

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mr Higgins to the Minister for Environment and Natural Resources:

AGENCY ADMINISTRATION

Note 1:

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

Note 2:

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

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

BUDGET

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

STAFFING

2. Please provide details for the following staffing questions as at 30 June 2017 and as at 31 March 2018:
 - a) How many staff were employed in the following categories:
 - i. Full time equivalent
 - ii. Permanent part time contract
 - iii. Contract
 - b) Please advise the number of staff identified as Aboriginal and Torres Strait Islander in terms of FTE and as a percentage of the Agency total employment (all classifications).
 - c) Please advise the number of frontline staff as FTE and as a percentage of the Agency total employment (all classifications).
3. What is the variance in FTE from 1 July 2017 to 31 March 2018?

4. Please advise, in each category:
 - a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
 - b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2017 and for the period from 1 July 2017 to 31 March 2018
 - c) By position, when each current contract is due to be renewed
5. For the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018 how many staff:
 - a) Resigned
 - b) Were demoted as a result of job evaluation or re-evaluation
 - c) Were made redundant
 - d) Were terminated
6. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
7. How many staff were categorized as supernumerary for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
8. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
9. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
10. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2017 and for the period from 1 July 2017 to 31 March 2018?
11. How many positions that had Special Measures applied, as referred to in question 10 above, had to be re-advertised due to the initial process not securing suitable candidates?
12. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2017 and the increase in staff who identify as Aboriginal and Torres Strait Islander since 1 July 2017.
13. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2017? Of these, how many remain unresolved?

OUTSOURCING

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

LEGAL EXPENSES

15. What has been the expenditure on legal advice or related expenses for the financial year 2017-18? Provide details on:

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

PROCUREMENT / CONSULTANCIES

16. For the period beginning 1 July 2017 and ending 31 March 2018, please detail expenditure on each report and consultancy (excluding annual reports) that has been obtained from outside the NTPS. For each report/consultancy detail:

- a) Purpose
- b) Cost
- c) Person or entity engaged
- d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)
- e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
- f) Outcomes or key performance indicators for the report or consultancy
- g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

17. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2017 and ending 31 March 2018. Please outline the tasks performed.

18. How many contracts and tenders have been awarded to business entities with their principal place of business in the Northern Territory so far, and what works have been undertaken?

19. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2017 and ending 31 March 2018? Please detail the work being undertaken by each business entity and

the selection criteria for the successful business entity on the applicable contract or tender.

20. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2017 and ending 31 March 2018?
21. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2017 and ending 31 March 2018?
22. For each instance identified above in question 21, where a public quotation process was not undertaken, including for Certificates of Exemption:
 - a) What is the description of the goods and services contracted?
 - b) What is the value of the goods and services contracted?
 - c) What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
 - d) Who recommended the course of action in c) above?
 - e) Who approved the course of action in c) above?
23. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 31 March 2018.

FOCUS GROUPS / POLLING / SURVEYS

24. Please detail expenditure during the period beginning 1 July 2017 and ending 31 March 2018 on opinion polls and focus groups, including costs and entities that conducted the work.
25. Please provide copies of the surveys identified in question 24 above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2017 and ending 31 March 2018.

COMMUNICATIONS AND MARKETING

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

For each advertisement for which an expense was incurred:

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

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

TRAVEL

27. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority for the period beginning 1 July 2017 and ending 31 March 2018 broken down to:

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

28. In the case of international travel identified in response to question 27 above, please provide the purpose, itinerary, persons and costs involved in each trip.

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

HOSPITALITY / FUNCTIONS AND EVENTS

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

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

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

GRANTS AND DONATIONS

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

32. Please detail the funds used to distribute awards and sponsorships in the period beginning 1 July 2017 and ending 31 March 2018. Indicate which awards and

sponsorships were managed by Regional Offices. What is anticipated for the 2018-19 financial year?

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

MEDIA MONITORING SERVICES

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

INFRASTRUCTURE PROJECTS

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

GOVERNMENT LEASED BUILDINGS

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

FEES AND CHARGES

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

INTERNAL AUDITS

43. How many internal audits and financial investigations were conducted in the period beginning 1 July 2017 and ending 31 March 2018?

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

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

BOARDS / ADVISORY BODIES

46. Please detail all boards and advisory bodies in your Agency in 2017-18, also providing the following information:

- a) The Terms of Reference
- b) The current members and when they were appointed
- c) The total remuneration paid to each Board member during the 2017-18 financial year
- d) The itemised total cost incurred by the Board during the 2017-18 financial year
- e) The number of times the Board met during the period beginning beginning 1 July 2017 and ending 31 March 2018

REVIEWS AND INQUIRIES

47. Details of all reviews and inquiries completed or commenced during the 2017-18 financial year, also providing the following information:

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

WORKPLACE HEALTH AND SAFETY

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

REGIONAL OFFICES

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

ANSWERS:

BUDGET

1.

A whole-of-government response to this question will be provided by the Treasurer.

STAFFING

2.

(a)

The staffing totals as full time equivalent numbers are as follows:

	30 June 2017	31 March 2018
Full time equivalent staffing	296.5	294.4

Within this total, the split of full time versus part-time workers are as follows:

	30 June 2017	31 March 2018
Full time hours	268.5	264.2
Part time hours	28	30.2
Total	296.5	294.4

The split between ongoing and temporary staff are as follows:

	30 June 2017	31 March 2018
Ongoing/Permanent	240	240.9
Fixed term/Contract	56.5	53.5
Total	296.5	294.4

(b)

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

(c)

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

3.

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

4.

(a)

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

(b)

The following table shows the classification of all executive contract or temporary employment contract holders.

Classification	30 June 2017	31 March 2018
AO1	1.6	-
AO2	2.0	-
AO3	0.9	1.8
AO4	-	2.0
AO5	4.0	3.0
AO6	-	1.0
AO7	0.7	-
AQF3A/AQF3C(Trainee/ Apprentice)	1.0	-
EO1C	2.0	2.0
EO2C	6.0	6.0
EO5C	1.0	1.0
GRADT	1.0	-
P1	2.0	4.1
P2	4.0	5.0
P3	7.4	8.8
SAO1	2.8	2.8
SAO2	0.9	-
SBA School Based Apprentice	0.9	1.4
T1	-	1.6
T2	7.2	1.3
T3	7.3	9.0
T4	1.8	1.7
T5	1.0	-
T6	1.0	1.0
Grand Total	56.5	53.5

(c)

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

5.

(a)

There were 50 resignations for the full financial year ending 30 June 2017; and 34 for the period 1 July 2017 to 31 March 2018.

(b)

No staff were demoted as a result of job evaluation or re-evaluation during the full financial year ending 30 June 2017; and none for the period 1 July 2017 to 31 March 2018.

(c) and (d)

No staff were made redundant or were terminated during the full financial year ending 30 June 2017; and none for the period 1 July 2017 to 31 March 2018.

6.

There were two redeployees during the full financial year to 30 June 2017.

As at 30 June 2017, there were 42 staff both nominally and actually unattached to a position number, with 17 of these staff being ongoing employees (includes one staff member on temporary transfer from another agency).

There was one redeployee during the period 1 July 2017 to 31 March 2018.

As at 31 March 2018, there were 36 staff both nominally and actually unattached to a position number, with 15 of these staff being ongoing employees (five pending JES action and one pending resignation processing).

7.

At 30 June 2017 there were 64 supernumerary staff (includes casual, workers compensation, staff on extended leave etc.).

At 31 March 2018 there were 46 supernumerary staff.

8.

No staff were engaged through employment agency arrangements for the full financial year ending 30 June 2017 and none for the period 1 July 2017 to 31 March 2018.

9.

Not Applicable.

10.

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

11.

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

12.

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

13.

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

OUTSOURCING

14.

There has been no outsourcing or functions during the period 1 July 2017 to 31 March 2018.

No consideration is being given to outsource, functions in 2018-19.

LEGAL EXPENSES

15.

(a) and (b)

The scope of the question is too broad and encompasses a very large number of matters handled by private legal firms, government lawyers, including prosecutions and advice given by the Office of Parliamentary Counsel. Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.

(c)

Total legal fees paid from 1 July 2017 to 31 March 2018 is \$48,026.

Vendor	\$
Karen Christopher – Legal Consultant	1 610
Chad Jacobi (Edmund Barton Chambers)	4 743
Murphy & Associates Barristers and Solicitors	41 673
TOTAL	48 026

PROCUREMENT / CONSULTANCIES

16.

All consultancy was procured in line with the procurement guidelines.

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
Water Resources Modelling, Technical	\$34 200	CloudGMS Pty Ltd	SA	No	A Numerical process based groundwater model was	Quotation

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
Support and Services					provided which is now used to inform water allocation planning.	
Development of Ground water model for the Mereenie Sandstone Aquifer System	\$20 155	CloudGMS Pty Ltd	SA	No	A Numerical process based groundwater model was provided which is now used to inform planning decisions for the Mereenie Sandstone Aquifer.	Quotation
Consulting service – Lebra Fish survey	\$9 290	Desert Wildlife Services	NT	No	Field survey and resulting report on Fish of the Finke River.	Quotation
Lake Eyre Basin Wetland Mapping	\$22 500	Desert Wildlife Services	NT	No	Wetland and waterhole mapping in the Pedirka Basin and report.	Quotation
Todd River model update, training and reporting	\$4 556	Don Carroll Project Management Pty Ltd	QLD	No	Model updated to take into account upgrades in flood outputs and model interface. Report states model has been updated and lists improvements and modifications made to	Quotation

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
					improve the model.	
Consultancy Mereenie Sandstone Aquifer Independent Hydrogeological Investigation	\$52 273	Flinders University	SA	No	Hydrological investigation and report on the Mereenie Sandstone Aquifer.	Quotation
Provision of Groundwater Dependent Ecosystems in Arid Zone Water Allocation Plans	\$33 238	Professor Peter Cook	SA	No	Assessment of current knowledge for groundwater dependent ecosystems in central Australia and generation of three reports.	Quotation
Review of Georgina Basin Hydrogeological Assessment Report	\$3 200	Innovative Ground Water Solutions Pty Ltd	SA	No	Expert Peer Review of Georgina Basin Technical Report.	Quotation
Review of the Container Deposit Scheme	\$40 878	Ernst & Young	NT	No	Review of the effectiveness of the container deposit scheme in meeting its objectives as specified in the Act.	Panel
Advice, consultation, correspondence and decision drafting for FOI applications	\$3 075	Information Consultants Pty Ltd	NSW	No	Review, advice and drafting of FOI correspondence.	Quotation
Chandler Facility Environmental Impact Statement.	\$19 385	Rawtec Pty Ltd	SA	No	Advice to the NT EPA on the risks, safe guards, financial	Panel

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
					assurance framework, and mitigation of hazardous waste storage and disposal.	
Cultural and Social Values of the Marine Environment and Impacts of Seabed Mining	\$25 000	True North Strategic Communication	NT	No	Advice on the potential social and cultural impacts of seabed mining activities in the NT.	Panel
LNG Environmental Management Review	\$13 500	Advison Pty Ltd	QLD	No	Provision of a desktop analysis and advice to NT EPA on best practise environmental management of LNG Gas Facilities across the world and minimum regulation standards that should be applied to similar facilities in the NT.	Quotation

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
Seabed Mining – NT Waters	\$13 300	Advision Pty Ltd	VIC	.No	To provide a report on the potential methodologies for conducting seabed mining and potential impacts of seabed mining in NT.	Quotation
TNG Mount Peak Assessment Report	\$14 850	JA Environmental	VIC	No	Provide professional services to the NT EPA for the drafting of an Assessment Report and recommendations for the TNG environmental assessment	Quotation
Economic Analysis – Prickly Acacia in the NT	\$34 760	Argyll Consulting	NT	No	Report provides the first ever cost benefit analysis tool for landholders to use to inform their decision about investing into management of a declared weed, being prickly acacia	Panel

Purpose	Cost	Vendor	State of Principal Place	Report tabled to LA Yes / No	Outcomes / KPI	Procurement
					(Vachellia nilotica)	
TOTAL	\$344 160					

17.

There has been nil expenditure paid to Hawker Britton or associated entities for the period 1 July 2017 to 31 March 2018.

18.

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

19.

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

20.

There has been 1 tier 3 public quotation undertaken during the period beginning 1 July 2017 and ending 31 March 2018.

21.

There has been 1 tier 4 procurement activity awarded without undertaking a public quotation process during the period beginning 1 July 2017 and ending 31 March 2018.

22.

(a), (b) and (c) are shown in the table below

Description of goods/services	Value	Reason

Provision of Support and Maintenance Services for the Ambient Air Quality Monitoring Program for a Period of 36 Months.	\$614 520	Other suppliers are unwilling to enter into contracts which include all equipment repairs. The existing supplier is currently the only supplier of the brand of instruments used by NT Ambient Air Quality Monitoring Station. Change over costs to suppliers to develop new website for air quality information.
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(d)

Recommendation was made in line with procurement process.

(e)

Approved by the Chief Executive of the department.

23.

The total number of NTG Corporate Credit Cards within the Agency is 108 as at the 31 March 2018.

Due to the nature of the business of the Agency numerous staff travel regularly and remotely for various lengths of time and are required to have corporate credit cards in order to purchase goods and services as required. Purchases made on corporate credit cards are in line with Treasurer's Directions and Agency policies.

The following represent details of the credit card holder's as at 31 March 2018.

Position Title	Position Classification
1. Fire Management Officer	T3
2. Assistant Scientific Officer	P1
3. Water Monitoring Supervisor	T5
4. Director Operations	SAO1
5. Regional Land Management Officer	P3
6. Senior Wetland Scientist	P3
7. Finance Officer	AO5
8. Senior Water Monitoring Officer	T4
9. Senior Land Use Tech Officer	T4
10. Weed Sciences Tech Officer	T3
11. Weeds Technical Officer	T3
12. Senior Rangelands Monitoring Officer	T4
13. Executive Officer	AO6
14. Executive Officer	AO5
15. Administration Officer	AO6
16. Administrative Support Officer	AO2
17. Fire Control Officer	T2

Position Title	Position Classification
18. Regional Weeds Officer	P3
19. Cabomba Eradication Manager	P3
20. District Weeds Officer Darwin	P2
21. Communications Manager	SAO1
22. Water Advisory & Regulatory Of	T3
23. Senior Fire Management Officer	T4
24. Technical Officer (Marine)	T3
25. Senior District Weeds Officer	P2
26. Senior Land Resource Vege Officer	P2
27. Water Regulation Officer	T2
28. Senior Rangeland Monitoring Officer	T4
29. Senior Instrument Tech	T4
30. Herbarium Technical Officer	T2
31. Administration Support Officer	AO2
32. Director Water Assessment	SP2
33. Assets & Logistics Officer	T3
34. Aboriginal Carbon Unit	AO3
35. Rangelands Monitoring Officer Kth	T3
36. Senior Water Monitoring Officer	T4
37. Water Licensing Officer	AO4
38. Water Monitoring Officer	T3
39. Director Wildlife Use	SP1
40. Senior Scientist	P3
41. Principal Remote Sensing Off	P3
42. Technician Aquatic Health	T3
43. Director Aquatic Health	SP1
44. Snr Water Monitoring Officer	T4
45. Rangelands Monitoring Officer	T3
46. Manager Drill & Bore Testing	T5
47. Aquatic Health Technician Officer	T3
48. Director Land Assessment	SP2
49. Bore Test Supervisor	T4
50. Drilling Supervisor	T4
51. Manager Compliance And Enforcement	T5
52. Rangeland Monitoring Officer	T3
53. Fire Management Officer	T3
54. Contracts Officer	AO4
55. Assistant Director Fire Management	T5
56. Fire Management Officer	T3
57. Land Resource Tech Officer	T3
58. Technical Officer	T3
59. Policy & Planning Aboriginal Carbon Unit	SAO1
60. Business Manager	AO6
61. Fire Management Officer	T3
62. Rangeland Monitoring Officer	T3

Position Title	Position Classification
63. Senior Fire Management Officer	T4
64. Business Manager	AO6
65. Weed Scientist	P1
66. Community Engagement Officer	AO5
67. Fire Control Officer	T2
68. Manager Drilling Services	T6
69. Senior Technician	T4
70. Executive Support Officer	AO4
71. Hydrogeologist	P2
72. Fire Break Enforce Program Officer	AO3
73. Administration Support Officer	AO3
74. Prickly Acacia Mimosa Coordinator	T4
75. Scientist	P3
76. Data Manager	T4
77. Land Resource Technical Officer	T3
78. Scientist - Biodiversity	P2
79. Director Water Monitoring	SP1
80. Driller	T4
81. Fire Management Officer	T3
82. Capabilities Officer	AO4
83. Regional Admin Officer	AO4
84. Water Monitoring Officer	T3
85. Depot Manager	T5
86. Senior Water Monitoring Officer	T4
87. Senior Water Monitoring Officer	T4
88. Senior Water Monitoring Officer	T4
89. Administration Officer	AO2
90. Facility Manager	P1
91. Senior Water Monitoring Officer	T4
92. A/Deputy Executive Director	EO2
93. Senior Regional Fire Control Officer	AO6
94. District Weed Officer	T3
95. Drilling Supervisor	T4
96. Weed Planner	P3
97. Regional Weeds Officer	P3
98. Operational Support Officer	T2
99. Executive Officer, Pastoral Land Board	AO6
100. Water Monitoring Officer	T3
101. Regional Weeds Officer Darwin	P3
102. Business Support Officer	AO3
103. Director Water Planning & Engagement	SAO2
104. Senior Fire Management Officer	T4
105. Senior Water Monitoring Officer	T4
106. Training And Extension Officer	T3
107. Fire Control Officer	T2

Position Title	Position Classification
108. Business Support Officer	AO5

FOCUS GROUPS / POLLING / SURVEYS

24.

