

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mr Higgins to the Minister for Primary Industry and Resources:

#### AGENCY ADMINISTRATION

##### Note 1:

The following questions **do not require reference to the 2018-19 Budget** to be answered. They can be answered from existing Agency data.

##### Note 2:

If there is to be a Whole of Government response to any of the questions, it would be appreciated that these are referred early to the Minister responsible to enable a response within the same timeframe as the remainder of the questions.

Further, early indication of the questions referred for a Whole of Government response would be appreciated.

#### BUDGET

1. What efficiency dividend has each Department and Agency been asked to achieve in framing the 2018-19 Budget? When was this direction given and what specific instructions were provided to achieve this result?

#### STAFFING

2. Please provide details for the following staffing questions as at 30 June 2017 and as at 31 March 2018:
  - a) How many staff were employed in the following categories:
    - i. Full time equivalent
    - ii. Permanent part time contract
    - iii. Contract
  - b) Please advise the number of staff identified as Aboriginal and Torres Strait Islander in terms of FTE and as a percentage of the Agency total employment (all classifications).

- c) Please advise the number of frontline staff as FTE and as a percentage of the Agency total employment (all classifications).
- 3. What is the variance in FTE from 1 July 2017 to 31 March 2018?
- 4. Please advise, in each category:
  - a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
  - b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
  - c) By position, when each current contract is due to be renewed
- 5. For the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018 how many staff:
  - a) Resigned
  - b) Were demoted as a result of job evaluation or re-evaluation
  - c) Were made redundant
  - d) Were terminated
- 6. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 7. How many staff were categorized as supernumerary for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 8. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 9. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
- 10. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?

11. How many positions that had Special Measures applied, as referred to in question 21 above, had to be re-advertised due to the initial process not securing suitable candidates?
12. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2017 and the increase in staff who identify as Aboriginal and Torres Strait Islander since 1 July 2017.
13. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2017? Of these, how many remain unresolved?

## **OUTSOURCING**

14. For the period beginning 1 July 2017 and ending 31 March 2018, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency. Is consideration being given to outsource, contract-out or privatise in financial year 2018-19? If so, please provide details.

## **LEGAL EXPENSES**

15. What has been the expenditure on legal advice or related expenses for the financial year 2017-18? Provide details on:
  - a) The matter(s) (designate which ones are finalised and which ones are ongoing)
  - b) The amount paid by matter
  - c) The amount paid to each outside legal firm or barrister engaged

## **PROCUREMENT / CONSULTANCIES**

16. For the period beginning 1 July 2017 and ending 31 March 2018, please detail expenditure on each report and consultancy (excluding annual reports) that has 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
17. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2017 and ending 31 March 2018. Please outline the tasks performed.
18. How many contracts and tenders have been awarded to business entities with their principal place of business in the Northern Territory so far, and what works have been undertaken?
19. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2017 and ending 31 March 2018? Please detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.
20. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2017 and ending 31 March 2018?
21. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2017 and ending 31 March 2018?
22. For each instance identified above in question 21, where a public quotation process was not undertaken, including for Certificates 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 quotation 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?

23. 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 2018.

## **FOCUS GROUPS / POLLING / SURVEYS**

24. Please detail expenditure during the period beginning 1 July 2017 and ending 31 March 2018 on opinion polls and focus groups, including costs and entities that conducted the work.

25. Please provide copies of the surveys identified in question 35 above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2017 and ending 31 March 2018.

## **COMMUNICATIONS AND MARKETING**

26. Please detail expenditure on advertising and communications during the period beginning 1 July 2017 and ending 31 March 2018.

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 or similar?
- c) What was the total production cost, including, but not limited to, design, commissions, placement costs?
- d) Were tenders or expressions of interest called? If not, why not?

## **TRAVEL**

27. 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 for the period beginning 1 July 2017 and ending 31 March 2018 broken down to:

- a) International travel
- b) Interstate travel
- c) Intrastate travel

28. In the case of international travel identified in response to question 38 above, please provide the purpose, itinerary, persons and costs involved in each trip.

29. Please provide itemised details and itemisation of costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period beginning 1 July 2017 and ending 31 March 2018.

## **HOSPITALITY / FUNCTIONS AND EVENTS**

30. Please provide full details of all public service hospitality provided for the period beginning 1 July 2017 and ending 31 March 2018.

In relation to each occasion on which official hospitality was undertaken:

- a) What was the purpose of the hospitality?
- b) How many guests attended?
- c) How many Ministers attended?
- d) How many Ministerial staff attended?
- e) How many MLAs attended?
- f) How many public sector employees attended?
- g) What was the total cost incurred?

## **GRANTS AND DONATIONS**

31. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2017 and ending 31 March 2018.

32. Please detail the funds used to distribute awards and sponsorships in the period beginning 1 July 2017 and ending 31 March 2018. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2018-19 financial year?

33. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2017 and ending 31 March 2018, including to which organisation and the services to be provided?

## **MEDIA MONITORING SERVICES**

34. Please provide expenditure details on media monitoring services for the period beginning 1 July 2017 and ending 31 March 2018 (including entities engaged and who uses the service).

## **INFRASTRUCTURE PROJECTS**

35. What are the details, by project, of re-voted capital works in all Department and Government Authorities for the period beginning 1 July 2017 and ending 31 March 2018?
36. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia to be considered for the Infrastructure Priority List?
37. Please provide details of newly committed projects for the period beginning 1 July 2017 and ending 31 March 2018.
38. Please provide details of contracts awarded to interstate firms, for what purpose, the cost and why a Territory firm was not chosen.

## **GOVERNMENT LEASED BUILDINGS**

39. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2017 and ending 31 March 2018?
40. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period beginning 1 July 2017 and ending 31 March 2018?
41. How much Government owned or leased premises or office space is currently underused (at less than 100 per cent occupied) or vacant?

## **FEES AND CHARGES**

42. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2017-18 financial year and whether any of these fees and charges was increased following the passage of the 2017-18 financial year budget.

## **INTERNAL AUDITS**

43. How many internal audits and financial investigations were conducted in the period beginning 1 July 2017 and ending 31 March 2018?
44. What were the terms of reference or focus for each investigation?
45. 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.

## **BOARDS / ADVISORY BODIES**

46. Please detail all boards and advisory bodies in your Agency in 2017-18, also providing the following information:
- a) The Terms of Reference
  - b) The current members and when they were appointed
  - c) The total remuneration paid to each Board member during the 2017-18 financial year
  - d) The itemised total cost incurred by the Board during the 2017-18 financial year
  - e) The number of times the Board met during the period beginning beginning 1 July 2017 and ending 31 March 2018

## **REVIEWS AND INQUIRIES**

47. Details of all reviews and inquiries completed or commenced during the 2017-18 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



## WORKPLACE HEALTH AND SAFETY

48. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2017 and ending 31 March 2018.

49. Please detail the number of stress related matters and claims for the period beginning 1 July 2017 and ending 31 March 2018.

## REGIONAL OFFICES

50. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2017-18 financial year. What are the locations for which they are responsible?

## ANSWERS

1. A whole-of-government response to Question 1 will be provided by the Treasurer.

2a.

Categories	30 June 2017	31 March 2018
Full time equivalent	470	434
Permanent part time contract	26	22
Contract	108	102
<b>Total</b>	<b>604</b>	<b>558</b>

2b. A whole-of-government response to Questions 2(b) will be provided by the Minister for Public Employment.

2c. A whole-of-government response to Question 2(c) will be provided by the Minister for Public Employment.

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

4a. A whole-of-government response to Questions 4(a) and (c) will be provided by the Minister for Public Employment.

4b.

CLASSN	30 June 2017	31 March 2018
AO1	1	2
AO2	0	1
AO3	6	3
AO4	2	2
AO5	2	3

<b>CLASSN</b>	<b>30 June 2017</b>	<b>31 March 2018</b>
AO6	5	7
AO7	2	2
EO1C	11	12
EO2C	6	7
EO3C	7	6
EO5C	1	1
EO6C	1	1
P1	0	1
P2	12	6
P3	4	7
PH6R	0	1
SAO1	2	2
SAO2	3	2
SP1	4	3
SP2	1	2
T1	12	7
T2	12	12
T3	14	12
<b>Total</b>	<b>108</b>	<b>102</b>

4c. A whole-of-government response to Questions 4(a) and (c) will be provided by the Minister for Public Employment.

5.

<b>Description</b>	<b>30 June 2017</b>	<b>22 March 2018</b>
Resignations	52	34
Demoted by job evaluation or re evaluation	0	0
Redundancies	0	0
Terminations	1	1
<b>Total</b>	<b>53</b>	<b>35</b>

6. As at 30 June 2017 and 31 March 2018; the table below illustrates Unattached Officers and Redeployees for the reporting period.

<b>Staff Classification</b>	<b>30 June 2017</b>	<b>31 March 2018</b>
Unattached Officers	13	15
Redeployees	0	0
<b>Total</b>	<b>13</b>	<b>15</b>

7.

Type	30 June 2017	31 March 2018
Supernumerary	52	50
<b>Total</b>	<b>52</b>	<b>50</b>

8. Financial year ending 30 June 2017:

Staff	Purpose	Cost
19	Banana Freckle Emergency Response	\$ 167,643.85
	<b>Total</b>	<b>\$ 167,643.85</b>

For the period 1 July 2017 to 31 March 2018:

Staff	Purpose	Cost
1	Banana Freckle Emergency Response	\$ 1,228.20
	<b>Total</b>	<b>\$ 1,228.20</b>

9. Not applicable.

10. A whole-of-government response to Questions 10 to 13 will be provided by the Minister for Public Employment.

11. A whole-of-government response to Questions 10 to 13 will be provided by the Minister for Public Employment.

12. A whole-of-government response to Questions 10 to 13 will be provided by the Minister for Public Employment.

13. A whole-of-government response to Questions 10 to 13 will be provided by the Minister for Public Employment.

14. For the period beginning 1 July 2017 and ending 31 March 2018 there were no decisions by the Department to outsource, contract out or privatise any functions that have traditionally been carried out by the Agency. No consideration is currently being given to outsource, contract out or privatise for the financial year 2018-19.

15a & 15b

The scope of the question is too broad and encompasses a very large number of matters handled by private legal firms, government lawyers, including prosecutions and advice given by the Office of Parliamentary Counsel. The administrative effort required to respond to the questions as they are currently posed is excessive and would result in undue diversion of resources from service delivery.

In addition, providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.

15c \$89,924.40 (GST exclusive) was the amount spent on legal advice provided by eight private legal firms for the period from 1 July 2017 to 31 March 2018.

- \$47,746.55 (GST exclusive) was paid to Hunt and Hunt Lawyers NT;
- \$6,558 (GST exclusive) was paid to HWL Ebsworth Lawyers;
- \$6,371.25 (GST exclusive) was paid to JKW Law Practice Pty Ltd;
  
- \$1,980 (GST exclusive) was paid to John McBride Barrister and Solicitor;
- \$750 (GST exclusive) was paid to Mark Thomas Barrister;
- \$1,055 (GST exclusive) was paid to MSP Legal Pty Ltd;
- \$17,063.60 (GST exclusive) was paid to Murphy & Associates Barristers and Solicitors; and
- \$7,400 (GST exclusive) was paid to Tom Anderson Barrister.

16.

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or Eol invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
<b>Corporate Services</b>							
Asset & Infrastructure	Provision of consultancy services to undertake scoping study on existing lot 1168 Berrimah (Procurement undertaken by Department of Infrastructure, Planning & Logistics)	7,716.36	JACKMAN GOODEN ARCHITECTS (NT) PTY LTD.	NT.	No	Berrimah Farm Masterplan	No - Tier 2 Certificate of Exemption
Human Resources	Review Of Home Based Work Agreements	3,000.00	RAELENE HELEN BURKE	NT.	No	Report and recommendations	No - Tier 1 procurement
	Risk Register Facilitation Workshop 06 July 2017	3,500.00	SUMMERS, MR IAIN MACGREGOR	NT.	No	Draft Strategic Risk Register	No - Tier 1 procurement
Information Technology	Stage 1 - Review of existing video conferencing equipment and provide plans/recommendations on further actions	2,805.00	ICE DESIGN AUSTRALIA PTY LTD	VIC	No	Significant audio issues with the video conferencing rooms have affected the ability of staff to satisfactorily use the VC rooms across DPIP sites. A survey was undertaken and report received from a qualified audiologist, of whom there are none in the NT, and rectification work has commenced.	No - Tier 1 procurement

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or EoI invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
	Engaged to provide a proposal on the CXO Advisory Program to enable strategic decision making in future ICT projects for a period of 12 months 09 August 2016 - 08 August 2017. A CXO Advisory service will allow the dissemination of quality controlled information. CXO definition relates to: Chief Executive Officer, Chief Finance Officer, Chief Information Officer, Chief Compliance Officer, Chief Security Officer	15,758.85	TECH RESEARCH ASIA	NSW	No	Program has delivered per contract a technology strategy workshop each quarter covering varying agreed subjects such as LoraWAN (now subject of a POC trial in Darwin), Office 365 implementation in government best practice (now being deployed across DPIR), Artificial Intelligence pilot project (now an inflight project across DPIR Fisheries working with Microsoft at their cost), Future Office program (outlining flexible working trends to be trialled in DPIR Fisheries and ICT) and Smart Agriculture (covering technology use in Agriculture now a Proof of Concept in DPIR Pastoral utilising second hand tablet devices to collect data for analysis in the field).	No - select quotation - this is the only known supplier with specific skill set, global capability and willingness to work in the NT

<b>Division</b>	<b>Purpose</b>	<b>Cost \$</b>	<b>Person or Entity</b>	<b>Principal Place of Business</b>	<b>LA Report tabled?</b>	<b>Outcome / KPI</b>	<b>Tender or EoI invited?</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
	Proof of Concept - High Resolution Aerial Survey for Pastoral Land Management at Aileron Station	11,700.00	UBER AIR PTY LTD	NT.	No	Substantial quantities of data gathered including volumetric analysis, road gradients and high detail multi-spectral images of various assets (bores, roads, tracks and buildings etc). This survey technique could have radical impacts in the management of NTG assets (such as housing and roads and mine remediation) particularly in remote NT. Owner interested in pursuing training of Aboriginal persons in remote communities in the technology.	No - Tier 1 procurement
<b>Primary Industry Economic Development</b>							
Market & Enterprise Development	Review of Alice Springs Region management and farm personnel.	5,469.08	ACCRETE PTY LTD	NT.	No	Recommendations received and incorporated into the Agency's Strategic Plan 2018-2022.	No - Tier 1 procurement

