



LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

No. 11

WRITTEN QUESTION

Ms Uibo to the Chief Minister:

Department of Chief Minister and Cabinet Administration

STAFFING

1. (a) Please advise the number of staff employed in the following categories as of 9 December 2024:

Responses are provided as at Pay 13 of 2024-25 (18 December 2024) as a result of revised Administrative Arrangements Order of 10 September 2024.

Category	FTE	Head Count (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	154.86	161	161	0
2. Ongoing Part Time	9.4	12	12	0
3. Fixed Term Full Time	15	15	15	0
4. Fixed Term Part Time	0.7	1	1	0
5. Casual Contract	1.37	2	2	0
6. Executive Contract	35.3	36	36	0

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

Executive Contract

Classification	Ongoing	
	Full Time	Part Time
EO6C	4	-
EO5C	1	-
EO4C	3	-
EO3C	5	1
EO2C	9	1
EO1C	11	1
TOTAL	33	3

Other Classifications

Classification	Ongoing		Fixed Term		Casual Contract
	Full Time	Part Time	Full Time	Part Time	
EO2	6	-	-	-	-
SAO2	16	1	-	-	-
SAO1	39	2	1	-	1
SP2	1	-	-	-	-
SP1	1	-	-	-	-
AO7	25	3	-	-	-
AO6	21	3	5	1	-
AO5	21	-	2	-	-
AO4	8	1	1	-	-
AO3	3	-	1	-	-
AO2	2	-	-	-	1
GRADT	-	-	4	-	-
P3	1	-	-	-	-
P2	2	-	-	-	-
PH6R	1	-	-	-	-
PH3R	3	-	-	-	-
PH3	2	1	1	-	-
T3	1	1	-	-	-
T2	3	-	-	-	-
VIPD	3	-	-	-	-
CD	2	-	-	-	-
TOTAL	161	12	15	1	2

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

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

Paid Headcount = where an employee's FTE is greater than zero. Headcount is the count of physical people, so a part-time person would count as one.

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

2. **Please advise the number of staff held against the following categories as of 9 December 2024:**

Response is provided as at Pay 13 of 2024-25 (18 December 2024) as a result of revised Administrative Arrangements Order of 10 September 2024.

Category	Number
Resigned	15
Made Redundant	-
Terminated	2
Unattached	12
Classified Redeployee	-
Supernumerary	26

3. **Please advise the number of staff identifying as Aboriginal and Torres Strait Islander as of 9 December 2024.**

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

4. (a) **Please advise the number of Frontline staff as FTE as of 9 December 2024 and as a percentage of the Agency's total employment.**
- (b) **Please advise how the Agency determines which staff fall under the category of Frontline.**

Although many of the agency's roles interface directly with clients/public, these roles are not defined as 'frontline service' delivery as per whole-of-government reporting, given the Department of the Chief Minister and Cabinet is classified as a central agency.

5. **Please advise how many staff have been engaged through labour hire, employment agency arrangements and/or consultancy contracts, for what purpose, for what duration and at what cost as of 9 December 2024. Please use the table format presented below for your response.**

Number Engaged	Labour Hire / Employment Agency / Consultancy	Purpose	Duration	Actuals as at 9 Dec 2024 \$
Ad hoc	Alice Springs Convention Centre	Event Support ¹	Per event	2 646
Ad hoc	Janes Hospitality Group	Event Support ¹	Per event	15 437
Ad hoc	Top End Consulting Pty Ltd	Event Support ²	Per event	3 534
			Total	21 617

¹ Protocol NT

² Government House

Note: The number of staff engaged is not captured in the data.

6. Please advise how many locums have been employed, for what purpose, duration, and at what cost as of 9 December 2024. Please use the table format presented below for your response.

Not applicable.

7. (a) How many positions were advertised during the period 24 August 2024 to 9 December 2024?

17.

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

17.

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

Classification Level	Total Positions Advertised
EO2C	1
SAO2	2
SAO1	3
AO7	1
AO6	2
AO5	6
AO4	2
Total	17

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

Most NT Government agencies have implemented special measures arrangements across the whole agency or for some roles. The process for positions that are advertised with special measures is to consider special measures applicants first; if no special measures applicants apply, or no special measures applicants are considered suitable, recruitment panels may assess all other applicants' suitability for the role.

OUTSOURCING

8. (a) For the period 24 August 2024 to 9 December 2024, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.

No agency functions have been outsourced for the period 24 August to 9 December 2024.

- (b) Is consideration being given to outsource, contract-out or privatise in financial year 2025/26? If so, provide details.

No consideration is being given to outsource, contract out or privatise agency functions in 2025-26.

LEGAL EXPENSES

9. What has been the expenditure on legal advice or related expenses for the period 24 August 2024 to 9 December 2024? Provide details on:
- The matter(s) (designate which are finalised and which are ongoing)
 - The amount paid by matter
 - The amount paid to each outside legal firm or barrister engaged

Legal expenditure for the period of 24 August to 9 December 2024 as follows:

9 (a)		9 (b)	9 (c)
Matter	Status	Amount \$	Legal Firm/Entity
Project Advice	Ongoing	11 092	Various
Native Title Claims	Ongoing	107 940	Various
Legal representation	Ongoing	27 257	Various
Total Legal Expenditure		\$146 289	

PROCUREMENT / CONSULTANCIES

10. From 24 August 2024 to 9 December 2024, please detail expenditure on each report and consultancy (excluding annual reports) obtained from outside the NTPS. For each report/consultancy detail:
- Purpose
 - Cost
 - Person or entity engaged
 - 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)
 - Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
 - Outcomes or key performance indicators for the report or consultancy
 - Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

One consultancy contract was awarded during the period 24 August to 9 December 2024. Please see details on the next page.

10 (a)	10 (b)	10 (c)	10 (d)	10 (e)	10 (f)	10 (g)
Purpose	Contract Value	Entity/Person	Principal place of business	Report Tabled	Outcomes/KPIs	Tenders/EOIs
Beetaloo Region Ongoing Social Cultural Economic (SCE) Participatory Monitoring Program (2024- 2029)	\$2 987 395	The University of Queensland	QLD	NA	Establish, deliver and evaluate an ongoing program for participatory monitoring of social, cultural and economic (SCE) factors in the Beetaloo Sub-basin and surrounding region. The program will support the ongoing regulation, monitoring and engagement required to manage the impacts of the on-shore gas industry in the Northern Territory and enable community participation and engagement in responding to the SCE factors resulting from the development of the onshore gas industry in the region.	Select Tender

11. Please advise the number of contracts awarded to business entities with a principal place of business in the NT and outside the NT for the period 24 August 2024 to 9 December 2024 as follows:

Number in the NT	Number outside of the NT
-	1

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

Contract	Business Entity	Address	Selection Criteria	
NTG24-0162	The University of Queensland	QLD	Price	10
			Local Content	30
			Scope Specific	60

13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 24 August 2024 to 9 December 2024?

