

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Health, Minister for Mental Health and Suicide Prevention, Minister for Remote Housing and Homelands, Minister for Parks and Rangers, Minister for Local Decision Making, Minister for Public Employment, Minister for Corporate and Digital Development – 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 2024.
- 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 2024:

Category	FTE	Headcount (Actual)	NT based	Located outside NT
1. Ongoing Full Time	932.98	956	955	1
2. Ongoing Part Time	57.96	76	76	0
3. Fixed Term Full Time	156.50	160	160	0
4. Fixed Term Part Time	11.93	18	17	1
5. Casual Contract	0	0	0	0
6. Executive Contract	47.15	49	48	1

1. (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
1. Ongoing Full Time	AO2	13.30
	AO3	69.29
	AO4	132.01
	AO5	123.45
	AO6	194.55
	AO7	176.94
	SAO1	150.30
	SAO2	68.14
	P2	1
	P3	2
	N5R	1
	T4	1

Category	Classification	FTE
2. Ongoing Part Time	AO2	2.85
	AO3	3.61
	AO4	7.02
	AO5	7.84
	AO6	12.36
	AO7	14.89
	SAO1	7.75
	SAO2	0.93
	P2	0.71

Category	Classification	FTE
3. Fixed Term Full Time	GRADT	8
	GRADX	6
	AQ3SA	3
	AQF3A	1
	AO2	26.85
	AO3	11.80
	AO4	28.10
	AO5	18.60
	AO6	26.70
	AO7	16.95
	SAO1	8.50
	SAO2	1

Category	Classification	FTE
4. Fixed Term Part Time	SBA	0.60
	AO2	4.62
	AO3	0.65
	AO4	3.18
	AO5	1.30
	SAO1	1.58

Category	Classification	FTE
6. Executive Contract	EO1C	23
	EO2C	18.35
	EO3C	1.80
	EO4C	3
	EO6C	1

(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 Northern Territory 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 2024:

Category	Total
Resigned	69
Made Redundant	0
Terminated	2
Unattached	63
Classified Redeployee	0
Supernumerary	173

3. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 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 at 31 March 2024 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 2024. Please use the table format presented below for your response.**

Number Engaged	Labour Hire / Employment Agency / Consultancy	Purpose	Duration	Cost
8	Hays Specialist Recruitment (Australia) Pty Ltd.	To support the RDPH emergency departments while Acacia is further enhanced.	12 weeks	\$2727

- 6. Please advise how many locums have been employed, for what purpose, for what duration and at what cost as at 31 March 2024. Please use the table format presented below for your response.**

Not applicable.

- 7. (a) How many positions were advertised during the period 1 July 2023 to 31 March 2024?**

380

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

357

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

Classification Level	Total
AO2	2
AO3	27
AO4	54
AO5	55
AO6	81
AO7	66
P2	1

Classification Level	Total
SAO1	53
SAO2	12
ECO2	4
ECO3	1
ECO4	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 Northern Territory 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 2023 to 31 March 2024, 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 2024/25? 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 2023 to 31 March 2024? 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
Finalised	
Aitran Nguyen Territory Legal Advisors	11 743
Cozens Johansen Lawyers	16 546
Finlaysons	2 479
HWL Ebsworth Lawyers	1 640

JKW Law Practice	128 814
Merit Partners Pty Ltd	8 575
Minter Ellison Lawyers	138 254
Ward Keller Pty Ltd	930
Ongoing	
Cozens Johansen Lawyers	3 596
Finlaysons	19 749
HWL Ebsworth Lawyers	10 000
JKW Law Practice	123 867
Maddocks	67 442
Minter Ellison Lawyers	11 061

PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2023 to 31 March 2024, please detail expenditure on each report and consultancy (excluding annual reports) that have been 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

Purpose	Cost \$	Person/ Entity Engaged	Loc.	Tabled	Outcome	Procurement
(a)	(b)	(c)	(d)	(e)	(f)	(g)
Aviation Auditing and Consulting Services	86 108	AvLaw Pty Ltd	NSW	No	In progress	Select Quotation
Audit for Medical Officers Allowance	20 675	KPMG	NT	No	Report Delivered	Purchase off existing contract
Employment Services Evaluation Review	22 000	Hatch Solutions	NT	No	Report Delivered	Select invitation

