

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Agency Administration

Mrs Finocchiaro to the Chief Minister for all agencies falling under the previous Ministry's portfolio responsibilities, listed in Administrative Arrangements Order (No. 2) 2020, as follows:

Part 1

Agencies for Financial Management Act 1995 and Public Sector Employment and Management Act 1993

- Auditor-General's Office
- Department of Corporate and Information Services
- Department of Education
- Department of Environment and Natural Resources
- Department of Health
- Department of Infrastructure, Planning and Logistics
- Department of Local Government, Housing and Community Development
- Department of Primary Industry and Resources
- Department of the Attorney-General and Justice
- Department of the Chief Minister
- Department of the Legislative Assembly
- Department of Tourism, Sport and Culture
- Department of Trade, Business and Innovation
- Department of Treasury and Finance
- Land Development Corporation
- Northern Territory Electoral Commission
- Northern Territory Emergency Service
- Northern Territory Fire and Rescue Service
- Office of the Commissioner for Public Employment
- Office of the Independent Commissioner Against Corruption
- Ombudsman's Office
- Police Civil Employment Unit
- Territory Families

Part 2

Agencies for Financial Management Act 1995 only

- Aboriginal Areas Protection Authority
- Department of Local Government, Housing and Community Development – NT Home Ownership
- Northern Territory Police, Fire and Emergency Services
- Northern Territory Treasury Corporation

AGENCY ADMINISTRATION

Notes:

We submitted these questions and received responses as at 31 March 2020. Now that there have been significant machinery of government changes, in the interests of accountability and completeness, we are asking the same questions for a full year record of actuals.

We understand it will be easier for Agencies to provide a full year response rather than just the final quarter.

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

My Office would be very grateful if the question could be inserted at the beginning of each answer. Thank you for doing this last time.

STAFFING

1. Please provide details for the following staffing questions as at 30 June 2020:
 - 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 who identify as Aboriginal and Torres Strait Islander as at 30 June 2020, and as a percentage of the Agency total employment as at 30 June 2020 (all classifications);
 - c) Please advise the number of frontline staff as FTE as at 30 June 2020 and as a percentage of the Agency total employment (all classifications).

Answer:

1 (a) As at 30 June 2020

i.

Agency Total	Pay 26, 2020 (24 June 2020)
Full Time Equivalent (FTE)	281.76

ii.

FTE	Pay 26, 2020 (24 June 2020)
Permanent Part time	19.97

iii.

FTE	Pay 26, 2020 (24 June 2020)
Fixed Period Employees	54.49

1 (b)

A whole-of-government response to Question 1(b) will be provided by the Office of the Commissioner for Public Employment.

1 (c)

Although many of the department's roles interface directly with clients/public, we do not distinguish these roles as 'frontline service' delivery.

2. Please advise, in each category:

- a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2020
- b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

Answer:

2 (a)

FTE	Pay 26, 2020 (24 June 2020)
Contracts (Executive and Temporary)	54.49

2 (b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2020

FTE	Pay 26, 2020 (24 June 2020)
AO2	1.00
AO3	0.80
AO4	0.80
AO5	2.00
AO7	3.00
AQF4A	1.00
P1	5.00
P2	4.00
P3	7.90
SAO1	2.00
SAO2	3.00
SBA	1.40
SP1	2.00
T2	8.00
T3	3.60
T6	0.99
Total	46.49

FTE	Pay 26, 2020 (24 June 2020)
ECO1	1.00
ECO2	6.00
ECO5	1.00
Total	8.00

3. For the full financial year ending 30 June 2020 how many staff:
- a) Resigned
 - b) Were made redundant
 - c) Were terminated

Answers:

3 (a) Full financial year ending 30 June 2020 how many staff resigned

Reason	1 July 2019 to 30 June 2020
Resigned	19

3 (b) Full financial year ending 30 June 2020 how many staff were made redundant

Reason	1 July 2019 to 30 June 2020
Redundant	3

3 (c) Full financial year ending 30 June 2020 how many staff were terminated

Reason	1 July 2019 to 30 June 2020
Terminated	0

4. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2020?

Answer:

As at 30 June 2020, 23 employees were classified as 'unattached' and NIL employees categorised as redeployees.

5. How many staff were categorized as supernumerary for the full financial year ending 30 June 2020?

Answer:

As at 30 June 2020:

FTE	Pay 26, 2020 (24 June 2020)
Supernumerary	41.73

6. 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 2020?

Answer:

Nil staff were engaged through employment agency arrangements for the 2019-20 financial year.

7. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2020?

Answer:

This question is not applicable to this department.

8. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2020?

Answer:

The Department of Environment, Parks and Water Security did not have a Special Measures plan in place for the 2019-20 year.

The Department of Environment, Parks and Water Security did not have a Special Measures plan in place for the 2019-20 year.

9. How many positions that had Special Measures applied, as referred to in the question above, had to be re-advertised due to the initial process not securing suitable candidates?

Answer:

Not applicable.

10. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2019. Of these, how many remain unresolved?

Answer:

OCPE to respond.

OUTSOURCING

11. For the period beginning 1 July 2019 and ending 30 June 2020, 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 2020/21? If so, provide details.

Answer:

No activities that are traditionally carried out by the agency were outsourced, contracted out or privatised during the period. No such arrangements are proposed for 2020-21.

LEGAL EXPENSES

12. What has been the expenditure on legal advice or related expenses for the financial year 2019/20? 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

Answer:

a) & b) 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. Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.

- c) Total legal fees paid from 1 July 2019 to 30 June 2020 is \$238,573. Those paid to legal firms or barristers are detailed in the table below.

	\$
Bowden McCormack Lawyers and Advisers	4,889
Chad Jacobi	7,510
Colin Biggers & Paisley Lawyers	68,019
Hutton McCarthy	27,450
Jonathan Martyn Bortoli	10,500
Maley & Burrows Barristers	2,273
Minter Ellison Lawyers	4,210
Murphy & Associates Barristers and Solicitors	40,740
Ward Keller Pty Ltd	40
TOTAL	165,631

PROCUREMENT / CONSULTANCIES

13. For the period beginning 1 July 2019 and ending 30 June 2020, 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

Answer:

g) Procurement processes were followed prior to work on the report or consultancy being undertaken.

Purpose (a)	Cost (b)	Vendor (c)	State of Principal Place (d)	Report tabled to LA Yes / No (e)	Outcomes / KPI (f)
Develop a Vegetation Management Plan for the Lherer Mparntwe	8,600	Arid Lands Environment Centre	NT	No	Management Plan
LEB Stakeholder engagement	220	Miss Beth Inkamala	NT	No	Stakeholder & Community Engagement
LEB Stakeholder engagement	220	Mr Carl Inkamala	NT	No	Stakeholder & Community Engagement
LEB Stakeholder engagement	220	Mr Geoffrey Inkamala	NT	No	Stakeholder & Community Engagement
LEB Stakeholder engagement	220	Mss Regina Lankin	NT	No	Stakeholder & Community Engagement
LEB Stakeholder engagement	220	Ms Elfreda McLean	NT	No	Stakeholder & Community Engagement
Investigate employee matter	525	Raelene Helen Burke	NT	No	Investigation findings
LEB Stakeholder engagement	440	Mr Conrad Ratarra	NT	No	Stakeholder & Community Engagement
LEB Stakeholder engagement	440	Mr Kevin Ungwanaka	NT	No	Stakeholder & Community Engagement
Strategic Risk Workshop	2,210	Warton Strategic	NT	No	Strategic Planning
Creation of an agency ICT Data Strategy	74,500	KPMG Australia	NT	No	Technical Report
Develop Divisional ICT Roadmap (2 ND payment)	36,355	KPMG Australia	NT	No	Technical Report
2020 Asset Revaluation	9,000	Territory Property	NT	No	Valuation Report

Purpose (a)	Cost (b)	Vendor (c)	State of Principal Place (d)	Report tabled to LA Yes / No (e)	Outcomes / KPI (f)
		Consultants Pty Ltd			
Population viability analysis for 3 species of coastal dolphin in Darwin Harbour	27,229	Charles Darwin University	NT	No	Technical Report
Groundwater projects for SREBA Technical Guidance document	13,636	Jacobs Group (Australia) Pty Ltd	VIC	No	Technical Report
Divisional Organisational Planning	13,600	Tina Lambert	NT	No	Strategic Planning
Asset valuation of Volunteer Bushfire Brigades vehicles	8,692	Colliers International	NT	No	Valuation Report
Specifications for a Grass Fire Unit prototype	13,675	Harris Kmon Solutions Pty Ltd	NT	No	Technical report
Prepare 2 JAQs for a division	2,415	Jarta Business Assist Pty Ltd	NT	No	Strategic Planning
Complete a structure review of a division	14,200	Tina Lambert	NT	No	Strategic Planning
Develop a strategic plan for Division based on workshop outcomes	8,100	Tina Lambert	NT	No	Strategic Planning
Gamba Grass management Plan	13,494	Snappy Gum Consulting	NT	No	Strategic Planning
Professional Services	54,750	Aquatic Informatics	TAS	No	Aquarius System Specifications

Purpose (a)	Cost (b)	Vendor (c)	State of Principal Place (d)	Report tabled to LA Yes / No (e)	Outcomes / KPI (f)
		Australia Pty Ltd			
Re-migration assistance for system implementation	6,000	Aquatic Informatics Australia Pty Ltd	TAS	No	Aquarius System Specifications
Methodology for estimating current and further authorised and unlicensed water use	13,635	Argyll Consulting Pty Ltd	NT	No	Usable Methodology
Mining Regulatory Framework	4,169	Arcadis Australia Pacific Pty Ltd	NSW	No	Technical Report
Sediment quality sampling design project for Darwin Harbour	19,944	Australian Institute of Marine Science	QLD	No	Technical Report
Design and Development of NT EPA internet website	24,000	Branium Labs	NT	No	Technical Report
Provide Fire Investigation Report for Manbulloo Fire	8,953	Burning Issues and Solutions	VIC	No	Technical Report
Determining background sediment metal concentrations in Darwin Harbour	19,270	Charles Darwin University	NT	No	Technical Report
Microbiological analysis on marine sediment	34,035	Charles Darwin University	NT	No	Technical Report

Purpose (a)	Cost (b)	Vendor (c)	State of Principal Place (d)	Report tabled to LA Yes / No (e)	Outcomes / KPI (f)
Provision of sediment quality analysis for Darwin Harbour II: Outer Harbour	18,816	Charles Darwin University	NT	No	Technical Report
Prepare JAQs	2,415	CJ Consulting HR Solutions Pty Ltd	NT	No	Strategic Planning
Water Modelling Services	40,901	Cloudgms Pty Ltd	SA	No	Technical Report
Create an onshore Petroleum Portal for use by third parties	247,947	Department of Corporate and Digital Development (DCDD)	NT	No	Online Petroleum Portal
EPA Public Comment Repository	10,298	Dialog Information Technology	QLD	No	Email submissions database for Environment Management Plans (EMP)
Produce survey diagram of Lot 5280 (4) Mavie St Fannie Bay	3,709	Earl James & Associates	NT	No	Technical Report
Provide a survey report for Part Lots 10881 & 10882 Town of Darwin	3,380	Earl James & Associates	NT	No	Technical Report
Provide an addendum survey report for Part Lots 10881 & 10882 Town of Darwin	500	Earl James & Associates	NT	No	Technical Report
Standardised Environmental Risk Assessment Framework	9,850	ECOZ Pty Ltd t/a ECOZ Environmental Services	NT	No	Environmental Risk Assessment (ERA) Framework

Purpose (a)	Cost (b)	Vendor (c)	State of Principal Place (d)	Report tabled to LA Yes / No (e)	Outcomes / KPI (f)
Environment Protection Legislation	59,318	Gemma Cecilia Varley	VIC	No	Environment protection Bills and Regulations for impact assessment
Divisional Administration Review	4,766	McTaggart Consulting	NT	No	Strategic Planning
Waste Tracking	46,133	Relational Data Systems	NT	No	Waste Tracking
Videoconference link for lawyer to appear at prosecution matter (MV Antung)	250	The Video Conferencing Centre	VIC	No	Technical Report
Prepare 3 JAQs	3,750	Turning Point Coach	NT	No	Strategic Planning
TOTAL	885,000				

14. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2019 and ending 30 June 2020. Outline the tasks performed.

