

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Corporate and Digital Development, Minister for International Education, Minister for Disabilities and Minister for Multicultural Affairs – for all agencies falling under the Ministers' portfolios.

AGENCY ADMINISTRATION

Notes:

- The following questions can be answered from existing Agency data as at 31 March 2023.
- You have previously referred questions requiring a Whole of Government response to the Minister responsible at a time that enables a response within the same timeframe as the remainder of the questions.
- Further, you have previously inserted the question at the beginning of each answer.
- My Office would appreciate these practices being continued.

STAFFING

1. (a) Please advise the number of staff employed in the following categories as at 31 March 2023:

Category	FTE	Headcount (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	887.08	908	908	0
2. Ongoing Part Time	52.33	71	71	0
3. Fixed Term Full Time	153	157	157	0
4. Fixed Term Part Time	8.5	13	13	0
5. Casual Contract	0	0	0	0
6. Executive Contract	48	49	49	0

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

Category	Classification	FTE	Headcount	NT based	Located outside NT
1. Ongoing Full Time	AO1	1	1	1	0
	AO2	10.9	12	12	0
	AO3	64.15	67	67	0
	AO4	146.39	151	151	0
	AO5	108.52	110	110	0
	AO6	180.4	184	184	0
	AO7	163.75	166	166	0
	SAO1	142.57	146	146	0
	SAO2	63	64	64	0
	P2	1.7	2	2	0
	P3	1	1	1	0
	N5R	1	1	1	0
	EO2	1	1	1	0
	T1	1	1	1	0
T4	1	1	1	0	

Category	Classification	FTE	Headcount (Paid)	NT-based	Located outside NT
2. Ongoing Part Time	AO2	2.67	5	5	0
	AO3	3.17	4	4	0
	AO4	9.78	13	13	0
	AO5	7.55	10	10	0
	AO6	12.93	17	17	0
	AO7	11.82	16	16	0
	SAO1	3.47	5	5	0
	SAO2	0.94	1	1	0

Category	Classification	FTE	Headcount (Paid)	NT-based	Located outside NT
3. Fixed Term Full Time	GRADT	12	12	12	0
	AQ3SA	0.72	1	1	0
	AO2	39.84	42	42	0
	AO3	23.5	24	24	0
	AO4	23	23	23	0
	AO5	16.7	17	17	0
	AO6	18.24	19	19	0
	AO7	14	14	14	0
	P3	1	1	1	0
	SAO1	3	3	3	0
	SAO2	1	1	1	0

Category	Classification	FTE	Headcount (Paid)	NT-based	Located outside NT
4. Fixed Term Part Time	SBA	1.2	2	2	0
	AQ4SA	0.68	1	1	0
	AO2	1.42	2	2	0
	AO3	1.91	3	3	0
	AO4	0.65	1	1	0
	AO5	2.64	4	4	0

Category	Classification	FTE	Headcount (Paid)	NT-based	Located outside NT
6. Executive Contract	EO1C	24.5	25	25	0
	EO2C	19	19	19	0
	EO3C	1	1	1	0
	EO4C	2	2	2	0
	EO6C	1.5	2	2	0

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

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

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

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

2. Please advise the number of staff held against the following categories as at 31 March 2023:

Category	Number
Resigned	96
Made Redundant	3
Terminated	3
Unattached	31
Classified Redeployee	0
Supernumerary	145

3. **Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 2023.**

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

4. **(a) Please advise the number of Frontline staff as FTE as at 31 March 2023 and as a percentage of the Agency total employment.**

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

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

Not applicable.

5. **Please advise how many staff have been engaged through labour hire, employment agency arrangements and/or consultancy contracts, for what purpose, for what duration and at what cost as at 31 March 2023. Please use the table format presented below for your response.**

Nil.

6. **Please advise how many locums have been employed, for what purpose, for what duration and at what cost as at 31 March 2023. Please use the table format presented below for your response.**

Not applicable.

7. **(a) How many positions were advertised during the period 1 July 2022 to 31 March 2023?**

436

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

415

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

Classification Level	Total
Aboriginal Employment Program	1
AO3	29
AO4	59
AO5	73
AO6	96
AO6/AO7	1
AO7	79
SAO1	50
SAO2	12
SAO2/ECO1	5
ECO2	5
GRADT	2
P2	2
P3	1

(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 1 July 2022 to 31 March 2023, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.

