



LEGISLATIVE COUNCIL

PORTFOLIO COMMITTEES

## **BUDGET ESTIMATES 2019-2020 Supplementary Questions**

**Portfolio Committee No. 4 – Industry**

**AGRICULTURE AND WESTERN NEW SOUTH WALES**

Hearing: Tuesday 10 September 2019

**Answers due by: Friday 4 October 2019**

**Budget Estimates secretariat**

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## AGRICULTURE AND WESTERN NEW SOUTH WALES

### Questions from the Hon Mark Banasiak MLC

#### **Complaint to SafeWork NSW - 1080 (WHS Breach - Ref. No. 1-388124)**

1. Was this complaint investigated by SafeWork NSW?
2. Did Department of Industry respond to SafeWork NSW about this complaint?
3. What was the outcome of this complaint?
4. Was any disciplinary action taken against Central Tablelands Local Land Services?

## AGRICULTURE

### Questions from the Hon Mark Banasiak MLC

#### Rockfishing Safety Act (RFA)

5. On the 9th of April 2019 the DPI Privacy and Information Officer provided the RFA of NSW a determination under the Government Information (Public Access) Act 2009 ( File Ref: 19-135)
6. The determination indicated that DPI Compliance officers had issued 9 fines in the Randwick LGA
  - (a) Has this money been paid into Recreational Fishing Saltwater Trust Fund?
  - (b) How many more fines were issued by agencies like NSW Police, National Parks and Local Council and at which locations were these fine issued?
  - (c) If so has this money been paid into the Recreational Fishing Saltwater Trust Fund?
  - (d) Was DPI, as the lead agency between 2018 and 2019 aware of the industrial action undertaken by DPI Compliance Officers who were not enforcing the Rockfishing Safety Act 2016 and had taken industrial action as indicated by the Public Sector Association?
7. I have seen many observational reports provided by the RFA of NSW that indicate compliance is as low as 10% under the RFS Act 2016 when it comes to “approved” lifejackets
  - (a) What steps did your department take to increase the level of compliance when they had carriage of it?
  - (b) How much money did DPI get to be the lead agency under the RFS Act 2019 and where was it spent?
    - i. Do you think the RFS Act 2016 has been an effective tool in educating rockfishers on safety issues in NSW?
    - ii. whilst DPI had carriage of the RFS Act 2016 how many lives were saved with “Approved” lifejackets
    - iii. How did you validate this and can you produce the evidence?
    - iv. Now that DPI has lost carriage of the RFS Act 2016 what are its plans to educate the rockfishers of NSW?

## **Angel Rings**

8. What is the Ministers position on Angel Rings?
  - (a) Has the Minister met with ANSA NSW to discuss the continuation of the Angel Ring Project?

## **How Safe Is Our Seafood To Eat**

9. Excluding the recent PFAS debacle, shellfish and Sydney Harbour what guarantees can DPI give recreational fishers, commercial fishers and the seafood consumers who live and fish in NSW that the fish we eat are safe to eat?
10. What level of testing is being done to our fish stocks around the sewage outfalls including offshore, nearshore and estuary based, storm water drains and estuaries to ensure they have a clean bill of health?
  - (a) Can DPI tell us what level of testing is being done in places like the Hunter River and Lake Illawarra and are the fish safe to eat there?

## **Southern Fish Trawl**

11. Can we get a compressive update on the SFT and the Transition to Commonwealth and how this is progressing?
  - (a) What is the NSW Government policy on responding to email requests for information from stakeholders?
  - (b) Is it acceptable that emails remain unanswered from Commercial Mangers and GIPAs are being submitted to get information that has major impacts on recreational and commercial anglers in NSW and not to mention the smaller coastal towns that will be impacted?
  - (c) The proposed transition to the Commonwealth seems to be an internal agreement between NSW and Commonwealth Fisheries to force NSW to give up its Offshore Constitutional Rights. Was this issue discussed at the Ministers Advisory Council's and if so what was their position?
  - (d) Where there any other stakeholders advised or consulted about the proposed transition? If not why not? If yes who were they and what was their view/response
  - (e) Were local councils consulted? If yes which councils and what was their replies? If no why not?

12. Following a visit to the south coast recently I was made aware by various fishing groups (commercial and recreational) of their concerns as their towns heavenly rely on fishing tourism to support small business and the resident community.
- (a) Where there any small business, tackle store providers, boating business, bait providers and the like consulted? If not why not?

### **Administration of trust fund**

13. What are the roles, responsibilities and duties of the Executive officer of the recreational fishing trust.
- (a) Why is the trust fund not held to the same standard of independent audits as a private not for profit organisation?
- i. How many DPI employees are paid for by the trust on average in a financial year

### **Local land Services**

14. How many local land services have established Aboriginal Advisory groups, how many times per year has each group met?
- (a) How much of each local land services budgets are spent on Aboriginal engagement and Aboriginal programs
- (b) What percentage of Local Land Services staff are Aboriginal?
- i. what is the total land services budget for compliance and enforcement activities?
- ii. how many reports of breaches under biodiversity conservation act 2016 did local land services receive in 2018/19, of these how many were investigated?

### **Aboriginal Fishing Trust fund**

15. How many applications did the NSW government receive for grants and loans from the Aboriginal Fishing trust fund in 2018/19
16. What was the total in dollars applied for and how will this be disbursed?
17. How much has been allocated to this fund for the next five years.

### **Commercial fishing**

18. Why was the probity audit review report not provided to the GPSC 5 In 2016?
19. Why was the Probity Audit review report not made available to all stakeholders in the share trade market?

20. How much money was spent on the targeted assistance for the share trading scheme?
21. How many commercial fishers were rung up hours after the market closed? And how was it decided who got called and who didn't?
22. Why did the government specifically buy handgathering endorsements.
23. Where are the handgathering shares that the government purchased in each region ?
24. How much subsidy was spent on hand gathering shares purchased in each region?
25. Why were the high deficit fishers going to quota that were unsuccessful never contacted by the department for assistance after the market as promised by promised by Former Minister Nial Blair and Mr Hansen in the Parliamentary Inquiry December 2016 ?

### Questions from Mr Justin Field MLC

#### **Land clearing – regional codes**

26. Regarding the testimony of Mr Witherdin in the hearings on 10 September 2019 where he mentioned the development of a “large area code”, “pilot projects” and “consultative group”:
  - (a) How many pilot projects are currently underway?
  - (b) Where are these pilot projects operating?
  - (c) What are the pilot projects trying to achieve?
  - (d) Is there information about these pilot projects on the LLS or Department of Primary Industry’s website?
27. Regarding the Walgett Pilot Study specifically mentioned in the hearing:
  - (a) When was this pilot initiated?
  - (b) What are the terms of reference for the pilot?
  - (c) How is the pilot being conducted?
  - (d) On whose properties is this pilot being conducted?
  - (e) What is the budget for the pilot?
  - (f) When is the pilot expected to be completed?
  - (g) Have any findings from the pilot, interim or final, been circulated within the department, to members of the consultative group or otherwise?

- i. If yes, will these findings be made public?
- (h) Has any form of new “large area” code or similar new code been drafted as a result of the pilot process so far?
- (i) How were the members of the consultative group selected?
- (j) When was the group formed?
- (k) Were applications to become members of this group advertised?
  - i. If so, how and when?
  - ii. If not, why not?
- (l) How many members are there?
- (m) What are the names of the members of the group? And what skills or experience do they bring to the group?
- (n) Do members get any remuneration for their work in this consultative group?
- (o) What have been the actions of the consultative group to date?
- (p) Have any members of the group been subject to investigations or prosecutions relating to illegal land clearing under either the old *Native Vegetation Act 2003* or the new *Biodiversity Conservation Act 2016*?