Answer:

No expenditure has been paid, or was expected to be paid to Hawker Britton for the period beginning 1 July 2019 and ending 30 June 2020.

15. 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?

Answer:

20 procurement activities have resulted in 36 contracts awarded to business entities with their principal place of business in the Northern Territory for the period beginning 1 July 2019 and ending 30 June 2020.

Associated works include:

No.	Contracts and tenders
1.	Courier Services to Department of Environment and Natural Resources (period contract of 24 months)
2.	Monitoring of Coastal dolphins in the Darwin Region - Kenbi
3.	Monitoring of Coastal dolphins in the Darwin Region - Larrakia
4.	Provision of Sediment Quality Analyses for Darwin Harbour II: Outer Harbour
5.	Middle Arm Shorebird Surveys
6.	Provision of cleaning services for two (2) CSIRO Berrimah Office spaces (period contract of 12 months)
7.	Supply and Delivery of Water Bore Drilling Muds and Additives (period contract of 36 months)
8.	Provision of a Consultant Hydrogeologist for SREBA Water Sub-Components
9.	Hire of Rotary Wing Aircraft for Aerial Controlled Burning, Fire Survey and Fire Suppression Programs (period contract of 36 months). Panel of 8 successful business entities.
10.	Provision of Earthmoving Equipment and Other Plant with Operators for Bushfire Suppression Operations (period contract of 24 months). Panel of 9 successful business entities.
11.	Supply & Delivery of 1 side by side All-Terrain vehicle
12.	Supply & Delivery of 2 side by side All-Terrain vehicle. Panel of 2 successful business entities.
13.	Provision of Sediment Quality Analyses for Darwin Harbour III: Middle Arm
14.	Supply and Delivery of Two (2) 400L Quickspray Units
15.	Supply and Delivery of Two (2) Trailers to Carry a 400L Quickspray Unit

No.	Contracts and tenders
16.	Provision of Water Quality Analysis Services for a Period of 36 Months
17.	Supply Delivery and Installation of Audio-visual and Video Conferencing Equipment for New Bushfires NT Headquarters
18.	ICT Specialist Services DENR NT EPA Website Development
19.	Supply Delivery and Installation of Bushfires NT Radio Console and Communications Hub
20.	BFNT Radio Network Upgrade

16. 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 2019 and ending 30 June 2020? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.

Answer:

There were 11 procurement activities with 12 contracts awarded to businesses with a principal place outside of the Northern Territory for the period beginning 1 July 2019 and ending 30 June 2020.

Details for the work being undertaken by each business entity and the selection criteria for the successful business entity is detailed as follows:

No.	Business Entity	Work being undertaken	Selection criteria
1.	Outline Global Pty Ltd T/as Outline Imagery	A dugong aerial survey conducted in the Gulf of Carpentaria, Northern Territory. High resolution images of the survey area captured from a separate aircraft will be used to determine dugong population and abundance estimates.	<ul style="list-style-type: none"> • Price • Local content • Innovation • Past performance • Capacity • Timeliness • Scope specific
2.	Ecological Marine Services Pty Ltd	A Consultant Technical Lead Scientist to provide services for the Gulf of Carpentaria Dugong Aerial Survey (October-November 2019).	<ul style="list-style-type: none"> • Price • Local content • Innovation • Past performance • Capacity • Timeliness

No.	Business Entity	Work being undertaken	Selection criteria
			<ul style="list-style-type: none"> • Scope specific
3.	Agricultural Chemistry Pty Ltd as Trustee for The I & J Grant Trust Contractor 1	Quality assured soil laboratory testing for project samples from a National Association of Testing Authorities (NATA) and/or Australasian Soil and Plant Analysis Council (ASPAC) certified laboratory. The laboratory needs to be equipped for a range of predetermined tests and methods and produce results in a timely manner.	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Timeliness • Scope specific
4.	Department of Environment and Science Contractor 2		
5.	McGillvray Aviation Pty Ltd	Aerial surveys have been standardised since the early 1980s to survey dugong populations and the majority of these surveys have used the Partenavia aircraft fitted with transect markers specifically engineered to fit this aircraft. This technical requirement constrains this contract to a limited number of suppliers.	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Scope specific
6.	CloudGMS Pty Ltd	Ongoing advisory, technical support and maintenance of the suite of water resource models currently available for planning, licensing and assessment applications.	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Scope specific
7.	Quik Corp Pty Ltd trading as Quik Corp Fire Engineering	To standardise the Bushfires NT Grass Fire Unit design for vehicles to ensure consistency and safety of vehicles. The key design elements need to address the ergonomic requirements to prevent any injuries and workplace accidents, incorporate all key items used by staff and volunteers and make fighting fires as easy as possible for all involved.	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Timeliness • Scope specific
8.	Statplan Consulting Pty Ltd	Final analysis of population estimates and movement patterns for three species of coastal dolphins in the Darwin region.	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Timeliness
9.	Murdoch University	To assess the use of artificial intelligence for the analysis of dugong aerial survey imagery from the Gulf of Carpentaria.	<ul style="list-style-type: none"> • Price • Local content • Scope specific
10.	Diversity Arrays Technology Pty Ltd	Genomic DNA extraction and genome sampling to characterise Typhonium population diversity	<ul style="list-style-type: none"> • Price • Local content • Capacity

No.	Business Entity	Work being undertaken	Selection criteria
			<ul style="list-style-type: none"> • Timeliness • Scope specific
11.	Leica Microsystems Pty Ltd	Supply and delivery of a high magnification compound microscope and high level digital camera to be used for the identification of aquatic macroinvertebrates as part of aquatic ecosystem health monitoring, equipped with a digital camera attachment and image montaging capability	<ul style="list-style-type: none"> • Price • Local content • Past performance • Capacity • Timeliness • Scope specific
12.	Department of Agriculture, Water and the Environment	As all crocodilians are listed on the Appendices of the Convention on International Trade in Endangered Species (CITES) convention any export of live crocodiles and commercial shipments of crocodile skins, produces or by products from Australia requires a CITES permit. NT businesses cannot purchase directly so the agency provides CITES skin tags to NT crocodile farms on behalf of the Australian Government.	This is the only entity the CITES tags can be purchased from.

17. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2019 and ending 30 June 2020?

Answer:

There were 7 public quotations undertaken during the period beginning 1 July 2019 and ending 30 June 2020 for tier 3, tier 4 and tier 5 procurement activities.

18. 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 2019 and ending 30 June 2020?

Answer:

Sub-questions 18 and 19 answered together below.

19. For each instance identified in the question above, where a public quotation process was not undertaken, including for Certificates of Exemption:
- What is the description of the goods and services contracted?
 - What is the value of the goods and services contracted?
 - What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
 - Who recommended the course of action in c) above?
 - Who approved the course of action in c) above?

Answer:

For Tier 3, Tier 4 and Tier 5 procurement activities, five contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2019 and ending 30 June 2020.

A response is not provided for d) and e) as it is inappropriate to name employees.

a) Description	b) Value	c) Reason
1. Hire Of Rotary Wing Aircraft For Aerial Controlled Burning, Fire Survey And Fire Suppression Programs for a Period of 36 Months	2,238,523	Panel contract utilised
2. Provision of Sediment Quality Analyses for Darwin Harbour III: Middle Arm	110,701	CDU Partnership Agreement
3. Consultant Hydrogeologist for SREBA Water Sub-Components	55,440	Supplies available from limited or single source
4. Statistical Support for Long-Term Monitoring of Coastal Dolphins in the Darwin Region	33,000	Supplies available from limited or single source
5. Water Modelling Advisory Services for a Period of 36 Months	92,260	Supplies available from limited or single source

20. 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 30 June 2020.

Answer:

The total number of NTG Corporate Credit Cards within the Agency as at 30 June 2020 is 87.

The department has a large number of corporate credit cards to support work that occurs territory wide. Due to the nature of the business of the Agency numerous staff travel regularly and remotely for various lengths of time and are required to have corporate credit cards in order to purchase goods and

services as required. Purchases made on corporate credit cards are in line with Treasurer's Directions and Agency policies.

The following represent details of the credit card holder's as at 30 June 2020.

	Position Title	Position Classification
1.	Administration Support Officer	AO3
2.	Regional Weeds Officer Alice Springs	P3
3.	Water Monitoring Officer	T3
4.	Regional Weeds Officer Darwin	P3
5.	Scientist	P3
6.	Manager Surface Water Monitoring	T5
7.	Senior Land Use Technical Officer	T4
8.	Regional Business Support Officer	AO3
9.	Director Wildlife Use	SP1
10.	Senior Water Monitoring Officer	T4
11.	Senior Rangelands Monitoring Officer	T4
12.	Senior Fire Management Officer	T4
13.	Water Monitoring Officer	T3
14.	Senior Water Monitoring Officer	T4
15.	Technical Officer Aquatic Health	T4
16.	Manager Drill & Bore Testing South	T5
17.	Senior Fire Management Officer	T4
18.	Assets & Logistics Officer	T3
19.	Water Monitoring Supervisor	T5
20.	Weeds Officer	T3
21.	Depot Manager	T5
22.	Senior Scientist	P3
23.	Director Water Assessment	SP2
24.	Data Manager	T4
25.	Technical Officer (Marine)	T3
26.	Rangeland Monitoring Officer	P3
27.	Project Officer Committees	AO5
28.	Director Land Assessment & Geospatial	SP2
29.	District Weeds Officer Darwin	P2
30.	Senior Scientist	P3
31.	Water Monitoring Officer	T3
32.	Senior Hydrogeologist	P3
33.	Training & Extension Officer	T3
34.	Weeds Officer	T3
35.	Assistant Director Operations	T5
36.	Herbarium Technical Officer	T2
37.	Senior Water Monitoring Officer	T4
38.	Senior Instrument Tech	T4
39.	Weeds Officer	T3
40.	Senior Land Resource Officer	P2
41.	Aquatic Health Technician Officer	T3
42.	Finance Officer	AO5
43.	Senior Water Monitoring Officer	T4
44.	Land Development Facilitator	SAO1