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or Eol invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
Major AgriBusiness Projects	Operational Biosecurity Emergency Response Plan - Development of a NT biosecurity operational response plan for a generic regional biosecurity incident using Project Sea Dragon and Ord Stage 3 in the North/West of the NT as an example.	4,128.64	HUGH MILLAR AND ASSOCIATES PTY LTD	VIC	No	Production of a Biosecurity Emergency Response for Remote Regions	No - Tier 2 Request for Quotation
<b>Fisheries and Product Integrity</b>							
Biosecurity & Animal Welfare	Drafting of the Animal Protection Bill 2016	6,450.00	DENNIS, RICHARD	SA.	Yes	Bill has been introduced; to be debated upon at May 2018 sittings.	No - Tier 2 procurement
	Review of Animal Welfare in the NT	11,732.29	RICHARD STEVENS	SA.	No	Reivew of the Animal Welfare Branch to enable better efficiency	No - Tier 1 procurement
	National Partnership Cost Shared Project - Browsing Ant Pest Control treatment	196.36	TERRITORY PEST CONTROL	NT.	No	Eradication of biosecurity pest from the NT	Yes - Tier 2 tender invited
Fisheries & Aquaculture	To provide specialist industry advice to support the board of the Garngirr Fishing Aboriginal Corporation Period 24 months - 6/6/16-5/6/18	5,689.36	C-AID CONSULTANTS	QLD	No	Provided steategic advice to the Board of Garngirr Fishing Aboriginal Corporation, supported administrative functions and compliance with grant guidelines and facilitated linkages with potential industry partners.	Yes - Offers invited from limited market options for advisory services for indigenous owned fishing



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	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
							business development.
	Scoping documents on NT Snapper Fishery Management Strategy Evaluations	2,250.00	CATHY DICHMONT CONSULTING	QLD	No	A report produced that will aid the development of the Offshore Snapper Fishery Harvest Strategy	No - Tier 1 procurement
	Parasite collection and identification for stock discrimination of hammerhead sharks	3,171.96	DR DI BARTON	NSW	No	A report produced that will aid in the identification of potentially vulnerable hammerhead sharks	No - Tier 1 procurement
	Work to scope feasibility of proposed NT access point surveys (Recreational Fishing Survey)	7,743.76	FISHING SURVEY SOLUTIONS PTY LTD	NSW	No	A survey design developed that will ultimately provide an estimate of recreational fishing catch and effort from visiting anglers at various locations across the NT	No - Tier 1 procurement
	NT Snapper Service Level Objective Risk Assessment	10,000.00	FUTUREYE	VIC	No	A report that provides information to address social and economic risks in the fishery and to further aid development of the Harvest Strategy.	No - Tier 1 procurement
	Conduct Data Extraction For Trawl Survey Design	4,800.00	JULIE MARTIN	VIC	No	Data that can be used to assess the current status of target species	No - Tier 1 procurement

<b>Division</b>	<b>Purpose</b>	<b>Cost \$</b>	<b>Person or Entity</b>	<b>Principal Place of Business</b>	<b>LA Report tabled?</b>	<b>Outcome / KPI</b>	<b>Tender or EoI invited?</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
						in the Offshore Snapper Fishery.	
	Conduct Stock Reduction Analysis on Crimson Snapper	8,300.00	JULIE MARTIN	VIC	No	A report that identifies the current status of target species and can be used in the development of the Harvest Strategy.	No - Tier 1 procurement
	Review Ecological Risk Assessment for Timor Reef Trawl Report	3,000.00	SEA SENSE	NT.	No	To provide independent review of report	No - Tier 1 procurement
	Review of Ecological Risk Assessment for NT Coastal Line Fishery	4,500.00	SEA SENSE	NT.	No	To provide independent review of report	No - Tier 1 procurement
	Fisheries Team Management Profile 11 August 2017	2,204.03	TEAM MANAGEMENT SYSTEMS	QLD	No	Assessed skillsets and strengths that exist within fisheries leadership team, and skill gaps that can be addressed during future organisational restructuring or recruitment.	No - Tier 1 procurement

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	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
	Research Assistant Fees / Wild Spat Collection Project (#TNRM00575)	2,790.00	YAGBANI ABORIGINAL CORPORATION	NT.	No	Externally funded project #TNRM00575 "Supporting remote economic development: investigating wild seed supply for tropical rock oyster aquaculture". (1) Support (via employment and mentoring) community groups to independently manage wild spat collectors and (2) DAC field technician mentor community groups in the building and employment of wild spat collectors.	No - Tier 1 procurement
<b>Mines and Energy</b>							
M&E Executive	Review of Mines and Energy legislative delegations	30,000.00	COZENS JOHANSEN LAWYERS	NT.	No	Minister requested review into delegations granted under mines and energy legislation. Report received.	No - Select Invitation
	Selection Panel scribe services for SAO1 Manager Business System Position 10104	3,350.00	GOED CONSULTING PTY LTD	NT.	No	Provision of a selection report to enable timely recruitment to the senior position	No - Tier 1 procurement

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	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>	<b>(f)</b>	<b>(g)</b>
	Position Evaluation and Classification - Executive Director External Strategy and Policy Coordination	2,245.45	MERCER CONSULTING (AUSTRALIA)PTY LTD	SA.	No	As part of a review to reasses structure and responsibilities, the position was reclassified at a lower level.	No - Tier 1 procurement
	Provision of Application Support, Maintenance and Development Services For The Northern Territory Land Information System (NTLIS) for a Period of 36 Months	204,575.41	RELATIONAL DATA SYSTEMS PTY LTD	NT.	No	Project remains ongoing. RDS providing application development and support as per monthly reports and timesheets to the outcome.	No - Select Invitation
Mines Division	Provision of an Environmental Data Management System for a period of 36 months (Cost shared with 927R)	9,450.00	EARTHSCIENCE INFORMATION SYSTEMS PTY LTD	NSW	No	To fulfil administration obligations under the Mining Management Act. To make informed environmental management decisions via access to quality controlled information contained in an Environmental Data Management System (EDMS).	No - selected - Due to specialised nature of goods procured there were no equivalent suppliers in the NT who could match both cost-effectiveness and functional attributes that ESclS Pty Ltd offers

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	(a)	(b)	(c)	(d)	(e)	(f)	(g)
	McArthur River Mine - Provision of Independent Environmental Monitoring Services for a period of 60 months. (Externally funded)	291,492.80	ERIAS GROUP PTY LTD	VIC	No	Meet requirements of the Mining Management Act's Independent Monitoring Assessment Conditions (IMAC) by reviewing environmental assessments and monitoring activities undertaken by the Mine Operator (MRM Pty Ltd); and environmental assessments and audits undertaken by the Mine Regulator (DPIR)	Yes - request for Tender process used
	Fossicking Area 4 (FA4) - Warrego - Provision of progressive works for a period of 24 months	27,459.10	PHILLIPS EARTHMOVING CONTRACTORS PTY LTD	NT.	No	Review Home Base agreements within the department and review the policy/guidelines around the agreements.	Yes - Public Quotation
	Review Of Home Based Work Agreements	1,500.00	RAELENE HELEN BURKE	NT.	No	Review Home Base agreements within the department and review the policy/guidelines around the agreements.	No - Tier 1 procurement
NT Geological Survey	Review the effectiveness, success and economic outcomes of Territory Government initiatives to support the resources exploration sector since 2007	81,681.82	ECONOMICS CONSULTING SERVICES PTY LTD	WA.	No	Report delivered to DPIR in January 2018, including quantified economic outcomes of initiatives. Findings and recommendations of report informed	Yes - Request for quotation

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or Eol invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
	and provide recommendations for future programs					submission by DPIR to Government for future initiatives to support exploration.	
	Land Access Consultations for Exploring For The Future (Australian Government Initiative) projects	4,400.00	VARIOUS TRADITIONAL OWNERS	NT.	No	Land Access for geological investigation	No. Traditional Owners can provide NTGS access to Aboriginal land.
Rum Jungle	Weed control for soil handling practices associated with native ecosystem rehabilitation	11,176.37	CHARLES DARWIN UNIVERSITY	NT.	No	Honours research project CDU - establish effectiveness of weed control techniques in reducing the gamba grass soil seedbanks/propagules in topsoil used in rehabilitation works. Thesis completed.	Request for Select Quotation.
	Darwin - Rum Jungle Mine Site - Services to host and maintain current Web-Geographic Information System for a Period of 12 Months - to 30 June 2017	2,557.39	COFFEY SERVICES AUSTRALIA PTY LTD	NSW	No	Services to both host and maintain the web based Geographic Information System, primarily as a	No - select quotation as consultant has existing site knowledge

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or Eol invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
						stakeholder engagement tool.	and the team is based in Darwin
	Consultancy - Provision of Mine Rehabilitation and Closure Advise and Support for the former Rum Jungle Mine Site	4,495.00	CORINNE UNGER	QLD	No	Independent mine rehabilitation and closure expert providing high level technical advice and assistance for the Rum Jungle Rehabilitation Planning Project	No - select quotation due to specialist knowledge and previous experience relating to mine closure and rehabilitation. This includes Ranger and Rum Jungle
	Provision of an Environmental Data Management System for a period of 36 months (Cost shared with 927M)	6,750.00	EARTHSCIENCE INFORMATION SYSTEMS PTY LTD	NSW	No	To fulfil administration obligations under the Mining Management Act. To make informed environmental management decisions via access to quality controlled information contained in an Environmental Data Management System (EDMS).	No - selected - Due to specialised nature of goods procured there were no equivalent suppliers in the NT who could match both cost-

Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or EoI invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
							effectiveness and functional attributes that ESclS Pty Ltd offers
	Provision of consultancy services for traditional owner engagement at Rum Jungle.	46,470.94	GRANT SARRA CONSULTANCY SERVICES	QLD	No	Facilitate open and transparent communication between NTG, Commonwealth Governments, the NLC and Traditional Owners of the site and downstream areas to discuss and progress the rehabilitation strategy. Engagement to support and ensure aspirations of the TO's in terms of capacity building and future economic opportunities are incorporated into rehabilitation design, work and spend time with TO's to ensure their views and interests are taken into account	Request for Select Tender - this consultant was previously engaged by the NLC and has developed strong relationships with traditional owners of the site and in downstream areas



Division	Purpose	Cost \$	Person or Entity	Principal Place of Business	LA Report tabled?	Outcome / KPI	Tender or EoI invited?
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
						during the rehabilitation planning process.	
	Kungarakan and Warai Cultural Consultants engaged to undertake Cultural Inductions at the former Rum Jungle mine site on 11 December 2017. Traditional Owners consultations on 15 December 2017. Cultural Inductions on 08 January 2018	2,948.00	NORTHERN LAND COUNCIL (OPERATIONAL ACCOUNT)	NT.	No	Cultural inductions provided	N/A - NLC is the statutory body appointed to represent the views and interests of traditional owners
Output Appropriation		481,452.47					
Externally Funded Program		376,005.50					
<b>Grand Total</b>		<b>857,457.97</b>					

17. For the period 01 July 2017 to 31 March 2018 there was no expenses paid to Hawker Britton Group Pty Ltd and/or associates and there are no payments expected in the future.
18. A whole-of-government response to Question 18 will be provided by the Minister for Trade, Business and Innovation.
19. A whole-of-government response to Question 19 will be provided by the Minister for Trade, Business and Innovation.
20. 10 tenders were awarded as a result of a public tender process.

Invitation Type	Description	Award Value	Period Contract
Public	Darwin - Consultancy - Baseline Flora and Fauna Survey - Rum Jungle Project Stage 2A	\$175,162.00	
Public	Darwin and Alice Springs - Provision of Geochemical Analytical Services for a Period of 12 Months	\$140,933.00	Yes 12 months
Public	Darwin - Provision of Weed Management Services at the Former Rum Jungle Mine Site for a Period of 17 Months	\$147,849.00	Yes 17 months
Public	Darwin - Provision of Geochemical and Drill Hole Data Capture	\$110,000.00	
Public	Darwin - Drilling Program - Drilling Superintendent - Rum Jungle Project Stage 2A	\$192,829.00	
Public	Drilling Program - Hydrogeological and Geotechnical Drilling Program - Rum Jungle	\$317,648.00	
Public	Darwin - Panel Contract for Provision of Veterinary Services and Supplies to the Animal Welfare Authority for a Period of 36 Months	\$360,000.00	Yes 36 months
Public	Drilling Program - In Pit Tailings - Rum Jungle Project Stage 2A	\$550,800.00	
Public	Darwin - Consultancy - Artificial Reef and Fish Attracting Devices (FADs)	\$205,736.00	
Public	Tennant Creek - Small Mines Safety Works	\$156,496.00	

21. One tender was awarded as a result of a select tender process.

Description	Value Awarded	Invitation	Select Tender	Reason	Period Contract
Darwin - Facilitator for Traditional Owner Consultation for a Period of 17 Months - Until 30 June 2019	\$117,740	Select to 1	Yes	Tier 3 activity processed as a Tender. Required specific skills and knowledge.	Yes 17 months

22.