### **Land clearing amnesty**

28. In regards to the Government’s announcement on 1 August 2019 that committed to no new land clearing investigations being initiated under the old Native Vegetation Act 2003 after 31 August this year, a winding back of automatic remediation orders and no penalties for activities that would have been legal under the new Biodiversity Conservation Act 2016:
- (a) How many investigations under the old Native Vegetation Act 2003 had commenced before the deadline of 31 August 2019?
  - (b) How many investigations have been discontinued as a result of finding that the activities would not have beached the new Biodiversity Conservation Act 2016.
  - (c) How many prosecutions under the old Native Vegetation Act 2003 had commenced before the deadline of 31 August 2019?
  - (d) How many prosecutions have been discontinued as a result of the 1 August announcement?

- (e) For existing cases of illegal clearing for which investigations are underway under the old Native Vegetation Act 2003, how many have been or are likely to be found to have breached the new Biodiversity Conservation Act 2016?
  - i. How many hectares of illegal clearing is this likely to apply to?
  - ii. For these cases of illegal clearing, what are the alternatives to remediation orders that will be available to landholders?
- (f) Will the announcement allow remediation orders already made to be expunged?
  - i. If yes, what is the process for landholders to seek to have orders expunged?
  - ii. How many hectares of land subject to existing remediation orders could have the order expunged as a result of this announcement?
- (g) Will the announcement allow previous set-asides as a result of Private Vegetation Plans or other approvals for clearing, allow landholders to seek to modify set-aside provisions if they believe as a result of the introduction of the new *Biodiversity Conservation Act 2016* they would not have been required to commit to such set-asides?
- (h) How many investigations into illegal land clearing under the *Biodiversity Conservation Act 2016* have been commenced since that Act came into effect?
- (i) How many hectares of potential illegal clearing do these investigations apply to?
- (j) How many prosecutions are underway or have been finalised as a result of investigations under the *Biodiversity Conservation Act 2016*.

## **Review of Land Clearing Codes under the Biodiversity Conservation Act 2016**

29. Regarding this testimony given by Mr Witherdin in the hearings on 10 September 2019

**Mr JUSTIN FIELD:** Is there a trigger at all in any of the regulations or in Government policy to actually say, "Hang on, we have gone well above what we anticipated. We have to have a look more quickly at the codes."?

**Mr WITHERDIN:** My understanding was that there is a nominal trigger of about 20,000 hectares per annum, yes.

**Mr JUSTIN FIELD:** We have passed that, though. What did that trigger?

**Mr WITHERDIN:** What did that trigger?

**Mr JUSTIN FIELD:** Yes.

**Mr WITHERDIN:** It has triggered a review.



**Mr JUSTIN FIELD:** That review is happening because of that passing of that trigger, is that what you are saying?

**Mr WITHERDIN:** That is my understanding, yes.

**Mr JUSTIN FIELD:** What is the status of that review? I was not aware of it, sorry.

**Mr WITHERDIN:** The review has been completed.

**Mr JUSTIN FIELD:** The review has been completed since the data was published about the 27,100 hectares of clearing in 2017-2018? Is that what you are saying?

**Mr WITHERDIN:** Yes.

- (a) Was the trigger for this review 20,000 hectares?
- (b) Where is this trigger published (ie. is it a statutory trigger or an internal working figure?)
- (c) How was this trigger was determined?
- (d) When was the trigger passed?
- (e) When was this review initiated?
- (f) Was the review considered a statutory review as required by the *Biodiversity Conservation Act 2016* and/or the *Local Land Services Act 2013*?
- (g) What were the terms of reference for the review?
- (h) Who conducted the review?
- (i) Was there a public call for submissions to the review?
  - i. If not, why not?
- (j) Has the review been finalised?
  - i. if yes, what have been the findings of the review?
  - ii. Are those findings public?
- (k) When is a statutory review next required by the Biodiversity Conservation Act 2016 and the Local Land Services Act 2013?

### **Research into impacts of new land clearing laws**

30. Has the Department of Primary Industries commissioned any research to assess the impact on farm production or natural resources sustainability or drought impact and recovery as a result of the changes in the Biodiversity Conservation Act 2016 and/or the Local Land Services Act 2013?

### **Auditor General's 'Managing Native vegetation' report**

31. What is the Government doing to implement the findings of the Auditor General's 'Managing Native vegetation' report dated 27 June 2019 as it relates to recommendations 1-4 specific to Local Land Services (page 6)?
- (a) Will each of the recommendations be implemented by Local Land Services in full and on time? If not, why not?

### **Land Clearing – Public Information Register**

32. Based on information in the Local Land Services Public Information Register for land clearing applications between March 2018 and August 2019:
- (a) How much native vegetation has been cleared to date?
- (b) How much native vegetation has been given approval for future clearing? Please include the timeframe in which this clearing is expected to take place.

### **Biosecurity officers**

33. For each local government area, please list how many local government staff are currently 'authorised officers' under the Biosecurity Act 2015?
34. What is the Government doing to increase the number of 'authorised officers' in local government?

### **Feral deer**

35. Under the Regional Strategic Pest Animal Management Plans developed for each of the local land service regions, what funding has been allocated to achieve deer containment and eradication targets?
- (a) Please provide a breakdown of funding under each Local Land Service Regions.
36. Besides the announcement made on 23 August 2019 to bring in new regulations to enable landowners to control deer numbers, what other steps is the Government taking to control feral deer numbers?

### **NSW Biosecurity Advisory Committee**

37. When does the Government expect to complete the review of the NSW Biosecurity Advisory Committee?

### **Changes to the Shoalhaven water transfer arrangements**

38. Was the Department of Primary Industries consulted with regards to the suspension of provisions of the Greater Metropolitan Region Unregulated River Water Sharing Plan relating to water transfers from the Shoalhaven before the decision was taken by the NSW Water Minister on 27 August 2019?
39. Has the Department of Primary Industries received any communication/complaints from Oyster growers in the Shoalhaven relating to water quality issues in the Shoalhaven since January 2018? If so, what has been the nature of these communications?

<b>Questions from the Hon Mark Buttigieg MLC (on behalf of the NSW Labor Opposition)</b>
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### **State Outcomes**

40. Does the state outcome “sustainable and productive regional industries and communities” apply to Minister Marshall’s portfolio?
- (a) If not, which state outcomes apply to Minister Marshall’s portfolio?
  - (b) If yes, what involvement and/or role was/is there for the public service in determining state outcomes?
    - i. What are the indicators that will be used to measure the portfolio’s performance?
    - ii. Will they be the same as the 2018/19 outcome indicators?
    - iii. What data will be collected to provide outcome indicator information?
    - iv. How will the indicator data be collected?
    - v. What baseline year will be used?
    - vi. Will specific timeframes be used to achieve the state outcome?
    - vii. Why were indicators not included in the budget papers?
41. Does the state outcome “resilient and sustainable environment and energy” apply to Minister Marshall’s portfolio?
- (a) If not, which state outcomes apply to Minister Marshall’s portfolio?
  - (b) If yes, what involvement and/or role was/is there for the public service in determining state outcomes?

