



# Northern Land Council

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17 February 2015

Our ref: DS20

Senate Finance and Public Administration Committees  
PO Box 6100  
Parliament House  
CANBERRA ACT 2600

Dear Committee members

**RE: NLC responses to 2014 Supplementary Budget Estimates**

I write in response to your email request of 16 February this year to advise that the Northern Land Council (NLC) has not responded to various 'All Agency' Questions on Notice from the Supplementary Budget Estimates Hearings held in October 2014.

As further advised (via return email), those questions listed here by number refer to matters that are not applicable to the statutory and other functions of the NLC.

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I urge you to contact my office, via Executive Assistant Mrs Raechel Bates, on (08) 89 205 102 or NLC Policy Advisor Mr Robert Dalton on (08) 89 205 204 to further discuss this letter.

Yours sincerely

**Joe Morrison**  
**CHIEF EXECUTIVE OFFICER**

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**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Commissioned reports

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 67

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How many reports (including paid external advice) have been commissioned by the Minister, department or agency?
  1. Please provide details of each report including date commissioned, date report handed to Government, date of public release, Terms of Reference and Committee members.
2. How much did each report cost/or is estimated to cost? How many departmental or external staff were involved in each report and at what level?
3. What is the current status of each report? When is the Government intending to respond to these reports?

**Answer:**

No formal reports were commissioned in the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Statutory Review Provisions

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 68  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Please list all current legislation, covered by the department's portfolio, which contain a statutory review provision/s.

**Answer:**

There is no statutory review function in the NLC's relevant legislation.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Graduate intake

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 70

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. What was the graduate intake for 2012-2013?
2. What was the graduate intake for 2013-2014?
3. What is the graduate intake for 2014-2015?
4. What will be the graduate intake for 2015-2016?

**Answer:**

No graduate intake occurred during this period. None is forecast for future periods.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Procedure Manuals (Departmental)

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 74

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Does the department have a procedure manual for communication between the department and the minister? If yes, please provide a copy and:
2. When was the manual last updated?
3. Who is responsible for updating the manual?
4. Has the minister's office had any input into the content of the manual? If so, please detail.
5. Who is the manual distributed to?
6. Is anyone responsible for clearing communications before they are sent to the minister or the minister's office?

**Answer:**

The NLC does not have a specific procedure manual for communication with the Minister's office. Such communication is overseen through the CEO's office.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Reviews

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 76

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

1. How many new reviews (defined as review, inter-departmental group, inquiry, internal review or similar activity) have been commenced? Please list them including:
  1. the date they were ordered
  2. the date they commenced
  3. the minister responsible
  4. the department responsible
  5. the nature of the review
  6. their terms of reference
  7. the scope of the review
  8. Who is conducting the review
  9. the number of officers, and their classification level, involved in conducting the review
  10. the expected report date
  11. the budgeted, projected or expected costs
  12. If the report will be tabled in parliament or made public
2. For any review commenced or ordered since Budget Estimates in June, 2014, have any external people, companies or contractors being engaged to assist or conduct the review?
  1. If so, please list them, including their name and/or trading name/s and any known alias or other trading names
  2. If so, please list their managing director and the board of directors or equivalent
  3. If yes, for each is the cost associated with their involvement, including a break down for each cost item
  4. If yes, for each, what is the nature of their involvement
  5. If yes, for each, are they on the lobbyist register, provide details.
  6. If yes, for each, what contact has the Minister or their office had with them
  7. If yes, for each, who selected them

8. If yes, for each, did the minister or their office have any involvement in selecting them,
  1. If yes, please detail what involvement it was
  2. If yes, did they see or provided input to a short list
  3. If yes, on what dates did this involvement occur
  4. If yes, did this involve any verbal discussions with the department
  5. If yes, on what dates did this involvement occur
3. Which reviews are on-going?
  1. Please list them.
  2. What is the current cost to date expended on the reviews?
4. Have any reviews been stopped, paused or ceased? Please list them.
5. Which reviews have concluded? Please list them.
6. How many reviews have been provided to Government? Please list them and the date they were provided.
7. When will the Government be responding to the respective reviews that have been completed?
8. What reviews are planned?
  1. When will each planned review be commenced?
  2. When will each of these reviews be concluded?
  3. When will government respond to each review?
  4. Will the government release each review? If so, when? If not, why not?

**Answer:**

No formal reviews have been commenced during the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Sunset provisions

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 77

**Type of question:** Written

**Date set by the committee for the return of answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Please list all current legislation, covered by the department's portfolio, which contain a sunset provision/s. For each, please provide:
  1. What work has been done towards preparing for the activation of sunset provisions? If no work has commenced, why not?
  2. Has any consideration been given to delaying or alerting the sunset provisions?
  3. Please provide a schedule or a work plan for the sunset provisions becoming active
  4. When did/will this work begin?
  5. When is/was the review due to commence.
  6. What is the expected report date.
  7. Who is the minister responsible for the review
  8. What department is responsible for the review
  9. List the specific clauses or legislation under review caused by the statutory provision.
  10. List the terms of reference.
  11. What is the scope of the review.
  12. Who is conducting the review. How were they selected? What are the legislated obligation for the selection of the person to conduct the review?
  13. What is the budgeted, projected or expected costs of the review?
  14. When was the Minister briefed on this matter?
  15. What decision points are upcoming for the minister on this matter?
  16. List the number of officers, and their classification level, involved in conducting the review
  17. Will the report will be tabled in parliament or made public. If so, when?

**Answer:**

Sunset provisions in the *Aboriginal Land Rights Act (Northern Territory) 1976* took effect in 1997 and prevent the lodgement of any new Land Claims.



**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Central Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Wine Coolers / Fridges

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 78

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency purchased or leased any new wine coolers, or wine fridges or other devices for the purpose of housing alcohol beverages, including Eskies?
  1. If so, list these
  2. If so, list the total cost for these items
  3. If so, list the itemised cost for each item of expenditure
  4. If so, where were these purchased
  5. If so, list the process for identifying how they would be purchased
  6. If so, what is the current location for these items?
  7. If so, what is the current stocking level for each of these items?

