

## LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

### WRITTEN QUESTION

Mr Higgins to the Minister for Trade, Business and Innovation:

#### 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 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:

#### Question 1:

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

#### Question 2:

**a) How many staff were employed in the following categories:**

**i. Full time equivalent**

As at 30 June 2017, there were 235.6 FTE

As at 31 March 2018, there were 241.1 FTE

**ii. Permanent part time contract**

As at 30 June 2017, there were 4.8 FTE

As at 31 March 2018, there were 4.7 FTE

**iii. Contract**

As at 30 June 2017, there were 53 FTE

As at 31 March 2018, there were 54.2 FTE

**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).**

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

**c) Please advise the number of frontline staff as FTE and as a percentage of the Agency total employment (all classifications).**

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

#### Question 3:

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



**Question 4:**

- a) A whole-of-government response will be provided by the Minister for Public Employment.
- b) As at 31 March 2018

Nominal Classification	Headcount
AO2	2
AO3	7
AO4	5
GRADT	1
AO5	2
AO6	7
AO7	6
SAO1	3
EO1C	14
EO2C	5
EO3C	1
EO4C	3
EO6C	1
<b>Grand Total</b>	<b>57</b>

As at 30 June 2017

Nominal Classification	Headcount
AO2	5
AO3	5
AO4	5
GRADT	1
AO5	3
AO6	6
AO7	4
SAO1	2
SAO2	1
EO1C	14
EO2C	8
EO3C	1
EO4C	2
EO6C	1
<b>Grand Total</b>	<b>58</b>

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

**Question 5:**

- a) As at 30 June 2017, there were 33 staff resignations. As at 31 March 2018, there were 18 staff resignations.
- b) In the full financial year ending 30 June 2017, there were no staff demoted. For the period from 1 July 2017 to 31 March 2018, there were no staff demoted.
- c) As at 30 June 2017, 4 staff were made redundant. As at 31 March 2018, 3 staff were made redundant.

- d) In the full financial year ending 30 June 2017, there were no staff terminated. For the period from 1 July 2017 to 31 March 2018, there were no staff terminated.

**Question 6:**

As at 30 June 2017, there were 19 unattached officers. As at 31 March 2018, there were 13 unattached officers.

**Question 7:**

As at 30 June 2017, there were 29 supernumerary employees. As at 31 March 2018, there were 17 supernumerary employees.

**Question 8:**

Temporary labour hire – a total cost of \$331 341, mostly relating to additional staff (1-10 as needed) for the Economic Stimulus Programs and to support the Indigenous Economic Development Forum (2).

**Question 9:**

Not applicable.

**Question 10:**

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

**Question 11:**

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

**Question 12:**

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

**Question 13:**

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

**Question 14:**

For the period 1 July 2017 to 31 March 2018, the following functions have been outsourced:

- Scribe for recruitment interviews at a total cost of \$20 983.
- Job Evaluation System (JES) and Job Analysis Questionnaire (JAQ) – at a total cost of \$16 600.
- Temporary labour hire at a total cost of \$331 341, mostly relating to time-limited additional staff (1-10 as needed) for administration the Economic Stimulus Programs and to support the Indigenous Economic Development Forum (2).

- Team NT Executive – contracted three highly experienced and skilled individuals at a cost of \$60 000 to 31 March 2018, for provision of advice and undertaking specific targeted projects to support the NT Government’s economic development, international engagement, trade and investment agendas.

Outsourcing, contracting out or privatising functions that have traditionally been carried out by the Agency for 2018-19 are yet to be determined.

**Question 15:**

- Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.
- Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.
- The agency spent \$316 306 on external legal advice from 1 July 2017 to 31 March 2018 and the payments were made to the firms/barristers below:

<b>Legal Provider</b>	<b>Amount (\$)</b>
Karen Christopher	27 014
Clayton Utz	44 432
JKW Law Practice	5 294
Minter Ellison	235 274
Squire Patton Boggs	4 292
<b>Total</b>	<b>316 306</b>

**Question 16:**

- Details of expenditure on each report and consultancy for the period of 1 July 2017 to 31 March 2018 is outlined in the table below.
- please note that as reports and consultancies undertaken have all supported operational matters, tabling in the Legislative Assembly was not required.
- Reports and consultancies undertaken have all supported operational matters. DTBI is unable to provide a response to this due to the excessive amount of administrative work required to obtain the information.

<b>(a) Purpose</b>	<b>(b) Cost (\$)</b>	<b>(c) Person/Entity Engaged</b>	<b>(d) Principal Place of Business in the NT (Y/N)</b>	<b>(d) Principal Place of Business if Not NT</b>	<b>(g) Tenders or expressions of interest were invited prior to work (Y/N)</b>
Gas Industry Development Workshop	8946	Robin Clive Antrobus	No	WA	Not applicable
Gas Industry Development Workshop	8731	John Anderson (Trapper Pty Ltd)	No	QLD	Not applicable
NTG Adviser on Indonesia	29 204	William Farmer	No	ACT	Not applicable*
Evaluation of Effectiveness of the NT Designated Area Migration Agreement (DAMA) Program	14 540	McGregor Tan Research Pty Ltd	No	SA	Yes
Buy Local Industry Advocate	34 412	Highfalutin	Yes		Yes

(a) Purpose	(b) Cost (\$)	(c) Person/Entity Engaged	(d) Principal Place of Business in the NT (Y/N)	(d) Principal Place of Business if Not NT	(g) Tenders or expressions of interest were invited prior to work (Y/N)
Buy Local Industry Advocate	67 857	Sapphire Business Solutions	Yes		Yes
Provision of Financial Advice to Staff	2000	Clearview Financial Advice Pty Ltd	No	NSW	Not applicable
Comprehensive Overview of Business Operations	6300	Lee Green & Co	No	SA	Not applicable
Support the Delivery of a Consulting on Boarding Forum for Transition to the NDIS	9545	National Disability Services. Limited (Act)	No	NSW	Not applicable
Behaviour Dynamics Workshop for Community-based Childcare Centre Summit 2017	4145	Catie Kirke And Associates Pty Ltd	Yes		Not applicable
Sector Analysis and Presentation for Community-based Childcare Centre Summit 2017	4000	Northern Sky Accounting And Advisory Pty Ltd	Yes		Not applicable
Preparation of an Analysis and Summary for the Battery Hill Mining Centre Incorporated	6000	Swjr Nominees Pty Ltd T/A Lowrys Accountants	Yes		Not applicable
Delivery of Upskilling Workshops	48 162	Biznorth Pty Ltd	Yes		Yes
Delivery of Upskilling Workshops	17 918	Captovate Pty Ltd	Yes		Yes
Delivery of Upskilling Workshops	9318	Moore Stephens (NT) Pty Ltd	Yes		Yes
SmartyGrants (IT) System Support	7200	Kate Caldecott & Associates	No	VIC	Not applicable
Business Security and Crime Prevention Through Environmental Design (CPTED) Training	18 093	Amtac Professional Services Pty Ltd	No	QLD	No**
Short Term Accommodation Project	25 000	Ernst & Young	Yes		Yes
Job Profile Documents Design	3500	Jo Jamieson	Yes		Not applicable
Provision of coordination services for the Skills, Employment and Careers Expo 2017	88 215	Youthworx NT	Yes		Yes
Review of ICT projects for Workforce NT	63 164	Simient Pty Ltd	No	QLD	Not applicable***
Provision of Skilled Migration Flows Report	3842	Charles Darwin University	Yes		Not applicable

(a) Purpose	(b) Cost (\$)	(c) Person/Entity Engaged	(d) Principal Place of Business in the NT (Y/N)	(d) Principal Place of Business if Not NT	(g) Tenders or expressions of interest were invited prior to work (Y/N)
Assistance with Education-Specific Meetings and Briefings in South Asia	12 375	Australian Trade Commission	No	ACT	Not applicable
Review of Northern Territory International Education and Training Strategy 2014-2024	18 468	Education Export Services	No	NSW	No**
Provision of Consultancy Services for Luxury Hotel project-Skybridge Traffic Impact Assessment	13 060	Tonkin Consulting	Yes		Not applicable
Provision of Consultancy Services for Luxury Hotel project	900	O'Neill Nominees Pty Ltd	Yes		Not applicable
Provision of Probity Services for the Ship Lift and Marine Industries Project	1400	Merit Partners Pty Ltd	Yes		Yes
Ship Lift and Marine Industries Project Technical Advice	363 053	Mott Macdonald Australia Pty Ltd	No	NSW	Yes
Ship Lift and Marine Industries Project Front End Engineering Design (FEED) Phase	979 637	Northern Ship Support Pty Ltd	Yes		Yes
Develop Guidance Material to support the NT Project Development Framework	44 724	KPMG Australia	No	NSW	Yes
Conduct Market Analysis of Seniors Lifestyle Accommodation in NT	81 300	KPMG Australia	No	NSW	Yes
Darwin Water Theme Park Site Evaluations	4455	Colliers International	Yes		Not applicable
Development of a Detailed Business Case for a Water Theme Park	226 309	Pico Play Pty Ltd	No	QLD	Yes
Provision of Lead Advisory Services for Darwin Water Theme Park	14 989	Pico Play Pty Ltd	No	QLD	Yes
Market Analysis for Potential Tourism Commercial Development	89 680	AEC Group Pty Limited	No	QLD	Yes
Provision of Strategic Advice for Defence NT	18 182	Anker Brodersen	No	ACT	Yes

(a) Purpose	(b) Cost (\$)	(c) Person/Entity Engaged	(d) Principal Place of Business in the NT (Y/N)	(d) Principal Place of Business if Not NT	(g) Tenders or expressions of interest were invited prior to work (Y/N)
Stakeholder Visits and Delivery of Defence Industry Brief	11 667	Mark Purcell	No	ACT	Not applicable
National Security and Defence Advocate	129 084	Staib Advisory	No	ACT	Not applicable****
<b>Total</b>	<b>2 489 375</b>				

\* - 'Not applicable' due to service engaged through alternative process. Service required specialised expertise in field (specific diplomatic and trade engagement with high-level Indonesian and Australian officials) therefore not appropriate to procure with open market.

\*\* - 'No' due to both services originally procured as a tier 1, final costings from each service resulted in going just above the tier 1 threshold.

\*\*\* - 'Not applicable' due to service being selected from existing panel contract.

\*\*\*\* - 'Not applicable' due to service engaged through alternative process. Service required specialised expertise in field (high level national security and defence experience) therefore not appropriate to procure with open market.

#### Question 17:

There were no payments to Hawker Britton in the period 1 July 2017 to 31 March 2018, nor were there any commitments.

#### Question 18:

A total of 1535<sup>1</sup> procurement contracts were awarded across government from 1 July 2017 to 31 March 2018. The number awarded to business's identified as Territory Enterprise is 1224 or 80% of total contracts awarded.

In order for a business entity to be classified as a Territory Enterprise, it must satisfy all three elements of the definition:

- 'Operating in the Northern Territory' - the enterprise is currently engaged in productive activities (i.e., production of goods or delivery of services) within the NT
- 'Significant permanent presence' - the enterprise maintains an office, manufacturing facilities or other permanent base within the NT, and
- 'Employing NT residents' - the enterprise employs Territorians. An enterprise which relies exclusively on transient, interstate / international labour or a fly-in fly-out workforce will not satisfy this element.

Specific detail regarding the principal place of business or work undertaken under individual contracts is not captured at a whole-of-government level.

Details on all contracts awarded is publicly available on the following link:  
<https://nt.gov.au/industry/government/awarded-government-contracts>

<sup>1</sup> Procurement contracts values at \$15 000 or more (GST inclusive). Data excludes contracts awarded by the Government Owned Corporations Power and Water, Territory Generation, Jacana Energy and Land Development Corporation.

**Question 19:**

A total of 1535<sup>2</sup> procurement contracts were awarded across government from 1 July 2017 to 31 March 2018. The number awarded to businesses not identified as Territory Enterprise is 311 or 20% of total contracts awarded.

In order for a business entity to be classified as a Territory Enterprise, it must satisfy all three elements of the definition:

- 'Operating in the Northern Territory' - the enterprise is currently engaged in productive activities (i.e., production of goods or delivery of services) within the NT
- 'Significant permanent presence' - the enterprise maintains an office, manufacturing facilities or other permanent base within the NT, and
- 'Employing NT residents' - the enterprise employs Territorians. An enterprise which relies exclusively on transient, interstate / international labour or a fly-in fly-out workforce will not satisfy this element.

Details of work undertaken under individual contracts is not tracked at the whole-of-government level beyond contract title. Tender scores are commercial-in-confidence.

Specific detail regarding the principal place of business or were undertaken under individual contracts is not captured at a whole-of-government level.

**Question 20:**

There were eight quotations/tenders awarded as a result of a public tender process.

**Question 21:**

One activity was awarded as a result of a select quotation process and one activity awarded due to highly specialised expertise required in field (high level national security and defence experience) therefore not appropriate to procure with open market.

**Question 22:**

a, b, c, e) – refer table below

<b>Tier 3 \$100 000 up to \$500 000</b>			
<b>Description</b>	<b>Value Awarded</b>	<b>Reason</b>	<b>Approved By</b>
Darwin - Provision of Venue Hire and Catering for October Business Month for a Period of 12 Months	\$19 359	Sole provider of venue requirements.  Tier 2 requirement processed as a Tier 3	Acting Executive Director

<sup>2</sup> Procurement contracts values at \$15 000 or more (GST inclusive). Data excludes contracts awarded by the Government Owned Corporations Power and Water, Territory Generation, Jacana Energy and Land Development Corporation.

National Security and Defence Advocate	\$129 084	Specific provider expertise required	Chief Executive Officer
--	-----------	--------------------------------------	-------------------------

d) This information will not be provided.

**Question 23:**

The total number of NTG Corporate Credit Cards within the Agency as at 31 March 2018 were 44. Levels and the position titles of the staff holding the corporate credit cards are:

Level	Position Title
AO4	Client Support & Upskills
AO3	Customer Service Officer
AO6	Policy Officer
AO6	Business Manager
AO5	Team Leader Territory Business Centre Alice Springs
AO6	Workforce Training Coordinator
AO7	Communication & Marketing Officer
AO5	Property Management & Fleet Officer
AO4 X 2	Business Program Support Officer
EO6C	Chief Executive Officer
AO6	Senior Small Business Champion Alice Springs
AO4 X 5	Executive Assistant
AO5	Project Advisor International Engagement
SAO1	Principal Trade Policy Officer
SAO2	Director Trade NT
AO7	Senior Policy Officer International Engagement
AO4	Team Leader
SAO1	Principal Trade Development Officer
AO5	Executive Assistant
EO1C	Chief Financial Officer
AO7	Manager Migration NT
EO1C	Director International Engagement & Coordination
AO6	Project Officer Invest NT
AO4	HR Support Officer
EO4C	General Manager NADT
EO4C	Deputy Chief Executive Officer
SAO2	Director Study NT
AO4	Visits Support Officer
AO6	Finance & Budget Officer
AO5	Procurement Officer
EO1C	Director Invest NT
SAO2	Director Industry & Economic Development
EO1C	Director Migration NT
EO2C	Executive Director International Engagement, Trade & Investment
EO2C	Executive Director Workforce NT



<b>Level</b>	<b>Position Title</b>
SAO1	Principal Investment Facilitation & Policy Coordination Officer
SAO2	Director Grants
AO4	Finance Support Officer
AO4	Administration Officer

**Question 24:**

There were no opinion polls and focus groups undertaken during the period beginning 1 July 2017 and ending 31 March 2018.

**Question 25:**

The following table provides details of the surveys undertaken:

<b>Survey</b>	<b>Conducted by</b>	<b>Costs and inducements</b>
1. Quarterly Northern Territory Business Confidence	The Department of Trade, Business and Innovation's Small Business Champions Team	Nil – conducted within existing resources
2. NT Training Awards	Electronic Survey	Nil
3. Buy Local	Electronic Survey	Nil
4. October Business Month	Electronic Survey	Silk Air sponsored a return airfare on their network
5. Mastering Innovation NT (MINT) Network	Electronic Survey	Nil
6. Defence perceptions	Electronic Survey	\$250 (prizes). Respondents went in the draw to win one of five \$50 Coles gift cards.
7. Aboriginal Contracting Framework	Online Survey via 'Have Your Say' website	Nil
8. International Student Expenditure	Deloitte	\$26 000 including consultant fees and prizes. Respondents were offered a \$10 voucher with the Darwin City and Waterfront Retailers Association.

Copies of each survey is outlined below.

## 1. Quarter Northern Territory Business Confidence Survey

### Client Contact Sheet

Date: \_\_\_\_\_

BDO: \_\_\_\_\_

Contact person: \_\_\_\_\_ Position: \_\_\_\_\_

Business name: \_\_\_\_\_

Company structure:  Company  Partnership  Sole Trader  Not for Profit

Other: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_

Physical address: \_\_\_\_\_

Post code: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Post code: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Region:  Alice Springs  Barkly  Daly-Tiwi-West Arnhem  
 Darwin City  Darwin Suburbs  East Arnhem  
 Katherine  Litchfield  Palmerston

Industry Sectors (Main and Secondary)	M	S		M	S
Accommodation and food services	<input type="checkbox"/>	<input type="checkbox"/>	Manufacturing	<input type="checkbox"/>	<input type="checkbox"/>
Administrative and support services	<input type="checkbox"/>	<input type="checkbox"/>	Mining	<input type="checkbox"/>	<input type="checkbox"/>
Agriculture, forestry and fishing	<input type="checkbox"/>	<input type="checkbox"/>	Other services	<input type="checkbox"/>	<input type="checkbox"/>
Arts and recreation services	<input type="checkbox"/>	<input type="checkbox"/>	Professional, scientific and technical services	<input type="checkbox"/>	<input type="checkbox"/>
Construction	<input type="checkbox"/>	<input type="checkbox"/>	Public administration and safety	<input type="checkbox"/>	<input type="checkbox"/>
Education and training	<input type="checkbox"/>	<input type="checkbox"/>	Rental, hiring and real estate services	<input type="checkbox"/>	<input type="checkbox"/>
Electricity, gas, water and waste services	<input type="checkbox"/>	<input type="checkbox"/>	Retail trade	<input type="checkbox"/>	<input type="checkbox"/>
Financial and insurance services	<input type="checkbox"/>	<input type="checkbox"/>	Transport, postal and warehousing	<input type="checkbox"/>	<input type="checkbox"/>
Health care and social assistance	<input type="checkbox"/>	<input type="checkbox"/>	Wholesale trade	<input type="checkbox"/>	<input type="checkbox"/>
Information media and telecommunications	<input type="checkbox"/>	<input type="checkbox"/>			
Other (please specify):					

Are you happy to be on the Departments e-mail listing and receive regular correspondence?  Yes  No

How is your business performing this year compared to last year?  Better  Same  Worse

Please expand on your key reason/s:

---

---

How confident are you about your business prospects for the next 12 months?