No public tenders were advertised during the period 24 August to 9 December 2024.

14. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public tender process during the period 24 August 2024 to 9 December 2024?

One contract was awarded without undertaking a public tender process during the period 24 August to 9 December 2024.

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

- 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 tender 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?

Tender Number	Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Recommended by (d)*	Approved by (e)
NTG24- 0162	Beetaloo Region Ongoing Social Cultural Economic (SCE) Participatory Monitoring Program (2024- 2029)	\$2 987 395	Limited suppliers due to technical requirements	Senior Director, Principal Policy Officer, Senior Policy Officer	CEO

16. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for purchasing goods and/or services as of 9 December 2024.

As at 9 December 2024:

- Department of the Chief Minister and Cabinet – 35 credit cards;
- Office of the Chief Minister – 2 credit cards; and
- Office of the Leader of the Opposition – 1 credit card.

Position titles and levels of the staff holding the corporate credit card are:

Sr. No.	Position Title	Position Level
1	General Manager – Office of The Territory Coordinator	ECO4
2	Executive Director – Office of The Territory Coordinator	ECO2
3	Senior Director PSAGR	EO2
4	Regional Director	SAO2
5	Business Services Manager	SAO1
6	Manager Marketing & Digital	SAO1
7	Principal Advisor	SAO1
8	Project Manager	SAO1
9	Project Manager Barkly	SAO1
10	Deputy Official Secretary	AO7
11	Industry Development & Engagement Officer	AO7
12	Manager Program & Communications	AO7
13	Operations Manager	AO7
14	Business Manager	AO6
15	Manager Household Operations	AO6
16	Project Support Officer	AO6
17	Training & Awareness Coordinator	AO6
18	Executive Assistant	AO5
19	Executive Assistant	AO5
20	Finance Officer	AO5
21	Program Officer	AO5
22	Project Support Officer	AO5
23	Chef	PH6
24	Senior Horticulturist	T3
25	Administration Officer	AO4
26	Administration Officer	AO4
27	Executive Assistant	AO4
28	Executive Assistant	AO4
29	Executive Assistant	AO4
30	Legislative Quality & Access Officer	AO4
31	Protocol Support Officer	AO4
32	Administrative Assistant	AO3
33	Ministerial & Cabinet Assistant	AO3
34	Attendant	PH3
35	Attendant	PH3

Office of the Chief Minister:

Sr. No.	Position Title	Position Level
1	Manager Corporate Services	SAO1
2	Corporate Services Officer	AO6

Office of the Leader of the Opposition:

Sr. No.	Position Title	Position Level
1	Director Corporate Services	AO7

FOCUS GROUPS / POLLING / SURVEYS

For the period 24 August 2024 to 9 December 2024:

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

There were no opinion polls or focus groups undertaken for the period 24 August to 9 December 2024.

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

Not applicable.

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

Not applicable.

COMMUNICATIONS AND MARKETING

- 20. Please detail expenditure on advertising and communications during the period 24 August 2024 to 9 December 2024.**

For each advertisement for which an expense was incurred:

- a) What was the purpose/description of the advertisement?**

- Recruitment advertising
- Bereavement notices
- Crime reduction laws and awareness
- New payroll tax
- Cyclone Awareness/Cyclone Guide
- Cyclone Tracy 50th anniversary commemorations
- Government House Open Day and King's message
- The Territory and population attraction campaigns
- Office of Aboriginal Affairs First Circles program
- Territory Coordinator awareness and forums
- Home Grown Territory Grants

- DefenceNT Veterans check on your mates
- State Funerals

b) Who was the advertisement placed with, i.e., media outlet, newspaper, television station, digital platform, or other?

- | | |
|------------------------------------|------------------------|
| • Katherine Times | • HOT 100.1 NT |
| • Business News Australia | • 10 Digital Darwin |
| • Territory Q Magazine | • Imparja Television |
| • Australian Financial Review | • Channel 9 Darwin |
| • The Australian | • Channel 7 |
| • Weekend Australian | • Facebook |
| • NT News | • LinkedIn |
| • Centralian Advocate | • Amobee Pty Ltd |
| • Sunday Territorian | • Atomic Search |
| • Tennant Creek and District Times | • Ethicaljobs.com.au |
| • The Wire | • Google |
| • Off The Leash | • YouTube |
| • 104.1 Territory FM | • TheAustralian.com.au |
| • 8HA Alice Springs | • NT News Digital |
| • Sun FM Alice Springs | • News.com.au |
| • CAAMA Radio | • Seek |
| • MIX 104.9 FM Darwin | • Spotify Au |
| | • GoTransit! |

c) What was the total production cost, including, but not limited to, design, commissions, and placement costs?

\$142 782.42 inclusive of design, commission and placement costs.

d) Were tenders or expressions of interest called? If not, why not?

Procurement of these services were undertaken using the NT Government Procurement rules, including relevant Across Government Contracts.

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

The agency did not enter into any separate arrangements for advertising placements or advertorials.

TRAVEL

21. Please provide the total expenditure and itemised details of travel, including, but not limited to, travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority during the period 24 August 2024 to 9 December 2024 broken down to:

a) International Travel

\$79 430.01

Key items to note:

- Travel amount includes travel related costs of airfare, accommodation, meals, travelling allowance, car rental and incidentals. Where travel has been cancelled, credits or partial credits may still be applied.
- Travel amount represents agency only and is exclusive of Office of the Chief Minister and Office of the Leader of Opposition.
Travel expenditure reported is from TRIPS and is exclusive of GST as at 25 February 2025.

b) Interstate Travel

The agency is unable to provide detailed expenditure as of 30 November 2024, due to the impact of the revised Administrative Arrangements Order of 10 September 2024 affecting the reporting of financial data. Consequently, the administrative effort required to respond would require significant resources to be diverted from service delivery.

c) Intrastate Travel

The agency is unable to provide detailed expenditure as of 30 November 2024, due to the impact of the revised Administrative Arrangements Order of 10 September 2024 affecting the reporting of financial data. Consequently, the administrative effort required to respond would require significant resources to be diverted from service delivery.

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

Please refer details on the next page.

