including Board Members); 2 Department officials
- Queensland networking stakeholder event – 1 Minister Office official; 11 NAIF officials (including Board Members); 2 Department officials

    c. Venues were:
- Launch event - Bolands Centre Cairns
- Western Australia networking stakeholder event - Brookfield Multiplex
- Northern Territory networking stakeholder event - Northern Australia Development Office
- Queensland networking stakeholder event – Empire Apartments Hotel

    d. Costs were:
- Launch event - $1002
- Western Australia networking stakeholder event - $6,181
- Northern Territory networking stakeholder event - $3,262
- Queensland networking stakeholder event – $2,678

    e. Food served included morning tea at the launch event and canapes at the three other events.
    f. No wine or champagne was served at the launch event. Wine served at the other three events included wines in the beverage package offered by caterers.
    g. Nil.
    h. Nil.
        i. Nil.

32) Nil.

33) $16,496
   a. Not applicable

34) Nil.

35) No.

36) No.

37) As at 1 May 2017 NAIF has received 115 enquiries.

38) As at 1 May 2017 5 projects are in the due diligence stage and 12 projects are at the preliminary assessment stage.

39) As at 1 May 2017 56 enquiries are considered active.

40) The five projects at due diligence are across more than one jurisdiction and in four sectors. We are unable to provide further detail as specifics regarding particular projects are commercial in confidence (refer to AI-54 for further information).

41) Details as to the specifics regarding particular projects are commercial in confidence (refer to AI-54 for further information). Refer to AI-56 regarding Energy Generation projects.

42) One.
   a. We are unable to provide further detail as specifics regarding particular projects is commercial in confidence (refer to AI-54 for further information).
   b. See response above (question 42 a).

43) Seventeen.
   a. We are unable to provide further detail as specifics regarding particular projects is commercial in confidence (refer to AI-54 for further information).
   b. See response above (question 43 a).
   c. See response above (question 43 c).

44) The Board remuneration is set by the Remuneration Tribunal Determination 2016/18: Remuneration and Allowances for Holders of Part-Time Office. Please see below for a summary of the remuneration.

Name	Board fee	Audit Committee	Additional loading	Annual Board fee
Sharon Warburton	$ 112,960.00		$34,000.00	$ 146,960.00
Barry Coulter	$ 43,825.00			$ 43,825.00
Justin Mannolini	$ 56,150.00	$7,690.00		$ 63,840.00
Khory McCormick	$ 56,150.00			$ 56,150.00
Sally Pitkin	$ 56,150.00	$7,690.00		$ 63,840.00
Bill Shannon	$ 56,150.00	$15,370.00		$ 71,520.00
Karla Way-McPhail	$ 56,150.00			$ 56,150.00

   a. There are no bonuses paid to NAIF Board members.

45) Board members on the Board Audit and Risk Committee are: Bill Shannon, Sally Pitkin and Justin Mannolini.
   a. Roles of members of the Audit and Risk Committee are:

- Bill Shannon, Chairman
- Sally Pitkin, Member
- Justin Mannolini, Member

46) $96,775.

47) Refer to AI-65.

48) Refer to AI-65.
   a. $3,663 has been spent on chartered flights for Board members.

49) $3,300 has been spend on helicopter transport for Board members. This is included in the response to question 48 a above.

50) Refer to AI-65.
   a. Business class

51) $104.00

52) Refer to Question 51 for the total spent on car transport. This was for shared transportation not individual board members.
   a. NAIF has not incurred any expenses for limousine transfers.

53) $4,589.00

54) Average of $765 per Board member

55) $302.44

56) The CEO's remuneration is set by the Remuneration Tribunal and is available here http://www.remtribunal.gov.au/media/documents/2018/2017-compilations/full-time-compilations/2016-19-remuneration-and-allowance-for-holders-of-full-time-public-office-compilation-no-4/2016-19-FTOH-Determination-Compilation-6-13-April-2017.pdf

57) $17,654.

58) $86.00 excluding travel expenses.

59) $1,108,000 per annum (excluding the CEO).

60) The concept of progressing enquiries is outlined in NAIF's Application and Approval Procedure. There is no formal process called an 'expression of interest.'
   a) NAIF Application and Approval Procedure is outlined on the NAIF website at www.naif.gov.au/application-and-approval-procedure.

61) Refer to Question 60 above.

62) Yes.
   a) The NAIF Board has an endorsed Conflict of Interest Policy (available at http://naif.gov.au/about-us/naif-governance/) and Directors are also accountable for requirements under the *Public Governance, Performance and Accountability Act 2013*.
   b) Conflicts of Interest are reported to the Board Secretary.
   c) The Board began to declare interests ahead of the first NAIF Board meeting in accordance with the procedure set out in the Conflict of Interest Policy.

63) Yes
   a) Six.

64) Yes
   a) Six.

65) Board members have attended all board meetings. Refer to AI-66 for further information.

66) No.
   a) The NAIF Board is a skilled based board. Section 15 of the NAIF Act 2016 outlines the requirements for appointment of Board members.

67) No.
   a) Nil.
   b) Not applicable.
   c) The NAIF is continuing to build its capability. Diversity (including ASTI, gender, age and ethnicity) is a key component within NAIF's resourcing strategy.

68) Refer to AI-77 for details regarding the development of NAIF's Indigenous Engagement Strategy guidance for potential proponents and the Board.

69) The NAIF pipeline includes potential proposals which would directly benefit ATSI communities.