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Senate Committee
Supplementary Budget Estimates 2014 Questions on Notice

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PO Box 6500 CANBERRA ACT 2600

Dear Chair of Senate Committee,

Re: Supplementary Budget Estimates 2014 Questions on Notice

Please be advised that Tiwi Land Council has not prepared answers to the written 'All Agency' Questions on Notice listed below from the Supplementary Budget Estimates Hearings held in October 2014.

The questions 67-69, 70-77, 84-88, 91,97, 98, 100-102,105-107, 109, 113, 114, 116, 117, 120, 123, 124, 126, 127, 128, 129-133, 135-137, 141-146refer to matters that are not applicable to Tiwi Land Council.

If you have any questions please feel free to contact the undersigned.

Yours sincerely,

Derek Mayger LLB FCPA
Principal Legal Officer
Tiwi Land Council
26th February 2015

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: Tiwi 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:

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.

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: Tiwi 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.

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: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Ministerial Motor vehicle

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 80

Type of question: Written

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

Number of pages: 1

Question:

Senate Budget Estimates in June, 2014:

1. Has the minister been provided with or had access to a motor vehicle? If so:
 1. What is the make and model?
 2. How much did it cost?
 3. When was it provided?
 4. Was the entire cost met by the department? If not. How was the cost met?
 5. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 6. Are these costs met by the department? If not, how are these costs met?
 7. Please provide a copy of the guidelines that determine if a minister is entitled to a motor vehicle.
 8. Have these guidelines changed since Additional Estimates in February, 2014? If so, please detail.
 9. Please provide a copy of the guidelines that determine how a minister is to use a motor vehicle they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 10. Have these guidelines changed since Additional Estimate since February, 2014? If so, please detail.

Answer:

No.

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: Tiwi Land Council

Outcome/Program: Outcome 2, Indigenous

Topic: Ministerial Staff vehicles (non-MoPs)

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 81

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. Outside of MoPS ACT entitlements, have any of the Minister's staff been provided with a motor vehicle? If so:
 1. What is the make and model?
 2. How much did it cost?
 3. When was it provided?
 4. Was the entire cost met by the department? If not, how was the cost met?
 5. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 6. Are those costs met by the department? If not, how are these costs met?
 7. Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.
 8. Have these guidelines changed during the specified period? If so, please detail.
 9. Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 10. Have these guidelines changed during the specified period? If so, please detail.

Answer:

No.

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: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Ministerial Staff Vehicles

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 82

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. Have any of the Minister's staff been provided with a motor vehicle under the MoPS Act entitlements? If so:
 1. What is the make and model?
 2. How much did it cost?
 3. When was it provided?
 4. Was the entire cost met by the department? If not, how was the cost met?
 5. What, if any, have been the ongoing costs associated with this motor vehicle? Please include costs such as maintenance and fuel.
 6. Are these costs met by the department? If not, how are these costs met.
 7. Please provide a copy of the guidelines that determine this entitlement to a motor vehicle.
 8. Have these guidelines changed during the specified period? If so, please detail.
 9. Please provide a copy of the guidelines that determine how a motor vehicle is to be used that they have been provided with. Please include details such as whether the motor vehicle can be used for personal uses.
 10. Have these guidelines changed during the specified period? If so, please detail.

Answer:

No.

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: Tiwi 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:

1. \$33,800
2. 5 Benson Court, Knuckey Lagoon – month by month lease, owner wishes to sell property , \$33,800, building used as secretariat
3. Nil
4. Nil
5. 100%

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: Tiwi 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:

1. No.

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: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Department 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.

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: Tiwi 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:

1. No.
2. No.

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: Tiwi 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.

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: Tiwi 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.

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: Tiwi 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.

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: Tiwi 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:

Lex Silvester \$12,490 – Barrister – Land use rentals not paid.

Midena Lawyers - \$29,329 – Dispute with regional council on rates and levies.

Piper Alderman \$9,670 – Land use agreement, strategic approach.

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: Tiwi 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:

1. Mobile phone
2. 4 x Nokia
3. \$820 each
4. \$80 per month
5. Case for phone
6. Executive committee

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: Tiwi 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: 9

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:

1. 16
2. 100% Northern Territory, 2 Female, 14 Male.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.

Redundancies

19. Nil

2. Nil
3. Nil
4. Nil
- 5.
6. Nil
7. Nil
8. Nil
9. Nil
10. Nil

Hiring

20. 10
21. 6
22. Nil.
23. Nil.
24. Nil.
- 1.
2. Nil
3. Nil
4. Nil
5. Nil
6. Nil
7. Nil
8. Nil
9. Nil
10. One
11. Nil
12. Nil
13. Nil
14. Nil

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: Tiwi 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:

1. No.

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SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014

Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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 ceasing of shared resources arrangements?

Answer:

No.

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Departmental Rebranding

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 112

Type of question: Written

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

Number of pages: 1

Question:

1. Has the department/Agency undergone a name change or any other form of rebranding since Additional Estimates in February, 2014? If so:
 - a. Please detail why this name change/rebrand were considered necessary and a justified use of departmental fund?
 - i. Please provide a copy of any reports that were commissioned to study the benefits and costs associated with the rebranding.
 - b. Please provide the total cost associated with this rebrand and then break down by amount spent replacing:
 - i. Signage
 - ii. Stationary (please include details of existing stationary and how it was disposed of).
 - iii. Logos
 - iv. Consultancy
 - v. Any relevant IT changes
 - vi. Office reconfiguration
 - c. How was the decision reached to rename and/or rebrand the department?
 - i. Who was involved in reaching this decision?
 - ii. Please provide a copy of any communication (including but not limited to emails, letters, memos, notes etc.) from within the department, or between the department and the government regarding the rename/rebranding.