Refer Q47 response.

25.

Refer Q47 response.

COMMUNICATIONS AND MARKETING

26.

(a), (b) and (c) are shown in the below table.

Division	Purpose/ Description	Who the advertisement was placed with	Total Cost \$
Bushfires NT	Top End Fire Ban Declaration	NT News	825.91
	Severe fire weather warning	Rural Weekly	688.68
		NT News	2,146.68
	Centralian Australia Fire Ban	Advocate	751.40
	Fire band	Tennant & district times	570.76
		Centralian Advocate	751.40
	Katherine – Bushfires be prepared	Katherine Times	752.35
	Savanna Regional	Katherine Times	255.84
Savanna Management Plan	Katherine Times	271.19	
Central Bushfire Season Launch	Advocate	1,596.78	
Corporate	Bereavement Notice	NT News	298.12
NT EPA	Required under provision of the Environmental Assessment Act	NT News, Centralian Advocate	1,065.11
	Required under provision of the Environmental Assessment Act	NT News, Centralian Advocate	1,054.16

Division	Purpose/ Description	Who the advertisement was placed with	Total Cost \$
	Required under provision of the Environmental Assessment Act	NT News, Centralian Advocate	1,065.11
	Required under provision of the Environmental Assessment Act	NT News, Centralian Advocate	1,469.38
	Required under provision of the Environmental Assessment Act	NT News	641.81
	Required under provision of the Environmental Assessment Act	The Australian, NT News, Katherine Times	3,142.10
	Chairperson vacancy	NT News	1,045.12
		Tennant & District Times	542.48
		Centralian Advocate	707.20
		NT News	1,107.83
Rangelands	Cabomba Eradication Program	Aboriginal TV 7 Two Darwin 7Mate Darwin	20,907.74
	Boat Show Feature	NT News	800.00
	Katherine Neem Blitz Campaign	Facebook	200.00
Flora and Fauna	Aboriginal Ranger Grants	Radio Caama	655.00
		Caama translation Radio	680.00
		Teabba translation Radio	372.40
		Larrakia	200.00
		Facebook	557.73
		Koori Mail	3,847.32
		APN Newspaper	344.25
		Radio – 8KIN Caama Radio	4,760.00
		Radio – 8TEA Teabba	372.40
		Facebook	1,000.00
	Coastal and Marine Management Strategy	Katherine Times	277.16
		NT News	849.16
	Goose Fever Feature Page	NT News	1,155.24
	Ground Water Watch	NT News	2,265.72

Division	Purpose/ Description	Who the advertisement was placed with	Total Cost \$
Water Resources	15L per second exemption	NT News	1,202.10
	Water Extraction Licence Decision Sept	NT News	1,475.19
	Todd River Working Group	Centralian Advocate	702.78
	Water Extraction Licence Decision Nov	NT News	365.00
	Water Extraction Licence – Legune	Katherine Times	319.80
		NT News	979.80
	Water Extraction Licence – Emungalan	Katherine Times	319.80
		NT News	979.80
	Water Extraction Notice - Jan	NT News	2,482.16
	Water Extraction Notice – Conways station	NT News	292.00
	Water Extraction Licence Decision Oct	NT News	1,483.57
	Water Extraction Licence – Berry Springs	NT News	2,314.44
Water Extraction Licence – Tanumbirini Flying Fox	NT News	648.59	
Weed Management	Cabomba Eradication Program	Rural Weekly	688.68
		NT News	1,788.90
	Gamba Grass Action Program	NT News	692.13

(d)

Advertising is procured through the across government panel contract with DentsuX and is inline with the associated procurement rules.

TRAVEL

27.

(a)

International Travel

Date From	Date To	Destination	Reason for Travel	Cost incurred by agency 1/7/2017 to 31/3/2018
08/12/2017	14/12/2017	Sarawak, Malaysia	For fieldwork to collect samples	-

Travel was covered by a research grant so no costs were charged to the Agency.

(b)

Interstate Travel - DENR

The amount of administrative effort to itemise individual travel would result in undue diversion of resources from service delivery. Below is a summary of interstate travel undertaken by the Agency between 1 July 2017 and 31 March 2018.

Funding Source	Number of Trips undertaken within the period	Accommodation* \$	Official Duty Fares* \$	Travel Allowance* \$	\$ Cost incurred by agency 1/7/2017 to 31/3/2018
NTG	146	29 866	58 427	67 456	155 749
Externally	7	7 694	6 803	3 608	18 105
TOTAL	153	37 560	65 230	71 064	173 854

*Expenditure excludes board and client travel

Intra state Travel - DENR

The amount of administrative effort to itemise individual travel would result in undue diversion of resources from service delivery. Below is a summary of intrastate travel undertaken by the Agency between 1 July 2017 and 31 March 2018.

Funding Source	Number of Trips undertaken within the period	Accommodation* \$	Official Duty Fares* \$	Travel Allowance* \$	\$ Cost incurred by agency 1/7/2017 to 31/3/2018
NTG	937	137 114	103 098	284 432	524 644
Externally	58	13 966	6 799	22 725	43 490
TOTAL	995	151 080	109 897	307 157	568 134

*Expenditure excludes board and client travel, and charter

28.

Travel from Date	Travel to Date	Traveller	Destination	Reason for Travel	Total Agency Travel Cost to 31/3/2018
08/12/2017	14/12/2017	Yusuke Fukuda	Sarawak, Malaysia	Conduct field survey of crocodiles and collect genetic samples	-

Travel was covered by a research grant so no costs were charged to the Agency.

29.

There was no travel undertaken by the Minister that was paid for by the Agency, including travel on charters, during the period of time beginning 1 July 2017 and ending 31 March 2018.

HOSPITALITY / FUNCTIONS AND EVENTS

30.

The numbers below relate only to those that were paid for on behalf of the Agency.

(a), (b), (f) and (g)

The numbers below relate only to those that were paid for on behalf of the Agency.

(a), (b), (f) and (g)

Purpose	Number of Guests	Number of Public Sector Employees	Total Costs incurred \$
Barkly Beef Dinner	3	3	255
Cetacean Stranding Response Workshop	9	9	1 073
Chief Minister's Awards for Excellence in the Public Sector 2017	15	15	1 500
Development Based Triggers Workshop	39	39	454
Northern Territory Cattlemen's Association Conference and Gala Dinner	2	2	227
Bushfire Post Seasonal Volunteer Workshop	19	6	192
Threatened Species Workshop	25	5	935
Traditional Owner Consultation	50	2	187

Purpose	Number of Guests	Number of Public Sector Employees	Total Costs incurred \$
Bushfire Volunteer Appreciation Event	110	17	4 387
Territory Natural Resource Management Conference	7	7	90
DENR Staff Function - Darwin	100	75	587
DENR Staff Function - Alice Springs	20	18	127
DENR Staff Function - Katherine	14	14	382
TOTAL	413	212	10 396

(c)

The Minister for Environment and Natural Resources attended the Bushfires Volunteer Appreciation event.

(d)

No ministerial staff attended the hospitality events.

(e)

No MLAs attended the hospitality events.

GRANTS AND DONATIONS

31.

The following represents actual grant payments made between 1 July 2017 and 31 March 2018.

There have been nil donations made by the Agency between 1 July 2017 and 31 March 2018.

Grant Name	Recipient	NTG or Externally Funded	Amount \$
Volunteer Bushfire Brigade Operational Funding	Alice Springs Volunteer Bushfire Brigade	NTG	27 284
Volunteer Bushfire Brigade Operational Funding	Cox Peninsula Volunteer Bushfire Brigade	NTG	21 463
Volunteer Bushfire Brigade Operational Funding	Darwin River Volunteer Bushfire Brigade	NTG	36 222
Volunteer Bushfire Brigade Operational Funding	Douglas Daly Volunteer Bushfire Brigade	NTG	42 043
Volunteer Bushfire Brigade Operational Funding	Dundee Volunteer Bushfire Brigade	NTG	36 222

Grant Name	Recipient	NTG or Externally Funded	Amount \$
Volunteer Bushfire Brigade Operational Funding	Edith Farms Volunteer Bushfire Brigade	NTG	30 402
Volunteer Bushfire Brigade Operational Funding	Katherine Volunteer Bushfire Brigade	NTG	59 505
Volunteer Bushfire Brigade Operational Funding	Labasheeda Park Volunteer Bushfire Brigade	NTG	15 643
Volunteer Bushfire Brigade Operational Funding	Livingstone Volunteer Bushfire Brigade	NTG	33 000
Volunteer Bushfire Brigade Operational Funding	Milne Volunteer Bushfire Brigade	NTG	24 581
Volunteer Bushfire Brigade Operational Funding	Tennant Creek Volunteer Bushfire Brigade	NTG	15 643
Volunteer Bushfire Brigade Operational Funding	Batchelor Adelaide River Tortilla (BART) Volunteer Bushfire Brigade	NTG	65 325
Fire Mitigation Equipment Subsidy	Shannon Recycling and Landcare	NTG	313
Fire Mitigation Equipment Subsidy	A.A.Co - La Belle Downs	NTG	1 200
Fire Mitigation Equipment Subsidy	Ms Nicola Goldbach	NTG	359
Fire Mitigation Equipment Subsidy	A.A.Co - Camfield Station	NTG	254
Fire Mitigation Equipment Subsidy	Neutral Junction Proprietors	NTG	424
Fire Mitigation Equipment Subsidy	Roper River Landcare Group Inc	NTG	1 200
Fire Mitigation Equipment Subsidy	Heytesbury Cattle Company	NTG	453
Fire Mitigation Equipment Subsidy	Lestor Pastoral Company	NTG	1 200
Fire Mitigation Equipment Subsidy	Rips Rest & Granite Ck Station	NTG	227
Fire Mitigation Equipment Subsidy	Mr Peter Gazey	NTG	1 130
Fire Mitigation Equipment Subsidy	Napperby Proprietors	NTG	411
Volunteer Bushfire Brigade Protective Clothing	Volunteer Bushfire Brigades	NTG	34 135

Grant Name	Recipient	NTG or Externally Funded	Amount \$
Volunteer Bushfire Brigade Vehicle Replacement Program	Volunteer Bushfire Brigades	NTG	121 541
Aboriginal Ranger Grants Program (Capital)	Demed Aboriginal Corporation	NTG	87 150
Aboriginal Ranger Grants Program (Capital)	Thamarrurr Development Corporation Ltd	NTG	99 933
Aboriginal Ranger Grants Program (Capital)	Roper River Landcare Group Inc.	NTG	79 171
Aboriginal Ranger Grants Program (Capital)	Tjuwanpa Outstation Resource Centre Aboriginal Corporation	NTG	70 197
Aboriginal Ranger Grants Program (Capital)	Laynhapuy Homelands Aboriginal Corporation	NTG	64 131
Aboriginal Ranger Grants Program (Capital)	Tiwi Land Council	NTG	53 291
Aboriginal Ranger Grants Program (Capital)	Larrakia Nation Aboriginal Corporation	NTG	98 705
Land Management and Conservation Fund	Roper River Landcare Group Inc.	NTG	21 300
Operational / Policy Officer	Arid Lands Environment Centre	NTG	100 000
Operational / Policy Officer	Environmental Defenders Office (NT) Inc	NTG	50 000
Operational / Policy Officer	Environment Centre Northern Territory	NTG	100 000
Operational / Policy Officer	Australian Marine Conservation Society	NTG	30 000
West Arnhem Land Fire Management Agreement (WAFMA)	Arnhem Land Fire Abatement (NT) Limited	Externally Funded	701 290
NTNDRP Kenbi Bushfire Resilience	Northern Land Council	NTG	40 000
NWIDF Feasibility Study	Jacobs Group	Externally Funded	150 800
Provision of Funding ADITC	Australian Drilling Industry Training Committee Ltd	NTG	18 557
Proponent agreement with Australian Wildlife Conservancy for Newhaven Feral Animal Enclosure	Australian Wildlife Conservancy	Externally Funded	50 000
Australian Research Council Linkage	University of Technology	NTG	10 000
Education and Incentive Program to Encourage and Increase Waterfowl Hunting Returns	Department of Tourism and Culture	NTG	1 000
Red Witchweed Program	Queensland Department of Agriculture and Fisheries	NTG	3 239

Grant Name	Recipient	NTG or Externally Funded	Amount \$
National Water Infrastructure Development Fund – Ord Stage 3	GeoScience Australia	Externally Funded	460 000
Total			2 858 944

32.

From the 1 July 2017 to the 31 March 2018 there were 4 sponsorships totalling expenditure of \$18 092.

The anticipated expenditure for 2018-19 is based on the sponsorships agreed to in 2017-18, however this does indicate a formal commitment to these amounts in 2018-19.

Award or Sponsorship	Name of Award/Sponsorship	Regional Office	Amount during specified period \$	Anticipated Amount for 2018-19
Sponsorship	NT Cattlemen's Association	-	10 000	10 000
Sponsorship	Territory Natural Resources Management	-	4 000	4 000
Sponsorship	Conocophillips Science Experience	-	1 092	1 092
Sponsorship	CDU Barbara Singer Scholarship	-	3 000	3 000
TOTAL			18 092	18 092

33.

Summary of grant payments made to Non-Government organisations from the 1 July 2017 to 31 March 2018; totalling \$2,855,707. Government organisations include Queensland Government, Commonwealth Government, and NT Government Schools.

This include subsidies paid to landowners to assist in the purchase of firefighting equipment to protect their property.

Grant Name	Recipient	Services to be provided	NTG or Externally Funded	Amount \$
Bushfires Brigades Vehicle Replacement Program	Various Volunteer Bushfires Brigades	Support by keeping a maintenance system for all vehicles (60 grass fire trucks & 23 fire trucks) dispersed around 22 Brigades. Bush Fire NT purchase new Grass	NTG	121 541

Grant Name	Recipient	Services to be provided	NTG or Externally Funded	Amount \$
		Fire Unit and Fire Trucks yearly and replace when needed.		
Bushfire Brigades Protective Clothing	Various Volunteer Bushfires Brigades	As per Bushfires NT Standard Operating Procedures 14.2 – Personnel Protective Equipment is supplied to Volunteers of a Volunteer Bushfire Brigade.	NTG	34 135
Bushfires Operating Grants	Various Volunteer Bushfires Brigades	Brigades receive operational funding on the submission of their Audited Paperwork, AGM and Minutes, Fire Action and Expenditure Plan for the following year.	NTG	407 333
Bushfires Brigades Equipment Subsidy	Various Volunteer Bushfires Brigades	Subsidy is provided to Landowners across the Territory for the purchase of firefighting equipment to protect their property. The maximum value of assistance to any one applicant is \$1,200	NTG	7 171
Aboriginal Ranger Grants Program (Capital Agreement)	Demed Aboriginal Corporation	Vehicle, spray packs, eco reels. Required to assist in targeted eradication, control and monitoring of the invasive threat of Mimosa Pigra.	NTG	87 150
Aboriginal Ranger Grants Program (Capital Agreement)	Thamarrurr Development Corporation Ltd	Vehicle, quad bike, trailers to update aged equipment. Will allow better access to remote areas.	NTG	99 933
Aboriginal Ranger Grants Program (Capital Agreement)	Roper River Landcare Group Inc.	Vehicle upgrades to improve safety and increase Rangers area of operations.	NTG	79 171
Aboriginal Ranger Grants Program (Capital Agreement)	Tjuwanpa Outstation Resource Centre Aboriginal Corporation	Vehicle to improve safety, including when carrying equipment and chemicals. Allow for increased conservation outcomes.	NTG	70 197
Aboriginal Ranger Grants Program	Laynhapuy Homelands Aboriginal Corporation	ATV and quickspray units to assist in control of weeds (especially gamba grass) within the region. Would also	NTG	64 131

Grant Name	Recipient	Services to be provided	NTG or Externally Funded	Amount \$
(Capital Agreement)		assist in fire mitigation, clean-ups and pig and buffalo control.		
Aboriginal Ranger Grants Program (Capital Agreement)	Tiwi Land Council	Update and replace equipment to ensure WHS compliance, assist in animal control, fire mitigation, monitoring, and support Tiwi Marine Rangers.	NTG	53 291
Aboriginal Ranger Grants Program (Capital Agreement)	Larrakia Nation Aboriginal Corporation	Water vessel to assist Rangers in supporting current NT projects and commercial contracts.	NTG	98 705
Land Management and Conservation Fund – Funding Agreement	Roper River Landcare Group Inc.	Undertake annual Neem control operations and awareness activities	NTG	21 300
Operational / Policy Officer	Arid Lands Environment Centre	Funding to be used for a policy officer that proactively engages with the public and the government with matters regarding environmental regulatory reform and the development of environmental policy	NTG	100 000
Operational / Policy Officer	Environmental Defenders Office (NT) Inc	Funding to be used for a policy officer that proactively engages with the public and the government with matters regarding environmental regulatory reform and the development of environmental policy	NTG	50 000
Operational / Policy Officer	Environment Centre Northern Territory	Funding to be used for a policy officer that proactively engages with the public and the government with matters regarding environmental regulatory reform and the development of environmental policy	NTG	100 000
Operational / Policy Officer	Australian Marine Conservation Society	Funding to be used for a policy officer that proactively engages with the public and the government with matters	NTG	30 000

Grant Name	Recipient	Services to be provided	NTG or Externally Funded	Amount \$
		regarding environmental regulatory reform and the development of environmental policy		
West Arnhem Land Fire Management Agreement (WAFMA)	Arnhem Land Fire Abatement (NT) Limited	Conduct fire planning, mitigation and suppression activities on country in western Arnhem Land.	Externally Funded	701 290
Kenbi Officer	Northern Land Council	Salary and meeting costs	NTG	40 000
NWIDF Feasibility Study	Jacobs Group	Manage Aquifer Feasibility Study	Externally Funded	150 800
Provision of Funding ADITC	Australian Drilling Industry Training Committee Ltd	Support the functions provided by the ADITC	Externally Funded	18 557
Proponent agreement with Australian Wildlife Conservancy for Newhaven Feral Animal Enclosure	Australian Wildlife Conservancy	Establishment of a large feral free area at Newhaven Wildlife Sanctuary	Externally Funded	50 000
Australian Research Council Linkage	University of Technology	Preventing and reversing population declines of northern quolls	NTG	10 000
Total				2 394 705

MEDIA MONITORING SERVICES

34.