Purpose	Cost \$	Person/ Entity Engaged	Loc.	Tabled	Outcome	Procurement
(a)	(b)	(c)	(d)	(e)	(f)	(g)
Probity Advisor for the Kitchen, Cleaning and Hygiene Tender (AGC23-0129)	11 220	BDO Audit	NT	No	Activity in progress	Purchase off existing contract
Probity advisor for Clothing and PPE (AGC23-0160)	14 400	HWL Ebsworth	NT	No	Activity in progress	Purchase off existing contract
Value for Territory Audit 2023	23 499	Deloitte Touche Tohmatsu	NT	No	Report delivered	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 2023 to 31 March 2024 as follows:**

Number in the NT	Number outside of the NT
43	16

- 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 Website Hosting for NT Schools Public Websites for a Period of 12 Months	Synergy Wholesale Accreditations Pty Ltd	VIC
Provision of Benchmarking and Assessment of Cost Efficiency	ISG Information Services Group Americas Inc	NSW
Provision of Articulate 360 Licenses for a Period of 12 Months	The Trustee for The David Looke Family Trust	VIC
Provision of Support and Maintenance of Existing Network Dental Client Information Management System (Titanium) for a Period of 60 Months	Titanium Solutions Australia	Auckland
Provision of LabWare LIMS Support and Maintenance for a Period of 31 Months - with 2 x 12 months options to extend	Labware Australia Pty Ltd	VIC
Provision of Support and Maintenance of the Prisoner Purchasing System Equipment and Applications for a Period of 24 Months	Netcard	QLD

Contract	Business Entity	Address
Provision of Denodo Enterprise Software for a Period of 36 Months	Denodo Technologies Pty Ltd	NSW
Supply of MVS/Quick-Ref Licence and Maintenance for a Period of 12 Months	Blue Line Software Pty Ltd	NSW
Provision of Statistical Analysis Software for Personal Computer Licences, Support and Maintenance for a Period of 12 Months	SAS Institute Australia Pty Limited	NSW
Provision of Statistical Analysis Software for Mainframe Licence, Support and Maintenance for a Period of 36 Months	SAS Institute Australia Pty Limited	NSW
Renewal of Licence Support and Maintenance for Legasuite and Aldon Software for a Period of 36 Months	Rocket Software Pty Ltd	NSW
Provision of CPR Maintenance and Development Services for the Student Administration and Management System for a Period of 36 Months	Civica Pty Limited	VIC
Provision of Integris G2 Licensing for a Period of 48 Months	The Key Support Services Limited	London
Renewal of MeHR Licence and NTCP Application Support and Maintenance for a Period of 24 Months	Ocean Informatics Pty Ltd	SA
Provision of Smart Job Control Language Software Licence, Support and Maintenance for a Period of 12 Months	Blue Line Software Pty Ltd	NSW
Panel Contract for Valuation Services for a Period of 36 Months	Marsh Pty Ltd	NSW

13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2023 to 31 March 2024?

8 procurement activities (Tier 3, Tier 4 and Tier 5) via public quotation/tender were completed during the period 1 July 2023 to 31 March 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 1 July 2023 to 31 March 2024?

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

- 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)
Lease Renewal - Office Accommodation - 8 Franklyn Street - DCMC	\$528,000	Direct Contracting - Acquisition or rental of land, existing building or other immovable property	Chief Executive Officer
Lease - 6 O'Sullivan Circuit - Emergency Health Store - DoH	\$5,170,000	Direct Contracting - Acquisition or rental of land, existing building or other immovable property	Chief Executive Officer
Lease Renewal - Nelson Electorate Office - DLA	\$236,413	Direct Contracting - Acquisition or rental of land, existing building or other immovable property	Chief Executive Officer
Support and Maintenance of Existing Network Dental Client Information Management System (Titanium)	\$467,042	Direct Contracting - Limited suppliers due to technical requirements	Chief Executive Officer
LabWare LIMS Support and Maintenance	\$93,544	Direct Contracting - Limited suppliers due to technical requirements	Chief Executive Officer
Support and Maintenance of the Prisoner Purchasing System Equipment and Applications	\$951,818	Direct Contracting - Limited suppliers due to technical requirements	Chief Executive Officer
Lease Renewal - Office Accommodation - Shop 6 ,19 Westal Street - AGD	\$269,680	Direct Contracting - Acquisition or rental of land, existing building or other immovable property	Chief Executive Officer
Provision of Denodo Enterprise Software	\$968,454	Direct Contracting - Sole supplier due to patent, copyright or other exclusive rights	Chief Executive Officer
Lease Renewal - Tenancy 1, 44 Railway Terrace - SARC - DoH	\$942,899	Direct Contracting - Acquisition or rental of land, existing building or other immovable property	Chief Executive Officer
MVS/Quick-Ref Licence and Maintenance	\$48,221	Direct Contracting - Limited suppliers due to technical requirements	Deputy Chief Executive Officer