**Answer:**

No expenditure on these items has occurred in the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** FoI Requests

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 79

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How many requests for documents under the FOI Act have been received?
2. Of these, how many documents have been determined to be deliberative documents?
3. Of those assessed as deliberative documents:
  1. For how many has access to the document been refused on the basis that it would be contrary to the public interest?
  2. For how many has a redacted document been provided?

**Answer:**

No FOI requests have been received by the NLC in the time frame in question.

The NLC is not subject to FOI provisions.



	Region	Property	Property Type	Used For	Property Address
<b>1</b>	JABIRU	Offices	Commercial	Office	Shop 5 Jabiru, Government Centre, Tasman
<b>7</b>	NHULUNBUY	Offices	Commercial	Office	Shop 4 - Arnhem House, Endeavour Square
<b>15</b>	TENNANT CREEK	Offices	Commercial	Office	178 Patterson St
<b>17</b>	KATHERINE	Offices	Commercial	Office	Lot 5 / 29 Katherine Terrace
<b>19</b>	NGUKURR	Offices	Commercial	Office	PMB 85 Balamurra St, Lot 298
<b>20</b>	DARWIN	Offices	Commercial	Office	45 Mitchell St
<b>21</b>	DARWIN	Offices	Commercial	Office	60 Smith St
<b>22</b>	DARWIN	Offices/Storage Shed	Commercial	Office	Unit 2&3/138 Coonawarra Road, Winnellie
<b>23</b>	PALMERSTON	Offices	Commercial	Office	Unit 1/17 Georgina Cresent
<b>24</b>	WADEYE	Office	Commercial	Office	Lot 351

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Building Lease Costs

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 83

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

1. What has been the total cost of building leases for the agency / department?
2. Please provide a detailed list of each building that is currently leased. Please detail by:
  1. Date the lease agreement is active from.
  2. Date the lease agreement ends.
  3. Is the lease expected to be renewed? If not, why not?
  4. Location of the building (City and state).
  5. Cost of the lease.
  6. Why the building is necessary for the operations of the agency / department.
3. Please provide a detailed list of each building that had a lease that was not renewed during the specified period. Please detail by:
  1. Date from which the lease agreement was active.
  2. Date the lease agreement ended.
  3. Why was the lease not renewed?
  4. Location of the building (City and state).
  5. Cost of the lease.
  6. Why the building was necessary for the operations of the agency / department.
4. Please provide a detailed list of each building that is expected to be leased in the next 12 months. Please detail by:
  1. Date the lease agreement is expected to become active.
  2. Date the lease agreement is expected to end.
  3. Expected location of the building (City and state).
  4. Expected cost of the lease.
    1. Has this cost been allocated into the budget?
  5. Why the building is necessary for the operations of the agency / department.
5. For each building owned or leased by the department:
  1. What is the current occupancy rate for the building?
  2. If the rate is less than 100%, detail what the remaining being used for.

**Answer:**

Refer attachment A for a breakdown of NLC commercial property leases.

Total cost of leases for the time frame in question is \$690,674.00

Each premises is an administrative centre for NLC operations and provides a vital regional presence for the work of the NLC.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Government advertising

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 84

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much has been spent on government advertising (including job ads)?
  1. List each item of expenditure and cost
  2. List the approving officer for each item
  3. Detail the outlets that were paid for the advertising
2. What government advertising is planned for the rest of the financial year?
  1. List the total expected cost
  2. List each item of expenditure and cost
  3. List the approving officer for each item
  4. Detail the outlets that have been or will be paid for the advertising

**Answer:**

Advertising costs for the time frame in question were \$33,467.

This cost includes 6 separate advertising 'runs' that may feature multiple job advertisements and are spread across national and regional publications.

Cost generally varies within a range of \$3000 - \$12,000.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Workplace assessments

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 85

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much has been spent on workplace ergonomic assessments?
  1. List each item of expenditure and cost
2. Have any assessments, not related to an existing disability, resulted in changes to workplace equipment or set up?
3. If so, list each item of expenditure and cost related to those changes

**Answer:**

No ergonomic assessments were undertaken during the period in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Multiple tenders

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 88

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. List any tenders that were re-issued or issued multiple times:
  1. Why were they re-issued or issued multiple times?
  2. Were any applicants received for the tenders before they were re-issued or repeatedly issued?
  3. Were those applicants asked to resubmit their tender proposal?

**Answer:**

No tenders were issued multiple times or re-issued during the time frame in question.



**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Enterprise Bargaining Agreements (EBAs)

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 89

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Please list all related EBAs with coverage of the department.
2. Please list their starting and expiration dates.
3. What is the current status of negotiations for the next agreement/s? Please detail.

**Answer:**

The NLC is currently bound by the NLC Enterprise Agreement 2011, which has expired. A new agreement is currently under negotiation.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Central Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Departmental Upgrades

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 90

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency engaged in any new refurbishments, upgrades or changes to their building or facilities?
  1. If so, list these
  2. If so, list the total cost for these changes
  3. If so, list the itemised cost for each item of expenditure
  4. If so, who conducted the works?
  5. If so, list the process for identifying who would conduct these works
  6. If so, when are the works expected to be completed?

**Answer:**

No refurbishments, upgrades or changes were undertaken during the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Non-Conventional Therapies

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 91

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since 7 September 2013:

1. Are non-conventional therapies, for staff or ministerial use, able to be provided by the department/agency? (Including, but not limited to: Music Therapy, Hypnosis, Acupuncture, Chiropractic, Homeopathy, Naturopathy, etc) If yes:
  1. What is the process by which these therapies can be approved?
  2. Who are they available to?
  3. Please detail the reasons the therapies able to be provided (e.g. Work Place Agreement, recommended by a report to the department, etc)?
2. Has the department/agency paid for any non-conventional therapy for any Minister or staff? If yes:
  1. What therapies have been provided?
  2. What were they used to treat?
  3. What was the cost of the therapy?

**Answer:**

No unconventional therapies were provided during the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Office Plants

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 92

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency purchased or leased any office plants?
  1. If so, list these
  2. If so, list the total cost for these items
  3. If so, list the itemised cost for each item of expenditure
  4. If so, where were these purchased
  5. If so, list the process for identifying how they would be purchased
  6. If so, what is the current location for these items?