- i. What are the indicators that will be used to measure the portfolio's performance?
  - ii. Will they be the same as the 2018/19 outcome indicators?
  - iii. What data will be collected to provide outcome indicator information?
  - iv. How will the indicator data be collected?
  - v. What baseline year will be used?
  - vi. Will specific timeframes be used to achieve the state outcome?
  - vii. Why were indicators not included in the budget papers?
42. Does the state outcome "create a strong and liveable NSW" apply to Minister Marshall's portfolio?
- (a) If not, which state outcomes apply to Minister Marshall's portfolio?
  - (b) If yes, what involvement and/or role was/is there for the public service in determining state outcomes?
    - i. What are the indicators that will be used to measure the portfolio's performance?
    - ii. Will they be the same as the 2018/19 outcome indicators?
    - iii. What data will be collected to provide outcome indicator information?
    - iv. How will the indicator data be collected?
    - v. What baseline year will be used?
    - vi. Will specific timeframes be used to achieve the state outcome?
    - vii. Why were indicators not included in the budget papers?
43. Does the state outcome "sustainable and secure water resources" apply to Minister Marshall's portfolio?
- (a) If not, which state outcomes apply to Minister Marshall's portfolio?
  - (b) If yes, what involvement and/or role was/is there for the public service in determining state outcomes?
    - i. What are the indicators that will be used to measure the portfolio's performance?
    - ii. Will they be the same as the 2018/19 outcome indicators?
    - iii. What data will be collected to provide outcome indicator information?

- iv. How will the indicator data be collected?
- v. What baseline year will be used?
- vi. Will specific timeframes be used to achieve the state outcome?
- vii. Why were indicators not included in the budget papers?

### **Parliamentary Secretary**

In this Minister's portfolio area the following Members of Parliament are listed as Parliamentary Secretaries related to this portfolio:

- o Michael Johnsen, Parliamentary Secretary for Agriculture

- 44. What public affairs and/or public policy do you understand the Parliamentary Secretary to be connected to?
  - (a) Do you know of any special tasks the parliamentary secretary has been asked to provide assistance with?
  - (b) Do you know of any duties of the Minister that the parliamentary secretary been asked to provide relief to the Minister?
- 45. What activities associated with the public policy/public affairs of the parliamentary secretary have been undertaken and required departmental support?
- 46. What staff in your cluster/ department have worked with the parliamentary secretary to undertake their duties/ public affairs/ public policy role/s?
- 47. Since their appointment on April 24, have any departmental staff accompanied the parliamentary secretary to meetings with stakeholders?
- 48. Has the department been required to prepare/ provide briefing information for the parliamentary secretary prior to any stakeholder meetings and/or in the undertaking of their duty and/or public policy role?
- 49. Are there any protocols that the department/ agency/ office have established in working with a parliamentary secretary?

### **Efficiency Dividend and staffing**

- 50. How is the Agriculture and Western NSW portfolio looking to achieve the Treasurer's required efficiency dividend of 3%?

51. What does saving tax payer dollars through reductions in procurement and employee expenses, and particularly “other reform, savings and offset measures” look like in the Agriculture and Western NSW?
52. How does this sit with the Government’s promise not to reduce any regional NSW public service jobs?
53. Can you guarantee that there will be no staff reductions/ job losses/ voluntary redundancies to achieve the efficiency dividend or the current managing change process?

### **Administration of Acts**

- Agricultural and Veterinary Chemicals (New South Wales) Act 1994 [No 53](#)
- Agricultural Industry Services Act 1998 [No 45](#)
- Agricultural Livestock (Disease Control Funding) Act 1998 [No 139](#)
- Agricultural Scientific Collections Trust Act 1983 [No 148](#)
- Animal Research Act 1985 [No 123](#)
- Biological Control Act 1985 [No 199](#)
- Biosecurity Act 2015 [No 24](#)
- Border Fence Maintenance Act 1921 [No 17](#)
- C.B. Alexander Foundation Incorporation Act 1969 [No 61](#)
- Exhibited Animals Protection Act 1986 [No 123](#)
- Farm Debt Mediation Act 1994 [No 91](#)
- Farm Water Supplies Act 1946 [No 22](#)
- Farrer Memorial Research Scholarship Fund Act 1930 [No 38](#)
- Fisheries Act 1935 [No 58](#)
- Fisheries Management Act 1994 [No 38](#)
- Food Act 2003 [No 43](#)
- Game and Feral Animal Control Act 2002 [No 64](#)
- Gene Technology (GM Crop Moratorium) Act 2003 [No 12](#)
- Gene Technology (New South Wales) Act 2003 [No 11](#)
- Hemp Industry Act 2008 [No 58](#)
- Local Land Services Act 2013 [No 51](#) (except Part 11 and Divisions 2 and 3 of Part 12, jointly with the Minister for Energy and Environment)
- Marine Estate Management Act 2014 [No 72](#), jointly with the Minister for Energy and Environment
- Meat Industry Act 1978 [No 54](#)
- Poppy Industry Act 2016 [No 37](#)
- Prevention of Cruelty to Animals Act 1979 [No 200](#), jointly with the Minister for Local Government
- Rice Marketing Act 1983 [No 176](#)
- Rural Assistance Act 1989 [No 97](#)

- Soil Conservation Act 1938 [No 10](#) (except parts, jointly with the Minister for Energy and Environment)
  - Stock Medicines Act 1989 [No 182](#)
  - Sydney Market Authority (Dissolution) Act 1997 [No 52](#)
  - Veterinary Practice Act 2003 [No 87](#)
54. What are the specific acts that each department/agency/office is responsible for supporting the Minister in administering?
55. What are the key objects of these acts and how do these inform your advice to Minister?
56. What, if any, planned reviews are being done over the next 2 years for any of these acts or their regulations?
- (a) Which regulations that fall under these acts are due to cease as at 1 September 2019, and 1 September 2020?
- (b) Given that various regulations, as set out under the Subordinate Legislation Act, cease five years after being published, what mechanisms have you set up to ensure that regulations which are required to be maintained after this 5 year period remain in force?
57. Which acts in this portfolio are yet to commence?
- (a) What provisions in specific acts have yet to commence?
58. In terms of each of the acts, are there any provisions that need clarifying for the department/agency/office to be able to better support the Minister?
- (a) What amendments have been proposed?
59. In terms of the following jointly administered acts, how is the responsibility shared between the Ministers and their departments/agencies/offices?
- (a) With the Minister for Local Government
- (b) With the Minister for Energy and the Environment
60. How are these acts operationalised between the Ministers and their departments/agencies/offices?
- (a) For example the Prevention of Cruelty to Animals Act between your Minister and the Minister for Local Government?
- (b) Or the Soil Conservation Act between your Minister and the Minister for Energy and the Environment?

61. What happens when there is a conflict in the administration of these acts between the Ministers and their departments/agencies/offices?
- (a) Other than matters that are referred to Cabinet, what is the mechanism to solve conflicts between the Ministers who share responsibility?

**GIPA Questions to agency heads**

62. Since March 30, how many formal GIPAs have your cluster/ department received in relation to Agriculture?
63. Out of those received formal GIPAs, how many have you determined to:
- (a) Grant full access to the information?
- (b) Grant partial access to the information?
- (c) Not grant access to the information?
64. Out of those GIPAs where partial information or no information was granted, how many have decided to appeal?
- (a) Out of those who have decided to appeal, how many have decided to use:
- i. The agency's internal appeals' mechanism?
- ii. Review by the Information Commissioner?
- iii. Review by NCAT?
- (b) How many of those GIPAs have been overturned on appeal?
- i. Internal appeals' mechanism?
- ii. Review of the Information Commissioner?
- iii. Review by NCAT?
65. Since March 30, in regard to GIPAs that have been granted full or partial access, how many appear on the agency's disclosure log?
- (a) What is the rationale for not putting GIPAs on the agency's disclosure log (excluding GIPAs asking for personal information)?
66. Has any GIPAs that appeared on the agency's disclosure log been taken down?
- (a) For what reason/s?



### **Ministerial Travel/Meal Allowance**

67. How many nights travel were claimed by the Minister during the 2018-19 period?
68. How many nights travel were claimed by the Minister's spouse during the 2018-19 period?
69. What was the total amount of travel allowances claimed by the Minister and their spouse (if applicable) during 2018-19?
70. What is the total amount of meal allowances claimed by the Minister and their spouse (if applicable) during 2018-19?