A whole-of-government response to Question 34 will be provided by the Chief Minister.

INFRASTRUCTURE PROJECTS

35.

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

36.

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

37.

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

38.

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

GOVERNMENT LEASED BUILDINGS

39.

Funds paid to Jacana Energy, by property, for the period beginning 1 July 2017 to 31 March 2018.

Property	Division	Current year to 31 March 2018
Lot 1238, 33 Leichhardt St, Tennant Creek NT	Bushfires NT	4 248
Lot 1404, 4 Mansfield St, Palmerston NT	Flora & Fauna	19 971
Lot 142, 16 Cameron Rd, Batchelor NT	Bushfires NT	8 687
Lot 1548, 3 Elder St, Alice Springs NT	Bushfires NT	4 576
Lot 1602, 24 Tannadice St, Winnellie NT	Water Resources	9 432
Lot 1718, 19 Albatross St, Winnellie	Bushfires NT	13 499
Lot 1920, 32 Giles St, Katherine NT	Executive	28 841
Lot 1938, Chardon St, Katherine	Water Resources	1 213
Lot 3149, 11 Crawford St, Katherine NT	Executive	1 905
Lot 4312, 25 Chung Wah Tce, Palmerston NT	Executive Rangelands Water Resources Corporate & Governance	40 238
Lot 5282, T1 - 16 Parap Road, Parap NT	Environment	6 654
Lot 5787, 103 Boulter Road, Berrimah	Flora & Fauna	36 428
Lot 7558, Unit 1/29 Stokes Hill Road, Darwin NT	Environment	3 529

Lot 9399, 519 Stuart Hwy, Alice Springs	Executive1	49 276
TOTAL		228 497

¹ This is a shared site with Parks and Wildlife Commission of NT (Department of Tourism and Culture)

An additional amount of \$21 604 was paid to Property owners for after hours airconditioning.

40.

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

41.

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

FEES AND CHARGES

42.

Fee Description	Charge (Excluding GST)	2017-18 Revenue raised to 31 March 2018
PASTORAL LAND MANAGEMENT UNDER THE PASTORAL LAND ACT		
On application to the Minister for consent to transfer a pastoral lease or sublease of pastoral land, or to sub let pastoral land	\$158.00	\$2 212.00
For the surrender of a pastoral lease (the original lease) and for the grant of pastoral leases for the subdivided portions of the land the subject of the original lease	\$1 521.00	
On application for the variation for a reservation in, or a condition or a provision of, a lease – (a) where an inspection of the land the subject of the lease is carried out	\$793.00	
(b) where non inspection of the land the subject of the lease is carried out	\$238.00	
Extend the term of the lease prior to the last 2 years of a PL (a) with an inspection	\$793.00	
(b) without an inspection	\$238.00	
Surrender of a Pastoral lease, or with the consent of the Minister, of any part of the land subject of a Pastoral Lease	\$79.00	\$79.00

Fee Description	Charge (Excluding GST)	2017-18 Revenue raised to 31 March 2018
For the surrender of two or more pastoral leases, of land which are adjoining and for the grant of a single pastoral lease	\$1 521.00	
For the grant of lease of Crown land (being land which does not constitute an economic area and which is suitable only for occupation as part of an adjoining pastoral lease) to a Pastoral lease of adjoining pastoral land	\$396.00	\$396.00
On application for permission to surrender, a part of land in a pastoral lease so that the land may be excised and added to an adjoining pastoral lease	\$79.00	
For the grant of a lease of Crown land for pastoral purposes (except where the right to the grant is determined by auction or by acceptance of a tender)	\$1 521.00	\$1 521.00
Pastoral Lease Rental - unimproved capital value	0.616% Of UCV	\$5 001 231.50
Clearing of pastoral land	\$569.00	\$1 707.00
Application for a non-pastoral use permit	\$569.00	
Pastoral Land Management File Replacement Fee	\$200.00	\$800.00
Preparation of Registrar General Land Title Forms	\$60.00	\$240.00
WATER RESOURCES		
Digital Data Extraction Fee	\$100.00	
FLORA AND FAUNA		
Plant identification service (commercial projects only, ids for private individuals are free)	\$150/hr	\$1 104.50
NT ENVIRONMENT PROTECTION AUTHORITY Fees charged under the Waste Management and Pollution Control Act		
Application for an environmental protection approvals:		
The fee for an application for an environmental protection approval that is required under section 30(1) of the Act to conduct an activity specified in item 3 of Part 1 of Schedule 2 to the Act is \$0.00575 per tonne of hydrocarbons that the NT EPA determines could in the 12 month period following the grant of the approval be handled in the premises to which the approval is to relate during the conduct of an activity specified in item 5 of Part 2 of Schedule 2 to the Act.	\$0.00575/ tonne	\$1 412.91
Subject to subregulation (4), the fee for an application for an environmental protection approval that is required under section 30(2) of the Act in relation to an activity specified in item 3 of Part 1, or item 5 of Part 2, of Schedule 2 to the Act	\$396.00	
If the NT EPA determines that more hydrocarbons could be handled in the premises to which an environmental protection approval that is required	\$0.00575/ tonne	

Fee Description	Charge (Excluding GST)	2017-18 Revenue raised to 31 March 2018
under section 30(2) of the Act relates in the 12 month period after the approval is granted than were handled in the 12 month period before the approval was granted, the fee for the application for the approval is \$0.00575 for each additional tonne of hydrocarbons.		
The fee for an application for an environmental protection approval that is required under section 30(1) or (2) of the Act to conduct an activity specified in Schedule 2 to the Act in relation to which a fee is not prescribed elsewhere in this regulation.	\$396.00	
Application fee for licences:		
For section 31(2) of the Act, the fee for an application for a licence to conduct an activity that is specified in item 5 of Part 2 of Schedule 2 to the Act.	\$396.00	\$7 524.00
For section 31(2) of the Act, the fee for an application for a licence to conduct an activity that is specified in Schedule 2 to the Act in relation to which a fee is not prescribed in subregulation (1).	\$396.00	
Fee for amendment or revocation of condition		
For section 37(2) of the Act, the fee for an application for an amendment to, or a revocation of, a condition of an environment protection approval or a licence.	\$132.00	\$792.00
Fee for renewal of licence		
If the licence to be renewed was, at the request of the applicant for the licence, granted for a period of less than 2 years – a fee equivalent to the annual fee that would have been payable under these Regulations if the licence had been granted for 2 years or more; or in any other case	\$396.00	\$792.00
Annual Fees		
The annual fee for a licence to conduct an activity specified in item 1 of Part 2 of Schedule 2 to the Act is fee plus \$0.0575 for each person by which the population that is to be serviced by the activity is determined by the NT EPA to exceed 1 000 persons.	\$396.00 + \$0.0575/ person	\$48 383.08
The annual fee for a licence to conduct an activity specified in item 2 of Part 2 of Schedule 2 to the Act is:		
(a) for the first 12 month period in which the licence is to be in force (b) for each subsequent 12 month period that the licence is to be in force – fee plus \$0.0575 per each tonne or kilolitre of listed waste that the NT EPA determines to have been handled under the licence in the previous 12 month period in which the licence was in force.	\$396.00 \$396.00 + \$0.0575/ person	

Fee Description	Charge (Excluding GST)	2017-18 Revenue raised to 31 March 2018
The annual fee for a licence to conduct an activity specified in item 3 of Part 2 of Schedule 2 to the Act is:		
(a) for the first 12 month period in which the licence is to be in force (b) for each 12 month period after the first 12 month period in which the licence is to be in force – fee plus \$0.0575 per each tonne or kilolitre of listed waste that the NT EPA determines to have been handled under the licence in the previous 12 month period in which the licence was in force.	\$396.00 \$396.00 + \$0.0575/person	
The annual fee for a licence to conduct an activity specified in item 5 of Part 2 of Schedule 2 to the Act is: The annual fee for a licence to conduct an activity specified in item 5 of Part 2 of Schedule 2 to the Act is \$0.00115 for each tonne of hydrocarbons the NT EPA determines, having regard to the design of the premises in which the activity is to be conducted, is likely to be handled in the premises in a 12 month period	\$0.00115/tonne	
Application fee for registration as qualified environmental auditor For section 68(2) of the Act, the fee to apply to be registered as a person qualified to perform environmental audits for the purposes of an environmental audit program.	\$1 719.00	
TOTAL		\$5 068 194.99

INTERNAL AUDITS

43.

The agency conducted five (5) internal audits for the period 1 July 2017 and ending 31 March 2018, two (2) of which are still ongoing.

44.

Internal Audit / Investigation	Terms of reference or focus
Official Duty Travel Jan-Jun 2017	Review of the agency's Official Duty Travel against the NTG Travel Policy Framework.
Official Travel July – December 2017	Review of the agency's Official Duty Travel against the NTG Travel Policy Framework.

Cabinet Information Security Measures Annual Compliance Check <i>(Required by the Department of the Chief Minister)</i>	Assess the agency's compliance with the required Cabinet information security measures.
Value for Territory Assurance Program	Review of the agency's procurement activities against the NTG Procurement Governance Policy and NTG Procurement Rules, specifically within the context of the Buy Local Plan.
Independent Check on Stock of Accountable Forms	Review of the agency's security measures and registers in place for Cabcharge vouchers against the Treasurer's Directions and Accounting and Property Manual.

45.

The below table summarises the outcomes of the three internal audits finalised; two audits are still on progress.

Internal Audit	Outcome
Official Duty Travel Jan-Jun 2017	<p>The audit found a level of compliance of some improvement required.</p> <p>Findings included isolated incidents of:</p> <ul style="list-style-type: none"> • Combined private and official travel not assessed or approved appropriately • Movement Requisitions not approved before travel commenced • Movement Requisitions completed with incorrect or insufficient information • Acquittals not always completed in TRIPS within the required timeframe • Movement Requisitions not approved by delegated officers • Corporate travel provider booking service not used <p>Recommendations were made to improve existing controls.</p>
Cabinet Information Security Measures Annual Compliance Check <i>(Required by the Department of the Chief Minister)</i>	<p>The audit found a satisfactory level of compliance.</p> <p>No breaches were identified. Recommendations were made to improve existing controls.</p>

Independent Check on Stock of Accountable Forms	The audit found a satisfactory level of compliance. No breaches were identified. Recommendations were made to improve existing controls.
Official Travel July – December 2017	As at 31 March 2018 the audit was still in progress.
Value for Territory Assurance Program	As at 31 March 2018 the audit was still in progress.

BOARDS AND ADVISORY BODIES

46.

(a)

List of Boards:

Advisory Boards:
Alice Springs Regional Bushfires Committee
Alice Springs Water Advisory Committee
Arnhem Regional Bushfires Committee
Barkly Regional Bushfires Committee
Berry Springs Water Advisory Committee
Bushfires Council of the NT
Darwin Harbour Advisory Committee
Drillers Qualification Advisory Committee
Howard Water Advisory Committee (formally Howard East Water Advisory Committee)
Katherine Water Advisory Committee
Northern Territory Weed Advisory Committee
NT Environment Protection Authority
Ooloo Water Advisory Committee
Pastoral Land Board
Rapid Creek Water Advisory Committee
Savannah Regional Bushfires Committee

Ti Tree Water Advisory Committee
Tindall-Mataranka Daly Waters Water Advisory Committee
Vernon/Arafura Regional Bushfires Committee
Water Resources Review Panel
Western Davenport Water Advisory Committee
Todd River Working Group
Aboriginal Land Management Advisory Group

Terms of References below:

- Darwin Harbour Advisory Committee
- Howard Water Advisory Committee
- Berry Springs Water Advisory Committee
- Alice Springs Water Advisory Committee
- Katherine Water Advisory Committee
- Ooloo Water Advisory Committee
- Tindal/Mataranka Water Advisory Committee
- Ti Tree Water Advisory Committee
- Western Davenport Water Advisory Committee
- Rapid Creek Water Advisory Committee
- Drillers Qualification Advisory Committee
- NT Weed Advisory Committee
- Todd River Working Group
- Aboriginal Land Management Advisory Group

To maintain consistency with the Bushfires Council of the NT ToR, the below Committees ToR are currently being developed. Once the Bushfires Councils ToR is endorsed the Regional Committee ToR's will be finalised and provided accordingly.

- Alice Springs Regional Bushfires Committee
- Arnhem Regional Bushfires Committee
- Barkly Regional Bushfires Committee
- Savannah Regional Bushfires Committee
- Vernon/Arafura Regional Bushfires Committee

No Terms of Reference for:

- Pastoral Land Board- The Board is appointed under the *Pastoral Land Act*, which details the functions and powers of the Board.
- Water Resources Review Panel is established under the Water Act.

- Northern Territory Environment Protection Authority is established under its own legislation, Northern Territory Environment Protection Authority Act.

Darwin Harbour Advisory Committee

Proposed Terms of Reference

Purpose

The Darwin Harbour Advisory Committee provides advice to the Northern Territory Government through the Minister for Environment and Natural Resources (the Minister) on the effective management of Darwin Harbour and its catchment to ensure a balance between; sustainable development, a working harbour important to a range of cultural, recreational and economic values, and the protection and maintenance of healthy environments and ecosystems in the harbour and its catchment, now and into the future.

Role

The Committee will:

- Work with all stakeholders and provide advice on the development of an evidenced-based, integrated research and monitoring (IRM) program for Darwin Harbour to inform sustainable management, protect the aquatic environment, cultural and community values, and identify critical habitats at risk.
- Work with the Northern Territory Government to provide on-going advice on the IRM program and facilitate the development of an evidence-based annual reporting framework for Darwin Harbour's aquatic environment.
- Gather and disseminate information, encourage and support collaboration with key stakeholders including the community, seek feedback on strategic objectives and facilitate leading practice approaches to harbour management.
- Provide advice to the Minister on issues affecting the integrated management and protection of Darwin Harbour and its catchment, whilst ensuring that environmental and cultural concerns are addressed.
- Provide advice on matters referred to it by the Minister.

Composition of the Committee

Members of the Committee and chairperson will be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of six members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that stakeholders with interests in the Darwin Harbour and its catchments are represented as far as is practicable.

The Minister may nominate an observer to attend the meetings of DHAC at any time. Other

observers and/or experts may be invited to attend meetings with the approval of the Chair.

Nomination and appointment process

Nominations for the Darwin Harbour Advisory Committee will be sought through advertisements in the NT News. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expression of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of plan of management, communication plan for Harbour activities and reporting framework;
- Recognised experience and knowledge in appropriate areas pertaining to catchment planning, community interests, regional development, tourism, environment, marine operations, aboriginal cultural values;
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise;
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group);
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The Membership of the committee will be for a three year term.

Members who do not attend three consecutive meetings may have their membership reviewed.

Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

- The Chairperson is the primary media spokesperson for the Committee;
- The Chairperson will advise members of their roles and responsibilities as members of the Darwin Harbour Advisory Committee;
- Conduct meetings to foster effective consideration of issues referred to or raised by the committee;
- Settle meeting dates and agendas for meetings;
- Ensure accurate reporting of the advice and recommendations of the committee is provided to the Minister after each meeting of DHAC;
- In the event that the Chairperson is not able to attend a meeting he/she shall nominate an alternate chair, or if this is not possible, the committee shall elect a chair from those members present for that meeting;

Operating arrangements

- Meetings will be held according to dates agreed to by the Committee. Meetings will be held four times a year, most likely on a business day.
- A quorum for a meeting of the Committee shall comprise half the membership including alternates.