**Answer:**

No new office plant purchase or lease has been undertaken in the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Office recreation facilities

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 93

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency purchased or leased or constructed any office recreation facilities, activities or games (including but not limited to pool tables, table tennis tables or others)?
  1. If so, list these
  2. If so, list the total cost for these items
  3. If so, list the itemised cost for each item of expenditure
  4. If so, where were these purchased
  5. If so, list the process for identifying how they would be purchased
  6. If so, what is the current location for these items?
  7. If so, what is the current usage for each of these items?

**Answer:**

No office rec facilities were provided during the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Vending machines

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 94

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency purchased or leased or taken under contract any vending machine facilities?
  1. If so, list these
  2. If so, list the total cost for these items
  3. If so, list the itemised cost for each item of expenditure
  4. If so, where were these purchased
  5. If so, list the process for identifying how they would be purchased
  6. If so, what is the current location for these items?
  7. If so, what is the current usage for each of these items?

**Answer:**

No new vending machine leasing or purchasing arrangements have been put in place in the time frame in question.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Legal Costs

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 95

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. List all legal costs incurred by the department or agency
2. List the total cost for these items, broken down by source of legal advice, hours retained or taken to prepare the advice and the level of counsel used in preparing the advice, whether the advice was internal or external
3. List cost spend briefing Counsel, broken down by hours spent briefing, whether it was direct or indirect briefing, the gender ratio of Counsel, how each Counsel was engaged (departmental, ministerial)
4. How was each piece of advice procured? Detail the method of identifying legal advice

**Answer:**

Legal costs outside of the NLC's regular functions are generated via litigation.

*Mark Lane Jangala v Commonwealth of Australia & Anor* (Jangala) has incurred costs of \$713,458 in this financial year.

The NLC will be facing its second litigation of the 2014/2015 financial year in *Rirratjingu Aboriginal Corporation v NLC*. (RAC). The current projected drawdown on NLC funds for this matter is \$345,000.

Further breakdown of expenditure not yet available.

**Senate Finance and Public Administration Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014**

**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Provision of equipment – departmental

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 96

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has electronic equipment (such as ipad, laptop, wireless card, vasco token, blackberry, mobile phone (list type if relevant), thumb drive, video cameras) been provided by the department/agency to departmental staff? If yes provide a list of:
2. What has been provided?
3. The purchase cost.
4. The ongoing cost.
5. A list of any accessories provided for the equipment and the cost of those accessories. (e.g. iPad keyboards, laptop carry bags, additional chargers etc).
6. A breakdown of what staff and staff classification receives each item.

**Answer:**

Electronic information management spending is dispersed across the work of the NLC.

Further breakdown not yet available.



**Senate Finance and Public Administration Legislation Committee**  
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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Lobbyist Register Meetings

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 97

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. List all interactions between the department/agency with any representative listed on the lobbyist register
2. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting
3. List all interactions between the Minister/parliamentary Secretary and/or their offices with any representative listed on the lobbyist register during the specified period. List the participants in the meeting, the topic of the discussion, who arranged or requested the meeting, the location of the meeting

**Answer:**

The NLC engages the Endeavour Consulting Group to provide political and lobbying advice.

Interaction is on an as needs basis.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Appointments

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 98

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Please detail any board appointments made from to date.
2. What is the gender ratio on each board and across the portfolio?
3. Has the department instigated or changed its gender ratio target and/or any other policy intended to increase the participation rate of women on boards? If yes, please specify what the target and policy is for each board.
4. Please specify when these gender ratio or participation policies were changed.

**Answer:**

There were no new board (Executive Council) appointments to the NLC during the period in question.

The gender ratio of the Executive Council is 7 male, 5 female.

Appointment to the Executive Council is via election at the Commencement of the Full Council three year term.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Staff transfers

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 99

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 5

**Question:**

1. How many people does your department employ?
2. What is the number of staff employed in each state and Territory as at 30 June 2013, and what is their age, gender and classification level?
3. What is the number of staff currently employed in each state and territory, and what is their age, gender and classification level?
4. What functions have been transferred between transferred from one state or territory to another since the federal election in 2013?
5. Can you please provide details by function of the, number of staff employed, the age, gender and classification of staff employed in the function that was transferred, where it was based prior to the transfer and where it was transferred to?
6. with co
7. How many of these people are employed in Canberra?
8. How many people did your department employ in Canberra immediately prior to the 2013 federal election?
9. How many employees have been transferred out of Canberra since the 2013
10. How many of your employees have been transferred to Canberra since the 2013 federal election?
11. For all employees transferred to or from Canberra since the 2013 federal election, please provide their age.
12. For all employees transferred to or from Canberra since the 2013 federal election, please provide their wage. Please provide the figure for before their transfer and after their transfer.
13. For all employees transferred to or from Canberra since the 2013 federal election, please provide their gender.
14. For all employees transferred to or from Canberra since the 2013 federal election, please provide the area of the department they worked in. Please provide this detail for before their transfer and after their transfer.

15. For all employees transferred to or from Canberra since the 2013 federal election, please provide a description of their position. Please provide this detail for before their transfer and after their transfer.
16. For every transferred employee please provide an explanation for their transfer?
17. For every transferred employee please provide any other cost incurred by the department because of that transfer?
18. Please provide all relevant dates.