Extremely Confident  Fairly Confident  Neutral  Fairly Worried  Extremely Worried

If you are feeling confident about your business prospects, what are the key reasons?

Strong local economy  Strong customer relations  Strong market position  
 Good profitability  Been in business a long time  Increased public works  
 Plenty of work coming up  Business opportunity  Favourable business environment  
 Other (specify) \_\_\_\_\_

Please expand on your key reason/s:

---

---

If you are feeling worried about your business prospects, what are the key reasons?

Weak local economy  Government red tape  Decrease in public works  
 Low profitability  Decrease in business/sales  Increasing business costs  
 Lack of suitably skilled workers Other (specify): \_\_\_\_\_

Please expand on your key reason/s:

---

---

Business turnover (Last FY): \_\_\_\_\_

Total number of staff employed including management: F/T \_\_\_\_\_ P/T \_\_\_\_\_

Any job vacancies?  Yes  No **Total:** \_\_\_\_\_

Occupation \_\_\_\_\_ Subtotal: \_\_\_\_\_

Occupation \_\_\_\_\_ Subtotal: \_\_\_\_\_

Occupation \_\_\_\_\_ Subtotal: \_\_\_\_\_

How do you expect to fill the vacancies:  Employing a new worker locally  Attract and interstate worker  Overseas worker (visa holder)  
 Upskill an existing worker  Apprentice/trainee  Don't know

BDO Actions: \_\_\_\_\_

---

---

---

---

## 2. Northern Territory Training Awards

### 2017 NT Training Awards - Ambassador Preparation Weekend

Date: 11 July 2017

**Q1: Did you know about the NT Training Awards prior to being nominated?**

Yes

No

**Q2: How did you find out about the 2017 NT Training Awards?**

Promotional Material (electronic flyer)

Training Provider

Newspaper

Electronic newsletter

Training Advisory Council

Employer

Australian Apprenticeships NT

Awards nomination coordinator

Television

Facebook

Other (please specify)

**Q3: How would you suggest promotion of the NT Training Awards be improved to attract greater and more diverse interest?**

**Q4: Was the amount of information provided to you on how to nominate adequate?**

1 (Inadequate information)

2

3

4

5 (Adequate information)

What further information would you require?

**Q5: Was the explanation of the nomination process easy to understand and clear about what was required? (please tick one).**

Simple and easy to understand

Adequately explained

Needed more explanation

Difficult to understand

**Q6: What additional information on the nomination process would have been helpful?**

**Q7: Was the nomination selection criteria clearly explained?**

1 (Not clearly explained)

2

3

4

5 (Clearly explained)

**Q8: Were you advised of the acceptance of your nomination within an adequate time frame?**

1 (Not adequate)

2

3

4

5 (Adequate)

**Q9: Was the information supplied at that time adequate?**

1 (Not adequate)

2

3

4

5 (Adequate)

**Q10: Do you have any suggestions for improving the Awards nomination process?**

**Q11: Were you provided with adequate information about the Ambassador Preparation Program prior to your arrival? (i.e. expectations, activities, flights, accommodation)**

1 (Inadequate information)

2

3

4

5 (Adequate information)

What further information would you have found helpful?

**Q12: Did you receive adequate support or clarification from the NT Training Awards coordinators?**

1 Inadequate

2

3

4

5 Adequate

What further support or clarification could be offered?

**Q13: Did the Ambassador Weekend 'Welcome / Handbook Pack' provide you with adequate information?**

Yes

No

What further information would you have found useful?

**Q14: Please rate the meals of the Ambassador Preparation Program (1 = poor, 5 = excellent)**

**Q15: Please rate the Motivational Speaker - Tony Burns**

**Q16: Please rate the facilitators from Germane Australia (Andrea & Jayne)**

**Q17: Suggested ideas / improvements**

**Q18: Please provide any other general comments regarding the Ambassador Preparation Weekend program**

**Q19: Name**

### 3. Buy Local

## Buy Local industry feedback

Date: 18 August 2017

**Q1: Respondent details**

Name

Organisation

Industry

Email address

**Q2: How satisfied are you with the introduction of a NT Buy Local Plan to support Territory Business?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q3: How satisfied are you with expanding the Buy Local Plan to include capital grants?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q4: How satisfied are you with the focus on Value for Territory?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q5: How satisfied are you with limiting the weighting on price to no more than 30%?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q6: Overall, how satisfied are you with the Buy Local Plan?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q7: How satisfied are you that Local Benefit Commitments are included in contracts over \$100,000?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

**Q8: How satisfied are you with the focus on improving contract management practices?**

Very satisfied

Somewhat satisfied

Neither satisfied or dissatisfied

Somewhat dissatisfied

Very dissatisfied

- Q9: How satisfied are you with the NT Government’s focus on internal capability development as a way to improve value for Territory outcomes through procurement?**  
 Very satisfied  
 Somewhat satisfied  
 Neither satisfied or dissatisfied  
 Somewhat dissatisfied  
 Very dissatisfied
- Q10: How satisfied are you with the introduction of a Buy Local Industry Advocate position?**  
 Very satisfied  
 Somewhat satisfied  
 Neither satisfied or dissatisfied  
 Somewhat dissatisfied  
 Very dissatisfied
- Q11: How satisfied are you with the creation of single procurement board with balanced government and industry representation?**  
 Very satisfied  
 Somewhat satisfied  
 Neither satisfied or dissatisfied  
 Somewhat dissatisfied  
 Very dissatisfied
- Q12: How satisfied are you with the initiative to publish internal audits on NT Government compliance with the Buy Local Plan?**  
 Very satisfied  
 Somewhat satisfied  
 Neither satisfied or dissatisfied  
 Somewhat dissatisfied  
 Very dissatisfied
- Q13: What areas should the Department of Trade, Business and Innovation focus on to further improve NT Government procurement practices and maximise value for Territory outcomes? Please choose 3.**  
 Further refinement of the Buy Local Plan  
 Modernisation of the NT Government standard conditions of contract  
 Supporting procurement capability development within industry  
 Improving NT Government procurement planning practices  
 Improving NT Government tendering practices  
 Improving NT Government contract management practices  
 Increasing enforcement of contractual commitments  
 Reviewing support and protection provisions for subcontractors  
 Improving procurement policy and practices that encourage Aboriginal participation  
 Implementing social procurement policy and practice, such as support for Australian disability enterprises  
 Improving internal audit activity to ensure NT Government compliance with procurement policies  
 Improving internal audit activity to ensure industry compliance with procurement obligations  
 Improving the way industry prequalification (CAL) is utilised by NT Government  
 Increasing the quality of post tender feedback  
 Improving the way industry are informed and briefed on future contract opportunities
- Q14: Is there any other feedback you would like to procurement in relation to NT Government Procurement?**

## 4. October Business Month

### October Business Month

Date: 9 September 2017

**Q1: What regions was the event you attended in?**

Darwin  
Alice Springs  
Katherine  
Tennant Creek  
Nhulunbuy

**Q2: Please select which event you attended.**

**Q3: Please select your gender.**

Male  
Female

**Q4: What is your age?**

24 or under  
25 - 34  
35 - 44  
45 - 54  
55 to 64  
65 or older

**Q5: Are you:**

Self Employed  
Employee in private sector  
Employee in public sector

**Q6: How many employees are in your organisation?**

Fewer than 20  
20 - 199  
200 or more

**Q7: How did you hear about OBM?**

Pop-up office  
Newspaper  
Magazine  
OBM eNewsletter  
Television  
Facebook  
Twitter  
LinkedIn  
Radio  
NTG Employee  
Word of mouth  
Other (please specify)

**Q8: Is this the first time you have attended an October Business Month event?**

Yes                      No

**Q9: Overall, how satisfied were you with this event?**

**Q10: As a result of this event I.....**

Learnt something new that can be applied to my business  
Feel inspired to improve or change some aspect of my business

**Q11: What topics would you like addressed in OBM 2018?**

Social Media  
Finance  
Human Resources  
Marketing  
Leadership



Motivation/Inspiration

**Q12: Comments about the event:**

**Q13: Please provide your suggestions for future OBM events:**

**Q14: Please enter your contact information to enter the SilkAir competition for your chance to win two return economy class return tickets flying anywhere in the SilkAir network. Terms and Conditions Apply.**

**Q15: Would you like to enter the SilkAir competition for your chance to 2 economy class return tickets flying anywhere in the SilkAir network. (You will be asked to enter some personal details on the next page)**

Yes

No

## 5. Mastering Innovation NT (MINT) Network

### Mastering Innovation NT (MINT) Network

Date: 19 September 2017

**Q1: What topics in the business innovation space would you like to see covered at MINT events?**

General

Technology oriented (Drones / Virtual reality/ others)

Information session – Government initiatives, funding and policies

Other, please specify

**Q2: What type of MINT events do you want to see more of?**

Presentations

General / Conversational workshops

Challenge / problem solving workshop

Seminars

Networking functions

Pitchfest

Other, please specify

**Q3: Who would you like to hear speak at MINT events?**

**Q4: What would be your preferred event timing?**

Breakfast Sessions 7am – 9am

During lunch 12pm – 1pm

After work 5pm - 7pm

Other (please specify)

**Q5: MINT events are normally held in meeting room style venues. Would you prefer a different style of venue for future MINT events and activities?**

**Q6: Would you recommend MINT events to colleagues interested in the innovation space?**

Yes

No

Other (please specify)

**Q7: What do you think of the frequency of emails received related to events?**

Too much

Too little

Just right

**Q8: Would you like to participate in event planning as a volunteer?**

Yes

No

**Q9: A growing number of Innovation and Business Development functions are taking place in Darwin. Do you feel that MINT events fit in as an important feature in this “ecosystem”?**

Yes

No

**Q10: Do you have any other comments or feedback?**

## 6. Defence Perceptions

### Defence Perceptions Survey

Date: 1 February 2018

**Q1: Do you identify as:**

- ADF member
- ADF partner
- ADF child
- Parent of ADF member/partner

**Q2: Do you identify as ADF family / single?**

- ADF single person
- ADF single Parent
- Civilian-ADF couple
- Dual ADF couple
- Member with dependents unaccompanied

**Q3: Do you have children, how many?**

**Q4: Postings to the Northern Territory, is this your:**

- Greater than 3 postings
- Third posting
- Second posting
- First posting
- First posting - Enter date/s below

**Q5: Was the Northern Territory your posting of choice?**

- Yes
- No
- Why – Please outline

**Q6: Did you have any concerns about moving to the Northern Territory?**

- Yes
- No

**Q7: If yes, what were they? (participants can choose more than one)**

- Defence partner's employment
- Defence member's employment
- Extended Defence member absences in new location
- Did not want to lose support network
- Wanted to stay in family owner house
- New location undesirable
- Defence partner's education
- Education for children
- Childcare for children
- Health services for children
- Cost of Living
- Climate
- Standard of housing
- Special services not available in new location

**Q8: Partner / Spouse – Employment**

- Already employed locally
- Seeking employment locally
- Not seeking employment

**Q9: Type of employment sought**

- Full time
- Part time
- Casual
- Other

**Q10: Rate your experience in NT so far**

Very Good

Good

Average

Below average

Not good

Please elaborate

**Q11: Would you recommend an NT posting to other ADF members/families?**

Yes

No

Why

**Q12: What factors would encourage you to stay in the NT, or return here when discharged?**

Good Defence member employment opportunity

Good Defence partner employment opportunity

Self-employed business opportunity

Expanded local support network – friends of family living/moving here

Defence member education opportunity

Defence partner education opportunity

Education of children

Other reason?

**Q13: Your age group**

under 25

25 - 34

35 - 44

44-54

55-64

65-74

Over 74

**Q14: Some quick statistics on you:**

Male

Female

**Q15: If interested in winning a \$50 Coles/Myers gift card, please leave your name and contact details**

## 7. Aboriginal Contracting Framework

### Aboriginal Contracting Framework Survey

This survey will take approximately 5 minutes.

**I am** (Choose any one option) (Required)

- an individual
- a sole trader
- a small business (25 employees or less)
- a large business (greater than 25 employees)
- an Aboriginal representative group
- an industry representative group
- a not-for-profit service provider
- a local or regional council representative

**I live in** (Choose any one option) (Required)

- Alice Springs
- Darwin
- Katherine
- Nhulunbuy
- Tennant Creek
- Other

Answer this question only if you have chosen "Other" for "I live in"

**You've selected 'Other'. Please specify:**

**What I think will work is:**

**I believe the most important things to consider when developing this policy are:**

**What I believe will make the most difference is:**

**I believe the most significant challenge is:**

**Other comments or feedback**

Note: Answer this question if it applies

**Option to attach files**

**Name:**

**Contact phone:**

**Contact email:**

## 8. International Student Expenditure

### Survey questions

#### Introduction

##### Welcome

StudyNT is collecting information about international student expenditure in the Northern Territory. This information will allow us to gain a greater understanding of international students in the Northern Territory.

The survey is expected to take **5 – 10** minutes to complete. All respondents who submit a completed survey will be eligible for a \$10 voucher to use with Darwin City Retailers.

Any information you provide will be treated with the strictest confidence. The results will be reported only in the aggregate and no individual will be identified.

##### General questions

\*denotes mandatory field

#### 1. What is your country of origin?\*

<b>DROPDOWN BOX</b>
Argentina
Bangladesh
Belgium
Bhutan
Botswana
Brazil
Cambodia
Canada
Chile
China
Colombia
Croatia
Czech Republic
Denmark
East Timor
Ecuador
Estonia
Fiji
France
Gaza Strip and West Bank
Germany
Ghana
Greece
Hong Kong
India
Indonesia
Iran
Iraq
Ireland
Italy
Japan
Kazakhstan
Kenya
Korea, Republic of (South)
Laos

Latvia
Lebanon
Malaysia
Mauritius
Myanmar, The Republic of the Union of
Nepal
Netherlands
Nigeria
Norway
Pakistan
Papua New Guinea
Peru
Philippines
Poland
Portugal
Russian Federation
Singapore
Slovakia
South Africa
Spain
Sri Lanka
Sweden
Switzerland
Taiwan
Tanzania
Thailand
Turkey
United Kingdom
United States of America
Vietnam
Zambia
Zimbabwe

**2. What are you currently studying in the NT (Tick all that apply):\***

<b>TICK BOXES</b>
Higher education
VET
School (secondary)
ELICOS
Non-Award

**(If 'Higher education' is checked in response to Q2)**

**3A. What is the length of your current higher education course?\***

<b>(FREE NUMBER BOX)</b>	<b>DROPDOWN BOX</b>
	Weeks
	Months
	Years

4A. How much is the annual tuition fee for your course of study?\*

\$
----

(If 'VET' is checked in response to Q2)

3B. What is the length of your current VET course?\*

(FREE NUMBER BOX)	DROPDOWN BOX
	Weeks
	Months
	Years

4B. How much is the tuition fee for your current course of study?\*

\$
----

(If 'School (secondary)' is checked in response to Q2)

3C. What is the length of your current school course?\*

(FREE NUMBER BOX)	DROPDOWN BOX
	Weeks
	Months
	Years

4C. How much is the tuition fee for your current course of study?\*

\$
----

(If 'ELICOS' is checked in response to Q2)

3D. What is the length of your current ELICOS course?\*

(FREE NUMBER BOX)	DROPDOWN BOX
	Weeks
	Months
	Years

4D. How much is the tuition fee for your current course of study?\*

\$
----

(If 'Non-award' is checked in response to Q2)

3E. What is the length of your current non-award course of study?\*

(FREE NUMBER BOX)	DROPDOWN BOX
	Weeks
	Months
	Years



**4E. How much is the tuition fee for your current course of study?\***

\$
----

**Living expenses**

This section will ask you some questions about your weekly living expenses. This includes expenses on items like accommodation, groceries, and entertainment. However, please exclude your tuition fees.

**5. How much do you spend on living expenditure in a typical week on the following items?\***

<b>Accommodation</b>	\$
<b>Groceries</b>	\$
<b>Eating out</b>	\$
<b>Taxi and public transportation</b>	\$
<b>Fuel and private vehicle costs</b>	\$
<b>Shopping</b>	\$
<b>Entertainment</b>	\$
<b>Travel</b>	\$
<b>Other</b>	\$
<b>Total</b>	\$

**Work experience**

This section will ask you some questions about your current work situation.

**7. Do you currently have a job?\***

YES	NO
-----	----

(If 'Yes' is selected)

**8A. Which of the following best describes your occupation?**

<b>DROPDOWN BOX</b>
Managers
Professionals
Technicians and Trades Workers
Community and Personal Service Workers
Clerical and Administrative Workers
Sales Workers
Machinery Operators and Drivers
Labourers

**9B. How many hours do you work each week?**

**10B. What are your main reason(s) for working while studying?**

<b>TICK BOXES</b>
To pay tuition fees and other necessities (accommodation, groceries)
To get additional spending money (entertainment)
To meet new people
To improve your language skills
To gain other skills
Other (FREE TEXT BOX IF SELECTED)

(If 'No' is selected)

**8B. Which of the following describes your current situation?**

<b>TICK BOXES</b>
Looking for work
Not looking for work

### **Your experience in the Northern Territory**

Do provide any additional comments on your experience in the Northern Territory to date. This can include:

- Why you have chosen to study in the Northern Territory
- How you are finding the cost of studying and living in the Northern Territory
- Your working experience
- Your post-study plans.

### **About you**

Thank you for completing the StudyNT international student expenditure survey. Your input is appreciated. Please enter your contact details so that we may contact you about the prize.

**Contact name:**

**Enter your email address below:**

**Thank you for completing the StudyNT international student expenditure survey. Your input is appreciated.**

**Question 26:**

Answers to Questions 26 a), b) and part of c)

A summary of all advertising is included below. Where more than one advertisement was included in a single outlet for a campaign/project a total figure only is included.