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Approved by (e)
Statistical Analysis Software for Personal Computer Licences, Support and Maintenance	\$114,281	Direct Contracting - Sole supplier due to patent, copyright or other exclusive rights	Deputy Chief Executive Officer
Statistical Analysis Software for Mainframe Licence, Support and Maintenance	\$599,467	Direct Contracting - Limited suppliers due to technical requirements	Deputy Chief Executive Officer
Licence Support and Maintenance for Legasuite and Aldon Software	\$493,009	Direct Contracting - Limited suppliers due to technical requirements	Chief Executive Officer
CPR Maintenance and Development Services for the Student Administration and Management System	\$308,000	Direct Contracting - Sole supplier due to patent, copyright or other exclusive rights	Chief Executive Officer
Integrus G2 Licensing	\$268,861	Direct Contracting - Limited suppliers due to technical requirements	Chief Executive Officer
MeHR Licence and NTCP Application Support and Maintenance	\$580,339	Direct Contracting - Sole supplier due to patent, copyright or other exclusive rights	Chief Executive Officer
Panel Contract for Supply of Influenza Vaccinations	\$435,000	Select quotation due to limited suppliers due to technical requirements	Chief Executive Officer

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 2024.

Position	Levels	No of Positions
Records Support Officer, Business Services Assistant	AO3	2
Project Administration Officer, Program Support Officer, Senior Client Services Officer, Team Administrators and Executive Assistants	AO4	10
Governance Officer, Workforce Services Officer, Workforce Project Officer, Team Administrator, Executive Assistant	AO5	5
Digital System Administrator	AO6	1
Business Analyst; Manager Agency Fleet Services	AO7	2
Total		20

FOCUS GROUPS / POLLING / SURVEYS

For the period 1 July 2023 to 31 March 2024:

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 2023 to 31 March 2024.

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)
Early Careers Program	8EAR Radio	150
Early Careers Program	8HA Alice Springs	643
Early Careers Program	CAAMA Radio	370
Early Careers Program	Facebook	877
Early Careers Program	Hot100 FM – Darwin	942
Early Careers Program	Katherine FM	708
Early Careers Program	Larrakia Radio	2 322
Early Careers Program	Mix 104.9 Darwin	942
Early Careers Program	Sun FM Alice Springs	896
Early Careers Program	Tourist Gold FM	643

Purpose/Description (a)	Media Outlet (b)	Total Cost \$ (c)
Early Careers Program	Yolnu Radio	198
Graduate Development program	AG Institute Australia	500
Graduate Development program	Career Hub	411
Graduate Development program	LinkedIn	609
Graduate Development program	Seek	2 370
DCDD Recruitment	CareerJet	483
DCDD Recruitment	CareerOne.com.au	882
DCDD Recruitment	Jobs in HR	363
DCDD Recruitment	LinkedIn	1 367
DCDD Recruitment	Northern Territory News	1 931
DCDD Recruitment	Seek	13 290
DCDD Recruitment	The Australian Financial Review	13 279
DCDD Recruitment	The Australian Newspaper	15 592
Digital Futures	Mix 104.9 Darwin	2 589