Nil.

(b) Is consideration being given to outsource, contract-out or privatise in financial year 2023/24? If so, provide details.

Not applicable.

LEGAL EXPENSES

9. What has been the expenditure on legal advice or related expenses for the period 1 July 2022 to 31 March 2023? Provide details on:

- a) The matter(s) (designate which are finalised and which ongoing)**
- b) The amount paid by matter**
- c) The amount paid to each outside legal firm or barrister engaged**

Vendor	Vendor Amount
<i>Finalised Matters</i>	
Aitran Nguyen Territory Legal Advisors	6 128
BDO	16 470
Christopher, Karen	770
Cozens Johansen Lawyers	24 419
Finlaysons	2448
HWL Ebsworth Lawyers	7480
JKW Law Practice	53 148
Maddocks	7 833
Minter Ellison Lawyers	23 844
Moda Law	895
Ward Keller Pty Ltd	5 546
<i>Ongoing Matters</i>	
BDO	5 251
Cozens Johansen Lawyers	16 089
HWL Ebsworth Lawyers	2 000
JKW Law Practice	217 826
Maddocks	59 174
Minter Ellison Lawyers	99 121
Recoveries Corporation Pty Ltd	19
Ward Keller Pty Ltd	4 910

PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2022 to 31 March 2023, please detail expenditure on each report and consultancy (excluding annual reports) that have been obtained from outside the NTPS. For each report/consultancy detail:
- a) Purpose
 - b) Cost
 - c) Person or entity engaged
 - d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)
 - e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
 - f) Outcomes or key performance indicators for the report or consultancy
 - g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

Purpose (a)	Cost \$ (b)	Entity/ person engaged (c)	Loc. (d)	Tabled (e)	Outcome (f)	Procurement (g)
Request for services under panel contract AGC21-0265 - Provision of Audit	\$21,475	KPMG	NT	No	Report provided	Purchase off existing contract
Provision of a probity advisor for the security services tender	\$12,250	Jacobs Krajsek Wauchope	NT	No	In progress	Purchase off existing contract
Northern Territory Government Banking Services Contract Review	\$169,474	Ernst and Young	NT	No	Report provided	Purchase off existing contract
Provision of Fuel Consultancy Services	\$30,075	Fueltrac Pty Ltd	QLD	No	In progress	Select invitation
Provision of Value for Territory Audit under AGC21-0265	\$23,330	KPMG	NT	No	In progress	Purchase off existing contract
Conduct a Review of the Northern Territory Public Sector Early-In-Careers Programs	\$48,015	Atria Group Pty Ltd	NT	No	In progress	Purchase off existing contract
Provision of Probity advisor for the Travel Management Services Tender (AGC22-0221)	\$42,800	Merit Partners	NT	No	In progress	Purchase off existing contract
Provision of Job Analysis Questionnaire (JAQ) Writing Services - Workforce Development Standardised Roles	\$10,760	Bochow, Nerrida Ann	NT	No	In progress	Select invitation
Request for Services under panel contract AGC21-0265 - Provision of Audit for Leave at Half Pay	\$75,000	Deloitte Touche Tohmatsu	NT	No	In progress	Purchase off existing contract

11. Please advise the number of contracts awarded to business entities with a principal place of business in the NT and outside the NT for the period 1 July 2022 to 31 March 2023 as follows:

Number in the NT	Number outside of the NT
71	29

Note: Multiple entity contracts have been separated.