<b>Description</b>	<b>Format</b>	<b>Outlet</b>	<b>Cost (\$)</b>
<b>2018 Mining Services Expo</b>	Press	Centralian Advocate	616
<b>Aboriginal Workforce Grants</b>			
	Press	Centralian Advocate	370
	Press	Katherine Times	177
	Press	NT News	537
	Press	Rural Weekly NT	172
	Press	Tennant & District Times	281
	Press	West Arnhem Wire	78
<b>Bereavement Notices</b>			
	Press	Centralian Advocate	310
	Press	NT News	1 226
<b>Defence including the Anzac Spirit Study Tour</b>			
	Magazine	Top Ender Magazine	1 658
	Magazines	Australian Defence Magazine	3 344
	Online	Facebook	388
	Press	NT News	1 359
<b>Developing the North</b>	Magazines	NT Cattlemen's Assoc. Yearbook	2 200
<b>Regular business news and updates</b>			
	Magazine	AHA Magazine	3 273
	Magazine	Territory Q	60 000
	Online	Facebook	1 357
	Online	LinkedIn	177
	Online	NT News Online	10 801
	Press	NT Business Review	24 693
<b>Indigenous Economic Development Forum and Remote Aboriginal Economic Development Fund</b>			
	Online	Facebook	80
	Online	LinkedIn	112
	Online	NT News Online	10 835
	Press	Centralian Advocate	616
	Press	Tennant & District Times	408
	Press	NT News	7 474
<b>Worker attraction - Migration NT</b>			
	Press	Centralian Advocate	493
	Press	Katherine Times	266
	Press	NT News	1 968
<b>NT Training Awards</b>			
	Online	Snapchat geofilter	200
	Press	Centralian Advocate	616

	Press	Katherine Times	355
	Press	NT News	3 730
	Online	NT News online	894
	Press	Rural Weekly NT	344
	Press	Tennant & District Times	408
	Radio	Mix FM	1 500
<b>October Business Month</b>			
	Online	NT News Online	21 845
	Online	Facebook	676
	Press	Katherine Times	923
	Press	Tennant & District Times	1 071
	Radio	8EAR Gove FM	720
	Radio	8HA	3 500
	Radio	Hot 100	3 981
	Radio	Mix FM	4 379
	Radio	SunFM	3 500
	Radio	Territory FM	2 200
<b>Business and innovation roadshow</b>			
	Online	Facebook	230
	Press	Centralian Advocate	493
	Press	Katherine Times	266
	Press	Rural Weekly NT	230
	Press	Tennant & District Times	429
<b>Scholarships</b>			
	Online	Facebook	759
	Press	NT News	578
<b>Skills, Employment and Careers Expo</b>			
	Radio	Mix FM/Hot 100	1 500
	Online	NT News	5 645
<b>Smart Energy Grants</b>			
	Press	Centralian Advocate	370
	Press	Katherine Times	177
	Press	NT News	537
	Press	Tennant & District Times	212
<b>Trade Support Scheme</b>			
	Press	Centralian Advocate	739
	Press	Katherine Times	355
	Press	Tennant & District Times	345
<b>User Choice Funding</b>			
	Press	Centralian Advocate	986
	Press	NT News	1 431
		<b>Total</b>	<b>201 391</b>

Further information on Question 26 c)

A summary of production costs relating to all advertising during the requested is included below:

<b>Production Type</b>	<b>Cost (\$)</b>
Press advertising production	2 774
Radio advertising production	103
Video and online production	9 292
Magazine production	30
Graphic design	14 628

- d) All advertising is procured through a whole-of-government contract. All advertising production costs incurred during the requested period were undertaken using local suppliers through Tier 1 procurements, which are not required to be tendered.

**Question 27:**

- a) Travel details for the period of 1 July 2017 to 31 March 2018 was \$264 866.  
b) Travel details for the period of 1 July 2017 to 31 March 2018 was \$327 604.  
c) Travel details for the period of 1 July 2017 to 31 March 2018 was \$383 120.

**Question 28:**

<b>Travel from date</b>	<b>Travel to date</b>	<b>Traveller</b>	<b>Destination</b>	<b>Reason for Travel</b>	<b>Total Travel Cost to 31/3/18</b>
10/08/2017	12/08/2017	Kate Walker	Timor Leste	To attend trilateral economic coordination initiative meetings	1693
10/08/2017	12/08/2017	Scott Andrew Wauchope	Timor Leste	To attend trilateral economic coordination initiative meetings	1699
20/08/2017	27/08/2017	Kate Walker	Malaysia	To represent the NT Government at the South East Asian Games	3226
21/08/2017	26/08/2017	Belinda Lysaght	Vietnam	To accompany South Australia's Business mission	2945
26/08/2017	3/09/2017	Mary Watson	India	To attend Australia Week	5218
26/08/2017	3/09/2017	Richard Foo	India	To attend Austrade Australia Business Week	7324
24/09/2017	1/10/2017	Tung Thanh Thai	Vietnam	To support Chamber of Commerce NT and International Business Council on trade mission	4638
6/10/2017	12/10/2017	Kevin Raymond Fong	Japan	To provide support to Minister Ken Vowles on his	8920

				official travel and to participate in the 55 <sup>th</sup> Australia-Japan Joint Business Conference	
10/10/2017	13/10/2017	Kate Walker	Indonesia	To attend Trade Expo Indonesia	1990
10/10/2017	13/10/2017	Scott Wauchope	Indonesia	To attend Trade Expo Indonesia	2096
10/10/2017	20/10/2017	Luke Bowen	Indonesia, United States of America	To accompany the Chief Minister to participate in Trade Expo Indonesia and attend the 10th Anniversary Honolulu Leadership Dialogue	7520
21/10/2017	3/11/2017	Mary Adelaide Martin	United Kingdom, Germany	To participate in a VETASSESS Migration Roundtable for UK based migration agents	8188
21/10/2017	26/10/2017	Eris Herryanto Sardan	Australia	To attend the Northern Australia Defence Summit, Strategic Defence Advisory Board meeting and participate in an NT Industry Round Table	2820
4/11/2017	12/11/2017	Rachael Jane Shanahan	India	To accompany South Australia's Business mission	6724
5/11/2017	12/11/2017	Chris Mouat	India	To accompany South Australia's Business mission	4410
5/11/2017	12/11/2017	Scott Andrew Wauchope	India	To accompany South Australia's Business mission	4677
8/11/2017	14/11/2017	Luke Bowen	United States of America	To accompany the Chief Minister to attend the 99th anniversary of Armistice Day ceremony and to build relationships with US Military leaders	6388
13/11/2017	15/11/2017	Kate Walker	Timor Leste	To attend Timor-Leste International Investment Conference	2522
13/11/2017	15/11/2017	Scott Andrew Wauchope	Timor Leste	To attend Timor-Leste International Investment Conference	2627
16/11/2017	26/11/2017	Richard Foo	China, Singapore	To market Investment and Innovation into	9364

				Darwin Innovation Hub	
10/12/2017	15/12/2017	Michael Tennant	Singapore, China	To accompany the NT delegation and attend the China-Australia Year of Tourism Closing Ceremony and various meetings	6673
24/01/2018	31/01/2018	Richard Foo	Singapore, Sri Lanka, India	To market Investment and Innovation into Darwin Innovation Hub	6050
24/01/2018	26/01/2018	Michael Tennant	Philippines	To meet with CEO Philippine Airlines, the Australian Ambassador of the Philippines, the Philippines Ambassador of Australia and other stakeholders	12 165
5/02/2018	9/02/2018	Phillip Sutherland	Singapore	To attend the Singapore Airshow trade event	2232
5/02/2018	9/02/2018	Jason Schoolmeester	Singapore	To attend the Singapore Airshow trade event	2109
18/02/2018	3/03/2018	Decio Ribeiro Sarmiento	Australia	To participate in NT Government and Timor-Leste Government Intern Program	1549
18/02/2018	3/03/2018	Ludovina Pereira	Australia	To participate in NT Government and Timor-Leste Government Intern Program	1587
18/02/2018	3/03/2018	Nidia Solange Sousa Preza	Australia	To participate in NT Government and Timor-Leste Government Intern Program	1587
18/02/2018	3/03/2018	Roberto da Costa Cabral Lai	Australia	To participate in NT Government and Timor-Leste Government Intern Program	1587
20/02/2018	1/03/2018	Graham Tribe	USA	Travel with Chief Minister's delegation to attend the National Governors Winter Session	9109
20/02/2018	1/03/2018	Jason Schoolmeester	USA	Travel with Chief Minister's delegation to attend the National Governors Winter Session	9109

20/02/2018	4/03/2018	Stuart Duncan Kenny	USA	To accompany the Chief Ministers delegation to attend the National Governors Winter Session	17 920
20/02/2018	1/03/2018	Luke Bowen	USA	Travel with Chief Minister's delegation to attend the National Governors Winter Session	19 235
20/02/2018	25/02/2018	Stephen Margetic	USA	To accompany the Chief Ministers delegation to attend the National Governors Winter Session	20 720
20/02/2018	1/03/2018	Richard Ian Kew	USA	To accompany the Chief Ministers delegation to attend the National Governors Winter Session	21 890
1/03/2018	4/03/2018	Shane Wylie	Indonesia, Sydney	To attend BIMP-EAGA Meeting and be on ground support for Arafura Games related discussions	1279
1/03/2018	4/03/2018	Amanda Balchin	Indonesia	To attend BIMP-EAGA Meeting and be on ground support for Arafura Games related discussions	1896
4/03/2018	10/03/2018	Graham Tribe	Guam	Attend and represent NTG and DefenceNT at the Guam Industry Forum 2018	5403
4/03/2018	10/03/2018	Phillip Sutherland	Guam	Attend and represent NTG and DefenceNT at the Guam Industry Forum 2018	5424
8/03/2018	18/03/2018	Tung Thanh Thai	Vietnam	To support Chamber of Commerce NT and International Business Council on trade mission	5714
9/03/2018	21/03/2018	Richard Foo	Nepal, Sri Lanka, China, Vietnam	To market Investment and Innovation into Darwin Innovation Hub	12 907
11/03/2018	18/03/2018	Chris Mouat	Philippines	To accompany the Austrade Mission to Asian Development Bank	3732



**Question 29:**

Nil Response.

**Question 30:**

**a – g)** Details of all public service hospitality provided for the period of 1 July 2017 to 31 March 2018 is outlined below.

Event Details	Total Cost *	Number of Attendees					
	\$	Ministers	Ministerial Staff	MLAs	General NTPS	External (NON-NTG)	Total Attendees
NT Delegation to India - Working Lunch with Austrade and Consulate - Trivandrum, India	116	-	-	-	2	2	4
NT Delegation to India - Working Lunch with Clients - Kerala, India	77	-	-	-	3	2	5
Chief Minister's Business Round Table Lunch-Alice Springs	462	-	3	1	1	9	14
Fifth (5 <sup>th</sup> ) Korea-Northern Territory Business Roundtable Networking Dinner	1803	-	-	-	6	29	35
DefenceNT and Centre for Defence Industry Capability Defence Industry Adviser Lunch Meeting	48	-	-	-	1	2	3
Australian Pipelines and Gas Association Darwin Dinner	423	-	-	-	3	-	3
Lunch Meeting with Defence Advocate	86	-	-	-	2	1	3
Petroleum Club Event - NOGA: The Northern Australian Oil Company - Here for the Longer Term	227	-	-	-	2	-	2

Katherine Women in Business Luncheon	41	-	-	-	1	-	1
NT-ACT Government Officials Dinner Meeting in Sydney	254	-	-	-	1	2	3
NT Government and Project Sea Dragon Board Dinner Meeting	1606	-	-	-	5	7	12
International Education and Training Strategy Discussion Dinner	1262	-	-	-	3	11	14
DTBI Chief Executive Officer and Shorelands Group Managing Director Lunch Meeting	69	-	-	-	1	1	2
DTBI Working Lunch with Stakeholder	117	-	-	-	3	1	4
Darwin Port Annual Charity Golf Day	286	-	-	-	2	2	4
Japan Investment Banker NT Visit Dinner Meeting	810	-	-	-	2	4	6
International Business Council Special Business Luncheon with Anthony Cheng	177	-	-	-	5	-	5
Japan-NT Trade and Investment Forum Lunch in Sydney	4401	-	-	-	6	62	68
NT Government Colleagues Working Dinner prior to 'Facing North' Event in Canberra	339	1	2	-	4	-	7
Post 'Facing North' Event Dinner Meeting - Canberra	883	2	3	-	3	-	8
Japan-NT Trade and Investment Forum StudyNT	35	-	-	-	1	1	2

Lunch Meeting in Sydney							
2017 Defence and Industry Study Course (DISC) Charity Event in Brisbane	150	-	-	-	1	1	2
Chief Minister and Strategic Defence Advisory Board Meeting in Canberra	534	1	-	-	-	5	6
Darwin RSL Centenary Celebration Gala Dinner	1749	-	-	-	6	4	10
2017 Chief Minister's NT Export and Industry Awards Gala Dinner	1837	-	-	-	3	12	15
NT Training Awards Darwin Harbour Cruise (drinks)	502	-	-	-	3	60	63
NT Training Awards Gala Dinner	79 902	-	-	-	12	508	520
Timor-Leste Government Officials NT Visit Lunch Meeting	400	-	-	-	4	8	12
StudyNT October Business Month Alice Springs Thank You Dinner	94	-	-	-	1	2	3
October Business Month Event - Territory Q Business Magazine VIP Long Lunch	120	-	-	-	1	-	1
International Business Council and Australia Indonesian Business Council "Indonesia Now 2017" luncheon	350	-	-	-	7	-	7
Angel Investor Meeting	803	-	-	-	-	6	6
NT Delegation to the 2017 Trade Expo Indonesia -	121	1	2	-	3	3	9

Official Business Lunch- Jakarta							
OBM Katherine Business Dinner	9918	-	-	1	9	90	100
Petroleum Club Event - Origin Energy Industry Dinner	409	-	-	-	4	-	4
Chamber of Commerce Barkly Annual General Meeting Dinner	40	-	-	-	1	-	1
International Business Council Annual General Meeting Dinner	377	-	-	-	5	-	5
Strategic Defence Advisory Board and DTBI Dinner Meeting	799	-	-	-	2	7	9
StudyNT, IEAA and CDU Representative Dinner Meeting	242	-	-	-	1	2	3
Australia Industry Defence Network – NT Defence Industry Awards Gala Dinner 2017	3885	-	2	-	8	10	20
South Australia Government Senior Officials NT Visit Dinner Meeting	397	-	-	-	4	4	8
Chamber of Commerce Alice Springs 60 <sup>th</sup> Annual General Meeting Dinner	192	-	-	-	1	2	3
2017 Chief Minister's Awards for Excellence in the Public Sector Gala Dinner	5000	-	-	-	47	3	50
Petroleum Club Event - INPEX Ichthys Operations Industry Dinner	509	-	-	-	4	-	4

NT Manufacturers Council Annual General Meeting and Buy Local Industry Forum	127	-	-	-	2	-	2
Property Council of Australia NT Division Lunch	545	-	-	-	4	-	4
MigrationNT Delegation to China - Dinner Meeting with Investors - Shanghai, China	179	-	-	-	1	4	5
Chamber of Commerce NT Annual General Meeting and 60 <sup>th</sup> Anniversary Dinner	186	-	-	-	1	-	1
DTBI and Seafarms Representatives Lunch Meeting - Cardwell	159	-	-	-	3	2	5
Minerals Council of Australia NT 5 <sup>th</sup> Annual Gala Dinner	532	-	-	-	3	-	3
Katherine Mining Services Association Networking Dinner	100	-	-	-	2	-	2
Darwin Mining Club Luncheon	291	-	-	-	4	-	4
Katherine Business Roundtable - Women in Business Lunch	492	-	2	1	1	10	14
NT Delegation to China Briefing Dinner - Singapore	475	1	1	-	3	2	7
ICEF Officials NT Visit Networking Dinner	799	-	-	-	4	4	8
NT International Education and Training Industry Group Christmas Networking Function	539	-	-	-	4	17	21

ICEF Delegates Crocosaurus Cove Trip	152	-	-	-	-	2	2
Dinner Meeting with New NT Advisor and Representative to Indonesia	489	-	-	-	2	2	4
NT Delegation to China - Post China-Australia Year of Tourism Closing Ceremony Networking Cocktail Reception - Guangzhou, China	906	1	1	-	3	6	11
DTBI and NT News Business Editor Lunch Meeting	123	-	-	-	2	1	3
Australia Industry Defence Network - NT Board and DefenceNT Dinner Meeting	2043	-	-	-	4	12	16
NT Manufacturers Council Defence Industry Lunch with Ms Margaret Staib	160	-	-	-	1	2	3
Darwin Airport Wirraway Business Centre Business at Sunset Event	60	-	-	-	2	2	4
MigrationNT Delegation to India - Dinner Meeting with Investors and Austrade- Mumbai, India	295	-	-	-	1	4	5
MigrationNT Delegation to India - Lunch Meeting with Investors - Mumbai, India	85	-	-	-	1	3	4
MigrationNT Delegation to India - Working Dinner with Clients- Mumbai, India	62	-	-	-	1	2	3

MigrationNT Delegation to India - Lunch Meeting with Clients- Mumbai, India	56	-	-	-	1	2	3
MigrationNT Delegation to India - Working Dinner with Darwin Innovation Hub and Business Client - Mumbai, India	53	-	-	-	1	2	3
Petroleum Club Event - Back to Business – The Hon Nicole Manison MLA	555	-	-	-	5	-	5
Australian Industry and Defence Network Annual Dinner- Canberra	2088	-	-	-	5	6	11
Strategic Defence Advisory Board and DTBI Lunch Meeting in Canberra	475	-	-	-	5	6	11
Dinner Meeting prior to attending Qantas Australian Tourism Awards in Perth	279	-	-	-	3	1	4
Working Meeting with Chairman Tourism NT Board of Commissioners in Perth	62	-	-	-	1	1	2
Petroleum Club Event - Roadmap to Renewables	227	-	-	-	2	-	2
Gas Industry Development Discussion Dinner	450	-	-	-	2	4	6
Committee for Economic Development Australia 2018 Economic and Political Overview Dinner	2494	-	-	-	6	3	9

Petroleum Club Event - NT Business for Onshore Gas	100	-	-	-	1	-	1
<b>Total</b>	<b>137 490</b>						

\* Total cost does not include fringe benefit tax for hospitality incurred for the NTPS staff.