- Members may nominate to the chairperson an alternate to attend meetings in their place if they are unable to attend a part or the whole meeting. The alternate has the same participating and voting rights as the member for the duration of the meeting.
- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussion about the effected matter.
- Each member of the Committee can request, via the Chairperson, to invite a non-members to attend meetings as observers or spokespersons having regard to the matters under discussion.

Role of Government Agencies

The Department of Environment and Natural Resources will provide secretariat support to the committee and will assist the Chairperson organise meetings, prepare agendas and record minutes.

Northern Territory Government staff from various agencies will provide relevant technical information to assist the Committee to develop its advice and recommendations.

Agencies include: Department of Environment and Natural Resources, Department of Primary Industries and Resources, Department of Tourism and Culture, Department of Trade, Business and Innovation, Department of Infrastructure, Planning and Logistics, Power and Water Corporation.

Howard Water Advisory Committee (formally Howard East Water Advisory Committee)

Terms of Reference

The Purpose of the Committee

The Howard East Water Advisory Committee has been formed by the Minister for to provide advice and recommendations to the Department of Environment & Natural Resources on the development of a water allocation plan for the Howard East Aquifer.

Statutory Effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Terms of Reference

The Committee will:

- Bring a diversity of skills, perspectives and opinions to bear on water management for the Howard East Aquifer;
- Actively and honestly participate in the development of the water allocation plan for the Howard East aquifer;
- Identify, discuss and make recommendations to the Department of Environment & Natural Resources on matters regarding the assessment, management and use of water from the Howard East aquifer;
- Share information about the water allocation planning process with the community and seek their values and interests ensuring these are communicated back to the Department of Environment & Natural Resources;
- Participate in the development of water management strategies for the Howard East Aquifer that are consistent with the requirements of the Water Act and as far as practicable, the National Water Initiative;
- Consider any other matters referred to it by the Minister or the Department of Environment & Natural Resources.

Composition of the Committee

Members of the committee and chairperson will be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of ten members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Industry, Cultural, Rural Stock and Domestic.

Nomination and appointment process

Nominations for the Howard East Water Advisory Committee will be sought through advertisements in the NT News. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expression of Interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of an Howard East Aquifer Water Allocation Plan;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, community interests, regional development, horticulture, tourism, environment, water engineering, water management, aboriginal enterprise and aboriginal cultural values;
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise;
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group);
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The membership of the Committee will be for the period required to develop and achieve Ministerial approval of the Howard East Water Allocation Plan. This is envisaged to be 12 months from establishment of the Committee.

Members who do not attend three consecutive meetings may have their membership reviewed.

Following the Ministerial approval of the Howard East Aquifer Water Allocation Plan, the committee may be retained to monitor and support implementation and review. Review of the Terms of Reference for the committee would be undertaken at this stage.

Operating arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussion about the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held every 4-6 weeks, most likely in the evening on a business day.
- Members may nominate to the chairperson an alternate to attend meetings in their place if they are unable to attend a part or the whole meeting. The alternate has the same participating and voting rights as the member for the duration of the meeting.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- In the event that the chairperson is not able to attend a meeting they shall nominate an

alternate chairperson, or if this is not possible, the committee shall elect a chairperson from those present.

- There is no obligation on the committee to reach consensus in its recommendations. The role of the committee is the identification of issues, critically evaluate information and to offer suggestions for innovative water management strategies that support the
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

- The chairperson has the responsibility to advise members of their roles and responsibilities as members of the Howard East Water Advisory Committee;
- Conduct meetings to foster effective consideration of issues referred to or raised by the committee;
- Is the primary media spokesperson for the committee;
- Ensure the reporting of the recommendations to the Department of Environment and Natural Resources accurately reflects discussions held by the committee.
- Settle meeting dates and agendas as well as endorsing meeting minutes prior to release;
- Raise with the Minister any matters significantly impacting the effectiveness of the committee and the quality of its advice;

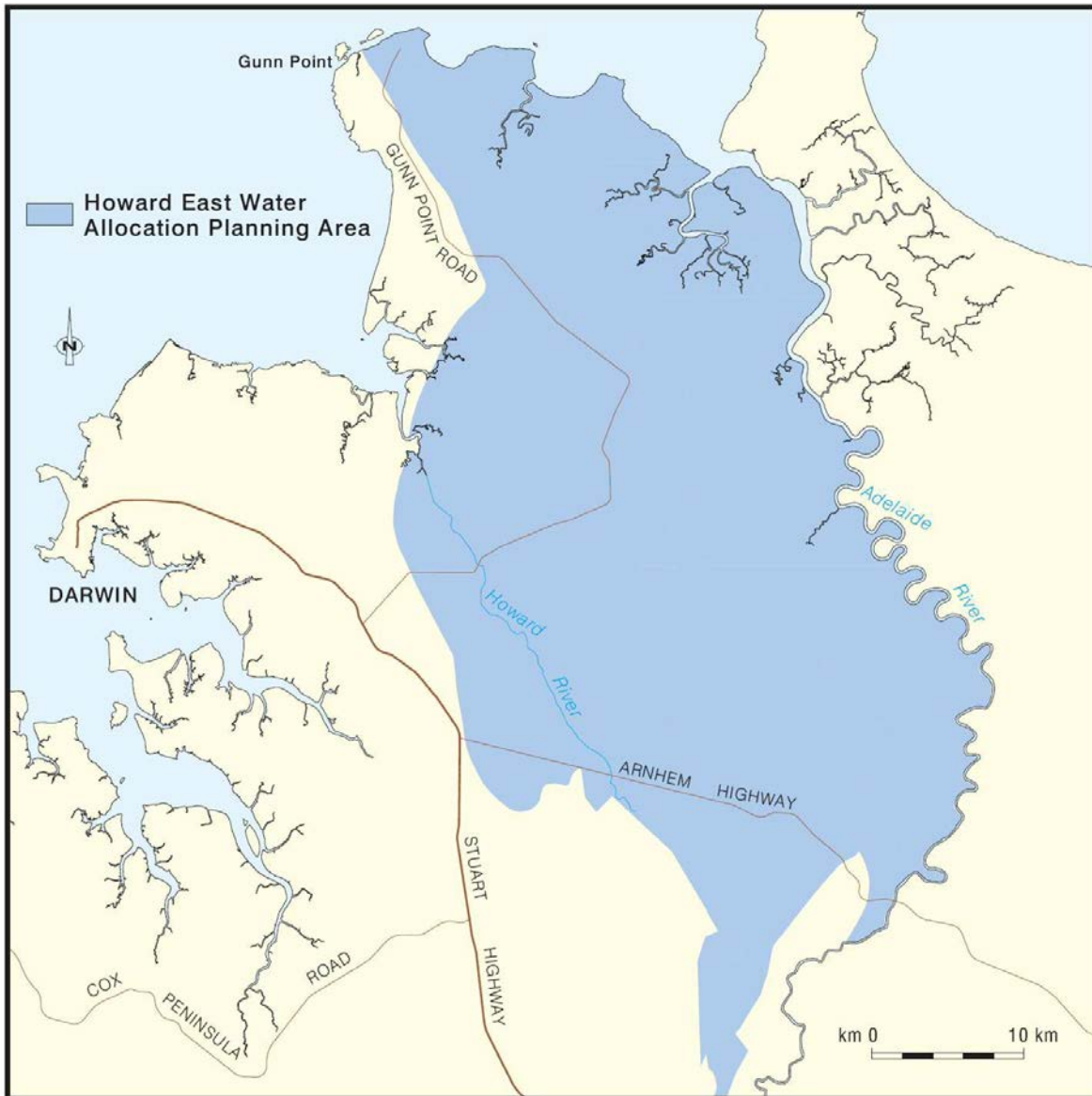
In general it is expected that advice and recommendations will be based on the consensus view of the committee. However, when consensus is not achievable, the Chair will ensure that the varying views of the committee are reported and may make recommendations based on his or her own assessment of the views and issues put forward during the relevant discussions.

Role of Department of Environment and Natural Resources

- The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the committee and will organise meetings, prepare agendas and record minutes;
- The Water Resource Division will provide staff and resources to equip the committee with knowledge and information to assist the committee to develop its advice and recommendations. The role Water Resources Division Staff in supporting the committee is to:
- Frame options for the sustainable and equitable management of the water resources contained in the Howard East Aquifer;
- Provide relevant technical information and analysis and ensure that it is presented in

forms accessible to all members of the committee;

- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government;
- Assist in framing advice and recommendations from the committee.



Berry Springs Water Advisory Committee

Terms of Reference

Purpose of the Committee

The Berry Springs Water Advisory Committee (the Committee) is established by the Minister for Environment and Natural Resources to advise the Controller of Water Resources (the Controller) on the implementation and effectiveness of the [Berry Springs Water Allocation Plan](#) (the Plan), its five year review and on other matters within its jurisdiction referred to it by the Controller.

Statutory effect

Section 23 of the [Water Act](#) authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Functions

- Matters related to the assessment, management and use of water in the Plan area including risk to water quantity and quality and the impact on current and potential water uses.
- Promote the Plan to the community and seek their feedback. Communicate feedback from the community to the Controller and the Department.
- Participate in the development and implementation of water management strategies for the Darwin Rural Water Control District consistent with the requirements of the *Water Act* and the National Water Initiative.
- Actively and openly participate in evaluating the Plan and its five year review (scheduled for 2021).
- Consider and advise the Controller on such matters with its jurisdiction as are referred to it by the Controller.

Terms of Appointment

- Membership of the Committee will expire on 31 July 2021 following the finalisation of the five year review of the Plan scheduled for completion July 2021.

Proxy members

- Members will advise the Chairperson that their proxy will attend a meeting if they are unable to attend all or part of a meeting.
- Proxy members are endorsed by the Chairperson prior to Committee meetings.
- The proxy has the same participatory rights as other members for the duration of the meeting. The following operating rules concerning proxies will be applied:
 - a) Proxies cannot attend a meeting as a member if the official member is also present, however a member's proxy may co-attend as an observer subject to prior permission from the chairperson.
 - b) Named proxies and Committee members receive all information for meetings.

Operating Arrangements

- Members and/or proxies shall declare conflicts of interest and inform the Chairperson immediately if a matter comes before the Committee that may have a personal financial or other substantial personal interest. The member shall abstain from discussions on the affected matter, if deemed necessary by the Chairperson.
- Meetings will be held as often as necessary to conduct the business of the Committee. It is envisaged meetings will be held quarterly.
- Members who do not attend three consecutive meetings may have their membership reviewed.
- A quorum shall comprise the Chairperson and half the membership of the Committee or their proxies.
- Sitting fees, as per the Remuneration for Statutory Bodies Schedule payable to non-government appointees will apply.
- Observers may attend meetings with the prior permission of the Chairperson.
- Committee members and their proxies are expected to abide by the [Northern Territory Government Boards Handbook](#).

Decision making

Committee members are responsible for the identification of issues and options for water resource management within the Plan area. Members will critically evaluate information presented to them and offer suggestions for innovative and sustainable water management strategies that support a range of social, economic and environmental opportunities.

- Whenever possible, the Committee will seek consensus in its decisions, positions or recommendations.
- If consensus is not possible, a motion will be passed if there are at least 75% of members present (including proxies where they are present instead of the member) who support the motion. The Chairperson has the same voting rights as ordinary members.
- The Committee may elect to present alternate positions or recommendations that reflect different views within the committee.
- Observers or proxies attending with the member do not participate in decision making. The Chairperson may invite observers to provide advice or comment to the Committee.
- The Chairperson may refer inappropriate behaviour of Committee members to the Controller for consideration by the Minister.

Role of the Chairperson

The Chairperson has the following responsibilities:

- The Chairperson is the primary media spokesperson for the committee.
- The Chairperson will advise members of their roles and obligations and will conduct meetings to foster effective, respectful consideration of issues referred to or raised by the Committee.
- The Chairperson will be responsible for setting meeting dates and agendas for meetings.
- The Chairperson will ensure accurate reporting of the advice and recommendations of the Committee to the Controller.

- In the event that the Chairperson is not able to attend a meeting, she/he shall nominate an alternate Chairperson or, if this is not possible, the Committee shall elect a Chairperson from those members present for that meeting.

Role of the Committee members

- Members of the committee shall bring relevant expertise, skills, perspectives and opinions related to water management in the Plan area, on behalf of their representative group. In doing this, members are expected to canvas the views of the group they represent.
- Members will ensure that considerations relate to all beneficial uses as far as is practicable. Beneficial uses include agriculture, aquaculture, environment, cultural, industry, rural stock and domestic, Aboriginal economic benefit and public water supply.

Role of the Department

The Department is responsible for supporting the efficient and effective operation of the Committee.

The Department will provide secretariat support and resources to the Committee and will assist the Chairperson to organise meetings, prepare agendas and record minutes.

The Department shall use its best endeavours to ensure that the Committee is:

- Informed of matters relevant to the Committee's purpose, role and functions; and
- Provided with support and resources to assist the Committee to develop its advice and recommendations in a timely and efficient manner in the following ways:
 - a) Frame options for the sustainable and equitable management of water in the Plan area;
 - b) Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee;
 - c) Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring programs, and through seeking expertise outside of government;
 - d) Assist in framing advice and recommendations from the committee to the Controller.

Alice Springs Water Advisory Committee

Terms of Reference

Purpose and Role of the Committee

The Alice Springs Water Advisory Committee has been formed by the Minister for Environment and Natural Resources to provide advice and recommendations to the Department of Environment and Natural Resources on the implementation of the 2016 Alice Springs Water Allocation Plan, including its 5-yearly review.

The role of the committee is to identify issues, critically evaluate information and to offer suggestions for water management strategies that support current and potential beneficial uses and maximise opportunities for ecologically sustainable development in the Alice Springs region.

Statutory effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Functions

The Alice Springs Water Advisory Committee shall:

- Identify, discuss and make recommendations to the Controller of Water Resources and the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water in the Alice Springs Water Control District including risk and management of risk to water quantity and quality and the benefits and costs of current and potential water uses.
- Share information about the water allocation planning process with the community and seek their values and interests ensuring these are communicated back to the Controller of Water Resources and the Department of Environment and Natural Resources.
- Participate in the development and implementation of water management strategies for the Alice Springs Water Control District consistent with the requirements of the Water Act and, as far as practicable, the National Water Initiative.
- Actively and openly participate in monitoring and evaluating the water allocation plan for the Alice Springs Water Control District and in the review of the plan (scheduled for 2021).
- Consider any other matters referred to it by the Minister, the Department of Environment and Natural Resources, or the Controller of Water Resources.

Composition of the Committee

The Alice Springs Water Advisory Committee shall bring a diversity of relevant expertise, skills, perspectives and opinions to bear on water management in the Alice Springs Water Control District.

Members of the committee and chairperson are appointed by the Minister from nominations received during the Expressions of Interest process.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include

Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry, Rural Stock & Domestic and Indigenous economic uses.

Consistent with the intent of the Alice Springs Water Allocation Plan 2016-2026 (p4), a representative of the Department of Infrastructure, Planning & Logistics will be invited to be an observer to the committee, to facilitate knowledge exchange on land use planning.

Nomination and appointment process

Nominations for the Alice Springs Water Advisory Committee will be sought through advertisements in the Centralian Advocate and the NT News. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expressions of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of the Alice Springs Water Allocation Plan and commitment to the sustainable growth of the Territory economy;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, regional development, pastoral enterprise, irrigated agriculture, horticulture, mining, tourism, community interests, environmental protection, water engineering and water management, Aboriginal enterprise and Aboriginal cultural values.
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group).

Nominations for casual vacancies may be sought by advertising or by invitation to key stakeholders and organisations or by direct invitation to individuals. The Committee may recommend nominees.

Terms of Appointment

The membership of the committee will be for a 5 year period covering the implementation of the current Alice Springs Water Allocation Plan and its review that is scheduled to be completed in 2021.

Members who do not attend three consecutive meetings may have their membership reviewed.

Proxy members

Members may nominate to the chairperson a proxy to attend meetings in their place if they are unable to attend all or part of a meeting. The proxy has the same participatory rights as other members for the duration of the meeting. The following operating rules concerning proxies will be applied:

- c) Proxies cannot attend a meeting as a member if the official member is also present, however a member's proxy may co-attend as an observer subject to prior permission from the Chairperson
- d) It is preferable that only one proxy is nominated by any committee member so that there is continuity in attendance

- e) Named proxies and committee members receive all information for meetings.

Operating Arrangements

- Members and proxies shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussions on the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held quarterly, most likely in the evening on a business day.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.
- Visitors may attend meetings as observers with the prior permission of the chairperson.

Decision making

- Whenever possible, the committee will seek consensus in its decisions, positions or recommendations. The most important contribution sought from Committee members is the identification of issues and options that may not be apparent to those operating within the public sector. Members are expected to critically evaluate information and analyses presented to them by public officials and offer suggestions for innovative water management strategies that support a range of opportunities.
- If consensus is not possible a motion will have passed if $\geq 75\%$ of members present (including proxies where they are present instead of the member) support the motion. The chair has the same voting rights as ordinary members.
- The committee may elect to present alternate positions or recommendations that reflect different views within the committee.
- Visitors and proxies attending with the member, as observers, do not participate in decision making.