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
Provision of an Electronic Rostering System	Kronos Australia Pty Limited	NSW
Licensing Compliance System (LORIS) Support and Maintenance for a Period of 36 Months - Licencing NT	SBC IT	NSW
Provision of SupportLink Referral Management System for a Period of 12 Months	SupportLink Australia Limited	ACT
Supply and Delivery of Two Step Deck Dog Trailers	JG Schulz Pty Limited	SA
Support and Maintenance of NT Government Open Data Portal for a Period of 36 Months	Salsa Digital	VIC
Provision of VETtrak Professional Licence Renewal for a Period of 12 Months	Readytech Holdings Limited	NSW
Provision of Support and Maintenance for the Master Data Management System for a Period of 60 Months	Ascension Services Pty Ltd	NSW
Provision of Training for Staff Scheduler and Rosters2Go in OneStaff	Hstm Group Australia Pty Limited	NSW
Provision of Support and Maintenance of Kofax Software for a Period of 12 Months	Xcellerate It Pty. Limited	NSW
Subscription to Australian Injectable Drugs Handbook	Health Communication Network Pty Limited	NSW
Supply of Denodo Enterprise software including licensing and by request (ad-hoc basis) professional services for a period of four (4) months	Integral Technology Solutions Pty Ltd	QLD
WebParts360 application support and maintenance for 12 months with 2 x 12 months extension option	CRN Solutions Sdn. BHD	Selangor
Provision of G2 and CPR Licensing and G2 development services for Student Administration and Management System for a Period of 36 Months	Civica Education Pty Limited	NSW
Renewal of MIMS subscription for a Period of 36 Months - with 2 x 12 months option to extend	MIMS Australia Pty Ltd	NSW

Contract	Business Entity	Address
Renewal of ICPC 2 Plus license for a Period of 36 Months	The University Of Sydney	NSW
Renewal of Statistical Analysis Software (SAS) Personal Computer (PC) Licences, Support and Maintenance for a Period of 24 Months	SAS Institute Australia Pty Limited	NSW
Renewal of Datatrain Licence and Maintenance for a Period of 36 Months	Interskill Learning Pty. Ltd.	VIC
Provision of Monsido Web Governance Suite licence, support and maintenance, for a Period of 36 Months	Monsido Pty Ltd	NSW
NTPS Job Evaluation System (JES) - MCEDPro Trial	Mercer Consulting (Australia) Pty Ltd	SA
Provision of Fuel Consultancy Services	FUELtrac Pty Ltd	QLD
Implementation Services for Application Support CareSys, Clinical WorkStation, Community Care Information System and Primary Care Information System for a Period of 3 Months	Jade Software Corporation Pty Limited	NSW
Provision of Oracle Database Software Licence, Support and Maintenance for a Period of 12 Months	Oracle Corporation Australia Pty Limited	NSW
Provision of Rocket Mainstar HSM Reporter/Manager Software Licence Renewal for a Period of 36 Months	Corvu	NSW
All Centres - Panel Contract for Provision of Training Services for a Period of 24 Months	ArcBlue Consulting (Aus) Pty Ltd as The Trustee for ArcBlue Consulting Trust	QLD
	At My Best Pty Ltd	QLD
	Australian Institute of Management Education and Training Pty Limited	NSW
	BDO Industrial and Organisational Psychology Pty Ltd as Trustee for BDO Organisation Development (SA) Unit Trust	SA
	KPS & Associates Pty Ltd	QLD
	L.H. Gouldson and P Gouldson	NSW

Contract	Business Entity	Address
	UNE Partnerships Pty Ltd	NSW
	Yellow Edge Pty Ltd	ACT

13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2022 to 31 March 2023?

9 procurement activities (Tier 3, Tier 4 and Tier 5) via public quotation/tender were completed during the period 1 July 2022 to 31 March 2023.

This includes 4 panel period contracts which have multiple contractors and resulted in 48 contracts awarded.

14. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public tender process during the period 1 July 2022 to 31 March 2023?

21 procurement activities were awarded (Tier 3, Tier 4, and Tier 5) without a public quotation process during the period 1 July 2022 to 31 March 2023.

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

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

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Provision of Electronic Rostering System for NTPFES	\$1,203,305	6.2 - E6.1. Select tender. Previous public tender seeking offers resulted in no acceptable offers being submitted	Former Chief Executive
Licensing Compliance System (LORIS) Support and Maintenance	\$455,790	6.3.4 E10. Sole supplier due to exclusive rights	A/Chief Executive
SupportLink Referral Management System	\$785,000	6.3.4 E10. Sole supplier due to exclusive rights	A/Chief Executive