Key items of the report to note:

- Travel is for the period of 24 August to 9 December 2024.
- Where travel has been cancelled, credits or partial credits may still be received.
- Travel expenditure reported is from TRIPS and is exclusive of GST as at 25 February 2025.

Travel from date	Travel to date	Traveller	Destination	Reason for Travel	Total Travel Cost to 09/12/2024
15/09/2024	20/09/2024	Senior Director DefenceNT	Darwin, NT; Sydney, NSW; Honolulu, Hawaii, USA; Sydney, NSW; Darwin, NT	Attend the Pacific Industry Forum.	\$9953.22
15/09/2024	20/09/2024	Member National Security Advisory Group	Darwin, NT; Sydney, NSW; Honolulu, Hawaii, USA; Sydney, NSW; Darwin, NT	Attend the Pacific Industry Forum.	\$10 077.11
15/09/2024	20/09/2024	Member National Security Advisory Group	Washington DC, USA; Denver, Colorado, USA; Honolulu, Hawaii, USA; San Francisco, California, USA; Washington DC, USA	Attend the Pacific Industry Forum.	\$10 538.06
15/09/2024	23/09/2024	General Manager Office of Territory Coordinator	Darwin, NT; Sydney, NSW; Honolulu, Hawaii, USA; Sydney, NSW; Darwin, NT	Attend the Society of American Military Engineers, Pacific Industry Forum and engage in various stakeholders interested US construction activity in the Northern Territory.	\$17 320.45
15/10/2024	20/10/2024	Commissioner for Public Employment	Darwin, NT; Melbourne, VIC; Wellington, New Zealand; Melbourne, VIC; Darwin, NT	Attend Public Sector Commissioners Conference.	\$7410.86
09/11/2024	23/11/2024	Deputy CEO, Strategic and Corporate Services	Darwin, NT; Brisbane, QLD; Wellington, New Zealand; Melbourne, VIC; Darwin, NT	Participate in the Australia and New Zealand School of Government (ANZSOG) Executive Fellows Program.	\$8272.68
17/11/2024	24/11/2024	Senior Director, Legal Policy	Darwin, NT; Brisbane, QLD; Wellington, New Zealand; Melbourne, VIC; Darwin, NT	Participate in the Australian and New Zealand School of Governance (ANZSOG) Executive Master of Public Administration.	\$3687.96
11/11/2024	18/11/2024	Member National Security Advisory Group	Darwin, NT; Brisbane, QLD; Manila, Philippines; Koror, Republic of Palau, Palau; Guam, USA; Manila, Philippines; Perth, WA; Darwin, NT	Attend the Society of American Military Engineers, Guam Industry Forum 2025 to better understand US contracting opportunities and to build strategic relationships with government and industry representatives. This follows on from the NTs attendance at the Society of American Military Engineers Pacific Industry Forum in Honolulu in September.	\$12 169.67

23. Please provide itemised details and costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period 24 August 2024 to 9 December 2024.

The Department of the Chief Minister and Cabinet is responsible for paying all Ministerial and Office of the Leader of Opposition travel and these are coded to the relevant Office, not the department.

In regards to all travel undertaken by Ministers and the Opposition's Office during the period 24 August to 9 December 2024, please refer to the following attachments:

- i) **Attachment A** – Intrastate Ministerial Travel
- ii) **Attachment B** – Interstate Ministerial Travel
- iii) **Attachment C** – International Ministerial Travel
- iv) **Attachment D** – Intrastate Opposition Office Travel

There was no interstate or international travel for the Opposition's Office during the period 24 August to 9 December 2024.

Key items of the reports to note:

- Travel is for the period of 24 August to 9 December 2024.
- Where travel has been cancelled, credits or partial credits may still be received.
- Travel expenditure reported is from TRIPS and is exclusive of GST as at 25 February 2025.

HOSPITALITY / FUNCTIONS AND EVENTS

24. Please provide full details of all official hospitality provided for the period 24 August 2024 to 9 December 2024.

In relation to each occasion where official hospitality was provided:

- 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?**

The Chief Minister Awards for Excellence in the Public Sector (\$105 743) and Government House hospitality (\$10 885) are the significant portion of the total expenditure, with the remaining reflecting hospitality expenditure across the agency for official government meetings and attending industry events.

g) What was the total cost incurred?

The total cost for official hospitality for the period is \$123 024 (GST exclusive).

The administrative effort to provide further information is excessive and would result in undue diversion of resources from service delivery.

GRANTS, SPONSORSHIPS, DONATIONS AND INCENTIVES

25. Please detail expenditure on grants, sponsorships, donations and incentives paid by your Agency (including the recipient of each payment) during the period 24 August 2024 to 9 December 2024, including agency budget totals to administer such programs.

Recipient	Amount
Alice Springs RSL Sub-Branch Inc	10 000
Autism NT	5 000
Awards Australia Pty Ltd	1 600
Barkly Regional Arts Inc	10 130
Batchelor Institute of Indigenous Tertiary Education	20 000
Department of Housing, Local Government and Community Development	35 000
Galiwin'ku Women's Space Aboriginal Corporation	20 000
Grassroots Action Palmerston Aboriginal Corporation	20 000
Gurindji Aboriginal Corporation	20 000
Ikuntji Artists Aboriginal Corporation	10 000
Larrakia Nation Aboriginal Corporation	330 000
Master Builders Northern Territory	10 500
Northern Territory Stolen Generations Aboriginal Corporation	20 000
Wild North Arts Inc	20 000
Yogi's Way	11 000
TOTAL	543 230

Grant programs are administered by the following agency business units as part of their function which are centrally funded:

Grant Program	Administered By
Community Support Grants	Strategic Policy and Delivery
Larrakia Hosts Program	Territory Regional Coordination
Regional Flexible Grants	
Truth, Healing & Reconciliation	Aboriginal Partnerships and Reform

26. Please detail the funds utilised to distribute awards and sponsorships in the period 24 August 2024 to 9 December 2024, and to what activities. Please list details of any contract periods as part of any arrangement.

Recipient	Amount (\$)	Activity Type
Master Builders Northern Territory	10 500	Excellence in Building and Construction Awards

27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2025/26 financial year?

No awards or sponsorships were managed by the Regional Offices.

2025-26 awards and sponsorships will be assessed upon application.

28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 24 August 2024 to 9 December 2024, including to which organisation and the services to be provided?

Non-government organisations are registered non-for-profit organisations.