Role of the Chairperson

The chairperson of the committee has the following responsibilities:

- The chairperson is the primary media spokesperson for the committee.
- The chairperson will advise members of their roles and obligations as members of the committee and will conduct meetings to foster effective consideration of issues referred to or raised by the committee, and which represent the diversity of views in the committee.
- The chairperson will be responsible for setting meeting dates and agendas for meetings.

- The chairperson will ensure accurate reporting of the advice and recommendations of the committee to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting she/he shall nominate an alternate chairperson or, if this is not possible, the committee shall elect a chairperson from those members present for that meeting.

Role of the Department of Environment and Natural Resources

The Department of Environment and Natural Resources is responsible for informing the Committee about current and forecast matters within its sphere of responsibility that are relevant to the Committee's purpose, role and functions. The Department shall use its best endeavours to ensure that the Committee is also informed of other matters relevant to the Committee's purpose, role and functions. The Department shall provide staff and resources to equip the committee with knowledge and timely information that assist the committee to develop its advice and recommendations.

The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the committee and will organise meetings, prepare agendas and record minutes.

The role of Water Resources Division Staff in supporting the committee is to:

- Frame options for the sustainable and equitable management of water in the Alice Springs Water Control District
- Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee;
- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government.
- Assist in framing advice and recommendations from the committee.

Katherine Water Advisory Committee

Terms of Reference

The Purpose of the Committee

The Katherine Water Advisory Committee has been formed by the Minister for Environment and Natural Resources to improve the effective implementation of the plan over its remaining lifetime. The Committee will discuss matters such as new research, water resource investigations, monitoring programs, water trading and 'use it or lose it' policies as well as general licence holder compliance issues. In addition, the Committee will provide a point of contact and exchange for stakeholder concerns and interests in the sustainable use and conservation of the Tindall Limestone Aquifer, Katherine.

The Committee will also provide advice and recommendations on the development of a new Plan for this water source, in preparation for its expiry in 2019.

Statutory Effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Terms of Reference

The committee will:

- Bring a diversity of skills, perspectives and opinions to bear on water management in the Tindall Limestone Aquifer, Katherine, and in the Katherine River catchment more broadly as is relevant to management of the Tindall Limestone Aquifer, Katherine;
- Actively and openly participate in the development of the implementation strategy for the water allocation plan for the Tindall Limestone Aquifer, Katherine;
- Actively and openly participate in the development of a new water allocation plan for the Tindall Limestone Aquifer, Katherine that will replace the current declared plan when it expires in 2019;
- Identify, discuss and make recommendations to the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water from the Tindall Limestone Aquifer, Katherine.
- Share information about the water allocation planning process and plan implementation with the community and seek their values and interests, ensuring these are communicated back to the Department of Environment and Natural Resources.
- Participate in the delivery of water management strategies for the Tindall Limestone Aquifer, Katherine that are consistent with the requirements of the Water Act and, as far as practicable, the National Water Initiative.
- Consider any other matters referred to it by the Minister or the Department of Environment

and Natural Resources.

- The role of the committee is to identify issues, critically evaluate information and to offer suggestions for implementation of the Plan that support the potential beneficial uses and maximise opportunities for ecological sustainable development in the region.

Composition of the Committee

Members of the committee and chairperson are to be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of ten members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry, Rural Stock and Domestic.

Nomination and appointment process

Nominations for the Katherine Water Advisory Committee will be sought through advertisements in the NT News, the Katherine Times and the NT Rural Weekly. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expressions of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the implementation of the Tindall Limestone Aquifer, Katherine Water Allocation Plan and commitment to the sustainable growth of the Territory economy;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, regional development, pastoral enterprise, irrigated agriculture, horticulture, mining, tourism, community interests, environmental protection, water engineering and water management, Aboriginal enterprise and Aboriginal cultural values.
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group).
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The membership of the committee will be for the period up until declaration of a new Water Allocation Plan for the Tindall Limestone Aquifer, Katherine, following its expiry in 2019.

Members who do not attend three consecutive meetings may have their membership

reviewed.

Upon declaration of the new Plan, the committee may be retained to advise on its implementation. Review of the Terms of Reference for the committee may be undertaken at this stage.

Operating arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussion about the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held twice per year during implementation phase of the Plan and that more frequent meetings may be required during the development of the new Plan.
- Members may nominate to the chairperson an alternate to attend meetings in his/her place if he/she is unable to attend the whole or part of a meeting. The alternate has the same participating rights as the member for the duration of the meeting.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

- The chairperson is the primary media spokesperson for the committee.
- The chairperson will advise members of their roles and obligations as members of the committee and will conduct meetings to foster effective consideration of issues referred to or raised by the committee, and which represent the diversity of views in the committee.
- The chairperson will be responsible for settling meeting dates and agendas for meetings.
- The chairperson will ensure accurate reporting of the advice and recommendations of the committee is provided to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting he/she shall nominate an alternate chairperson, or if this is not possible, the committee shall elect a chairperson from those members present for that meeting.

Role of Department of Environment and Natural Resources

- The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the Committee and will organise meetings, prepare agendas and record minutes.

- The Water Resources Division will provide staff and resources to equip the committee with knowledge and information to assist the committee to develop its advice and recommendations. The role of Water Resources Division Staff in supporting the committee is to:
 - Provide a draft Implementation Strategy for consideration by the Committee including Identifying gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government;
 - Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee;
 - Report on progress against Milestones of the Implementation Strategy;
 - Provide information and document a process to develop a new Plan to replace the current Plan upon its expiry in 2019.
 - Assist in framing advice and recommendations from the committee.

Ooloo Water Advisory Committee

Terms of Reference

The Purpose of the Committee

The Ooloo Water Advisory Committee has been formed by the Minister for Environment and Natural Resources to provide advice and recommendations to the Department of Environment and Natural Resources on the development of a water allocation plan for the Ooloo Dolostone Aquifer.

It is evident that the bulk of water allocations in the Ooloo Dolostone Aquifer have occurred in the absence of a declared plan. The Water Advisory Committee will however, be able to advise on water management issues more broadly, including rules around trade and transfer, use it or lose it, reporting on management and monitoring to the community and advising on minimum reliability levels that might apply.

Statutory Effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Terms of Reference

The committee will:

- Bring a diversity of skills, perspectives and opinions to bear on water management in the Ooloo Dolostone Aquifer, and in the Daly River catchment more broadly as is relevant to management of the Ooloo Dolostone Aquifer;
- Actively and openly participate in the development of the water allocation plan for the Ooloo Dolostone Aquifer;
- Identify, discuss and make recommendations to the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water from the Ooloo Dolostone Aquifer.
- Share information about the water allocation planning process with the community and seek their values and interests, ensuring these are communicated back to the Department of Environment and Natural Resources.
- Participate in the development of water management strategies for the Ooloo Dolostone Aquifer that are consistent with the requirements of the Water Act and, as far as practicable, the National Water Initiative.
- Consider any other matters referred to it by the Minister or the Department of Environment and Natural Resources.
- The role of the committee is to identify issues, critically evaluate information and to offer suggestions for water management strategies that support the potential beneficial uses

and maximise opportunities for ecological sustainable development in the region.

Composition of the Committee

Members of the committee and chairperson are to be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of ten members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry, Rural Stock and Domestic.

Nomination and appointment process

Nominations for the Ooloo Water Advisory Committee will be sought through advertisements in the NT News and the Katherine Times. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expressions of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of an Ooloo Dolostone Aquifer Water Allocation Plan and commitment to the sustainable growth of the Territory economy;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, regional development, pastoral enterprise, irrigated agriculture, horticulture, mining, tourism, community interests, environmental protection, water engineering and water management, Aboriginal enterprise and Aboriginal cultural values.
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group).
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The membership of the committee will be for the period required to develop and achieve Ministerial approval of the Ooloo Dolostone Water Allocation Plan. This is envisaged to be 12 months from establishment of the committee.

Members who do not attend three consecutive meetings may have their membership reviewed.

Following the Ministerial approval of the Ooloo Dolostone Water Allocation Plan, the committee may be retained to monitor and support implementation and review. Review of the Terms of Reference for the committee would be undertaken at this stage.

Operating arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussion about the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held every 6 - 8 weeks, most likely in the evening on a business day.
- Members may nominate to the chairperson an alternate to attend meetings in his/her place if he/she is unable to attend the whole or part of a meeting. The alternate has the same participating and voting rights as the member for the duration of the meeting.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

- The chairperson is the primary media spokesperson for the committee.
- The chairperson will advise members of their roles and obligations as members of the committee and will conduct meetings to foster effective consideration of issues referred to or raised by the committee, and which represent the diversity of views in the committee.
- The chairperson will be responsible for settling meeting dates and agendas for meetings.
- The chairperson will ensure accurate reporting of the advice and recommendations of the committee is provided to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting he/she shall nominate an alternate chairperson, or if this is not possible, the committee shall elect a chairperson from those members present for that meeting.

Role of Department of Environment and Natural Resources

- The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the Committee and will organise meetings, prepare agendas and record minutes.
- The Water Resources Division will provide staff and resources to equip the committee with knowledge and information to assist the committee to develop its advice and recommendations. The role of Water Resources Division Staff in supporting the committee is to:

- Frame options for the sustainable and equitable management of the Oolloo Dolostone Aquifer and the Daly River catchment;
- Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee;
- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government;
- Assist in framing advice and recommendations from the committee.

Tindall Mataranka – Daly Waters Water Advisory Committee Terms of Reference

The Purpose of the Committee

The Tindall Mataranka – Daly Waters Water Advisory Committee has been formed by the Minister for Environment and Natural Resources to provide advice and recommendations to the Department of Environment and Natural Resources on the development of a water allocation plan for the Tindall Limestone Aquifer, Mataranka – Daly Waters.

The Water Advisory Committee will advise on water management arrangements for the Tindall Limestone Aquifer in the Mataranka – Daly Waters region, including rules around trade and transfer, use it or lose it, reporting on management and monitoring to the community and advising on minimum reliability levels that might apply.

Statutory Effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Terms of Reference

The committee will:

- Bring a diversity of skills, perspectives and opinions to bear on water management in the Tindall Limestone Aquifer, Mataranka – Daly Waters, and in the Roper River catchment more broadly as is relevant to management of the Tindall Limestone Aquifer, Mataranka – Daly Waters;
- Actively and openly participate in the development of the water allocation plan for the Tindall Limestone Aquifer, Mataranka – Daly Waters;
- Identify, discuss and make recommendations to the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water from the Tindall Limestone Aquifer, Mataranka – Daly Waters.
- Share information about the water allocation planning process with the community and seek their values and interests, ensuring these are communicated back to the Department of Environment and Natural Resources.
- Participate in the development of water management strategies for the Tindall Limestone Aquifer, Mataranka – Daly Waters that are consistent with the requirements of the Water Act and, as far as practicable, the National Water Initiative.
- Consider any other matters referred to it by the Minister or the Department of Environment and Natural Resources.

- The role of the committee is to identify issues, critically evaluate information and to offer suggestions for water management strategies that support the potential beneficial uses and maximise opportunities for ecological sustainable development in the region.

Composition of the Committee

Members of the committee and chairperson are to be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of eight members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry, Rural Stock and Domestic.

Nomination and appointment process

Nominations for the Tindall Mataranka – Daly Waters Water Advisory Committee will be sought through advertisements in the NT News and the Katherine Times. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expressions of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of a Tindall Limestone Aquifer, Mataranka – Daly Waters Water Allocation Plan and commitment to the sustainable growth of the Territory economy;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, regional development, pastoral enterprise, irrigated agriculture, horticulture, mining, tourism, community interests, environmental protection, water engineering and water management, Aboriginal enterprise and Aboriginal cultural values.
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group).
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The membership of the committee will be for the period required to develop and achieve Ministerial approval of the Tindall Limestone Aquifer, Mataranka – Daly Waters Water Allocation Plan. This is envisaged to be 12 months from establishment of the committee.

Members who do not attend three consecutive meetings may have their membership reviewed.

Following the Ministerial approval of the Tindall Limestone Aquifer, Mataranka – Daly Waters Water Allocation Plan, the committee may be retained to monitor and support implementation and review. Review of the Terms of Reference for the committee would be undertaken at this stage.

Operating arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussion about the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held every 6 - 8 weeks, on a business day.
- Members may nominate to the chairperson an alternate to attend meetings in his/her place if he/she is unable to attend the whole or part of a meeting. The alternate has the same participating and voting rights as the member for the duration of the meeting.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

- The chairperson is the primary media spokesperson for the committee.
- The chairperson will advise members of their roles and obligations as members of the committee and will conduct meetings to foster effective consideration of issues referred to or raised by the committee, and which represent the diversity of views in the committee.
- The chairperson will be responsible for settling meeting dates and agendas for meetings.
- The chairperson will ensure accurate reporting of the advice and recommendations of the committee is provided to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting he/she shall nominate an alternate chairperson, or if this is not possible, the committee shall elect a chairperson from those members present for that meeting.

Role of Department of Environment and Natural Resources

- The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the Committee and will organise meetings, prepare agendas and record minutes.
- The Water Resources Division will provide staff and resources to equip the committee with knowledge and information to assist the committee to develop its advice and

recommendations. The role of Water Resources Division Staff in supporting the committee is to:

- Frame options for the sustainable and equitable management of the Tindall Limestone Aquifer, Mataranka – Daly Waters and the Roper River catchment;
- Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee;
- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government;
- Assist in framing advice and recommendations from the committee.

Ti-Tree Water Advisory Committee

Terms of Reference

Purpose

The Ti-Tree Water Advisory Committee was been established by the Minister for Environment and Natural Resources to provide advice and recommendations to the Department of Environment and Natural Resources on the development of the 2016 Ti-Tree Water Allocation Plan for the Ti-Tree Water Control District.

Statutory effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee for the Territory or a part of the Territory or for a particular purpose.

Terms of Reference

The Ti-Tree Water Advisory Committee shall:

- Bring a diversity of skills, perspectives and opinions to bear on water management in the Ti-Tree Water Control District.
- Actively and openly participate in the development of the water allocation plan for the Ti-Tree Water Control District.
- Identify, discuss and make recommendations to the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water in the Ti-Tree Water Control District.
- Share information about the water allocation planning process with the community and seek their values and interests ensuring these are communicated back to the Department of Environment and Natural Resources.
- Participate in the development of water management strategies for the Ti-Tree Water Control District consistent with the requirements of the Water Act and, as far as practicable, the National Water Initiative.
- Consider any other matters referred to it by the Minister or the Department of Environment and Natural Resources.
- The role of the committee is to identify issues, critically evaluate information and to offer suggestions for water management strategies that support the potential beneficial uses and maximise opportunities for ecologically sustainable development in the region.

Composition of the Committee

Members of the committee and chairperson are be appointed by the Minister from nominations received during the Expressions of Interest process. In addition to the chairperson, the committee will have up to ten members appointed by the Minister.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry and Rural Stock and Domestic.

Nomination and appointment process

Nominations for the Ti-Tree Water Advisory Committee will be sought through advertisements in the Centralian Advocate and the NT News. Key stakeholders and organisations may also be invited to nominate a representative. Nominations will be by Expression of Interest.

Expressions of interest will demonstrate the contribution that the nominee can make to the committee, including but not limited to:

- Their interest in the development of the Ti-Tree Water Allocation Plan and commitment to the sustainable growth of the Territory economy;
- Recognised experience and knowledge in appropriate areas pertaining to water use and planning, regional development, pastoral enterprise, irrigated agriculture, horticulture, mining, tourism, community interests, environmental protection, water engineering and water management, Aboriginal enterprise and Aboriginal cultural values.
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group).
- Outline any potential or perceived conflicts of interest.

Terms of Appointment

The membership of the committee will be for the period required to develop and achieve Ministerial approval of the Ti-Tree Water Allocation Plan. This is envisaged to be within 12 months from establishment of the Committee.

Members who do not attend three consecutive meetings may have their membership reviewed.

Following the Ministerial approval of the Ti-Tree Water Allocation Plan, the committee may be retained to monitor and support implementation and review of the plan. A review of the Terms of Reference for the committee would be undertaken at this stage.

Proxy members

Members may nominate a proxy to the chairperson to attend meetings as an alternate if they are unable to attend all or part of a meeting. The alternate must be representative of the same stakeholder groups and their participation is subject to the chairperson's approval. The alternate has the same participatory rights as other members for the duration of the meeting.

Operating Arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest. Should the committee request it, the member shall abstain from discussions on the affected matter.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will be held every 6-8 weeks, most likely in the evening on a business day.
- Members may nominate to the chairperson a proxy to attend meetings in his/her place if he/she is unable to attend the whole or part of a meeting. The alternate has the same participatory rights as other members for the duration of the meeting.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.