#### *Redundancies*

19. How many positions have been made redundant in your department since the 2013 federal election?
  1. How many of these positions were non-ongoing?
  2. How many of these positions were situated in the Australian Capital Territory?
2. How many of the employees filling these redundant positions were redeployed since the 2013 federal election?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
3. How many of these employees were offered voluntary redundancies since the 2013 federal election?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
4. How many accepted voluntary redundancies since the 2013 federal election?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
5. How many employees were offered the choice between a voluntary redundancy and redeployment since the 2013 federal election?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
6. For all employees who accepted voluntary redundancies since the 2013 federal election please:
  1. Provide a dollar figure of their pay out, their age, gender and a description of their position including APS level, contract type (non-ongoing versus ongoing), responsibilities and where they were located.
  2. Please specify what component of that figure was paid out entitlements (annual leave etc).
  3. Please specify any other costs incurred by the department because of this redundancy.
  4. Please provide the reason a voluntary redundancy was offered for their position.
  5. Please provide all relevant dates.
7. For all employees who were redeployed please provide:

1. Their age, gender and a description of their position prior to and after redeployment, including the wages of these positions, the APS level of these positions, the contract type (non-ongoing versus ongoing) and where they were located.
2. Please specify any other costs incurred by the department because of this redeployment.
3. Please provide the reason for that redeployment.
4. Please provide all relevant dates.
8. Since the 2013 federal election, how many employees in your department have been made forcibly redundant?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
9. How many of these employees were offered voluntary redundancies or redeployments prior to being made forcibly redundant?
  1. How many of these employees were ongoing?
  2. How many of these employees were non-ongoing?
  3. How many of these employees were situated in the Australian Capital Territory?
10. For employees who were made forcibly redundant since the 2013 federal election please provide:
  1. Their age, gender, the dollar figure of their pay out and a description of their position including APS level, contract type (non-ongoing versus ongoing) responsibilities and where they were located.
  2. Please specify what component of that figure was paid out entitlements (annual leave etc).
  3. Please specify any other costs incurred by the department because of this redundancy.
  4. Please provide the reason for that redundancy.
  5. Please provide all relevant dates.

### *Hiring*

20. How many people are employed in your department on non-ongoing contracts?
21. How many people are employed in your department on ongoing contracts?
22. How many non-ongoing contracts has your department extended since the 2013 federal election?
23. How many non-ongoing contract extensions did your department submit the Public Service Commission for approval?
24. How many of these extensions were approved by the Public Service Commission?
  1. For every approved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of approved extension, the reasons why the extensions was submitted and the reasons why the extension was approved by the Public Service Commission, as well as all relevant dates.
2. How many of these extensions were rejected by the Public Service Commission?
  1. For every rejected extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of extension sought

by the department, the reasons why the extensions was submitted and the reasons why the extension was rejected by the Public Service Commission, as well as all relevant dates.

3. How many non-ongoing contracts have been extended by your department without the Public Service Commission's approval?
  1. For every unapproved extension please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the length of the unapproved extension, the reasons why the extension was granted, whether the extension was submitted to the Public Service Commission for approval, and the reasons why the extension was granted without the approval of the Public Service Commission, as well as all relevant dates.
4. How many non-ongoing contracts have expired without extension since the 2013 federal election?
  1. For every expired non-ongoing contract please provide the following details: the employee's age, gender, wage, APS level, a description of their job, their length of continuous employment by the APS, the reason why an extension was not sought, as well as all relevant dates.
5. How many new employees have been engaged by your department on non-ongoing contracts since the 2013 federal election?
6. How many new non-ongoing engagements were submitted to the Public Service Commission for approval since the 2014 federal election?
7. How many of these new non-ongoing engagements were approved by the Public Service Commission?
  1. For every approved new engagement of a non-ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non-ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.
8. How many of these new non-ongoing employee applications were rejected by the Public Service Commission?
  1. For every new non-ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their non-ongoing contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.
9. How many new employees have been engaged on non-ongoing contracts without the approval of the Public Service Commission?
  1. For every non-ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their non-ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.
10. How many new employees have been engaged by your department on ongoing contracts since the 2013 federal election?

11. How many new ongoing engagements were submitted to the Public Service Commission for approval since the 2013 federal election?
12. How many of these new ongoing engagements were approved by the Public Service Commission?
  1. For every approved new engagement of a ongoing employee please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason given by the Public Service Commission for approving this engagement, as well as all relevant dates relating to this application.
13. How many of these new ongoing employee applications were rejected by the Public Service Commission?
  1. For every new ongoing engagement rejected by the Public Service Commission please provide the following details: APS level, a description of their job, the length of their ongoing contract, the reason for engaging the new employee and the reason given by the Public Service Commission for rejecting this engagement, as well as all relevant dates relating to this application.
14. How many new employees have been engaged on ongoing contracts without the approval of the Public Service Commission?
  1. For every ongoing employee engaged without the Public Service Commission's approval please provide the following details: the employee's age, gender, wage, APS level, a description of their job, the length of their ongoing contract, whether this position was advertised externally, the reason for engaging this new employee and the reason for engaging this employee without the Public Service Commission's approval, as well as all relevant dates.

**Answer:**

The NLC currently employs 198 ongoing FTE staff and 78 non-ongoing casual staff. All staff are located in the Northern Territory where the NLC is legislatively and jurisdictionally based.

No NLC functions or associated staff have been transferred outside of the Northern Territory.

For information relating redundancies, please refer to QoN144.

The NLC is not subject to Australian Public Service Commission approval processes.

Further breakdown not yet available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Prequalified, Multi-use list tenders

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 103

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Does the Department/Agency have existing prequalified or multi-use list panels for tenders?
2. Please list all Prequalified or Multi-use list panels, and the firms on them, compiled or used by the department/agency?
3. Do any of your EL or higher staff have interest- financial or otherwise - in any of the firms on your panels?
4. Do any Ministerial staff have directorships in any of the firms on your panels?
5. Do any Ministerial staff have interest- financial or otherwise in any of the firms on your panel?
6. Have the minister or ministerial staff made representations concerning the panels?
7. Is Australian Public Affairs on any of your panels?

**Answer:**

The NLC does not utilise prequalified or multi-use tender panels. No Ministerial staff have exposure to NLC tender processes.



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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Communications staff

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 104

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:
2. How many ongoing staff, the classification, the type of work they undertake and their location.
3. How many non-ongoing staff, their classification, type of work they undertake and their location
4. How many contractors, their classification, type of work they undertake and their location
5. How many are graphic designers?
6. How many are media managers?
7. How many organise events?

**Answer:**

The NLC have 2 ongoing communications staff:

- 1 Senior Communications officer (Pay Grade SOGB)
2. Communications officer (Pay Grade ASO5)

No media contractors are engaged. No graphic designers or event managers are employed.