Description (a)	Value Awarded (b)	Reason (c)	Recommended by (d)	Approved By (e)
Darwin - Facilitator for Traditional Owner Consultation for a Period of 17 Months - Until 30 June 2019	\$117,740	Select to 1 Tier 3 activity processed as a Tender. Required specific skills and knowledge.	Principal Mining Scientist (Panel Chair)	Deputy Chief Executive

23. The Agency had 190 Corporate Credit Cards as at 31 March 2018. The position data below is as per Pay 20 (Pay ending as at 04/04/2018)

Count	Position Level	Position Title
1	T3	Pastoral Technical Officer
2	T6	Technical Manager
3	T3	Technical Officer
4	T3	Fisheries Research Technician
5	AO7	Pearling Industry Management Officer
6	T2	Technical Officer
7	AO4	Administrative Officer
8	P3	Senior Agronomist
9	EO2C	Senior Director Major Project Development
10	T5	Principal Livestock Regulatory
11	AO4	Administration Officer
12	P1	Pastoral Research Officer
13	T5	Senior Technical Officer
14	SP1	Manager Technical Services
15	T4	Facility Manager - Old Man Plains
16	T5	Darwin Aquaculture Centre Manager
17	P3	Senior Research Scientist
18	T5	Team Leader Bio stock Biosecurity Officer
19	AO7	Aquatic Resource Manager Recreational Fishing
20	AO6	Executive Officer, Primary Industries
21	T4	Senior Technical Officer
22	AO3	Financial Services Support Officer
23	T4	Facility Manager-Coastal Plains Research Facility
24	P3	Senior Horticulturist
25	P2	Fisheries Research Scientist
26	AO5	Executive Officer
27	T3	Animal Biosecurity Officer
28	SAO2	Director Research & Strategic Development
29	AO3	Administrative Officer
30	SAO2	Manager, Aquatic Res Management
31	SP2	Principal Veterinary Virologist
32	T4	Senior Technical Officer
33	T2R	Technical Officer

Count	Position Level	Position Title
34	P3	Laboratory Manager
35	T4	Facility Manager - Arid Zone Research Institute Farm
36	SP1	Principal Research Scientist
37	SP1	Regional Veterinary Officer
38	SP1	Principal Livestock Researcher
39	EO2C	Director Fisheries & Aquaculture
40	P3	Senior Research Officer
41	T4	Apiary & Crocodile Technician
42	SP1	Principal Entomologist
43	EO2C	Director Strategic Services & Policy
44	SP1	Principal Molecular Scientist
45	EO5C	Chief Executive Officer
46	AO6	Executive Officer
47	T4	Livestock Biosecurity Officer
48	T5	Regional Farm Manager - Katherine
49	T4	Livestock Biosecurity Officer
50	T4	Facility Manager- Coastal Plains Research Facility
51	T4	Senior Meat Industries Officer
52	AO4	Senior Finance Officer
53	AO5	Marine Ranger Coordinator
54	SP1	NT Rangeland Program Manager
55	T5	Darwin Aquaculture Centre Manager
56	T5	Principal Livestock Regulatory
57	P1	Research Scientist
58	AO7	Indigenous Development Officer
59	T4	Extension Officer
60	AO4	Fleet & Contracts Officer
61	P2	Fish Research Scientist
62	P2	Farming Systems Research Officer
63	T4	Facility Manager-Victoria River Research Station
64	T3	Technical Officer
65	T3	Pastoral Technical Officer
66	T4	Technical Officer
67	EO3C	Deputy Chief Executive
68	T4	Senior Technical Officer
69	AO6	Project Officer
70	AO3	Library Technician
71	T2R	Technical Officer
72	P1	Livestock Biosecurity Officer
73	T3	Technical Fisheries Officer
74	SP2	Research Manager
75	T2	Grounds Supervisor
76	AO4	Animal Welfare Inspector
77	T4	Senior Technical Officer

Count	Position Level	Position Title
78	SAO1	Manager - Market Development
79	AO6	Aquatic Resource Manager
80	T3	Indigenous Fishing Mentor
81	T5	Regional Farm Manager - Darwin
82	T4	Operations Manager
83	AO5	Aquatic Resource Management Officer
84	T4	Technical Officer
85	AO5	Publications & Publishing Officer
86	AO7	Veterinary Officer
87	AO3	Receptionist, Fisheries Branch
88	AO3	Administration Assistant
89	AO5	Aquatic Resource Manager
90	SAO1	Executive Officer
91	SAO1	Manager Emergency Management
92	AO6	Regional Executive Officer
93	AO6	Executive Officer, Primary Industries
94	SP2	Senior Agriculture Policy and Analysis
95	AO7	Industry Support Officer
96	AO7	Indigenous Past Industries Development Officer
97	T5	Regional Farm Manager - Katherine
98	SP1	Principal Scientist (Biometry)
99	AO7	Market Development Officer
100	AO7	Manager Marine Ranger Support
101	P2	Senior Plant Pathologist
102	P2	Aquaculture Research Officer
103	AO5	Senior Licensing Officer
104	AO7	Manager Aquatic Resource Management
105	T3	Technical Officer
106	P2	Aquaculture Research Officer
107	EO1C	Director Livestock Industries Development
108	T4	Virology Technician
109	SAO1	Manager Indigenous Bus Development
110	SP1	Senior Research Agronomist Divers
111	AO6	Regional Executive Officer
112	AO3	Indigenous Development Support Officer
113	SAO1	Business Solutions Manager (ICT)
114	T4	Operations Manager
115	P1	Rangeland Research Officer
116	T3	Plant Biosecurity Officer
117	SAO2	Chief Information Officer
118	AO3	Administration Support Officer
119	T2	Technical Officer
120	AO6	Senior Animal Welfare Inspector
121	SAO2	Chief Plant Health Officer

Count	Position Level	Position Title
122	SP2	Chief Veterinary Officer
123	P2	Librarian
124	SAO1	Manager, Policies Governance and Securities
125	SP1	Manager Basin Geoscience
126	T4	Manager Core Facilities
127	SP1	Senior Petroleum Engineer
128	SAO2	Director Regional Geoscience
129	SP1	Manager Mining Team
130	EO1C	Director Investment Attraction
131	SAO2	Director Mining Compliance
132	AO6	Land Access Senior Project Officer
133	SAO1	Manager, Indigenous Engagement
134	SP1	Manager Technical Support Unit
135	P2	Environmental Officer
136	AO6	Senior Project Officer
137	SAO2	Director Mining Operations
138	EO3C	Executive Director Geoscience
139	P3	Senior Environmental Engineer
140	T6	Manager Environment Monitoring Unit
141	AO3	Library Technician
142	SP2	Principal Mining Scientist
143	AO4	Business Support Officer
144	SP1	Manager Basement Geoscience
145	EO2C	Senior Director Petroleum Technical & Operations
146	EO3C	Executive Director Energy
147	AO5	Project Officer
148	AO5	Indigenous Engagement Officer
149	AO5	Project Coordinator
150	SP1	Manager Mining Team
151	T3	Assistant Manager Core Facilities
152	T6	Manager Enviro Monitoring Unit
153	SAO2	Director Mining Remediation
154	AO6	Registrar, Veterinary Board
155	EO6C	Deputy Chief Executive
156	P2	Senior Plant Pathologist
157	SP1	Chemicals Coordinator
158	P2	Research Entomologist
159	SP1	Principal Plant Pathologist
160	AO5	Marine Ranger Coordinator
161	P3	Senior Environmental Scientist
162	SP2	Principal Veterinary Officer Biosecurity
163	AO5	Employment & Safety Compliance Coordinator
164	T1	Technical Officer
165	EO2C	Director Plant Industries Development

Count	Position Level	Position Title
166	AO5	BioSirt Senior Administrator
167	AO5	Senior Executive Assistant
168	T4	Facility Manager-Victoria River Research Station
169	P1	Quality Manager
170	T4	Facility Manager-Arid Zone Research Institute Farm
171	SAO2	Regional Director, Southern
172	T3	Senior Aquaculture Technician
173	T2	Aquaculture Technician
174	EO2C	Beef Production Scientist
175	AO6	Business Manager (Energy)
176	SAO1	Manager Mining Projects
177	AO4	Administration Officer
178	AO4	Business Support Officer
179	T3	Operations Manager
180	T3	Aboriginal Fishing Mentor
181	SAO1	Assistant Director Information Management
182	AO4	Business Support Officer Farms
183	T4	Manager DDRF
184	AO6	Senior Animal Welfare Inspector
185	T3	Senior Technical Officer
186	T3	Pastoral Technical Officer
187	P3	Senior Rangeland Scientist
188	AO5	Recreational Fishing Researcher
189	AO3	Finance Officer - Katherine
190	AO5	Project and Finance Manager

24. DPIR did not participate in an opinion polls or focus groups during the period beginning 1 July 2017 and ending 31 March 2018.

25. DPIR did not undertake any opinion polls or focus groups during the period beginning 1 July 2017 and ending 31 March 2018.

26. Details for (a), (b), (c) in the table below.

Answer for (d):

There were no tenders or expression of interest called for advertising and communication expenses. All expenses were within a Tier 1 or Tier 2 threshold which only required quotations or they were procured under the whole of government advertising contract or the services were procured under the whole of government advertising contract.

## INTERNAL FUNDING

Purpose/Description (a)	Media outlet (b)	Total cost (ex GST) (c)
<b>Advertising<sup>1</sup></b>		
Mineral and energy title advertising <sup>2</sup>	Newspaper	\$95,361
Mining scholarships	Newspaper	\$1,301
Fossicking	Magazine	\$2,650
Animal Welfare Grant Program	Newspaper	\$3,440
Recreational Fisheries advertising	Magazine	\$4,908
NT Cattlemen's Association Year Book	Magazine	\$1,186
Annual Geoscience Exploration Seminar (AGES) annual conference	Internet	\$943
Bereavement	Newspaper	\$873
Other Operational advertising	Newspaper	\$5,261

<sup>1</sup> With the exception of titles advertising, all other advertising is booked through the whole of government contract with Dentsu Mitchell

<sup>2</sup> All titles advertising includes full cost recovery from industry

## COMMUNICATIONS AND MARKETING

Purpose/description	Total cost (ex GST)
Regional show circuit	\$2,695
Annual Geoscience Exploration Seminar (AGES) conference and booth	\$2,204
Northern Australia Investment Forum (NAIF) - conference, collateral	\$1,645
Resources week August 2017 - conference, collateral and booth	\$12,285
Investment attraction activities – including Korea, and Japan	\$15,211
Marketing – banners (biosecurity and mines)	\$595
Marketing: collateral and signage – Fisheries	\$7,073
Marketing: merchandise – Fisheries	\$1,290
E-messaging and Corporate Communication	\$277
<b>TOTAL (i)</b>	<b>\$159,198</b>



## EXTERNAL FUNDING

### COMMUNICATIONS AND MARKETING

Purpose/Description	Total cost (ex GST)
E-messaging and Corporate Communication - Banana Freckle	\$34
<b>TOTAL (ii)</b>	<b>\$34</b>
<b>GRAND TOTAL (i)+ (ii)</b>	<b>\$159,232</b>

27. Total cost of travel for the period 1 July 2017 to 31 March 2018 as recorded in Government Accounting System (GAS):

	NTG Funded \$GST Exc	Externally Funded \$GST Exc	Total Cost \$GST Exc
International	115,713.84	56,347.78	172,061.62
Interstate	212,257.09	105,649.36	317,906.45
Intrastate	359,677.05	81,449.08	441,126.13
Other Travel Cost*	24,927.97	5,445.89	30,373.86
<b>Total</b>	<b>712,575.95</b>	<b>248,892.11</b>	<b>961,468.06</b>

\*includes Bus, Train, Air/Boat charters and booking fees

28. See below

Please note: data is per the Travel Request Information Processing System (TRIPS) and includes all acquitted travel that commenced during the period 01 July 2017 and 31 March 2018.

\*TRIPS Travel Cost will not match the Government Accounting System (GAS) due to timing of expenses paid in GAS and the accuracy of data input into the TRIPS system.

## APPROPRIATED FUNDS

Position	*Travel Cost	Travel Date From	Travel Date To	Destination	Reason for Travel
Chief Executive Officer	\$4,985.40	10/12/2017	15/12/2017	Hanoi, Ho Chi Minh City, Vietnam	To attend Ministerial delegation inaugural visit to Vietnam for undertaking high level meetings, introducing Minister for Primary Industry Resources NT to Australian embassy staff and Vietnamese Central Government and Industry.
Executive Director Livestock Industry Development	\$6,243.70	09/12/2017	17/12/2017	Hanoi, Ho Chi Minh City, Vietnam, Jakarta, Indonesia	To attend Ministerial delegation inaugural visit to Vietnam for undertaking high level meetings, introducing Minister for Primary Industry Resources NT to Australian embassy staff and Vietnamese Central Government and Industry. The Indonesian portion of the trip is to see first-hand the department's participation in the East Kalimantan Importation Breeder project.
Research Team Leader and Senior Pastoral Research Officer	\$9,511.01	04/02/18	16/02/18	Los Angeles and Orlando, United States of America	To become competent in using the calf alert device, understand its limitations and where it needs to be modified to undertake the calf watch project and to visit University of Florida for collaborative research project
Trainee VET Pathologist	\$4,174.03	04/11/2017	13/11/2017	Kathmandu, Nepal	To attend real time foot and mouth disease (FMD) training conducted by the European Commission for the Control of Food-and-Mouth Disease (EuFMD) on behalf of an agreement between the Australian Government Department of Agriculture and Water Resources and the United Nations Food and Agriculture Organisation.
Deputy Chief Executive Officer and Executive Director - Geoscience	\$19,030.71	17/09/2017	27/09/2017	Beijing, China	To promote opportunities in the NT's minerals sector to international investors at the China Mining conference and meet with key stakeholders.
Senior Environmental Engineer	\$4,844.71	02/11/2017	16/11/2017	Manila, Philippines	To attend Tailings and Mine Waste 2017 conference.
Deputy Chief Executive Officer and Executive Director - Geoscience	\$26,089.93	08/10/2017	15/10/2017	Tokyo, Japan Seoul, Korea	To accompany the Minister for Primary Industry and Resources to the Australia-Japan Joint Business Conference in Tokyo and to promote investment in the NT Resources Sector in Seoul, South Korea.
Manager, Indigenous Business Development	\$795.60	30/07/2017	06/08/2017	Wellington, New Zealand	To attend the 2017 New Zealand Seafood Conference. (Travel Allowance \$795.60; Flights, Accommodation, Registration fees sponsored by 3 <sup>rd</sup> party)
Pastoral Production Officer	\$2,595.66	12/08/2017	23/08/2017	Beijing, China	To attend the 1st International Donkey Science Symposium in China.