### **Efficiency dividends**

71. What was the forecast efficiency dividend saving for each department, statutory agency and/or other body within your portfolio in 2018-19?
72. What is the forecast efficiency dividend saving for each department, statutory agency and/or other body within your portfolio in
  - (a) 2019-20?
  - (b) 2020-21?
  - (c) 2021-22?
73. What was the total efficiency dividend that was achieved for each department, statutory agency and/or other body within your portfolio between 2011-12 and 2018-19 inclusively?

### **Ministerial Office Administration**

74. How many staff are in your ministerial office?
  - (a) What was the average salary for staff members in your office during 2018-19?
  - (b) What is the estimated average salary for a ministerial staffer in your office in 2019-20 based on current appointments?
75. How many iPhone/smart phones are assigned to your staff?
  - (a) For each phone, how much was each bill in 2018-19?
  - (b) How many phones have been lost or replaced due to damage in your office?
  - (c) What is the cost of replacing those phones?
76. How many iPads or tablets has DPC assigned to your Ministerial office and to whom have they been issued?

- (a) What was the cost of providing iPads or tablets to your Ministerial Office in 2018-19?
  - (b) How many iPads or tablets have been replaced due to lost or damage in 2018-19?
  - (c) What was the cost of replacing these devices?
77. Has any artwork been purchased or leased for display in your ministerial office in 2018-19?
- (a) What is the cost of this?
78. Have any floral displays or indoor plants or pot plants been hired or leased for display in your ministerial office in 2018-19?
- (a) If so, what was the cost of these items?
79. Have any floral displays or indoor plants or pot plants been purchased for display in your ministerial office in 2018-19?
- (a) If so, what was the cost of these items?
80. What was the total cost of all subscriptions by you and your staff to news services, newspapers, magazines, journals and periodicals (including online services) in 2018-19?
- (a) What are these services/newspapers/magazines/journals/periodicals?
  - (b) Who is the subscriber for each of these?
81. What was the total value of all gifts purchased for use by you and your office in 2018-19?
- (a) What were the gifts purchased?
  - (b) Who were they gifted to?
82. Do you purchase bottled water or provide water coolers for your office?
- (a) What is the monthly cost of this?
83. How much did your ministerial office spend on hospitality, including catering and beverages, in 2018-19?
84. What non-standard features are fitted to your ministerial vehicle?
- (a) What is the cost of each non-standard feature?
85. What was the total bill for your office in 2018-19 for:
- (a) Taxi hire
  - (b) Limousine hire

- (c) Private hire care
  - (d) Hire car rental
  - (e) Ridesharing services?
86. Were any planes or helicopters chartered by you or your office and paid for with public money in 2018-19?
- (a) If yes, will you please detail each trip, the method of transport and the cost?
87. Have you had media training or speech training?
- (a) If yes, who paid for it?
  - (b) If paid by taxpayers, what was the amount paid in 2018-19?

### **Agile Workspaces/Activity Based Working/Hot-desking**

88. Have any of your departments, statutory agencies and/or other bodies adopted agile working environment/activity based working practices e.g. hot-desking?
- (a) If not, are there plans to introduce activity based working practices in 2019-20?
89. How much have your departments, statutory agencies and/or other bodies spent in the roll-out of the agile working environment including laptops, furniture, lockers and other equipment in 2018-19?

### **Hospitality**

90. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) How much was spent on hospitality, including catering and beverages, in 2018-19?
  - (b) Whether the department, statutory agency and/or other body has coffee machines? And if so:
    - i. How many?
    - ii. What was their purchase cost?
    - iii. What is their maintenance cost?
    - iv. Who has access to them?
    - v. Which staff have access to the machines?

### **Labour Hire Firms**

91. Do any departments, statutory agency and/or other bodies within your portfolio responsibilities utilise the services of Labour Hire Firms? If yes, please advise in table form for 2018-19:
- (a) The names of the firms utilised
  - (b) The total amount paid to each firm engaged
  - (c) The average tenure period for an employee provided by a labour hire company
  - (d) The longest tenure for an employee provided by a labour hire company
  - (e) The duties conducted by employees engaged through a labour hire company
  - (f) The office locations of employees engaged through a labour hire company
  - (g) The highest hourly or daily rate paid to an employee provided by a labour hire company
  - (h) Who authorised the use of labour hire companies?
  - (i) Do staff under these labour hire arrangements receive as much training and security clearance as permanent staff?

### **Stationery**

92. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) What was the cost of stationery for the following financial years:
    - i. 2015-16
    - ii. 2016-17
    - iii. 2017-18
    - iv. 2018-2019
    - v. 2019-present
  - (b) What brand of paper is used?
    - i. Is this paper Australian made?

### **Credit Cards**

93. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) How many credit cards are currently on issue for staff?

- i. Please provide a break-down of this information by grade.
- (b) What was the value of the largest reported purchase on a credit card for the following financial years:
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (c) What was each largest reported purchase for?
- (d) How much interest was paid on amounts outstanding from credit cards for the following financial years:
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (e) How much was paid in late fees on amounts outstanding from credit cards for the following financial years
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (f) What was the largest amount outstanding on a single card at the end of a payment period and what was the card holder's employment grade?
- (g) How many credit cards have been reported lost or stolen?
  - i. What was the cost to replace them?

- (h) How many credit card purchases were deemed to be illegitimate or contrary to agency policy?
  - i. What was the total value of those purchases?
  - ii. How many purchases were asked to be repaid on the basis that they were illegitimate or contrary to agency policy and what was the total value thereof?
  - iii. Were all those amounts actually repaid?
  - iv. If no, how many were not repaid, and what was the total value thereof?
- (i) What was the largest purchase that was deemed illegitimate or contrary to agency policy and asked to be repaid, and what was the cardholder's employment grade?
  - i. What that amount actually repaid, in full?
  - ii. What amount was left unpaid?
- (j) Are any credit cards currently on issue connected to rewards schemes?
  - i. Do staff receive any personal benefit as a result of those reward schemes?
- (k) Can a copy of the staff credit card policy please be provided?

**Media and Public Relations**

94. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) How many media/communications/public relations advisers are employed?
  - i. What is the total salary cost for media/communications/public relations advisers in 2018-19?
- (b) What is the forecast for the current financial year for the number of media/communications/public relations advisers to be employed and their total cost?
- (c) What is the total cost of media monitoring services?
  - i. Please provide a breakdown by department, statutory agency and/or other body.
- (d) Are any media or public relations advisers currently engaged as contractors?
  - i. Who are these contracts with?
  - ii. What is the value of these contracts?
- (e) How much was spent on media or public relations advisors in financial year:

- i. 2015-16
- ii. 2016-17
- iii. 2017-18
- iv. 2018-2019
- v. 2019-present?

### **Facebook**

95. How much did your ministerial office spend on Facebook advertising or sponsored posts in 2018-19?
96. How much did your department, statutory agency and/or other body in the Minister's portfolio spend on Facebook advertising or sponsored posts in 2018-19?

### **Overseas Trips**

97. Were any of your overseas trips in the last financial year paid for in part or in full by using public money?
- (a) If so, did any of your relatives or friends accompany you on these trips?
  - (b) Have you undertaken any official overseas travel that was privately funded?
  - (c) If so, what was the nature of these trips?
  - (d) Who paid for these trips?

### **Department/Agency Travel**

98. What was the total expenditure in 2018-19 by departments, statutory agencies and/or other bodies within your portfolio on:
- (a) Taxi hire
  - (b) Limousine
  - (c) Private car hire
  - (d) Hire car rental
  - (e) Ridesharing services
  - (f) Chartered flights?

## **Drivers**

99. Are any of the senior executives in the relevant department, statutory agency and/or other body provided drivers?
- (a) If so, can you please specify which positions are provided drivers?
  - (b) In total, how many drivers are used by senior executives in the department, statutory agency and/or other body?
  - (c) What is the total cost of drivers for senior executives in the department, statutory agency and/or other body?