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

All services were engaged in accordance with Northern Territory 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 Northern Territory Government 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 2023 to 31 March 2024 broken down to:**
- a) International Travel**
 - b) Interstate Travel**
 - c) Intrastate Travel**

a) International Travel

Period	Purpose of Travel	Total \$
September 2023	Overseas Travel - Work and Live in the Northern Territory Expo Auckland, New Zealand (x2)	4 562

b) Interstate Travel

Period	Purpose of Travel	Total \$
July 2023	Attending the Essential Eight Assessment Course Pilot in Canberra (x1)	1 775
August 2023	AHRI National Convention 2023 (x4)	13 387
August 2023	Australian Criminal Intelligence Commission, Technology Capability Committee Meeting 29 Aug 2023 (x1)	1 579
August 2023	CE travel to attend Facing North Event in Canberra - Aug 2023 (x1)	4 240
August 2023	Representing DCDD Data Services at the Independent Health and Aged Care Pricing Authority conference in Brisbane 9 - 11 August 2023 (x1)	1 813
August 2023	To attend the 23 rd Business Travel Conference in Sydney on the 15 -16 August 2023 hosted by Procurement and Supply Australasia (x1)	2 526
August 2023	Travel for Identity Matching Service Forum 2023 (x1)	2 705
September 2023	Intersystems Australia and New Zealand Healthcare Summit in Melbourne (x3)	6 560
September 2023	SerPro face to face training delivery - Adelaide to Alice Springs (x1)	1 593
September 2023	SerPro face to face training delivery- Adelaide to Darwin (x1)	2 144
October 2023	ANZPAA meeting in Melbourne (x1)	1 648
October 2023	GovCC Customer Contact Week for Government Conference 2023 in Sydney (x1)	1 821
October 2023	SerPro face to face training delivery – Adelaide to Alice Springs (x1)	643
October 2023	SerPro face to face training delivery – Adelaide to Tennant Creek (x1)	1 784
October 2023	The 2023 Australian Payroll Summit held in Melbourne on 27 October 2023 (x3)	4 562
October 2023	To attend Data and Digital Ministers and Data and Analytics Work Group meeting in Brisbane (x1)	1 251
October 2023	To attend RIMPA training in Gold Coast (x1)	3 249
October 2023	Travel for AAGE conference and provide innovative, and best practice programs for NTG agencies in Sydney (x2)	4 482
October 2023	Travel to attend the 2023 Australian Cyber Conference in Melbourne (x3)	8 365
October 2023	Travel to attend the Annual Government Customer Service Contact Conference in Sydney 23 - 26 October 2023 (x1)	2 028

Period	Purpose of Travel	Total \$
November 2023	Attend the 2023 Australia to New Zealand and Government Protective Security Forum in Brisbane (x1)	2 327
November 2023	Attend the National Cyber Security Committee meeting in Sydney (x1)	4 383
November 2023	Attend the Regional Connectivity meeting in Sydney (x1)	2 014
November 2023	Contracts Officer relocation assistance from Brisbane to Darwin (x1)	463
November 2023	Corporate Services Leadership team member to attend PROSCI conference 8-10 Nov 2023 in Sydney (x2)	4 802
November 2023	NTPM Senior Director travel representing the NT in person for Government Property Group (GPG) conference in Adelaide (x1)	2 469
November 2023	Payroll Services staff member travel to attend the Association for Payroll Specialist 2023 Payroll Conference in Sydney (x3)	4 715
November 2023	Representative travel for the National Sub-Committee is comprised of operational cyber security leads from the National Cyber Security Committee (NCSC) in Brisbane (x1)	2 127
November 2023	SerPro face to face training delivery – Adelaide to Alice Springs (x1)	1 062
November 2023	SerPro face to face training delivery – Adelaide to Yulara (x1)	1 220
November 2023	To attend the 2-Day National Education Digital Leadership Advisory Group Meeting on 16 - 17 November 2023 in Adelaide (x1)	2 363
December 2023	To attend the December 2023 Jurisdiction CIO Meeting in Hobart (x1)	1 751
January 2024	Executive Director Digital Government relocation to NSW (x1)	9 033
February 2024	To attend in person for the National Cyber Security Committee meeting in Hobart (x1)	2 054
February 2024	To attend national meeting of State and Territory representative on regional communications in Melbourne (x1)	1 632
March 2024	Attend the 2024 the BIG Meet Careers Fairs, Brisbane and Adelaide (x4)	788
March 2024	Attend the Australian National Data Integration Infrastructure meeting held in Hobart in March 2024 (x1)	389
March 2024	To attend Gartner conference in Sydney(x2)	1 793
March 2024	To attend the National Cyber Security Committee meeting in Hobart (x1)	1 484
March 2024	To attend Kiah Masterclass for training in Canberra (x3)	2 382