## EXTERNAL FUNDING

Position	*Travel Cost	Travel Date From	Travel Date To	Destination	Reason for Travel
Manager, Market Development	\$32,753.80	11/10/2017 27/11/2017 12/12/2017	25/10/2017 05/12/2017 12/01/2018	Los Angeles, United State of America	To monitor the progress of Australian mango shipments to the US market.
Research Leader and Senior Agronomist	\$6,803.97	09/07/2017	20/07/2017	Guangzhou, Nanning, China	To attend the 12th International Mango conference - Baise - China and follow with three day tour, inspecting commercial mango enterprises and regional horticultural research institutes and facilities. All expenses paid from external funding for mango research.
Research Leader and Technical Officer	\$5,726.34	18/11/2017	03/12/2017	Phnom Peh, Cambodia	To attend Australian Centre for International Agricultural Research Project (ACIAR) HORT 2012/003 project write up and negotiate project renewal for five years. All expenses paid from external funding for mango research.
Principal Molecular Scientist and Principal Entomologist	\$6,002.88	23/11/2017	07/12/2017	Phnom Peh, Cambodia	To complete the Australian Centre for International Agricultural Research (ACIAR) project – HORT 2012/003 Building a resilient mango industry in Cambodia and Australia through improved production and supply chain practices – and to negotiate the renewal of the project for five years.
Senior Horticulturist	\$3,318.40	11/07/2017	19/07/2017	Cebu, Tacloban, Ormoc, Philippines	To continue approved contracted project milestone activities on the Australian Centre for International Agricultural Research (ACIAR) project HORT201/095 such as construction of model nurseries, develop and present workshops on best practice nursery management and initiating field trials.
Executive Director- Livestock	\$4,412.00	29/01/2018	07/02/2018	Balikpapan, Indonesia	To provide technical assistance to East Kalimantan Indonesia Provincial Government breeder importation program as part of the NTG's commitment to the Live Export Trade and Indonesia's livestock industry development.
Executive Director - Livestock	\$5,883.49	04/07/2017	15/07/2017	Balikpapan	To attend the Australian Bureau of Agricultural and Resource Economics and Sciences (ABARES) conference and visit to Balikpapan to supervise the East Kalimantan breeder importation project.
Senior Plant Pathologist	\$5,149.59	04/08/17	12/08/17	San Antonio, Texas (United States of America)	To attend and make a presentation at the American Phytopathological Society Conference. Expenses were paid using funding from Star award externally funded research project for Cucumber Green Mottle Mosaic Virus (CGMMV).

29. There are no costs incurred by Department of Primary Industry and Resources for the Minister of Primary Industry & Resources during the period 01 July 2017 to 31 March 2018.

30. The total hospitality expense from 1 July 2017 to 31 March 2018 was \$26,891.45 (GST exclusive).

Purpose	Staff	Guest (non-employee)	Minister/ MLA	Ministerial Staff	Total cost \$ exc GST
<b>PRIMARY INDUSTRY DEVELOPMENT</b>					
<b>MARKET AND ENTERPRISE DEVELOPMENT</b>					
Darwin Region Farm Manager Farewell	19	1			200.01
Douglas Daly Research Farm Field Day	20	40			855.35
Farm Management Meeting	15				306.00
Farm Managers Operational Plan Workshop	10				108.15
Staff farewell	15				100.10
NTG Women's Bush Foods and Bush Medicine Forum		55			1,330.00
<b>TOTAL MARKET ENTERPRISE DEVELOPMENT</b>					<b>2,899.61</b>

Purpose	Staff	Guest (non employee)	Minister /MLA	Ministerial Staff	Total cost \$ exc GST
<b>PRIMARY INDUSTRY DEVELOPMENT</b>					
<b>MAJOR ECONOMIC PROJECTS</b>					
Dinner for Pacific Soya Mandiri to discuss soybean production with local farmers	3	6			433.18
Dinner for Pacific Soya Mandiri, Ministers, NT Farmers Associated and NT government	5	6	2	1	718.63
Lunch for Japanese delegates from the Ministry of Agriculture, Forestry and Fisheries (MAFF)	6	3			159.45
Lunch for Pacific Soya Mandiri to discuss soybean production with local farmers and DPIR officers	5	8			118.22
Refreshment for the Ministerial Delegation to China	3		1	1	204.55
Working lunch with Burativich Hnos	3	4			109.89
<b>TOTAL MAJOR ECONOMIC PROJECTS</b>					<b>1,743.92</b>
<b>LIVESTOCK INDUSTRIES DEVELOPMENT</b>					
Catering for Alice Spring Producer Industry Advisory Committee Meeting	15				138.00
Dinner meeting with Lippo Group in Jakarta	2	3	1	1	518.19

Staff Farwell Luncheon	19	1			216.78
Grazing Fundamentals	10				86.25
Indonesian Students visit	3	7			80.57
Katherine Pastoral Industry Advisory Committee Meeting	6	5			238.59
Kidman Spring Meeting	20				67.73
NT Buffalo Manual Launch Event	14	11	1	2	202.27
Lunch for the visit of the ISIHKNAS team	1	9			123.22
Rumen Sampling of Study Animals	5	2			52.08
Rumen Sampling	5	2			43.95
<b>Total Livestock Industry Development – NTG Funded</b>					<b>1,548.38</b>
<b>Total Livestock Industry Development - External Funded</b>					<b>219.25</b>
<b>TOTAL LIVESTOCK INDUSTRY DEVELOPMENT</b>					<b>1,767.63</b>
<b>PLANT INDUSTRY DEVELOPMENT</b>					
Staff Farewell	21	11			260.03
Diversification Team 2018	6				59.84
Food and Agriculture Organization Conference in Rome	1	5			223.62
Staff Farewell	25				69.06
2017 Chief Minister's NT Export & Industry Award Gala Dinner	1				163.64
<b>Purpose</b>	<b>Staff</b>	<b>Guest (non-employee)</b>	<b>Minister /MLA</b>	<b>Ministerial Staff</b>	<b>Total cost \$ exc GST</b>
Crop Water Requirement Meeting	8	10			61.63
Douglas Daly Research Farm Field Day	20	40			187.67
Mango Research Meeting	8	10			207.73
Spray Technology Workshop	6	7			190.14
<b>Total Plant Industry Development – NTG Funded</b>					<b>612.55</b>
<b>Total Plant Industry Development – External Funded</b>					<b>810.81</b>
<b>TOTAL PLANT INDUSTRY DEVELOPMENT</b>					<b>1,423.36</b>
<b>FISHERIES AND PRODUCT INTEGRITY</b>					
<b>BIOSECURITY AND ANIMAL WELFARE</b>					
Dinner with Evaluation Team Undertaking NT Performance of Veterinary Services	4	7			306.36

Emergency Management Preparedness Industry Workshop	9	26			2,324.38
Surveillance Management Meeting Lunches	10				78.18
Surveillance Management Meeting Morning Tea	10				36.77
Vet Board Meeting Morning Tea	3				10.13
MAX Biosecurity Information Managements System Implementation (one week training including presentations delivered by Victorian Department of Agriculture)	13	37			2,165.82
<b>TOTAL BIOSECURITY AND ANIMAL WELFARE</b>					<b>4,921.64</b>
<b>FISHERIES</b>					
Daly River Erosion Study Meeting	1	14			96.23
Oyster Histology Samples - Indigenous workers sustenance	1	5			36.47
Logger Retrieval/Growth Oyster Collection - Sustenance for Indigenous workers	1	5			39.05
Tropical Rock Oyster General Meeting	13				180.26
<b>Total Fisheries – NTG Funded</b>					<b>171.75</b>
<b>Total Fisheries - External Funded</b>					<b>180.26</b>
<b>TOTAL FISHERIES</b>					<b>352.01</b>
<b>WATER TESTING SERVICES</b>					
Morning tea for National Association of Testing Authorities Australia	2	2			32.50
Morning tea for National Association of Testing Authorities Australia	2	2			16.97
<b>TOTAL WATER TESTING SERVICES</b>					<b>49.47</b>
<b>Purpose</b>	<b>Staff</b>	<b>Guest (non-employee)</b>	<b>Minister/ MLA</b>	<b>Ministerial Staff</b>	<b>Total cost \$ exc GST</b>
<b>INDUSTRY DEVELOPMENT</b>					
<b>GEOLOGICAL SURVEY</b>					
Business Networking Dinner with Korean Resources Company Executives	2	10			1,032.56
Darwin Mining Club Lunch	1				73.00
Dinner with investors Shantou Suntec and Kingston Resources	4	7			643.47
Lunch for National Development and Reform Commission and the China National Uranium Company	1	8			209.36

Meeting National Development and Reform Commission and the China National Uranium Company ( Mr Jeffrey Collins attended instead of Minister K Vowles)	5	10	1	1	1,800.00
<b>TOTAL GEOLOGICAL SURVEY</b>					<b>3,758.39</b>
<b>MINING SERVICES</b>					
<b>MINES DIRECTORATE</b>					
Darwin Mining Club Lunch	10				684.55
Independent Monitor Presentations	25				227.27
Mining Club Lunch	1				73.00
Mining Operations Planning Workshop	25				310.91
Review of Mining Management Plans Lunch	5				101.82
<b>TOTAL MINES DIRECTORATE</b>					<b>1,397.55</b>
<b>ENERGY SERVICES</b>					
Attend October Business Month Luncheon - Securing the NT's Energy Future	2				63.64
Petroleum Club Christmas Celebration	1				113.64
<b>TOTAL ENERGY SERVICES</b>					<b>177.28</b>
<b>REGIONS</b>					
Staff farewell	30	1			25.31
Staff farewell	40	10			290.11
Tennant Creek & District Show Cattle Sections	6	35			165.20
Winber Morning Tea	16				41.64
<b>TOTAL REGIONS</b>					<b>522.26</b>

Purpose	Staff	Guest (non-employee)	Minister/ MLA	Ministerial Staff	Total cost \$ exc GST
<b>CORPORATE AND GOVERNANCE</b>					
2017 Institute of Public Administration Australia Hawkes Oration	2				80.00
Aboriginal Employments Forum	26	2			468.36
Annual Geoscience Exploration Seminar Dinner	1				90.91
Attend Australia Rural Leader Foundation 25th Anniversary Dinner	1				167.15
Attend October Business Month Luncheon - Securing the NT's Energy Future	1				31.82

Attend Petroleum Club NT - Back to Business with Nicole Manison	1				100.00
Attend Petroleum Club NT - Christmas cocktail event with stakeholders	1				90.91
Attend Petroleum Club NT - Origin Energy Industry Dinner	1				100.00
Attend Petroleum Club NT Industry Dinner	1				109.09
Attend Property Council of Australia - State of Territory Lunch	1				136.36
Attend Securing the NTs Energy Future	1				31.82
Berrimah Farm Development Morning Tea	40				200.00
Board of Management Members Lunch	7				207.27
DPIR Directors Strategic Priorities Meeting with Minister	49		1		1,096.81
DPIR Star Awards	127		1	2	2,978.63
Geological Society of Australia NT Division Annual Dinner	1				90.91
Institute of Public Administration Australia Breakfast "Work will be transformed"	5				198.64
Meet Japan Oil Gas and Metals National Corporation	3	6	1		901.42
Mineral Council of Australia NT Annual Gala Dinner	4				709.09
Mining Club Lunch	1				73.00
Strategic Risk Register Workshop	10				16.14
<b>TOTAL CORPORATE AND GOVERNANCE</b>					<b>7,878.33</b>
<b>TOTAL – NTG FUNDED</b>					<b>25,681.13</b>
<b>TOTAL – EXTERNAL FUNDED</b>					<b>1,210.32</b>
<b>GRAND TOTAL</b>					<b>26,891.45</b>

31. Expenses relating to the period 01 July 2017 to 31 March 2018 are detailed on the following table.



Output/Output Group	Recipient Name	Grant Type								Total \$
		Standard Grant	Industry Development Grant	Animal Welfare Fund	Aboriginal Marine Ranger	Geophysics & Drilling Collaboration Program	Sponsorship	Earth Sciences / Mining / Petroleum Scholarships	Capital Grant	Exclusive GST
<b>Food Industry Development</b>										
Market & Enterprise Development	Centralian Beef Breeders Association - Alice Springs Show Cattle Section*						1,050.00			1,050.00
	NT Cattlemen's Association - NTCA Conference Exhibitor						2,500.00			2,500.00
	NT Livestock Exporters Association (NTLEA) Capital Grant								776,540.00	776,540.00
Plant Industries Development	Nuffield Australia - 2018 Scholarship						8,000.00			8,000.00
	NT Farmers Association Inc - 2018 Northern Australia Food Futures Conference						10,000.00			10,000.00
	NT Farmers Association Inc		220,000.00							220,000.00

Livestock Industries Development	Centralian Beef Breeders Association - Alice Springs Show Cattle Section*						1,050.00			<b>1,050.00</b>
	NT Cattlemen's Association - NTCA Conference Exhibitor						2,500.00			<b>2,500.00</b>
<b>Fisheries and Product Integrity</b>										
Biosecurity & Animal Welfare	Ark Air Incorporated			20,587.00						<b>20,587.00</b>
	Austurtle			23,733.00						<b>23,733.00</b>
	Darwin Wildlife Sanctuary			15,000.00						<b>15,000.00</b>
	Friends of Nina's Ark Inc			6,143.00						<b>6,143.00</b>
	Greyhound Rehoming Association NT Inc			10,000.00						<b>10,000.00</b>
	Kunapa Kari Aboriginal Corporation			30,000.00						<b>30,000.00</b>
	Nhulunbuy Pets and Wildlife Shelter Inc			6,609.00						<b>6,609.00</b>
	RSPCA Darwin Regional Branch Inc			49,670.00						<b>49,670.00</b>
	Top End Rehoming Group Inc			10,000.00						<b>10,000.00</b>

	Wildcare Incorporated			2,550.00						<b>2,550.00</b>	
	NT Cattlemen's Association - NTCA Conference Exhibitor						2,500.00			<b>2,500.00</b>	
Fisheries	Anindilyakwa Land Council				60,000.00					<b>60,000.00</b>	
	Bawinanga Aboriginal Corporation				60,000.00					<b>60,000.00</b>	
	Mabunji Aboriginal Resource Indigenous Group				60,000.00					<b>60,000.00</b>	
	Marthakal Homeland Resource Centre				60,000.00					<b>60,000.00</b>	
	Northern Land Council				120,000.00					<b>120,000.00</b>	
	Thamarrurr Development Corporation Ltd				60,000.00					<b>60,000.00</b>	
	Nhulunbuy Regional Sports Fishing Club Inc - Recreation Fishing Futures Melville Bay Boat Ramp	30,000.00									<b>30,000.00</b>

<b>Resource Industry Development</b>										
Geosciences & Industry Development Services	Various companies					290,665.03				<b>290,665.03</b>
	Charles Darwin University Foundation - Prize Sponsorship 2017						250.00			<b>250.00</b>
	Lucas Frichot							12,000.00		<b>12,000.00</b>
	Adam Johnston							4,000.00		<b>4,000.00</b>
<b>Corporate and Governance</b>										
Corporate and Governance	Fred Pass Rural Community Show Inc - Young Rural Achievers						1,500.00			<b>1,500.00</b>
	NT Cattlemen's Association - NTCA Conference Exhibitor						2,500.00			<b>2,500.00</b>
	Royal Agricultural Society of the NT Inc - 2018 Royal Darwin Show						1,020.00			<b>1,020.00</b>
	Department of Tourism and Culture - Wild North Agreement	50,000.00								<b>50,000.00</b>

	Minerals Council of Australia (NT) - MCA NT 5th Annual Gala Dinner						5,000.00			<b>5,000.00</b>
<b>Grand Total</b>		<b>80,000.00</b>	<b>220,000.00</b>	<b>174,292.00</b>	<b>420,000.00</b>	<b>290,665.03</b>	<b>37,870.00</b>	<b>16,000.00</b>	<b>776,540.00</b>	<b>2,015,367.03</b>

32. Refer to Question 31 Grant expenditure table.

Sponsorship paid to Centralian Beef Breeders Association in relation to the Alice Springs Show was managed by the Alice Springs Region.