	Position Title	Position Classification
45.	Business Manager	AO6
46.	Manager Drilling Services	T6
47.	Scientist – Biodiversity	P2
48.	Rangeland Monitoring Officer Darwin	T3
49.	Community Engagement Coordinator	AO6
50.	Administration Officer	AO3
51.	Executive Officer Pastoral Land Board	AO6
52.	Senior Rangelands Monitoring Officer	T4
53.	Regional Weeds Officer Katherine	P3
54.	Weed Scientist Rangelands	P2
55.	Onshore Petroleum Weed Manager	P3
56.	Senior Rangeland Monitoring Officer	T4
57.	Senior Water Monitoring Officer	T5
58.	Hydrogeologist	P3
59.	Contracts Officer	AO4
60.	Facility Manager	P1
61.	Technical Officer	T3
62.	Bore Test Supervisor	T4
63.	Director Water Planning & Engagement	SAO2
64.	Senior Risk Planner	P3
65.	Fire Management Officer-Operations Coordinator	T3
66.	Business Support Officer	AO3
67.	Senior Rangelands Monitoring Officer	T4
68.	Hydrogeologist	P3
69.	Fire Management Officer	T4
70.	Business Support Officer	AO3
71.	Executive Officer Committees	AO6
72.	Volunteer Support Officer	AO5
73.	Senior Water Monitoring Officer	T4
74.	Business Support Officer	AO5
75.	Regional Administration Officer Katherine	AO4
76.	Operational Support Officer	T2
77.	Biodiversity Scientist	P1
78.	Senior Fire Management Officer	T4
79.	Weed Sciences Technical Officer	T3
80.	Senior District Weeds Officer Katherine	P2
81.	Land Resources Technical Officer	P2
82.	Community Engagement Officer	AO6
83.	Fire Management Officer – Operations Coordinator	T3
84.	Land Development Coordinator	P2
85.	Communications Consultant	AO6
86.	Media Manager	SAO1
87.	Administrative Support Officer	AO2

FOCUS GROUPS / POLLING / SURVEYS

21. Please detail expenditure during the period beginning 1 July 2019 and ending 30 June 2020 on opinion polls and focus groups, including costs and entities that conducted the work.

Answer:

There has been no expenditure on opinion polls or focus groups for the period 1 July 2019 to 30 June 2020.

22. Please provide copies of the surveys identified in the question above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2019 and ending 30 June 2020.

Answer:

There were no surveys identified in question 21.

COMMUNICATIONS AND MARKETING

23. Please detail expenditure on advertising and communications during the period beginning 1 July 2019 and ending 30 June 2020.

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

Answer:

- a) The purpose / descriptions of the advertisements were:

- Bereavement notices
- Environment Impact Assessments (including terms of reference)
- Environment Management Plans
- Bushfire season awareness campaigns (north and south NT)
- Help Stop the Drop (water conservation campaign)
- Water licences
- Water allocation plans
- Weed management plans
- Weed awareness campaigns
- Waterfowl hunting season*
- Aboriginal ranger grants*
- Canid pest ejector*
- Expressions of Interest (Drillers Qualification Advisory Committee)**

- Land clearing applications (on behalf of the Pastoral Land Board)
- b) The advertisements were placed with the following media outlets:
- NT News
 - Katherine Times
 - Tennant and District Times
 - Centralian Advocate
 - The Australian
 - NAFA
 - Go Transit Media
 - Facebook
- c) Total expenditure on advertising and communications during the period 1 July 2019 to 30 June 2020 was \$288,000 inclusive of design, commission and placement costs.
- d) RFQs* were called to produce promotional videos for the draft waterfowl management plan, Aboriginal ranger grants and canid pest ejector. Expressions of interest were called to fill vacancies on the Drillers Qualification Advisory Committee** <https://denr.nt.gov.au/boards-and-committees/water-advisory-committees/other-advisory-committees/drillers-qualification-advisory-committee>

TRAVEL

24. 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 2019 and ending 30 June 2020 broken down to:
- a) International travel
 - b) Interstate travel
 - c) Intrastate travel

Answer:

- a) There was no international travel for the agency during the period 1 July 2019 to 30 June 2020.
- b) Total interstate travel expenditure including airfares, accommodation, travelling allowance and incidentals is \$78,705.93 for 1 July 2019 to 30 June 2020.
- c) Total intrastate travel expenditure including airfares, accommodation, travelling allowance and incidentals is \$1,184,832.09 for 1 July 2019 to 30 June 2020.

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

Answer:

Not applicable, no international travel was undertaken during the period 1 July 2019 to 30 June 2020.

26. 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 2019 and ending 30 June 2020.

Answer:

There was no travel for the Minister that was paid for by the Agency during 1 July 2019 and 30 June 2020.

HOSPITALITY / FUNCTIONS AND EVENTS

27. Please provide full details of all public service hospitality provided for the period beginning 1 July 2019 and ending 30 June 2020.

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?

Answer:

Table below outlines the departmental response for a), b), f) and g) for 1 July 2019 to 30 June 2020.

- c) Minister Lawler attended the: Lhere Mparntwe Management Strategy Public Launch; the Arid Zone Research Institute (AZRI) building in Alice Springs to meet departmental staff; and the Bushfires NT Top End Volunteer Appreciation Event 2019.
- d) One ministerial staff member attended the Lhere Mparntwe Management Strategy Public Launch; the AZRI building in Alice Springs to meet departmental staff; and the Bushfires NT Top End Volunteer Appreciation Event 2019
- e) Kezia Purick (Goyder), Garry Higgins (Daly), Gerry Wood (Nelson) attended the Bushfires NT HQ opening morning tea

(a) Purpose	(b) Number of Guests	(f) Number of Public Sector Employees	(g) Total Costs incurred \$
Bushfires NT Top End Volunteer Appreciation Event 2019	106	11	3,782

(a) Purpose	(b) Number of Guests	(f) Number of Public Sector Employees	(g) Total Costs incurred \$
Bushfires NT Savannah Volunteer Appreciation Event 2019	72	5	1,105
Vehicle Reference Group	11	3	81
Bushfires NT Training Course for volunteers	8	2*	247
Community debrief in reference to the Stuart Estate/Katherine fires	36	4	415
Fire Fighter NT Training course for Bushfires volunteers 29/07/2019	13	1	30
Fire Fighter NT Training course for Bushfires volunteers 27&28/07/2019	21	3	372
Fire Fighter NT Training course for Bushfires volunteers 12-13/10/2019	14	2	28
Fire Fighter NT Training course for Bushfires volunteers 9-10/11/2019	11	2	392
Fire Fighter NT Training course for Bushfires volunteers 10-13/11/2019	14	2	489
Northern Territory Cattlemen's Association AGM Gala Dinner#	2	2	427
Lhere Mparntwe Management Strategy Public Launch	25	8	214
Chief Minsters Award 2019	20	20	2,000
Climate Change Week	33	33	1,657
Environment Management Plan workshop	24	14	466
Minister visit at AZRI	22	20	69
DENR Christmas Party	130	130	373
Dundee/Milne Community Day	100	30	295
Hosting of Environmental Invasives Committee meeting	24	2	1,562
Savannah Fire Forum	8	8	285
Flora and Fauna divisional review - consultant meeting	10	9	151
Aboriginal Elders to record knowledge	6	1	135
Managers of Australasian Herbarium Collections meeting	16	12	108

(a) Purpose	(b) Number of Guests	(f) Number of Public Sector Employees	(g) Total Costs incurred \$
Australasian Wildlife Management Society Conference	1	1	75
Water Advisory Committee Chair dinner	10	8	343
Opening Bushfires NT HQ	104	44	634
Flora & Fauna Divisional structural review workshop	32	31	379
Environmental Operations annual strategic planning workshop	11	11	162
Weed Reference Group meeting	17	17	466
Water Resources divisional meetings throughout the year [@]	Various	Various	607
TOTAL			17,349

* No cost

NTCA Dinner was cancelled however ticket was non-refundable

[@] Includes several different divisional meetings with differing number of divisional attendees. All attendees are NTG employees.

Excludes regular statutory board, NTG managed committees, or advisory groups, as the total cost of these is included in written question 42.

GRANTS AND DONATIONS

28. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2019 and ending 30 June 2020.

Answer:

The below table represents expenditure on grants and donations paid during the period 1 July 2019 to 30 June 2020.

Grant Name	Recipient	NTG or externally funded	Amount
Commonwealth National Water Infrastructure Development Fund	GeoScience Australia	Externally Funded	200,000
Environment Project Grant	Olive Pink Botanic Garden	NTG	50,000
Environment Project Grant	Thamarrurr Development Corporation Ltd	NTG	9,155
Environment Operational Grant	Arid Lands Environment Centre	NTG	100,000

Grant Name	Recipient	NTG or externally funded	Amount
Environment Operational Grant	Australian Marine Conservation Society Inc.	NTG	30,000
Environment Project Grant	Alice Springs Town Council	NTG	45,000
Environment Project Grant	Arid Lands Environment Centre	NTG	19,450
Environment Project Grant	Arid Lands Environment Centre	NTG	18,555
Environment Project Grant	Charles Darwin University	NTG	49,329
Environment Project Grant	Katherine Town Council	NTG	45,144
Environment Project Grant	NT Farmers Association Incorporated	NTG	42,317
Environment Project Grant	8CCC Community Radio	NTG	7,700
Environment Project Grant	Anula Primary School	NTG	5,050
Environment Project Grant	Millner Primary School	NTG	2,600
Environment Project Grant	Taminmin College	NTG	5,700
Environment Project Grant	Environmental Defenders Office Ltd	NTG	100,000
Environment Project Grant	The Environment Centre NT Inc	NTG	100,000
Environment Project Grant	Local Government Association Of The Northern Territory	NTG	150,000
Environment Project Grant	Keep Australia Beautiful Council (NT) Inc	NTG	150,000
Fire Mitigation Equipment Subsidy	Angkerle Aboriginal Corporation Inc	NTG	454
Fire Mitigation Equipment Subsidy	Australian Agricultural Company Ltd	NTG	1,200
Fire Mitigation Equipment Subsidy	Australian Wildlife Conservancy	NTG	1,200
Fire Mitigation Equipment Subsidy	Ban Ban Springs Station	NTG	1,200
Fire Mitigation Equipment Subsidy	Brett Cattle Company Pty Ltd	NTG	1,200
Fire Mitigation Equipment Subsidy	Cave Creek Station	NTG	514
Fire Mitigation Equipment Subsidy	Consolidated Pastoral Company Pty Ltd	NTG	1,200
Fire Mitigation Equipment Subsidy	Coomalie Trust	NTG	584
Fire Mitigation Equipment Subsidy	Darwin River Diggers Pty Ltd	NTG	1,200
Fire Mitigation Equipment Subsidy	Dr Alan Roe	NTG	1,200
Fire Mitigation Equipment Subsidy	E & J Curriez	NTG	887
Fire Mitigation Equipment Subsidy	Go West Co Pty Ltd	NTG	963
Fire Mitigation Equipment Subsidy	Hayfield Station	NTG	1,200

