



LEGISLATIVE COUNCIL

General Purpose Standing Committee No. 3

BUDGET ESTIMATES 2013-2014

Supplementary Questions on Notice

General Purpose Standing Committee No. 3

Trade and Investment, Regional Infrastructure and Services

Monday 19 August 2013

Answers to be returned by: Thursday 12 September 2013.

Budget Estimates Secretariat

Telephone 9230 3509

Fax 9230 2981

budget.estimateds@parliament.nsw.gov.au

GENERAL PURPOSE STANDING COMMITTEE NO. 3

BUDGET ESTIMATES 2013-2014

Supplementary questions: Trade and Investment, Regional Infrastructure and Services

Answers are to be returned to the Committee secretariat by: Thursday 12 September 2013.

Cross Border Commissioner

1. Listening Tour Report
 - a. Will The Cross Border Commissioner conduct a further Listening Tour this Financial Year?
 - b. Do Trade and Investment staff accompany the Cross Border Commissioner when he travels in regional NSW? If so, how many staff accompany the Commissioner?
 - c. What benchmarks and performance indicators have been established for the Cross Border Commissioner? Are these available? When are they reviewed? By whom?
 - d. How often does the Cross Border Commissioner have documented meetings with the Deputy Premier?
 - e. Is the Cross Border Commissioner responsible for their own budget?
2. Diary entries of meetings with Minister for North Coast
 - a. Has the Cross Border Commissioner kept diary entries of meetings with the Minister for North Coast?
 - b. How many times did the Cross Border Commissioner meet with the Minister for North Coast in the last financial year?
 - c. How many meetings are scheduled for the 2013/2014 Financial year between the Cross Border Commissioner and the Minister for the North Coast?
3. Diary Entry of meetings with Minister for Western NSW
 - a. Has the Cross Border Commissioner kept diary entries of meetings with the Minister for Western NSW?
 - b. How many times did the Cross Border Commissioner meet with the Minister for Western NSW in the last financial year?

- c. How many meetings are scheduled for the 2013/2014 financial year between the Cross Border Commissioner and the Minister for the Western NSW?

Heliport

4. Deputy Premier, when you made the announcement about the heliport in Sydney Harbour who advised you prior to making the announcement: your office, Trade and Investment officers or Roads and Ports officers?
5. Why did you make the announcement?

Auditor General Qualified Statement on Trade and Investment

6. In the past two annual reports for Trade and Investment the Auditor General has made a qualification statement regarding the preparation of accounts. Has this been rectified for this financial year?

SAP By Design

7. Minister are you satisfied with the implementation of "SAP by Design" for the Department of Trade and Investment?
8. Has there been any delays in the installation of SAP by Design?
9. What was the original budget for the implementation of Phase 1 and Phase 2?
10. What is the actual cost of the implementation of Phase 1 and Phase 2? What is the variation to budget allocation?

Bill Payment by Department of Trade and Investment

11. Has the Department of Trade and Investment and any of its agencies had issues with payment of bills to companies?
12. Has there been any incidences where small to medium businesses have faced delays beyond 30 days in getting their bills paid by Department? Please advise of the instances where this has occurred.
13. Has any company raised concerns with the SAP by design program and the process of payments by the department? Please advise of when this occurred and how the concerns were treated by the Department.
14. Please advise how many bill payments owed by your Department, exceeded the 30 day mandate period for the last financial year of 2012/13?

SAP By Design internal use

15. How many training sessions have been conducted by the department in relation to the roll out of the SAP By Design program? Please advise where the training sessions were conducted.
16. Has the SAP byDesign in-house training for staff been completed? Or is it still ongoing?
17. Have any staff raised issue with operating the SAP By Design program in relation to applying for leave and reclaiming expenses? If yes, what was the corrective action?
18. Due to the implementation of the new program have simple administrative processes, such as recording working hours increased or reduced?
 - a. Are you aware as to whether such processes as pay details and superannuation have not been completed correctly?
19. Are you aware as to whether SAP byDesign processing issues have caused staff to go without pay or superannuation contributions made due to the new system?