Anticipated sponsorships for the 2018/19 year is unknown at this stage as requests for sponsorship are assessed on a case by case basis.

33. Refer to question 31

34. The Department of Primary Industry and Resources accesses media monitoring services through a whole of government contract with Isentia. The Department's contribution toward the contract for these services for the period 01 July 2017 to 31 March 2018 period was \$7,500 on pro rata basis.

\*Note: The total contribution for Financial Year 2017-18 is \$10,000.

35. A whole-of-government response to Question 35 will be provided by the Minister for Infrastructure, Planning and Logistics.

36. A whole-of-government response to Question 36 will be provided by the Minister for Trade, Business and Innovation.

37. A whole-of-government response to Question 37 will be provided by the Minister for Infrastructure, Planning and Logistics.

38. A whole-of-government response to Questions 38 will be provided by the Minister for Infrastructure, Planning and Logistics.

39. The total power bill for each building owned/leased/used for the period beginning 1 July 2017 and ending 31 March 2018:

Building/Location	Period 01/07/2017 - 31/03/2018
	\$ GST Exc
32 Mendis Road, East Arm	157.15
Alice Spring Core Store - Power Street	4,610.83
Arid Zone Research Institute	71,817.96
Barkly House	10,872.60
Beatrice Hill Farm	14,923.69
Berrimah Research Farm	557,509.83
Centrepont Paspalis Building (Level 2, 3, 4, 5)	28,544.51
Coastal Plains Research Farm	18,646.97
Darwin Aquaculture Centre	96,507.44
Darwin Core Library Complex	28,361.23
DPIR Depot Tennant Creek	173.91
Katherine Research Station	98,962.78
Katherine Trucking Yards	396.03

Old Man Plains Research Station	914.77
Ti Tree Research Station	352.34
<b>Total</b>	<b>932,752.04</b>

40. A whole-of-government response to Question 40 will be provided by the Minister for Corporate and Information Services.

41. A whole-of-government response to Questions 41 will be provided by the Minister for Corporate and Information Services.

42. The following data is for the period 01 July 2017 to 31 March 2018 and excludes GST.

No fees and charges were increased in Budget 2018.

<b>Agency Fees From Regulatory Services</b>	<b>TOTAL(\$)</b>
Fisheries Licence Fees	272,003
Biosecurity Plant and Animal Fees	148,561
Application, Advertising and Dealing Fees (Licences/Titles)	781,645
Mining Remediation Fund	8,887,924
<b>Agency Fees and Charges Total</b>	<b>10,090,133</b>

<b>Income Administered for the Central Holding Authority</b>	
	<b>TOTAL(\$)</b>
<b>Fees and Regulatory Services</b>	
Mineral Exploration On-Shore	3,092,463
Mining Remediation Fund	4,450,000
Extractive Mineral Exploration Licence	7,700
	<b>7,550,163</b>
<b>Royalties and Rent</b>	
Mining Rents	2,363,646
Petroleum Rents On-Shore	489,678
Pipeline Annual Rent	684,636
	<b>3,537,960</b>
<b>Total Income Administered for Central Holding Authority</b>	<b>11,088,123</b>

43.

<b>Number of internal audits</b>	Four (4)
<b>Number of financial investigations</b>	Nil

44.

Audit 1	Review compliance with Whole of Government Travel Policy Framework
Audit 2	Review Negotiable Instruments management
Audit 3	Review of Interstate Home Based Employment

Audit 4	Review of agency compliance with Buy Local Plan
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45. Internal audits did not expose any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures.

46.

- a) The Terms of Reference for the relevant boards accompany this paper (appendix 1).
- b) Information for this question is provided in the table below.
- c) This level of information is inappropriate.
- d) A total figure for the costs incurred by each Board is provided in the table below.
- e) Information for this question is provided in the table below.

<b>Alice Springs Pastoral Industry Advisory Committee</b>		
Current members and when appointed	Mrs Nicole Hayes (Chair) Mr Chris Nott (past Chairman) Mr Dick Cadzow Ms Joella Klein Mr Andy Hayes Mr Ross Stanes Mr Brad Seymour Mr Lance Cramer Mr Alastair Bayly Mr Chris Materne	March 2016 March 2008 March 2008 March 2016 March 2016 March 2016 March 2016 March 2008 March 2012 Ex-Officio
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	1	
<b>Animal Welfare Advisory Committee</b>		
Current members and when appointed	Mr Tom Ryan Dr Stephen Cutter Dr Alex Hesford Mr Brett Easton Ms Jessica Moore-Jones Alderman Justine Glover Mr Keith Christian	March 2015 March 2016 March 2016 March 2016 March 2016 January 2017 February 2017
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	2	



<b>Barkly Research Advisory Committee</b>		
Current members and when appointed	Mr Fred Hughes Mr Michael Johnson Mr Ken Ford Mr Sandy Warby M Anthony Cox Mr Luke Evans Mrs Casey Collier	February 2010 March 2013 August 2009 August 2009 March 2015 March 2015 Ex-officio
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	TBA	
<b>Barramundi Fishery Management Advisory Committee</b>		
Current members and when appointed	This committee is not currently active.	
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	This board did not meet during the 2017/18 financial year.	
<b>Coastal Line Fishery Management Advisory Committee</b>		
Current members and when appointed	Mr Lloyd Beck Mr David Ciaravolo Mr Adam Collins Mr Cameron Dixon Senior Sergeant Paul Faustmann Mr Joe Morrison Mr Grant Rubock Mr Denis Sten	June 2017 June 2017 June 2017 June 2017 June 2017 June 2017 June 2017 June 2017
Total costs incurred during 2017/18	\$4,747.72	
Number of times the Board met during 2017/18	TBA	
<b>Katherine Pastoral Industry Advisory Committee</b>		

Current members and when appointed	Mr Jay Mohr-Bell Ms Lisa Dyer Ms Helen Armstrong Mr Chris Howie Mr Keith Holzwart Ms Carley Bidstrup Mr Steve Petty Mr Tom Shephard Mr Tony Haynes Mr Alan Andrews Jodie Ward DPIR	January 2012 January 2013 April 2009 August 2016 Before 2007 April 2013 Before 2007 August 2016 August 2016 January 2016 Ex-officio
Total costs incurred during 2017/18	\$3,956.67	
Number of times the Board met during 2017/18	3	
<b>Mining Board / Mining Advisory Committee</b>		
Current members and when appointed	The Board and Membership is currently under review and is being considered by the Minister. The Board is currently not operational; with no current appointed Board Members.	
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	This board did not meet during the 2017/18 financial year.	
<b>Northern Territory Mud Crab Fishery Management Advisory Committee</b>		
Current members and when appointed	This committees' membership expired in 2017, the process to re-establish the MCFMAC is currently underway, but not finalised.	
Total costs incurred during 2017/18	\$6,345.03	
Number of times the Board met during 2017/18	TBA	
<b>Northern Territory Fishing Industry Research &amp; Development Fund Advisory Committee</b>		
Current members and when appointed	Mr Ian Curnow Mr Ziko Illic Ms Felicity Jones Mr Daniel Kimberley	Ex-officio

	Mr Glen Schipp	Ex-officio
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	TBA	
<b>Northern Territory Pearling Industry Advisory Committee</b>		
Current members and when appointed	Mr Ian Curnow Dr David Mills Mr Allan Garraway Mr Glen Schipp Mr James Paspaley Mr Mark Garraway Mr Murray Barton Mr Tony Thiel	
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	TBA	
<b>Offshore Snapper Fisheries Advisory Committee</b>		
Current members and when appointed	This committees' membership expired in 2017, the process to re-establish is currently underway, but not finalised	
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	TBA	
<b>Recreational Fishing Advisory Committee</b>		
Current members and when appointed	Mr Richard Stevens                      May 2016 Mr Steve Thomas                        May 2016 Ms Roxsean Edwards                    May 2016 Mr Dennis Sten                            May 2016 Mr Alex Julius                             May 2016 Mr Scott Hallett                          May 2016 Ms Kirsten Noble                        May 2016 Mr Ronald Voukolos                      May 2016 Mr Dick Perry                              May 2016 Mr Mark Spain                             May 2016	

	Mr Warren de With AFANT and NTGIA EOs.	May 2016
Total costs incurred during 2017/18	\$8,110.97	
Number of times the Board met during 2017/18	TBA	
<b>Veterinary Board of the Northern Territory</b>		
Current members and when appointed	Mr Kevin de Witte Mr Ian Curry Mr Shane Bartie Dr Elizabeth Stedman Dr Marion Davey	March 2016 (Ex Officio) June 2015 June 2015 April 2015 July 2016
Total costs incurred during 2017/18	\$304.00	
Number of times the Board met during 2017/18	3	

<b>Zoonosis and Environmental Pathogens Committee</b>		
Current members and when appointed	Not appointed. Current Chair is Kevin de Witte, CVO, DPIR NTPS – Thirteen - Health, Parks and Wildlife, and Livestock Biosecurity/Berrimah Veterinary Laboratories Professional – three – Menzies School of Health, North Australian Quarantine Strategy and others as invited.	
Total costs incurred during 2017/18	Nil	
Number of times the Board met during 2017/18	2	
<b>Offshore Net and Line Advisory Group</b>		
Current members and when appointed	1 x independent chair 4 x industry members/observers 3 x public interest (2 x environmental, retail) members 4 x professional representatives (NLC, NTSC, AFANT, NTFGIA) 3 x NTPS (compliance, manager, scientist)	

Total costs incurred during 2017/18	Nil
Number of times the Board met during 2017/18	Nil
<b>Northern Territory Mines and Cattle Interaction Working Group</b>	
Current members and when appointed	NTPS – five – Legacy Mines Unit and Animal Biosecurity Industry – four – NT Cattleman’s Association, Minerals Council Australia
Total costs incurred during 2017/18	Nil
Number of times the Board met during 2017/18	This board did not meet during the 2017/18 financial year.

47. The Department of Primary Industry and Fisheries commissioned an independent review of the use of delegations under mines and energy legislation.

- a) The project comprises a review of all delegations held by departmental staff, or proposed to be held by departmental staff (but not yet signed off by the minister), to determine whether it is appropriate they be delegated, including whether the level of delegation is appropriate, and what mechanisms might be put in place to ensure the Minister is fully informed of important decisions. An audit of a random sample of decisions made over the past six months will be included in the review.
- b) An independent legal practitioner with experience in dealing with resources legislation.
- c) The selected reviewer was Nick Johansen of Cozens Johansen, an experienced Northern Territory legal practitioner.
- d) The total cost of the review was \$33,000, including GST.
- e) The reviewer was given access to all documentation relating to legislative delegations relating to mines and energy as well as a list of recent decisions taken under delegation. The review then selected a number of those decisions to examine the use of delegations.
- f) The review found that the delegations were appropriate and that they were exercised by officers at the appropriate levels within the department. There was one example of a decision that subsequently had to be re-made.
- g) NA.

48.

Nature	Number	Cost
Being Hit by Object	4	\$494.83
Biological Factors	1	\$0.00
Body Stressing	5	\$2,410.48

Chemicals and Substances	3	\$0.00
Environmental Factors	4	\$0.00
Hazard	16	\$0.00
Hitting Objects	9	\$1,730.05
Mental Factors	3	\$8,130.00
Slip, Trips and Falls	5	\$35,399.97
Sound and Pressure	0	\$135.00
Vehicle Incidents and Other	3	\$13,077.91
<b>Total</b>	<b>53</b>	<b>\$61,378.24</b>

49.

<b>Nature</b>	<b>Number</b>	<b>Cost</b>
Mental Factors	3	\$8,130.00
<b>Total</b>	<b>3</b>	<b>\$8,130.00</b>

50. See tables below (all figures are GST exclusive)

<b>Region</b>	<b>NTG Funding (\$)</b>	<b>External Funding (\$)</b>	<b>Total (\$)</b>
Alice Springs	3,848,765	109,289	3,958,055
Katherine	2,648,659	453,007	3,101,666
Tennant Creek	558,639	3,019	561,658
Nhulunbuy	80,566	0	80,566
	<b>7,136,629</b>	<b>565,315</b>	<b>7,701,944</b>

<b>Location</b>	<b>Output Group</b>	<b>Functions</b>	<b>Staff Numbers</b>	<b>NTG Funding (\$)</b>	<b>External Funding (\$)</b>	<b>Total (\$)</b>
Alice Springs	Biosecurity & Animal Welfare	Deliver research, extension and compliance programs to prevent and manage risks from pests, disease and the use of agricultural and veterinary chemicals, and to ensure the humane treatment and prevention of cruelty to animals.	2.8	352,919	0	352,919

Location	Output Group	Functions	Staff Numbers	NTG Funding (\$)	External Funding (\$)	Total (\$)
Alice Springs	Livestock Industries Development	Provide research, targeted extension services and advice to promote development and investment in the Territory's livestock industry sector.	3	288,959	0	288,959
Alice Springs	Marketing & Enterprise Development	In collaboration with industry, support enterprises with information and services that build resilience and enable growth, with a focus on product and market development.	5 (includes 2 FTE at Old Man Plains)	578,180	0	578,180
Alice Springs	Plant & Industries Development	Provide research, targeted extension services and advice to promote development and investment in the Territory's plant industry sector.	3.2	199,645	109,289	308,934
Alice Springs	Water Testing Services	Conduct water microbiology testing to the public, other government agencies and the Power Water Corporation to assist water quality monitoring for human health.	2.2	256,889	0	256,889
Alice Springs	Mining Operations Management	Mining compliance in the central region, including audits and inspections, and assessment of Mining Management Plans.	4	414,163	0	414,163
Alice Springs	Geoscience & Industry Development	Support acquisition, management and delivery of geoscience information to industry. Promote investment opportunities and facilitate development to increase the Territory's competitiveness in growing the mineral and petroleum industries.	11	1,173,961	0	1,173,961

