

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Small Business, Minister for Jobs and Training, Minister for Corporate and Digital Development, Minister for Public Employment, Minister for Veterans Affairs, Minister for Recreational Fishing – for all agencies falling under the Ministers’ portfolios.

AGENCY ADMINISTRATION

Notes:

The following questions can be answered from existing Agency data as at 31 March 2022.

You have previously referred questions requiring a Whole of Government response to the Minister responsible at a time that enables a response within the same timeframe as the remainder of the questions.

Further, you have previously inserted the question at the beginning of each answer.

My Office would appreciate these practices being continued.

STAFFING

1. (a) Please advise the number of staff employed in the following categories as at 31 March 2022:

Category	FTE	Head Count (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	910	937	937	0
2. Ongoing Part Time	54.5	73	73	0
3. Fixed Term Full Time	124.7	130	130	0
4. Fixed Term Part Time	5.8	10	10	0
5. Casual Contract	0	0	0	0
6. Executive Contract	45.6	47	47	0

- (b) Please provide, for each of the six categories above: the relevant position classifications and the number of staff employed against each classification.

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
1. Ongoing Full Time	AO1	2.0	2.0	2.0	0
	AO2	11.4	12.0	12.0	0
	AO3	75.0	78.0	78.0	0
	AO4	147.9	153.0	153.0	0
	AO5	105.1	107.0	107.0	0
	AO6	195.7	202.0	202.0	0
	AO7	169.7	175.0	175.0	0
	EO2	1.0	1.0	1.0	0
	N5R	1.0	1.0	1.0	0
	P2	1.6	2.0	2.0	0
	P3	1.0	1.0	1.0	0
	SAO1	133.0	137.0	137.0	0
	SAO2	62.5	63.0	63.0	0
	T1	1.0	1.0	1.0	0
	T4	2.0	2.0	1.0	0

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
2. Ongoing Part Time	AO1	0	0	0	0
	AO2	2.7	5.0	5.0	0
	AO3	3.7	5.0	5.0	0
	AO4	9.2	12.0	12.0	0
	AO5	6.9	9.0	9.0	0
	AO6	14.5	20.0	20.0	0
	AO7	9.7	12.0	12.0	0
	EO2	0	0	0	0
	N5R	0	0	0	0
	P2	0	0	0	0
	P3	0	0	0	0
	SAO1	7.0	9.0	9.0	0
	SAO2	0.8	1.0	1.0	0
	T1	0	0	0	0
	T4	0	0	0	0

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
3. Fixed Term Full Time	AO1	0	0	0	0
	AO2	25.8	28.0	28.0	0
	AO3	17.5	18.0	18.0	0
	AO4	17.2	18.0	18.0	0
	AO5	16.2	17.0	17.0	0
	AO6	23.5	24.0	24.0	0
	AO7	8.5	9.0	9.0	0
	AQ4SA	1.0	1.0	1.0	0
	AQF3A	1.0	1.0	1.0	0
	GRADT	7.0	7.0	7.0	0

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
	EO2	1.0	1.0	1.0	0
	N5R	0	0	0	0
	P2	0	0	0	0
	P3	0	0	0	0
	SAO1	3.0	0	0	0
	SAO2	3.0	3.0	3.0	0
	T1	0	3.0	3.0	0
	T4	0	0	0	0

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
4. Fixed Term Part Time	AO1	0	0	0	0
	AO2	1.2	2.0	2.0	0
	AO3	0.4	1.0	1.0	0
	AO4	0.7	1.0	1.0	0
	AO5	0.8	1.0	1.0	0
	AO6	0	0	0	0
	AO7	0	0	0	0
	AQ4SA	0	0	0	0
	AQF3A	0	0	0	0
	GRADT	0	0	0	0
	EO2	0	0	0	0
	N5R	0	0	0	0
	P2	0	0	0	0
	P3	0	0	0	0
	SAO1	0.3	1.0	1.0	0
	SAO2	0	0	0	0
	SBA	2.4	4.0	4.0	0
	T1	0	0	0	0
	T4	0	0	0	0

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside NT
6. Executive Contract	ECO1	25.5	26.0	26.0	0
	ECO2	15.1	16.0	16.0	0
	ECO3	1.0	1.0	1.0	0
	ECO4	2.0	2.0	2.0	0
	ECO6	2.0	2.0	2.0	0

(c) Where there is a difference between FTE and Headcount (Actual), please provide an explanation for the difference, including any reasons for use of part-time and casual positions within the overall workforce profile.