### Questions 31-33:

The following table lists all programs, organisations and grant payments made from 1 July 2017 to 31 March 2018:

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
<b>Community Based Child Care</b>		
	Casuarina Childcare Centre Inc	2 775
	Gap Community Childcare Centre	5 390
	Humpty Doo Community & Childcare Centre Inc	12 620
	Lutheran Child Care Centre	6 475
	Malak Family Centre	3 798
	Mitchell St Childcare Centre	4 400
	Nhulunbuy Child Care Services Inc	13 418
	Northern Sky Accounting And Advisory Pty Ltd	20 533
	Parap Family Centre Incorporated	5 363
	Scallywags Childcare Centre	3 000
	Stuart Park Child Care Centre	2 400
	Tactical Coach	1 750
	Tennant Creek Childcare Centre	7 034
	The Three Year Old	3 450
	Top End Early Learning Centre Inc	2 750
	<b>Subtotal</b>	<b>95 156</b>
<b>Immediate Work Grants</b>		
	8CCC Community Radio Incorporated	85 239
	8EAR Community Radio Inc.	6 670
	Adelaide River Show Society INC	28 644
	Adjumarllarl Aboriginal Corporation	137 973
	AFL Northern Territory	60 192
	Alawa Aboriginal Corporation	99 999
	Alice Springs 50 Plus Community Centre Management Committee	21 273
	Alice Springs Aero Club Inc	106 243
	Alice Springs Basketball Association	73 100
	Alice Springs Child Care Centre Incorporated	58 184
	Alice Springs Clay Target Club Inc	47 864
	Alice Springs Golf Club	100 882
	Alice Springs Islamic society	104 278
	Alice Springs Kennel and Dog Sports Club	40 026
	Alice Springs Running and Walking Club	81 141
	Anangu Uwankaraku Punu Aboriginal Corporation	54 048
	Angkerle Aboriginal Corporation	79 867
	Anglicare NT Ltd	25 621
	Anindilyakwa Services Aboriginal Corporation	50 980



<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Anthelk-Ewlpaye Association Incorporated	91 200
	Apostolic Church Australia Limited	184 154
	Ark Aid Inc	84 823
	Arlpwe Artists Aboriginal Corporation	58 789
	Australian Red Cross	33 120
	Balunu Foundation Ltd	85 132
	Baptist Care NT	102 945
	Barkly Regional Arts	96 954
	Batchelor Museum Development Association Inc.	14 572
	Berry Springs Recreation Reserve	16 545
	Better Bodies Association Inc	21 100
	Braitling Neighbourhood Centre	64 908
	Brown's Mart Arts Ltd	99 700
	Business Enterprise Centre (Darwin Region) Inc	10 583
	Cancer Council NT	93 983
	Casuarina All Sports Club Inc.	86 726
	Casuarina Childcare Centre Inc	28 600
	Catholic Church Diocese of Darwin	61 173
	CatholicCare NT	85 890
	Cazalys Palmerston Club Inc	123 400
	Central Australian Aboriginal Alcohol Programmes Unit	14 500
	Central Australian Affordable Housing Company Ltd	20 372
	Central Australian Community Toy Library Inc.	82 304
	Central Australian Drag Racing Association Inc.	85 726
	Central Australian Remote Health Development Services (CARHDS)	63 522
	Central Australian Territory Craft Inc.	86 000
	Central Australian Women's Legal Service Inc	41 021
	Centrecorp Aboriginal Investment Corporation	72 880
	Childbirth Education Association Darwin Inc.	8 450
	Chung Wah Society Incorporated	52 480
	Club Eastside	80 538
	Cornerstone Christian Fellowship NT Inc.	124 989
	Council for Aboriginal Alcohol Program Services Aboriginal Corporation	140 150
	Council on the Ageing (NT) Inc.	49 700
	Craft Council of the Northern Territory trading as Tactile Arts	34 750
	Cyprus Community of the NT	92 121
	Danila Dilba Biluru Butji Binnilutlum Health Service Aboriginal Organisation	32 023
	Darwin Film Society T/A Deckchair Cinema	6 560
	Darwin Aboriginal and Islander Women's Shelter Inc.	79 064
	Darwin Baptist Church	104 462
	Darwin Basketball Association	100 000
	Darwin Bowls and Social Club	99 364
	Darwin Bridge Club Incorporated	5 350
	Darwin Christian Broadcasters Association Incorporated	99 692
	Darwin City Brass Band Association (Inc)	6 974
	Darwin Flyrodders Inc.	13 591
	Darwin Golf Club Inc	188 531
	Darwin Greyhound Association of the NT Inc	120 298

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Darwin Horse and Pony club	105 176
	Darwin karting association incorporated	116 766
	Darwin Railway Sports and Social Club Inc	79 747
	Darwin Skills Development Scheme Inc.	25 100
	Darwin Speedway Riders and Drivers Association	127 770
	Darwin Top End Bowhunters Inc	94 245
	Darwin Toy Library Association Incorporated	13 241
	Darwin Trailer Boat Club Inc	83 650
	Darwin Turf Club Incorporated	175 999
	Dhimurru Aboriginal Corporation	50 483
	Diabetes Association of the NT Inc. trading as Healthy Living NT	80 237
	Dinah Beach Cruising Yacht Association Incorporated	37 621
	Dripstone Children's Centre	82 664
	Drug and Alcohol Services Association (DASA)	36 828
	East Arnhem Blues Society Inc	28 727
	Edith Farms Volunteer Bushfire Brigade	22 491
	Environment Centre NT	5 573
	Faith Centre Darwin Inc	78 539
	Fannie Bay Equestrian Club Inc	34 095
	Filipino-Australian Association of the NT Incorporated (FAANTInc.)	34 132
	Finke Desert Race Inc.	31 490
	Finke River Mission Services	48 300
	Forster Foundation for Drug Rehabilitation Inc trading as Banyan House	16 430
	Freds Pass Sport and Recreation Management Board	8 000
	Gap Community Child Care Centre Inc	33 278
	Gap Youth and Community Centre Aboriginal Corporation	21 318
	Goodstart Early Learning Nightcliff	22 306
	Gove Arts Theatre Incorporated	37 762
	Gove Country Golf Club	64 476
	Gove Peninsula Surf Life Saving Club Inc	73 686
	Gove Yacht Club Inc	192 555
	Greek Orthodox Community of North Australia	189 460
	Gwalwa Daraniki Association GDA	89 485
	Hamilton Downs Youth Camp Association Inc	43 850
	Hermannsburg Potters Aboriginal Corporation	93 420
	Hidden Valley Drag Racing association	44 882
	Hindu Society of NT	48 450
	HPA Incorporated	183 589
	Humpty Doo & Rural Area Golf Club Inc	96 000
	Humpty Doo Bowls Club	45 791
	Ikuntji Artists Aboriginal Corporation	115 353
	Indigenous Community Television Limited	107 945
	Ingkerreke Outstations Resource Services Aboriginal Corporation	21 124
	Injalak Arts & Crafts Association	29 223
	Ironbark Aboriginal Corporation	77 047
	Islamic Society of Palmerston Inc	62 347
	Jabiru Golf Club	76 629
	Jawoyn Association Aboriginal Corporation	96 475

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Junior Police Rangers Land Association	38 836
	Kalano Community Association Inc	111 623
	Kalymnian Brotherhood Darwin Incorporated	101 673
	Katherine Horse and Pony Club	58 557
	Kungarakan Culture and Education Association	31 923
	Lakeside Drive Community Garden	54 464
	Law Society Northern Territory	32 531
	Laynhapuy Homelands Aboriginal Corporation	98 500
	Livingstone Recreation Reserve Inc	50 000
	Lutheran Childcare Centre	44 372
	Lutheran Church Australia	114 859
	Lutheran Community Care	13 578
	Malak Family Centre	200 000
	Maningrida Progress Association Inc.	200 000
	Milingimbi Art and Culture Aboriginal Corporation	94 515
	Mitchell Street Childcare Centre	11 713
	Miwatj Health Aboriginal Corporation	133 478
	MJD Foundation Limited	20 320
	Moline Golf Club Inc	12 699
	Multicultural Christian Fellowship of Australia Incorporated	100 000
	Mutchirr Corporation Ltd	136 973
	National Pioneer Women's Hall of Fame	48 508
	Ngaruwanajirri Inc	84 177
	Ngurratjuta/Pmara Ntjarra Aboriginal Corporation	63 400
	Nhulunbuy BMX Club	36 675
	Nhulunbuy Child Care Services	15 066
	Nightcliff Family Centre Inc	29 600
	Nightcliff Sports Club Incorporated	123 960
	North Australian Aboriginal Corporation Inc	19 241
	North Australian Aboriginal Justice Agency	57 296
	North Australian Canine Association Inc	20 982
	Northern Regional Council of Congress	59 886
	Northern Territory Chamber of Commerce	63 093
	Northern Territory Water Ski Association Inc	33 505
	Northern Territory Working Women's Centre	40 496
	NPY Women's Council	87 849
	NT Police & Citizens Youth Clubs Assn Inc	74 258
	Nungalinya College Indigenous Corporation	128 572
	Olive Pink Botanic Garden	56 930
	Palmerston Football Club Inc	5 940
	Palmerston Rugby Union Club	27 160
	Palmerston Sports Club Incorporated	77 528
	Palngun Wurnangat Aboriginal Corporation	145 282
	Papunya Tjupi Arts	52 027
	Parap Family Centre	14 480
	PAWS Darwin	99 685
	RAOB Club (Darwin) Inc. T/as Buff Club	146 489
	Relationships Australia Northern Territory Inc	34 505
	Riding for the Disabled in the Top End Incorporated	99 575
	Riyala Association Inc.	53 233
	Rotary Alice Springs Henley on Todd Inc	49 855

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Royal Flying Doctor Service Darwin of Australia Central Operations	27 672
	Royal Life Saving Society (Australia) NT Branch Inc	100 000
	RSPCA Darwin Regional Branch Incorporated	80 725
	Satellite City BMX Club Incorporated	6 091
	Scripture Union Northern Territory	72 254
	Seventh-day Adventist Church Ltd - Tennant Creek & Alice Springs Churches	93 998
	Sid Rusca Training Academy	90 000
	Sisters of Charity of St. Anne Inc.t/as Preeti Kunj Child Care Centre	76 495
	Somerville Foundation Inc.	166 696
	Sporting Shooters Association of Australia Alice Springs Branch Incorporated	78 590
	Squash NT	22 260
	St John Ambulance Australia (NT) Inc	127 899
	St Marys Football, Sporting & Social Club Inc	87 308
	St Vincent de Paul Society (NT) Inc	199 999
	Stuart park neighbourhood and child care centre	10 240
	Swampdogs Rugby Union NT	83 800
	Synod of the Diocese of the Northern Territory Inc	90 873
	Tennant Creek Child Care Centre Inc	76 184
	Tennant Creek Women's Refuge	99 173
	Territory Gymnastics Academy	40 641
	Territory Natural Resource Management Incorporated	26 200
	Thai Theravada Association of The Northern Territory Incorporated	57 595
	Thamarrurr Development Corporation Ltd	43 290
	The Arnhem Land Progress Aboriginal Corporation	200 000
	The Buddhist Society Of The Northern Territory Incorporated	31 903
	The Darwin Sailing Club Inc	119 586
	The Gathering incorporation	36 300
	The Leukaemia Foundation Of Australia Limited	18 088
	The Salvation Army (NT) Property Trust	20 864
	The YMCA of the Northern Territory Youth & Community Services Ltd.	200 000
	The Young Men's Christian Association of the Northern Territory Ltd.	129 754
	Tiwi Designs Aboriginal Corporation	100 000
	Top End Aerial Sports Academy Inc.	45 366
	Top End Association for Mental Health Inc	133 683
	Top End Early Learning Centre Inc	111 611
	Top End Flying Club	115 970
	Top End Group Training Pty Ltd	200 000
	Top End Practical Shooting League Inc.	13 920
	Top End Radio Controlled Car Association	198 470
	Top End Road Racing Association	50 000
	Tracy Village Social and Sports Club Inc.	112 959
	Uniting Church Northern Synod	77 101
	Vietnamese Community in Australia - NT Chapter Incorporated	95 600
	Waltja Tjutangku Palyapayi	131 469
	Wanderers Football Club	141 527

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Waratah Cricket Club	149 063
	Waratah Football Club Inc.	81 285
	Warlpiri Youth Development Aboriginal Corporation (WYDAC)	91 764
	Warlukurlangu Artists Aboriginal Corporation	48 140
	Warnayaka Art and Cultural Aboriginal Corporation	78 504
	Western Desert Health Centre - Western Desert Nganampa Walytja Palyantj	22 730
	Wildcare Incorporated	27 024
	Works Cricket Club Incorporated	39 022
	Wurli-Wurlinjang Aboriginal Corporation	157 878
	Yilli Rreung Housing Aboriginal Corporation	100 000
	Youth for Christ Australia Inc	90 390
	YouthWorX NT	11 702
	YWCA Of Darwin	85 952
	<b>Subtotal</b>	<b>16 431 163</b>
<b>Migration NT/Seasonal Worker Project</b>		
	Chamber of Commerce NT	<b>150 000</b>
<b>Desert Knowledge Australia/Operational Funding</b>		
	Desert Knowledge Australia	<b>560 000</b>
<b>Contractor Accreditation Ltd Operational Grant</b>		
	Contractor Accreditation Ltd	<b>395 000</b>
<b>Trade Support Scheme</b>		
	NT Beverages Group Pty Ltd	1 726
	Alana Kaye Training	3 657
	Artists of Ampilatwatja Aboriginal Corporation	8 471
	Asia Pacific Aircraft Solutions Ltd	22 761
	Atls Ventures Pty. Ltd.	3 673
	Ausasia Agribusiness Network Pty Ltd	3 353
	Australia China Business Council	35 193
	BCA National Training Group Pty Ltd	3 628
	Chamber of Commerce NT	6 851
	Engineers Australia - National Office	19 064
	Exposure Productions	3 055
	Group Training Northern Territory	19 427
	Halkitis Bros Pty Ltd	11 657
	Learning Potential International Pty Ltd	3 390
	NT Buffalo Industry Council Incorporated	2 173
	NT Cattlemen's Association	2 854
	SDR - NT Pty Ltd	16 805
	<b>Subtotal</b>	<b>167 738</b>
<b>Industry Development Grants</b>		
	Australian Hotels Association	10 000
	Australian Institute of Company Directors	10 000
	Awards Australia	11 000
	Battery Hill Mining Centre	150 000
	BDO Chartered Accountants and Advisers	37 120

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Bowden McCormack Lawyers & Advisers	41 295
	Malak Marketplace Incorporated	20 000
	PRBA	40 000
	<b>Subtotal</b>	<b>319 415</b>
<b>Industry Development Support Program</b>		
	Australian Hotels Association	89 000
	Australian Industry Defence Network - Northern Territory	115 000
	Baptist Care Northern Territory	280 000
	Business Enterprise Centre (Darwin Region) Inc	517 000
	Chamber of Commerce NT	259 000
	Civil CoNtractors Federation - NT Branch	102 000
	Darwin City Retailers Association Inc	60 000
	Motor Trades Association (NT) Inc	66 000
	NT Industry Capability Network	1 160 000
	Petroleum Club NT Incorporated	40 000
	<b>Subtotal</b>	<b>2 688 000</b>
<b>Business Growth Program</b>		
	AJ Services	4 545
	Align Masonry & Scaffold	2 160
	Arnhem Early Learning Centre Pty Ltd	800
	Arnhem Earthmoving And Mechanical Pty Ltd	9 091
	Arnhemland Pest Control Pty Ltd	800
	Ashford Architects Pty Ltd	2 850
	Australian Outback Pest Co	3 636
	Australian Sportfishing Charters	2 576
	Auto Trend Winnellie	4 545
	Baniyala Garrangali Aboriginal Corp	15 455
	Basketball NT Inc	29 000
	Berimah Post News & Tatts	5 682
	Bodhi Bus Limited	1 728
	Born To Win Consulting Pty. Ltd.	3 636
	Brown's Mart Arts Ltd	3 636
	Business & Community Developments Pty Ltd	2 727
	Cambush Security Solutions NT Pty Limited	3 636
	Casa Central Australia Incorporated	10 000
	Center Electrical & Air Conditioning	3 094
	Centre Pest Management Pty Ltd	3 192
	CF Moto Darwin	3 636
	Charlie Michael Bliss	2 509
	Coco Loco Hair Pty Ltd	2 764
	Colemans Printing Pty Ltd	4 545
	Country Bliss	3 636
	CTM Refrigeration Air Conditioning & Mechanical Services Pt	3 636
	Cyclone City Cleaners Pty Ltd	3 636
	Darwin Sheet Metal & Lase Cutting Pty Ltd	4 545
	Deloitte Private	26 818
	Dice (Aust) Pty Ltd	4 364
	Dice Contracting Pty Ltd	4 000
	Djc Carpentry Works	3 320

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Dr Erna Melton	3 600
	East Arnhem Plumbing Service	4 545
	EI & SI Fogarty Family Trust	1 305
	Forrest Building Co Pty Ltd	4 545
	G & L Rural Contracting	2 500
	Gabbert Design	3 636
	Gallery Gondwana	3 636
	Gapuwiyak Culture And Arts	8 686
	Gold Medal Services (NT) Pty Ltd	4 545
	Graynic Training Solutions Pty Ltd	3 636
	Group Training Northern Territory	3 636
	Gun Profiling Pty Ltd	3 636
	Habitat Real Estate	3 104
	Indervon Pty Ltd	3 636
	Jayde Martin	17 053
	Katherine Country Club Inc	5 123
	Kd Machinery Hire (NT) Pty Ltd	1 734
	Kd Rural (NT) Pty Ltd	2 115
	Keringke Arts Aboriginal Corporation	4 480
	Kidsafe NT	3 636
	KJS Entertainment	4 545
	Kmj Electrical	3 636
	Ktong Thai And Chinese Restaurant	3 636
	Litchfield Motel	5 360
	Little Miss Korea	3 600
	Master Tuition And Learning Centre	1 920
	Milikapiti Progress Association Inc	5 145
	North Australian Aboriginal Corporation Inc	4 545
	Northern Territory Metal Health Coalition Inc	3 200
	Northtech Solutions Pty Ltd	3 636
	NS Constructions (NT) Pty Ltd	3 636
	NT Guided Fishing Industry Association Incorporated	4 335
	NT Seafood Council	4 545
	Off Road Dreaming	1 000
	One It Services Pty Ltd	4 545
	Palngun Wurnangat Aboriginal Corporation	5 455
	Paspalis Arts Trust	10 000
	Paspalis Asset Management	18 181
	Paspalis Enterprise Trust	9 091
	Paul Arnold Bush Photo's Pty Ltd	3 636
	Pfennigs Automotive Repairs	8 500
	Pivotal Building Services Pty Ltd	3 636
	Practical Anonymity Pty Ltd	3 636
	Red Centre Technology Partners	3 636
	Revere Iq Pty Ltd	3 636
	Rk Diesel Services Pty Ltd	2 727
	Roussos Legal Advisory	4 545
	Russell Dehne Enterprises Pty. Ltd	9 000
	Santa Teresa Enterprises Limited	3 975
	Sevan Guzel	1 818
	Spring Tide Safaris	2 304
	Step Out Community Access Service Inc	3 636
	Swjr Nominees Pty Ltd t/a Lowrys Accountants	7 000