Recipient	Amount
Alice Springs RSL Sub-Branch Inc	10 000
Autism NT	5 000
Barkly Regional Arts Inc	10 130
Batchelor Institute of Indigenous Tertiary Education	20 000
Galiwin'ku Women's Space Aboriginal Corporation	20 000
Grassroots Action Palmerston Aboriginal Corporation	20 000
Gurindji Aboriginal Corporation	20 000
Ikuntji Artists Aboriginal Corporation	10 000
Larrakia Nation Aboriginal Corporation	330 000
Northern Territory Stolen Generations Aboriginal Corporation	20 000
TOTAL	465 130

MEDIA MONITORING SERVICES

29. Provide expenditure details on media monitoring services for the period 24 August 2024 to 9 December 2024 (including entities engaged and who utilises the service).

The Department of the Chief Minister and Cabinet manages the whole-of-government contract for media monitoring service.

The entity delivering the service is Isentia Pty Ltd.

The NT Government agencies utilising this service are:

- Department of the Chief Minister and Cabinet
- Attorney-General's Department
- Department of Corrections
- Department of Lands, Planning and Environment
- Department of Corporate and Digital Development
- Department of Education and Training
- NT Health
- Department of Logistics and Infrastructure
- Department of Trade, Business and Asian Relations
- Department of Treasury and Finance
- Department of Children and Families
- Department of People, Sport and Culture
- Department of Housing, Local Government and Community Development

- NT Police
- NT Fire and Emergency Service
- Power and Water Corporation
- Jacana Energy
- Territory Generation
- Department of Agriculture and Fisheries
- Department of Tourism and Hospitality
- Department of Mining and Energy

The Department of the Chief Minister and Cabinet's media monitoring expenditure for the period of 24 August to 9 December 2024 was **\$71 582.70**.

INFRASTRUCTURE PROJECTS

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

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

31. Please provide details of newly committed projects for the period 24 August 2024 to 9 December 2024.

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

32. Please provide details of contracts awarded to interstate firms, the purpose of the contract, the cost, and why a territory firm was not chosen.

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

GOVERNMENT LEASED BUILDINGS

33. What is the total annual power bill of each Government building owned/leased/used by each Department for the period 24 August 2024 to 9 December 2024?

The total power bill of each Government building owned / leased / used by the Department of the Chief Minister and Cabinet for the period 24 August to 9 December 2024 is:

Building	Amount \$
12 Todd St Alice Springs	11 483
14 Palmerston Circuit (Highway House)	824
15 Smith St, Darwin (Administrator's Office)	5 855
19 Smith St, The Mall, Darwin (CDC)	2 860
22 Mitchell St, Darwin (NT House)	15 936

Building	Amount \$
29 The Esplanade, Darwin (Government House)	45 417
65 Civic Dr, Coolamon Jabiru (regional office)	413
8 Franklyn St, Nhulunbuy (regional office)	4 542
Lot 490 Angurugu St, Angurugu (regional office)	260
Lot 563, Bem St, Wadeye (regional office)	525
TOTAL	\$88 115

- 34. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period 24 August 2024 to 9 December 2024?**

A whole-of-government response to Question 34 will be provided by the Department of Corporate and Digital Development.

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

A whole-of-government response to Question 35 will be provided by the Department of Corporate and Digital Development.

FEES AND CHARGES

- 36. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2024/25 financial year and whether any of these fees and charges were increased following the 2024 election.**

Not applicable.

INTERNAL AUDITS

- 37. How many internal audits and financial investigations were conducted in the period 24 August 2024 to 9 December 2024?**

One internal audit; 0 financial investigations.

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

TRM Information Security review	Review the agency's record keeping security controls and access levels in Territory Records Manager (TRM) to evaluate the effectiveness and adequacy of current measures in safeguarding records.
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- 39. Please provide details of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.**

The internal audit did not identify any instances of fraud or anomalies. Any findings from the audit have been reviewed by the Department and are being addressed through its internal audit processes. The Department develops and implements treatment plans to monitor progress, which is recorded in an audit register.

40. How many agencies have been referred to existing bodies, e.g. Auditor-General/Independent Commission Against Corruption (ICAC), and how?

Agencies are not privy to details of referrals made to Independent Statutory Officers.

41. How many have been resolved? Please detail the agency referred to, the date of referral and the date resolved, including those with multiple referrals.

Agencies are not privy to details of referrals made to Independent Statutory Officers.

BOARDS / ADVISORY BODIES

42. Please detail all boards and advisory bodies in your Agency in 2024/25, also providing the following information:

- a) The Terms of Reference, if changed since the election.

Terms of Reference for the Approvals Fast Track Taskforce are provided at **Attachment E**. No Terms of Reference have changed for the other boards / committees since the election.

- b) The current members and when they were appointed

APPROVALS FAST TRACK TASKFORCE

Member	Dated Appointed
Mr Mark Garraway	22/11/2024
Mr Michael Buckley	22/11/2024
Mr Stuart Kenny	22/11/2024
Mr Dan Richards	22/11/2024
Mr Andrew Dalglish	22/11/2024
Mr Hermanus Louw	22/11/2024
Ms Rebecca Bullen	22/11/2024

AUSTRALIA DAY COUNCIL NT INC

Member	Dated Appointed
Dr Richard Fejo	11/04/2022
Ms Rose Thulung	04/10/2023
Ms Robyne Burridge OAM	04/10/2023
Mrs Malia Ford	04/10/2020
Mr Robert Annis Brown	04/10/2023
Mr Bill Daw	04/10/2023

NATIONAL SECURITY ADVISORY GROUP

Member	Dated Appointed
Dr Alan Dupont AO	25/08/2020
Vice Admiral IN (Retd) Pradeep Chauhan	21/07/2021
Rear Admiral (Retired) Allan Du Toit AM	14/10/2020
Mr Tyson Sara	01/09/2020
Mr Tom Mahnken	20/01/2021
Mr Shigeki Muto	14/10/2020
Mr Dick Guit	24/12/2020
Lieutenant General (retired) John Frewem AO DSC	13/01/2025
Lieutenant General (Retired) John Eric Wissler	01/09/2020

REMUNERATION TRIBUNAL

Member	Dated Appointed
Mr Gary Higgins	06/10/2020
Ms Kezia Purick	17/12/2024
Ms Lynne Walker	17/02/2025

BIG RIVERS – REGIONAL ECONOMIC GROWTH COMMITTEE

Member	Dated Appointed
Ms Alison Ross	03/08/2021
Mr Trent De With	03/08/2021
Ms Pip Gordon	21/04/2023
Mrs Simone Cameron	21/04/2023
Mr Reginald King	21/04/2023
Mr Alan Mole	21/04/2023
Ms Ingrid Stonhill	Non-appointed member
Mr David Hurst	Non-appointed member
Mr Brian Hylands	16/03/2023
Mr Robert Friel	13/10/2021

CENTRAL AUSTRALIAN REGIONAL ECONOMIC GROWTH COMMITTEE

Member	Dated Appointed
Mr Jimmy Cocking	19/04/2024
Ms Jodie Summers	19/04/2024
Ms Jessica Wishart	19/04/2024
Mr Vincent Lange	19/04/2024
Mr Temba Ncube	19/04/2024
Mr Kyle Pearson	19/04/2024
Mr Danial Rochford	19/04/2024
Ms Belinda Urquhart	Non-appointed member
Mr Andrew Wilsmore	Non-appointed member

EAST ARNHAM REGIONAL ECONOMIC GROWTH COMMITTEE

Currently no members following expiry of previous membership.