Crown Lands Review

20. In relation to the review of Crown Lands by Michael Carapet
 - a. Can you rule out the sale of any Crown Land assets as part of the Crown Land Review?
 - b. Can you rule out the sale of Crown Land caravan parks?
 - c. Can you rule out the sale of Sydney waterfront land to the jetty set through this process?
 - d. As part of the Crown Lands review, can you rule out shifting land management responsibilities fully back to local Councils?
 - e. Can you confirm that there will be public consultation over any proposed sale or changes to the management of public land in NSW through the Crown Lands review?
 - f. What was the total revenue raised through the water front's rents in NSW for the financial years of 2010-11, 2011- 2012, 2012 -2013?

Trade and Investment Website

21. What was the total development cost of the Trade and Investment website developed in 2011?
22. What was the total development cost of the current the Trade and Investment website?
23. What was the cost of the development of the www.now.nsw.gov.au website?

Public Reserves Management Fund

24. What was the total level of funding allocated Public Reserves Management Fund for the following financial years 2010-2011, 2011-2012, 2012-13?
25. As of 19 August 2013, what funds are currently available within the PRMF?

Dredging Works

26. In 2011-12 budget how many dredging works were conducted in rivers, estuaries, lakes and harbours etc?
27. What was their location by State Electorate?
28. What was the cost of each of these works?
29. In 2012-13 financial how many dredging works were conducted in rivers, estuaries, lakes and harbours etc?
30. What was their location by State Electorate?
31. What was the cost of each of these works?

Use of Labour Hire Firms

32. Does the Department of Trade and Investment utilise the services of Labour Hire companies? If yes, please advise:
 - a. The names of the firms engaged.
 - 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 period for an employee provided by a Labour Hire company.
 - e. The duties conducted by employees engaged through labour hire companies.
 - f. The office locations of employees engaged through labour hire companies.

General

1. Have you met with lobbyists other than PremierState?
2. On how many occasions have you met with a lobbyist, and what were the dates of these meetings?
3. Which lobbyists have you met with, and what was discussed?

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4. On how many occasions have you declined to meet with a lobbyist?
5. To deliver greater transparency and accountability, will you publish a monthly online diary of all meetings with lobbyists?
6. In order to deliver greater transparency and accountability, as promised by the Premier, will you commit to keeping a record of all lobbying activities and documentation and allow them to be subject to the Government Information (Public Access) Act?
7. Since becoming a Minister, have you taken any interstate or intrastate trips involving overnight accommodation or flights?
8. Will you provide a list to the committee of the details of all travel?
9. Have you taken any trips intrastate or interstate to attend Liberal/National Party functions? What are the details of the trips including dates and costs?
10. Have you taken any trips intrastate or interstate to attend lobbyists' functions? What are the details of the trips including dates and costs?
11. Were these trips paid for by the taxpayer?
12. Were these trips booked through the government travel management system?
13. Since becoming a Minister, have you paid back money to the state because you booked unauthorised travel with the government travel management system? How much? When did you travel? When did you pay back the money? How many occasions has this happened?
14. Have you had meetings scheduled interstate or intrastate on Fridays or weekends which involved you staying overnight?
15. Did you take your spouse/partner on these trips?
16. Have any members of your staff made complaints to or raised concerns with you, your Chief of Staff or the Department of Premier and Cabinet about bullying in your office?
17. If so, have any members of your staff resigned or been removed from their position after making such a complaint or raising such concerns?
18. How many blackberries or smart phones are assigned to your staff?
19. For each phone, how much was each bill in the 2012/13 financial year?
20. How many have phones have been lost in your office?
21. What is the cost of replacing those phones?
22. How many iPads or tablet computers does DPC assign to your Ministerial office and to whom have they been issued?

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23. How many iPads or tablet computers have you purchased for your office and to whom have they been issued?
24. How many iPhones or other smart phones does DPC assign to your Ministerial office and to whom have they been issued?
25. How many iPhones or other smart phones have you purchased for your office and to whom have they been issued?
26. How many iPhones or other smart phones have been lost in your office?
27. How many iPads or tablet computers have been lost in your office?
28. What is the cost of replacing those phones or iPads or tablet computers?
29. How many media or public relations advisers are employed for each of your portfolio agencies?
30. What is the forecast for 2013/14 for the number of media or public relations advisers to be employed and their total cost?
31. Have any of your overseas trips in the past year been paid for in part or in full by using public money?
32. If so, did any of your relatives or friends accompany you on these trips?
33. What is the annual remuneration package for your chief of staff
34. What is the annual remuneration package for your head media advisor?
35. What is the annual remuneration package for each of your staff?
36. What is the estimated expenditure for your office budget in 2012-13?
37. Have any office renovations or fit outs been undertaken in your ministerial office since April, 2011?
38. If so, could you give details of contracted costs?
39. What is your Ministerial office budget for 2013/14?
40. How many political advisors are in your office?
41. How many administration staff?
42. How many Department Liaison Officers are assigned to your office?
43. How many staff in the Department are assigned to Ministerial support duties
44. Are any contractors or consultants working in your ministerial office?