Full Time Equivalent (FTE) = the proportion of an employee's salary payment to that of an equivalent full-time employee in any given fortnight.

Paid Headcount = Headcount is the count of physical people, so a part-time person would count as one.

The NT Government provides opportunities for employees to balance the demands of work with the needs of family and general health and wellbeing. Flexible work practices are used in the Northern Territory Public Service to attract and retain employees. Flexible work arrangements can include flexibility in relation to an employee's hours of work, or mode of employment such as part-time, and leave.

(d) What is the total number of staff that have been recruited for COVID-19 purposes over the period?

10.

2. Please advise the number of staff held against the following categories as at 31 March 2022:

Category	Number
Resigned	81
Retire	6
Made Redundant	0
Terminated	0
Unattached	45
Classified Redeployee	0
Supernumerary	165
Terminated due to COVID vaccination mandate	11

3. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 2022.

A whole-of-government response to Question 3 will be provided by the Office of the Commissioner for Public Employment.

4. (a) Please advise the number of Frontline staff as FTE as at 31 March 2022 and as a percentage of the Agency total employment.

This agency falls into the category of central/support agencies and, although many of our roles interface directly with clients/public, we do not distinguish these roles as 'frontline service'.

(b) Please advise how the Agency determines which staff fall under the category of Frontline.

Not applicable.

5. Please advise how many staff have been engaged through labour hire, employment agency arrangements and/or consultancy contracts, for what purpose, for what duration and at what cost as at 31 March 2022. Please use the table format presented below for your response.

Nil.

6. Please advise how many locums have been employed, for what purpose, for what duration and at what cost as at 31 March 2022. Please use the table format presented below for your response.

Not applicable.

7. (a) How many positions were advertised during the period 1 July 2021 to 31 March 2022?

440.

- (b) Of the total number advertised in 7(a), how many positions had Special Measures applied?

413.

- (c) Please break down the levels of positions that had Special Measures applied.

Classification Level	Total
Trainee	2
AO1/AO2	1
AO1/AO2/1ACS/2ACS/2PR	1
AO3	27
AO4	52
AO5	73
AO6	95
AO6/AO7	1
AO7	75
N4	1
P2	1
SAO1	65
SAO2	14
ECO1/SAO2	2
ECO2	3

- (d) How many positions that had Special Measures applied were not able to be filled against these requirements during this period and required contract or backfilling arrangements?

The process for positions that are advertised with special measures is to consider special measures applicants first; if no special measures

applicants apply, or no special measures applicants are considered suitable, recruitment panels would then assess all other applicants' suitability for the role.

OUTSOURCING

8. (a) For the period 1 July 2021 to 31 March 2022, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.

Nil.

- (b) Is consideration being given to outsource, contract-out or privatise in financial year 2022/23? If so, provide details.

Nil.

LEGAL EXPENSES

9. What has been the expenditure on legal advice or related expenses for the period 1 July 2021 to 31 March 2022? Provide details on:
- (a) The matter(s) (designate which are finalised and which ongoing)
 - (b) The amount paid by matter
 - (c) The amount paid to each outside legal firm or barrister engaged

Vendor	Vendor Amount (\$)
<i>Finalised matters</i>	
Australian Government Solicitor	2428
Clayton (UTZ) Darwin	6837
Cozens Johansen Lawyers	14 389
Finlaysons Lawyers	8549
Hall and Wilcox	32 000
Hunt and Hunt NT	2936
JKW Law Practice	113 715
Johnston Withers Trust Account	55 000
Maddocks	8149
Minter Ellison Lawyers	36 440
Moda Law	866
Ward Keller Pty Ltd	1553
<i>Ongoing matters</i>	
Cozens Johansen Lawyers	4727
JKW Law Practice	240 186
Karen Christopher	1050
Kirsty Stewart	3239
Maddocks	33 985
Ward Keller Pty Ltd	7

PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2021 to 31 March 2022, please detail expenditure on each report and consultancy (excluding annual reports) that have been obtained from outside the NTPS. For each report/consultancy detail:
- (a) Purpose
 - (b) Cost
 - (c) Person or entity engaged
 - (d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)
 - (e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
 - (f) Outcomes or key performance indicators for the report or consultancy
 - (g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