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Support and Maintenance for the Master Data Management System	\$552,798	Limited suppliers due to technical requirements	Former Chief Executive
G2 and CPR Licensing and G2 development services for Student Administration and Management System	\$631,810	6.3.4 E10. Sole supplier due to exclusive rights	A/Chief Executive
Renewal of MIMS subscription for DoH	\$202,908	6.2.2. E6.2 Limited suppliers due to technical requirements	A/Chief Executive
Renewal of Datatrain Licence and Maintenance	\$105,600	6.3.4 E10. Sole supplier due to exclusive rights	A/Chief Executive
Monsido Web Governance Suite licence, support and maintenance	\$181,500	6.3.4 E10. Sole supplier due to exclusive rights	A/Chief Executive
Implementation Services for Application Support CareSys, Clinical WorkStation, Community Care Information System and Primary Care Information System	\$175,131	6.2.2. E6.2 Limited suppliers due to technical requirements	A/Chief Executive
Oracle Database Software Licence, Support and Maintenance	\$161,008	6.2.2. E6.2 Limited suppliers due to technical requirements	A/Chief Executive
Alice Springs - Lease Renewal - Eurilpa House - Various NTG Agencies for a Period of 60 Months	\$3,712,500	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Wadeye - Licence - Office Accommodation - Lot 349, 38 Perdjer Street - TFHC	\$66,955	6.3.4 E10 H. Government Occupied Buildings	Former Chief Executive
Alice Springs - Lease Renewal - Jaliston House - 18 Parsons Street - DITT	\$631,822	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Alice Springs - Lease Renewal - 66A Smith Street Trade Centre - DoE	\$155,365	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Darwin - Lease Renewal - Unit 13, 82 Woods St - Office Accommodation - DoH	\$88,741	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Alice Springs - Lease Renewal - Aurora Building - 11 Leichhardt Street - Office Accommodation - DITT	\$90,761	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Nhulunbuy - Lease Renewal - 11 Traeger Close Warehouse- DoE for a Period of 24 Months	\$64,955	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Casuarina - Lease Renewal - Ethos House MVR - 270 Trower Road - DIPL	\$466,496	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Darwin - Lease Renewal - Shops 7 and 8 Moil Shopping Centre - Arafura Electorate Office - DLA	\$175,912	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Darwin - Lease Renewal - 22 Harry Chan Avenue - Teachers Registration Board - DoE	\$95,920	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive
Katherine - Lease Renewal - 11 Second Street - SARC Clinic - DoH	\$748,000	6.3.4 E10 H. Government Occupied Buildings	A/Chief Executive

16. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 31 March 2023.

Position Title	Levels	No of Positions
Business Services Assistant / Customer Service Officer / Support Service Officer	AO3	3
Executive Assistant / Team Administrator / Business Support Officer / Executive Assistant and Ministerial Liaison Officer / ICT Business Support Officer / Program Administration Support Officer / Project Administration Officer / Agency Fleet Officer / Office Manager	AO4	15
Systems Administrator, Policy Officer	AO6	2
Total		20

FOCUS GROUPS / POLLING / SURVEYS

For the period 1 July 2022 to 31 March 2023:

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

Not applicable.

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

Nil.

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

Not applicable.

COMMUNICATIONS AND MARKETING

- 20. Please detail expenditure on advertising and communications during the period 1 July 2022 to 31 March 2023.**

For each advertisement for which an expense was incurred:

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

Purpose/Description (a)	Media Outlet (b)	Total Cost \$ (c)
DCDD Recruitment	CareerOne.com.au	759
DCDD Recruitment	Jobs in HR	999
DCDD Recruitment	LinkedIn	2 258
DCDD Recruitment	Seek Communications	4 022
Digital Futures	Associated Advertising and Promotions Pty Ltd	96

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

All services were engaged in accordance with NT Government procurement requirements.

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

Newspaper advertisements were placed via the NTG media agency provider (Atomic Search Pty Ltd) under the across government contract.