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Terracorp Industries	3 636
	Territory Roadmarking Pty Ltd	3 636
	Thamarrurr Development Corporation Ltd	14 545
	The Darwin Sailing Club Inc	3 500
	The Overlanders Steakhouse	1 227
	Tiwi Enterprises Pty Ltd	11 809
	Top End Association for Mental Health Inc	3 636
	Twin Hill Aboriginal Corporation	9 182
	Uber Air Pty Ltd	4 000
	Uluru Segway Tours	3 636
	Valuda Enterprises Pty Ltd	3 636
	Vj & M Collins T/A Australian Blue Cypress	9 091
	Zodiac Business Services Pty Ltd	4 545
	<b>Subtotal</b>	<b>506 760</b>
<b>Disability Service Provider Assistance</b>		
	Casa Central Australia Incorporated	14 545
	Crest NT Pty Ltd	3 600
	Danila Dilba Health Service	9 000
	Franceska Edis	4 000
	Kalano Community Association	13 869
	Keogh Bay Consulting	15 273
	Laynhapuy Homelands Aboriginal Corporation	24 545
	Miwatj Health Aboriginal Corporation	14 545
	MJD Foundation Ltd	10 000
	Northern Sky Accounting And Advisory Pty Ltd	7 136
	NT Friendship & Support	9 091
	Total Recreation NT Inc	9 091
	<b>Subtotal</b>	<b>134 695</b>
<b>Smart Business Solutions</b>		
	Aileron Pastoral Holdings Pty. Ltd.	10 000
	Alice Springs 24 Hour Pty Ltd	14 646
	Arid Lands Environment Centre	645
	Ayers Rock Automotive	5 312
	Bullo River Cattle Station	20 000
	CNW Pty Ltd	5 226
	Colemans Printing Pty Ltd	13 880
	Fishing & Outdoor World Pty Ltd	6 090
	G & C Pastoral Co Pty Ltd	20 000
	Hiqa Geotechnical	4 663
	Killarney Homes (NT) Pty Ltd	3 497
	Kooyong Pty Ltd (Allora Gardens Nursery)	6 200
	Mt Riddock Pastoral Co	7 843
	NT Water Ski Association	10 225
	Palms City Resort	10 000
	Rocky Creek NT Pty Ltd	9 045
	Samios Plumbing Pty Ltd	5 226
	Sandpalms@Bynoe Pty Ltd	3 734
	Standley Chasm	4 975
	Stapleton Pastoral Company	5 586
	The Desert Fruit Company Ltd	20 000
	Tipperary Group of Stations Pty Ltd	20 000



<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Umbeara Station	10 000
	Victory Grazing Pty Ltd	20 000
	<b>Subtotal</b>	<b>236 793</b>
<b>Indigenous Business Development</b>		
	Aaron Dale Banderson	27 273
	Atkins Building & Construction NT	29 000
	Austin Arts 'N' Artifacts	22 806
	Babunbaree Aboriginal Corporation	27 273
	Boule Pty Ltd t/as New Future IT	24 579
	Bulabula Arts Aboriginal Corp	10 300
	Cosmigo Pty Ltd trading as Helloworld Alice Springs	27 273
	Deanne Maree Rioli	1 774
	Delacoeur Indigenous Contracting	27 273
	Desert Sky Beauty and Day Spa	25 068
	DJ Smith Carpentry Pty Ltd (NT OZ Tag)	13 605
	DMKM Venture Pty Ltd	27 273
	Don Wilton	846
	Dreamtime Bakehouse	20 590
	ECB Training Services Pty Ltd	27 273
	Go Wide Cattle Company	29 602
	Ilija Jacobs	3 636
	Jason Davidson Hampton	8 000
	JAYEM Auto Repairs	3 164
	Jimmy Olsen	846
	Josh Roe trading as Cheaper Trailer Hire	27 273
	Joshua Nielsen trading as Indoiz Building Solutions	20 819
	Journey the Dreaming	406
	Kakadu Billabong Safari Camp Pty Ltd	5 000
	Katerina's Catering	29 095
	Lew Fatt Developments Pty Ltd	5 315
	Milingimbi Art and Cultural Aboriginal Corporation	24 545
	Ngampurra Pty Ltd	8 909
	Ngukurr Arts Aboriginal Corporation	900
	Nyalka Milingimbi Women's Aboriginal Corporation	7 273
	Outback Desert Roses	17 939
	Rosario's Pizzeria Katherine	27 206
	Stuart Yirawara Ankin	846
	SWEL Pty Ltd	26 878
	Tanyah Nasir Consulting Service	6 809
	Thamarrurr Development Corporation Limited	30 197
	Thomsen Excavations	19 409
	Tri-odia (NT) Pty Ltd	8 945
	William Michael Lane	19 918
	Woolaning Community Incorporated	18 182
	Yagudjawuna Indigenous Human Service Standards Auditors	23 176
	Yimadumanja Aboriginal Corporation	24 969
	<b>Subtotal</b>	<b>711 463</b>
<b>Home Improvement Scheme</b>		
	Multiple Homeowners	<b>15 384 857</b>

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
<b>Home Renovation Grant</b>	Multiple Homeowners	<b>4 063 477</b>
<b>Biz Secure Program</b>	Multiple Businesses	<b>532 652</b>
<b>Smart Energy Grants</b>	Multiple Homeowners	<b>472 178</b>
<b>BISI</b>		
	Darwin Innovation Hub	175 000
	Dialog Information Technology	11 700
	Gen Air Pty Ltd	13 740
	Good Sparks Electrical Pty Ltd	1 296
	Maitec	2 000
	Naturally Cheeky	198
	Nlighten Delights	1 185
	NT Scaffolding & Rigging Services Pty Ltd	6 025
	Practical Anonymity Pty Ltd	9 483
	Reward Distribution	3 788
	Tropiculture Australia	4 794
	Vivianj Lin's Software Development	13 875
	Studio Elevenlee	900
	<b>Subtotal</b>	<b>243 984</b>
<b>Indigenous Workforce Participation Initiatives Program (Includes Business in the Bush)</b>		
	Acadc Electrical & Communications Services Pty Ltd	6 480
	Central Australian Aboriginal Congress	17 500
	Centre for Appropriate Technology Ltd	25 000
	Civil Train - SA	7 672
	Danila Dilba Health Service	25 000
	Green Glass Trading Pty. Ltd.	24 682
	HR Links Pty Ltd	7 500
	Injalak Arts & Crafts Association	17 500
	Jawoyn Association Aboriginal Corporation	
	Centralised	17 500
	Karen Sheldon Catering Pty Ltd t/as Karen Sheldon	
	Training	42 000
	Lutheran Church of Australia	17 500
	Lutheran Community Care	17 360
	PDG-NT Pty Ltd	30 000
	Red Appointments NT Pty Ltd	17 500
	Standley Chasm	5 000
	The Arnhem Land Progress Aboriginal Corporation	90 100
	Tiwi Island Adventures	31 500
	Top of Town Cafe & Central Building Group	17 500
	Waltja Tjutanku Palyapayi Aboriginal Corp	24 840
	Western Desert Dialysis	17 500
	Wurli Wurlinjang Health Service	6 930
	Ybe (2) Pty Ltd Atf The Ybe Unit Trust	24 000
	<b>Subtotal</b>	<b>490 564</b>

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
<b>NDIS Workforce</b>		
	Crest NT Pty Ltd	240 000
	Npy Women's Council	80 000
	Phoenix Consulting	78 856
	Victoria Daly Shire Council	78 400
	Subtotal	<b>477 256</b>
<b>CDU Traditional Trade - Apprenticeships</b>		
	Charles Darwin University	<b>3 759 879</b>
<b>User Choice Fund</b>		
	TAFE SA	254 252
	Adelaide Training & Employment Centre Inc	13 900
	Alan Bartlett Consulting Pty .Ltd	69 247
	Alana Kaye Training	27 763
	Allie Investments Pty Ltd T/A Asset Training	55 869
	Ama (SA) Inc	63 012
	Aro Educational Services	15 850
	Aurecon Australia Pty Ltd	19 340
	Australian Institute of Electro Technology P/L	17 082
	Aviation Australia Pty Ltd	146 923
	BCA National Training Group Pty Ltd	138 430
	Carey Training Pty Ltd	64 115
	Central Outback Training	238 538
	Centre for Appropriate Technology Ltd	14 850
	Charles Darwin University	13 091 708
	Coastal & Rural Training Pty .Ltd	356 546
	Dovaston Consulting Group Pty.Ltd	546 339
	Fire Industry Training Pty Ltd	15 893
	Food Safety Operations (Qld) Pty Ltd	325 375
	Group Training Northern Territory	108 599
	Hastings Deering (Australia) Ltd	17 535
	Housing Industry Association	58 508
	International College of Advanced Education P/L	200 483
	JB Hunter Technology Pty Ltd	48 616
	Learning Knowing Achieving Pty Ltd	158 985
	LTT Group Pty Ltd	13 631
	Matrix On Board Training Pty Ltd	106 499
	Murray Mallee Training Company Ltd	76 607
	Nhulunbuy High School	8 613
	NT Department of Health	31 867
	NT Police, Fire and Emergency Services	151 456
	Northern Melbourne Institute of TAFE	43 991
	NT Christian Schools	147 941
	Outback Stores Pty Ltd	108 477
	Outsource Institute of Technology Pty Ltd	84 631
	Partec (Qld) Pty Ltd	2 078
	River Murray Training Pty Ltd	5 387
	RMIT University	446 691
	Rowe Training & Consulting	326 193
	Site Skills Group Pty Ltd	120 229
	TAFE NSW Riverina Institute	94 227
	TAFE Queensland Skills Tech	37 493

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Tastafe	276 641
	Technical And Further Education Commission	39 000
	Tfia Business Services Pty Ltd	15 266
	The Arnhem Land Progress Aboriginal Corporation	489 860
	The Pharmacy Guild of Australia National Secretariat	30 963
	Tiwi Islands Training & Employment Board Pty Ltd	30 773
	Traditional Credit Union Ltd	17 153
	Transqual Pty Ltd	17 416
	Wesley Community Services Limited	12 779
	William Angliss Institute of TAFE	360 037
	<b>Subtotal</b>	<b>19 163 657</b>
<b>Pre Employment Training</b>		
	Australian Fisheries Academy Ltd	12 882
	Born To Win Consulting Pty. Ltd.	108 570
	Charles Darwin University	60 000
	Civil Train - SA	6 720
	<b>Subtotal</b>	<b>188 172</b>
<b>Build Skills</b>		
	Buslink NT Pty Ltd	18 968
	Chamber of Commerce NT	16 530
	Housing Industry Association	31 500
	Industry Skills Advisory Council Northern Territory Inc	33 264
	Master Tech Automotive Pty Ltd	20 000
	<b>Subtotal</b>	<b>120 262</b>
<b>Major Capital</b>		
	Charles Darwin University	<b>354 000</b>
<b>Joint Group Training Program</b>		
	Group Training Northern Territory	105 000
	Tiwi Islands Training & Employment Board Pty Ltd	24 800
	<b>Subtotal</b>	<b>129 800</b>
<b>Australian Apprenticeship Centre</b>		
	Australian Government Department Of Education and Training	<b>990 036</b>
<b>Trainee Support</b>		
	Ed Given	55 000
	Group Training Northern Territory	528 020
	<b>Subtotal</b>	<b>583 020</b>
<b>Indigenous Responsive Programs</b>		
	Aboriginal Resource & Development Services Inc	10 820
	Allen's Training Pty Limited	1 450
	Australian Fisheries Academy Ltd	178 379
	Australian Security Training .Pty Ltd	1 380
	Australian Training Management Pty Ltd	2 984
	Barkly Regional Council	29 250
	Batchelor Institute Of Indigenous Tertiary Education	48 403
	Bawinanga Aboriginal Corporation	9 091

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Bradshaw & Timber Creek Contracting & Resource Co Pty Ltd	12 290
	Carey Training Pty Ltd	151 168
	Centre For Appropriate Technology Ltd	157 592
	Charles Darwin University	37 666
	Civil Safety Pty Ltd	5 719
	Civil Train - Sa	57 327
	Connect'n'grow	3 630
	Cultural Connections	2 250
	Ecb Training Services Pty Ltd	90 216
	Freshair East Coast	30 738
	Gumatj Corporation Ltd	20 000
	IE Project (NT) Pty Ltd	14 250
	Ikuntji Artists	1 092
	Injalak Arts & Crafts Association	18 930
	Laynhapuy Homelands Aboriginal Corporation	10 307
	Murin Travel & Freight Services	44 450
	Myuma Pty Ltd	3 816
	Outback Stores Pty Ltd	9 576
	Risk Response And Rescue	557
	Savanna Solutions Pty Ltd	5 000
	Site Skills Group Pty Ltd	1 160
	St John Ambulance Australia Inc Grant Account	5 970
	Timber Training Creswick Ltd.	61 111
	Tiwi Islands Training & Employment Board Pty Ltd	6 520
	Train Safe NT Pty Ltd	265 057
	Tri-Odia (NT) Pty Ltd	6 000
	<b>Subtotal</b>	<b>1 304 149</b>
<b>Training Special Allocations/Operational Grant</b>		
	Centre for Appropriate Technology Ltd	507 195
	Charles Darwin University	3 032 707
	Batchelor Institute of Indigenous Tertiary Education	967 292
	Desert Peoples Centre Inc	200 000
	Industry Skills Advisory Council Northern Territory Inc	2 696 000
	Australian Council for Private Education and Training	117 962
	<b>Subtotal</b>	<b>7 521 156</b>
<b>General Recurrent Training Funding - NT Recurrent</b>		
	Batchelor Institute Of Indigenous Tertiary Education	5 498 970
	Centre For Appropriate Technology Ltd	462 635
	Charles Darwin University	10 180 207
	Institute For Aboriginal Development Inc	152 031
	Nungalinga College	207 025
	Seafood & Maritime Industries Training Ltd	439 625
	<b>Subtotal</b>	<b>16 940 493</b>
<b>Indigenous Tutorial Assistance Scheme Program (VET)</b>		
	Batchelor Institute of Indigenous Tertiary Education	181 928
	Charles Darwin University	237 287
	<b>Subtotal</b>	<b>419 215</b>
<b>Supplementary Recurrent Assistance Program (VET)</b>		

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
	Batchelor Institute of Indigenous Tertiary Education	805 844
	Charles Darwin University	1 354 485
	<b>Subtotal</b>	<b>2 160 329</b>
<b>National Agreement for Skills and Workforce Development</b>		
	Batchelor Institute of Indigenous Tertiary Education	4 406 793
	Charles Darwin University	10 180 207
	<b>Subtotal</b>	<b>14 587 000</b>
<b>NT Working Women's Centre</b>		
	NT Working Women's Centre	<b>168 203</b>
<b>Employer Support Scheme</b>		
	Group Training Northern Territory	<b>1 500 000</b>
<b>Workwear/Workgear Bonus Scheme</b>		
	Apprentices/Trainees	<b>250 000</b>
<b>HE Scholarships</b>		
	Multiple private individuals	<b>659 250</b>
<b>VET Scholarships</b>		
	Multiple private individuals	<b>7 500</b>
<b>NT Equity Training Programs</b>		
	BCA National Training Group Pty Ltd	54 700
	Born To Win Consulting Pty. Ltd.	25 543
	Carers NT	29 835
	Kintore Street Special School	15 060
	Learning Potential International Pty Ltd	26 502
	Northern Joblink Ltd	15 279
	Skillslink Training	21 440
	<b>Subtotal</b>	<b>188 359</b>
<b>Student Entitlement</b>		
	Accrete Pty Ltd	78 833
	Ascent Training Group	41 975
	Alana Kaye Training	229 556
	Australian Careers College Pty Ltd	35 830
	BCA National Training Group Pty Ltd	350 567
	Carey Training Pty Ltd	2 596
	Darwin Human Resource & Computer Academy	282 390
	Dovaston Consulting Group Pty. Ltd	29 025
	Eagle Training Services NT Pty Ltd	19 627
	Learning Potential International Pty Ltd	40 980
	NT Christian Schools	109 255
	Rowe Training & Consulting	33 846
	Site Skills Group Pty Ltd	77 027
	Batchelor Institute of Indigenous Tertiary Education	185 178
	BJ Network Consulting Australia	10 808
	<b>Subtotal</b>	<b>1 527 493</b>

<b>Program</b>	<b>Recipient</b>	<b>Payment Amount (\$)</b>
<b>Training Loan Scheme</b>		
	Batchelor Institute of Indigenous Tertiary Education	71 421
	BCA National Training Group Pty Ltd	192 363
	<b>Subtotal</b>	<b>263 784</b>
<b>VET Student Loan NT Contribution</b>		
	Australian Government Department of Education	<b>26 061</b>
<b>Study NT Scholarship</b>		
	Australian Careers College Pty Ltd	3 750
	BCA National Training Group Pty Ltd	3 750
	International House Sydney Training Services P/L	2 500
	<b>Subtotal</b>	<b>10 000</b>
<b>Regional Economic Development Fund</b>		
	NT Department of Tourism and Culture/Wild North Project	25 000
	Barkly Regional Arts Inc	20 000
	Blast Coffee Group External Site	12 500
	Central Australian Football Club Inc	25 000
	Central Desert Shire Council	15 000
	Rurrangala Bush Produce Pty Ltd	15 992
	<b>Subtotal</b>	<b>113 492</b>
<b>Regional Economic Development Fund ARDS Grant</b>		
	Aboriginal Resource & Development Services Inc	<b>156 000</b>
<b>Remote Aboriginal Development Fund</b>		
	Gundjehmi Aboriginal Corporation	100 000
	Areyonga Progress Association	45 455
	Baniyala Garrangali Aboriginal Corp	25 000
	Bawinanga Aboriginal Corporation	22 932
	Gapuwiyak Culture And Arts	24 398
	Gumatj Corporation Ltd	10 000
	Gurindji Aboriginal Corporation	47 500
	Laynhapuy Homelands Aboriginal Corporation	18 780
	Ngurratjuta Pmara Ntjarra Aboriginal Corp	50 000
	Papunya Tjupi Art Centre Aboriginal Corporation	24 897
	Tarntipi Homelands Aboriginal Corporation	21 203
	Tilmouth Well Roadhouse	24 260
	Yapa-Kurlangu Ngurrara Aboriginal Corporation	14 497
	<b>Subtotal</b>	<b>428 922</b>
	<b>GRAND TOTAL</b>	<b>101 055 064</b>

**Question 34:**

There were no external media monitoring services expenses incurred directly by the Department of Trade, Business and Innovation in the 2017-18 financial year.