Purpose (a)	Cost \$ (b)	Person/entity engaged (c)	Lo c (d)	Outcome (f)	Proc. (g)
Review of the DCDD Employment Screening Process	\$38 171	KPMG	NT	Report provided recommendations being actioned	Quote
Probity Advisor Services for Fixed Voice Services Procurement	\$14 964	Merit Partners	NT	In progress	Quote
DCDD Value for Territory Audit for 2021	\$22 450	Deloitte Consulting Pty Ltd	NT	Audit report provided	Quote
Probity Advisor Services for Mobile Services and Equipment Procurement	\$14 964	Merit Partners	NT	In progress	Quote
Viability Assessment and Strategic Design of a Digital Precinct in the Northern Territory	\$197 216	KPMG	NT	In progress	Public invitation
Digital Industry Capability Baseline Assessment	\$99 000	GWI Pty Ltd	QLD	In progress	Public invitation
Education Telecommunications Feasibility Study	\$77 000	Vocus Pty Ltd	NT	In progress	Public invitation
Territory Digital Services Architecture	\$78 767	KPMG	NT	Report provided and being actioned	Public invitation

Purpose (a)	Cost \$ (b)	Person/entity engaged (c)	Lo c (d)	Outcome (f)	Proc. (g)
ICT Professionals Remuneration Benchmarking	\$39 592	KPMG	NT	Report provided and actioned	Public invitation
NT Worksafe Business Systems - WIMS and Trackit - Systems Solution Review	\$11 220	SRA Information Technology	NT	In progress	Quote – panel contract
Citizen Digital Identity Technology Options Analysis	\$78 650	Cyber CX	VI C	Report provided	Quote – panel contract

(e) Nil.

- 11. Please advise the number of contracts awarded to business entities with a principal place of business in the NT and outside the NT for the period 1 July 2021 to 31 March 2022 as follows:**

Territory Enterprises	Non Territory Enterprises
84	34

- 12. For each of the contracts awarded to business entities with a principal place of business outside the Northern Territory, please advise the selection criteria on the applicable contract or tender.**

Contract	Business Entity	Address
TRM Maintenance and Support Services	Micro Focus Australia Pty Ltd	NSW
Elia Licensing	Elia International Limited	WA
Supply and Delivery of 2 x Hepa Sterile Carts	Grahm Solutions Australia Pty Ltd	NSW
10 Visual Studio 19 SVN Professional License	Aquion Pty Limited	NSW
Digicert SSL Certificates Contract Renewal	Digicert Inc.	USA
OneSource Software Licence for Fringe Benefit Tax (FBT) including e-Filing	Thomson Reuters (Professional) Australia Limited	NSW
SAS PC Licence, Support and Maintenance	SAS Institute Australia Pty. Limited	NSW
Xen Orchestra & ChemAlert Software Licence, Support and Maintenance	Vates Software Company	France
MVS/Quick-Ref Licence and Maintenance	Blue Line Software Pty Ltd	NSW

Contract	Business Entity	Address
ChemAlert Hosting, Support and Maintenance	Risk Management Technologies	WA
Datatraining Licence and Maintenance Renewal	Interskill Learning Pty. Ltd.	VIC
Alloy Navigator Premium Support	Asmarina E Consulting Services	NSW
VentralIP Website Hosting Renewal	VentralIP Australia	VIC
Procure to Pay Solution	Basware Pty Ltd	NSW
Online Booking and Permit System for NT Parks and Reserves	US eDirect Inc.	USA
Open Windows Subscription, Maintenance and Support Services	Open Windows	VIC
PROMADIS Support Services	Promadis Pty Ltd	SA
Multi-Agency Juvare Software and Services	Juvare Asia-Pacific Pty Ltd	USA
Licensing, Support and Maintenance for Resolve Case Management System	Resolve Software Group Pty Ltd	VIC
Questionmark System - Support Services	Questionmark Computing Limited	UK
Digital Industry Capability Baseline Report	GWI Pty Ltd	QLD
eLearning Video creation and associated services*	Learn Studios Pty Ltd	VIC
Professional Advisory Services*	Allen and Clarke Consulting Pty Ltd	VIC
	Caliba Group Pty Ltd	QLD
	Marsden Jacob Associates Pty	VIC
	VCA Services Pty Ltd	QLD
	Kiah Pty Ltd	ACT
	ZED Consulting & Associates Pty Ltd	SA
	Information Consultants Pty Limited	NSW
	First Person Consulting Pty Ltd	VIC
	Solute Pty Ltd	QLD
		QLD

Contract	Business Entity	Address
	Seawright Consulting Services Pty Ltd	NSW
	Finity Consulting Pty	VIC
	Frontier Economics	

- 13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2021 to 31 March 2022?**

17 procurement activities (Tier 3, Tier 4 and Tier 5) via public quotation/tender were completed. This includes 4 panel period contracts which have multiple contractors and resulted in 60 contracts awarded.