TOP END – REGIONAL ECONOMIC GROWTH COMMITTEE

Member	Dated Appointed
Ms Cynthia Brown	17/10/2023
Mr Tom Dawkins	17/10/2023
Mr Tobias Nganbe	17/10/2023
Mr Scott Simpson	17/10/2023
Mr Neil White	17/10/2023
Mr Mark Tunmuck-Smith	17/10/2023
Mr Jonathan McLeod	17/10/2023
Mr James Woods	17/10/2023
Ms Angela Piper	08/07/2020
Mr Chris Tedcastle	23/06/2021
Mr Bunug Galaminda	23/06/2021

43. The number of times the Board met during the period 24 August 2024 to 9 December 2024.

Board / Committee	Number of times met
Approvals Fast Track Taskforce	1
Australia Day Council NT Inc	2
National Security Advisory Group	0
Remuneration Tribunal	16
Big Rivers - Regional Economic Growth Committee	0
Central Australian Regional Economic Growth Committee	2
East Arnhem Regional Economic Growth Committee	0
Top End - Regional Economic Growth Committee	0

REVIEWS AND INQUIRIES

44. Details of all reviews and inquiries completed or commenced since 24 August 2024, 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
 - If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly
 - If not completed when this is expected

Not applicable.

WORKPLACE HEALTH AND SAFETY

45. Please provide the number, nature and cost of reportable safety issues for the period 24 August 2024 to 9 December 2024.

For the period 24 August to 9 December 2024, there was:

- One notifiable incident reported to NT WorkSafe under section 35 of the *Work Health and Safety (National Uniform Legislation) Act 2011* involving an employee receiving an electrical shock.

46. Please detail the number of stress-related matters and claims for the period 24 August 2024 to 9 December 2024.

Not applicable.

REGIONAL OFFICES

47. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved since 24 August 2024. What are the locations for which they are responsible?

The Department of the Chief Minister and Cabinet's (CM&C) Territory Regional Coordination (TRC) works with Northern Territory, Commonwealth and local government agencies, regional businesses, Land Councils and Aboriginal communities.

TRC supports implementation of NT Government priorities and coordinates key activities across government at the regional level.

The agency is unable to provide detailed expenditure as at 30 November 2024, due to the impact of the revised Administrative Arrangements Order of 10 September 2024 affecting the reporting of financial data. Consequently, the administrative effort required to respond would require significant resources to be diverted from service delivery.

CM&C's regional staffing is as follows:

Region	FTE as at Pay 13 of 2024-25 (18 December 2024)
Darwin/Palmerston/Litchfield	4.0
Central Australia	3.37
Barkly	2.0
Big Rivers	4.0
East Arnhem	7.7
Top End^	2.0
Total	23.07

^ Top End includes the Wadeye Regional Office.

Department of the Chief Minister and Cabinet
Intrastate Ministerial Travel
24 August to 9 December 2024

Departure Date	Return Date	Traveller	Itinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
11/09/2024	12/09/2024	Chief Minister	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Attendance at the State Memorial for Mr Elliot McAdam	Air	0.00	400.00	1,247.64	24.86	1,672.50
11/09/2024	12/09/2024	Minister Edgington	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Attendance at the State Memorial for Mr Elliot McAdam	Air	0.00	200.00	1,247.64	85.72	1,533.36
11/09/2024	13/09/2024	Minister Burgoyne	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Ministerial meetings and stakeholder engagement	Air	800.00	0.00	623.82	7.90	1,431.72
16/09/2024	20/09/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Ministerial meetings and stakeholder engagement	Air	1,600.00	0.00	722.82	24.41	2,347.23
16/09/2024	18/09/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Ministerial meetings and stakeholder engagement	Air	800.00	0.00	1,618.69	7.90	2,426.59
16/09/2024	20/09/2024	Minister Edgington	Tennant Creek (Tennant Creek), NT,Darwin (Darwin City), NT,Darwin (Darwin City), NT	Ministerial Meetings and Stakeholder Engagement	Air	1,600.00	0.00	1,080.00	7.90	2,687.90
23/09/2024	23/09/2024	Minister Edgington	Darwin (Darwin City), NT,Nhulunbuy (Nhulunbuy), NT,Nhulunbuy (Nhulunbuy), NT,Darwin (Darwin City), NT	Ministerial meetings and site visit	Air	0.00	0.00	1,928.00	60.90	1,988.90
23/09/2024	26/09/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Attend cabinet meeting and ministerial meetings.	Car	1,200.00	0.00	0.00	0.00	1,200.00
23/09/2024	26/09/2024	Minister Edgington	Darwin (Darwin City), NT,Tennant Creek (Tennant Creek), NT	Ministerial meetings and stakeholder engagement	Car	1,200.00	0.00	0.00	0.00	1,200.00
30/09/2024	04/10/2024	Minister Edgington	Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Tennant Creek (Tennant Creek), NT	Stakeholder and ministerial meetings	Air	1,200.00	130.00	1,247.64	24.40	2,602.04
30/09/2024	02/10/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Darwin (Darwin City), NT	Stakeholder and ministerial meetings	Air	800.00	0.00	644.00	7.90	1,451.90
30/09/2024	02/10/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder engagement and ministerial meetings	Air	800.00	0.00	1,247.64	24.40	2,072.04
04/10/2024	09/10/2024	Minister Hersey	Darwin (Darwin City), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Stakeholder and ministerial meetings	Air	2,000.00	0.00	644.00	7.90	2,651.90
05/10/2024	09/10/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Attend ministerial stakeholder meetings	Car	1,600.00	0.00	1,339.87	7.90	2,947.77
06/10/2024	13/10/2024	Minister Edgington	Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Darwin (Darwin City), NT	Stakeholder and Ministerial Meetings	Air	2,800.00	0.00	994.87	7.90	3,802.77
06/10/2024	09/10/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder engagement and ministerial meetings	Air	1,200.00	0.00	1,339.87	7.90	2,547.77
12/10/2024	13/10/2024	Minister Boothby	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Stakeholder and Minister Meetings	Air	0.00	130.00	1,347.70	25.22	1,502.92
27/10/2024	30/10/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial meetings	Air	1,200.00	0.00	1,247.64	7.90	2,455.54
28/10/2024	30/10/2024	Minister Cahill	Darwin (Darwin City), NT,Katherine (Katherine), NT,Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Stakeholder and ministerial meetings	Air	0.00	430.00	1,393.82	55.35	1,879.17
28/10/2024	31/10/2024	Minister Maley	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Meeting stakeholders	Air	0.00	660.00	1,247.64	104.75	2,012.39