TRAVEL

21. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority during the period 1 July 2022 to 31 March 2023 broken down to:

a) International Travel

Nil.

b) Interstate Travel

Period	Purpose of Travel	Total \$
July 2022	Digital Transformation of Government Services workshop, Sydney (x3)	6 089
August 2022	Australian Human Resources Institute Convention, Sydney (x3)	6 048
August 2022	NDIS Project team meeting, Adelaide	2 143
August 2022	National Operations Sub-Committee (Cyber-security related), Brisbane	1 649
September 2022	ESG Procurement Professionals conference, Sydney (x2)	4 186
October 2022	Australia New Zealand Parliamentary Information Technology Conference, Canberra	2 691
October 2022	SA Police meeting regarding SerPro Program, Adelaide	2 031
October 2022	Australian Information Security Association Cyber Security Conference, Melbourne (x3)	5 206
October 2022	HR System technical workshops, Darwin (x2)	5 231
October 2022	National Chief Information Officers Committee and National Education Digital Advisory Group meetings, Brisbane	1 023
October 2022	Basware (NTG Pay) Customer Council workshop, Sydney	1 455
November 2022	Data and Digital Ministers meeting (CE travel), Canberra	1 823
November 2022	Gartner Data Analytics Conference, Sydney	1 335
November 2022	Government Property Group conference, Canberra (x2)	3 902
November 2022	ISO 18013-5 MDL Interoperability Testing Event and WG10 ISO/IEC working group meetings, Brisbane	2 227
November 2022	Attend and represent the NT at the FMB Fleet Managers conference in Brisbane	2 887

Period	Purpose of Travel	Total \$
December 2022	Cisco Live conference, Melbourne (x2)	3 493
December 2022	National Cyber Security Committee meeting, Canberra (x3)	5 388
February 2023	Australian Criminal Intelligence Commission Technology Capability Committee meeting, Adelaide	1 072
February 2023	Data and Digital Ministers meeting (CE travel), Melbourne	1 885
March 2023	Cyber and Infrastructure Advisory Committee meeting, Sydney	1 721
March 2023	National Operations Sub-Committee (Cyber-security related), Adelaide	2 088
March 2023	HR System technical workshops, Darwin (x2)	4 262
March 2023	National Cyber Security Committee meeting, Melbourne	1 687

c) Intrastate Travel

Period	Purpose of Travel	Total \$
July 2022	Meet with agency stakeholders and conduct full site inspection of Alice Springs Plaza for pending refurbishment project (x2)	3 390
July 2022	Nous Group Consulting Customer Experience workshop	1 044
July 2022	Meet with agency stakeholders and conduct full site inspection of Alice Springs Plaza for pending refurbishment project	1 570
July 2022	Acacia deployment. Travel to Katherine for stakeholder engagement, go-live and post go live activities such as set up, testing and training and CE visit (x44).	63 630
August 2022	Intensive Negotiation Skills workshop – Alice Springs to Darwin	1 678
August 2022	Public Sector Management Program graduation – Alice Springs to Darwin	1 685
August 2022	Travel to Yarralin for School LAN project	164
August 2022	Acacia deployment. Travel to Katherine post go live stabilisation and heightened support including training (x17)	20 319
September 2022	Travel to Katherine to undertake site inspections and oversee transition of cleaning contractors	292
September 2022	Meet with agency stakeholders and conduct full site inspection of Alice Springs Plaza for pending refurbishment project (x2)	1 980
September 2022	Site inspections to assess ICT infrastructure at Tennant Creek High School and Alice Springs Hospital	2 948
September 2022	Inspect progress works for building under Leased Property Stimulus Scheme and inspect works at Barkly Business Hub – Alice to Tennant Creek	335