A funding contribution of \$22 000 was provided to the Department of the Chief Minister for the whole-of-government media monitoring for the 2017-18 financial year.

**Question 35:**

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

**Question 36:**

In October 2017, the NT Government submitted 3 new initiatives to Infrastructure Australia for consideration for inclusion on the 2018 Infrastructure Priority List.

**Question 37:**

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

**Question 38:**

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

**Question 39:**

The total power bill of each Northern Territory Government building owned/leased by the Department of Trade, Business and Innovation is outlined below:

<b>Building Description</b>	<b>Power Cost (\$) July 17- March 18</b>
Barkly House, Tennant Creek	931
Charles Darwin Centre, Darwin	6560
Charles Darwin University Experience Centre, Waterfront	3549
Darwin Corporate Park, Darwin	2799
Development House, Darwin	55 966
Greenwell Building, Alice Springs	4658
Randazzo Building, Katherine	1562
Shop 4 and 5, 19 Westal Street, Nhulunbuy	289
Todd Mall, 11 Leichhardt Terrace, Alice Springs	6276
<b>Total</b>	<b>82 590</b>

**Question 40:**

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

**Question 41:**

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

**Question 42:**

There were no statutory or legislative fees and charges levied by the Department of Trade, Business and Innovation in the 2017-18 financial year.



**Question 43 and 44:**

Answers to question 43 and 44 is outlined in the table below.

<b>Internal audit/investigation</b>	<b>Terms of Reference or focus</b>
Compliance with Whole-of-Government Travel Policy Audit	Review the Department of Trade, Business and Innovation's (DTBI) compliance with the whole-of-government Travel Policy Framework as adopted within DTBI's wider travel policy framework.
Value For Territory Assurance Audit	Review DTBI's compliance with the whole-of-government Buy Local Plan and Procurement Rules as adopted within DTBI's wider procurement framework.
BizSecure internal review	To review the Biz Secure Program's terms and conditions and outcomes to date, and ascertain whether they continue to meet the NT Government's policy and objective. Additionally the review was to also provide an opinion on the level of the operational risk to DTBI including identifying any unforeseen issues such as inconsistent assessments, incorrect payments or instances of fraud.
Home improvement scheme site audits	Conduct site audits in relation to the Home Improvement Scheme (HIS) focussing on businesses and homeowners. The scope of this review was to conduct and report on site assessments, compliance checks and audits of businesses and homeowners. The engagement was limited to homeowners and businesses who have applied, and been approved for participation in the HIS only

Two internal audits aligned with the Department of Trade, Business and Innovation's Internal Audit Plan were commenced. The 'Compliance with whole-of-government travel policy audit' commenced on 14 March 2018, and the 'Value for Territory Assurance Audit' commenced on 21 March 2018.

Two internal reviews were completed between the period 1 July 2017 and 31 March 2018. The Home Improvement Scheme site audits were completed between October and December 2017, and the Biz Secure Internal review was completed between February and March 2018.

**Question 45:**

There were no instances of fraud, anomalies, breaches of financial legislation or NT Government policy and procedures exposed by the audits and reviews.

**Question 46:**

**a, b, d and e)** Refer to the below table for detail on all boards and advisory bodies operating in the agency.

**c)** Question not appropriate.

<b>Board / Advisory Body</b>
Desert Knowledge Australia
NT Build
NT Veterans Affairs Ministerial Advisory Council
Procurement Review Board
Strategic Defence Advisory Board
Alice Springs Regional Economic Development Committee
East Arnhem Regional Economic Development Committee
Tennant Creek Regional Economic Development Committee
Katherine Regional Economic Development Committee

## [Desert Knowledge Australia](#)

**a) Terms of Reference:**

Part 3 and Sections 11 to 20 of the *Desert Knowledge Australia Act 2003* (the Act) established a Board for Desert Knowledge Australia. The Act is therefore the Terms of Reference/legislative framework for Board functions.

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

<b>Name</b>	<b>Appointed</b>
Mr Chris Fry (Chair)	22 April 2016
Ms Leeanne Caton (Deputy Chair)	22 April 2016 <b>*resigned on 3 March 2018</b>
Mr Paul Ah Chee <b>(NTG)</b>	6 August 2014
Mr Rede Ogden	22 April 2016
Mr James (Jimmy) Cocking	22 April 2016
Mr David (Alan) Batic	22 April 2016
Mr Jason Quin	22 April 2016
Mr Raymond Pratt	22 April 2016
Mr Steven Brouwer	22 April 2016
Ms Marion Scrymgour	19 September 2017
Ms Vanessa Elliott	19 September 2017

**c) The total remuneration paid to each Board member during the 2017-18 financial year:**

Question not appropriate.

**d) The itemised total cost incurred by the Board during the 2017-18 financial year:**

Total cost of Board from 1 July 2017 to 31 March 2018 = \$12 880

- e) **The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Four times.

## **NT Build**

- a) **Terms of Reference:**

Section 53 of the *Construction Industry Long Service Leave and Benefits Act* (the Act) established a Board for the Scheme, as a body corporate (called 'NT Build'). The Act is therefore the Terms of Reference/legislative framework with the board functions.

- b) **The current members and when they were appointed:**

<b>Name</b>	<b>Appointed</b>
Mr Michael Martin (Chair)	26 May 2015
Mr Dave Malone	9 July 2014
Mr Dick Guit	5 May 2005
Mr Michael Haire	10 November 2011
Mr Michael Milatos	1 June 2015
Ms Rosemary Campbell	26 May 2015
Ms Sarah Rummery (NTG)	6 July 2017

- c) **The total remuneration paid to each Board member during the 2017-18 financial year:**

Question not appropriate.

- d) **The itemised total cost incurred by the Board during the 2017-18 financial year:**

Total cost of Board from 1.7.17 to 31.3. 18 = \$65 433

- e) **The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Twelve meetings.

## NT Veterans Affairs Ministerial Advisory Council

### a) Terms of Reference:

#### 1. Purpose

- 1.1 To provide advice and support to the Northern Territory Government on issues affecting serving and ex-service members of the Australian Defence Force and their families in the Northern Territory.

#### 2. Establishment

- 2.1 The Northern Territory Veterans' Support (*now 'Affairs'*) Ministerial Advisory Council (the Council) is established by the Minister for Veterans' Support as a non-statutory advisory body.

#### 3. Objectives

- 3.1 Monitor and provide advice on matters relating to veterans and the veteran community, including issues relating to mental and physical health, welfare and disability.
- 3.2 Facilitate a collective approach to raising issues important to the veterans' community in the Northern Territory.
- 3.3 Provide a forum for the veterans' community to communicate with Government through the Minister for Veterans' Support.
- 3.4 Contribute to a body of knowledge about local and national veterans' issues by providing reports to the Minister for Veterans' Support.

#### 4. Membership

- 4.1 Membership of the Council will include up to 10 members, including the Chair of the Council.
- 4.2 The Minister for Veterans' Support will invite relevant organisations with permanent representation in the Northern Territory, and that have a primary concern of veteran welfare, to nominate one member to represent their interests at the Council.
- 4.3 Once appointed, the members of the Council will convene and vote to appoint the Chair and Deputy Chair of the Council.
- 4.4 A quorum for a regular meeting will require at least half the appointed members.
- 4.5 Members will be appointed for two years.
- 4.6 Chair and Deputy-Chair will not exceed two consecutive terms. The appointment of Chair and Deputy-Chair should be scheduled to take place in alternate years.
- 4.7 The membership of the Council should reflect the service history, social, economic, gender and regional diversity of veterans in the Northern Territory community.

4.8 If a member is not able to attend a Council meeting, they may nominate a proxy to the secretariat. A proxy must be a current serving member of the organisation they represent and will have the same voting rights as the unavailable member.

## **5. Proceedings**

5.1 The Council shall meet four times per year in person and/or by telephone or video conference as required.

5.2 The Chairperson will preside at each meeting of the Council at which he or she is present.

5.3 If the Chairperson is absent, the Deputy Chairperson will preside at the meeting.

5.4 In the event of a deadlock, the Chairperson shall exercise the casting vote.

5.5 The Minister for Veterans' Support will provide administrative support to the Council to assist in convening meetings and the preparation and circulation of meeting agendas and minutes.

5.6 The Council may invite interested parties to attend and present at a meeting of the Council.

## **6. Role of the Chair**

The Chair will:

6.1 Demonstrate ethical leadership.

6.2 Promote the highest standards of integrity, probity and corporate governance.

6.3 Create an environment that allows constructive debates, effective relationships and open communication.

6.4 Ensure all members play a full and productive part in decision-making.

6.5 Ensure all decisions are in veterans' best interests and fairly reflect Council consensus.

## **7. Role of Members**

Members will:

7.1 Undertake any necessary preparation prior to the meeting.

7.2 Listen to other members' opinions and not interrupt members or proceedings.

7.3 Aim to reach a consensus, with a vote being cast if consensus is not reached.

7.4 Accept the majority decision returned by the vote.

7.5 After the meeting, undertake any agreed action and brief others as appropriate.

## 8. Definitions

- 8.1 A 'veteran' is a person who has served in the Australian Defence Force.
- 8.2 The 'veterans' community' is inclusive of people with a direct link to defence service or a veteran. This may include widows, partners, parents, children, siblings and relatives of ex-servicemen and women, and should not exclude anyone with an evident link to or interest in matters associated with veterans' welfare or wellbeing.

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

Name	Appointed
Mr Bob Shewring (Chair)	31 January 2016
Mr Don Milford (Deputy Chair)	31 January 2016
Ms Pam Olney	31 January 2016
Mr Jack Hamilton	22 June 2016
Ms Christine Henderson	11 February 2017
Mr John Phillips	11 February 2017
Ms Dianne Elson	16 May 2017
Ms Meghan Bailey	27 November 2017

### c) The total remuneration paid to each Board member during the 2017-18 financial year:

Question not appropriate.

### d) The itemised total cost incurred by the Board during the 2017-18 financial year:

Total cost of Board from 1.7.17 to 31.3.18 = Nil

### e) The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:

Two meetings.

## Procurement Review Board

### 1 Authority

The Procurement Review Board (the Board) is established by the Minister under the *Procurement Act*.

### 2 Definitions and Interpretation

In this Terms of Reference, unless the contrary intention appears:

- (a) **Board** means the Procurement Review Board and any further review boards established in accordance with the *Procurement Act*.
- (b) **Buy Local Sub-Committee** means the subcommittee of the Board chaired by the Industry Advocate (Buy Local) and established to monitor the Buy Local Plan.
- (c) **Government** means the Government of the Northern Territory of Australia.

- (d) **Member** means a person appointed to the Board which may include the Chair.
- (e) **Minister** means the Minister responsible for the Procurement Act.
- (f) **Subcommittee** means the subcommittee of the Board consisting of at least three (3) members.

### 3 Constitution of the Board

#### 3.1 Appointment

- (a) All Members of the Board are appointed by the Minister in accordance with the Procurement Regulations.
- (b) The Chair may resign or retire from the Board prior to the expiration of the term of their appointment by giving written notice to the Minister.
- (c) A person, acting as a Member appointed to the Board by reference to a Northern Territory Government Office will automatically be replaced if that person resigns, retires, is transferred, promoted or terminated from the position of reference.
- (d) A person, acting as a non-government Member appointed to the Board will not automatically be replaced and will retire from the Board when they are no longer an employee of the organisation named in the Instrument.

#### 3.2 Membership

**Chair:** Independent appointment

**Members:** The Chief Executive of the following Northern Territory Government Agencies or any person temporarily acting in these positions:

Department of Trade, Business and Innovation (Deputy Chair);

Department of Infrastructure, Planning and Logistics;

Department of Health;

Department of Housing and Community Development; and

Department of Corporate and Information Services.

The Chief Executive of the following non-government organisations as named in the Instrument of Appointment:

Chamber of Commerce Northern Territory; and

Industry Capability Network Northern Territory.

The following roles appointed by the Minister:

The Industry Representative; and

The Buy Local Industry Advocate.

## **4 Role of the Board**

The Board will:

- (a) provide advice to Government on strategic opportunities to improve the procurement function in line with Government's policy objectives;
- (b) provide advice to Government on the implementation of strategic procurement policy reform;
- (c) review annual Agency Procurement Management Plans to identify opportunities for improvement or collaboration;
- (d) monitor Procurement Trend Diagnostics at an Agency and whole of Government level;
- (e) review Agency procurement procedures or practices to assure compliance with the Government Procurement Framework at the request of the Minister or respective Accountable Officer;
- (f) review specific procurement activity at the request of the Minister or respective Accountable Officer;
- (g) oversee Agency and Industry compliance with the Buy Local Plan;
- (h) monitor overall effectiveness and impact of the Buy Local Plan, including monitoring for unintended consequences;
- (i) approve obtaining supplies where they are available to the Territory under an existing contract between a supplier and the Commonwealth, a State or another Territory of the Commonwealth; and
- (j) determine appeals in relation to the eligibility or admissibility of a quote or tender in accordance with the procurement directions.

## **5 Operational Procedures and Conduct**

### **5.1 Sub-Committees**

- (a) The Board may establish a Sub-Committee to facilitate the efficient performance of its functions.
- (b) Sub-Committee membership may include advisors who are not members of the Board.
- (c) Advisors shall not vote on official Board business or exercise powers of the Board.
- (d) The Board will establish a Buy Local Sub-Committee to assist the Buy Local Industry Advocate in the performance of those aspects of the Buy Local Industry Advocate role which relate to Board functions.
- (e) Membership of the Buy Local Sub-Committee will include:
  - i. The Buy Local Industry Advocate;
  - ii. Chamber of Commerce Northern Territory;
  - iii. Industry Capability Network Northern Territory; and
  - iv. Industry representative.
- (f) The Buy Local Sub-Committee will be chaired by the Buy Local Industry Advocate.
- (g) The Buy Local Sub-Committee shall:
  - i. oversee agency and industry compliance with the Buy Local Plan;
  - ii. monitor overall effectiveness and impact of the Buy Local Plan, including monitor for unintended consequences; and
  - iii. identify recommendations with respect to procurement procedures and activities in an Agency for consideration by the Buy Local Industry Advocate or Board.



## **5.2 Conduct**

- (a) A Board Member being a Northern Territory Public Sector employee must adhere to the PSEMA Code of Conduct.
- (b) A Board Member not being a Northern Territory Public Sector employee must adhere to the Procurement Review Board Code of Conduct for Non-Northern Territory Public Sector employees.
- (c) Board Members will be required to sign a Declaration of Interests and Confidentiality.

## **5.3 Functions of the Chair and Members**

- (a) The Function of the Chair is to:
  - i. conduct meetings in a structured and orderly manner; and
  - ii. review, consider and, where required, decide on matters presented.
- (b) The Function of the Members is to:
  - i. review, consider and, where required, decide on matters presented.
- (c) Should the Chair be unavailable, the Deputy Chair shall act as Chair.
- (d) Board Members may not appoint a nominee to exercise their powers as a member of the Board.

## **5.4 Appeals and Approval Requests**

- (a) The Board will consider papers and record their votes on matters referred for consideration.
- (b) Members will record their votes within two (2) business days.
- (c) The usual method for voting will be out of session, however any Member who considers it necessary, may call for a meeting of the Board for the purpose of discussing the matter and where this occurs the voting will remain open until the meeting is held and the matter is concluded.

## **5.5 General Business**

- (a) The Board will meet quarterly to consider general business; additional meetings may be convened by the Chair or at the request of two (2) or more Members.
- (b) At a meeting of the Board five (5) members shall constitute a quorum.
- (c) At a meeting of a subcommittee three (3) members shall constitute a quorum.

## **5.6 Board Decisions**

- (a) Board decisions are to be by majority vote of at least a quorum with the Chair deciding the outcome of all tied votes.
- (b) Five (5) votes shall constitute a quorum for decisions of the Board.
- (c) Three (3) votes shall constitute a quorum for decisions of a Board Sub-Committee.
- (d) Where a Member has direct involvement in a matter that leads to an appeal or approval request, the Member must abstain from voting on that matter.

## **5.7 Agendas**

An agenda for Board meetings will be distributed to Members, preferably at least 2 working days prior to the meeting.

## **5.8 Minutes**

Minutes of meetings will be forwarded to Members within 2 weeks after the meeting.

## 6 Secretariat and Executive Support

- (a) The Agency responsible for Procurement Policy fulfils the role of Secretariat to the Board to ensure uniform interpretation and application of procurement policy and procurement directions.
- (b) All matters referred to the Board must be treated as confidential. Secretariat personnel and any other Northern Territory Public Sector employees provided access to confidential information of the Board must adhere to the PSEMA Code of Conduct.

**a) The current members and when they were appointed:**

<b>Name</b>	<b>Appointed</b>
Mr Douglas Phillips (Chair)	13 April 2016
Mr Michael Tennant <b>(NTG)</b>	13 April 2016
Ms Catherine Stoddart <b>(NTG)</b>	13 April 2016
Mr Andrew Kirkman <b>(NTG)</b>	13 April 2016
Mr Jamie Chalker <b>(NTG)</b>	13 April 2016
Ms Kathleen Robinson <b>(NTG)</b>	13 April 2016
Mr Kevin Peters (Industry Rep)	13 April 2016
Mr Gregory Bicknell (Industry Rep)	13 April 2016
Ms Andrea Moriarty (Industry Rep)	8 September 2017
Mr Michael Prentice (Industry Rep)	19 January 2018
Mr Denys Steadman (Buy Local Industry Advocate)	17 July 2017

**b) The total remuneration paid to each Board member during the 2017-18 financial year:**

Question not appropriate.

**c) The itemised total cost incurred by the Board during the 2017-18 financial year:**

Total cost of Board from 1.7.17 to 31.3.18 = \$95 100.