- 14. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public tender process during the period 1 July 2021 to 31 March 2022?**

14 procurement activities were awarded (Tier 3, Tier 4, and Tier 5) without a public quotation process during the period 1 July 2021 to 31 March 2022.

12 of these procurement activities utilised a direct contracting process and 2 utilised the COVID-19 emergency exemption.

- 15. For each instance identified in the question above, where a public quotation process was not undertaken, including for those with a Certificate of Exemption:**

- (a) What is the description of the goods and services contracted?
(b) What is the value of the goods and services contracted?
(c) What was the reason for not using the public tender process or for requiring a Certificate of Exemption?
(d) Who recommended the course of action in c) above?
(e) Who approved the course of action in c) above?

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Open Windows Subscription, Maintenance and Support Services	\$224 526	6.3.4 E10 F. Sole supplier due to exclusive rights	A/Chief Executive
Darwin - Lease - Renewal - 17 Lindsay Street - AGD	\$223 204	6.3.4 E10 H. Government Occupied Buildings	Chief Executive
Alice Springs - Lease - Renewal - Tenancy 2 82 Todd	\$94 611	6.3.4 E10 H. Government Occupied Buildings	Chief Executive

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Street - Jacana Energy			
Palmerston - Lease - Renewal - MVR Palm Plaza - DIPL	\$259 825	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
PROMADIS Support Services	\$244 308	6.3.4 E10 F. Sole supplier due to exclusive rights	Chief Executive
Licensing, Support and Maintenance for Resolve Case Management System	\$285 713	6.3.4 E10 F. Sole supplier due to exclusive rights	Chief Executive
Alice Springs - Borroloola - Lease - Interim Office Accommodation - TFHC	\$143 000	6.3.4 E10 H. Government Occupied Buildings	Chief Executive
Questionmark System - Support Services	\$107 000	6.3.4 E10 F. Sole supplier due to exclusive rights	Chief Executive
Alice Springs - Lease - Renewal - 5 Wills Terrace - TFHC	\$151 356	6.3.4 E10 H. Government Occupied Buildings	Chief Executive
Yarrowonga - Lease Renewal - 40 Wallaby Holtze Road - DEPWS	\$200 200	6.3.4 E10 H. Government Occupied Buildings	Chief Executive
Casuarina - Lease - Office Accommodation for COVID-19 TeleHealth Unit - DoH	\$617 364	6.3.2 E8 - COVID-19 Emergency Procurement Exemption	Chief Executive
Multi-Agency Juvare Software and Services	\$1 379 151	6.3.4 E10 F. Sole supplier due to exclusive rights	A/Chief Executive
Berrimah - Lease Renewal - 6 College Road Warehouse - DoH	\$1 175 059	6.3.4 E10 H. Government Occupied Buildings	Chief Executive
Darwin, Winnellie - Lease - 26 Nebo Road - Drive Through COVID-19 Testing Facility - DoH	\$356 400	6.3.2 E8 - Emergency Procurement Exemption (6.3.2 E8)	Chief Executive

16. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 31 March 2022.

Position Title	Levels	No of Positions
Administration Support/General Services Officer/Support Service Officer	AO3	3
Executive Assistant/Ministerial Liaison Officer/ Program Administration Support Officer/Team Administrator/Disposals Officer/Office Manager	AO4	13
Program Administration Officer	AO5	1
Systems Administrator and Escribe/Policy Officer	AO6	2
Total		19

FOCUS GROUPS / POLLING / SURVEYS

For the period 1 July 2021 to 31 March 2022:

17. Please detail expenditure on opinion polls and focus groups, including costs and entities that conducted the work.

Not applicable.

18. Detail all surveys undertaken in relation to the focus groups and opinion polls above, including their form, the cost and the inducements that were provided to incentivise participation.

Nil.

19. Please provide copies of each survey and the results of each survey.

Not applicable.