Role of the Chairperson

The chairperson of the committee has the following responsibilities:

- The chairperson is the primary media spokesperson for the committee.
- The chairperson will advise members of their roles and obligations as members of the committee and will conduct meetings to foster effective consideration of issues referred to or raised by the committee, and which represent the diversity of views in the committee.
- The chairperson will be responsible for setting meeting dates and agendas for meetings.
- The chairperson will ensure accurate reporting of the advice and recommendations of the committee to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting she/he shall nominate an alternate chairperson or, if this is not possible, the committee shall elect a chairperson from those members present for that meeting.

Role of Department of Environment and Natural Resources

The Department of Environment and Natural Resources - Water Resources Division will provide secretariat support to the committee and will organise meetings, prepare agendas and record minutes.

The Water Resources Division will provide staff and resources to equip the committee with knowledge and information to assist it to develop its advice and recommendations.

The role of the Water Resources Division in supporting the committee is to:

- Frame options for the sustainable and equitable management of water in the Ti-Tree Water Control District.

- Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the committee.
- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government.
- Assist the committee in framing its advice and recommendations.

Western Davenport Water Advisory Committee

Terms of Reference

Purpose and Role of the Committee

The Western Davenport Water Advisory Committee ('the Committee') has been formed by the Minister for Environment and Natural Resources to provide advice and recommendations to the Department of Environment and Natural Resources to finalise the review of the Western Davenport Water Allocation Plan.

The role of the Committee is to identify issues, critically evaluate information and to offer suggestions for water management strategies that support current and potential beneficial uses and maximise opportunities for ecologically sustainable development in the Western Davenport region.

Statutory effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Functions

The Western Davenport Water Advisory Committee shall:

- Identify, discuss and make recommendations to the Controller of Water Resources and the Department of Environment and Natural Resources on matters regarding the assessment, management and use of water in the Western Davenport Water Control District including risk and management of risk to water quantity and quality and the benefits and costs of current and potential water uses.
- Share information about the water allocation planning process with the community and seek their values and interests ensuring these are communicated back to the Controller of Water Resources and the Department of Environment and Natural Resources.
- Participate in the development and implementation of water management strategies for the Western Davenport Water Control District consistent with the requirements of the *Water Act* and, as far as practicable, the National Water Initiative.
- Consider any other matters referred to it by the Minister, the Department of Environment and Natural Resources, or the Controller of Water Resources.

Composition of the Committee

The Western Davenport Water Advisory Committee shall bring a diversity of relevant expertise, skills, perspectives and opinions to bear on water management in the Western Davenport Water Control District.

Members of the Committee and chairperson are appointed by the Minister from nominations received in response to invitations to key stakeholders and organisations made by the Department of Environment and Natural Resources.

The members selected by the Minister will ensure that a diversity of representation is achieved and that all beneficial uses are represented as far as is practicable. Beneficial uses include Agriculture, Aquaculture, Public Water Supply, Environment, Cultural, Industry, Rural Stock & Domestic and Indigenous economic uses.

Nomination and appointment process

Members of the Committee will be directly appointed by the Minister for Environment and Natural Resources based on advice from Department of Environment and Natural Resources.

Nominations for casual vacancies may be sought by invitation to key stakeholders and organisations or by direct invitation to individuals. The Committee may recommend nominees.

Terms of Appointment

The membership of the Committee will expire on 28 February 2018 to enable the finalisation of the revised Western Davenport Water Allocation Plan.

Proxy members

Members may nominate to the chairperson a proxy to attend meetings in their place if they are unable to attend all or part of a meeting. The proxy has the same participatory rights as other members for the duration of the meeting. The following operating rules concerning proxies will be applied:

- f) Proxies cannot attend a meeting as a member if the official member is also present, however a member's proxy may co-attend as an observer subject to prior permission from the Chairperson
- g) It is preferable that only one proxy is nominated by any Committee member so that there is continuity in attendance
- h) Named proxies and Committee members receive all information for meetings.

Operating Arrangements

- Members and proxies shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the Committee that may have a personal financial or other substantial personal interest. Should the Committee request it, the member shall abstain from discussions on the affected matter.
- Meetings will be held as often as necessary to conduct the business of the Committee. It is envisaged meetings will be held quarterly, most likely in the evening on a business day.
- A quorum in respect of the Committee shall comprise half the membership including alternates.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.
- Visitors may attend meetings as observers with the prior permission of the chairperson.

Decision making

- Whenever possible, the Committee will seek consensus in its decisions, positions or recommendations. The most important contribution sought from Committee members is the identification of issues and options that may not be apparent to those operating within the public sector. Members are expected to critically evaluate information and analyses presented to them by public officials and offer suggestions for innovative water management strategies that support a range of opportunities.
- If consensus is not possible a motion will have passed if $\geq 75\%$ of members present (including proxies where they are present instead of the member) support the motion. The chair has the same voting rights as ordinary members.
- The Committee may elect to present alternate positions or recommendations that reflect different views within the Committee.
- Visitors and proxies attending with the member, as observers, do not participate in decision making.

Role of the Chairperson

The chairperson of the Committee has the following responsibilities:

- The chairperson is the primary media spokesperson for the Committee.
- The chairperson will advise members of their roles and obligations as members of the Committee and will conduct meetings to foster effective consideration of issues referred to or raised by the Committee, and which represent the diversity of views in the Committee.
- The chairperson will be responsible for setting meeting dates and agendas for meetings.
- The chairperson will ensure accurate reporting of the advice and recommendations of the Committee to the Department of Environment and Natural Resources.
- In the event that the chairperson is not able to attend a meeting she/he shall nominate an alternate chairperson or, if this is not possible, the Committee shall elect a chairperson from those members present for that meeting.

Role of the Department of Environment and Natural Resources

The Department of Environment and Natural Resources is responsible for informing the Committee about current and forecast matters within its sphere of responsibility that are relevant to the Committee's purpose, role and functions. The Department shall use its best endeavours to ensure that the Committee is also informed of other matters relevant to the Committee's purpose, role and functions. The Department shall provide staff and resources to equip the Committee with knowledge and timely information that assist the Committee to develop its advice and recommendations.

The Water Resources Division of the Department of Environment and Natural Resources will provide secretariat support to the Committee and will organise meetings, prepare agendas and record minutes.

The role of Water Resources Division Staff in supporting the Committee is to:

- Frame options for the sustainable and equitable management of water in the Western Davenport Water Control District
- Provide relevant technical information and analysis and ensure that it is presented in forms accessible to all members of the Committee;
- Identify gaps in knowledge and information and ways of filling those gaps, including through enhanced monitoring systems, and through seeking expertise outside of government.
- Assist in framing advice and recommendations from the Committee.

Rapid Creek Water Advisory Committee

Terms of Reference

The Purpose of the Committee

Rapid Creek Water Advisory Committee (RCWAC) is established under section 23 of Water Act to advise the Minister and the Controller of Water Resources on water quality and water resource management issues affecting Rapid Creek and its catchment.

Statutory Effect

Section 23 of the *Water Act* authorises the Minister to establish, and appoint the members of, a Water Advisory Committee.

Terms of Reference

The Committee will:

- Identify, discuss and make recommendations to the Controller of Water Resources on matters regarding the management and protection of Rapid Creek and its catchment.
- Provide a forum to share information with stakeholders and the community and seek their values and interests ensuring these are communicated back to the Controller of Water Resources.
- To advise the Minister on development issues and policy matters that may influence the use, development and management of Rapid Creek and its catchment.
- To implement a Rapid Creek management plan and annual assessment against the plan to the Controller of Water Resources and the Minister for Environment and Natural Resources.
- Consider any other matters referred to it by the Minister or Controller of Water Resources.

Composition of the Committee

Members of the committee and chairperson will be appointed by the Minister from nominations received during an Expressions of Interest process. In addition to the chairperson, the committee will have a minimum of eight members appointed by the Minister.

Members will be selected with reference to their interest in water resource management and protection. Members must possess the ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise. The members selected by the Minister will ensure that a diversity of representation is achieved.

The Minister may also appoint an ex-officio member to the committee from the Department of Environment and Natural Resources, to ensure high level expertise is available when required.

Members of the Legislative Assembly may attend the committee as observers.

Chairing functions

A Chair will be determined and appointed by the Minister based on the expressions of interest received.

In the event that the chairperson is not able to attend a meeting they shall nominate an alternate chairperson, or if this is not possible, the committee shall elect a chairperson from those present.

Terms of Appointment

Members are appointed to the Committee by the Minister for Environment and Natural Resources under Section 23 of the Act.

Operating arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal financial or other substantial personal interest.
- Meetings will be held as often as necessary to conduct the business of the committee. It is envisaged meetings will occur 4 times per year (every 10 – 12 weeks), in the afternoon on a business day.
- Members may nominate to the chairperson an alternate to attend meetings in their place if they are unable to attend a part or the whole meeting. The alternate has the same participating and voting rights as the member for the duration of the meeting.
- Confidentiality will be maintained by all participants at all times.
- A quorum in respect of the committee shall comprise half the membership including alternates.
- There is no obligation on the committee to reach consensus in its recommendations. The role of the committee is the identification of issues, critically evaluate information and to offer suggestions for innovative water management strategies that support the declared beneficial uses.
- Sitting fees as per the remuneration for statutory bodies schedule payable to non-government appointees will apply.
- The Water Resources Division of the Department of Environment and Natural Resources will provide an Executive Officer to provide secretariat support to the committee.

Drillers' Qualification Advisory Committee

Terms of Reference

The Purpose of the Committee

The Drillers' Qualification Advisory Committee (DQAC) has been formed by the Minister to provide advice and recommendations to the Department of Environment and Natural Resources on the assessment of water driller licences and the engagement with, and development of, the drilling industry in the Northern Territory.

Statutory Effect

The DQAC is established under section 54 of the *Water Act*. Powers and functions of the Committee are prescribed under regulations 12 and 13 of the Water Regulations.

Terms of Reference

The Committee will:

- Provide advice and recommendations to the Controller of Water Resources in regard to the granting, renewal and variation of all levels of drilling licences.
- Develop new approaches to, and participate in, the assessment and verification of qualifications and competencies of driller licence applications in the Northern Territory, and in reference to the National Uniform Drillers' Licence Competencies.
- Provide expert advice and support to applicants applying for an NT Drillers' licence.
- Provide a forum for consultation and communication on bore construction and construction materials, bore construction permits and permit conditions and hydrogeological findings and issues across the Northern Territory.
- Act as an educational extension of the Water Resources Division by helping to disseminate information and provide a two-way communication between the Water Resources Division and the drilling sector and the consumer on the drilling and construction of bores, where appropriate.
- Assist in the updating and review of drilling provisions in the *Water Act* and its supporting regulations, as well as advising on the content and presentation of drilling information, factsheets and any other documentation relating to drilling and drilling requirements.
- Consider any other matters referred to it by the Minister or Controller of Water Resources.

Composition of the Committee

- (1) The DQAC shall be constituted by 8 members appointed by the Minister:
 - (a) two of whom shall be qualified as hydrogeologists or groundwater engineers;
 - (b) two of whom shall have, in the Minister's opinion, adequate experience in the planning and conduct of drilling operations;
 - (c) two of whom shall be appointed to represent users and shall be persons who, in the Minister's opinion, are not involved in the drilling industry or employed in the public sector; and
 - (d) two of whom shall be appointed from a panel of not less than three names submitted to the Minister by the Australian Drilling Industry Association or, if no such panel is nominated, then as the Minister thinks fit.

- (2) The Minister shall appoint one of the members of the Committee to be its chairman and such other members, in the order the Minister chooses, to be its acting chairman in the absence of the Chairman from a meeting of the Committee.

Chairing Functions

The Chairperson will be responsible for setting meeting dates and agendas for meetings.

The Chairperson will ensure accurate reporting of the advice and recommendations of the Committee is provided to the Department of Environment and Natural Resources.

Terms of Appointment

It is proposed that one member from each category at 4(a) to 4(d) will be appointed for an initial term of two years, with the remaining members appointed for one year term to allow for the staggering of retiring members.

All members are eligible to re-apply and to be re-appointed for a further two year term.

Role of Government Agencies

The Department of Environment and Natural Resources will provide Secretariat support to the Committee and will assist the Chairperson to organise meetings, prepare agendas and record minutes.

Northern Territory Government staff from various agencies will provide relevant technical information to assist the Committee to develop its advice and recommendations.

Agencies include: Department of Environment and Natural Resources and Department of Primary Industries and Resources.

Operating arrangements

- Members shall declare conflicts of interest and inform the Chairperson immediately if a matter comes before the Committee that may have a personal, financial or other substantial personal interest.

- Meetings will be twice yearly or as often as necessary to conduct the business of the Committee.
- Confidentiality will be maintained by all participants at all times.
- A quorum in respect to the Committee shall comprise of the Chair and three other members, one from each of the categories specified under Regulation 12.
- There is no obligation on the Committee to reach consensus in its recommendations.

Questions arising shall be determined by a majority of the votes.

- Sitting fees as per the remuneration for statutory bodies schedule payable to non- government appointees will apply.

Remuneration

Sitting fees as per the remuneration for statutory bodies schedule will be payable to non- government appointees.

Northern Territory Weed Advisory Committee

Terms of Reference

Weeds Management Act 2001

Purpose

The purpose of the Northern Territory Weed Advisory Committee is to provide a consultative forum that can effectively address weed management in the Northern Territory with particular reference to strategic weed management planning and the requirements of the *Weeds Management Act 2001*. The Committee has direct responsibility under section 16 of the Act, which describes the structure of the Committee.

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

Functions of the Committee

As determined by section 17 of the *Weeds Management Act 2001*, the functions of a Weed Advisory Committee are:

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

Membership

Selection criteria

Membership will only include individuals who:

- (1) have a genuine desire and ability to collaborate with others who may have competing interests or opposing viewpoints on weed management;
- (2) have professional qualifications or experience in natural resource or weed management;
- (3) are without financial or legal conflict of interest; and
- (4) have strong existing networks which will enable broad community consultation and the dissemination of weed management advice and information.

Membership representation

Membership will:

- (1) include the Chairpersons of all Regional Weed Reference Groups from across the Northern Territory. Chairs will synthesise input from stakeholder groups and effectively represent their viewpoints and interests over their own personal opinions;
- (2) be representative of multiple industry and stakeholder groups and the spectrum of land tenures in the Northern Territory; and
- (3) support departmental actions for the enforcement of legislation.

The Committee will review its membership regularly in order to ensure adequate community representation.

Terms of office

- (1) Meetings shall be held quarterly.
- (2) Time commitment of at least eight working days per year for meetings, and additional time allotted for tasks related to Committee work, such as reading, communication, responding to and representing Committee issues and recommendations to stakeholders. Generally meetings will be held in Darwin, however regional meetings will be held as required.
- (3) Committee members may also be asked to serve on subcommittees formed to work on issues and tasks before the Committee.
- (4) Meeting scheduling should, where possible, take into account travel requirements of members who live in remote or regional areas.
- (5) Members may be eligible for reappointment.
- (6) Committee members will cease to be a member if they resign from the Committee or breach confidentiality.

Vacant positions

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

Disclosure of interest (as determined by section 19 of the *Weeds Management Act 2001*)

- (1) A member of a weed advisory committee who has or has had a direct or indirect proprietary or other pecuniary interest in a matter being considered or about to be

considered by the committee (other than an interest held in common with other land owners or users of land in the area) must, as soon as possible after the relevant facts have come to the member's knowledge, disclose the nature of his or her interest at a meeting of the committee.

- (2) A disclosure under subsection (1) is to be recorded in the minutes of the meeting of the weed advisory committee and the member, in relation to the matter:
 - (a) is not, while he or she has that interest (otherwise than as a member of, and in common with the other members of, a corporation consisting of not less than 25 persons and of which he or she is not a director) to take part after the disclosure in any deliberation or decision of the committee; and
 - (b) is to be disregarded for the purpose of constituting a quorum at the meeting.

Confidentiality (as determined by section 20 of the *Weeds Management Act 2001*)

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

Chatham house rules

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

Conditions

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

Meetings

As determined by section 18 of the *Weeds Management Act 2001*, the meetings of a Weed Advisory Committee should be consistent with the following:

- (1) The Chairperson of a weed advisory committee is to call meetings of the Committee as and when required to perform its functions.
- (2) The Chairperson of a weed advisory committee is to convene a meeting of the Committee when directed to do so by the Minister.
- (3) At a meeting of a weed advisory committee:

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

Additional terms include that:

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

Out of session meetings

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

Amendments

- (1) The terms of reference shall be reviewed annually from the date of approval.
- (2) The terms of reference may be altered to meet the needs of all Committee members if supported by the Minister.

The relationship of the committee to other committee and regional groups

The Committee may seek input on regional issues from specific groups, such as Regional Weed Reference Groups, and will work collaboratively with the Territory Natural Resource Management Board and other relevant community and management Boards.

Support arrangements

Logistical and secretariat support will be provided by the Executive Officer of the Northern Territory Weed Advisory Committee, Weed Management Branch, Natural Resource Division of the Department of Natural Resources, Environment, The Arts and Sport.

It is important for all Committee members to familiarise themselves with the duties and responsibilities outlined in the *Guide for Members of the Northern Territory Government Boards, Committees and Statutory Bodies*.