Grant Name	Recipient	NTG or externally funded	Amount
Fire Mitigation Equipment Subsidy	Legune Station	NTG	1,200
Fire Mitigation Equipment Subsidy	Mr Alan Edward Fraser	NTG	425
Fire Mitigation Equipment Subsidy	Mr Doug Allsopp	NTG	137
Fire Mitigation Equipment Subsidy	Mr Godfrey Mcteer	NTG	455
Fire Mitigation Equipment Subsidy	Mr Haiden Norman Christopher Delaney-Phillips	NTG	184
Fire Mitigation Equipment Subsidy	Mr Mark Damien Wood & Ms Sheree Ann Jones	NTG	523
Fire Mitigation Equipment Subsidy	Mr Nathan John Drummond	NTG	1,200
Fire Mitigation Equipment Subsidy	Mr Phillip Nicholas Springate	NTG	350
Fire Mitigation Equipment Subsidy	Mr Robert Jones Lawrence	NTG	1,200
Fire Mitigation Equipment Subsidy	Mr Samuel Richard & Mrs Doris Angela Baylis	NTG	1,200
Fire Mitigation Equipment Subsidy	Mr Steven Charles Foster	NTG	1,120
Fire Mitigation Equipment Subsidy	Mrs Barbara Tootell	NTG	1,200
Fire Mitigation Equipment Subsidy	Mrs Gaye Katherine Lawrence	NTG	1,200
Fire Mitigation Equipment Subsidy	Mt Doreen Proprietors	NTG	1,200
Fire Mitigation Equipment Subsidy	Mt McMinn Cattle Station	NTG	1,200
Fire Mitigation Equipment Subsidy	PA Severin & Co	NTG	622
Fire Mitigation Equipment Subsidy	Sandstone NT Solar	NTG	712
Fire Mitigation Equipment Subsidy	Savannah Investments (NT) Pty Ltd	NTG	808
Fire Mitigation Equipment Subsidy	Spotty Dog Projects	NTG	1,200
Fire Mitigation Equipment Subsidy	Sundance Farm Pty Ltd	NTG	1,200
Fire Mitigation Equipment Subsidy	Trengrove Cattle Company Pty Ltd	NTG	1,200
West Arnhem Land Fire Management Agreement (WAFMA)	Arnhem Land Fire Abatement Ltd (ALFA)	Externally Funded	1,379,784
West Arnhem Land Fire Management Agreement (WAFMA)	Charles Darwin University	Externally Funded	100,000
Fire Mitigation Equipment Subsidy	Mr Martin James Selwood	NTG	1,200
Volunteer Bushfire Brigade Operational Funding	Dundee Volunteer Bushfire Brigade Inc	NTG	19,400

Grant Name	Recipient	NTG or externally funded	Amount
Fire Mitigation Equipment Subsidy	Anningie Station	NTG	727
Fire Mitigation Equipment Subsidy	Mr Peter King	NTG	432
Fire Mitigation Equipment Subsidy	Broad Cattle Company	NTG	425
Fire Mitigation Equipment Subsidy	Oxley Grazing	NTG	1,200
Fire Mitigation Equipment Subsidy	Mccourt Cattle Co	NTG	1,200
Fire Mitigation Equipment Subsidy	Harney Beach Pty Ltd	NTG	700
Fire Mitigation Equipment Subsidy	Mr Stephen Joseph Hair	NTG	636
Volunteer Bushfire Brigade Operational Funding	Daly River Volunteer Bushfire Brigade Inc	NTG	4,400
Fire Mitigation Equipment Subsidy	Mr Darren Mckelvie	NTG	1,200
Fire Mitigation Equipment Subsidy	Mr Barry And Mrs Anne Hein	NTG	1,200
Fire Mitigation Equipment Subsidy	Angus Fleming	NTG	374
Fire Mitigation Equipment Subsidy	Mrs Wendy Joan Thorn	NTG	1,200
Volunteer Bushfire Brigade Operational Funding	Cox Peninsula Volunteer Bushfire Brigade	NTG	15,100
Volunteer Bushfire Brigade Operational Funding	Milne Volunteer Bushfire Brigade Inc	NTG	14,552
Volunteer Bushfire Brigade Operational Funding	Elizabeth Valley Volunteer Bushfire Brigade	NTG	17,400
Volunteer Bushfire Brigade Operational Funding	Acacia Hills Volunteer Bushfire Brigade	NTG	15,300
Volunteer Bushfire Brigade Operational Funding	Darwin River Volunteer Bushfire Brigade	NTG	27,400
Volunteer Bushfire Brigade Operational Funding	Labasheeda Park Volunteer Bush Fire Brigade Inc	NTG	12,400
Volunteer Bushfire Brigade Operational Funding	Livingstone Volunteer Bushfire Brigade Inc	NTG	30,400
Volunteer Bushfire Brigade Operational Funding	Tennant Creek Volunteer Bushfires Brigade	NTG	7,200
Volunteer Bushfire Brigade Operational Funding	Lambell's Lagoon Volunteer Bushfire Brigade Inc	NTG	24,400
Volunteer Bushfire Brigade Operational Funding	Berry Springs Volunteer Bushfire Brigade	NTG	25,400
Volunteer Bushfire Brigade Operational Funding	Marrakai Volunteer Bushfire Brigade Incorporated	NTG	23,400

Grant Name	Recipient	NTG or externally funded	Amount
Volunteer Bushfire Brigade Operational Funding	Point Stuart Volunteer Bushfire Brigade Inc	NTG	12,200
Volunteer Bushfire Brigade Operational Funding	Batchelor Adelaide River Tortilla Volunteer Bushfire Briga+	NTG	35,400
Volunteer Bushfire Brigade Operational Funding	Dundee Volunteer Bushfire Brigade Inc	NTG	19,400
Volunteer Bushfire Brigade Operational Funding	Edith Farms	NTG	18,400
Volunteer Bushfire Brigade Operational Funding	Alice Springs Volunteer Bushfire Brigade Inc	NTG	25,200
Volunteer Bushfire Brigade Operational Funding	Katherine Volun Bushfire Brigade Grant	NTG	25,400
Land Management and Conservation Fund	Central Land Council	NTG	5,000
Land Management and Conservation Fund	Central Land Council	NTG	13,500
Land Management and Conservation Fund	Central Land Council	NTG	23,427
Land Management and Conservation Fund	Central Land Council	NTG	16,100
Land Management and Conservation Fund	Central Land Council	NTG	24,345
Land Management and Conservation Fund	DEMED Aboriginal Corporation	NTG	74,628
Land Management and Conservation Fund	Dhimurru Land Management Aboriginal Corporation	NTG	24,000
Land Management and Conservation Fund	Indigenous Land Corporation	NTG	3,800
Land Management and Conservation Fund	Jawoyn Association Aboriginal Corporation Centralised	NTG	12,000
Land Management and Conservation Fund	Larrakia Nation Aboriginal Corporation	NTG	18,000
Land Management and Conservation Fund	Laynhapuy Homelands Aboriginal Corporation	NTG	18,071
Land Management and Conservation Fund	Mimal Land Management Aboriginal Corporation	NTG	90,045
Land Management and Conservation Fund	North Australian Indigenous Land & Sea Management Alliance	NTG	60,000
Land Management and Conservation Fund	Northern Land Council	NTG	24,706

Grant Name	Recipient	NTG or externally funded	Amount
Land Management and Conservation Fund	Northern Land Council	NTG	156,349
Land Management and Conservation Fund	Northern Land Council	NTG	158,288
Land Management and Conservation Fund	Northern Land Council	NTG	69,000
Land Management and Conservation Fund	Northern Land Council	NTG	39,072
Land Management and Conservation Fund	Northern Land Council	NTG	52,419
Land Management and Conservation Fund	Thamarrurr Development Corporation Ltd	NTG	148,500
Land Management and Conservation Fund	Tiwi Land Council	NTG	99,023
Land Management and Conservation Fund	Warddeken Land Management Limited	NTG	180,000
Land Management and Conservation Fund	Roper River Landcare Group Inc	NTG	10,000
Land Management and Conservation Fund	Njanjma Aboriginal Corporation	NTG	73,966
Water Productivity, Efficiency and Sustainability	NT Farmers Association Incorporated	NTG	30,000
National Four Tropical Weeds Eradication Program	Department of Agriculture and Fisheries	NTG	59,073
Red Witchweed Program	Department of Agriculture and Fisheries	NTG	4,843
Mapping Gamba Grass Management	Charles Darwin University	NTG	100,000
Waterhole rehabilitation Finke River	Territory Natural Resource Management	NTG	30,000
TOTAL			4,642,723

29. Please detail the funds utilised to distribute awards and sponsorships in the period beginning 1 July 2019 and ending 30 June 2020. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2020/21 financial year?

Answer:

From 1 July 2019 to the 30 June 2020 there were 4 sponsorships totalling expenditure of \$16,450; all managed centrally.

The anticipated expenditure for 2020-21 is based on the sponsorships agreed to in 2019-20, however this does not indicate a formal commitment to these amounts in 2020-21.

Award or Sponsorship	Name of Award/Sponsorship	Amount during specified period \$	Anticipated Amount for 2020-21
Sponsorship	Australian Marine Sciences Association NT	200	-
Sponsorship	Territory Natural Resource Management Conference and Awards night	4,000	4,000
Sponsorship	Australian Drilling Industry Association Conference	2,250	-
Sponsorship	NT Cattlemen's Association	10,000	10,000
Sponsorship	Charles Darwin University – Sponsor 10 students from the NT to attend The Science Experience at CDU	-	1,500
TOTAL		16,450	15,500

30. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2019 and ending 30 June 2020, including to which organisation and the services to be provided?

Answer:

Grants to non-Government organisations for the period 1 July 2019 to 30 June 2020.

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
Commonwealth National Water Infrastructure Development Fund	GeoScience Australia	Extension of the Ord Irrigation Scheme Stages 1 and 2. To provide new arable farming land by constructing irrigation channels from the Ord Irrigation Scheme into the Northern Territory.	Externally Funded	200,000
Environment Project Grant	Olive Pink Botanic Garden	Multifaceted project that will set up a Container Deposit Scheme (CDS) collection point and use funds generated from this to run a waste education and weeds management program in the Alice Springs area.	NTG	50,000

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
Environment Project Grant	Thamarrurr Development Corporation Ltd	Purchase equipment to increase efficiency at the Wadeye CDS collection depot and create a video to raise awareness of the CDS.	NTG	9,155
Environment Operational Grant	Arid Lands Environment Centre	Operational Grant to support the Centre	NTG	100,000
Environment Operational Grant	Australian Marine Conservation Society Inc.	Operational Grant to support the Centre	NTG	30,000
Environment Project Grant	Alice Springs Town Council	Alice Springs Food Organics Garden Organics (FOGO) Trial	NTG	45,000
Environment Project Grant	Arid Lands Environment Centre	Setting up Wash Against Waste (WAW) trailer to be used at public events in and around Alice Springs. The public can use and wash utensils and plates instead of single use plastic.	NTG	19,450
Environment Project Grant	Arid Lands Environment Centre	Running EcoScience Schools Day 2020	NTG	18,555
Environment Project Grant	Charles Darwin University	Working with industry to build a Zero Waste demonstration building. This will demonstrate how construction can be done with as little waste as possible.	NTG	49,329
Environment Project Grant	Katherine Town Council	A waste education campaign in the Big Rivers region of the NT. Being administered by councils involved the Big Rivers Waste Working group.	NTG	45,144
Environment Project Grant	NT Farmers Association Incorporated	Purchase a mobile baler to increase efficiency in the NT drumMUSTER program	NTG	42,317
Environment Project Grant	8CCC Community Radio	12 Community Service Announcements focused on key waste issues for Alice Springs and the NT	NTG	7,700
Fire Mitigation Equipment Subsidy	Various recipients for bushfire grants relating to protective clothing or equipment	Subsidy is provided for landholders to purchase firefighting equipment and radios.	NTG	42,032
Volunteer Bushfire Brigade Operational Funding	Volunteer Bushfire Brigades	Operational grant to support 22 volunteer bushfire brigades	NTG	372,752
Land Management and	Central Land Council	All CLC Ranger groups - tracker training	NTG	5,000