COMMUNICATIONS AND MARKETING

20. Please detail expenditure on advertising and communications during the period 1 July 2021 to 31 March 2022.

For each advertisement for which an expense was incurred:

- (a) What was the purpose / description of the advertisement?
- (b) Who was the advertisement placed with, i.e. media outlet, newspaper, television station, digital platform; or other?
- (c) What was the total production cost, including, but not limited to, design, commissions, and placement costs?
- (d) Were tenders or expressions of interest called? If not, why not?

- (e) Did the agency enter into any separate arrangements for advertising placements or advertorials? If so, please provide details of expenditure and media outlet.

Purpose/Description (a)	Media Outlet (b)	Total Cost (\$) (c)
DCDD Recruitment	Career Hub	406
DCDD Recruitment	CareerOne.com.au	865
DCDD Recruitment	EthicalJobs.com.au	276
DCDD Recruitment	Jobs in HR	791
DCDD Recruitment	LinkedIn	2099
DCDD Recruitment	Seek Communications	7046
Bereavement Notices	Adelaide Advertiser, Metropolitan SA	385
Bereavement Notices	Northern Territory News	364
Digital Futures	Facebook	1719
Digital Futures	Hot FM 100.1	1767
Digital Futures	Mix 104.9	1376
Digital Futures	NT News	1146

- (d) All services were engaged in accordance with NT Government procurement requirements.
- (e) Newspaper advertisements were placed via the NTG media agency provider (Atomic Search Pty Ltd) under the across government contract.

TRAVEL

21. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority during the period 1 July 2021 to 31 March 2022 broken down to:

- (a) International Travel

Nil.

- (b) Interstate Travel

Period	Purpose of Travel	Total \$
January 2022	Audit of Employee Assistance Program contract (KPMG)	2328

- (c) Intrastate Travel

Period	Purpose of Travel	Total \$
June 2021	Stakeholder engagement meetings with clients and suppliers - Tennant Creek	626
July 2021	Onsite testing of IT equipment and Clinical Systems Renewal Program (CCSRP) training implementation (x2) - Katherine	264
July 2021	Setup and testing for implementation of the CCSR functional group 1 rollout - Katherine	228
July 2021	Testing and commissioning of Wi-Fi remediation works for Katherine Hospital as part of CCSR	639
July 2021	CE travel to attend Regional Coordination Committee - Nhulunbuy	372
July 2021	Public Sector Management Program training (1 staff member) – Alice Springs to Darwin	1030
July 2021	Procurement officer meeting for system enhancements – Alice Springs to Darwin	1754
August 2021	Engagement and face to face training for Katherine Hospital Staff for CCSR (x3)	959
August 2021	Functional group 1 site implementation and delivery streams for CCSR - Tennant Creek (x3)	4594
August 2021	NT Hospitals Wi-Fi remediation project to support CCSR - Tennant Creek and Katherine	1476
August 2021	CCSR deployment activities - Katherine (x3)	1559
August 2021	System Administrator handover to team members – Alice Springs to Darwin	884
September 2021	Onsite for CCSR week and Change Impact Workshop/stakeholder engagement - Katherine (x13)	5656
September 2021	Onsite for CCSR training and implementation - Super User Training weeks 1 and 2, Katherine Implementation Working Group, and subject matter expert engagement activities meeting (x11) - Katherine	3369
September 2021	Works for Tennant Creek Hospital Wireless Access Points cabling (x2)	3978
September 2021	Onsite assistance with the deployment of iPhones as part of the Department of Territory Families, Housing and Communities Mobile Solutions Project - Alice Springs	1084
September 2021	CCSR User Acceptance Testing coordination activities - Darwin	1904