<b>Location</b>	<b>Output Group</b>	<b>Functions</b>	<b>Staff Numbers</b>	<b>NTG Funding (\$)</b>	<b>External Funding (\$)</b>	<b>Total (\$)</b>
Alice Springs	Corporate Services	Provide property management, administrative, financial and records management services to Southern regional staff.	3	439,378	0	439,378
Alice Springs	Strategic/Corporate Services	Provide library services to departmental staff, industry clients and members of the public.	2	144,672	0	144,672
				<b>3,848,766</b>	<b>109,289</b>	<b>3,958,055</b>

<b>Location</b>	<b>Output Group</b>	<b>Functions</b>	<b>Staff Numbers</b>	<b>NTG Funding (\$)</b>	<b>External Funding (\$)</b>	<b>Total (\$)</b>
Katherine	Biosecurity & Animal Welfare	Deliver research, extension and compliance programs to prevent and manage risks from pests, disease and the use of agricultural and veterinary chemicals, and to ensure the humane treatment and prevention of cruelty to animals.	6	365,389	15,544	380,933
Katherine	Livestock Industries Development	Provide research, targeted extension services and advice to promote development and investment in the Territory's livestock industry sector.	3	553,556	416,758	970,314
Katherine	Marketing & Enterprise Development	In collaboration with industry, support enterprises with information and services that build resilience and enable growth, with a focus on product and market development.	8 (includes 3 FTE for Victoria River Research Station Farm)	1,027,997	0	1,027,997
Katherine	Plant and Industries Development	Provide research, targeted extension services and advice to promote development and investment in the Territory's plant industry sector.	9	347,462	20,705	368,167



Location	Output Group	Functions	Staff Numbers	NTG Funding (\$)	External Funding (\$)	Total (\$)
Katherine	Corporate Services	Provide reception / administrative support to Katherine Research Station in the areas of finance, HR, IT, property management, assets and infrastructure. In addition, provide administrative support to LID group.	2	354,255	0	354,255
				<b>2,648,659</b>	<b>453,007</b>	<b>3,101,666</b>

Location	Output Group	Functions	Staff Numbers	NTG Funding (\$)	External Funding (\$)	Total (\$)
Tennant Creek	Biosecurity & Animal Welfare	Deliver research, extension and compliance programs to prevent and manage risks from pests, disease and the use of agricultural and veterinary chemicals, and to ensure the humane treatment and prevention of cruelty to animals.	2	235,968	0	235,968
Tennant Creek	Livestock Industries Development	Provide research, targeted extension services and advice to promote development and investment in the Territory's livestock industry sector.	2	172,548	3,019	175,567
Tennant Creek	Corporate Services	Provide reception / administrative support for the Tennant Creek Regional Office.	1	150,123	0	150,123
				<b>558,639</b>	<b>3,019</b>	<b>561,658</b>

Location	Output Group	Functions	Staff Numbers	NTG Funding (\$)	External Funding (\$)	Total (\$)
Nhulunbuy	Fisheries	Coordinates Aboriginal Marine Training Program	1	80,566	0	80,566
				<b>80,566</b>	<b>0</b>	<b>80,566</b>

Northern Territory Animal Welfare Advisory Committee  
Terms of Reference  
Functions of the Committee

**1. Definitions**

**Act** means the Animal Welfare Act 2

**Animal** means as animal, as defined under the Act

**Animal Welfare** describes both the physical and emotional well-being of animals.

Any attempt to evaluate welfare must take into account the scientific evidence available conferring the feelings of the animal that can be derived from their structure and functions and also from their behaviour. However, animal welfare is also a social construct in that it relies on societal values and human judgement and perception of an animal's experience.

**AWAC** means the Animal Welfare Advisory Committee in the Northern Territory

**Committee** means the Animal Welfare Advisory Committee in the Northern Territory

**Department** means the Department of Primary Industry and Fisheries

**Minister** means the Minister for Primary Industry and Fisheries

**Member** means a person appointed to the Committee by the Minister

**Observer** means a person who attends from time to time but who is not a member of the Committee

**2. Function**

The Functions of the Advisory Committee include the following

- (a) Advising the Minister about animal welfare legislation and other matters relevant to animal welfare;
- (b) Investigating and reporting on matters relevant to animal welfare referred to it by the Minister;
- (c) Participating in the development of codes of practice and the review of adopted codes of practice;
- (d) Providing the advice to bodies, organisations, or the general community on programs for the improvement of the community awareness about animal welfare;
- (e) Any other functions prescribed in the Regulations.

**3. Membership**

**3.1 The Committee**

For section 69(2) of the Act, the Advisory Committee is constituted by the following members:

- (a) One person appointed by RSPCA Darwin Regional Branch Inc;
- (b) One person appointed by the Australian Veterinary Association;
- (c) One person appointed by the Local Government Association of the Northern Territory;
- (d) One person appointed by the Agency responsible for administering this provision
- (e) If the Agency mentioned in paragraph (d) is not primarily responsible for primary industry – one person appointed by that Agency;
- (f) One person appointed by the Northern Territory Cattlemen's Association;
- (g) One person appointed by the Charles Darwin University;
- (h) One person appointed by the Parks and Wildlife Commission of the Northern Territory;
- (i) One person appointed by each additional nominated by the Minister by *Gazette* notice;
- (j) Any other person appointed by the Minister.

3.1.1. With the approval of the committee other persons with the relevant experience including AW or DPIF Officers, may be requested to attend a meeting to provide additional expertise to the Committee. These persons are bound by these Terms of Reference but do not have voting rights.

**3.2 Nomination and selection of members**

3.2.1 The Minister will select and invite the selected nominees in writing to join the Committee. Membership will be confirmed by the written acceptance of the offer by the nominee.

3.2.2. Not less six months to the expiry of the term of an appointment of a Committee member, the Minister will call for nominations for the next term of appointment.

### **3.3 Membership vacancy**

3.3.1 A vacancy on the Committee occurs if a Member

- dies; or
- resigns membership by instrument in writing addressed to the Minister; or
- is removed by the Minister; or
- fails to attend three consecutive meetings of the Committee, where leave has not been granted by the Committee; or
- becomes mentally incapacitated; or
- is convicted in NT of an offence under the *Animal Welfare Act* or of a similar or equivalent offence in another jurisdiction;
- is convicted in NT of an offence that is punishable by imprisonment for 12 months or a similar offence in another jurisdiction.

3.3.2. The Minister may remove a Member from the office without notice at any time.

3.3.3. In the event of a vacancy on the Committee, the Department will nominate a replacement for the approval by the Minister consistent with 3.1.1.

3.3.4. Committee vacancies will be filled in accordance with clause 3.2

## **4. Term of office**

### **4.1. Term**

4.1.1. Unless otherwise determined by the Minister, the term of office of the Committee and each Member will be three years.

4.1.2. An outgoing Member may be renominated with no limit on the number of terms a Member may serve on the Committee.

4.1.3. For the inaugural membership of the Committee, the term of office for three members determined by the Minister will be for two years.

## **5. Role of the Committee**

5.1. To provide strategic advice to the Minister on matters related to animal welfare, such as:

- policy, legislation and codes of practice
- education
- community attitudes and trends
- emerging animal welfare issues
- use of animals for scientific purposes

## 6. Responsibilities

### 6.1. Responsibilities of the chair

#### 6.1.1. The responsibilities of the Chair are to:

- provide leadership and direction to the Committee;
- effectively organise and direct the Committee's business to enable the Committee to meet the Terms of Reference;
- ensure participation by Members in debate and facilitate discussion within meetings and out of session
- undertake to resolve conflicts of interest and grievances within the Committee;
- be available to the Minister to provide advice on animal welfare issues and the role of the Committee in developing advice for the Minister;
- comply with requests from the Minister, and
- comply with any relevant legislative, industrial, policy and administrative requirements of the Department.

### 6.2. Responsibilities of Members

#### 6.2.1. The responsibilities of all Members are to:

- Declare any conflicts of interest in compliance with Section 6.4
- Attend and actively participate in meetings
- Ensure that the focus of all contributions is towards enabling the Committee to meet the Terms of Reference 3
- Make the necessary commitment of time to ensure they have sufficient information to participate in matters for consideration by the committee, including time required out of session
- Treat other Members of the Committee fairly and consistently, with proper regard for their rights and obligations;
- Comply with requests from the Minister; and
- Comply with any relevant legislative, industrial, policy and administrative requirements of the Department

### 6.3 Confidentiality

#### 6.3.1 All correspondence, deliberations, decisions and advice of the Committee are confidential.

6.3.2 It is the responsibility of each Member and Observers to ensure that they protect this confidentiality at all times.

6.3.3 If any doubt, Members and Observers must seek the advice of the Chair.

6.3.4 Former Members or Observers of the Committee will not, without the express approval of the Minister, expose any document or other information obtained while a Member or Observer.

#### **6.4. Conflict of interest**

6.4.1. Where a Member or Observer has any direct or indirect interest in any matter of business before the Committee, which may be construed as providing personal financial or other gain to the Member or Observer; or furthering the interests of personal relationships, political activities, or personal beliefs of that Member or Observer; that interest must be declared to the Committee.

6.4.2. Where a Member or Observer so declares a conflict of interest, the Chair may:

- request the Committee to determine how the declaration of conflict of interest should be dealt with;
- refuse the Member or Observer the right to speak to the business;
- refuse the Member the right to vote on that business; or
- require the Member or Observer to withdraw from a meeting for the period of discussion and resolution of that business.

6.4.3. All declared conflict of interests, and the decisions of the Chair under Clause 6.4.4, must be recorded in the minutes of the meeting.

#### **6.5. Grievances**

6.5.1. Members should initially attempt to resolve the grievance themselves by discussing the problem, and its impact upon them directly with the person involved.

6.5.2. If action under clause 6.5.1 is unsuccessful, Members should raise their grievance with the Chair who will record the grievance and the actions taken.

6.5.3. Where the Chair is unable to resolve the issue within 30 days, the Chair may refer the grievance to the Minister for resolution.

6.5.4. When resolving grievances, consideration must be given to the Terms of Reference of the Committee and the relevant legislative, industrial, policy and administrative requirements of the Department.

### **7. Business operations**

#### **7.1. General meetings**

7.1.1. Subject to any directions by the Minister, and necessary amendment due to reasonable causes, formal general meetings of the Committee will be conducted at a time and venue to be determined and advised by the Committee. It is expected that the

Committee will avail itself of accessible communication tools to enable it to fulfil its functions.

7.1.2. Not less than two meetings are to be held each calendar year.

7.1.3. In the absence of the Chair at any meeting of the Committee, the Members present will appoint one of the attending Members to preside at that meeting.

7.1.4. Members may not nominate proxies to attend meetings in their absence.

## **7.2. Special meetings**

7.2.1. The Minister may direct, or the Committee may elect to conduct special meetings, if circumstances or the nature of business is urgent or extraordinary.

## **7.3. Meeting agenda**

7.3.1. The Chair should cause to be circulated not less than one week prior to a general meeting, an agenda setting out the business before the Committee.

## **7.4. Conduct of meetings**

7.4.1. Meetings will be conducted in accordance with accepted procedures and in accordance with rulings of the Chair.

## **7.5. Meeting minutes**

7.5.1. Minutes of the meeting specifying each item of business discussed; summarising essential items of discussion; and recording the decisions reached or advice resolved will be circulated to Members as soon as practicable after each meeting. The minutes will be confirmed at the subsequent meeting of the Committee.

7.5.2. A summary of the major issues discussed at each meeting will be sent by the Chair to the Minister, on behalf of the Committee, as soon as practicable after each meeting.

## **7.6. Quorum**

7.6.1. A quorum of the Committee is four (4) Members and the Chair.

7.6.2. In the absence of a quorum, Members may conduct discussions and develop positions

## **7.7. Voting**

7.7.1. Items of business considered by the Committee will normally be determined by consensus.

7.7.2. Significant dissention or disagreement and alternative points of view will be

represented in any advice provided to the Minister, if requested. However if agreement is not possible, or an issue needs to be determined by voting, the Committee's decision will be that which receives the majority of votes of the Members present and voting.

7.7.3. The Chair of the meeting does not have the right to vote.

7.7.4. No other person at a meeting, other than a Member, has the right to vote.

## **7.8. Correspondence**

7.8.1. The Committee is to be made aware of correspondence, both received and sent by Committee, at the general meetings.

7.8.2. Members of the Committee should communicate issues to the Committee by completing the "Issue Pro-forma", or by submitting issues to the Committee's Executive Officer.

7.8.3. Correspondence conveying the Committee's advice to the Minister or the Department will be completed as soon as practicable after the meeting at which that advice was resolved.

## **8. Financial arrangements**

### **8.1. Funding:**

8.1.1. The Committee and its activities in providing advice to the Minister will be funded by the Department.

### **8.2. Expenses**

8.2.2. Members will be paid in accordance with the sitting fee schedule.

## **9. Secretariat servicing**

**9.1.** The Department will provide secretariat and executive support services to the Committee, and will in consultation with the Chair:

- organise meetings;
- prepare meeting agenda;
- prepare and circulate any background, discussion or options papers for Committee meetings;
- prepare meeting minutes; and
- Maintain files and records of meetings.
- Compile responses from Members

**ALICE SPRINGS PASTORAL INDUSTRY ADVISORY COMMITTEE (ASPIAC)**

**TERMS OF REFERENCE**

TERMS OF REFERENCE (as at 30.03.00)

Discussed but not modified 24 June, 1993

Discussed but not modified March, 1996

Discussed and modified October 1997

Discussed and modified March 2000

Discussed and modified June 2004

Modified and draft discussed July 2008

- To advise the Minister for Primary Industry and Fisheries of the technical and economic problems facing the cattle industry in Central Australia.
- To advise the Minister on areas of research, extension and other services that will improve the productive efficiency of pastoral industry in Central Australia.
- To receive and review the result of pastoral research carried out by the Department of Primary Industry, Fisheries and Mines (DPIFM) in Central Australia and to act as a body through which research results may be communicated to industry.
- To participate in the planning of DPIFM and related Department's programs that will support and service the Pastoral Industry in Central Australia.