## **Consulting**

100. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) How much was spent in legal costs in 2018-19?
    - i. For what specific purposes or matters was legal advice sought?
  - (b) Have departments, statutory agencies and/or other bodies under your portfolio engaged any consultants to provide the following services or advice in 2018-19:
    - i. Social media
    - ii. Photography
    - iii. Acting training
    - iv. Ergonomics
  - (c) What was the cost of these services?
    - i. Social media
    - ii. Photography
    - iii. Acting training
    - iv. Ergonomics

## **Web Content**

101. For each department, statutory agency and/or other body in the Minister's portfolio please report:



- (a) What were the top 20 most utilised (by data sent and received) unique domain names accessed this year?
- (b) What were the top 20 most accessed (by number of times accessed) unique domain names accessed this year?

### **Department/Agency Staffing**

- 102. How many redundancies were processed by departments, statutory agencies and/or other bodies within your portfolio responsibilities during 2018-19?
  - (a) Of these redundancies, how many were:
    - i. Voluntary?
    - ii. Involuntary?
- 103. What was the total cost of all redundancies?
- 104. Have any staff who received a redundancy in the last two years undertaken any paid work or provided any paid services for the department, statutory agency and/or other body with which they were formerly employed?
  - (a) What was the nature of these works/services?
  - (b) What was the total cost of these works or services?
- 105. Are any staff formerly employed by your ministerial office now employed by departments, statutory agencies and/or other bodies under your portfolio responsibility?
- 106. How many staff were dismissed from departments, statutory agencies and/or other bodies under your portfolio responsibilities in 2018-19?
  - (a) What were the reason/s for each dismissal?
- 107. How much was spent advertising for recruitment for the following financial years:
  - (a) 2015-16
  - (b) 2016-17
  - (c) 2017-18
  - (d) 2018-2019
  - (e) 2019-present?

## Smart Phone

108. How many mobile phones are given to staff or board members?
- (a) How many new mobile phones were purchased in the last year?
109. What is the total cost of these phones for the following financial years:
- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?
110. How many had to be replaced due to damage?
111. How many were reported as lost?
112. How many tablets are given to staff or board members?
- (a) How many new tablets in the last year?
113. What is the total cost of these tablets for the following financial years?
- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019?
114. How many phones and tablets had to be replaced due to damage?
115. How many were reported as lost?
116. How many people have both a smart phone and a tablet?
- (a) What is the lowest ranked official who has both a work smart phone and tablet?
117. How many staff or board members overspent on their phone or tablet data bill?
- (a) By how much?
- (b) What was the average cost of data bills for tablets and mobile phones?
- (c) What was the highest monthly cost?

118. Do the departments, statutory agencies and/or other bodies within your portfolio have an iTunes account?
- (a) What was the total expenditure in 2018-19 on iTunes?
  - (b) What applications/subscriptions/services were purchased through iTunes?
119. Do the departments, statutory agencies and/or other bodies within your portfolio have a Google Play Store account?
- (a) What was the total expenditure in 2018-19 on through the Google Play Store?
  - (b) What applications/subscriptions/services were purchased through the Google Play Store?

### **Merchant fees**

120. Please provide a list of all transactions where customers need to pay a merchant fee on credit and/or debit card payments to a department, statutory agency and/or other body within your portfolio.
121. Please provide the percentage and/or amount of the merchant fees applied to all credit and/or debit card payments/transactions to a department, statutory agency and/or other body within your portfolio.
122. What was the total amount paid in merchant fees on credit and/or debit card payments to departments, statutory agencies and/or other bodies within your portfolio in 2018-19?

### **Advertising and Sponsorships**

123. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) How much was spent on advertising in the following financial years:
    - i. 2015-16
    - ii. 2016-17
    - iii. 2017-18
    - iv. 2018-2019?
124. Has your department, statutory agency and/or other body within your portfolio engaged in any corporate sponsorships?
- (a) Who were these sponsorships with?
  - (b) What was the purpose of these sponsorships?

- (c) What was the value of these sponsorships, by case and year?
- (d) What was the value of these sponsorships in the following financial years:
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-19?

### **Probity Auditor**

125. Has your office or department, statutory agency and/or other body within your portfolio used a Probity Auditor or Probity Advisors, or similar, in the past five years? If so please list the company and/or individual, the project, the engagement dates, and their total remuneration in tabular format.

### **Energy**

126. For each department, statutory agency and/or other body within your portfolio by name, how much electricity did it consume for each of:
- (a) 2014-15?
  - (b) 2015-16?
  - (c) 2016-17?
  - (d) 2017-18?
  - (e) 2018/19?
127. What proportion of the electricity consumed by each department, statutory agency and/or other body within your portfolio by name for those years came from renewable sources? Please name each source of energy (coal, solar, wind, etc.) and the proportion of the total electricity used.
128. How much money was spent on electricity for each department, statutory agency and/or other body within your portfolio by name in each of the above financial years?
129. What was the name of the energy supplier to each department, statutory agency and/or other body within your portfolio by name for those financial years?
130. How much electricity is it estimated that each department, statutory agency and/or other body within your portfolio will consume in:
- (a) 2019-20?

(b) 2020-21?

(c) 2021-22?

131. What proportion of that electricity is it estimated will come from renewable sources, for each year?

132. For each department, statutory agency and/or other body within your portfolio by name, please provide the estimated proportion of energy to be used from each kind of energy (coal, gas, solar, wind etc.)?

133. What is the name of the energy supplier to each department, statutory agency and/or other body within your portfolio for each of:

(a) 2019-20?

(b) 2020-21?

(c) 2021-22?

### **General Costs**

134. For each department, statutory agency and/or other body in the Minister's portfolio please report:

(a) Any gardening services used for indoor or outdoor pot plants/flowers maintenance?

i. Who are the contracts with?

ii. How much does each contract cost?

iii. How often do they visit?

iv. How much was spent on this service in financial year:

• 2015-16

• 2016-17

• 2017-18

• 2018-19?

(b) Any floral displays or indoor plants or pot plants hired or leased for display in any offices?

i. Who were the contracts with?

ii. How much was each contract cost?

iii. How much was spent on this service in financial year:

• 2015-16

- 2016-17
- 2017-18
- 2018-19?

### **Domestic Violence Leave Policies, Awareness and Usage**

135. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) A copy of the entity's policy or web link to the entity's domestic violence leave policy;
- (b) Date of introduction of domestic violence leave into enterprise agreements/contracts of employment, awards as applicable;
- (c) Whether or not all employees and/or contractors are eligible for domestic violence leave;
- (d) Number of days of domestic violence leave that have been taken in each financial year since the introduction of such leave;
- (e) Number of days available for eligible staff to access domestic violence leave in each financial year;
- (f) Number of other personal days of leave that have been taken in each financial year since the introduction of domestic violence leave;
- (g) Number of sick days available for eligible staff to access domestic violence leave in each financial year;
- (h) Whether or not all staff and/or contractors have access to Employee Assistance Programs?
- (i) What training has been undertaken with management and administration for those involved in approving and/or processing domestic violence leave on issues such as?
  - i. Privacy and confidentiality of information about domestic violence
  - ii. Access to emotional, psychological, financial and medical support which may be required

136. Who has provided training on domestic violence in the workplace?

137. What percentage of staff in each agency has undertaken domestic violence training?

138. What efforts have been made to ensure that perpetrators (or their accomplices) within the staffing profile are not able to access personal information of victims in order to identify their location, or other information which may assist in committing domestic violence against them, including changing or accessing records in such a way as to disadvantage them financially or legally?