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
Conservation Fund				
Land Management and Conservation Fund	Central Land Council	Alyawarra ALT - Fire Management	NTG	13,500
Land Management and Conservation Fund	Central Land Council	Docker River & Mutitjulu Rangers - Access to Country	NTG	23,427
Land Management and Conservation Fund	Central Land Council	Muru-Warinyi Ankkul Rangers - Strategic Fire Management in the Tennant Creek region	NTG	16,100
Land Management and Conservation Fund	Central Land Council	Tennant Creek, Anmatyerr, Ntaria & Ltyentye Apurte Rangers - Healthy Country Plans	NTG	24,345
Land Management and Conservation Fund	DEMED Aboriginal Corporation	Adjumarllarl Rangers - Targeted Land Management: Fresh Water Bininj Mundbalk to Saltwater Bininj Mundbalk	NTG	74,628
Land Management and Conservation Fund	Dhimurru Land Management Aboriginal Corporation	Dhimurru Rangers - IPA marine debris management	NTG	24,000
Land Management and Conservation Fund	Indigenous Land Corporation	Fish River Rangers - Fish River Rangers' threatened species and biodiversity monitoring program	NTG	3,800
Land Management and Conservation Fund	Jawoyn Association Aboriginal Corporation Centralised	Strategic, Regional and sustainable Ranger led response to the threat of Gamba Grass on Jawoyn Lands	NTG	12,000
Land Management and Conservation Fund	Larrakia Nation Aboriginal Corporation	Larrakia Nation Rangers monitoring and managing traditional intertidal seafood	NTG	18,000
Land Management and Conservation Fund	Laynhapuy Homelands Aboriginal Corporation	Yirralka Rangers - Laynhapuy IPA Feral Animal Control	NTG	18,071

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
Land Management and Conservation Fund	Mimal Land Management Aboriginal Corporation	Mimal Rangers - Mimal Land Management - Rangers delivering on country to manage weeds, fire, ferals and keep culture strong	NTG	90,045
Land Management and Conservation Fund	North Australian Indigenous Land & Sea Management Alliance	All Northern Territory Rangers - Indigenous State of the Region Report 2018-2020	NTG	60,000
Land Management and Conservation Fund	Northern Land Council	All NLC Ranger groups - Ranger strategic training program	NTG	24,706
Land Management and Conservation Fund	Northern Land Council	Bulgul Rangers - Increasing Aboriginal Ranger capacity in caring for country within the Finnis-Reynolds catchment	NTG	156,349
Land Management and Conservation Fund	Northern Land Council	Ganalanga-Mindiberrina Indigenous Protected Area - Feral animal survey	NTG	158,288
Land Management and Conservation Fund	Northern Land Council	Kenbi Rangers - Cultural and natural resource management activities on Kenbi land and sea country	NTG	69,000
Land Management and Conservation Fund	Northern Land Council	Wardaman Rangers - Land Management Projects for Improved Conservation Practices & Cultural Maintenance on the Wardaman IPA	NTG	39,072
Land Management and Conservation Fund	Northern Land Council	Yugul Mangi and Numbulwar Numburindi ranger groups - Management of feral animals in the South East Arnhem Land Indigenous Protected Area (SEAL IPA)	NTG	52,419
Land Management and Conservation Fund	Thamarrurr Development Corporation Ltd	Thamarrurr, Asyrikarrak Kirim, Wudicupidilyerr and Malak Malak Rangers - Collaborative management of mimosa and gamba grass in the western Top End region	NTG	148,500
Land Management and Conservation Fund	Tiwi Land Council	Tiwi Rangers - Control and eradication of outlier weeds and ferals - Tiwi Islands	NTG	99,023

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
Land Management and Conservation Fund	Warddeken Land Management Limited	Warddeken Rangers - Transforming Philanthropic Support into a sustainable funding source for Indigenous Land and Sea Management	NTG	180,000
Land Management and Conservation Fund	Roper River Landcare Group Inc	Land Management and Conservation Grant for Mangarrayi Rangers - Leadership in Neem Control and Eradication in the Never-Never	NTG	10,000
Land Management and Conservation Fund	Njanjma Aboriginal Corporation	Aboriginal Ranger Grants - Capital grant for Njanma Rangers - Toyota Landcruiser dual cab 4WD and Quik Spray unit	NTG	73,966
Water Productivity, Efficiency and Sustainability	NT Farmers Association Incorporated	Water Sustainability	NTG	30,000
West Arnhem Land Fire Management Agreement (WAFMA)	Arnhem Land Fire Abatement Ltd (ALFA)	West Arnhem Fire Management Agreement (WAFMA) between the Northern Territory of Australia and ALFA (NT) Limited and Darwin LNG Pty Ltd (DLNG). Funding to be used to conduct fire planning, mitigation and suppression activities on country in western Arnhem Land.	Externally Funded	1,379,784
West Arnhem Land Fire Management Agreement (WAFMA)	Charles Darwin University	West Arnhem greenhouse emissions monitoring and auditing program in relation to the WAFMA agreement	Externally Funded	100,000
Mapping Gamba Grass Management	Charles Darwin University	Mapping Gamba Grass Management	NTG	100,000
Waterhole rehabilitation Finke River	Territory Natural Resource Management	Waterhole rehabilitation Finke River	NTG	30,000
Environment Project Grant	The Environment Centre NT Inc	Operational Grant to support the Centre	NTG	100,000
Environment Project Grant	Local Government Association Of The Northern Territory	Operational Grant to support regional waste management	NTG	150,000
Environment Project Grant	Keep Australia Beautiful Council (NT) Inc	Operational Grant to support the Centre	NTG	150,000
Environment Project Grant	Environmental Defenders Office Ltd	Operational Grant to support the Centre	NTG	100,000

Grant Name	Recipient	Services to be provided	NTG or externally funded	Amount
		TOTAL		4,565,457

MEDIA MONITORING SERVICES

31. Provide expenditure details on media monitoring services for the period beginning 1 July 2019 and ending 30 June 2020 (including entities engaged and who utilises the service).

Answer:

There were no media monitoring service expenses incurred directly by the agency in the 2019-20 financial year. An ongoing budget transfer was instituted to Department of Chief Minister and Cabinet in 2017-18. Therefore, the agency incurred no costs for media monitoring in 2019-20.

INFRASTRUCTURE PROJECTS

32. 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?

A whole-of-government response to Question 32 will be provided by the Department of Industry, Tourism and Trade.

33. Please provide details of newly committed projects for the period beginning 1 July 2019 and ending 30 June 2020.

A whole-of-government response to Question 33 will be provided by the Department of Infrastructure, Planning and Logistics.

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

A whole-of-government response to Question 34 will be provided by the Department of Infrastructure, Planning and Logistics.

GOVERNMENT LEASED BUILDINGS

35. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2019 and ending 30 June 2020?

Answer:

Power expenditure for each Government building owned/leased/used by department for the period 1 July 2019 to 30 June 2020 totals \$ 261,201 with an additional amount of \$12,445 paid to property owners for after-hours air conditioning (AHAC).

A breakdown by property, including after-hours air conditioning is in the below table.

Property	
Lot 1238, 33 Leichhardt St, Tennant Creek NT	5,086
Lot 1404, 4 Mansfield St, Palmerston NT	29,675
Lot 142, 16 Cameron Rd, Batchelor NT	12,237
Lot 1548, 3 Elder St, Alice Springs NT	5,669
Lot 1602, 24 Tannadice St, Winnellie NT	11,394
Lot 1718, 19 Albatross St, Winnellie NT	18,499
Lot 1920, 32 Giles St, Katherine NT	18,138
Lot 1938, Chardon St, Katherine NT	1,235
Lot 3149, 11 Crawford St, Katherine NT	2,248
Lot 4312, 25 Chung Wah Tce, Palmerston NT	73,596
Lot 5282, T1 - 16 Parap Road, Parap NT	10,664
Lot 5787, 103 Boulter Road, Berrimah NT	34,607
Lot 7558, Unit 1/29 Stokes Hill Road, Darwin NT	6,238
Lot 9399, 519 Stuart Hwy, Alice Springs NT	35,857
Lot 3163, A4/35 Export Drive, East Arm NT	5,892
Lot 2900, 2645 Stuart Highway, Acacia Hills NT	2,611
TOTAL	273,646

36. 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 2019 and ending 30 June 2020?

Answer:

A whole-of-government response to Questions 36 will be provided by the Department of Corporate and Digital Development.

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

Answer:

A whole-of-government response to Questions 37 will be provided by the Department of Corporate and Digital Development.

FEES AND CHARGES

38. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2019/20 financial year and whether any of these fees and charges was increased following the passage of the 2019/20 financial year budget.

Answer:

There has been an increase in the Revenue Unit Value from 1.18 to 1.21 effective 1/7/2019, resulting in increases with associated charges. The Number of Revenue Units has not changed.

Fee Description	Charge (Excluding GST)	2019-20 Revenue raised to 30 June 2020
PASTORAL LAND MANAGEMENT – Fees charged under the Pastoral Land Act 1992		
On application to the Minister for consent to transfer a pastoral lease or sublease of pastoral land, or to sublet pastoral land (section 68 of the Act)	\$166	5,291
For the surrender of a pastoral lease (the original lease) and for the grant of pastoral leases for the subdivided portions of the land the subject of the original lease (section 61 of the Act)	\$1,600	-
On application for the variation for a reservation in, or a condition or a provision of, a lease – (a) where an inspection of the land the subject of the lease is carried out (b) where non inspection of the land the subject of the lease is carried out (section 44 of the Act)	\$834 \$250	- -
Extend the term of the lease prior to the last 2 years of a pastoral lease (a) with an inspection (b) without an inspection (section 49 of the Act)	\$834 \$250	- -
Surrender of a pastoral lease, or with the consent of the Minister, of any part of the land subject of a pastoral lease (section 60 of the Act)	\$83	498
For the surrender of two or more pastoral leases of land which are adjoining and for the grant of a single pastoral lease (section 64 of the Act)	\$1,600	-
For the grant of lease of Crown land (being land which does not constitute an economic area and which is suitable only for occupation as part of an adjoining pastoral lease) to a pastoral lease of adjoining pastoral land (section 65 of the Act)	\$417	417
On application for permission to surrender, a part of land in a pastoral lease so that the land may be excised and added to an adjoining pastoral lease (section 66 of the Act)	\$83	-
For the grant of a lease of Crown land for pastoral purposes (except where the right to the grant is determined by auction or by acceptance of a tender) - (section 31(1) of the Act)	\$1,600	9,600
Pastoral Lease Rent Factor (PLRF) declared at \$2.99 is multiplied by the Estimated Carrying Capacity (ECC) of each pastoral lease (sections 54 & 55 of the Act)	PLRF \$2.99 x ECC	4,692,909
Clearing of pastoral land (section 38(1)(h) of the Act)	\$598	4,784
Application for a non-pastoral use permit (section 86 of the Act)	\$598	-
Pastoral Land Management File Replacement Fee	\$200	-
Preparation of Registrar General Land Title Forms	\$60	1,320
WATER RESOURCES		