Period	Purpose of Travel	Total \$
September 2021	Requirement to attend onsite for the Senior Aboriginal Reference Group and meet with Regional Employment stakeholders, including schools – Alice Springs (x2)	2268
October 2021	Travel for CCSRP - AMSANT meeting – Katherine (x2)	333
October 2021	Onsite for CCSRP training and implementation - End User Training weeks 1,2,3 and 4 – Katherine (x31)	30 566
October 2021	Attend onsite training and implementation - Cycle 3 User Acceptance Testing/end user device review as part of CCSRP - Alice Springs (x12)	6848
October 2021	Preparation of the 2022 Employment Program and Aboriginal Career Aspirations Program – Alice Springs (x2)	3054
October 2021	CCSRP site audit in Gove (x2) - Nhulunbuy	3367
October 2021	Attend Regional Coordination Planning Day - Nhulunbuy	1827
October 2021	Onsite and stakeholder engagement face to face activities for CCSRP - Katherine	282
October 2021	Attend operating theatre workflows meeting for CCSRP - Katherine	141
October 2021	Community Care Clinical System (CCIS) training to mental health users as part of CCSRP – Alice Springs	2317
October 2021	Audit and testing of selected devices prior to CCSRP go live - Katherine	282
October 2021	Liaison with Executive Leadership regarding CCSRP (x2) - Katherine	992
October 2021	Undertake and facilitate the commencement of the ICT onsite remediation works - Alice Springs	1242
October 2021	Support and oversee Department of Territory, Families, Housing and Committee staff with office relocation move stage 1 Katherine Government Centre and information management requirements	84
October 2021	Final handover inspection and hand over of Stage 1 of the Big Rivers Government Centre refurbishment - Katherine	510
October 2021	Review the leased portfolio for accommodation planning purposes to suit operational requirements. Site inspections to commence lease negotiations (x2) - Nhulunbuy	2893
October 2021	Mental, health and other drugs stakeholder engagement activity as part of CCSRP online end user interactions - Katherine (x2)	948

Period	Purpose of Travel	Total \$
October 2021	Chief Executive coordination meeting and various meetings - Alice Springs	802
October 2021	Public Sector Management Program ITIL foundation course – Alice Springs to Darwin	2400
October 2021	Attendance at the Chief Ministers Award and attendance at various meetings – Alice Springs to Darwin	3224
October 2021	NTG Public Cyber Security Awareness presentations and briefing - Alice Springs	2455
October 2021	Meet with staff and contracted local fleet businesses to build relationships - Alice Springs	954
November 2021	Onsite for CCSRP training and implementation -End User Training weeks 3, 4 and 5 – Katherine (x12)	17 552
November 2021	Implementation, engagement and deployment activities pre go live and go live - CCSRP (x4)	5253
November 2021	Support NT hospitals Wi -Fi remediation project for CCSRP implementation and schools LAZN upgrade – Alice Springs (x4)	6161
November 2021	Deliver NBN satellite equipment and assist with communication issues – COVID-19 - Katherine and Binjari	52
November 2021	Attendance at Australian Government Jobs Fair for the Aboriginal Employment Program - Alice Springs	651
November 2021	Site visit for CCSRP implementation to carry various testing - End User Device - Katherine	474
November 2021	Conduct introduction and training in systems and processes to enable transition to position in Procurement Services – Alice Springs to Darwin	1559
December 2021	Meet with the NTPM project team and stakeholders from other agencies in regards to Alice Plaza refurbishment and planning activity with the NTG building fit-out – Alice Springs to Darwin	1285
January 2022	CCSRP electronic medications management workflow and handover session – Alice Springs to Darwin	1246
February 2022	Attend various HR meetings with senior staff - Alice Springs and Katherine (x2)	3550
February 2022	Onsite for the NTPFES radio upgrade project, the DoE cabling project and DoH wireless remediation project - Nhulunbuy and Alice Springs	4042

Period	Purpose of Travel	Total \$
March 2022	Visit NT Health and TFHC staff and attend meetings - Alice Springs	458
March 2022	Delivery of cyber security awareness activities and industry, defence roadshow and seniors expo - Katherine	147
March 2022	Group assessment meeting for the NTG cleaning tender – Alice Springs to Darwin	164
Total		140 759

Note: Travel includes multiple trips with multiple staff attending.

- 22. In the case of international travel identified in response to the question above, please provide the purpose, itinerary, persons and costs involved in each trip.**

Nil.

- 23. Please provide itemised details and costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period 1 July 2021 to 31 March 2022.**

Nil.