### **Sexual harassment and Anti-bullying training and awareness programs**

139. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) Date of introduction of sexual harassment and anti-bullying training and awareness programs and a copy of such documentation.
    - i. Whether or not all employees and/or contractors have received such training?
    - ii. Is this course mandatory for all employees/ contractors?
    - iii. How long for each session, how many sessions?
    - iv. Who delivers it?
    - v. Is the program tailored to take into consideration specific needs of LGBTQIA, ATSI and CALD or other at risk groups?
      - How?
  - (b) What percentage of staff in each department, statutory agency and/or other body within your portfolio have undertaken sexual harassment and anti- bullying training and awareness programs?
  - (c) How many complaints have been initiated in relation to:
    - i. Sexual harassment
    - ii. Bullying
    - iii. Workplace violence

### **Participation of women in Government**

140. For each department, statutory agency and/or other body in the Minister's portfolio please report:
- (a) What number and percentage of women are employed within the department, statutory agency and/or other body within your portfolio?

- (b) What number and percentage of women are employed within the management levels of the department, statutory agency and/or other body within your portfolio?
- (c) What number and percentage of women are employed in the top ten leadership positions of the department, statutory agency and/or other body within your portfolio?
- (d) What strategies does the department, statutory agency and/or other body within your portfolio use to encourage women in to management and leadership positions?
- (e) What is the gender pay gap within your department, statutory agency and/or other body within your portfolio?
- (f) Does the department, statutory agency and/or other body within your portfolio report participation of women figures to Women NSW on a regular basis?

### **Professional Photography**

141. How much has been spent on professional photography for the following financial years:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

### **Unmanned Aerial Services**

142. How much has been spent on Unmanned Aerial Services for the following financial years:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

### **Seconded Staff**

143. How many staff from your department, statutory agency and/or other body within your portfolio have been seconded to your Ministerial Office, for the following financial years:

- (a) 2015-16



- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

144. Please provide their names, their substantive work title, and their seconded work title.

### **Consultant Costs**

145. For each department, statutory agency and/or other body in the Minister's portfolio please report, the total expenditure on consultants by financial year:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

146. What are names and values of the five most expensive reports produced by consultancies for each department, statutory agency and/or other body in the Minister's portfolio by financial year:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

## WESTERN NEW SOUTH WALES

### Questions from the Hon Mark Buttigieg MLC (on behalf of the NSW Labor Opposition)

#### **Sand Supply to the Broken Hills Mining Industry**

147. What has he done to ensure the Broken Hills mining industry will not run out of sand within the next month due to suppliers being unable to obtain licences?

#### **Benefits of a container terminal at the Port of Newcastle for Western NSW**

148. Is the Minister aware that the 2019 NSW Nationals Conference passed the following motion:

*"That conference call on the NSW Nationals to ensure:*

*The removal of all obstacles facing the Newcastle Container Terminal Expansion Plans, including the cap on the number of containers and the State Government fee payable on container exports and The Port's development of a high intensity container terminal."*

149. Does the Minister support the motion as passed by the 2019 NSW Nationals Conference?
150. Does the Minister agree with the Deputy Premier's comments that western district farmers and primary producers would "absolutely" benefit from a container port at Newcastle?
151. Does the cap on containers at the Port of Newcastle drive up costs of farming exports?
152. Would a container terminal in Newcastle lower freight costs for Western NSW exports?
153. Have any farmers contacted you to express concern about the NSW Governments restrictions on the Port of Newcastle?
154. What would be the benefit to western district farmers and primary producers?
155. How many jobs would a container terminal in Newcastle deliver for Western NSW?
156. Would a container in Newcastle reduce freight costs for businesses in Newcastle, the Hunter and Northern and Western NSW?
157. What would be the economic benefit to NSW of a container terminal in Newcastle?
158. What would be the economic benefit to Western NSW of a container terminal in Newcastle?

#### **Ministerial Travel/Meal Allowance**

159. How many nights travel were claimed by the Minister during the 2018-19 period?
160. How many nights travel were claimed by the Minister's spouse during the 2018-19 period?

161. What was the total amount of travel allowances claimed by the Minister and their spouse (if applicable) during 2018-19?

162. What is the total amount of meal allowances claimed by the Minister and their spouse (if applicable) during 2018-19?

### **Efficiency dividends**

163. What was the forecast efficiency dividend saving for each department, statutory agency and/or other body within your portfolio in 2018-19?

164. What is the forecast efficiency dividend saving for each department, statutory agency and/or other body within your portfolio in

(a) 2019-20?

(b) 2020-21?

(c) 2021-22?

165. What was the total efficiency dividend that was achieved for each department, statutory agency and/or other body within your portfolio between 2011-12 and 2018-19 inclusively?

### **Ministerial Office Administration**

166. How many staff are in your ministerial office?

(a) What was the average salary for staff members in your office during 2018-19?

(b) What is the estimated average salary for a ministerial staffer in your office in 2019-20 based on current appointments?

167. How many iPhone/smart phones are assigned to your staff?

(a) For each phone, how much was each bill in 2018-19?

(b) How many phones have been lost or replaced due to damage in your office?

(c) What is the cost of replacing those phones?

168. How many iPads or tablets has DPC assigned to your Ministerial office and to whom have they been issued?

(a) What was the cost of providing iPads or tablets to your Ministerial Office in 2018-19?

(b) How many iPads or tablets have been replaced due to lost or damage in 2018-19?

(c) What was the cost of replacing these devices?

169. Has any artwork been purchased or leased for display in your ministerial office in 2018-19?
- (a) What is the cost of this?
170. Have any floral displays or indoor plants or pot plants been hired or leased for display in your ministerial office in 2018-19?
- (a) If so, what was the cost of these items?
171. Have any floral displays or indoor plants or pot plants been purchased for display in your ministerial office in 2018-19?
- (a) If so, what was the cost of these items?
172. What was the total cost of all subscriptions by you and your staff to news services, newspapers, magazines, journals and periodicals (including online services) in 2018-19?
- (a) What are these services/newspapers/magazines/journals/periodicals?
  - (b) Who is the subscriber for each of these?
173. What was the total value of all gifts purchased for use by you and your office in 2018-19?
- (a) What were the gifts purchased?
  - (b) Who were they gifted to?
174. Do you purchase bottled water or provide water coolers for your office?
- (a) What is the monthly cost of this?
175. How much did your ministerial office spend on hospitality, including catering and beverages, in 2018-19?
176. What non-standard features are fitted to your ministerial vehicle?
- (a) What is the cost of each non-standard feature?
177. What was the total bill for your office in 2018-19 for:
- (a) Taxi hire
  - (b) Limousine hire
  - (c) Private hire care
  - (d) Hire car rental
  - (e) Ridesharing services?

178. Were any planes or helicopters chartered by you or your office and paid for with public money in 2018-19?

(a) If yes, will you please detail each trip, the method of transport and the cost?

179. Have you had media training or speech training?

(a) If yes, who paid for it?

(b) If paid by taxpayers, what was the amount paid in 2018-19?

### **Agile Workspaces/Activity Based Working/Hot-desking**

180. Have any of your departments, statutory agencies and/or other bodies adopted agile working environment/activity based working practices e.g. hot-desking?

(a) If not, are there plans to introduce activity based working practices in 2019-20?

181. How much have your departments, statutory agencies and/or other bodies spent in the roll-out of the agile working environment including laptops, furniture, lockers and other equipment in 2018-19?

### **Hospitality**

182. For each department, statutory agency and/or other body in the Minister's portfolio please report:

(a) How much was spent on hospitality, including catering and beverages, in 2018-19?

(b) Whether the department, statutory agency and/or other body has coffee machines? And if so:

i. How many?

ii. What was their purchase cost?

iii. What is their maintenance cost?

iv. Who has access to them?

v. Which staff have access to the machines?