Period	Purpose of Travel	Total \$
September 2022	Acacia deployment. Travel to Katherine post go live heightened support (x11)	8 099
September 2022	Acacia deployment Travel to Nhulunbuy for Gove District Hospital key function area assessment and validation in preparation for Acacia rollout (x4)	7 558
September 2022	Provide ongoing support and training, and meeting with local business owners in Alice Springs	1 398
September 2022	Provide Alice Springs regional team staff with face to face support, guidance and training	1 367
October 2022	Workshop with Alice Springs Working Group, architect and consultant to finalise service centre design and progress concept plan for Alice Plaza refurbishment – travel Darwin to Alice (x3)	4 291
October 2022	HR Business Partner travel to Tennant Creek to deliver training (x3)	3 373
October 2022	Manager Katherine travel from Katherine to Darwin attendance at Chief Ministers Awards, Executive Management Board and various other meetings	1 009
October 2022	Director Regions travel from Alice to Darwin for attendance at various meetings and forums	2 289
October 2022	HR Business Partner travel to Katherine for client meetings	663
October 2022	HR Business Partner travel to Alice Springs for client meetings	1 674
October 2022	Acacia deployment. Travel to Nhulunbuy for logistical planning, set up for training infrastructure for super user and end user training (x8)	14 191
November 2022	Travel to Nhulunbuy to attend CSMA roadshow (x2)	4 977
November 2022	Travel to Tennant Creek to attend CSMA roadshow (x3)	5 539
November 2022	Travel to Alice Springs to attend CSMA roadshow (x3)	6 740
November 2022	Workforce Relations Officer travel from Katherine to Darwin for biannual face to face meetings with Workforce Relations and Development staff	1 231
November 2022	Workforce Relations Officer travel from Alice Springs to Darwin for biannual face to face meetings with Workforce Relations and Development staff	2 003
November 2022	Travel to Alice Springs Hospital for wireless remediation project	2 385
November 2022	Travel to Alice Springs for Executive Management Board and agency engagements (x6)	6 076
November 2022	Travel to Alice Springs for Employment Services for information sharing and projects workshop (x3)	3 219
November 2022	Travel from Alice Springs to Darwin for OCPE Executive Ethics Program	1 505
November 2022	Travel from Alice Springs to Darwin for Agency Business Services HSS Team Planning Day	1 241

Period	Purpose of Travel	Total \$
November 2022	Acacia deployment. Travel to Nhulunbuy for Gove District Hospital user acceptance testing set up, super user, end user training and support go live and CE visit for go live (x19)	68 891
November 2022	Acacia deployment. Travel to Katherine to support Emergency Department rollout (x4)	3 541
November 2022	Acacia deployment. Travel from Katherine to Darwin for site user validation visits at RDH and Palmerston Hospital.	1 734
November 2022	Acacia deployment. Travel from Alice Springs to Darwin for EMM workflow handover	2 320
December 2022	Acacia deployment. Travel to Nhulunbuy to support go live and stabilisation at Gove District Hospital, including post go live training, frontline and application support.	28 603
December 2022	Travel from Alice Springs to Tennant Creek for building inspection and finalise practical completion of works.	334
January 2023	Travel to Alice Springs to facilitate face to face delivery if SerPro Business process workshop to NTPFES (x4)	1 327
January 2023	Travel to Alice Springs to deliver face to face training to hospital medical interns	1 610
January 2023	HR Business Partner travel to Alice Springs for client meetings	1 439
January 2023	Acacia deployment. Travel to Nhulunbuy for end user support post go live (x6)	11 450
February 2023	CE travel to Alice Springs with CMC to undertake community based engagements	1 551
February 2023	Travel from Alice Springs to Darwin for Agency Business Services JGG Team Planning Day	1 370
February 2023	Travel from Alice Springs to Darwin for induction course	1 573
February 2023	Director Regions travel from Alice to Katherine for stakeholder engagement meetings	2 241
February 2023	Travel to Darwin from Katherine and Alice Springs for QMaster Touch Training (x2)	1 842
February 2023	Travel to Groote Eylandt for site visit for Schools LAN cabling project	216
February 2023	Travel from Alice Springs to Yulara to survey ICT infrastructure at remote community sites	256
February 2023	Travel to Alice Springs to meet with staff and provide support and guidance on departure of regional WR manager	2 173
February 2023	Travel to Nhulunbuy to facilitate face to face training for CSMA for TFHC staff (x2)	6 257
February 2023	Travel to Katherine to facilitate face to face training for CSMA for TFHC staff (x4)	4 106
February 2023	Acacia deployment travel to Alice Springs for Electronic Medication Management engagement to work on content collection, configuration and system mapping	1 505
February 2023	Alice Springs staff to cover Darwin staff on recreation leave, and for training and development	1 839