Lhere Mparntwe (Todd River) Working Group

Terms of Reference

1. Purpose

The Lhere Mparntwe (Todd River) Working Group (the Working Group) provides advice and recommendations to the Northern Territory Government through the Minister for Environment and Natural Resources (the Minister) on the effective natural resource management of Lhere Mparntwe (Todd River) and its immediate catchment (including the Charles River) within the Town of Alice Springs now and into the future and promotes culturally respectful care of the rivers within the Alice Springs community.

2. Role

The Working Group will:

- With reference to previous strategies, develop a strategy and recommendations for the future management of Lhere Mparntwe (Todd River), including recommendations on how natural resource management should be undertaken consistently with cultural interests, and consider how natural resource management should intersect with flood mitigation, recreation and tourism and other town development strategies in an integrated plan.
- Develop a monitoring plan to ensure that future management strategies are regularly reviewed, sustainable and lead to long term outcomes.
- Provide advice to the Minister on the natural resource health of Lhere Mparntwe (Todd River) in the environs of the Town of Alice Springs
- Promote opportunities for Aboriginal people and non-Aboriginal people to work together to foster interest and culturally respectful care for the rivers and their ecosystems.
- Provide a forum to share information and provide opportunities for cooperation, and collaboration with key stakeholders and the community.

3. Composition of the Working Group

Up to four community members of the Working Group and a Chairperson will be appointed by the Minister from nominations received through a public Expressions of Interest process, with at least one community member being an Aboriginal person able to speak about, and advise on, Arrernte cultural values.

The members selected by the Minister will ensure that a diversity of representation is achieved and that stakeholders with interests in Lhere Mparntwe (Todd River) and its immediate catchment in the environs of the Town of Alice Springs are represented as far as is practicable.

The Minister will invite nominations for a representative from each of the following key organisations: the Alice Springs Town Council; Lhere Artepe Aboriginal Corporation; Arid

The Minister may nominate an observer to attend the meetings of the Working Group at any time. Other observers and/or experts may be invited to attend meetings with the approval of the Chairperson.

4. Nomination and appointment process

Nominations for the community members and the Chair of the Todd River Working Group will be sought through advertisement of the Expression of Interest in the Centralian Advocate.

Expression of interest will demonstrate the contribution that the nominee can make to the Working Group, including but not limited to:

- Recognised experience and knowledge in appropriate areas pertaining to catchment planning, community interests, regional development, tourism, environment, Aboriginal cultural values;
- Their interest in the development of plan of management, communication plan for activities and reporting framework;
- Demonstrated ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise;
- Ability to be representative of a stakeholder group and disseminate information to constituents (if possible, nominees should provide a letter of support or other evidence demonstrating that they are representative of a stakeholder group);
- Outline any potential or perceived conflicts of interest.

5. Terms of Appointment

The Membership of the Working Group will be for a one year term.

Members who do not attend three consecutive meetings may have their membership reviewed.

6. Role of the Chairperson

- The Chairperson is the primary media spokesperson for the Working Group.
- The Chairperson will advise members of their roles and responsibilities as members of the Lhere Mparntwe (Todd River) Working Group.
- Conduct meetings to foster effective consideration of issues referred to or raised by the Working Group.
- Settle meeting dates and agendas for meetings.
- Ensure accurate reporting of the advice and recommendations of the Working Group is provided to the Minister after each meeting.
- In the event that the Chairperson is not able to attend a meeting he/she shall nominate an

alternate chair, or if this is not possible, the Working Group shall elect a chair from those members present for that meeting.

7. Operating arrangements

- Meetings will be held according to dates agreed to by the Working Group. Meetings will be held at least six times a year, most likely on a business day.
- A quorum for a meeting of the Working Group shall comprise half the membership including alternates.
- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the Working Group that may have a personal financial or other substantial personal interest. Should the Working Group request it, the member shall abstain from discussion about the effected matter.
- Each member of the Working Group can request, via the Chairperson, to invite a non-members to attend meetings as observers or spokespersons having regard to the matters under discussion.

8. Role of Government Agencies

The Department of Environment and Natural Resources will provide secretariat support to the Working Group and will assist the Chairperson to organise meetings, prepare agendas and record minutes.

Northern Territory Government staff from various agencies will provide relevant technical information to assist the Working Group to develop its advice and recommendations.

The Department of Infrastructure, Planning and Logistics will provide specific advice relating to the effective management of sedimentation and the hydraulic efficiency of the Todd River particularly as it relates to flood mitigation strategies.

Agencies that may provide information include: the Department of Environment and Natural Resources, the Department of Tourism and Culture, the Department of Trade, Business and Innovation, the Department of Infrastructure, Planning and Logistics, and the Power and Water Corporation.

INDIGENOUS LAND MANAGEMENT ADVISORY GROUP

1.0 BACKGROUND AND CONTEXT

Indigenous owned and/or managed land occupies about 50 per cent of the land area of the Northern Territory and approximately 85 per cent of the coastline is Aboriginal land. Indigenous Ranger programs emerged during the mid-1990's as Indigenous land owners increased their capacity to manage and protect country, and develop aligned environmental enterprises. The Ranger programs deliver long-term environmental, economic and social development outcomes, and are internationally recognised as best practice natural and cultural resource management models.

In 2016 there were 46 established Ranger programs throughout the Territory, with approximately 1000 Rangers (full time, part time and casual). These groups are implementing fire, weed and feral animal management, and protecting and promoting cultural resource knowledge. The programs are supported by a variety of resources including grant income from the Australian Government, Northern Territory Government and philanthropic organisations; fee for service income from government agencies and organisations involved in land management and resource development; and commercial revenue from community-based enterprises and carbon abatement projects.

Many Indigenous Ranger groups are significantly under-resourced to tackle the scale of the management tasks they are faced with. Funding uncertainty and lack of resources, combined with gaps in capability and/or inadequate strategic planning, mean that conservation and other outcomes are often not fully realised.

The Northern Territory Government is implementing a new policy initiative - *Protecting Country, Creating Jobs* which seeks to support Indigenous Rangers to protect the environment and create jobs. This will be achieved through a capital grants program for Indigenous Ranger groups to help purchase essential items, with funding of \$4.1 million over 2 years; and the establishment of a Land Management and Conservation Fund to improve conservation practices on Aboriginal land, with funding of \$2 million per annum from 2017/18.

It is proposed that an Indigenous Land Management Advisory Group (ILMAG) will be established as a primary source of advice to guide the development and effective implementation of this initiative.

The one-off capital grants and projects under the Land Management and Conservation Fund will be delivered through a devolved grants program - the NT Indigenous Ranger Grants Program (IRGP) - administered by the Department of Environment and Natural Resources (DENR). To ensure that programs and activities under the grants program are coordinated across the NT government, a cross-agency Government Working Group (GWG) will also be established.

2.1 ROLES AND RESPONSIBILITIES

The role of the ILMAG is to provide advice and recommendations to the DENR on all relevant aspects of the development, implementation, delivery and reporting for the *Protecting Country, Creating Jobs* initiative.

In particular, the ILMAG will provide the perspective of the Indigenous land management sector to DENR. This will help ensure that decisions relating to the establishment and operation of the proposed grants program have appropriate Indigenous input, and that Indigenous aspirations related to land management and conservation are an integral part of the grants program.

The ILMAG may provide advice and recommendations on:

- the strategic approach, principles, priorities and guidelines that will underpin the grants program;
- the key issues for and limitations to Indigenous Ranger groups delivering land management and conservation outcomes on land and sea country;
- ensuring the application process, grant management system and reporting requirements matches the operational capacity of Indigenous Ranger groups;
- the assessment of applications against the principles, priorities and guidelines and taking into account existing and developing capacities; and
- the assessment of the evaluation and effectiveness of the program.

ILMAG members are expected to:

- Contribute to the development of any advice, recommendations or reporting by the ILMAG;
- Adequately prepare for, regularly attend, and actively participate in ILMAG meetings;
- Complete or contribute towards any agreed actions or activities arising from meetings or otherwise requested by the ILMAG Chair;
- Provide advice that is in the interests of the Indigenous land management sector more broadly, rather than simply represent their own organisation;
- Declare any conflicts of interest; and
- Behave in a respectful and professional manner at all times, and in accordance with the *Northern Territory Government Boards Handbook*.

3.1 MEMBERSHIP

For operational efficiency, membership of the ILMAG will be limited to a maximum of thirteen (13). The membership of the ILMAG will be made up of:

- 1 member from each of the four Northern Territory Aboriginal Land Councils (Anindilakwya Land Council, Central Land Council, Northern Land Council and Tiwi Land Council);
- 2 Aboriginal members from the central/southern region of the NT (south of 17 degrees south latitude);
- 3 Aboriginal members from the northern region of the NT (north of 17 degrees south latitude);
- 1 member from the North Australian Indigenous Land and Sea Management Alliance (NAILSMA);
- 1 member from Territory Natural Resource Management (TNRM);

- 1 member from the Indigenous Land Corporation (ILC); and
- 1 member from DENR.

With the approval of the Chief Executive Officer of DENR, the ILMAG Chair may request that individuals with special knowledge of particular issues relevant to the ILMAG's role and functions attend meetings as temporary members.

3.1. Duration of Membership

ILMAG members will be appointed for a term of three years, unless agreed otherwise.

3.2. Chair

The ILMAG members will elect a Chair at their first meeting.

The ILMAG Chair's term is for the term of appointment or otherwise agreed

3.3. Resignation or Removal of Members

ILMAG members may resign by written notice to the ILMAG Chair at any time.

The Chief Executive Officer, DENR may revoke membership of the ILMAG for any member at any time for failure to comply with these Terms of Reference or any lawful instruction by the Chair of the ILMAG.

Failure of ILMAG members to attend two consecutive ILMAG meetings without a prior apology may also result in membership being revoked.

3.4. Membership Vacancies

Any vacant positions may be filled on a casual basis until the term of office of the ILMAG has expired.

4.0 PROBITY AND CONFLICT OF INTEREST

ILMAG members must declare any actual, potential or perceived conflicts of interest, through completion of a *Declaration of Interests and Confidentiality (Non-NTG Employees)* form. Conflicts of interest will be managed through processes outlined in the *Northern Territory Government Boards Handbook*.

Completed *Declaration of Interests and Confidentiality (Non-NTG Employees)* forms must be provided to the ILMAG Secretariat within ten (10) business days following the first ILMAG meeting. Declared conflicts of interest form part of the Disclosure of Interests Register, which is maintained by the ILMAG's Secretariat, and updated at each ILMAG meeting.

5.0 PRIVACY, CONFIDENTIALITY AND SENSITIVITY

ILMAG members are expected to maintain confidentiality in accordance with the completed *Declaration of Interests and Confidentiality (Non-NTG Employees)* form and the requirements of the *Northern Territory Government Boards Handbook*.

In order to maximise the value of the ILMAG, robust and open discussion is expected. ILMAG members must be mindful that sensitive issues will be discussed and that appropriate professionalism inside and outside meetings is expected.

It is the responsibility of both the Chair and the ILMAG member raising/discussing an issue to identify matters of a confidential or sensitive nature.

6.0 MEETINGS

6.1. Meeting Frequency

ILMAG will meet at least four times per year for the life of the IRGP.

6.2. Quorum

A quorum at ILMAG meetings consists of seven (7) members.

6.3. Secretariat

Secretariat services will be provided through the DENR. The Secretariat's role includes:

- Collating and circulating meeting papers (e.g. meeting agenda, papers, action list).
- Maintaining the Disclosure of Interests Register.
- Writing and circulating meeting minutes.
- Making all administrative arrangements associated with ILMAG meetings, including members travel, accommodation and remuneration, meeting venues, teleconference and videoconferencing arrangements and catering.
- Sourcing information and undertaking research as requested by the ILMAG.
- Drafting and/or compiling documents and correspondence on behalf of the ILMAG, including:
 - Meeting outcomes
 - Post-meeting communiques
 - Reports, decisions and advice from the ILMAG to DENR.

6.4. Agendas and Meeting Papers

Material and matters for consideration by the ILMAG will be forwarded to the ILMAG Chair by the Director, Indigenous Land Management Program ten (10)

working days prior to each meeting. The agenda will be prepared by the ILMAG Chair and Secretariat five (5) working days prior to the meeting date.

All ILMAG members have equal rights to list items for the agenda, by request made through the Chair at least five (5) working days prior to the meeting date.

Agenda items and meeting papers are submitted to ILMAG members five (5) working days prior to the meeting, by email wherever possible.

6.5. Minutes

Minutes comprising the main points of a topic or matter and agreed actions are drafted by the Secretariat. Confidential items are not, in general, to be minuted. Minutes are circulated to ILMAG members by email within seven (7) working days of the meeting following approval by the Chair.

The minutes are considered confidential. Upon endorsement by the ILMAG at the next meeting, minutes are signed by the ILMAG Chair.

Actions arising from the minutes, in particular any reports, decisions and advice from the ILMAG to DENR, are to be prepared by the Secretariat and actioned within seven (7) working days of the meeting following approval by the Chair.

(b)

Each member and their appointment start date is below:

Board/Committee	Member Name	Appointment Start Date
NT Environment Protection Authority	Dr Paul Vogel (Chair)	01/01/2016
	Ms Janice van Reyk	01/01/2016
	Mr Ian Wallis	01/01/2016
	Mr Colin Woodward	10/04/2017
	Ms Sam Nunan	01/01/2018
	Mr David Ritchie	12/07/2017
Alice Springs Regional Bushfires Committee	Ms Joella Nelson (Chair)	05/07/2017
	Mr Alastair Bayly	05/07/2017
	Ms Kristen Appel	05/07/2017
	Ms Elizabeth Bird	05/07/2017
	Mr Ben Cromarty	06/11/2017
	Ms Donna Lian Digby	06/11/2017
	Mr Edward Andrew Hayes	05/07/2017
	Mr Benjamin Frank Heaslip	05/07/2017
	Mr Benjamin Kaethner	05/07/2017
	Ms Kimberly McKay	05/07/2017
	Mr Ashley Armstrong Severin	05/07/2017
	Arnhem Regional Bushfires Committee	Mr Nigel Gellar (Chair)
Ms Jessie Alderson		05/07/2017
Mr Otto Bulmaniya Campion		05/07/2017
Ms Anna Pickworth		05/07/2017
Mr Simon Ponto		05/07/2017
Mr William Rioli		05/07/2017
Mr Clarry Rogers		05/07/2017
Mr Connell Tipiloura		05/07/2017
Mr Jakob Weigal		05/07/2017
Mr Greg Wilson		05/07/2017
Barkly Regional Bushfires Committee		Ms Lena Perkins (Chair)
	Mr Kenneth Gerard Ford	05/07/2017
	Mr Jesse Carpenter	05/07/2017
	Mr Ian Halstead	05/07/2017
	Mr Michael Donald Johnson	05/07/2017
	Mr Donald Shadforth	05/07/2017

Bushfires Council of the NT	Ms Elizabeth Marie Bird (Chair)	05/07/2017
	Ms Alice Maree Bielby	05/07/2017
	Mr Shaun William Ansell	05/07/2017
	Mr Paul John Blore	05/07/2017
	Mr Matthew Braitling	05/07/2017
	Mr Paul Burke	06/11/2017
	Mr Gary David Cook	05/07/2017
	Mr Nigel Damsey Gellar	05/07/2017
	Mr Benjamin Kaethner	05/07/2017
	Ms Karen May	05/07/2017
	Ms Joella Nelson	05/07/2017
	Ms Patricia Rigby-Christophersen	05/07/2017
	Mr Todd Smith	05/07/2017
	Mr Mark Spain	05/07/2017
	Mr Ian Stewart	05/07/2017
	Ms Dianne Tynan	05/07/2017
Savannah Regional Bushfires Committee	Ms Alice Beilby (Chair)	05/07/2017
	Ms Jessica Beckhouse	05/07/2017
	Mr Simon Cheers	05/07/2017
	Mr Campbell Elliott	05/07/2017
	Mr Michael Harding	05/07/2017
	Ms Tammy Kruckow	05/07/2017
	Mr James (Benjamin) Lewis	05/07/2017
	Ms Heidi Millership	05/07/2017
	Mr Thomas Shephard	05/07/2017
	Mr Sam Tapp	05/07/2017
Vernon/Arafura Regional Bushfires Committee	Mr Shaun William Ansell (Chair)	05/07/2017
	Mr Rodney Beament	05/07/2017
	Mr Colin Arthur Deveraux	05/07/2017
	Mr Thomas Harrower	05/07/2017
	Ms Susan Jones	05/07/2017
	Mr David William McLachlan	05/07/2017
	Mr Andrew McTaggart	05/07/2017
	Mr Desmond Oakhill	05/07/2017
	Mr Kevin Phillips	05/07/2017
	Mr Ian James Stewart	05/07/2017
	Mr Daniel Thomson	05/07/2017
Alice Springs Water Advisory Committee	Ms Jocelyn Davies (Chair)	30/11/2016
	Mr Jimmy Cocking	30/11/2016