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Freedom of Information

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 105

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 3

**Question:**

1. Other than for the purpose of discussing a transfer under section 16 of the Act, does the Department consult or inform other Departments or Agencies when it receives Freedom of Information requests?
2. If so, for each instance provide a table setting out the following information:
  1. The Department or Agency which was consulted;
  2. The document;
  3. The purpose of the consultation;
  4. Whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension;
  5. Whether an extension of time was sought from the Information Commissioner to allow time for the consultation, including whether it was granted and the length of the extension
3. Other than for the purposes of discussing a transfer under section 16 of the Act, has the Department consulted or informed the Minister's office about Freedom of Information requests it has received?
4. If yes, provide a table setting out the following information:
  1. The requests with respect to which the Minister or Ministerial office was consulted;
  2. The Minister or Ministerial office which was consulted;
  3. The purpose of the consultation;
  4. Whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension;
  5. Whether an extension of time was sought from the Information Commissioner to allow time for the consultation, including whether it was granted and the length of the extension

6. Whether any briefings (including formal briefs, email briefings and verbal briefings) were provided to the Minister's office

### **Staffing resources**

The following questions relate to the period from 18 September 2013:

1. For the period of time from 18 September 2013, what was the average FTE is allocated to processing FOI requests?

### **FOI Disclosure Log**

For the purposes of meeting its obligations under 11C of the Act, does the Department or Agency:

1. Maintain a webpage allowing download of documents released under section 11A (direct download)?
2. Require individuals to contact the Department or Agency to ask for the provision of those documents (request for provision)?
3. Facilitate to those documents in a different manner (if so, specify).
2. If the Department or Agency has moved from a system of meetings its 11C obligations by direct download, to a system of meeting those obligations by request for provision, provide the following information:
  1. The dates for which documents were made available for direct download, and the dates for which documents were made available through request for provision;
  2. The total number of direct downloads of documents released under 11A the Departmental or Agency website;
  3. The total number of requests for provision to documents that had been directly received, and how many had been processed by [date]?
  4. What was the average FTE allocated to monitoring incoming email, collating and forwarding documents providing under a request for provision?
    1. What was the approximate cost for salaries for the FTE staff allocated to this task?
3. Has the Department or Agency charged any for access to a document under section 11C(4)?
4. If so, please provide the following information in a table:
  1. On how many occasions charges have been imposed;
  2. The amount charged for each document
  3. The total amount charged;
  4. What is the highest charge that has been imposed.

With respect to FOI requests:

1. How many documents were assessed (at internal review or - if internal review was not requested - by the original decision maker) as conditionally exempt?
2. Of those, how many were:
  1. Released in full
  2. Released in part
  3. Refused access on the grounds that release of the document would be contrary to the public interest
  4. Other (please specify)

**Answer:**

Not relevant – the NLC is exempt from the requirements of the Freedom of Information Act.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Red Tape Reduction

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 107

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Please detail what structures, officials, offices, units, taskforce or other processes has the department dedicated to meeting the government's red tape reduction targets?
  1. What is the progress of that red tape reduction target
  2. How many officers have been placed in those units and at what level?
  3. How have they been recruited?
  4. What process was used for their appointment?
  5. What is the total cost of this unit?
  6. What is the estimated total salary cost of the officers assigned to the unit.
  7. Do members of the unit have access to cabinet documents?
  8. Please list the security classification and date the classification was issued for each officer, broken down by APS or SES level, in the red tape reduction unit or similar body.
  9. What is the formal name given to this unit/taskforce/team/workgroup or agency within the department?

**Answer:**

The NLC has not allocated extra resources to achieving Red Tape reduction targets.



	Region	Property	Property Type	Used For	Property Address
<b>1</b>	JABIRU	Offices	Commercial	Office	Shop 5 Jabiru, Government Centre, Tasman
<b>7</b>	NHULUNBUY	Offices	Commercial	Office	Shop 4 - Arnhem House, Endeavour Square
<b>15</b>	TENNANT CREEK	Offices	Commercial	Office	178 Patterson St
<b>17</b>	KATHERINE	Offices	Commercial	Office	Lot 5 / 29 Katherine Terrace
<b>19</b>	NGUKURR	Offices	Commercial	Office	PMB 85 Balamurra St, Lot 298
<b>20</b>	DARWIN	Offices	Commercial	Office	45 Mitchell St
<b>21</b>	DARWIN	Offices	Commercial	Office	60 Smith St
<b>22</b>	DARWIN	Offices/Storage Shed	Commercial	Office	Unit 2&3/138 Coonawarra Road, Winnellie
<b>23</b>	PALMERSTON	Offices	Commercial	Office	Unit 1/17 Georgina Crescent
<b>24</b>	WADEYE	Office	Commercial	Office	Lot 351

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Land costs

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 108

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. How much land (if any) does the Department or agencies or authorities or Government corporation within each portfolio own or lease?
2. Please list by each individual land holding, the size of the piece of land, the location of that piece of land and the latest valuation of that piece of land, where that land is owned or leased by the Department, or agency or authority or Government Corporation within that portfolio? (In regards to this question please ignore land upon which Australian Defence force bases are located. Non Defence Force base land is to be included)
3. List the current assets, items or purse (buildings, facilities or other) on the land identified above.
  - a. What is the current occupancy level and occupant of the items identified in (3)?
  - b. What is the value of the items identified in (3)?
  - c. What contractual or other arrangements are in place for the items identified in (3)?
4. How many buildings (if any) does the Department or agencies or authorities or Government Corporation within each portfolio own or lease?
5. Please list by each building owned, its name, the size of the building in terms of square metres, the location of that of that building and the latest valuation of that building, where that building is owned by the Department, or agency or authority or Government corporation within that portfolio? (In regards to this question please ignore buildings that are situated on Australian Defence force bases. Non Defence Force base buildings are to be included).
6. In regards to any building identified in Q4, please also detail, the occupancy rate as expressed as a percentage of the building size. If occupancy is identified as less than 100%, for what is the remaining space used?

**Answer:**

Refer attachment A for a breakdown of NLC commercial property leases.