Period	Purpose of Travel	Total \$
March 2023	CE travel to Alice Springs to attend all NTG CE meeting	1 627
March 2023	Travel to Alice Springs to facilitate face to face training for CSMA for TFHC staff (x6)	9 453
March 2023	Workforce Services face to face Executive Information Sessions in Nhulunbuy (x3)	7 845
March 2023	HR Business Partner travel to Alice Springs and Barkly region for client engagement meetings	2 403
March 2023	Workforce Relations travel to Alice Springs to deliver training	2 676
March 2023	Accounts Receivable travel from Katherine to Alice Springs for team engagement workshop (x2)	1 665
March 2023	Travel from Alice Springs to Tennant Creek to inspect works following cabling installation	153
March 2023	Meet and greet vendors and BTG agency representatives in Tennant Creek	306
March 2023	Provide Alice Springs regional team staff with face to face support, guidance and training	1 204
March 2023	Audit, decommission and remove old servers, and install new servers in Alice Springs	961

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

Nil.

23. Please provide itemised details and costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period 1 July 2022 to 31 March 2023.

Nil.

HOSPITALITY / FUNCTIONS AND EVENTS

24. Please provide full details of all official hospitality provided for the period 1 July 2022 to 31 March 2023.

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?**
- g) What was the total cost incurred?**

Purpose (a)	Guests (b)	Minister (c)	Ministerial Staff (d)	MLAs (e)	NTPS (f)	Total Cost \$ (g)
Launch of OneNTG online orientation project					42	335
2022 NT Training Awards - gala dinner ticket					3	145
DCDD Service Milestone Awards					30	305
Acacia Go-Live at the Gove District Hospital		1	1		15	217
Farewell for long term senior staff member					75	800
PSMP Graduate Program					17	205
Procurement and HR Redevelopment Workshop	4				11	103
Executive Management Board and Enterprise Project Services staff meet and greet					55	185

GRANTS, SPONSORSHIPS, DONATIONS AND INCENTIVES

25. Please detail expenditure on grants, sponsorships, donations and incentives paid by your Agency (including the recipient of each payment) during the period 1 July 2022 to 31 March 2023, including agency budget totals to administer such programs.

Grants:

- \$1,619,931 - National Broadband Network rollout of broadband fibre-to-the-premises to Jabiru.
- \$68,158 - support Associate Professor position in Cyber Security Research Program at Charles Darwin University.
- \$154,963 - 8CCC Community Radio Incorporated.

Sponsorship:

- \$35,000 for Charles Darwin University ICT Code Fair 2022.

26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2022 to 31 March 2023, and to what activities. Please list details of any contract periods as part of any arrangement.

- \$35,000 for Charles Darwin University ICT Code Fair 2022.

There are no contract periods as part of the above.

27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2023/24 financial year?

There were no awards or sponsorships managed by regional offices.

28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 1 July 2022 to 31 March 2023, including to which organisation and the services to be provided?

Non-Government Organisations:

- \$68,158 – support for an Associate Professor position in Cyber Security Research Program at Charles Darwin University.
- \$154,963 – radio station 8CCC Community Radio Incorporated for operations.

MEDIA MONITORING SERVICES

29. Provide expenditure details on media monitoring services for the period 1 July 2022 to 31 March 2023 (including entities engaged and who utilises the service).

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

INFRASTRUCTURE PROJECTS

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

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

31. Please provide details of newly committed projects for the period 1 July 2022 to 31 March 2023.

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

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

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

GOVERNMENT LEASED BUILDINGS

33. What is the total annual power bill of each Government building owned/leased/used by each Department for the period 1 July 2022 to 31 March 2023?

Building	Cost (\$)
9 Cavenagh	6 609
Alice Plaza	19 748
Armidale Street	24 917
Charles Darwin Centre	86 492
Darwin Plaza	128,287
Government Data Centre Millner	436 150
Harbour View Plaza	19 972
Jacana House	15 908
Manunda Place	95 679
Mitchell Centre	23 709
NAB Building	3 254
NT House, Alice Springs	47
RCG House	11 748

34. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period 1 July 2022 to 31 March 2023?

Agency	Area (m²)	Rental Costs (\$000)
Aboriginal Areas Protection Authority	1 300	430
Department of the Attorney-General and Justice	19 900	7 600
Department of the Chief Minister and Cabinet	8 700	3 700
Department of Corporate and Digital Development	35 900 ¹	11 200
Department of Education	16 500	4 500
Department of Environment, Parks and Water Security	6 200	2 200

1. Data for DCDD includes office space being used for NTG purposes without a dedicated agency tenancy, such as temporary decant accommodation while fit out works and relocations are undertaken, and jointly tenanted space being refurbished.