**ACTIVITIES OF THE COMMITTEE**

- The Committee will concentrate on issues which are of a Research, Development, Extension, Education and Training nature. Issues concerning NT Government policy will be dealt with through the Northern Territory Cattlemen's Association (NTCA).
- Schedule for Review of Departmental activities

→ **Development Plans would be reviewed annually to ensure they represent the broad directions of the Region.**

→ as an outcome of the annual review meeting, project proposals would be distributed to members in one month for the next meeting when endorsements or changes would be considered. These then become **approved projects - subject to funding**. The Department would then incorporate the proposals into its estimates. Special requirements for funding are incorporated into the next ASPIAC meeting.

→ The committee will meet at least twice a year.



**Membership**

A maximum of ten and no less than three members for a duration of two years, and the remainder for a period of one year.

**Industry**

**Ex-Officio, Visitors & Secretariat**

Chairman, Alice Springs NTCA  
Co-ordinator, Centralian Land Management Association  
Executive Director, NTCA  
Secretariat, DPIFM

**Department of Primary Industry, Fisheries and Mines**

Director, Alice Springs  
Manager, Pastoral Group Alice Springs

## **BARKLY REGIONAL ADVISORY COMMITTEE**

### **TERMS OF REFERENCE**

#### **ROLE OF ADVISORY COMMITTEE**

- To advise the Minister for Primary Industry on technical issues facing the cattle industry in the Barkly Region.
- To advise the Minister and DPIR managers on priority areas of Research, Development, Extension, Education & Training, and other services that will improve the productive efficiency of the pastoral industry in the Barkly Region.
- To receive and review the result of pastoral research carried out by DPIR in the Barkly Region and to act as a body through which research results may be communicated to industry.
- To participate in the planning of DPIR's programs that support and service the Pastoral Industry in the Barkly Region.
- To represent the Barkly Region on the North Australian Beef Research Committee (NABRC) and Meat & Livestock Australia's North Australian Beef Industry Committee (NABIC).

#### **ACTIVITIES OF THE COMMITTEE**

- The Committee will concentrate on issues of a Research, Development, Extension, Education & Training nature. Issues concerning NT Government policy will be dealt with through the NTCA.
- The Committee will work in partnership with DPIR staff to decide research priorities and strategic direction for the Barkly Region.
- The committee will review Departmental Research, Development, Extension, Education & Training activities to ensure that they fit in with the region's priorities, that they address the questions that producers want answered, that the projects are carried out in a timely and competent manner, and that all information is promptly and clearly communicated to the industry.
- The committee will meet at least twice a year, prior to NABRC/NABIC meetings. A minimum of four producer members will be required as a quorum for meetings of the committee. When necessary, telephone meetings will be considered as official BRAC meetings.

**MEMBERSHIP**

Chairman	Chairman to be a cattle producer from the region, appointed for three years (renewable).
Producer members	A maximum of nine and minimum of five producer members for three years (renewable).
Department of Primary Industry Fisheries	Pastoral Team Leader for the Barkly or nominated senior regional representative.
Representatives who are not producers but who have strong links to the Barkly pastoral industry	The committee may nominate individuals who are not producers but are related to the industry to sit on the committee as either proxy or full members. They should have significant experience of the Barkly pastoral industry and be chosen on their individual merit.
Community representatives	The committee may nominate an individual without close links to the pastoral industry as a community representative if it is felt that he or she would add value or balance to the committee's deliberations. This representative would be appointed on his or her individual merit.
Ex-Officio, Visitors & Secretariat	<ul style="list-style-type: none"> <li>◊ Secretariat DPIR.</li> <li>◊ Other Pastoral Production staff as required.</li> <li>◊ Director Pastoral Production DPIR.</li> </ul>

Members of the committee are appointed by the Minister. New members are nominated by invitation from the Chairman, in consultation with the senior DPIR representative and members of the committee.

The Chairman is appointed by the Minister. Nominees are invited by the senior DPIR representative in consultation with members of the committee.

All members sit on the committee to represent the whole of the Barkly pastoral industry. When proposing new members, consideration will be given to achieving a diversity of gender, age, ownership and district.

Non-members may take part in BRAC meetings only at the invitation of the Chairman.

## FISHERIES MANAGEMENT ADVISORY COMMITTEE CHARTER

Fishery Management Advisory Committees (FMACs) have been established for the purpose of assisting the Director of Fisheries in preparing fishery management plans and providing ongoing advice in relation to the administration of the plan. The establishment of, and membership to, such advisory committees are by Ministerial appointment.

Members may include representatives of the commercial, processing, wholesaling, retailing, recreational, consumer, or other interests in the area relating to fishing, fish or aquatic life.

In carrying out its role, all FMACs will -

- 1) Consider and provide advice on matters referred by the Director of Fisheries; and,
- 2) Provide the Director of Fisheries with information and advice to enable timely decisions to be made to conserve, enhance, protect, utilise, and manage the fish and aquatic life resources of the Territory to-
  - promote, develop and maintain commercial and amateur fishing;
  - provide for optimal yields from a fishery and maintain the quality of the yield;
  - ensure that the fisheries of the Territory are not endangered or overexploited;
  - encourage tourist and scientific interest in fish and/or aquatic life; and/or
  - ensure the habitats of fish or aquatic life and the general environment is not detrimentally affected.

### **Membership**

Appointment as a member of a FMAC brings with it a range of important responsibilities including the requirement to act in the best interests of the fishery rather than as an advocate for any particular organisations or interest group. Members must not pursue personal agendas or self-interest, but participate in discussions and offer advice in an objective and impartial manner.

### Term of appointment

Members and chairman may be appointed for a period not exceeding three (3) years. Appointment of some members for a duration of less than three years may be undertaken to provide for rolling expiry of members' terms. Should a vacancy occur, a replacement member is to be appointed for the remainder of the retiring members' term.

Members may be re-appointed at the expiry of their term.

Members are to notify the Minister with portfolio responsibility for fishery matters should they experience a change in stakeholder affiliation and/or should a conflict of interest with their membership arise.

### Notification of appointment

Notification of appointment to be by formal correspondence.

### Resignation

Resignation is to be in writing to the Minister with portfolio responsibility for fisheries matters. On receipt of a resignation, a call for an expression of interest for appointment is to be conducted.

### Termination of appointment

Membership to any FMAC will be terminated should any member fail to attend three consecutive meetings.

Appointment to any FMAC may be terminated if the Minister (with portfolio responsibility for fisheries matters) determines that any member fails to maintain the confidence of their stakeholders, pursue personal agendas or act in self interest, that is, offer advice in other than an objective or impartial manner.

### Proxy

A member may nominate a proxy to attend a FMAC meeting. All such nominations are to be made in writing to the FMAC Chairman for consideration at least five (5) days prior to that meeting date.

### Observers to a FMAC

Executive Officers, or similar positions, of appropriate representative organisations may seek appointment, by the Minister with portfolio responsibility for fishery matters, as an observer to any relevant FMAC. Such appointments to be by way of position title rather than a natural person.

Where appropriate, people with special expertise may be invited by the Chairman to attend a FMAC meeting on an "as needs" basis, with all guests to be afforded observer status.

### **Funding/Remuneration**

The Department of Primary Industry and Fisheries to fund all reasonable meeting costs including chairman remunerations, secretarial service, meeting venue and associated facilities. FMAC member to be reimbursed for reasonable travelling expenses incurred within NT in attending FMAC meetings.

Members attending from a permanent residence located outside the Northern Territory shall be responsible for all costs incurred in travelling to, and returning from, Darwin to attend FMAC meetings.

**FISHERIES MANAGEMENT ADVISORY COMMITTEE  
PROCEDURES AND MEETING ARRANGEMENTS**

**1. Reporting**

- 1.1 The Chairman to provide a written report to the Director of Fisheries detailing agreed positions reached, any alternative views or opinion expressed, and any general comments considered in coming to any decision by the FMAC. Such a report is to be provided with fourteen (14) days of the FMAC meeting.**
- 1.2 Members to advise their affiliated stakeholder groups on the outcomes of FMAC meetings, other than those matters deemed to be of a confidential nature.**

**2. Scheduling of Meetings**

- 2.1 An annual schedule of meeting dates shall be prepared in consultation with members at the first meeting held in each calendar year.
- 2.2 FMAC meetings to be convened as required, with at least two (2) meetings in any calendar year
- 2.3 Meetings will generally be held in Darwin with the duration of each meeting to be determined by the agenda items.

**3. Meeting Preparation**

- 3.1 A draft agenda to be prepared in consultation with the FMAC Chairman and forwarded to members not less than four (4) weeks prior to the meeting.
- 3.2 Agenda item papers to be prepared by the proposer and forwarded to the Secretariat at least three (3) weeks prior to the meeting date to enable distribution to members.
- 3.3 The agenda and background papers to be forwarded to all FMAC members at least two (2) weeks prior to the next meeting.
- 3.4 Decisions of the Director of Fisheries, or the Minister with responsibility for fishery matters, that are of interest to the relevant FMAC to be conveyed to members by the Secretariat as received and tabled at the next meeting.
- 3.5 The Fisheries Management Officer or Secretariat to provide any assistance with members travel or other arrangements for attending meetings and delivery of papers.
- 3.6 Members who nominate agenda item(s) to provide a background paper(s) detailing the issue(s) involved. Papers should be in sufficient detail to enable members to be thoroughly briefed, and where appropriate, consult with their affiliated stakeholders prior to a meeting. Where a paper is not provided, members may determine to hold over that agenda item to the following meeting.

**4. Conduct of Meetings**

- 4.1 Agenda to be confirmed at the meeting.
- 4.2 Matters addressed are to be resolved by consensus and where agreement can not be reached, the respective views of the parties are to be reported.
- 4.3 Resolutions are to be made on matters considered and recorded for clearance by members. Where possible this is to be completed during the course of the meeting and signed by the Chairman.
- 4.4 Where appropriate, specialists or visitors may be invited to meetings to provide advice, information, or comments.

**5. Minutes**

- 5.1 Minutes will be prepared by the Secretariat and forwarded to members within two (2) weeks of each meeting.
- 5.2 Members to verify the minutes within four (4) weeks of their receipt.
- 5.3 The Chairman will forward resolutions and action recommended by FMAC in writing to the Director of Fisheries as soon as practical but not more than two weeks after the meeting.
- 5.4 At the completion of each financial year the Chairman will provide a written report of the committee's activities to the Director of Fisheries with a copy to the Minister with portfolio responsible for fisheries matters. The Secretariat will circulate a draft of such a report for Committee members consideration.

**6. Out of Session Items**

- 6.1 Items that require an immediate or urgent response may be circulated out of session to all members for comments and advice. An appropriate period for receipt of responses shall be provided, with all comments received conveyed to the Director of Fisheries.
- 6.2 All "out of session" items together with any responses received will be tabled at the next meeting of the FMAC.

**7. Secretariat Services**

- 7.1 The Department of Primary Industry and Fisheries to provide secretariat services to all FMAC meetings.

## **KATHERINE PASTORAL INDUSTRY ADVISORY COMMITTEE**

### **TERMS OF REFERENCE**

#### **ROLE OF ADVISORY COMMITTEE**

- To advise the Minister for Primary Industry and Resources (DPIR) on the technical and economic issues facing the cattle industry in the Katherine Region.
- To advise the Minister and DPIR managers on priority areas of Research, Development, Extension, Education & Training, and other services that will improve the productive efficiency of the pastoral industry in the Katherine Region.
- To receive and review the result of pastoral research carried out by DPIR in the Katherine Region and to act as a body through which research results may be communicated to industry.
- To participate in the planning of DPIR's programs that support and service the Pastoral Industry in the Katherine Region.
- To represent the Katherine Region on the North Australian Beef Research Committee (NABRC) and Meat & Livestock Australia's Northern Beef Industry Committee (NBIC).

#### **ACTIVITIES OF THE COMMITTEE**

- The Committee will concentrate on issues of a Research, Development, Extension, Education & Training (RDEET) nature. Issues concerning NT Government policy will be dealt with through the NTCA.
- The Committee will work in partnership with DPIR staff to decide research priorities and strategic direction for the Katherine Region.
- The committee will review Departmental RDEET activities to ensure that they fit in with the region's priorities, that they address the questions that producers want answered, that the projects are carried out in a timely and competent manner, and that all information is promptly and clearly communicated to the industry.
- The committee will meet at least twice a year, prior to NABRC/NBIC meetings. A minimum of four producer members will be required as a quorum for meetings of the committee. When necessary, telephone meetings will be considered as official KPIAC meetings.



**MEMBERSHIP**

Chairman	Chairman to be a cattle producer from the region, appointed for three years (renewable)
Producer members	A maximum of nine and minimum of five producer members for three years (renewable).
Department of Primary Industry and Resources	Regional Director Katherine or nominated senior regional representative.
Department of Environment and Natural Resources*	One representative (senior member of Pastoral Branch)
Charles Darwin University (NT Rural College)*	Director or nominated senior representative
Exporter or processing sector*	One representative.
Agents or other non-producers	The committee may nominate one or more individuals who are not producers but are related to the industry to sit on the committee as either proxies or full members. They should have significant experience of the Katherine pastoral industry and be chosen on their individual merit.
Community representatives	The committee may nominate one or more individuals without close links to the pastoral industry as community representatives if it is felt that they would add value or balance to the committee's deliberations. These representatives would be appointed on their individual merit.
Ex-Officio, Visitors & Secretariat	<ul style="list-style-type: none"> <li>◇ Secretariat DPIR</li> <li>◇ Section Head Livestock Industry Development Katherine</li> <li>◇ Other Livestock staff as required.</li> <li>◇ Director Livestock Industry Development DPIR</li> </ul>

\*At the discretion of the committee, these positions may be left unfilled for a period if it is felt that there are no suitable candidates to fill those categories

New members are invited to sit on the committee by the Chairman, in consultation with the Regional Director DPIR and nominations from members of the committee.

The Chairman is to be invited by the Regional Director DPIR in consultation with members of the committee. The list of members is submitted to the Minister for approval.

All members sit on the committee to represent the whole of the Katherine pastoral industry. When proposing new members, consideration will be given to achieving a diversity of gender, age, ownership and district.

Non-members may take part in KPIAC meetings only at the invitation of the Chairman.

Members who fail to attend two consecutive KPIAC meetings will receive a letter from the Chairman inquiring whether they are still able to commit the necessary time to the committee, and will be offered the opportunity to resign if they can no longer do so.

2017

# NT Mines and Cattle Interaction Working Group (NTMCIWG)

## Terms of Reference (TOR)

### Terms of Reference

1. Information exchange relevant to all parties relating to cattle interaction with both active and inactive mine sites
2. Raising concerns about specific issues
3. Developing a basic framework guide for addressing issues.