### **Labour Hire Firms**

183. Do any departments, statutory agency and/or other bodies within your portfolio responsibilities utilise the services of Labour Hire Firms? If yes, please advise in table form for 2018-19:

(a) The names of the firms utilised

- (b) The total amount paid to each firm engaged
- (c) The average tenure period for an employee provided by a labour hire company
- (d) The longest tenure for an employee provided by a labour hire company
- (e) The duties conducted by employees engaged through a labour hire company
- (f) The office locations of employees engaged through a labour hire company
- (g) The highest hourly or daily rate paid to an employee provided by a labour hire company
- (h) Who authorised the use of labour hire companies?
- (i) Do staff under these labour hire arrangements receive as much training and security clearance as permanent staff?

### **Stationery**

184. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) What was the cost of stationery for the following financial years:
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (b) What brand of paper is used?
  - i. Is this paper Australian made?

### **Credit Cards**

185. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) How many credit cards are currently on issue for staff?
  - i. Please provide a break-down of this information by grade.
- (b) What was the value of the largest reported purchase on a credit card for the following financial years:
  - i. 2015-16

- ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (c) What was each largest reported purchase for?
- (d) How much interest was paid on amounts outstanding from credit cards for the following financial years:
- i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (e) How much was paid in late fees on amounts outstanding from credit cards for the following financial years
- i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present
- (f) What was the largest amount outstanding on a single card at the end of a payment period and what was the card holder's employment grade?
- (g) How many credit cards have been reported lost or stolen?
- i. What was the cost to replace them?
- (h) How many credit card purchases were deemed to be illegitimate or contrary to agency policy?
- i. What was the total value of those purchases?
  - ii. How many purchases were asked to be repaid on the basis that they were illegitimate or contrary to agency policy and what was the total value thereof?

- iii. Were all those amounts actually repaid?
- iv. If no, how many were not repaid, and what was the total value thereof?
- (i) What was the largest purchase that was deemed illegitimate or contrary to agency policy and asked to be repaid, and what was the cardholder's employment grade?
  - i. What that amount actually repaid, in full?
  - ii. What amount was left unpaid?
- (j) Are any credit cards currently on issue connected to rewards schemes?
  - i. Do staff receive any personal benefit as a result of those reward schemes?
- (k) Can a copy of the staff credit card policy please be provided?

### **Media and Public Relations**

186. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) How many media/communications/public relations advisers are employed?
  - i. What is the total salary cost for media/communications/public relations advisers in 2018-19?
- (b) What is the forecast for the current financial year for the number of media/communications/public relations advisers to be employed and their total cost?
- (c) What is the total cost of media monitoring services?
  - i. Please provide a breakdown by department, statutory agency and/or other body.
- (d) Are any media or public relations advisers currently engaged as contractors?
  - i. Who are these contracts with?
  - ii. What is the value of these contracts?
- (e) How much was spent on media or public relations advisors in financial year:
  - i. 2015-16
  - ii. 2016-17
  - iii. 2017-18
  - iv. 2018-2019
  - v. 2019-present?



## **Facebook**

187. How much did your ministerial office spend on Facebook advertising or sponsored posts in 2018-19?
188. How much did your department, statutory agency and/or other body in the Minister's portfolio spend on Facebook advertising or sponsored posts in 2018-19?

## **Overseas Trips**

189. Were any of your overseas trips in the last financial year paid for in part or in full by using public money?
- (a) If so, did any of your relatives or friends accompany you on these trips?
  - (b) Have you undertaken any official overseas travel that was privately funded?
  - (c) If so, what was the nature of these trips?
  - (d) Who paid for these trips?

## **Department/Agency Travel**

190. What was the total expenditure in 2018-19 by departments, statutory agencies and/or other bodies within your portfolio on:
- (a) Taxi hire
  - (b) Limousine
  - (c) Private car hire
  - (d) Hire car rental
  - (e) Ridesharing services
  - (f) Chartered flights?

## **Drivers**

191. Are any of the senior executives in the relevant department, statutory agency and/or other body provided drivers?
- (a) If so, can you please specify which positions are provided drivers?
  - (b) In total, how many drivers are used by senior executives in the department, statutory agency and/or other body?
  - (c) What is the total cost of drivers for senior executives in the department, statutory agency and/or other body?

## **Consulting**

192. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) How much was spent in legal costs in 2018-19?
  - i. For what specific purposes or matters was legal advice sought?
- (b) Have departments, statutory agencies and/or other bodies under your portfolio engaged any consultants to provide the following services or advice in 2018-19:
  - i. Social media
  - ii. Photography
  - iii. Acting training
  - iv. Ergonomics
- (c) What was the cost of these services?
  - i. Social media
  - ii. Photography
  - iii. Acting training
  - iv. Ergonomics

## **Web Content**

193. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) What were the top 20 most utilised (by data sent and received) unique domain names accessed this year?
- (b) What were the top 20 most accessed (by number of times accessed) unique domain names accessed this year?

## **Department/Agency Staffing**

194. How many redundancies were processed by departments, statutory agencies and/or other bodies within your portfolio responsibilities during 2018-19?

- (a) Of these redundancies, how many were:
  - i. Voluntary?

ii. Involuntary?

195. What was the total cost of all redundancies?
196. Have any staff who received a redundancy in the last two years undertaken any paid work or provided any paid services for the department, statutory agency and/or other body with which they were formerly employed?
- (a) What was the nature of these works/services?
  - (b) What was the total cost of these works or services?
197. Are any staff formerly employed by your ministerial office now employed by departments, statutory agencies and/or other bodies under your portfolio responsibility?
198. How many staff were dismissed from departments, statutory agencies and/or other bodies under your portfolio responsibilities in 2018-19?
- (a) What were the reason/s for each dismissal?
199. How much was spent advertising for recruitment for the following financial years:
- (a) 2015-16
  - (b) 2016-17
  - (c) 2017-18
  - (d) 2018-2019
  - (e) 2019-present?

**Smart Phone**

200. How many mobile phones are given to staff or board members?
- (a) How many new mobile phones were purchased in the last year?
201. What is the total cost of these phones for the following financial years:
- (a) 2015-16
  - (b) 2016-17
  - (c) 2017-18
  - (d) 2018-2019
  - (e) 2019-present?
202. How many had to be replaced due to damage?

203. How many were reported as lost?
204. How many tablets are given to staff or board members?
- (a) How many new tablets in the last year?
205. What is the total cost of these tablets for the following financial years?
- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019?
206. How many phones and tablets had to be replaced due to damage?
207. How many were reported as lost?
208. How many people have both a smart phone and a tablet?
- (a) What is the lowest ranked official who has both a work smart phone and tablet?
209. How many staff or board members overspent on their phone or tablet data bill?
- (a) By how much?
- (b) What was the average cost of data bills for tablets and mobile phones?
- (c) What was the highest monthly cost?
210. Do the departments, statutory agencies and/or other bodies within your portfolio have an iTunes account?
- (a) What was the total expenditure in 2018-19 on iTunes?
- (b) What applications/subscriptions/services were purchased through iTunes?
211. Do the departments, statutory agencies and/or other bodies within your portfolio have a Google Play Store account?
- (a) What was the total expenditure in 2018-19 on through the Google Play Store?
- (b) What applications/subscriptions/services were purchased through the Google Play Store?

### **Merchant fees**

212. Please provide a list of all transactions where customers need to pay a merchant fee on credit and/or debit card payments to a department, statutory agency and/or other body within your portfolio.

213. Please provide the percentage and/or amount of the merchant fees applied to all credit and/or debit card payments/transactions to a department, statutory agency and/or other body within your portfolio.
214. What was the total amount paid in merchant fees on credit and/or debit card payments to departments, statutory agencies and/or other bodies within your portfolio in 2018-19?