HOSPITALITY / FUNCTIONS AND EVENTS

- 24. Please provide full details of all official hospitality provided for the period 1 July 2021 to 31 March 2022. In relation to each occasion where official hospitality was provided:**
- What was the purpose of the hospitality?**
 - How many guests attended?**
 - How many Ministers attended?**
 - How many Ministerial staff attended?**
 - How many MLAs attended?**
 - How many Public Sector employees attended?**
 - What was the total cost incurred?**

Purpose (a)	Guests (b)	Ministers (c)	Ministerial Staff (d)	MLAs (e)	NTPS (f)	Total Cost (\$) (g)
Aboriginal Employment Program Graduation	5				45	269
COVID-19 project team – food for after-hours work					39	373

All day tender assessment – panel working lunch					6	82
DCDD Service Milestones Morning tea					17	78

GRANTS, SPONSORSHIPS, DONATIONS AND INCENTIVES

- 25. Please detail expenditure on grants, sponsorships, donations and incentives paid by your Agency (including the recipient of each payment) during the period 1 July 2021 to 31 March 2022, including agency budget totals to administer such programs.**

Grants

- \$2 million - Telstra Corporation for the NTG/Telstra Remote Telecommunications Co-Investment Programs.
- \$500 000 - National Broadband Network rollout of broadband fibre-to-the-premises to Jabiru.
- \$500 000 - City of Palmerston, Smart City Fibre Sense Pilot Program.
- \$90 000 - Support Associate Professor position in Cyber Security Research Program at Charles Darwin University.
- \$65 000 - 8CCC Community Radio Incorporated.
- \$10 000 - Charles Darwin University scholarships.

Sponsorships

- \$30 000 for Charles Darwin University ICT Code Fair 2021.
- \$10 000 for October Business Month 2021.
- \$2000 for Digital Futures event - International Women's Day, Australian Computer Society.
- \$1154 for the Charles Darwin University Alumni Awards 2021.

- 26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2021 to 31 March 2022, and to what activities. Please list details of any contract periods as part of any arrangement.**

Awards and sponsorships from 1 July 2021 to 31 March 2022:

- \$30 000 for Charles Darwin University ICT Code Fair 2021.
- \$10 000 for October Business Month 2021.
- \$2000 for Digital Futures event - International Women's Day, Australian Computer Society.
- \$1154 for the Charles Darwin University Alumni Awards 2021.

There are no contract periods as part of the above

- 27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2022/23 financial year?**

Nil.

- 28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 1 July 2021 to 31 March 2022, including to which organisation and the services to be provided?**

Non-Government Organisations

- \$90 000 – support for an Associate Professor position in Cyber Security Research Program at Charles Darwin University.
- \$65 000 – radio station 8CCC Community Radio Incorporated for operations.
- \$10 000 - Charles Darwin University scholarships.

MEDIA MONITORING SERVICES

- 29. Provide expenditure details on media monitoring services for the period 1 July 2021 to 31 March 2022 (including entities engaged and who utilises the service).**

A whole-of-government response to Question 29 will be provided by the Department of the Chief Minister and Cabinet.

INFRASTRUCTURE PROJECTS

- 30. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia or Northern Australia Infrastructure Facility (NAIF) to be considered for the Infrastructure Priority List?**

A whole-of-government response to Question 30 will be provided by the Department of Infrastructure, Planning and Logistics.

- 31. Please provide details of newly committed projects for the period 1 July 2021 to 31 March 2022.**

A whole-of-government response to Question 31 will be provided by the Department of Infrastructure, Planning and Logistics.

- 32. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.**

A whole-of-government response to Question 32 will be provided by the Department of Infrastructure, Planning and Logistics.

GOVERNMENT LEASED BUILDINGS

33. What is the total annual power bill of each Government building owned/leased/used by each Department for the period 1 July 2021 to 31 March 2022?

\$696,342.

34. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period 1 July 2021 to 31 March 2022?

Agency	Area (m ²)	Rental Costs (\$000)
Aboriginal Areas Protection Authority	1300	400
Department of the Attorney-General and Justice	19 700	7200
Department of the Chief Minister and Cabinet	7200	2800
Department of Corporate and Digital Development	34 600	10 300
Department of Education	16 700	4200
Department of Environment, Parks and Water Security	6700	2100
Department of Health	64 400	8500
Department of Industry, Tourism and Trade	15 800	5100
Department of Infrastructure, Planning and Logistics	14 500	5000
Department of Territory Families, Housing and Communities	41 000	10 670
Department of Treasury and Finance	2200	1100
Independent Commissioner Against Corruption	800	300
Jacana Energy	1300	400
Land Development Corporation	550	200
Department of the Legislative Assembly	3600	1300
Northern Territory Auditor-General's Office	200	80
Northern Territory Electoral Commission	800	280
Northern Territory Police, Fire and Emergency Services	20 300	5500
Office of the Ombudsman	410	170

35. How much Government owned or leased premises or office space is currently under-utilised (at less than 100 per cent occupied) or vacant?