* Travel is for the period of 24 August to 9 December 2024.
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* Travel expenditure reported is from TRIPS as at the 25 February 2025 and is exclusive of GST.

Department of the Chief Minister and Cabinet Intrastate Ministerial Travel 24 August to 9 December 2024										
Departure Date	Return Date	Traveller	Itinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
28/10/2024	30/10/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial Meetings	Air	800.00	0.00	1,247.64	7.90	2,055.54
03/11/2024	09/11/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Meeting Stakeholders	Car	2,000.00	0.00	0.00	0.00	2,000.00
03/11/2024	04/11/2024	Chief Minister	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Meetings with stakeholders	Air	0.00	130.00	1,247.64	41.85	1,419.49
04/11/2024	09/11/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and ministerial meetings	Air	2,000.00	0.00	1,247.64	7.90	3,255.54
04/11/2024	06/11/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial meetings	Air	800.00	0.00	1,247.64	7.90	2,055.54
05/11/2024	06/11/2024	Minister Hersey	Darwin (Darwin City), NT,Nhulunbuy (Nhulunbuy), NT,Elcho Island (East Arnhem), NT,Darwin (Darwin City), NT	Ministerial Duties	Air	0.00	315.00	889.00	1,227.35	2,431.35
05/11/2024	08/11/2024	Minister Edgington	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Alice Springs (Alice Springs), NT	Stakeholder engagement and Ministerial meetings	Air	0.00	540.00	631.72	24.85	1,196.57
07/11/2024	07/11/2024	Minister Maley	Darwin (Darwin City), NT,Daly Waters (Daly Waters), NT,Darwin (Darwin City), NT	Meeting stakeholder on site	Air	0.00	0.00	1,366.37	2,785.33	4,151.70
08/11/2024	10/11/2024	Minister Boothby	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Ministerial meetings and site visit.	Air	0.00	260.00	1,618.69	24.85	1,903.54
08/11/2024	09/11/2024	Minister Edgington	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Tennant Creek (Tennant Creek), NT	Stakeholder engagement and Ministerial meetings	Air	400.00	0.00	1,339.87	7.90	1,747.77
10/11/2024	13/11/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial meetings	Air	1,200.00	0.00	1,618.69	30.50	2,849.19
11/11/2024	14/11/2024	Minister Edgington	Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	Stakeholder engagement and Minister Meetings	Air	1,200.00	0.00	1,247.64	24.40	2,472.04
11/11/2024	15/11/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Ministerial Duties	Air	1,600.00	0.00	1,288.00	30.50	2,918.50
12/11/2024	14/11/2024	Minister Maley	Darwin (Darwin City), NT,Katherine (Katherine), NT,Darwin (Darwin City), NT	*** TRAVEL CANCELLED ***Introductory regional visit and industry meet & greet	Car	0.00	180.00	0.00	0.00	180.00
14/11/2024	15/11/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Yulara (Yulara), NT,Alice Springs (Alice Springs), NT	Ceremony to mark the 25th anniversary of the opening of the Yulara Fire Station	Car	0.00	450.00	0.00	72.40	522.40
16/11/2024	20/11/2024	Minister Edgington	Darwin (Darwin City), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Tennant Creek (Tennant Creek), NT	Stakeholder Engagement and Ministerial meetings	Air	1,600.00	0.00	623.82	7.90	2,231.72
17/11/2024	22/11/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial meetings	Air	2,000.00	0.00	1,247.64	7.90	3,255.54
18/11/2024	21/11/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and Ministerial Meetings	Air	1,200.00	0.00	1,247.64	7.90	2,455.54
18/11/2024	21/11/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Stakeholder and Ministerial meetings	Air	800.00	180.00	1,247.64	145.92	2,373.56
24/11/2024	25/11/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Ministerial Duties	Car	400.00	0.00	0.00	0.00	400.00
29/11/2024	04/12/2024	Minister Edgington	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Darwin (Darwin City), NT	Stakeholder engagement and Ministerial meetings	Air	2,000.00	130.00	0.00	24.50	2,154.50
05/12/2024	05/12/2024	Minister Cahill	Darwin (Darwin City), NT,Katherine (Katherine), NT,Darwin (Darwin City), NT	Industry Round table + Stakeholder engagement	Car	0.00	0.00	0.00	0.00	0.00
08/12/2024	11/12/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT	Ministerial Duties	Car	1,200.00	0.00	0.00	0.00	1,200.00

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Department of the Chief Minister and Cabinet Intrastate Ministerial Travel 24 August to 9 December 2024										
Departure Date	Return Date	Traveller	Itinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
08/12/2024	11/12/2024	Minister Yan	Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT	Stakeholder and ministerial meetings	Air	1,200.00	0.00	1,252.60	7.90	2,460.50
09/12/2024	09/12/2024	Minister Cahill	Darwin (Darwin City), NT,Nhulunbuy (Nhulunbuy), NT,Darwin (Darwin City), NT	Stakeholder Engagement Meetings	Air	0.00	0.00	1,920.19	7.90	1,928.09
09/12/2024	09/12/2024	Chief Minister	Darwin (Darwin City), NT,Katherine (Katherine), NT,Ngukurr (Ngukurr), NT,Groote Eylandt (Anindilyakwa), NT,Darwin (Darwin City), NT	Remote Police Station Visits	Air	0.00	0.00	0.00	0.00	0.00
Grand Total										92,033.03

* Travel is for the period of 24 August to 9 December 2024.
* Where travel has been cancelled, credits or parital credits may still be received.
* Travel expenditure reported is from TRIPS as at the 25 February 2025 and is exclusive of GST.