c) Intrastate Travel

Period	Purpose of Travel	Total \$
July 2023	ACACIA Support - Operating Theatre (x3)	5 655
July 2023	Attending the Mediation Skills for Managers Training (x1)	226
July 2023	ICT Service Delivery team travel to Tennant Creek/Barkly region to inspect sites and have face to face discussions with client agencies (x2)	658
July 2023	Staff member travel to meet the PFES staff and meet key PFES stakeholders (x1)	1 336
July 2023	Meet with building owners and inspect the leased property portfolio (x1)	1 306
August 2023	Attending PMO Alice Springs office to provide mentoring and engaging with other agencies(x1)	1 862
August 2023	CE travel for the NTG CEOs visit to Alice Springs 30 - 31 Aug 2023 (x1)	1 820
August 2023	Early Careers travel to Katherine for EXPO/community engagement to promote Early Careers Programs to potential participants (x2)	1 518
August 2023	Travel to complete final inspections of Barkly House, as well as inspecting existing properties in Tennant Creek (x1)	362
August 2023	Travel to deliver the new Regional Portfolio Model and case management reporting line sessions and meet with available clients (x1)	1 504
September 2023	Conducting TRM training to Health and AOG (x2)	1 199
September 2023	HR Workforce Relations Senior Manager relocation to Alice Springs (x1)	12 082
September 2023	SerPro face to face training delivery - Alice Springs (x6)	16 175
September 2023	SerPro face to face training delivery – Alyangula (x3)	4 266
September 2023	SerPro face to face training delivery – Nhulunbuy (x2)	6 784
September 2023	SerPro face to face training delivery - Tennant Creek (x3)	23 007
September 2023	SerPro face to face training delivery - Wadeye (x2)	3 026
September 2023	To attend leadership edge coaching and meetings and stakeholder engagement (x1)	3 195
September 2023	To setup SerPro training facilities at Walkabout Hotel (x1)	2 496
September 2023	Travel to attend the Communicate with Influence Course in Darwin on the 6 September 2023 (x1)	357
September 2023	Travel to attend training requirement around DCDD systems; and WR case management processes (x1)	2 194
October 2023	ACACIA Darwin Go-Live Oct-Nov 2023 in Nhulunbuy and Katherine (x2)	2 373
October 2023	ACACIA Preparation Inpatients Go-Live in Darwin (x1)	481

Period	Purpose of Travel	Total \$
October 2023	Attend in person the NT Emergency Management Symposium in Katherine (x1)	308
October 2023	Required to conduct site inspections across multiple leased tenancies as part of cleaning services contract management (x1)	389
October 2023	SerPro face to face training delivery - Alice Springs (x6)	14 308
October 2023	SerPro face to face training delivery – Katherine (x9)	6 956
October 2023	SerPro face to face training delivery - Tennant Creek (x3)	7 523
October 2023	SerPro face to face training delivery- Nhulunbuy (x2)	6 587
October 2023	To attend Leadership Edge Training and in person meetings and engage in stakeholder engagement (x1)	2 449
October 2023	To attend the Alice Spring Accommodation Planning Workshop, stakeholder meetings and undertake a myPerformance meeting (x1)	2 129
November 2023	ACACIA Darwin Go-Live (x2)	2 703
November 2023	Electronic Brief Management System (Axon Justice) face to face delivery - Alice Springs. 9 - 11 Nov 2023 (x1)	1 501
November 2023	School LAN design for Yuendumu and Gillen Alice Springs; SerPro training setup at Yuendumu (x1)	619
November 2023	SerPro face to face training delivery - Alice Springs (x4)	8 983
November 2023	SerPro face to face training delivery – Katherine (x2)	1 097
November 2023	SerPro face to face training delivery – Yulara (x1)	1 594
November 2023	SerPro face to face training delivery - Wadeye and Alyangula (x2)	5 223
November 2023	SerPro face to face training delivery- Yuendumu and Alice Springs (x1)	1 961
November 2023	SerPro face to face training delivery- Yuendumu and Tennant Creek (x1)	3 231
November 2023	Travel for Acacia Go Live 2023 Darwin (x1)	697
November 2023	Travel for SerPro Elbow Support Go-Live - Alice Springs (x2)	3 994
November 2023	Travel for SerPro Elbow Support Go-Live – Katherine (x2)	1 322
November 2023	Travel for SerPro implementation - Darwin (x1)	3 389
November 2023	Travel to provide TRM training for NTG staff (x1)	2 916
December 2023	ACACIA - Onsite training of Doctors in Katherine (x1)	333
December 2023	Property team travel to conduct site inspections and meet with various stakeholders (x2)	2 454