Answer:

No.

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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:

1. Tiwi Aboriginal Land Trust holds:
2. Bathurst Island 2071 square kilometres and Melville Island 5697 square kilometres

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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: 2

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:

1. Executive committee – once a week – 10 people – travel cost \$1,600

Full Land Council – every 6 weeks, 32-40 people, travel cost

7. 150 for chair, 120 for member

8. miss three consecutive meetings

9. no

10. nil

11. hot lunch – 600 – soft drink – 175

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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:

1. \$6,366 – economic development
2. Attendance at meetings
3. Nil

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Departmental Staff Misconduct

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 118

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 copy of the departmental staff code of conduct.
2. Have there been any identified breaches of this code of conduct by departmental staff?
 1. If yes, list the breaches identified, broken by staffing classification level.
 2. If yes, what remedy was put in place to manage the breach? If no remedy has been put in place, why not?
 3. If yes, when was the breach identified? By whom? When was the Minister made aware?
 4. If yes, were there any legal ramifications for the department or staff member? Please detail.

Answer:

- 1.
2. Yes – Member removed from office

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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: 2

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:

Planning yes, but internet connection on the Tiwi Islands prevent efficient work allocation.

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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 in place?
7. How was the fee put into place (e.g. through legislation, regulation changes etc)?
8. What justification is there for the fee?
9. Test

Answer:

No.

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Documents provided to minister

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 122

Type of question: Written

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

Number of pages: 1

Question:

1. Excluding policy or correspondence briefs, how many documents are provided to the Minister's office on a regular and scheduled basis? Including documents that are not briefs to the minister and do not require ministerial signature.
2. List those documents, their schedule and their purpose (broken down by ministerial signature and office for noting documents)
3. How are they transmitted to the office?
4. What mode of delivery is used (hardcopy, email) for those documents?
5. What level officer are they provided to in the minister's office?

Answer:

1 document "The Tiwi" produced every two months, deliver by mail.

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Computers

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 134

Type of question: Written

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

Number of pages: 2

Question:

1. List the current inventory of computers owned, leased, stored, or able to be accessed by the Ministers office as provided by the department, listing the equipment cost and location and employment classification of the staff member that is allocated the equipment, or if the equipment is currently not being used
2. List the current inventory of computers owned, leased, stored, or able to be accessed by the department, listing the equipment cost and location
3. Please detail the operating systems used by the departments computers, the contractual arrangements for operating software and the on-going costs

Answer:

1. 6 x standalone PC owned
2. 6 x standalone PC owned
3. Windows 7

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Payment of accounts

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 138

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 has been the average time period for the department/agency paid its accounts to contractors, consultants or others?
2. How many payments owed (as a number and as a percentage of the total) have been paid in under 30 days?
3. How many payments owed (as a number and as a percentage of the total) have been paid in between 30 and 60 days?
4. How many payments owed (as a number and as a percentage of the total) have been paid in between 60 and 90 days?
5. How many payments owed (as a number and as a percentage of the total) have been paid in between 90 and 120 days? f) How many payments owed (as a number and as a percentage of the total) have been paid in over 120 days?
6. For accounts not paid within 30 days, is interest being paid on overdue amounts and if so how much has been paid by the portfolio/department agency since Estimates, 2014?
7. Where interest is being paid, what rate of interest is being paid and how is this rate determined?

Answer:

1. 45 days
2. 20%
3. 75%
4. 5%
5. 0%
6. Nil
7. Nil

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi Land Council
Outcome/Program: Outcome 2, Indigenous
Topic: Stationery Requirements

Senator: Senator the Hon Joseph Ludwig

Question reference number: QoN 139

Type of question: Written

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

Number of pages: 1

Question:

Since Budget Estimates in June, 2014:

1. How much has been spent by each department and agency on the government (Ministers / Parliamentary Secretaries) stationery requirements in your portfolio to date?
 1. Detail the items provided to the minister's office.
 2. Please specify how many reams of paper have been supplied to the Minister's office.
2. How much has been spent on departmental stationary requirements to date.
3. Has any customised stationery been requested or provided to the Minister or Ministerial Staff? If yes, please include a photo/scan, detail the type of stationery, date it was requested, date it was provided and the cost.

Answer:

1. Nil
2. \$13,300

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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:

1. \$134,000
2. Nil
3. Meeting once a week from July 2014 to now, various locations on the Tiwi Islands. In the second half of the year will reduce to once a fortnight.
4. Nil

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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:

1. 2
2. Nil

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Prime Minister and Cabinet Portfolio

Department/Agency: Tiwi 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: 1

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:

1. 12
 - a. 10 Tiwi Islands, 2 Darwin
 - b. Attending meeting, daily operations
 - c. Average cost \$4,570 per vehicle
 - d. Average 9,700km
2. Nil

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ANSWERS TO QUESTIONS ON NOTICE
SUPPLEMENTARY BUDGET ESTIMATES 20-24 OCTOBER 2014

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:

No grants applied for.