Department of the Chief Minister and Cabinet
Interstate Ministerial Travel
24 August to 9 December 2024

Departure Date	Return Date	Traveller	Itinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
03/09/2024	04/09/2024	Minister Maley	Darwin (Darwin City), NT,Broome, WA,Darwin (Darwin City), NT	Attendance at the Northern Australia Ministerial Forum	Air	0.00	399.00	1,918.33	13.90	2,331.23
04/09/2024	07/09/2024	Chief Minister	Darwin (Darwin City), NT,Adelaide, SA,Canberra, ACT,Sydney, NSW,Darwin (Darwin City), NT	Attendance at National Cabinet	Air	0.00	692.10	4,300.84	27.73	5,020.67
31/10/2024	02/11/2024	Minister Edgington	Tennant Creek (Tennant Creek), NT,Alice Springs (Alice Springs), NT,Melbourne, VIC,Darwin (Darwin City), NT,Darwin (Darwin City), NT	Stakeholder and Ministerial meetings	Air	400.00	309.00	1,407.37	7.90	2,124.27
31/10/2024	01/11/2024	Minister Charls	Darwin (Darwin City), NT,Adelaide, SA,Darwin (Darwin City), NT	Disability Reform Ministers Dinner & Disability Reform Ministerial Council Meeting	Air	0.00	279.00	3,013.67	39.66	3,332.33
11/11/2024	13/11/2024	Minister Cahill	Darwin (Darwin City), NT,Sydney, NSW,Melbourne, VIC,Darwin (Darwin City), NT	Attending the Australia Indonesia Business Council National Conference & stakeholder meetings	Air	0.00	1,177.24	4,586.61	228.21	5,992.06
14/11/2024	16/11/2024	Minister Edgington	Darwin (Darwin City), NT,Perth, WA,Darwin (Darwin City), NT	Joint Council on Closing the Gap Conference & stakeholder meetings	Air	0.00	410.00	3,443.48	238.75	4,092.23
17/11/2024	20/11/2024	Minister Maley	Darwin (Darwin City), NT,Sydney, NSW,Canberra, ACT,Adelaide, SA,Darwin (Darwin City), NT	Touring the AWH Guildford NSW Facility, attending Northern Australia Annual Statement to Parliament & stakeholder meetings	Air	0.00	855.79	5,836.42	24.85	6,717.06
28/11/2024	01/12/2024	Minister Yan	Darwin (Darwin City), NT,Melbourne, VIC,Canberra, ACT,Melbourne, VIC,Adelaide, SA,Alice Springs (Alice Springs), NT	Attending Federal Council on Federal Financial Relations meeting	Air	0.00	627.90	1,693.10	140.35	2,461.35
29/11/2024	02/12/2024	Minister Cahill	Darwin (Darwin City), NT,Sydney, NSW,Darwin (Darwin City), NT	Attending a Ministerial Migration Round Table	Air	0.00	0.00	3,890.58	149.91	4,040.49
04/12/2024	07/12/2024	Minister Edgington	Darwin (Darwin City), NT,Sydney, NSW,Hobart, TAS,Melbourne, VIC,Darwin (Darwin City), NT	Attending the Health Ministers Meeting and Health Chief Executives Forum	Air	0.00	847.80	3,443.76	261.30	4,552.86
04/12/2024	07/12/2024	Minister Hersey	Katherine (Katherine), NT,Darwin (Darwin City), NT,Adelaide, SA,Canberra, ACT,Brisbane, QLD,Darwin (Darwin City), NT	Attending the Skills & Workforce Ministerial Council Meeting & Australian Training Awards Night	Air	0.00	513.38	3,520.03	24.85	4,058.26
04/12/2024	06/12/2024	Minister Burgoyne	Alice Springs (Alice Springs), NT,Adelaide, SA	Stakeholder engagement and Ministerial meetings	Air	0.00	616.00	641.24	88.80	1,346.04
05/12/2024	07/12/2024	Minister Charls	Darwin (Darwin City), NT,Adelaide, SA,Canberra, ACT,Sydney, NSW,Darwin (Darwin City), NT	Attending Multicultural Welcome Dinner & Multicultural Affairs Forum	Air	0.00	188.00	1,784.76	342.63	2,315.39
Grand Total										48,384.24

* Travel is for the period of 24 August to 9 December 2024.
* Where travel has been cancelled, credits or parital credits may still be recevied.
* Travel expenditure reported is from TRIPS as at the 25 February 2025 and is exclusive of GST.

Department of the Chief Minister and Cabinet
International Ministerial Travel
24 August to 9 December 2024

Departure Date	Return Date	Traveller	Intinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
07/11/2024	08/11/2024	Minister Cahill	Darwin (Darwin City), NT,Dili, Timor-Leste,Darwin (Darwin City), NT	Engagement the Timor-Leste Government to advance activities under the Strategic Partnership Agreement and to hold ministerial bilateral meetings.	Air	0.00	202.78	1,685.27	169.50	2,057.55
Grand Total										2,057.55

* Travel is for the period of 24 August to 9 December 2024.
* Where travel has been cancelled, credits or parital credits may still be received.
* Travel expenditure reported is from TRIPS as at the 25 February 2025 and is exclusive of GST.

Department of the Chief Minister and Cabinet
Intrastate Opposition Travel
24 August to 9 December 2024

Departure Date	Return Date	Traveller	Itinerary	Reason For Travel	Mode	Official Allowance	Accommodation	Airfare	Other	Total
10/09/2024	12/09/2024	Selena Uibo	Katherine (Katherine), NT,Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Attendance to State Memorial Mr Elliot McAdam AM accompanying the Leader of Opposition	Air	400.00	344.00	1,339.87	31.27	2,115.14
05/10/2024	06/10/2024	Selena Uibo	Darwin (Darwin City), NT,Alice Springs (Alice Springs), NT,Darwin (Darwin City), NT	***TRAVEL CANCELLED *** Stakeholder engagement - attendance to Central Land Council Event	Air	0.00	0.00	0.00	0.00	0.00
01/11/2024	03/11/2024	Selena Uibo	Katherine (Katherine), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Attendance for presentation and awards	Car	800.00	0.00	0.00	0.00	800.00
11/11/2024	11/11/2024	Selena Uibo	Darwin (Darwin City), NT,Darwin (Darwin City), NT	Attendance for commemoration	Car	0.00	0.00	0.00	0.00	0.00
02/12/2024	04/12/2024	Selena Uibo	Darwin (Darwin City), NT,Darwin (Darwin City), NT,Katherine (Katherine), NT	Meeting stakeholders and meeting arrangements	Air	800.00	0.00	692.00	45.00	1,537.00
Grand Total										4,452.14

* Travel is for the period of 24 August to 9 December 2024.
* Where travel has been cancelled, credits or parital credits may still be received.
* Travel expenditure reported is from TRIPS as at the 25 February 2025 and is exclusive of GST.