Period	Purpose of Travel	Total \$
December 2023	To attend the Big Rivers Service Forum (x1)	216
December 2023	To undertake a face-to-face workshop with the Senior Leasing Coordinator and relevant stakeholders - Alice Plaza and Greenwell Building projects (x1)	1 112
December 2023	Travel for SerPro Elbow Support Go-Live - Alice Springs (x1)	3 053
December 2023	To provide support for ACACIA FG1 Stabilisation (x1)	1 228
January 2024	Senior Director of Telecommunications to attend to participate in the Aboriginal Leadership Group meeting (x1)	836
January 2024	Travel to Darwin and Katherine, engage in meetings and staff and stakeholder engagement (x1)	2 036
February 2024	To provide TRM training for NTG staff (x1)	757
February 2024	Travel to undertake training to familiarise with the workforce team and use of various HR Systems (x2)	2 663
March 2024	Face to Face training for ACACIA Katherine 26-27 March 2023 (x3)	478
March 2024	Travel required to attend a memorial service for well-respected DCDD staff member in Alice Springs (x1)	1 103
March 2024	Travel to Katherine to meet with new Regional Manager, and attend Big Rivers Regional Coordination Committee meeting (x1)	669

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.

Travel from date	Travel to date	Traveller	Destination	Reason for Travel	Total Travel Cost to 31/03/2024 (\$)
21/09/2023	26/09/2023	Senior Director, ICT Services	New Zealand	Work and Live in the Northern Territory Expo	2 281
21/09/2023	26/09/2023	Director Cyber Resilience	New Zealand	Work and Live in the Northern Territory Expo	2 281

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 2023 to 31 March 2024.

Nil.

HOSPITALITY / FUNCTIONS AND EVENTS

24. Please provide full details of all official hospitality provided for the period 1 July 2023 to 31 March 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?
- g) What was the total cost incurred?

Purpose (a)	Guests (b)	Minister (c)	Ministerial Staff (d)	MLAs (e)	NTPS (f)	Total Cost (\$) (g)
Aboriginal Employment Program Graduation Ceremony	45				61	840
DCDD and DCMC Workshop	1				24	236
DCDD Staff Advisory Group morning tea					15	127
Department of Health Staff Orientation (Machinery of Government change)					35	359
Executive Management Board Staff Engagement					60	326
Farewell for long term NTG Employee					40	362
Farewell for long term staff member					15	57
Farewell for senior staff member					35	274
Minister visiting DCDD staff		1	2		54	366
National Close the Gap Day morning tea	1				49	589
Payroll Staff Welcome (Nov 2023 and Feb 2024)					44	175
People Matter Survey assessment					25	178

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 2023 to 31 March 2024, including agency budget totals to administer such programs.**

Grants:

- \$2,000,000 – Kakadu Mobile Connectivity Program.
- \$500,000 – City of Palmerston, Smart City Fibre Sense Pilot Program.
- \$154,963 - 8CCC Community Radio Incorporated.

Sponsorship:

- \$35,000 for Charles Darwin University ICT Code Fair 2023.
- \$5,000 for Australian Information Security Association (AISA Ltd) DarwinSEC 2023 - Cyber Security Conference.
- \$2,000 for ICT Industry Association of the NT, Inspiring Women Award – NT Digital Excellence Awards (Digital Futures).

- 26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2023 to 31 March 2024, 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 2023.
- \$5,000 for Australian Information Security Association (AISA Ltd) DarwinSEC 2023 - Cyber Security Conference.
- \$2,000 for ICT Industry Association of the NT, Inspiring Women Award – NT Digital Excellence Awards (Digital Futures).

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 2024/25 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 2023 to 31 March 2024, including to which organisation and the services to be provided?**

Non-Government Organisations:

- \$154,963 – radio station 8CCC Community Radio Incorporated for operations.
- \$5,000 – Australian Information Security Association (AISA Ltd) for the DarwinSEC 2023 Cyber Security Conference.
- \$2,000 – ICT Industry Association of the NT for the Inspiring Women Award during the NT Digital Excellence Awards (Digital Futures event).