Fee Description	Charge (Excluding GST)	2019-20 Revenue raised to 30 June 2020
Digital Data Extraction Fee	\$100	-
FLORA AND FAUNA		
Plant identification service (commercial projects only, ids for private individuals are free)	\$155/hr	1,309
NT ENVIRONMENT PROTECTION AUTHORITY- Fees charged under the Waste Management and Pollution Control Act 1998		
Application for an environmental protection approval:		
The fee for an application for an environmental protection approval that is required under section 30(1) of the Act to conduct an activity specified in item 3 of Part 1 of Schedule 2 to the Act is \$0.00575 per tonne of hydrocarbons that the NT EPA determines could in the 12 month period following the grant of the approval be handled in the premises to which the approval is to relate during the conduct of an activity specified in item 5 of Part 2 of Schedule 2 to the Act - Waste Management and Pollution Control (Administration) Regulations 2B(2)	\$0.00575 / tonne	-
Subject to sub regulation (4), the fee for an application for an environmental protection approval that is required under section 30(2) of the Act in relation to an activity specified in item 3 of Part 1, or item 5 of Part 2, of Schedule 2 to the Act - Waste Management and Pollution Control (Administration) Regulations 2B(3)	\$417	-
If the NT EPA determines that more hydrocarbons could be handled in the premises to which an environmental protection approval that is required under section 30(2) of the Act relates in the 12 month period after the approval is granted than were handled in the 12 month period before the approval was granted, the fee for the application for the approval is \$0.00575 for each additional tonne of hydrocarbons - Waste Management and Pollution Control (Administration) Regulations 2B(4)	\$0.00575 / tonne	-
The fee for an application for an environmental protection approval that is required under section 30(1) or (2) of the Act to conduct an activity specified in Schedule 2 to the Act in relation to which a fee is not prescribed elsewhere in this regulation - Waste Management and Pollution Control (Administration) Regulations 2B(5)	\$417	-
Application fee for licences:		
For section 31(2) of the Act, the fee for an application for a licence to conduct an activity that is specified in item 5 of Part 2 of Schedule 2 to the Act - Waste Management and Pollution Control (Administration) Regulations 2C(1)	\$417	13,598
For section 31(2) of the Act, the fee for an application for a licence to conduct an activity that is specified in Schedule 2 to the Act in relation to which a fee is not prescribed in	\$417	-

Fee Description	Charge (Excluding GST)	2019-20 Revenue raised to 30 June 2020
sub-regulation (1) - Waste Management and Pollution Control (Administration) Regulations 2C(2)		
Fee for amendment or revocation of condition		
For section 37(2) of the Act, the fee for an application for an amendment to, or a revocation of, a condition of an environment protection approval or a licence - Waste Management and Pollution Control (Administration) Regulations 2E	\$135	1,641
Fee for renewal of licence		
If the licence to be renewed was, at the request of the applicant for the licence, granted for a period of less than 2 years – a fee equivalent to the annual fee that would have been payable under these Regulations if the licence had been granted for 2 years or more; or in any other case - Waste Management and Pollution Control (Administration) Regulations 3A	\$417	3,743
Annual Fees		
The annual fee for a licence to conduct an activity specified in item 1 of Part 2 of Schedule 2 to the Act is fee plus \$0.0575 for each person by which the population that is to be serviced by the activity is determined by the NT EPA to exceed 1 000 persons -Waste Management and Pollution Control (Administration) Regulations 3B(2)	\$417 + \$0.0575/ person	78,135
The annual fee for a licence to conduct an activity specified in item 2 of Part 2 of Schedule 2 to the Act is:		
(a) for the first 12 month period in which the licence is to be in force - Waste Management and Pollution Control (Administration) Regulations 3B(2)	\$417	-
(b) for each subsequent 12 month period that the licence is to be in force – fee plus \$0.0575 per each tonne or kilolitre of listed waste that the NT EPA determines to have been handled under the licence in the previous 12 month period in which the licence was in force - Waste Management and Pollution Control (Administration) Regulations 3B(3)(b)	\$417 + \$0.0575/ person	-

The annual fee for a licence to conduct an activity specified in item 3 of Part 2 of Schedule 2 to the Act is:		
(a) for the first 12 month period in which the licence is to be in force - Waste Management and Pollution Control (Administration) Regulations 3B(4)(a)	\$417	-
(b) for each 12 month period after the first 12 month period in which the licence is to be in force – fee plus \$0.0575 per each tonne or kilolitre of listed waste that the NT EPA determines to have been handled under the licence in the previous 12 month period in which the licence was in force - Waste	\$417 + \$0.0575/ person	-

Management and Pollution Control (Administration) Regulations 3B(4)(b)		
The annual fee for a licence to conduct an activity specified in item 5 of Part 2 of Schedule 2 to the Act is:		
The annual fee for a licence to conduct an activity specified in item 5 of Part 2 of Schedule 2 to the Act is \$0.00115 for each tonne of hydrocarbons the NT EPA determines, having regard to the design of the premises in which the activity is to be conducted, is likely to be handled in the premises in a 12 month period - Waste Management and Pollution Control (Administration) Regulations 3B(5)	\$0.00115/ tonne	-
Application fee for registration as qualified environmental auditor		
For section 68(2) of the Act, the fee to apply to be registered as a person qualified to perform environmental audits for the purposes of an environmental audit program -Waste Management and Pollution Control (Administration) Regulations 4	\$1,764.00	-
TOTAL		4,813,245

INTERNAL AUDITS

39. How many internal audits and financial investigations were conducted in the period beginning 1 July 2019 and ending 30 June 2020?

Answer:

There were four (4) internal audits conducted in the period beginning 1 July 2019 and ending 30 June 2020.

40. What were the terms of reference or focus for each investigation?

Internal audit/investigation	Terms of Reference or focus
Official duty travel audit 1 July 2019 to 31 December 2019	To assess the level of compliance of official duty travel against the Northern Territory Government requirements, policies and procedures.
Cabinet information security measures annual compliance check	To focus on breaches involving Cabinet material and Cabinet security measures.
Value for Territory Assurance Program 1 January 2019 to 31 December 2019	To assess the level of compliance of procurement activities within the agency against the Northern Territory Government Procurement Governance Policy and Northern Territory Government Procurement Rules, specifically in within the context of the Buy Local Plan.

Land Clearing Permit Process	Evaluate the process supporting the Delegate of the Minister for Infrastructure, Planning and Logistics to determine an application for the clearing of native vegetation on unzoned land and issue a Development Permit (Permit) against the requirements of the Planning Act 1999, the Northern Territory Planning Scheme, the Land Clearing Guidelines and any agreed policy or procedure in effect.
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41. Please provide detail of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.

Answer:

There was no material fraud or breaches of financial legislation detected in any internal audits conducted for the reporting period. Minor non-compliances with both the NTG Travel Framework and Procurement Framework were detected.

BOARDS / ADVISORY BODIES

42. Please detail all boards and advisory bodies in your Agency in 2019/20, also providing the following information:
- The Terms of Reference, if changed from last year
 - The current members and when they were appointed
 - The total remuneration paid to each Board member during the 2019/20 financial year
 - The itemised total cost incurred by the Board during the 2019/20 financial year
 - The number of times the Board met during the period beginning 1 July 2019 and ending 30 June 2020

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Advisory Boards: (Active between 1 July 2019 and 30 June 2020)
Aboriginal Land Management Advisory Group
Alice Springs Regional Bushfires Committee
Alice Springs Town Basin Water Availability Working Group
Arnhem Regional Bushfires Committee
Barkley Regional Bushfires Committee
Bushfires Council
Darwin Harbour Advisory Committee
Drillers Qualification Advisory Committee

Gamba Grass Weeds Advisory Committee
Howard Water Advisory Committee*
Katherine Water Advisory Committee (Finalised August 2019)
Lhere Mparntwe Management Strategy Implementation Advisory Group
Northern Territory Environment Protection Authority
Ooloo Water Advisory Committee (Finalised November 2019)
Pastoral Land Board
Rapid Creek Water Advisory Committee
Savannah Regional Bushfires Committee
Ti Tree Water Advisory Committee (Finalised February 2020)
Tindall-Mataranka Water Advisory Committee
Todd River Working Group (Finalised October 2019)
Vernon Arafura Regional Bushfires Committee
Water Resources Review Panel

- a) The Terms of Reference, if changed from last year

Terms of References follow with the exception of:

No Terms of Reference for:

- Northern Territory Environment Protection Authority as it is established under its own legislation, *Northern Territory Environment Protection Authority Act 2012*, which details its functions and powers.
- Pastoral Land Board as it is established under the *Pastoral Land Act 1992* which details its functions and powers.
- Water Resources Review Panel as it is established under the *Water Act 1992* which details its functions and powers.
- The following Regional Committee Terms of Reference are yet to be finalised.
 - Arnhem Regional Bushfires Committee
 - Barkly Regional Bushfires Committee
 - Savannah Regional Bushfires Committee

No changes to Terms of References from 31 March 2020:

- Howard Water Advisory Committee
- Katherine Water Advisory Committee
- Mataranka Water Advisory Committee
- Bushfires Council
- Ooloo Water Advisory Committee
- Aboriginal Land Management Advisory Group
- Alice Springs Regional Bushfires Committee
- Alice Springs Town Basin Water Availability Working Group

- Darwin Harbour Advisory Committee
- Drillers' Qualification Advisory Committee
- Lhere Mparntwe Management Strategy Implementation Advisory Group
- Rapid Creek Water Advisory Committee
- Ti Tree Water Advisory Committee
- Todd River Working Group
- Vernon Arafura Regional Bushfires Committee
- Water Resources Review Panel

GAMBA GRASS WEED ADVISORY COMMITTEE

TERMS OF REFERENCE

1.0 PURPOSE

The purpose of the Gamba Grass Weed Advisory Committee is to provide a consultative forum that can effectively address gamba grass management in the Northern Territory with particular reference to strategic gamba management planning and the requirements of the *Weeds Management Act 2001* (the Act). The committee has direct responsibility under section 16 of the Act, which states that:

- (1) The Minister may establish weed advisory committees for regions, districts or catchments, or for specific purposes.
- (2) A weed advisory committee consists of persons appointed by the Minister, who in the opinion of the Minister, have expertise or experience relevant to the management of declared weeds or who represent groups or organisations that are concerned with the management of declared weeds or related weeds.
- (3) The Minister is to appoint a member of a weed advisory committee to be the Chairperson of the committee.
- (4) A member of a weed advisory committee holds office for three years and is eligible for reappointment.
- (5) A member of a weed advisory committee may resign by writing delivered to the Minister.

2.0 FUNCTIONS OF THE COMMITTEE

As determined by section 17 of the Act, the functions of a weed advisory committee are:

- (a) to develop draft weed management plans in consultation with appropriate persons, groups or organisations, and with persons whose land may be affected by a declared weed infestation;
- (b) to advise the Minister on the progress of weed management in the region, district, catchment area or the specific purpose for which it was established; and
- (c) to advise the Minister on other matters as the Minister may request from time to time.