Approvals Fast Track Taskforce

Terms of Reference

Document title	Approvals Fast Track Taskforce
Contact details	Strategic Policy Economy and Environment, Department of the Chief Minister and Cabinet
Approved by	
Date approved	
TRM number	

Version	Date	Author	Changes made
1	20 September 2024	CM&C	First version
2	1 November 2024	CM&C	Second version
3	13 November 2024	CM&C	Third version
4	16 November 2024	CM&C	Fourth version

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1. Purpose

The NT Government has committed to cutting timeframes for regulatory approvals by 50% and tabling legislation in Parliament to remove unnecessary and burdensome regulations.

The NT Government has established the Approvals Fast Track Taskforce (the Taskforce) to provide expert advice on how to achieve this within six months from its commencement.

2. Authority

The Taskforce is a non-statutory advisory group established by the Chief Minister. It holds no delegated powers to act on behalf of the Chief Minister, or to commit the Chief Minister or Government to any actions.

3. Terms of Reference

The Taskforce will provide expert advice to Government on options for decreasing regulatory processing times and easing the burden on business and industry.

This advice should consider:

1. Regulatory policy (including legislation, regulation and policy frameworks); and
2. Regulatory practice (including systems, processes, guidelines, organisational culture and capability, and risk management).

The Taskforce should focus on reforms that will benefit the greatest number of businesses.

The Taskforce is established for six months from the date of the Chair's appointment.

The Taskforce will provide its findings and recommendations to the Chief Minister six months from commencement.

4. Responsibilities

4.1. Chair

The Chair is responsible for leading and directing the activities of the Taskforce. Responsibilities include:

- setting the agenda for Taskforce meetings;
- ensuring the meetings are conducted efficiently and within established protocols;
- managing conflict of interests among members;
- representing the Taskforce to stakeholders and the public;
- liaising with, and reporting to the Chief Minister and the Chief Executive Officer of the Department of the Chief Minister and Cabinet (CM&C) as required;
- reviewing the Taskforce's performance against the Terms of Reference; and
- maintaining ethical standards and fairness and impartiality principles.

4.2. Members

Members of the Taskforce are responsible for contributing expertise and perspective to the activities of the Taskforce. Responsibilities include:

- ensuring minutes are a true and accurate record of the meetings;
- reviewing relevant documents and information presented;
- providing input based on knowledge and expertise on specific issues or initiatives;
- disclosing any conflicts of interest promptly and ensuring any identified contacts are managed, including abstaining from voting on matters where there is a conflict;
- leveraging personal and professional networks to benefit the work of the Taskforce;
- maintaining ethical standards and fairness and impartiality principles; and
- maintaining confidentiality where required and ensuring any commentary in the media or otherwise is directed to the Chair to be dealt with in the appropriate manner.

4.3. Government

CM&C will provide administrative and secretariat support to the Taskforce. The responsibilities of CM&C include:

- taking minutes during meetings;
- coordinating and scheduling meetings and other events as required;
- compiling and maintaining a record of all documentation;
- ensuring that accurate and timely information is provided to the public as required; and
- any other administrative support required, as directed by the Chair.

Relevant government agencies will be required to provide relevant information and data on request to support the deliberations of the Taskforce.

5. Structure and membership

5.1. Membership

The Taskforce will be comprised of up to eight private sector representatives who have direct experience of regulatory approval processes. Membership is determined by direct appointment.

A Chair will be appointed by the Chief Minister.

5.2. Member selection and nomination

Nominations are by Ministerial invitation only.

5.3. Term of appointment

The Chief Minister will appoint members by letter of appointment. The term of appointment for the Taskforce will be six months from the Taskforce's formation or until the final report is delivered, whichever is earlier.

6. Remuneration

Members will not be remunerated for their participation in the Taskforce.

7. Operation

7.1. Meetings

The Chair will determine the regularity of Taskforce meetings in consultation with other members.

Agenda and papers will be circulated to members no less than three days prior to the meeting.

Meetings are to be facilitated by the Chair or, in their absence, a member nominated by the Chair to temporarily act as the Chair.

Whenever possible, decisions of the Taskforce are to be made by consensus. If consensus cannot be reached, decisions will be made by a majority vote of those members present. In the event of a tie, the Chair will have the casting vote. The advice provided to the Chief Minister will outline the diverse range of opinions of members.

7.2. Quorum

A quorum is half the total attending members plus one. A proxy is counted in the quorum and has the authority to vote.

7.3. Proxies

If a member is unable to attend a meeting, with the prior agreement of the Chair they may send a proxy to speak on their behalf.

7.4. Apologies

If a member is unable to attend a meeting, they must submit an apology to the Secretariat. Apologies will be noted in the minutes.

7.5. Briefings to the Chief Executive Officer of CM&C

As soon as practicable after each meeting, the Chair will meet with the Chief Executive Officer of CM&C (or their delegate) to provide an update on the Taskforce's progress.

7.6. Formation of sub-committees

The Taskforce may establish sub-committees to assist it in fulfilling its responsibilities. These sub-committees may be formed for specific purposes, such as the investigation of a specific regulatory process or the delivery of reports.

The Chair will define the scope, composition, and authority of each sub-committee in writing. Sub-committees shall report to the Taskforce and operate within the parameters established by the Taskforce.

8. Confidentiality

Unless otherwise indicated, all papers and minutes are confidential.

The Taskforce will determine what papers are marked for release at the end of each meeting, or in subsequent meetings.

Members may be provided with other confidential material, which should be treated with care and discretion and not be disclosed to anyone outside of the Taskforce.

9. Declaration of interests

A conflict of interest may occur where a member has a financial or other interest in issues under consideration by the Taskforce. Declaring conflicts of interest will be a standing agenda item for each meeting.

A member must disclose to the Chair, any situation or agenda item that may lead to a real, perceived, or potential conflict of interest. The Chair will assess the risk and decide if the member should be excluded from any discussions or situations.

10. Resignation

Members may resign from the Taskforce at any time.

All resignations must be provided in writing to the Chief Minister with a copy provided to the Chair.