Total cost of all leases for the time frame in question is \$690,674.00

Square meterage is available for the NLC offices in the main regional centres:

Darwin (Head Office)	2,494sqm
Darwin (Smith St)	720sqm
Palmerston	312sqm
Katherine	2,020sqm

Asset type is listed per attachment A (chiefly buildings).

Each premise is an administrative centre for NLC operations and provides a vital regional presence for the work of the NLC.



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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Boards (for Departments of agencies with boards)

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 110  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014 for each board in the portfolio or agencies:

1. How often has each board met, break down by board name;
2. What travel expenses have been incurred;
3. What has been the average attendance at board meetings;
4. List each member's attendance at meetings;
5. How does the board deal with conflict of interest;
6. What conflicts of interest have been registered;
7. What remuneration has been provided to board members;
8. How does the board dismiss board members who do not meet attendance standards?
9. Have any requests been made to ministers to dismiss board members?
10. Please list board members who have attended less than 51% of meetings
11. What have been the catering costs for the board meetings held during this period?  
Please break down the cost list.

**Answer:**

Information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Shared resources following MOG changes

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 111  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Following the Machinery of Government changes does the department share any goods/services/accommodation with other departments?
2. What resources/services does the department share with other departments; are there plans to cease sharing the sharing of these resources/services?
3. What were the costs to the department prior to the Machinery of Government changes for these shared resources? What are the estimated costs after the ceasing of shared resource arrangements?

**Answer:**

All NLC operations are stand-alone. Including goods, services and accommodation. As a statutory authority, resources are not shared with other departments or agencies.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Credit cards

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 113

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Provide a breakdown of any changes to employment classifications that have access to a corporate credit card.
2. Have there been any changes to action taken in the event that the corporate credit card is misused?
3. Have there been any changes to how corporate credit card use is monitored?
4. Have any instances of corporate credit card misuse have been discovered during the specified period? If so:
5. Please list staff classification and what the misuse was, and the action taken.
6. Have there been any changes to what action is taken to prevent corporate credit card misuse?
7. How many credit cards available to the Minister or their office? If so, please list by classification. Have there been any misuse of credit cards by the Minister or their office? Has any action been taken against the Minister or their office for credit card misuse? If so, list each occurrence, including the cost of the misuse.

**Answer:**

Information not currently available.

The NLC is currently reviewing various aspect of its Corporate Governance – further data will be available over time.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Contracts for Temporary Staff

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 114

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much did the department/agency spend on temporary or contract staff?
2. How many temporary or contract staff have been employed?
3. What is the total number of temporary or contract staff currently employed?
4. How much was paid for agencies/companies to find temporary/contract staff?
5. Have there been any changes to the policies/criteria that govern the appointment of contract staff?

**Answer:**

Information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Hire cars

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 115  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much did each department/agency spend on hire cars during the specified period? Provide a breakdown of each business group in each department/agency.
2. What are the reasons for hire car costs?
3. How much did the department spend on hire cars during the specified period for their minister or minister's office?

**Answer:**

Motor vehicle hire costs (i.e. non-fleet expenditure) for the time frame in question are \$69,765.

Hire car costs are incurred where operation requirements exceed NLC fleet capacity.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Unallocated equipment

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 116

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Please detail how much electrical equipment, phones and computers the department/agency has in storage or unallocated to staff
2. Please detail the purchase, storage and ongoing costs associated with equipment, phones and computers in storage or unallocated.

**Answer:**

Information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Advertising

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 117  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much has the Department/Agency spent on Advertising? Including through the use of agencies.
2. Please detail each advertising campaign including its cost, where the advertising appeared, production costs, who approved, ministerial or ministerial staff involvement in commissioning.
3. Provide copies of approvals, including but not limited to, approvals made by the Prime Minister or his delegate, the Minister of their delegate or the department or their delegate.

**Answer:**

The NLC does not advertise for its services and functions.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Cloud Services and Storage

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 119

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Is the department using or planning to use cloud digital services (e.g. storage, computer software access etc)? If yes:
2. What date did/will cloud services be deployed in the department?
3. Please provide a list of all cloud services in use or being considered for use.
4. How much do these services cost? Please break down by service.
5. How much cloud storage (in gigabytes) is available for departmental use? What percentage of the available total is in use?
6. How much does this cloud storage cost per month?
7. What security arrangements are in place to protect cloud based services and storage?
8. Have any security analysts been employed / contracted to advise on the implementation and upkeep of these security arrangements?
9. What has been the cost of security for the cloud? Please provide a breakdown.

**Answer:**

The NLC does not currently utilise cloud digital services.

The NLC is considering its options for future adaption of this technology.



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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Disability access

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 120

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. Please provide a list of all premises owned, leased or otherwise operated by the department / agency which do not yet comply with the Disability Discrimination Act (through The Disability (Access to Premises - Buildings) Standards 2010). For each, please provide:
2. The year in which it was purchased / leased / rented (and if lease / rental agreement, when it expires).
3. What plans are in place to make the premises compliant with the act.
4. When these plans will commence and when they are expected to be complete.
5. Has the minister or the minister's office been informed of these plans? Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc) between the minister's office and the department regarding this issue.
6. What is the expected cost of making the premises compliant? Please break down the costs.
7. Have any plans to make any premises compliant been cancelled, put on hold or delayed since September 7, 2013? If yes, please detail, including the reasons for which they were cancelled, put on hold or delayed and how the decision was reached.
8. Have any complaints been lodged with regard to the premises not being compliant? If yes, please detail.

**Answer:**

Information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Fee for services

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 121  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since September 7, 2013:

1. Have any existing services provided by the department / agency moved from being free to a user-pay service? Have any additional fees been placed on existing services? If yes please provide a list and include:
2. Name of the fee and a short description of what it covers.
3. How much is the fee (and is it a flat fee or a percentage of the service).
4. The date the fee came into place.
5. Were any reviews requested, commenced or complemented into the benefits and drawbacks of attaching the fee to the service? If yes, please detail and provide a copy of the review.
6. What consultation was carried out before the fee was put into place?
7. How was the fee put into place (e.g. through legislation, regulation changes etc)?
8. What justification is there for the fee?