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45. If so, in what capacities?
46. How much did your Ministerial office spend on contractors or consultants?
47. How much did your Ministerial office spend on taxi fares, including Cabcharge in the 2012/13 financial year?
48. Are any of your portfolio agencies undergoing a restructure?
49. How many jobs are expected to be cut as a result of that restructure?
50. How many people are expected to have their wages cut as a result of that restructure?
51. How many voluntary redundancies were offered in your Departments since April 2011?
52. How many voluntary redundancies were accepted from employees in your Departments since April 2011?
53. How many voluntary redundancies are expected to be offered in 2013/14?
54. How much did your Department(s) spend on catering in 2012/13?
55. How much did your Department(s) spend on stationary in 2012/13?
56. What is your Department's catering budget?
57. What is your Department's stationary budget?
58. Since April 2011 have any of the agencies in your Department(s) changed their branding?
59. If so, how much was spent on rebranding the agency?
60. How long is the average turnaround for responding to correspondence in your Department(s)?
61. How many pieces of correspondence have been outstanding for more than 60 days?
62. In 2012/13 how many invoices has your Department(s) failed to pay a supplier or contractor for more than 30 days?
63. As a result of late payment, how much penalty interest has been paid to contractors since 1 January 2011?
64. How many invoices have been outstanding for longer than 60 days?
65. Does your department provide recurrent grant funds to non-government organisations? If yes,
 - a. What are the names of all organisations in receipt of funding?
 - b. What is the total amount of funding received by each organisation including goods and services tax?

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- c. On what date was the funding advanced?
 - d. What was the purpose for each grant or funding advance?
 - e. Was any funding withheld or returned?
 - f. If so, what were the reasons for withholding or requiring the funding to be returned?
 - g. What is the indexation rate applied to non-recurrent grant funds in 2013/2013?
 - h. What are the details of any costs involved in each study, audit, taskforce or review?
 - i. Have any provisions been included in grant agreements to prohibit these organisations from criticising the Government or any of its policies?
66. How many contractors has your Department(s) retained since 1 July 2013 and at what cost?
67. What is the current level of Aboriginal employment within your Department(s)?
68. How has that changed since 1 July 2012?
69. Since 1 July 2011, how much has been spent on charter air flights by your Department(s)?
70. Is your department currently undertaking any feasibility studies, audits, taskforces or reviews? If so; then;
- a. What are the terms of reference or details of each study, audit, taskforce or review?
 - b. Who is conducting the study, audit, taskforce or review?
 - c. Was each study, audit, taskforce or review was publically advertised seeking expression of interest or competitive tenders?
 - d. Is there a contract in place detailing terms of engagement for the study, audit, taskforce or review?
 - e. What is the timeline of each study, audit, taskforce or review?
 - f. What are the details of any costs involved in each study, audit, taskforce or review?
71. Can you please list all travel related costs for your Parliamentary Secretaries incurred in their capacity as Parliamentary Secretary since 1 July 2012
- a. kilometres travelled
 - b. accommodation,
 - c. air fares

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- d. meals/entertaining?
72. Can you please provide details of the following activities undertaken by your Parliamentary Secretaries since 1 July 2012;
- a. meetings attended in their capacity as Parliamentary Secretary?
 - b. functions attended in their capacity as Parliamentary Secretary?
73. How often do you meet with your Parliamentary Secretaries?
- a. Are these meetings documented?
 - b. Who attends these meetings?
74. Who provides instructions and direction to your Parliamentary Secretaries, you or your Chief of Staff?
75. Have the Parliamentary Secretaries been provided with Speech, Voice or Media Training since becoming Parliamentary Secretary? If so, then;
- a. Who conducted the training?
 - b. When was it conducted?
 - c. Where was it conducted what were the costs of the training?
 - d. Who paid for the training?