### Membership:

Department of Primary Industry and Fisheries (DPIF)

Department of Mines and Energy (DME)

Northern Territory Cattlemen's Association (NTCA)

## MINING ADVISORY COMMITTEE

### TERMS OF REFERENCE

#### **Background**

The Northern Territory Mining Advisory Committee (the Committee) provides a formal mechanism for providing expert advice and feedback to the Minister for Mines and Energy (the Minister) through the Chief Executive Officer (CEO) of the Department of Mines and Energy (DME) on mining related matters.

#### **Authority**

The Committee, otherwise known as the Mining Board has been established by the Minister to provide strategic advice to government. This is in addition to the statutory functions of the Mining Board (the Board) which is established under Part 6 of the *Mining Management Act*.

The Committee shall have the same membership and Chair as the Board who are appointed by the Minister by statutory instrument.

#### **Scope:**

In addition to its statutory functions, the Committee will:

- develop a work plan that identifies and prioritises high level strategic matters of concern or interest to the industry and community with regards mining in the Northern Territory, including exploration, development, operation and closure;
- provide advice to the government on:
  - the impact of government policies, legislation, and guidelines, in supporting best practice in mining, particularly as it relates to the social, economic, environmental and cultural footprint of mining'
  - mechanisms for enabling investment in exploration and for the transitioning of exploration projects to production;
  - infrastructure and skills requirements to meet future industry and regulatory needs; and
  - information sharing strategies for communication between industry, government and the community.

The Committee will not speak publically in relation to Committee business unless authorised by the Minister.

#### **Remuneration**

Members may be entitled to be paid sitting fees, which are established under the *Northern Territory Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2014*, as a Class C2 - Advisory and Review (expert high impact) body. Additionally, members may also be entitled to reimbursement of committee-related travel expenses.

### **Secretariat**

Secretariat support will be provided by DME. This support will be at an appropriately senior level to ensure that the Committee operates efficiently.

### **Meetings**

The Committee will meet at least three times per annum, with additional meetings on an as-needs basis at the discretion of the Chair and the DME CEO. The Committee may also conduct its business through out-of-session business papers.

A meeting quorum is established by one half of the members, plus one member.

### **Conflict of Interest**

The Chair of the Committee is to ensure that any real or perceived conflict of interest is declared and formally registered in the minutes of the Committee meeting.

### **Reporting**

The Chair will meet with the Minister at the Minister's discretion, usually prior to and/or after the scheduled meetings of the Committee.

The Secretariat will be responsible for sending the Chair and the DME CEO approved agenda to the Minister prior to meetings, and the approved meeting minutes and reports to the Minister following each meeting.

The Minister may call for other formal reports from the Chair on specific matters from time to time.

### **Review**

The Committee will keep these Terms of Reference under review.

### **Attendance by Departmental Officers**

With the agreement of the Chair, the Executive Director Mines may attend each Committee meeting in an ex-officio capacity.

## Offshore Snapper Fisheries Advisor Committee – Terms of Reference

**The Offshore Snapper Fisheries Advisory Committee (OSFAC) provides a forum for discussion, information and a source of coordinated advice to the Director of Fisheries on matters related to the sustainable harvest of offshore demersal finfish in the Northern Territory.**

### Role:

This group's primary role is to ensure effective contemporary, sustainable management for the Northern Territory (NT) Demersal and Timor Reef Fisheries in accordance with Northern Territory Fisheries Joint Authority (NTFJA) directives.

### Purpose:

To provide high level strategic advice to the Director of Fisheries regarding the management of the Northern Territory (NT) Demersal and Timor Reef Fisheries. This includes (but is not limited to) advice regarding:

- Research, management, compliance and enforcement of the fisheries
- Resource sharing and access
- Optimizing the economic viability of the fisheries
- Any other matter referred to the committee for consideration by the Executive Director of Fisheries.

### Membership:

The Director of Fisheries will appoint an independent Chair to oversee operation of the OSFAC for a period of three years.

Members are appointed to be representative 'OF' the relevant stakeholders in the fishery not representatives 'FOR' any particular stakeholders. Thus members are nominated and appointed for their individual expertise and experience in the fishery.

To ensure appropriate representation of relevant stakeholder groups, up to ten members (not inclusive of the Chair) may be appointed to the OSFAC. Membership will be drawn from nominations from the following organisations:

- Amateur Fishermen's Association of the NT
- NT Guided Fishing Industry Association
- Northern Land Council
- Environment Centre NT
- Department of Primary Industries and Fisheries
- Water Police Section / Australian Fisheries Management Authority
- NT Timor Reef Fishery
- NT Demersal Fishery

Members (and Alternates) will be appointed from the nominees by the Director of Fisheries. The duration of membership will be three years. Members who do not attend three consecutive meetings may have their membership reviewed.

Alternate members can attend meetings in the absence of an appointed Member on written advice to the Chair by the Member.

A quorum will exist if at least six OSFAC members (including Chair) can meet on a scheduled day. Telephone or video conferencing facilities may be arranged for members who cannot attend a scheduled meeting in person. The Department of Primary Industry and Fisheries will provide secretariat support to the OSFAC. Terms of Reference – Offshore Snapper Fisheries Advisory Committee

## **Procedures and meeting arrangements**

### **1. Schedule of meetings**

- a) One to two meetings will be held each year with additional meetings scheduled if determined by OSFAC.
- b) Where a response is required urgently, the Chair may seek advice from the committee out of session.
- c) Meetings will be held in Darwin.
- d) A date (or week) for the following OSFAC meeting will be proposed at the end each meeting.

### **2. Meeting preparation**

- a) A draft agenda will be prepared by the Chair and Secretary and forwarded to members four weeks prior to each meeting (to allow time for any additional items to be proposed by members).
- b) Where a member nominates an agenda item they must provide an accompanying background paper.
- c) Any background papers should be forwarded to the Secretary in time to enable all meeting papers to be distributed to members 2 weeks prior to meetings.

### **3. Conduct of meetings**

- a) The agenda, clearly stating the required purpose of each agenda item, will be accepted as the first order of business at each meeting including prioritizing agenda items if required.
- b) Matters will be resolved by consensus; if a position is not endorsed unanimously, the views of any dissenting members will be recorded as well.
- c) Wording of resolutions for agenda items should, wherever possible, be agreed during OSFAC meetings. However, if this is not possible, a draft resolution will be forwarded to all members within ten working days of the meeting for comment and agreement.
- d) Members will operate by an agreed set of guidelines adopted at the first meeting of the OSFAC in 2014 and reviewed every three years thereafter, or when instructed by the Director.

### **4. Observers**

- a) The Director of Fisheries may nominate a Departmental observer to attend any OSFAC meeting.
- b) Other observers or relevant experts may be invited to attend meetings with the approval of the Chair.
- c) Persons seeking to attend the meeting as an observer shall write to the Chair seeking permission and outlining the reasons for their attendance, no later than two weeks prior to the meeting.
- d) Observers may be asked to leave the meeting at any time by the Chair.

### **5. Minutes/reporting**

- a) Draft minutes will be prepared by the Secretary, approved by the Chair and forwarded to Committee members/appointed observers within ten working days of each meeting. Members/appointed observers will be given a further ten working days to provide comment on the draft minutes.
- b) Copies of any member/appointed observer's comments will be circulated to all members/appointed observers within the text of the draft minutes. Members/appointed observers will have a further 10 days to comment, prior to the Chair approving final 'draft minutes'.
- c) Should there be significant differences of opinion on the content of the draft minutes the Chair may suspend discussion until the next face-to-face meeting.
- d) A Chair's summary will be prepared by the Secretary, based on the final agreed draft minutes and the Chair will meet with the Director to present the meeting summary.
- e) The Chair's summary will be released to members/appointed observers who may distribute the summary to their respective organisations. However should the draft minutes remain suspended until the next meeting a copy of the Chair's summary will not be provided until the Minutes are formally approved.



## Recreational Fishing Advisory Committee – Terms of Reference

**The Recreational Fishing Advisory Committee (RFAC) is a Ministerial Advisory Committee established to provide a forum for discussion and a source of advice to Government on matters significant to the recreational fishing community.**

### **Purpose:**

The purpose of the RFAC is to provide high level strategic advice to Government regarding future directions for recreational fishing development in the Northern Territory. That will include (but not be limited to) advice regarding:

- delivery of priority objectives in the Recreational Fishing Development Plan 2012-2022;
- Significant issues affecting the future of recreational fishing in the Northern Territory (for example the development of Marine Protected Areas)
- Significant matters of public policy that may impact or benefit the future of recreational fishing in the Northern Territory (for example the development of Marine Protected Areas)
- Any other matter referred to them for consideration by the Minister for Fisheries.

### **Membership:**

The Minister will appoint an independent Chair to oversee the operation of RFAC, reviewed annually (or sooner at the discretion of the Minister). The Minister will co-chair RFAC meetings. Having regard to appropriate diversity and equal opportunity, up to ten members (not inclusive of the Chair) may be appointed to the RFAC, with:

- Provision for the president (or nominated committee member) from each of the Amateur Fishermen's Association of the Northern Territory and the Northern Territory Guided Fishing Industry Association. Provision for up to eight additional members who, collectively, cover the broad diversity of recreational fishing interests across all aspects of the activity in the Northern Territory (including from regional and remote areas).

The Minister may also direct the Department of Primary Industries and Fisheries (DPIF) to nominate an *ex-officio* member to the RFAC, that member being an appropriate member from the Fisheries Division, to ensure high level expertise is available to the committee in discharge of duties under this Terms of Reference.

The Department of Primary Industry and Fisheries will furnish the RFAC with an appropriate level of Secretariat support.

Membership will be granted by Ministerial appointment. Terms of membership will be for a maximum of three years. Membership terms may be of 1-3 years duration to ensure continuity of core membership. Ideally the turnover of members at any one time should be between 3-5 members. Attendance by proxy representatives is to be approved prior to meetings by the Chair. Members who do not attend three consecutive meetings may have their membership reviewed. A Quorum will exist if half plus one of the RFAC members are available to meet on a scheduled day.

The Minister may nominate an observer to attend the meetings of the RFAC at any time. The Executive Officers of both AFANT and the NTGFIA will be appointed as permanent observers. Any other observers and/or other experts may be invited to attend meetings from time-to-time with the approval of the Chair.



## Procedures and meeting arrangements

### 1. Schedule of meetings

- a) Generally, two meetings will be held each year with additional meetings scheduled on an as-needs-be basis.
- b) The Minister may opt to schedule additional or specific meetings at any time, or seek advice from the committee out-of-session, if advice of an urgent or specific nature is required
- c) Meetings will typically be held in Darwin but may be held regionally where appropriate.
- d) A schedule of forward meeting dates for the next calendar year will be prepared and agreed by the Committee at the last scheduled meeting each year.

### 2. Meeting preparations

- a) A draft agenda is to be prepared by the Secretary and forwarded to members three weeks prior to meetings for any additional input and making clear the location and timing of the upcoming meeting.
- b) Agenda item background papers may be prepared with the Chair's approval and forwarded to the Secretary to enable distribution to members two weeks prior to meetings.
- c) Where members nominate agenda items but do not provide an agenda paper, the Chair may instruct the member to prepare a background paper on the issue to ensure all members are able to fully consider the matter in advance of the meeting at which discussion is scheduled.

### 3. Conduct of meetings

- a) Final agendas that clearly stipulate required outcomes from each item will be prepared and are to be accepted as first order of business at meetings.
- b) Matters addressed are to be resolved by consensus and where agreement cannot be reached, the respective views of various members will be recorded.
- c) Members will operate by an appropriately endorsed set of rules/norms formulated and adopted at the first meeting of the RFAC and reviewed every three years or on instruction of the Minister.
- d) Resolutions will be made on matters considered and recorded for agreement by members. Where possible, this is to be completed during the course of the meeting. Where this is not possible, a draft resolution is to be forwarded to all members within ten working days. Urgent matters will be decided at meetings, or where this is not possible, by direct contact with members.
- e) A maximum of four observers may attend meetings but observers will not be permitted to address the meeting. Approval for their attendance must be requested in advance and will be subject to the Chair's discretion. Observers may be asked to leave the meeting at any time.

### 4. Minutes/reporting

- a) A Chair's Summary of discussions will be prepared immediately after each meeting of the RFAC and provided to the Minister as a reasonable communique within 5 days of the meeting date, and subsequent to endorsement by members. Once approved by the Minister the communique should be made publicly available.
- b) Formal Minutes of each meeting will be prepared by the Secretary and forwarded to members within ten working days after each meeting. Members should respond with suggested amendments or additions, or agreement, within a further ten working days of receipt.
- c) Reporting will operate on exception; lack of response to either of the above will be taken as support.
- d) Final minutes will be formally accepted at the next meeting.
- e) At the completion of each financial year, the RFAC will provide an annual report of activity to the Minister, including a statement of accounts against use of public funds to provide for operation of the committee.



## ZOONOSIS AND ENVIRONMENTAL PATHOGENS COMMITTEE

### ***MEMBERSHIP***

#### Department of Health

Director, Centre for Disease Control  
Head of Surveillance, Centre for Disease Control  
ABL Project Officer  
Principal Medical Adviser  
Chief Health Officer  
Supervising Pathologist  
Senior Medical Entomologist  
Operations Manager Entomology  
Enteric Epidemiologist

#### **Menzies School of Health Research**

#### **Professor of Infectious Diseases**

Parks and Wildlife Commission  
Veterinarian, Territory Wildlife Park

#### **Department of Primary Industry and Fisheries**

#### **Chief Veterinary Officer**

Principal Veterinary Virologist, Berrimah Veterinary Laboratories  
Principal Veterinary Officer Biosecurity

#### **Department of Agriculture, Fisheries and Forestry and Biosecurity**

Veterinarian  
Entomologist

### ***TERMS OF REFERENCE***

To provide expert technical advice to the Northern Territory Government on public health risks caused by disease of animals and environmental pathogens by:

1. Maintaining a network of technical specialists (government and other organisations) who are experts in zoonotic diseases and environmental pathogens
2. When required, providing advice to government and the human and animal health community on public health risks caused by disease of animals and environmental pathogens
3. When required, providing disease control advice to managers of an emergency animal disease response when there are human health concerns for industry and response personnel

**Note**

1. The Chair is rotated between the Department of Resources and the Department of Health every 2 years.
2. Two meetings are held annually (2-3 hrs). Technical sessions may be included in the meeting.