**Answer:**

The NLC does not charge 'fees' for the performance of its core functions.

The NLC has, since June 2014, adopted an organisation wide cost recovery policy for much of its core business.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Merchandise or promotional material

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 123

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since 7 September 2013:

1. Has the department purchased any merchandise or promotional material?
2. List by item, and purpose for each item, including if the material is for a specific policy or program or for a generic purpose (note that purpose)
3. List the cost for each item
4. List the quantity of each item
5. Who suggested this material be created?
6. Who approved its creation?
7. Provide copies of authorisation
8. When was the Minister informed of the material being created?
9. Who created the material?
10. How was that person selected?
11. How many individuals or groups were considered in selecting who to create the material?

**Answer:**

No new promotional material or merchandise has been purchased during the time frame in question.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Freedom of Information - Stats

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 124

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

1. How many FOI requests were received between 7 September 2013 to date.
2. How many of those requests were finalised within the regular timeframes provided under the FOI Act?
3. How many of those requests were granted an extension of time under s 15AA of the FOI Act?
4. How many of those requests were granted an extension of time under s 15AB of the FOI Act?
5. How many of those requests were finalised out of time?

**Answer:**

The NLC is not subject to Freedom of Information Requests.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Contracts under \$10,000

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 126  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Please provide a detailed list of all contracts entered into that are worth between \$4,000 and \$10,000.

**Answer:**

Information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Consultancies

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 127

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How many consultancies have been undertaken? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.
2. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.
3. Have any consultancies not gone out for tender?
  1. List each, including name, cost and purpose
  2. If so, why?

**Answer:**

Information on total consultant expenditure is only available by financial year. Forecasts of comparative activity to last financial year place approximately \$950,000 of expenditure during the time frame in question.

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Media subscriptions

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 129

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

1. What pay TV subscriptions does your department/agency have?
  1. Please provide a list of channels and the reason for each channel.
  2. What has been the cost of this package/s during the specified period?
  3. What is provided to the Minister or their office?
  4. What has been the cost of this package/s during the specified period?
2. What newspaper subscriptions does your department/agency have?
  1. Please provide a list of newspaper subscriptions and the reason for each.
  2. What has been the cost of this package/s during the specified period?
  3. What is provided to the Minister or their office?
  4. What has been the cost of this package/s during the specified period?
3. What magazine subscriptions does your department/agency have?
  1. Please provide a list of magazine subscriptions and the reason for each.
  2. What has been the cost of this package/s during the specified period?
  3. What is provided to the Minister or their office?
  4. What has been the cost of this package/s during the specified period?
4. What publications does your department/agency purchase?
  1. Please provide a list of publications purchased by the department and the reason for each.
  2. What has been the cost of this package/s during the specified period?
  3. What is provided to the Minister or their office?
  4. What has been the cost of this package/s during the specified period?

**Answer:**

No pay TV or magazine subscriptions occurred in the time frame in question.

Approximate cost of NLC newspaper subscriptions over the time frame in question is \$1024.00. Subscriptions include:

- NT news
- Koori Mail
- National Indigenous Times
- The Australian
- The Financial Review
- The Katherine Times
- The Centralian
- The Tennant Times

Further breakdown not currently available.



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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Meeting costs

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 140

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much has the Department/Agency spent on meeting costs? Detail date, location, purpose and cost of all events, including any catering and drinks costs.
2. For each Minister and Parliamentary Secretary office, please detail total meeting spend from Estimates, 2014 to date. Detail date, location, purpose and cost of each event including any catering and drinks costs.
3. What meeting spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
4. For each Minister and Parliamentary Secretary office, what meeting spend is currently being planned for? Detail date, location, purpose and cost of each event including any catering and drinks costs.

**Answer:**

Information not able to be extracted – consultation (meetings) is NLC core business – spending in this area is dispersed across all activity.

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Hospitality and entertainment

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 141

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

1. What has been the Department/Agency's hospitality spend including any catering and drinks costs.
2. For each Minister and Parliamentary Secretary office, please detail total hospitality spend. Detail date, location, purpose and cost of all events including any catering and drinks costs.
3. What has been the Department/Agency's entertainment spend? Detail date, location, purpose and cost of all events including any catering and drinks costs.
4. For each Minister and Parliamentary Secretary office, please detail total entertainment spend. Detail date, location, purpose and cost of all events including any catering and drinks costs.
5. What hospitality spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
6. For each Minister and Parliamentary Secretary office, what hospitality spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.
7. What entertainment spend is the Department/Agency's planning on spending? Detail date, location, purpose and cost of all events including any catering and drinks costs.
8. For each Minister and Parliamentary Secretary office, what entertainment spend is currently being planned for? Detail date, location, purpose and cost of all events including any catering and drinks costs.
9. Is the Department/Agency planning on reducing any of its spending on these items? If so, how will reductions be achieved?

**Answer:**

Information not able to be extracted – hospitality spend via consultation and meetings including catering is a core component of NLC business – spending is dispersed across all activity.

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Executive coaching and leadership training

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 142

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

Please provide the following information in relation to executive coaching and/or other leadership training services purchased by each department/agency:

1. Total spending on these services
2. The number of employees offered these services and their employment classification
3. The number of employees who have utilised these services, their employment classification and how much study leave each employee was granted (provide a breakdown for each employment classification)
4. The names of all service providers engaged For each service purchased form a provider listed under (4), please provide:
  1. The name and nature of the service purchased
  2. Whether the service is one-on-one or group based
  3. The number of employees who received the service and their employment classification
  4. The total number of hours involved for all employees (provide a breakdown for each employment classification)
  5. The total amount spent on the service
  6. A description of the fees charged (i.e. per hour, complete package)
5. Where a service was provided at any location other than the department or agency's own
6. premises, please provide:
  1. The location used
  2. The number of employees who took part on each occasion (provide a breakdown for each employment classification)
  3. The total number of hours involved for all employees who took part (provide a breakdown for each employment classification)
  4. Any costs the department or agency's incurred to use the location

7. In relation to education/executive coaching and/or other leadership training services paid for by the department what agreements are made with employees in regards to continuing employment after training has been completed?
8. For graduate or post graduate study, please breakdown each approved study leave by staffing allocation and degree or program title.