**d) The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Four meetings.

# Strategic Defence Advisory Board

## a) Terms of Reference:

### 1. FUNCTION

#### 1.1 Role

The Strategic Defence Advisory Board (the Board) is a consultative group of Defence sector specialists focused on providing advice to the Chief Minister. The role of the Board is to assist the Northern Territory Government to achieve its strategic directions regarding the attraction and retention of defence-related investment to the Northern Territory. The Board will deliver high level strategic advice to the NT Government, as well as establish and maintain strategic relationships with senior Australian and foreign government and Defence Force leaders.

### 2. MEMBERSHIP

#### 2.1 Members

The Board comprises persons from the Defence sector who are deemed to have the requisite knowledge and experience to provide high level advice to the Chief Minister in relation to strategic Defence matters. Membership is at the discretion of the Chief Minister and may change from time to time, depending on the need for members with knowledge of, or experience, in specific fields.

#### 2.2 Term of Membership

The term of membership is 24 months. Once this term is complete, membership may be renewed on an annual basis.

#### 2.3 Resignation

A member may resign by providing the Chief Minister or the Secretariat notification in writing.

### 3. PROCEDURES

#### 3.1 Meeting Schedule

The Board will meet in person twice a year and once a month via 'virtual' meetings. The Chief Minister may call on members to meet with him individually or in small groups when he travels interstate and/or overseas.

#### 3.2 Meeting Procedure

Meetings are to be chaired by the Chief Minister. If the members and the Chief Minister deem it necessary, formal meeting procedures will be drafted in consultation with the members.

#### 3.3 Secretariat Support

Secretariat support to the Board will be provided by the Department of the Trade, Business and Innovation. Secretariat will support the advisory groups as required, including:

- organising meetings (arranging venues, refreshments and notifying members)
- formalising agendas and working papers
- distributing agendas and working papers to members
- where requested by the Chief Minister, recording meeting minutes
- any other duties that are required by the Chief Minister.

## 4. REMUNERATION

### 4.1 Annual Remuneration

Board members are entitled to remuneration at the annual rate of \$50 000. Members of the Board are entitled to choose whether their remuneration payments are processed as individual payroll or business income.

### 4.2 Travel Entitlements

Members and their spouses are entitled to business class airfares, premium accommodation and private transfers to be booked by the Board Secretariat, when they are required to travel to meetings in person, normally in the Northern Territory.

## 5. CONFLICT OF INTEREST

All members will need to adhere to and sign a Private Interests Declaration form and be required subsequently to declare any potentially conflicting interest arising at any time.

## 6. CODE OF CONDUCT

Members of the Board are expected to observe the following standards when dealing with Board-related matters:

- a) Members should avoid any situation in which the private interests of themselves or of their immediate family, whether pecuniary or otherwise, conflict or might reasonably be thought to conflict with their Board duty.
- b) Members should not use information obtained in the course of official duties to directly or indirectly gain a pecuniary or other advantage for themselves or for any other person.
- c) Members should not solicit or accept from any person any remuneration or benefit for the discharge of information not available to the public.
- d) Members should not solicit or accept any benefit, advantage or promise of further advantage, whether for themselves, their immediate family or any business concern or trust with which they are associated from persons who are in, or seek to be in, any contractual or special relationship with government.
- e) Members must take care to maintain the integrity and security of documents or information provided to them as members of the Board. This includes protecting the integrity of electronic documents on mobile devices and laptops.

### b) Current Members and when they were appointed:

Name	Appointed
Ms Margaret Staib (Chair)	27 June 2017
Air Marshall (Retired) Eris Sardan (Herryanto)	23 December 2014
Carmel McGregor	23 December 2014
Rear Admiral (Retired) Mark Purcell	16 August 2016
Professor Allan Dupont	1 July 2015
Lieutenant General (Retired) Mark Evans	27 May 2017
Ms Karen Green	15 July 2017

- c) **The total remuneration paid to each Board member during the 2017-18 financial year:**

Question not appropriate.

- d) **The itemised total cost incurred by the Board during the 2017-18 financial year:**

Total cost of Board from 1.7.17 to 31.3.18 = \$316 000

- e) **The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Two meetings.

## **Alice Springs Regional Economic Development Committee**

- a) **Terms of Reference:**

### **1. Objective**

The aim of the Regional Economic Development Committee (REDC) is to assist the region to grow its economic base by providing independent advice to the NT Government and other stakeholders on the regional development needs and priorities of the region.

### **2. Activities**

The REDC shall determine its own program and activities to achieve its objective. Potential activities could include but are not limited to:

- identifying and prioritising local economic development opportunities;
- identifying barriers to economic development and potential solutions to these barriers;
- developing proposals that will drive economic growth in the region, including proposals that can be undertaken both with and without direct government support;
- promoting economic and employment growth and contributing to development and investment attraction in the region.

The content of the advice provided will also be at the Committee's discretion; however, Committee members should consider current government policy in relation to regional development and related activities.

The REDC is an independent body and does not represent the NT Government. Advice received will be considered in conjunction with other sources of information.

### **3. Decisions**

Decisions concerning the operation of the REDC will be made by consensus of the members, by opinion or position reached by a group as a whole.

### **4. Membership**

Committees will consist of at least five members including the chair. Local community members, non-government organisation representatives, local business people and local industry representatives may nominate for membership of the REDC. Where possible, each REDC will include at least one member that represents the local government council in the region and Regional Development Australia NT.

## **5. Appointment**

Members are appointed by the Minister for Trade, Business and Innovation.

### **5.1 Term of appointment**

Membership is for a term not exceeding two years. After this time, members are eligible for re-appointment by nominating for membership for an additional period not exceeding two years.

There is no limit to the number of times a person may nominate for membership of the REDC.

### **5.2 Appointment of Chair**

The appointment of Chair will occur through a nomination and voting process and the successful candidate will hold the position for a period of one year.

If a member wishes to resign their appointment, they should provide the Minister with a letter of resignation. The resignation takes effect on the day it is received by the Minister, or if a later date is specified in the resignation letter, on that later date.

If a member fails to attend three consecutive meetings with no reasonable justification provided, they could be deemed by the majority of members to have no further interest in the business of the REDC and have their membership terminated.

### **5.3 Remuneration**

The members of the REDC, including the chair, are not entitled to sitting fees or travel allowances for ordinary meetings.

### **5.4 Induction**

All new members will receive an introduction to the workings of the REDC, their role and responsibilities and administrative arrangements. This is to ensure that REDC members are appropriately informed of their role, and the standards of accountability expected of them. The following information should be provided to new members:

- letter of appointment specifying the term of appointment and roles and responsibilities;
- a brief history of the board or committee, information about current members and copies of minutes of meetings held over the last 12 months;
- a schedule of REDC meeting dates, attendance requirements and arrangements for notice of absence;
- information about the REDC's operating environment; and
- arrangements for declaring interests including conflicts of interest and NT Government policy statements affecting the REDC.

## **6. Duties of members**

The Chair:

- provides leadership to members of the committee and ensure appropriate procedures are in place for the effective functioning of the committee;
- provides support and supervision to committee members;
- represents the committee as appropriate;
- chairs committee meetings;
- must not be a NT Government employee; and
- does not have greater authority than other members of the REDC.

Committee members must:

- attend REDC meetings;
- represent the interests and actively champion for the community they have nominated to represent;
- not make improper use of information or opportunities received through that position;
- promptly and accurately relay relevant information provided by government and other stakeholders to the community; and
- provide advice to the Minister for Trade, Business and Innovation by consensus in the form of letters and reports.

## **7. Conflicts of Interest**

Committee members should avoid actual or potential conflicts between their REDC duties and their personal interests or their duties to others. Members of the REDCs who have, or could acquire directly or indirectly, personal or pecuniary interest in a matter decided or under consideration by the REDC must:

- as soon as reasonably practicable, prior to or at the beginning of the REDC meeting, disclose to the REDC full and accurate details of that interest
- where deemed appropriate by the majority of the REDC or chair, not take part in any discussion relating to the matters
- where deemed appropriate, be absent from the room when any such discussion or voting is taking place

## **8. Code of Conduct**

The REDC has a responsibility to manage itself in the best interests of the community it serves.

The REDC will demonstrate professional, ethical behaviour at all times in their professional relationships with each other and service to the community.

Code of Conduct:

- Represent the best interests of the REDC above personal and professional interests.
- Be diligent to undertake agreed tasks and to attend and prepare for scheduled meetings.
- Observe confidentiality relating to non-public information acquired as part of the role as a REDC member and not disclose such information to others.
- Declare potential conflict of interest and refrain from discussion and voting when applicable.
- Ensure that the independent views of all members are given due consideration and weight.
- Treat staff and REDC members with respect and listen to their points of view, and give recognition to other who contribute to the success of the committee and its activities.
- Take in to consideration cultural sensitives of members, staff and issues that the organisation may deal with.
- Do not make improper use of inside information to seek to gain a benefit or advantage for themselves or any other person.
- At all times behave in a way that upholds the integrity and good reputation of the REDC.

Failure to abide by the Code of Conduct may result in removal from the REDC.

## **9. Meetings**

The chair of the REDC will be responsible for determining the scheduling of meetings in order to carry out its function. The REDC must meet at least four times per year.

In consultation with the REDC chair, the Secretariat will arrange venues for REDC meetings.

A quorum for a meeting will consist of over 50% of members. No business may be transacted at an REDC meeting unless a quorum of committee members is present. If the number of committee members is not sufficient to constitute a quorum, the remaining members must act as soon as possible to increase the number of committee members present to constitute a quorum. If not possible to achieve a quorum by this stage, the chair can opt to adjourn the meeting to a later time or date.

## **10. Secretariat**

Secretariat support is provided from the NT Government through the Department of Trade, Business and Innovation's regional office under the supervision of a Regional Executive Director or senior departmental officer. Secretariat activities will include:

- working with the chair to set the agenda;
- preparing and distributing meeting papers;
- recording and distributing minutes and action lists arising from meetings to all members;
- in liaison with the chair, coordinating actions arising from meetings to ensure timeframes are met;
- assisting the chair in development of the committee's reports to the Minister for Trade, Business and Innovation;
- providing research assistance to the REDC and assist with the development of research papers.

Where practical, the agenda together with reports and documents that relate to the agenda will be forwarded to committee members in sufficient time to enable consideration prior to meetings.

## **11. Outputs**

The REDC will identify measurable targets of regional development activities, track progress against the agreed targets, and report progress on these to the Minister for Trade, Business and Innovation through a joint annual report.

The REDC secretariat will coordinate REDC reporting and follow up processes.

The NT Government Regional Executive Director or senior departmental officer in the region will provide appropriate support and facilitate the two-way flow of information, ideas and requests between the REDCs and the NT Government.

The REDC will develop a strategic plan with support from the secretariat.

## **12. Evaluation and review**

The NT Government will evaluate the performance of the REDC every two years from the date of the establishment of the committee.

The REDC in liaison with the NT Government will review its terms of reference every two years from the date of the establishment of the committee.



**b) Current Members and when they were appointed:**

<b>Name</b>	<b>Appointed</b>
Mr Jamie de Brenni (Chair)	26 July 2016
Mr James (Jimmy) Cocking (Deputy Chair)	10 February 2015
Mr Chris Neck	10 February 2015
Mr Lyndon Frearson	10 February 2015
Mr Neil McLeod	10 February 2015
Mr Sam (Singh) Dhingha	10 February 2015
Mr Damien Ryan	26 July 2016
Ms Nicole Walsh	19 July 2016
Ms Tracey Hayes	10 February 2015
Mr Scott Lovett (NTG)	10 February 2015
Ms Lauren Ganley	27 March 2017
Ms Mary-Lou Corcoran	27 March 2017
Mr Richie Hayes	27 March 2017
Mr Mick Betteridge	27 March 2017
Ms Marli Banks	27 March 2017

**c) The total remuneration paid to each Board member during the 2017-18 financial year:**

Question not appropriate.

**d) The itemised total cost incurred by the Board during the 2017-18 financial year:**

Total cost of Board from 1.7.17 to 31.3.18 = \$1083.00

**e) The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Eight meetings.

## **East Arnhem Regional Economic Development Committee**

**a) Terms of Reference:**

This document sets out the agreed terms of reference, composition and operating arrangements of the East Arnhem Regional Development Committee (RDC). The RDC has the flexibility to meet its objectives in the way that committee members consider most appropriate and effective. The RDC has developed its operational strategy to best meet the circumstances of the East Arnhem region.

**1. Purpose and role**

The aim of the Regional Development Committee is to assist East Arnhem to grow its economic base. The RDC will take actions that include but are not limited to:

- strengthening networks and partnerships with other industry and regional leaders
- identifying and prioritising local economic development opportunities
- identifying barriers to economic development and potential solutions to these issues

- developing and implementing proposals that will drive economic growth in the region, including activities that can be undertaken both with and without direct Government support
- promoting economic and employment growth, and contributing to development and investment attraction in the region, and
- engaging in a two-way dialogue with the Northern Territory Government on planning, policy development and priority setting for the region, including on proposals for consideration by the Northern Territory Government Regional Development Senior Officers Group (RD SOG) and the Regional Development Australia Northern Territory (RDA NT) Committee.

The RDC is responsible for providing advice to the Northern Territory Government (NTG) on the regional development needs and priorities of the community and other stakeholders. The content of the advice is at the committee's discretion; however committee members should consider current government policy in relation to regional development and related activities when providing advice to government.

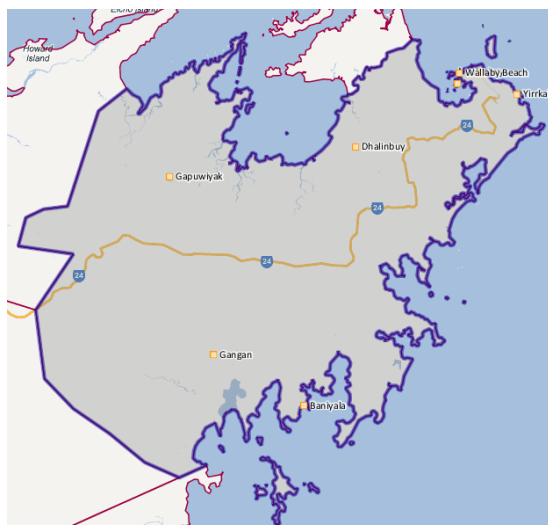
When formulating regional development initiatives and policy for the region, the advice and recommendations of the RDC will be taken into consideration by government, along with other sources of advice and information.

The success of the model relies on strong and active feedback loops between the RDC, Senior Officer's Group, and other relevant Government forums, and early and open discussions with Government on what is and is not possible.

## 2. Scope

The RDC is an independent advisory body and does not have the authority to speak or act on behalf of the Northern Territory Government. While membership of the RDC includes a representative of the NT Government, the RDC does not represent the Northern Territory Government.

In terms of geographical scope, the RDC has determined that its activities in the first twelve months will be focused on the North East Arnhem area, comprising the major towns of Gapuwiyak, Yirrkala, and Gunyangara and surrounding homelands. This will be reviewed after 12 months of operation at the latest.



### **3. Membership**

The RDC will consist of at least five and no more than fifteen members including the Chair. Local community members, non-government organisation representatives, local business people and local industry representatives may nominate for membership of the RDC. At least one member will be drawn from the local government council.

One member will represent the Northern Territory Government on the committee. The Northern Territory Government representative will be the Regional Executive Director or senior Northern Territory Government officer in Nhulunbuy.

#### **3.1 Appointment**

Members are appointed by the Minister for Regional Development. Members can be nominated from within the RDC, or through a public expression of interest. In either case, the Department will brief the Minister on nominations and advise applicants of the outcome in a timely manner.

#### **3.2 Term of appointment**

Membership is for a term not exceeding two years. After this time members are eligible for re-appointment by nominating for membership for an additional period not exceeding two years. There is no limit to the number of times a person may nominate for membership of the RDC.

If a member wishes to resign his or her appointment, they must provide the Minister with a written resignation. The resignation takes effect on the day it is received by the Minister, or if a later date is specified in the resignation letter, on that later date.

#### **3.3 Remuneration**

The members of the RDC, including the Chair, are not entitled to sitting fees or travel costs for ordinary meetings. The Department of Regional Development and Women's Policy will arrange travel and accommodation for RDC members attending the annual Regional Development Forum.

### **4. Duties of members**

As agreed by the RDC, Committee members are expected to:

- demonstrate a strong commitment through active and regular participation at meetings
- represent and discuss broader regional interests as well as the concerns of their own agencies
- take an active approach in engaging with the broader community and governments on the group's agreed priorities
- promptly and accurately relay relevant information provided by government and other stakeholders to the organisations and industries they have been nominated to represent
- invite community and Yolngu leaders to participate in relevant RDC discussions on an as needs basis
- provide strategic and well evidenced advice to the Minister for Regional Development by consensus in the form of letters and reports

- refrain from discussing commercial in confidence issues, or other matters identified as confidential by RDC members on a case by case basis, outside of the Committee, and
- advise the Minister, through the Department if required, of any intention to make public comment on the Government's approach to regional development.

## **5. Meetings**

The Chair of the RDC will be responsible for determining the timing and frequency of committee meetings in order to carry out its function. The RDC will commit to meet at least four times per year.

The Minister for Regional Development, or local Legislative Assembly member, will attend at least one East Arnhem RDC meeting per year. The RDC has agreed that meetings will be hosted by individual RDC members in turn.

A quorum for a meeting is five committee members.

### **5.1 Secretariat**

Secretariat support is provided by the Nhulunbuy Department of Regional Development and Women's Policy regional office under the supervision of the Regional Executive Director or senior departmental officer.

The Department of Regional Development and Women's Policy Regional Development Officer will provide the following secretariat support to the RDC:

- working with the Chair to set the agenda
- preparing and distributing meeting papers
- recording and distributing minutes and action lists arising from meetings
- coordinating actions arising from meetings in liaison with the Chair to ensure timeframes are met
- publishing an agreed summary of meeting outcomes on relevant webpages
- assisting the Chair with composition of the Committee's letter of advice or report to the Minister for Regional Development
- where practicable, providing research assistance to the RDC and assisting with the development of research papers, cost/benefit analyses and business cases, and
- collating information relating to identified economic opportunities.

Where practical, the agenda together with reports and documents that relate to the agenda will be forwarded to committee members in sufficient time to enable consideration prior to meetings.

### **5.2 Subgroups**

Where required, the RDC will establish separate sub-committees, chaired by an RDC member expert in the relevant subject area, to drive various elements of the long term regional vision.

### **5.3 Yolngu engagement**

Protocols and structures will be developed to facilitate the active engagement of Yolngu leaders.