3.0 MEMBERSHIP

3.1. Selection criteria

Membership will only include individuals who:

- have a genuine desire and ability to collaborate with others who may have competing interests or opposing viewpoints on weed management;
- have professional qualifications or experience in natural resource or weed management;
- are without financial or legal conflict of interest; and

- have strong existing networks which will enable broad community consultation and the dissemination of weed management advice and information.

3.2. Membership representation

Membership will:

- be representative of multiple industry and stakeholder groups and the spectrum of land tenures in the Northern Territory; and
- support departmental actions for the enforcement of legislation.

3.3. Terms of office

- (1) At least two meetings shall be held between April and July 2020 and thereafter as called by the Chairperson.
- (2) Time commitment is required for meetings, and additional time allotted for tasks related to committee work, such as reading, communication, responding to and representing committee issues and recommendations to stakeholders. Meetings will be held in Darwin.
- (3) Committee members may also be asked to serve on subcommittees formed to work on issues and tasks before the committee.
- (4) Meeting scheduling should, where possible, take into account travel requirements of members who live in remote or regional areas.
- (5) A member of a weed advisory committee holds office for three years and is eligible to be reappointed.
- (6) Committee members will cease to be a member if they resign from the committee or breach confidentiality.

3.4. Vacant positions

- (1) Where a vacancy arises, committee members may recommend to the Minister that a specific group or agency be contacted to nominate a representative.
- (2) The Minister may determine that a group or agency be contacted to nominate a representative.

3.5. Disclosure of interest (as determined by section 19 of the Act)

- (1) A member of a weed advisory committee who has or has had a direct or indirect proprietary or other pecuniary interest in a matter being considered or about to be considered by the committee (other than an interest held in common with other land owners or users of land in the area) must, as soon as possible after the relevant facts have come to the member's knowledge, disclose the nature of his or her interest at a meeting of the committee.
- (2) A disclosure under subsection (1) is to be recorded in the minutes of the meeting of the weed advisory committee and the member, in relation to the matter:
 - (a) is not, while he or she has that interest (otherwise than as a member of, and in common with the other members of, a corporation consisting of not less than 25 persons and of which he or she is not a director) to take part after the disclosure in any deliberation or decision of the committee; and

- (b) is to be disregarded for the purpose of constituting a quorum at the meeting.

3.6. Confidentiality (as determined by section 20 of the Act)

A member of a weed advisory committee must not disclose information obtained in the course of his or her duties as a member unless the disclosure is made in the course of those duties.

3.7. Chatham house rules

When a committee meeting, or part thereof, is held under the Chatham House Rule, members are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of other participants may be revealed.

3.8. Conditions

- (1) Payment of members is determined under Section 9 of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*. The committee is classed as a C3 Advisory and Review Bodies - Ministerial Assistant, in accordance with the Statutory Bodies Classification Structure.
- (2) Northern Territory Government, Australian Government and Local Government employees are not eligible for the payment of sitting fees or mileage allowance. Travel allowance for these employees will not be paid by The Northern Territory Government. Accommodation and other travel expenses may be paid by the Northern Territory Government in exceptional circumstances.

4.0 MEETINGS

As determined by section 18 of the Act, the meetings of a weed advisory committee should be consistent with the following:

- (1) The Chairperson of a weed advisory committee is to call meetings of the committee as and when required to perform its functions.
- (2) The Chairperson of a weed advisory committee is to convene a meeting of the committee when directed to do so by the Minister.
- (3) At a meeting of a weed advisory committee:
 - (a) one more than half of the members of the committee holding office constitutes a quorum;
 - (b) the Chairperson, if present, is to preside but in the absence of the Chairperson, the members present are to elect one of their members to act as Chairperson and that person may exercise the powers and perform the functions of the Chairperson at the meeting;
 - (c) questions arising are to be determined by a majority of the votes of the members present and voting and in the event of an equality of votes the Chairperson or other member presiding at the meeting has, in addition to his or her deliberative vote, a casting vote; and
 - (d) the Chairperson or other member presiding at the meeting is to determine the procedure to be followed at or in connection with the meeting.
- (4) A weed advisory committee must keep records of its meetings.

Additional terms include that:

- (1) In the event that a quorum cannot be achieved at late notice, the Chairperson may determine to seek a consensus out of session.
- (2) Where a member is unable to attend they may provide their opinion on matters to be considered to the Chairperson prior to the meeting.
- (3) A proxy can represent a stakeholder group at meetings, providing an update to committee members, but is not able to cast a vote on any matter without prior Ministerial approval.
- (4) Internal or external persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee to provide advice, information and assistance where necessary. They have no voting rights and may be requested to leave the meeting at any time by the Chairperson.

4.1. Out of session meetings

- (1) Where necessary, decisions may be made out of session.
- (2) Items to be considered out of session will be circulated electronically by the Executive Officer with the endorsement of the Chairperson.
- (3) Members should provide a response within a time frame designated by the Executive Officer with the endorsement of the Chairperson.
- (4) Responses should be provided in writing.
- (5) A non-response must not be assumed to be either positive or negative.
- (6) A summary of responses must be sent to the Chairperson. The response summary and outcome will then be circulated to all members with the endorsement of the Chairperson.

5.0 AMENDMENTS

- (1) The terms of reference shall be reviewed if required.
- (2) The terms of reference may be altered to meet the needs of all committee members if supported by the Minister.

6.0 THE RELATIONSHIP OF THE COMMITTEE TO OTHER COMMITTEE AND REGIONAL GROUPS

The committee may seek input on regional issues from specific groups, such as regional weed reference groups, and will work collaboratively with other relevant community and management boards.

7.0 SUPPORT ARRANGEMENTS

Logistical and secretariat support will be provided by the Executive Officer of the Gamba Grass Weed Advisory Committee, Weed Management Branch, Northern Territory Government.

It is important for all committee members to familiarise themselves with the duties and responsibilities outlined in the *Northern Territory Government Boards Handbook – A guide for members and administrators of Northern Territory Government boards and committees*.

8.0 DOCUMENT CONTROL

8.1. Document Control

Document Title	Gamba Grass Weed Advisory Committee Terms of Reference 2020
Version	1.0
Document Reference Number	
Document Owner	Department of Environment and Natural Resources
Approver and Date	March 2020
Next Review	As required

8.2. Document Change History

The following table records the history of any significant changes made to this document. The version number of the document is incremented as follows:

- by 1.0 for significant changes
- by 0.1 for changes made for clarity and reading ease only

Version	Date	Change Details and Approver

42 b) The current members and when they were appointed:

Board/Committee	Member Name	Appointment Start Date
Aboriginal Land Management Advisory Group	Dr Alaric Fisher	24/04/2017
	Mr Brian Tipungwuti	24/04/2017
	Mr Dean Yibarbuk	24/04/2017
	Mr Henry Wilson	24/04/2017
	Ms Karen May	24/04/2017
	Ms Linda Ford	24/04/2017
	Mr Peter Donohoe	24/04/2017
	Mr Paul Jenkins	24/04/2017
	Mr Ronald (Ricky) Archer	24/04/2017
	Ms Fiona Peek	12/03/2020
	Mr Daniel Keyenes	12/03/2020
	Mr Cameron McDougal	12/03/2020
Alice Springs Regional Bushfires Committee	Mr Alastair Bayly	12/07/2017
	Ms Kristen Hey	12/07/2017
	Ms Elizabeth Bird	12/07/2017
	Mr Ben Cromarty	06/11/2017
	Ms Donna Digby	06/11/2017
	Mr Edward Hayes	12/07/2017
	Mr Benjamin Heaslip	12/07/2017
	Mr Benjamin Kaethner	12/07/2017
	Ms Kimberly McKay	12/07/2017
	Mr Ashley Severin	12/07/2017
Ms Georgina Hamlyn	03/04/2019	
Alice Springs Town Basin Water Availability Working Group	John Gaynor	December 2019
	Rob Campbell	December 2019
	Adam Davis	December 2019
	Chris Day	December 2019
	Sarah Fairhead	December 2019
	Fiona Smith	December 2019
	Sabine Wedemeyer	December 2019
	Steve Brouwer	December 2019
	Nick Prus	December 2019
	Sean Loader	December 2019
Scott Allen	December 2019	
Arnhem Regional Bushfires Committee	Mr Nigel Gellar	12/07/2017
	Ms Jessie Alderson	12/07/2017
	Mr Otto Campion	12/07/2017
	Ms Anna Pickworth	12/07/2017
	Mr Simon Ponto	12/07/2017
	Mr William Rioli	12/07/2017
	Mr Clarry Rogers	12/07/2017
	Mr Connell Tipiloura	12/07/2017
	Mr Greg Wilson	12/07/2017
Barkly Regional Bushfires Committee	Ms Lena Perkins (Chair)	12/07/2017
	Mr Donald Shadforth	12/07/2017
Darwin Harbour Advisory Committee	Professor Karen Gibb (Chair)	08/08/2017
	Ms Annie Andrews	10/07/2017
	Mr Nigel Browne	19/06/2017
	Mr David Ciaravolo	19/06/2017
	Ms Shenagh Gamble	10/07/2017

	Ms Sue McKinnon	08/08/2017
	Ms Shar Molloy	19/06/2017
	Dr Sam Buchanan	16/06/2017
	Mr Daniel Thompson	10/07/2017
	Mr Alan Roe	19/06/2017
	Mr Jim Smith	19/06/2017
	Dr Claire Streten	19/06/2017
	Ian Niblock	10/07/2017
	Mr Mark Robertson	10/07/2017
Drillers Qualification Advisory Committee	Mr Lance Martin (Chair)	22/02/2017
	Mr David George	22/02/2017
	Mr Des Yin Foo	22/02/2017
	Mr Henry Van Tilburg	22/02/2017
	Mr Mark Ballard	22/02/2017
	Mr Tom Harris	22/02/2017
	Mr Trevor Edwards	22/02/2017
	Ms Martina Matzner	23/02/2019
Gamba Grass Weed Advisory Committee	Ms Susanne Casanova	2/04/2020
	Ms Sharon Jones	2/04/2020
	Ms Louise Kean	2/04/2020
	Mr Anthony Kerr	2/04/2020
	Mr David Liddle	2/04/2020
	Ms Natalie Rossiter-Rachor	2/04/2020
	Ms Donne Walsh	2/04/2020
Howard Water Advisory Committee	Mr David George (Chair)	17/12/2017
Lhere Mparntwe Management Strategy Implementation Advisory Group	Mr Alex McLean	December 2019
	Mr Chris Day	December 2019
	Mr David Letheby	December 2019
	Mr Geoff Kenna	December 2019
	Mr John Gaynor	December 2019
	Dr Ken Johnson	December 2019
	Mr Robert Campbell	December 2019
	Ms Sarah Fairhead	December 2019
	Mr Scott Allen	December 2019
	Ms Janelle White	December 2019
	Mr Sunil Dhanji	December 2019
	Mr Ian Coleman	December 2019
	Mr Mike Gillam	December 2019
	Mr John Newchurch	December 2019
	Mr Stephen Peckham	December 2019
Tindall-Mataranka Water Advisory Committee	Dr Rebecca Mohr-Bell (Chair)	18/04/2017
	Mr David Ciaravolo	18/04/2017
	Ms Tracey Hayes	18/04/2017
	Ms Sharon Hillen	18/04/2017
	Ms Jocelyn James	13/06/2017
	Ms Sarah Kerin	18/04/2017
	Mr Vincent Lange	13/06/2017
	Ms Helena Lardy	13/06/2017
	Ms Clair O'Brien	18/04/2017
	Mr Kerry Roberts	13/06/2017