The vacant leased space not allocated to a specific agency at 31 March 2022 was 223 m², or approximately 0.09% of the leased property portfolio.

Data on under-utilised space within agency tenancies is not captured.

DCDD is responsible for leased property, and does not hold information on government owned buildings.

FEES AND CHARGES

- 36. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2021/22 financial year and whether any of these fees and charges were increased following the passage of the 2021/22 financial year budget.**

Nil.

INTERNAL AUDITS

- 37. How many internal audits and financial investigations were conducted in the period 1 July 2021 to 31 March 2022?**

Four internal audits. No financial investigations.

- 38. What were the terms of reference or focus for each investigation?**

Not applicable.

- 39. Please provide details of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.**

The audits/reviews identified minor breaches of government policy or procedures and opportunities to strengthen processes and controls:

- Review of Travel compliance identified six instances where the NTG Travel Policy Framework, relevant legislation, policy and procedures were not adhered.
- Employee Assistance Program Audit identified four instances of contractor non-compliance with the contract, which have been addressed with the relevant contractors.

- 40. How many agencies have been referred to existing bodies e.g. Auditor-General/Independent Commission Against Corruption (ICAC) and how many have been resolved? Please detail the agency referred to, the date of referral and the date resolved, including those with multiple referrals.**

Agencies would not be privy to details of referrals made to independent Statutory Officers.

BOARDS / ADVISORY BODIES

- 41. Please detail all boards and advisory bodies in your Agency in 2021/22, also providing the following information:**
- (a) The Terms of Reference, if changed from last year**
 - (b) The current members and when they were appointed**
 - (c) The total remuneration paid to each Board member during the 2021/22 financial year**
 - (d) The itemised total cost incurred by the Board during the 2021/22 financial year**

Not applicable.

- 42. The number of times the Board met during the period 1 July 2021 to 31 March 2022.**

Not applicable.

REVIEWS AND INQUIRIES

- 43. Details of all reviews and inquiries completed or commenced during the 2021/22 financial year, also providing the following information:**
- (a) The Terms of Reference**
 - (b) The criteria for selection of all panel members**
 - (c) The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry**
 - (d) The cost of the review/inquiry**
 - (e) How the information was/is accumulated to contribute to the review/inquiry**
 - (f) If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly**
 - (g) If not completed when this is expected**

Nil.

WORKPLACE HEALTH AND SAFETY

- 44. Please provide the number, nature and cost of reportable safety issues for the period 1 July 2021 to 31 March 2022.**

There were no reportable incidents during the period 1 July 2021 to 31 March 2022.

- 45. Please detail the number of stress related matters and claims for the period 1 July 2021 to 31 March 2022.**

Nil.

REGIONAL OFFICES

46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2021/22 financial year. What are the locations for which they are responsible?

Expenditure for DCDD regional offices staff from 1 July 2021 to 31 March 2022 is \$3.67M.

Central Australia

Staff – 42 FTE (excludes vacant positions undergoing recruitment)

Functions – whole of government service delivery for Recruitment Services (NT Government Vacancy Advertising Services), Accounts Receivable and Payroll Debt Recovery.

Regional service delivery for:

- Receiver of Territory Monies
- NT Property Management
- NT Fleet
- Workforce Services
- Contract and Procurement
- Information Management
- Technology Services
- Enterprise Project Services
- Agency Business Systems

DCDD also assists the Department of Treasury and Finance with the collection of Stamp Duty.

Senior Alice Springs staff participate in regional coordination and are responsible for the facilitation of corporate and digital services for Alice Springs and Tennant Creek.

Outcomes are effective corporate and digital services delivery to client agencies.

Big Rivers

Staff – 11 FTE (excludes vacant positions undergoing recruitment)

Regional service delivery for Receiver of Territory Monies, Accounts Receivable, Workforce Services and Technology Services.

The senior Katherine-based position participates in regional coordination and facilitates corporate and digital services for Katherine and Nhulunbuy.

Outcomes are effective corporate and digital services delivery to client agencies.

WRITTEN QUESTIONS

47. How many written questions has the agency answered in the period 1 July 2021 to 31 March 2022? Please provide WQ reference numbers.

Written Question details for the requested period are publicly available on the NTG Parliament website: <https://parliament.nt.gov.au/business/written-questions>.