MEDIA MONITORING SERVICES

- 29. Provide expenditure details on media monitoring services for the period 1 July 2023 to 31 March 2024 (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 Questions 30 to 32 will be provided by the Department of Infrastructure, Planning and Logistics.

- 31. Please provide details of newly committed projects for the period 1 July 2023 to 31 March 2024.**

A whole-of-government response to Questions 30 to 32 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 Questions 30 to 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 2023 to 31 March 2024?

Building	Cost (\$)
9 Cavenagh	7 218
Alice Plaza	37 917
Armidale Street	32 650
Centrepoint Paspalis	1 275
Charles Darwin Centre	61 813
Ethos House	3 251
Government Data Centre Millner	552 123
Harbour View Plaza	23 402
Jacana House	16 416
Manunda Place	23 719
Mitchell Centre	20 785
NAB Building	3 140
NT House, Alice Springs	10
Power House	108 920
Randazzo Centre	265
RCG House	11 553

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 2023 to 31 March 2024?

Agency	Area (m ²)	Rental Costs (\$000)
Aboriginal Areas Protection Authority	1 300	400
Department of the Attorney-General and Justice	19 900	8 000
Department of the Chief Minister and Cabinet	9 500	3 900
Department of Corporate and Digital Development	34 100 ¹	11 300
Department of Education	16 200	4 600
Department of Environment, Parks and Water Security	6 200	2 400
Department of Health	42 300	8 600
Department of Industry, Tourism and Trade	15 900	6 000
Department of Infrastructure, Planning and Logistics	16 300	6 400
Department of Territory Families, Housing and Communities	37 100	10 200
Department of Treasury and Finance	2 100	1 200
Independent Commissioner Against Corruption	800	300
Jacana Energy	1300	500

Land Development Corporation	500	200
Department of the Legislative Assembly	3 500	1 400
Northern Territory Auditor-General's Office	200	90
Northern Territory Electoral Commission	800	300
Northern Territory Police, Fire and Emergency Services	22 400	6 200
Office of the Ombudsman	400	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.

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 2024 was 643m², or approximately 0.27% 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 2023/24 financial year and whether any of these fees and charges were increased following the passage of the 2023/24 financial year budget.

Nil.

INTERNAL AUDITS

37. How many internal audits and financial investigations were conducted in the period 1 July 2023 to 31 March 2024?

There were 3 internal audits conducted in the period 1 July 2023 to 31 March 2024.

Nil financial investigations were conducted in the period 1 July 2023 to 31 March 2024.

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 Value for Territory Internal Audit identified 3 opportunities to strengthen processes and controls against the Procurement Rules.

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

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

BOARDS / ADVISORY BODIES

- 41. Please detail all boards and advisory bodies in your Agency in 2023/24, 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 2023/24 financial year
- d) The itemised total cost incurred by the Board during the 2023/24 financial year

Not applicable.

- 42. The number of times the Board met during the period 1 July 2023 to 31 March 2024.**

Not applicable.

REVIEWS AND INQUIRIES

- 43. Details of all reviews and inquiries completed or commenced during the 2023/24 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 2023 to 31 March 2024.

Reportable Safety Issue	Number
Notifiable incidents reported to NT WorkSafe under section 35 of the <i>Work Health and Safety (National Uniform Legislation) Act 2011</i>	0
Total incidents reported that led to or could have led to a physical or psychological injury, illness or disease, or where property and/or equipment was damaged.	36

45. Please detail the number of stress related matters and claims for the period 1 July 2023 to 31 March 2024.

There were 3 stress claims during the period 1 July 2023 to 13 March 2024.

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 2023/24 financial year. What are the locations for which they are responsible?

Expenditure for DCDD regional offices staff from 1 July 2023 to 31 March 2024 is \$5.3 million.

Central Australia

Staff – 37

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.

The Director Regions participates in regional coordination and facilitates corporate and digital services for Central Australia, Barkly, Big Rivers, East Arnhem and Top End.

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

Big Rivers

Staff – 6

Regional service delivery for:

- Receiver of Territory Monies
- Accounts Receivable
- Workforce Services

The senior Katherine based position facilitates corporate and digital services for the Big Rivers and east Arnhem region.

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