### **Advertising and Sponsorships**

215. For each department, statutory agency and/or other body in the Minister's portfolio please report:

(a) How much was spent on advertising in the following financial years:

i. 2015-16

ii. 2016-17

iii. 2017-18

iv. 2018-2019?

216. Has your department, statutory agency and/or other body within your portfolio engaged in any corporate sponsorships?

(a) Who were these sponsorships with?

(b) What was the purpose of these sponsorships?

(c) What was the value of these sponsorships, by case and year?

(d) What was the value of these sponsorships in the following financial years:

i. 2015-16

ii. 2016-17

iii. 2017-18

iv. 2018-19?

### **Probity Auditor**

217. Has your office or department, statutory agency and/or other body within your portfolio used a Probity Auditor or Probity Advisors, or similar, in the past five years? If so please list the company and/or individual, the project, the engagement dates, and their total remuneration in tabular format.

## Energy

218. For each department, statutory agency and/or other body within your portfolio by name, how much electricity did it consume for each of:
- (a) 2014-15?
  - (b) 2015-16?
  - (c) 2016-17?
  - (d) 2017-18?
  - (e) 2018/19?
219. What proportion of the electricity consumed by each department, statutory agency and/or other body within your portfolio by name for those years came from renewable sources? Please name each source of energy (coal, solar, wind, etc.) and the proportion of the total electricity used.
220. How much money was spent on electricity for each department, statutory agency and/or other body within your portfolio by name in each of the above financial years?
221. What was the name of the energy supplier to each department, statutory agency and/or other body within your portfolio by name for those financial years?
222. How much electricity is it estimated that each department, statutory agency and/or other body within your portfolio will consume in:
- (a) 2019-20?
  - (b) 2020-21?
  - (c) 2021-22?
223. What proportion of that electricity is it estimated will come from renewable sources, for each year?
224. For each department, statutory agency and/or other body within your portfolio by name, please provide the estimated proportion of energy to be used from each kind of energy (coal, gas, solar, wind etc.)?
225. What is the name of the energy supplier to each department, statutory agency and/or other body within your portfolio for each of:
- (a) 2019-20?
  - (b) 2020-21?

(c) 2021-22?

### **General Costs**

226. For each department, statutory agency and/or other body in the Minister's portfolio please report:

(a) Any gardening services used for indoor or outdoor pot plants/flowers maintenance?

- i. Who are the contracts with?
- ii. How much does each contract cost?
- iii. How often do they visit?
- iv. How much was spent on this service in financial year:
  - 2015-16
  - 2016-17
  - 2017-18
  - 2018-19?

(b) Any floral displays or indoor plants or pot plants hired or leased for display in any offices?

- i. Who were the contracts with?
- ii. How much was each contract cost?
- iii. How much was spent on this service in financial year:
  - 2015-16
  - 2016-17
  - 2017-18
  - 2018-19?

### **Domestic Violence Leave Policies, Awareness and Usage**

227. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) A copy of the entity's policy or web link to the entity's domestic violence leave policy;
- (b) Date of introduction of domestic violence leave into enterprise agreements/contracts of employment, awards as applicable;
- (c) Whether or not all employees and/or contractors are eligible for domestic violence leave;
- (d) Number of days of domestic violence leave that have been taken in each financial year since the introduction of such leave;

- (e) Number of days available for eligible staff to access domestic violence leave in each financial year;
- (f) Number of other personal days of leave that have been taken in each financial year since the introduction of domestic violence leave;
- (g) Number of sick days available for eligible staff to access domestic violence leave in each financial year;
- (h) Whether or not all staff and/or contractors have access to Employee Assistance Programs?
- (i) What training has been undertaken with management and administration for those involved in approving and/or processing domestic violence leave on issues such as?
  - i. Privacy and confidentiality of information about domestic violence
  - ii. Access to emotional, psychological, financial and medical support which may be required

228. Who has provided training on domestic violence in the workplace?

229. What percentage of staff in each agency has undertaken domestic violence training?

230. What efforts have been made to ensure that perpetrators (or their accomplices) within the staffing profile are not able to access personal information of victims in order to identify their location, or other information which may assist in committing domestic violence against them, including changing or accessing records in such a way as to disadvantage them financially or legally?

### **Sexual harassment and Anti-bullying training and awareness programs**

231. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) Date of introduction of sexual harassment and anti-bullying training and awareness programs and a copy of such documentation.
  - i. Whether or not all employees and/or contractors have received such training?
  - ii. Is this course mandatory for all employees/ contractors?
  - iii. How long for each session, how many sessions?
  - iv. Who delivers it?



- v. Is the program tailored to take into consideration specific needs of LGBTQIA, ATSI and CALD or other at risk groups?
  - How?
- (b) What percentage of staff in each department, statutory agency and/or other body within your portfolio have undertaken sexual harassment and anti- bullying training and awareness programs?
- (c) How many complaints have been initiated in relation to:
  - i. Sexual harassment
  - ii. Bullying
  - iii. Workplace violence

### **Participation of women in Government**

232. For each department, statutory agency and/or other body in the Minister's portfolio please report:

- (a) What number and percentage of women are employed within the department, statutory agency and/or other body within your portfolio?
- (b) What number and percentage of women are employed within the management levels of the department, statutory agency and/or other body within your portfolio?
- (c) What number and percentage of women are employed in the top ten leadership positions of the department, statutory agency and/or other body within your portfolio?
- (d) What strategies does the department, statutory agency and/or other body within your portfolio use to encourage women in to management and leadership positions?
- (e) What is the gender pay gap within your department, statutory agency and/or other body within your portfolio?
- (f) Does the department, statutory agency and/or other body within your portfolio report participation of women figures to Women NSW on a regular basis?

### **Professional Photography**

233. How much has been spent on professional photography for the following financial years:

- (a) 2015-16
- (b) 2016-17

- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

**Unmanned Aerial Services**

234. How much has been spent on Unmanned Aerial Services for the following financial years:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

**Seconded Staff**

235. How many staff from your department, statutory agency and/or other body within your portfolio have been seconded to your Ministerial Office, for the following financial years:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

236. Please provide their names, their substantive work title, and their seconded work title.

**Consultant Costs**

237. For each department, statutory agency and/or other body in the Minister's portfolio please report, the total expenditure on consultants by financial year:

- (a) 2015-16
- (b) 2016-17
- (c) 2017-18
- (d) 2018-2019
- (e) 2019-present?

238. What are names and values of the five most expensive reports produced by consultancies for each department, statutory agency and/or other body in the Minister's portfolio by financial year:
- (a) 2015-16
  - (b) 2016-17
  - (c) 2017-18
  - (d) 2018-2019
  - (e) 2019-present?

**GIPA Questions to the CEOs/ Department Secretaries**

239. Since March 30, how many formal GIPAs have your cluster/ department received?
240. Out of the received formal GIPAs, how many have you determined to:
- (a) Grant full access to the information?
  - (b) Grant partial access to the information?
  - (c) Not grant access to the information?
241. Out of the GIPA where partial information or no information was granted, how many have decided to appeal?
- (a) Out of those who have decided to appeal, how many have decided to use:
    - i. The agency's internal appeals' mechanism?
    - ii. Review by the Information Commissioner?
    - iii. Review by NCAT?
  - (b) How many of those GIPAs have been overturned on appeal?
    - i. Internal appeals' mechanism?
    - ii. Review of the Information Commissioner?
    - iii. Review by NCAT?
242. GIPAs that have been granted full or partial access, how many appear on the agency's disclosure log?
- (a) What is the rationale for not putting GIPAs on the agency's disclosure log (excluding GIPAs asking for personal information)?
243. Has any GIPAs that appeared on the agency's disclosure log been taken down?

(a) For what reason/s?