Agency	Area (m²)	Rental Costs (\$000)
Department of Health	40 700	8 000
Department of Industry, Tourism and Trade	17 500	5 800
Department of Infrastructure, Planning and Logistics	16 200	6 000
Department of Territory Families, Housing and Communities	38 000	10 000
Department of Treasury and Finance	2 100	1 100
Independent Commissioner Against Corruption	800	300
Jacana Energy	1300	450
Land Development Corporation	550	230
Department of the Legislative Assembly	3 500	1 300
Northern Territory Auditor-General's Office	200	90
Northern Territory Electoral Commission	800	290
Northern Territory Police, Fire and Emergency Services	22 500	6 000
Office of the Ombudsman	410	170

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

The vacant leased space not allocated to a specific agency at 31 March 2023 was 557m², or approximately 0.24% of the leased property portfolio.

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

The Department of Corporate and Digital Development is responsible for leased property, and does not hold information on government owned buildings.

FEES AND CHARGES

36. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2022/23 financial year and whether any of these fees and charges were increased following the passage of the 2022/23 financial year budget.

Nil.

INTERNAL AUDITS

37. How many internal audits and financial investigations were conducted in the period 1 July 2022 to 31 March 2023?

There were 3 internal audits conducted in the period 1 July 2022 to 31 March 2023.

Nil financial investigations were conducted in the period 1 July 2022 to 31 March 2023.

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

Not applicable.

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

The internal audits did not identify fraud.

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

- Casual Employee Allowances internal audit identified 7 instances where allowances were processed when not eligible.
- Review of Travel compliance identified 14 instances where the NTG Travel Policy Framework, relevant legislation, policy and procedures were not adhered.

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

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

BOARDS / ADVISORY BODIES

41. Please detail all boards and advisory bodies in your Agency in 2022/23, also providing the following information:

- a) The Terms of Reference, if changed from last year**
- b) The current members and when they were appointed**
- c) The total remuneration paid to each Board member during the 2022/23 financial year**

- d) **The itemised total cost incurred by the Board during the 2022/23 financial year**

Not applicable.

42. **The number of times the Board met during the period 1 July 2022 to 31 March 2023.**

Not applicable.

REVIEWS AND INQUIRIES

43. **Details of all reviews and inquiries completed or commenced during the 2022/23 financial year, also providing the following information:**

- a) **The Terms of Reference**
- b) **The criteria for selection of all panel members**
- c) **The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry**
- d) **The cost of the review/inquiry**
- e) **How the information was/is accumulated to contribute to the review/inquiry**
- f) **If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly**
- g) **If not completed when this is expected**

Nil.

WORKPLACE HEALTH AND SAFETY

44. **Please provide the number, nature and cost of reportable safety issues for the period 1 July 2022 to 31 March 2023.**

There were 19 reportable safety issues for the period 1 July 2022 to 31 March 2023.

Reportable Safety Issue	Number
Being assaulted by a person or persons	1
Being bitten by an animal	1
Exposure to other and unspecified environmental factors	2
Falls on the same level	8
Hitting moving objects	2
Other and multiple mechanisms of incident	1
Single contact with chemical or substance	1
Stepping, kneeling or sitting on objects	1
Unspecified mechanisms of incident	1
Vehicle accident	1

Note: data is sourced from Figtree and provided by DCDD Across Government Systems.

45. Please detail the number of stress related matters and claims for the period 1 July 2022 to 31 March 2023.

There were 3 stress claims during the period 1 July 2022 to 31 March 2023.

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 2022/23 financial year. What are the locations for which they are responsible?

Expenditure for DCDD regional offices staff from 1 July 2022 to 31 March 2023 is \$5.3M.

Central Australia

Staff – 40 FTE

Functions – whole of government service delivery for:

- Vacancy Advertising Services
- Accounts Receivable
- Payroll Debt Recovery.

Regional service delivery for:

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

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

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

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

Big Rivers

Staff – 10 FTE

Regional service delivery for:

- Receiver of Territory Monies
- Accounts Receivable
- Workforce Services
- Technology Services.

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

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