## **6. Communications and media**

### **6.1 Communication channels**

The RDC has agreed to use the following channels to engage with the regional community, noting the need to maintain the confidentiality and unity of the group:

- East Arnhem RDC webpage, hosted by the Department of Regional Development and Women's Policy. This will include names and photos of RDC members, and a generic email address (nhulunbuyRDC@nt.gov.au)
- an East Arnhem RDC Facebook presence, managed by the Department of Regional Development and Women's Policy in accordance with a list of approved messages and other content agreed by the RDC (see separate Facebook plan).  
After three months, this approach will be reviewed, including DRDWP's role in managing the Facebook page, and key messages
- Arafura Times or other print media articles, to be used on an as needs basis as agreed prior to by the RDC, and
- direct community engagement at events or ad hoc meetings.

The Secretariat will provide a correspondence report at each meeting where required and members will also be expected to report back on any relevant community engagements.

#### **Media protocols**

The RDC has agreed the following standard procedure to assist member in responding to media inquiries:

1. RDC member receives media inquiry and advises media to contact the Chair or Deputy Chair
2. RDC member advises Chair, Deputy Chair and Secretariat of receiving a media inquiry and provides background information on the issue
3. if an adverse incident occurs, the RDC member informs Chair, Deputy Chair and Secretariat and provides details
4. the Secretariat ensures that the Media Manager is informed of the inquiry or incident, as a matter of courtesy. Media Manager will then advise departmental executives and Minister's office
5. additional information may be sought from the RDC member
6. staff from the relevant program area works with the Chair, Deputy Chair and Secretariat to develop written response and key messages and have them approved by the RDC, and provided to the Department as a courtesy and for comment if deemed appropriate by the Chair, and
7. if an interview is required, the Chair and Deputy Chair are the authorised spokespersons. The Secretariat attends and records media interview if practical.

Where it is not possible to advise the Chair, Deputy Chair or Secretariat prior to speaking to the media (for example, while at public events) the RDC member should provide advice as soon as possible that an interview has taken place.

## 7. Outputs

The RDC will identify a long term vision for the region, including short and longer term priorities and activities with measurable targets where possible.

The RDC will report on these to the Department of Regional Development and Women's Policy through the RDC Secretariat. This will inform annual reporting on RDC activity, to be included in the department's Annual Report.

The RDC Secretariat will coordinate RDC reporting and follow up processes.

The Northern Territory Government Regional Executive Director or senior departmental officer in Nhulunbuy will provide appropriate support and facilitate the two-way flow of information, ideas and requests between the East Arnhem Regional Development Committee and the Northern Territory Government.

This will be facilitated by regular contact between the Northern Territory Government Regional Executive Director or senior departmental officer in Nhulunbuy and the Northern Territory Government Regional Development Senior Officers Group.

## 8. Evaluation and review

The Department of Regional Development and Women's Policy will evaluate the performance of the RDC every two years from the date of the establishment of the committee.

The RDC in liaison with the Department of Regional Development and Women's Policy will review the terms of reference of the RDC every two years from the date of the establishment of the committee.

### b) Current Members and when they were appointed:

Name	Appointed
Mr Klaus Helms (Chair)	31 December 2014
Mr David Suter	31 December 2014
Mr Banambi Wunungmurra	31 December 2014
Mr Barayuwa Mununggurr	31 December 2014
Mr Jeremy Kee	31 December 2014
Mr Jim Rogers (NTG)	31 December 2014
Mr John Tourish	31 December 2014
Mr Joe Martin-Jard	31 December 2014
Mr Wanubi Marika	31 December 2014
Ms Carley Scott	31 December 2014
Ms Denise Fincham	31 December 2014
Mr Soane Wainiqolo	28 February 2017
Mr Chris Hayward	28 February 2017
Mr Adam Seiler	28 February 2017

### c) The total remuneration paid to each Board member during the 2017-18 financial year:

Question not appropriate.

### d) The itemised total cost incurred by the Board during the 2017-18 financial year:

Total cost of Board from 1.7.17 to 31.3.18 = Nil

- e) **The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:**

Six meetings.

## **Tennant Creek Regional Economic Development Committee**

### **a) Terms of Reference:**

#### **1. Objective**

The aim of the Regional Economic Development Committee (REDC) is to assist the region to grow its economic base by providing independent advice to the NT Government and other stakeholders on the regional development needs and priorities of the region.

#### **2. Activities**

The REDC shall determine its own program and activities to achieve its objective. Potential activities could include but are not limited to:

- identifying and prioritising local economic development opportunities
- identifying barriers to economic development and potential solutions to these barriers
- developing proposals that will drive economic growth in the region, including proposals that can be undertaken both with and without direct government support, and
- promoting economic and employment growth and contributing to development and investment attraction in the region.

The content of the advice provided will also be at the Committee's discretion; however, Committee members should consider current government policy in relation to regional development and related activities. Advice provided is to be communicated to the NT Government through the Regional Executive Officers and Regional Coordination Committees.

The REDC is an independent body and does not represent the NT Government. Advice received will be considered in conjunction with other sources of information.

#### **3. Decisions**

Decisions concerning the operation of the REDC will be made by consensus of the members.

#### **4. Membership**

Committees will consist of at least five and no more than fifteen members including the chair. Local community members, non-government organisation representatives, local business people and local industry representatives may nominate for membership of the REDC. Where possible, each REDC will include at least one member that represents the local government council in the region and Regional Development Australia NT.

#### **5. Appointment**

Members are appointed by the Minister for trade, Business and Innovation.

## **5.1 Term of appointment**

Membership is for a term not exceeding two years. After this time, members are eligible for re-appointment by nominating for membership for an additional period not exceeding two years.

There is no limit to the number of times a person may nominate for membership of the REDC.

If a member wishes to resign their appointment, they should provide the Minister with a letter of resignation. The resignation takes effect on the day it is received by the Minister, or if a later date is specified in the resignation letter, on that later date.

If a member fails to attend three consecutive meetings with no reasonable justification provided, they could be deemed by the majority of members to have no further interest in the business of the REDC and have their membership terminated.

## **5.2 Remuneration**

The members of the REDC, including the chair, are not entitled to sitting fees or travel allowances for ordinary meetings.

## **5.3 Induction**

All new members will receive an introduction to the workings of the REDC, their role and responsibilities and administrative arrangements. This is to ensure that REDC members are appropriately informed of their role, and the standards of accountability expected of them. The following information should be provided to new members:

- letter of appointment specifying the term of appointment and roles and responsibilities
- a brief history of the board or committee, information about current members and copies of minutes of meetings held over the last 12 months
- a schedule of REDC meeting dates, attendance requirements and arrangements for notice of absence
- information about the public sector and the REDC's role within the context of government (including an organisation chart)
- information about the REDC's operating environment, and
- arrangements for declaring interests including conflicts of interest and NT Government policy statements affecting the REDC.

## **6. Duties of members**

### **The Chair:**

- provides leadership to members of the committee and ensure appropriate procedures are in place for the effective functioning of the Committee
- provides support and supervision to committee members
- represents the committee as a figure head
- chairs committee meetings
- must not be an NT Government employee, and
- does not have greater authority than other members of the REDC.



**Committee members must:**

- attend REDC meetings
- represent the interests and actively champion for the community they have nominated to represent
- not make improper use of information or opportunities received through that position
- promptly and accurately relay relevant information provided by government and other stakeholders to the community, and
- provide advice to the Minister for Trade, Business and Innovation by consensus in the form of letters and reports.

**7. Conflicts of Interest**

Committee members should avoid actual or potential conflicts between their REDC duties and their personal interests or their duties to others. Members of the REDCs who have, or could acquire directly or indirectly, personal or pecuniary interest in a matter decided or under consideration by the REDC must:

- as soon as reasonably practicable, prior to or at the beginning of the REDC meeting, disclose to the REDC full and accurate details of that interest
- where deemed appropriate by the majority of the REDC or chair, not take part in any discussion relating to the matters, and
- where deemed appropriate, be absent from the room when any such discussion or voting is taking place.

**8. Meetings**

The chair of the REDC will be responsible for determining the scheduling of meetings in order to carry out its function. The REDC must meet at least four times per year.

In consultation with the REDC chair, the Secretariat will arrange venues for REDC meetings.

A quorum for a meeting will consist of over 50% of members. No business may be transacted at an REDC meeting unless a quorum of committee members is present. If the number of committee members is not sufficient to constitute a quorum, the remaining members must act as soon as possible to increase the number of committee members present to constitute a quorum. If not possible to achieve a quorum by this stage, the chair can opt to adjourn the meeting to a later time or date.

**9. Secretariat**

Secretariat support is provided from the NT Government through the Department of Trade, Business and Innovation's regional office under the supervision of a Regional Executive Director or senior departmental officer. Secretariat activities will include:

- working with the chair to set the agenda
- preparing and distributing meeting papers
- recording and distributing minutes and action lists arising from meetings to all members
- in liaison with the chair, coordinating actions arising from meetings to ensure timeframes are met
- publishing the agreed minutes of meetings on the relevant website;
- assisting the chair in development of the committee's reports to the Minister Trade, Business and Innovation

- where practicable, providing research assistance to the REDC and assisting with the development of research papers.

Where practical, the agenda together with reports and documents that relate to the agenda will be forwarded to committee members in sufficient time to enable consideration prior to meetings.

## 10. Outputs

The REDC will identify measurable targets of regional development activities, track progress against the agreed targets, and report progress on these to the Minister for Trade, Business and Innovation through a joint annual report.

The REDC secretariat will coordinate REDC reporting and follow up processes.

The NT Government Regional Executive Director or senior departmental officer in the region will provide appropriate support and facilitate the two-way flow of information, ideas and requests between the REDCs and the NT Government.

The REDC will develop a strategic plan with support from the Secretariat.

## 11. Evaluation and review

The NT Government will evaluate the performance of the REDC every two years from the date of the establishment of the committee.

The REDC in liaison with the NT Government will review its terms of reference every two years from the date of the establishment of the committee.

### b) Current Members and when they were appointed:

Name	Appointed
Mr Greg Marlow (Chair)	1 September 2015
Mr Steven Baldwin (Deputy Chair)	1 September 2015
Mr Tony Civitarese	1 September 2015
Mr Steve Russell	1 June 2015
Mr Rick Holmberg	4 December 2015
Mr Bob Bagnall	11 July 2016
Mr Steve Edgington (NTG)	Ongoing
Mr Gavin Jones	28 April 2017
Mr Jared Baldwin	28 April 2017
Ms Karen Hayward	28 April 2017
Mr John Frith	28 April 2017
Mr Jordan Jenkins	28 April 2017

### c) The total remuneration paid to each Board member during the 2017-18 financial year:

Question not appropriate.

### d) The itemised total cost incurred by the Board during the 2017-18 financial year:

Total cost of Board from 1.7.17 to 31.3.18 = \$880.00

### e) The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:

Seven meetings.

## Katherine Regional Economic Development Committee

### **a) Terms of Reference:**

#### **1. Purpose**

The purpose of this document is to set out the terms of reference, composition and operating arrangements of the Katherine Regional Economic Development Committee (KREDC).

#### **2. Function**

The aim of the Katherine Regional Economic Development Committee is to assist Katherine to grow its economic base. The KREDC will take actions that include but are not limited to:

- strengthening networks and partnerships with other industry and regional leaders
- identifying and prioritising local economic development opportunities
- identifying barriers to economic development and potential solutions to these issues
- developing and implementing proposals that will drive economic growth in the region, including activities that can be undertaken both with and without direct Government support
- promoting economic and employment growth, and contributing to development and investment attraction in the region, and
- engaging in a two-way dialogue with the Northern Territory Government on planning, policy development and priority setting for the region, including on proposals for consideration by the Northern Territory Government Regional Development Senior Officers Group (RD SOG) and the Regional Development Australia Northern Territory (RDA NT) Committee.

The KREDC has the flexibility to meet its objectives in the way that committee members consider most appropriate and effective. The KREDC may develop its operational strategy to best meet the circumstances of the Katherine community.

#### **3. Scope**

The KREDC is an independent body and does not have the authority to speak or act on behalf of the Northern Territory Government. While membership of the KREDC includes a representative of the NT Government, the KREDC does not represent the Northern Territory Government.

The KREDC is responsible for providing advice to the Northern Territory Government (NTG) on the regional development needs and priorities of the community and other stakeholders. The content of the advice is at the committee's discretion; however committee members should consider current government policy in relation to regional development and related activities when providing advice to government.

When formulating regional development initiatives and policy for the region, the advice and recommendations of the KREDC will be taken into consideration by government, along with other sources of advice and information.

#### **4. Membership**

Local community members, non-government organisation representatives, local business people and local industry representatives may nominate for membership of the KREDC. At least one member will be drawn from the local government councils represented within the region.

One member will represent the Northern Territory Government on the committee. The Northern Territory Government representative will be the Regional Executive Director or senior Northern Territory Government officer in Katherine.

Committees will consist of at least five and no more than fifteen members including the Chair.

#### **5. Appointment**

Members are appointed by the Minister for Economic Development and Major Projects who is the Chief Minister of the Northern Territory.

##### **5.1. Term of appointment**

Membership is for a term not exceeding two years. After this time members are eligible for re-appointment by nominating for membership for an additional period not exceeding two years.

There is no limit to the number of times a person may nominate for membership of the KREDC.

If a member wishes to resign his or her appointment, they must provide the Minister with a written resignation. The resignation takes effect on the day it is received by the Minister, or if a later date is specified in the resignation letter, on that later date.

If a member fails to attend 3 consecutive meetings with no apology forthcoming, they could be deemed by consensus of the majority of Committee members to have no further interest in the business of the KREDC and hence voluntarily resigned from the committee.

##### **5.2. Remuneration**

The members of the KREDC, including the Chair, are not entitled to sitting fees or travel costs for ordinary meetings. The Department of Chief Minister will arrange travel and accommodation for KREDC members attending the annual Regional Economic Development Forum.

#### **6. Duties of members**

Committee members are expected to:

- attend official meetings;
- represent the whole of the community;
- promptly and accurately relay relevant information provided by government and other stakeholders to the community; and
- provide advice to the Chief Minister by consensus in the form of letters and reports.

## **7. Meetings**

The Chair of the KREDC will be responsible for determining the timing and frequency of committee meetings in order to carry out its function. The KREDC will commit to meet at least four times per year.

The Chief Minister, or local Legislative Assembly member, will attend at least one KREDC meeting per year.

In consultation with the KREDC Chair, the Department of Chief Minister will arrange venues for KREDC meetings.

A quorum for a meeting is five committee members.

### **7.1. Secretariat**

Secretariat support is provided from the Katherine Department of Chief Minister regional office under the supervision of the Regional Executive Director or senior departmental officer. The Department of Chief Minister Economic Development Officer will provide the following secretariat support to the KREDC:

- working with the Chair to set the agenda
- preparing and distributing meeting papers
- recording and distributing minutes and action lists arising from meetings
- coordinating actions arising from meetings in liaison with the Chair to ensure timeframes are met
- publishing the agreed minutes of meetings on the department's website
- assisting the Chair with composition of the committee's letter of advice or report to the Chief Minister
- where practicable, providing research assistance to the KREDC and assisting with the development of research papers, and
- Collating information relating to identified economic opportunities.

Where practical, the agenda together with reports and documents that relate to the agenda will be forwarded to committee members in sufficient time to enable consideration prior to meetings.

## **8. Outputs**

The KREDC will identify, and commit to action, measurable targets of regional development activities. The KREDC will select quantifiable indicators to measure and track progress against the agreed targets, and will report on these to the Department of Chief Minister through the KREDC Secretariat. The indicators will inform annual reporting on KREDC activity, to be included in the department's Annual Report.

The KREDC Secretariat will coordinate KREDC reporting and follow up processes.

The Northern Territory Government Regional Executive Director or senior departmental officer in Katherine will provide appropriate support and facilitate the two-way flow of information, ideas and requests between the Katherine Regional Economic Development Committee and the Northern Territory Government.

This will be facilitated by regular contact between the Northern Territory Government Regional Executive Director or senior departmental officer in Katherine and the Northern Territory Government Regional Development Senior Officers Group.

## 9. Evaluation and review

The Department of Chief Minister will evaluate the performance of the KREDC every two years from the date of the establishment of the committee.

The KREDC in liaison with the Department of Chief Minister will review the terms of reference of the KREDC every two years from the date of the establishment of the committee.

### b) Current Members and when they were appointed:

Name	Appointed
Ms Fay Miller (Chair)	2 December 2015
Mr Noel Hinschen (Deputy Chair)	26 June 2015
Mr Robert Jennings	31 March 2015
Mr Geoff Crowhurst	1 December 2015
Mr Rick Fletcher	1 December 2015
Mr Kevin Grey	1 December 2015
Ms Julie Newton	11 July 2016
Mr Phillip Jazyschyn	11 July 2016
Mr Graham Castine	11 July 2016
Mr Jake Quinlivan (NTG)	Ongoing
Mr Scott Lovett (NTG)	Ongoing
Ms Jessica Powter (NTG)	Ongoing

### c) The total remuneration paid to each Board member during the 2017-18 financial year:

Question not appropriate.

### d) The itemised total cost incurred by the Board during the 2017-18 financial year:

Total cost of Board from 1.7.17 to 31.3.18 = \$473.00

### e) The number of times the Board met during the period beginning 1 July 2017 and ending 31 March 2018:

Six meetings.

### Question 47:

a-g) Apart from routine reviews into operational matters, included in the contracts list in response to Question 16, the agency did not undertake any significant reviews or inquiries during the 2017-18 financial year.

### Question 48:

A nil response.

### Question 49:

A nil response.

**Question 50:**

For the period 1 July 2017 to 31 March 2018, employee costs for 35 regional staff totalled \$2.11 million.

The department has teams in Alice Springs, Tennant Creek, Katherine, Nhulunbuy and a presence in Jabiru. All teams provide regional level services and travel extensively to remote communities.

In Alice Springs, the team provide the following functions:

- economic development and industry support through the Central Australia Development Office and the Economic Development Officers, who also provide support to the Regional Economic Development Committee
- business and workforce support through the Small Business Champions, Territory Business Centre and Workforce Coordinator

In Katherine and Tennant Creek, the teams provide the following functions:

- economic development through the Economic Development Officers, who also provide support to the Regional Economic Development Committees
- business and workforce support through the Small Business Champions, Territory Business Centre and Workforce Coordinators

In Nhulunbuy, the teams provide the following functions:

- economic development through the Economic Development Officer, who also provides support to the Regional Economic Development Committee
- business and workforce support through the Small Business Champions and Workforce Coordinator

In Jabiru, an officer provides a workforce coordination function to the region.