Bushfires Council	Ms Elizabeth Marie Bird (Chair)	12/07/2017
	Ms Alice Maree Beilby	12/07/2017
	Mr Shaun Ansell	12/07/2017
	Mr Paul Blore (Deputy Chair)	12/07/2017
	Mr Matthew Braitling	12/07/2017
	Mr Gary Cook	12/07/2017
	Mr Benjamin Kaethner	12/07/2017
	Mr Ashley Manicaros	31/10/2018
	Ms Karen May	12/07/2017
	Mr William Rioli as proxy for Nigel Gellar	12/07/2017
	Mr Todd Smith	12/07/2017
	Mr Mark Spain	12/07/2017
	Mr Ian Stewart	12/07/2017
	Ms Dianne Tynan	12/07/2017
	Ms Lena Perkins	17/10/2018
NT Environment Protection Authority	Dr Paul Vogel (Chair)	01/01/2016
	Ms Samantha Louise Nunan	01/01/2018
	Ms Janice van Reyk	01/01/2013
	Dr Ian Wallis	01/01/2013
	Mr Collin Joseph Woodward	10/04/2017
	Dr Rodney Lukatelich	01/01/2019
	Dr Vaughn Beck	01/01/2019
	Dr David Ritchie	12/07/2017 Ex. Officio Member
Pastoral Land Board	Mr Steven Craig	25/06/2016
	Dr Leigh Hunt	28/09/2015
	Mr David James	28/09/2015
	Ms Julie Ross (Chair)	21/11/2019
	Mr Alastair Shields	13/06/2019
	Mr Roy Chisolm	27/08/2019
Rapid Creek Water Advisory Committee	Mr Ian Lancaster (Chair)	17/01/2017
	Mr Neal Adamson	01/11/2016
	Professor Karen Gibb	01/11/2016
	Ms Robin Knox	18/10/2017
	Mr Tim Moore	01/11/2016
	Ms Lisa Peters	01/11/2016
	Ms Julia Schult	01/11/2016
	Mr Graeme Finch	10/09/2018
	Mr Dean McAdam	10/10/2019
	Mr Nicholas Fewster	10/10/2019
Savannah Regional Bushfires Committee	Ms Alice Beilby (Chair)	12/07/2017
	Ms Jessica Beckhouse	12/07/2017
	Mr Simon Cheers	12/07/2017
	Mr Campbell Elliott	12/07/2017
	Mr Michael Harding	12/07/2017
	Ms Tammy Kruckow	12/07/2017
	Mr James (Benjamin) Lewis	12/07/2017
	Ms Heidi Millership	12/07/2017
	Mr Thomas Shephard	12/07/2017
	Mr Sam Tapp	12/07/2017
Vernon Arafura Regional Bushfires Committee	Mr Shaun William Ansell (Chair)	12/07/2017
	Mr Rodney Beament	12/07/2017
	Mr Colin Deveraux	12/07/2017

	Mr Thomas Harrower	12/07/2017
	Ms Susan Jones	12/07/2017
	Mr David McLachlan	12/07/2017
	Mr Andrew McTaggart	12/07/2017
	Mr Desmond Oakhill	12/07/2017
	Mr Kevin Phillips	12/07/2017
	Mr Ian Stewart	12/07/2017
	Mr Daniel Thomson	12/07/2017
Water Resources Review Panel	Mr John Childs (Chair)	05/07/2016
	David George	23/04/2010
	Mr Colin Beard	23/04/2010
	Mr Philip Howie	23/04/2010
	Mr Joe Morrison	23/04/2010
	Mr George Roussos	23/04/2010
	Ms Katherine Winchester	31/01/2020
	Ms Tracey Ward	31/01/2020
	Mr Tom Harris	31/01/2020

42 c) This level of information is not appropriate to provide.

42 d) The total cost incurred by the Board during the 2019/20 financial year.

Nil expenditure for:

- Lhere Mparntwe Management Strategy Implementation Advisory Group
- Alice Springs Town Basin Water Availability Working Group
- Todd River Working Group

Board/Committee	Total cost 2019-20
Aboriginal Land Management Advisory Group	\$4,501
Bushfires Council and Regional Committees	\$16,437
Darwin Harbour Advisory Committee	\$2,936
Drillers Qualification Advisory Committee	\$933
Gamba Grass Weeds Advisory Committee (cost of consultant)	\$13,494
Howard Water Advisory Committee	\$1,507
Katherine Water Advisory Committee	\$2,020
Mataranka Water Advisory Committee	\$1,944
NT Environment Protection Authority	\$608,038
Ooloo Water Advisory Committee	\$14,017
Pastoral Land Board	\$77,194
Rapid Creek Water Advisory Committee	\$304

Ti Tree Water Advisory Committee	\$1,076
Water Resources Review Panel	\$9,663

42 e) The number of times each Board met during the period 1 July 2019 to 30 June 2020 are below:

Board/Committee	No. of times the Board met during the period 1 July 2019 - 30 June 2020
Aboriginal Land Management Advisory Group	3
Alice Springs Regional Bushfires Committee	1
Alice Springs Town Basin Water Availability Working Group	5 (Finalised April 2020)
Arnhem Regional Bushfires Committee	1
Barkley Regional Bushfires Committee	0
Bushfires Council	2
Darwin Harbour Advisory Committee	2
Drillers Qualification Advisory Committee	1
Gamba Grass Weed Advisory Committee	2
Howard Water Advisory Committee*	0
Katherine Water Advisory Committee	1 (Finalised August 2019)
Lhere Mparntwe (Todd River) Strategy Implementation Advisory Group	2
Tindall-Mataranka Water Advisory Committee	1 (teleconference)
Northern Territory Environment Protection Authority	10
Ooloo Water Advisory Committee	1 (Finalised November 2019)
Pastoral Land Board	4
Rapid Creek Water Advisory Committee	2
Savannah Regional Bushfires Committee	1
Ti Tree Water Advisory Committee*	0 (Finalised February 2020)
Todd River Working Group	3 (Finalised October 2019)
Vernon Arafura Regional Bushfires Committee	1
Water Resources Review Panel	1

* Boards did not meet, however, a Water Advisory Committee Chairs meeting was held in December 2019 and costs were distributed to each Water Advisory Committee.

REVIEWS AND INQUIRIES

43. Details of all reviews and inquiries completed or commenced during the 2019/20 financial year, also providing the following information:
- The Terms of Reference
 - The criteria for selection of all panel members
 - The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry
 - The cost of the review/inquiry
 - 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

Answer:

There has been no reviews or inquiries completed or commenced during the period 1 July 2019 to 30 June 2020.

WORKPLACE HEALTH AND SAFETY

- 44. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2019 and ending 30 June 2020.

Answer: The Department of Environment and Natural Resources had one reportable safety issue for the period 1 July 2019 to 30 June 2020, relating to being hit by an object.

* Figures sourced from whole of government FigTree Online Incident and Hazard Reporting system. Financial data for incidents are not captured in FigTree so costs associated with the reportable safety issue are unable to be provided.

- 45. Please detail the number of stress related matters and claims for the period beginning 1 July 2019 and ending 30 June 2020.

Answer:

There was one worker compensation claim reported relating to psychological stress for the period beginning 1 July 2019 and ending 30 June 2020.

REGIONAL OFFICES

- 46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2019/20 financial year. What are the locations for which they are responsible?

Answer:

The salary expenditure for staff employed in regional areas 1 July 2019 to 30 June 2020 is as follows. The number of staff represent staff that have worked and been paid in the region for any period between 1 July 2019 and 30 June 2020, it does not necessarily represent number of positions.

Regional Office	# of Staff	Functions/ Outcomes achieved in 2019-20	Responsible Locations	Cost to 30 June 2020 \$'000
Tennant Office	2	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with	Barkly Fire Management Zone	131

Regional Office	# of Staff	Functions/ Outcomes achieved in 2019-20	Responsible Locations	Cost to 30 June 2020 \$'000
	1	the purpose of building a proactive and resilient community. Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Tennant Creek Region	104
Subtotal	3			235
Katherine Office	1	Executive – Provide executive support to the region.	Katherine Region	93
	4	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Savannah Fire Management Zone	243
	6	Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Katherine Region	635
	3	Water Resources – Water Allocation Planning, water licence processing and compliance investigations and assessments and reporting. Spatial Data and Mapping staff member provides data management and cartography	Katherine and surrounding locations	350
Subtotal	14			1,321

Regional Office	# of Staff	Functions/ Outcomes achieved in 2019-20	Responsible Locations	Cost to 30 June 2020 \$'000
Alice Springs AZRI Office	2	Executive – Provide Executive support to the region	Alice Springs	184
	6	Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Central Australia	593
	11	Water Resources – provides facilitation of investigations and assessments and reporting on the available water resources, provide Water Allocation Planning, water licence processing and compliance investigations and assessments and reporting, water monitoring data and reporting and flood forecasting, monitoring of the inland aquatic ecosystems and facilitation of the Lake Eyre Basin Rivers Assessment.	Alice Springs and surrounding locations	1,009
	2	Environment – processing authorisations under WMPCA, EP(BCPB)A and Water Act; audit compliance inspections; commenting on NOI under Assessment Act; local action officer for Pollution Incidents in Alice, Barkly and Southern Regions; and development of operational policy and guidelines to support issuing environmental authorisations	Alice, Barkly and Southern Regions	221
Subtotal	21			2,007
Tom Hare	6	Flora & Fauna – Responsible for conservation and		608

Regional Office	# of Staff	Functions/ Outcomes achieved in 2019-20	Responsible Locations	Cost to 30 June 2020 \$'000
Office, Alice Springs		management of the region's threatened species; terrestrial biodiversity and habitats including the sustainable use of wildlife and pest animals. Working on the GBA project	NT wide and Central Australia	
Subtotal	6	-		608
Alice Springs Desert Park	2	Flora & Fauna - Alice Springs Herbarium staff responsible for collection and taxonomy of plants. Division manages Herbarium, Species Conservation, Marine Ecosystems, Terrestrial Ecosystems and Wildlife Use (North and South). The Flora and Fauna Division manages Herbarium, Species Conservation, Marine Ecosystems, Terrestrial Ecosystems and Wildlife Use (North and South).	Southern NT	173
Subtotal	2			173
Bushfires NT – Elder St Alice Springs	5	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Alice Springs Fire Management Zone	303
Subtotal	5			303
Batchelor Office – 142 Cameron Road Batchelor	15	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Vernon/Arafura Fire Management Zone	993
Subtotal	15			993
TOTAL	66			5,640

Notes:

1. Due to the nature of fieldwork the department has staff that work throughout the Territory performing these duties. These have not been included in the above.
2. The number of staff in each region is not representative of the staff as at 30 June 2020.
3. Due to the new Bushfires Regional Headquarters opening in Acacia the Batchelor Office is being decommissioned.