**Answer:**

No executive coaching services were engaged during the time frame in question.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Staffing profile

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 143

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has there been any change to the staffing profile of the department/agency?
2. Provide a list of changes to staffing numbers, broken down by classification level, division, home base location (including town/city and state)

**Answer:**

No change to the NLC corporate staffing profile has occurred during the time frame in question.

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**Prime Minister and Cabinet Portfolio**

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Staffing reductions

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 144

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 2

**Question:**

Since Budget Estimates in June, 2014:

1. How many staff reductions/voluntary redundancies have occurred?
  1. What was the reason for these reductions?
2. Were any of these reductions involuntary redundancies? If yes, provide details.
3. Are there any plans for further staff reductions/voluntary redundancies? If so, please advise details including if there is a reduction target, how this will be achieved, and if any services/programs will be cut.
4. If there are plans for staff reductions, please give the reason why these are happening.
5. Are there any plans for involuntary redundancies? If yes, provide details.
6. How many ongoing staff left the department/agency? What classification were these staff?
7. How many non-ongoing staff left department/agency from? What classification were these staff?
8. What are the voluntary redundancy packages offered? Please detail for each staff level and position
9. How do the packages differ from the default public service package?
10. How is the department/agency funding the packages?

**Answer:**

One voluntary redundancy occurred at the NLC in the time frame in question – in October 2014. Redundancy was offered on the basis of changing regional work priorities.

Further redundancies may be offered on a voluntary basis to meet the future operation requirements of the NLC. There are no plans for involuntary redundancies.

Redundancies are offered according to the terms laid out in the NLC EBA.

5 ongoing staff and 17 non ongoing staff left the NLC in the timeframe in question.



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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Staffing recruitment

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 145

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How many ongoing staff have been recruited? What classification are these staff?
2. How many non-ongoing positions exist or have been created? What classification are these staff?
3. How many staff have been employed on contract and what is the average length of their employment period?

**Answer:**

The NLC recruited 3 ongoing positions for the time frame in question. No new non-ongoing positions created in that time frame.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Coffee machines

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 146

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. Has the department/agency purchased, leased or rented any coffee machines for staff useage?
  1. If yes, provide a list that includes the type of coffee machine, the cost, the amount, and any ongoing costs such as purchase of coffee or coffee pods and when the machine was purchased?
  2. Why were coffee machines purchased?
  3. Has there been a noticeable difference in staff productivity since coffee machines were purchased? Are staff leaving the office premises less during business hours as a result?
  4. Where did the funding for the coffee machines come from?
  5. Who has access?
  6. Who is responsible for the maintenance of the coffee machines? How much was spent on maintenance, include a list of what maintenance has been undertaken. Where does the funding for maintenance come from?
  7. What are the ongoing costs of the coffee machine, such as the cost of coffee?

**Answer:**

No coffee machines have been leased, purchased or rented during the time frame in question.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Printing

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 147

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How many documents (include the amount – sic - of copies) have been printed?
  1. How many of these printed documents were also published online?
2. Has the Department/Agency used external printing services for any print jobs?
  1. If so, what companies were used?
  2. How were they selected?
  3. What was the total cost of this printing by item?

**Answer:**

Provision of hard copies of documents is a key component of Indigenous remote and regional communication. Associated effort and spending is dispersed across all corporate activity and cannot be reported on.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Corporate cars

**Senator:** Senator the Hon Joseph Ludwig  
**Question reference number:** QoN 148  
**Type of question:** Written  
**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 6

**Question:**

Since Budget Estimates in June, 2014:

1. How many cars are owned by each department/agency?
  1. Where are the cars located?
  2. What are the cars used for?
  3. What is the cost of each car during the specified period?
  4. How far did each car travel during the specified period?
2. How many cars are leased by each department/agency?
  1. Where are the cars located?
  2. What are the cars used for?
  3. What is the cost of each car during the specified period?
  4. How far did each car travel during the specified period?

**Answer:**

The NLC maintains a fleet of 119 vehicles including four wheel drives, sedans, trailers and buses.

Vehicle usage is critical to NLC operations, and includes remote and regional travel, passenger travel for consultations, land and sea management and other NLC core business.

Vehicle leasing information not currently available.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Northern Land Council  
**Outcome/Program:** Outcome 2, Indigenous  
**Topic:** Taxi costs

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 149

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. How much did each department/agency spend on taxis during the specified period?  
Provide a breakdown for each business group in each department/agency.
2. What are the reasons for taxi costs?
3. How much did the department spend on taxis during the specified period for their minister or minister's office?

**Answer:**

Information not able to be extracted at this time.

Taxi usage occurs regularly in the course of NLC business for corporate purposes and the client (Traditional Owner) travel requirements.

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Prime Minister and Cabinet Portfolio

**Department/Agency:** Aboriginal Hostels Limited

**Outcome/Program:** Outcome 2, Indigenous

**Topic:** Grants

**Senator:** Senator the Hon Joseph Ludwig

**Question reference number:** QoN 150

**Type of question:** Written

**Date set by Committee for the return of the answer:** 31 December 2014

**Number of pages:** 1

**Question:**

Since Budget Estimates in June, 2014:

1. What guidelines are in place to administer grants?
2. How are grants applied for?
3. Are there any restrictions on who can apply for a grant? If yes, please detail.
  1. Can these restrictions be waved? If yes, please detail the process for waving them and list any grants where the restrictions were waved.
4. What is the procedure for selecting who will be awarded a grant?
5. Who is involved in this selection process?
6. Does the minister or the minister's office play any role in awarding grants? If yes, please detail.
  1. Has the minister or the minister's office exercised or attempted to exercise any influence over the awarding of any grants? If yes, please detail.
7. Provide a list of all grants, including ad hoc, one-off discretionary grants awarded to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.
8. Update the status of each grant that was approved prior to the specified period, but did not have financial contracts in place at that time. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.

**Answer:**

Grant management is not currently part of the NLC functions.