	Mr Rod Cramer	30/11/2016
	Mr Adam Davis	30/11/2016
	Ms Robyn Grey-Gardner	30/11/2016
	Ms Veronica Lynch	30/11/2016
	Mr Glenn Marshall	30/11/2016
	Ms Eli Melky	30/11/2016
	Ms Wendy Stuart	30/11/2016
	Mr Richard Hayes	30/11/2016
Darwin Harbour Advisory Committee	Professor Karen Gibb (Chair)	08/08/2017
	Ms Annie Andrews	10/07/2017
	Mr Nigel Browne	19/06/2017
	Mr David Ciaravolo	19/06/2017
	Ms Shenagh Gamble	10/07/2017
	Mr Nick Hannigan	19/06/2017
	Ms Maria Kraatz	19/06/2017
	Ms Sue McKinnon	08/08/2017
	Ms Shar Molloy	19/06/2017
	Mr Terry O'Connor	19/06/2017
	Ms Trish Rigby	19/06/2017
	Mr Mark Robertson	10/07/2017
	Mr Alan Roe	19/06/2017
	Mr Jim Smith	19/06/2017
	Dr Claire Streten	19/06/2017
	Mr Daniel Thompson	10/07/2017
Drillers Qualification Advisory Committee	Mr Lance Martin (Chair)	22/02/2017
	Mr Mark Ballard	22/02/2017
	Mr Trevor Edwards	22/02/2017
	Mr David George	22/02/2017
	Mr Tom Harris	22/02/2017
	Ms Kirsten Marmion	22/02/2017
	Mr Henry Van Tilburg	22/02/2017
	Mr Des Yin Foo	22/02/2017
Howard Water Advisory Committee	Mr David George (Chair)	17/12/2017
	Ms Maree Bredhauer	31/05/2016
	Mr David Ciaravolo	18/08/2017
	Ms Jan Hintze	31/05/2016
	Ms Donna Jackson	25/10/2016
	Mr Shane Papworth	18/08/2017
	Ms Kate Peake	31/05/2016
	Mr Bill Risk	25/10/2016
	Mr Matthew Salter	1/05/2016

	Mr Mark Smith	25/10/2016
	Mr Gerry Wood	25/10/2016
Katherine Water Advisory Committee	Ms Marie Piccone (Chair)	20/11/2016
	Mr Neal Adamson	20/11/2016
	Ms Marie Allen	20/11/2016
	Mr Allister Andrews	13/12/2016
	Mr Warren De With	20/11/2016
	Mr Rick Fletcher	20/11/2016
	Mr Liam Golding	20/11/2016
	Mr Michael Jarram	20/11/2016
	Ms Alison King	20/11/2016
	Mr Peter Marks	20/11/2016
	Mr Shane Papworth	20/11/2016
	Mr Peter Rix	20/11/2016
	Mr Steven Rose	20/11/2016
	Ms Charmaine Roth	20/11/2016
	Ms Samantha Sing	20/11/2016
Ooloo Water Advisory Committee	Mr John Childs (Chair)	4/08/2016
	Mr Malcom Baker	4/08/2016
	Mr Warren de With	4/08/2016
	Mr Phil Howie	4/08/2016
	Dr Alison King	4/08/2016
	Ms Mona Liddy	4/08/2016
	Mr Robert Lindsay	4/08/2016
	Mr Peter Marks	4/08/2016
	Dr Lorrae McArthur	4/08/2016
	Mr Sam McBean	4/08/2016
	Ms Kate Peake	4/08/2016
	Mr Richard Perry	4/08/2016
	Mr Simon Smith	4/08/2016
	Mr Eddie Webber	4/08/2016
Rapid Creek Water Advisory Committee	Mr Ian Lancaster (Chair)	17/01/2017
	Mr Neal Adamson	01/11/ 2016
	Professor Karen Gibb	01/11/2016
	Ms Donna Jackson	01/11/2016
	Mr Ian Kew	01/11/2016
	Ms Robin Knox	18/10/2017
	Mr Tim Moore	01/11/2016
	Ms Lisa Peters	01/11/2016
	Ms Julia Schult	01/11/2016

	Mr Nigel Weston	01/11/2016
Ti Tree Water Advisory Committee	Mr Bill Low (Chair)	5/12/2016
	Mr Rodney Baird	5/12/2016
	Mr Adam Davis	5/12/2016
	Ms Robyn Grey-Gardener	5/12/2016
	Mr Willie Lane	5/12/2016
	Mr Vincent Lange	5/12/2016
	Mr Dan Pepperill	5/12/2016
	Mrs Sarah Cook	27/04/2018
	Mr Mitch Jones	27/04/2018
	Mr Laurie Price	27/04/2018
Tindall-Mataranka Daly Waters Water Advisory Committee	Dr Rebecca Mohr-Bell (Chair)	18/04/2017
	Mr David Ciaravolo	18/04/2017
	Dr David Crook	18/04/2017
	Mr Rick Fletcher	Proxy
	Ms Tracey Hayes	18/04/2017
	Ms Sharon Hillen	18/04/2017
	Ms Jocelyn James	13/06/2017
	Ms Sarah Kerin	18/04/2017
	Mr Vincent Lange	13/06/2017
	Ms Helena Lardy	13/06/2017
	Ms Clair O'Brien	18/04/2017
	Mr Peter Rix	18/04/2017
	Mr Kerry Roberts	13/06/2017
	Mr Kane Youngusband	18/04/2017
Water Resources Review Panel	Mr John Childs (Chair)	06/07/2016
		18/07/2016
	Mr Colin Beard	
	Mr Philip Howie	18/07/2016
Western Davenport Water Advisory Committee	Mr Peter Donohoe	14/09/2017
	Mr Charles Frith	14/09/2017
	Mr Vincent Lange	14/09/2017
	Mr Paul McLaughlin	14/09/2017
	Mr Mark Parsons	14/09/2017
	Mr Alex Read	14/09/2017
	Mr Ryan Roxas	14/09/2017
	Mr Stuart Smith	14/09/2017
	Mr David Sweeney	14/09/2017
	Mr Peter Wood	14/09/2017

Northern Territory Weed Advisory Committee	Mr Anthony David Cox	06/10/2015
	Mr Garry Fisher	05/08/2016
	Dr Margaret Friedel	06/10/2015
	Mr Jay Francis Mohr-Bell	06/10/2015
	Dr Dionne Lee Walsh	06/10/2015
Pastoral Land Board	Mr Paul Zlotkowski (Chair)	26/06/2016
	Mr Steven Craig	25/06/2002
	Dr Leigh Hunt	28/09/2015
	Mr David James	28/09/2015
	Ms Anne Kilgariff	20/06/2016
Todd River Working Group	Mr Alex McLean	13/02/2018
	Mr Chris Day	13/02/2018
	Mr David Letheby	13/02/2018
	Dr Fiona Walsh	13/02/2018
	Mr Geoff Kenna	13/02/2018
	Dr Ken Johnson	13/02/2018
	Mr Robert Campbell	12/03/2018
	Ms Sarah Fairhead	12/03/2018
	Mr Scott Allen	13/02/2018
	Ms Sophie Creighton	13/02/2018
	Mr Stephen Brooks	13/02/2018
	Mr Sunil Dhanji	13/02/2018
Aboriginal Land Management Advisory Group	Mr Adrian Hogg	24/04/2017
	Mr Alaric Fisher	24/04/2017
	Mr Brian Tipungwuti	24/04/2017
	Mr Dean Yibarbuk	24/04/2017
	Mr Henry Wilson	24/04/2017
	Ms Karen May	24/04/2017
	Ms Linda Ford	24/04/2017
	Mr Matthew Salmon	24/04/2017
	Ms Melissa George	24/04/2017
	Mr Peter Donohoe	24/04/2017
	Mr Paul Jenkins	24/04/2017
	Mr Ronald (Ricky) Archer	24/04/2017

(c)

The Department will not be releasing the remuneration paid to each Board member.

(d)

The itemised cost incurred by each Board during the 2017-18 financial year is below:

Nil expenditure for:

- Weeds Advisory Committee
- Water Resources Review Panel
- Drillers Qualification Advisory Committee
- Western Davenport Water Advisory Committee
- Todd River Working Group

Board/Committee	Item	Item cost
Bushfires Council and Regional Committees	Entitlement (Employee Expenditure & sitting fees)	\$2,297.36
	Entertainment (non FBT)	\$2,634.00
	Board/Committee expenses - Other	\$898.13
	Travel Costs (includes airfares & accommodation)	\$14,021.13
	Travel Allowance	\$2,340.59
	Other Operational Costs	\$149.48
	MV Expenditure (includes hire charges, parking)	\$403.31
	Total	\$22,744.00
Pastoral Land Board	Entitlement (Employee Expenditure & sitting fees)	\$22,328.37
	Employee & Association (FBT)	\$405.90
	Entertainment (non FBT)	\$325.91
	Board/Committee expenses - Other	\$595.77
	Non Employee (non FBT)	\$227.27

	Travel Costs (includes airfares & accommodation)	\$3,634.38
	Travel Allowance	\$2,464.72
	Other Operational Costs	\$4,378.85
	MV Expenditure (includes hire charges, parking)	\$95.81
	Total	\$34,456.98
Rapid Creek Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$760.00
	Total	\$760.00
Ooloo Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$11,634.82
	Board/Committee expenses - Other	\$1,189.45
	Travel Costs (includes airfares & accommodation)	\$3,892.35
	Travel Allowance	\$1,106.14
	MV Expenditure (includes hire charges, parking)	\$871.71
	Total	\$18,694.47
Katherine Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$912.00
	Total	\$912.00
Alice Springs Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$2,360.46
	Total	\$2,360.46
Tindal-Mataranka Daly Waters Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$2,850.00
	Entertainment (non FBT)	\$113.49

	Board/Committee expenses - Other	\$581.38
	Travel Costs (includes airfares & accommodation)	\$1,205.19
	Other Operational Costs	\$75.13
	Total	\$4,825.19
Howard Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$342.00
	Board/Committee expenses - Other	\$1,137.42
	Room Hire	\$163.64
	Total	\$1,643.06
Ti Tree Water Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$2,463.27
	Entertainment (non FBT)	\$243.20
	Non Employee (non FBT)	\$187.00
	Travel Costs (includes airfares & accommodation)	\$300.00
	Total	\$3,193.47
Darwin Harbour Advisory Committee	Entitlement (Employee Expenditure & sitting fees)	\$3,492.55
	Catering	\$225.00
	Other Operational Costs	\$6.80
	Total	\$3,724.35
NT Environment Protection Authority	Entitlement (Employee Expenditure & sitting fees)	\$256,354.25
	Entertainment (non FBT)	\$2,074.74
	Travel Costs (includes airfares & accommodation)	\$28,551.50
	Travel Allowance	\$5,173.26
	Other Operational Costs	\$6,029.65
	MV Expenditure (includes hire charges, parking)	\$965.85
	Total	\$299,149.25

Aboriginal Land Management Advisory Group	Credit Card Surcharge	\$95.56
	Airfares	\$13,073.13
	QBT Booking Fees	\$84.55
	Accommodation	\$1,732.73
	Board / Committee Expenses (other)	\$1,563.64
	Total	\$16,549.61

(e)

The number of times each Board met during the period 1 July 2017 to 31 March 2018 are below:

Board/Committee	No. of times the Board met during the period 1 July 2017- 31 March 2018
NT Environment Protection Authority	4
Alice Springs Regional Bushfires Committee	2
Arnhem Regional Bushfires Committee	1
Barkly Regional Bushfires Committee	0
Savanna Regional Bushfires Committee	1
Vernon-Arafura Regional Bushfires Committee	2
Bushfires Council of the NT	1
Rapid Creek Water Advisory Committee	2
Darwin Harbour Advisory Committee	3
Alice Springs Water Advisory Committee	1
Berry Springs Water Advisory Committee	0
Howard Water Advisory Committee	2
Western Davenport Water Advisory Committee	3
Ti Tree Water Advisory Committee	3
Katherine Water Advisory Committee	0
Ooloo Water Advisory Committee	3
Tindall-Mataranka Daly Waters Water Advisory Committee	3
Drillers Qualification Advisory Committee	1
Water Resources Review Panel	0
Northern Territory Weed Advisory Committee	0
Pastoral Land Board	3
Todd River Working Group	0
Aboriginal Land Management Advisory Group	4

REVIEWS AND INQUIRIES

47.

The statutory review of the operation of the Northern Territory Container Deposit Scheme (CDS) is a requirement to be undertaken by the Minister at intervals of five years after the CDS's establishment under the *Environment Protection (Beverage Containers and Plastic Bags) Act*. The Department of Environment and Natural Resources has engaged Ernst & Young to conduct the review.

(a)

The review will consider the extent to which the CDS is meeting its objectives under the Act, including to reduce beverage container waste, and provide communities throughout the Northern Territory as far as reasonably practicable with access to the CDS. In doing so the review will seek to identify barriers and challenges to the CDS achieving its objectives, as well as solutions to barriers and opportunities for improvement.

(b)

Ernst & Young was selected to conduct the review in accordance with the NT Government procurement process.

(c)

Ernst & Young maintains offices across Australia, including Darwin, and has provided a project team of suitably experienced personnel to conduct the review.

(d)

The total cost of the review is \$59 212.80 including GST, of which \$40 877.66 was expended by 31 March 2018.

(e)

As part of the review, Ernst & Young has:

- conducted a series of telephone and face to face interviews with stakeholder groups;

- conducted an electronic survey;
- reviewed the operation of container deposit schemes in other jurisdictions.

(f), (g)

The review is expected to be complete by June 2018. It is anticipated that the report will be tabled in the Legislative Assembly in August 2018.

WORKPLACE HEALTH AND SAFETY

48.

There were 12 Safety Incidents reported during this period, 1 incident (vehicle incident) progressed to a Workers Compensation Claim and has since been closed.

Nature of Incident Type	Number	Cost
Being hit by objects	2	
Biological Factors	1	
Body Stressing	2	
Hazard	1	
Slips, Trips and Falls	2	
Sound and Pressure	1	
Vehicle incidents	3	\$4 070.97
Totals	12	\$4 070.97

49.

There were no claims relating to psychological stress and 2 claims for body stress related matters for the period beginning 1 July 2017 and ending 31 March 2018.

REGIONAL OFFICES

50.

The salary expenditure for staff employed in regional areas 1 July 2017 to 31 March 2018 is as follows:

Regional Office	# of Staff	Functions/ Outcomes achieved in 2017-18	Responsible Locations	Cost to 31 March 2018 \$'000
Tennant Office	2	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Barkly Fire Management Zone	155
	2	Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Tennant Creek Region	135
Subtotal	4			290
Katherine Office	1	Executive – Provide executive support to the region.	Katherine Region	27
	4	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Savannah Fire Management Zone	253
	7	Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Katherine Region	543
	5	Water Resources – Water Allocation Planning, water licence processing and compliance investigations and assessments and reporting. Spatial Data and Mapping staff member provides data management and cartography	Katherine and surrounding locations	391
Subtotal	17			1,214

Regional Office	# of Staff	Functions/ Outcomes achieved in 2017-18	Responsible Locations	Cost to 31 March 2018 \$'000
Alice Springs AZRI Office	2	Executive – Provide Executive support to the region	Alice Springs	113
	2	Rangelands – Provides scientific assessment and monitoring of the Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Central Australia	165
	16	Water Resources – provides facilitation of investigations and assessments and reporting on the available water resources, provide Water Allocation Planning, water licence processing and compliance investigations and assessments and reporting, water monitoring data and reporting and flood forecasting, monitoring of the inland aquatic ecosystems and facilitation of the Lake Eyre Basin Rivers Assessment, provide water bore drilling and investigations into groundwater resources in the Alice Springs region, including the operational drilling for the Land and Water Suitability Project	Alice Springs and surrounding locations	1,199
	1	Environment – processing authorisations under WMPCA, EP(BCPB)A and Water Act; audit compliance inspections; commenting on NOI under Assessment Act; and local action officer for Pollution Incidents in Alice, Barkly and Southern Regions	Alice, Barkly and Southern Regions	95
Subtotal	21			1,572
Tom Hare Office, Alice Springs	8	Flora & Fauna – Responsible for conservation and management of the region's threatened species; terrestrial biodiversity and habitats including the sustainable use of wildlife and pest animals.	3 staff NT wide, 5 staff Central Australia	563
	5	Rangelands – Provides scientific assessment and monitoring of the		400

Regional Office	# of Staff	Functions/ Outcomes achieved in 2017-18	Responsible Locations	Cost to 31 March 2018 \$'000
		Territory's land and delivery of extension services, policy advice and regulation of use and threats to the land resource.	Central Australia	
Subtotal	13			963
Alice Springs Desert Park	2	Flora & Fauna - Alice Springs Herbarium staff responsible for collection and taxonomy of plants.	Southern NT	119
Subtotal	2			119
Bushfires NT – Elder St Alice Springs	5	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Alice Springs Fire Management Zone	336
Subtotal	5			336
Batchelor Office – 142 Cameron Road Batchelor	8	Bushfires – Provide advice and support to prepare, implement and review fire management practices; with the purpose of building a proactive and resilient community.	Vernon/Arafura Fire Management Zone	602
Subtotal	8			602
TOTAL	70			5,145