

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Attorney-General and Minister for Justice, Minister for Aboriginal Affairs, Minister for Treaty and Local Decision Making, Minister for Parks and Rangers – for all agencies falling under the Attorney-General's and Ministers' portfolios.

AGENCY ADMINISTRATION

Notes:

The following questions can be answered from existing Agency data as at 31 March 2022.

You have previously referred questions requiring a Whole of Government response to the Minister responsible at a time that enables a response within the same timeframe as the remainder of the questions.

Further, you have previously inserted the question at the beginning of each answer.

My Office would appreciate these practices being continued.

STAFFING

NOTE: Statutory appointments and judicial FTE have been included to reflect consistency in FTE reporting because they are not NTPS employees.

- (a) Please advise the number of staff employed in the following categories as at 31 March 2022:

Category	FTE	Head Count (Actual)	NT-based	Located outside NT
1. Ongoing Full Time	1097.04	1122	1120	2
2. Ongoing Part Time	31.77	44	44	0
3. Fixed Term Full Time	180.32	186	185	1
4. Fixed Term Part Time	5.33	9	9	0
5. Casual Contract	8.75	21	21	0
6. Executive Contract	41.98	44	44	0
TOTAL	1365.19	1426	1423	3*

*One employee permanently relocated interstate in February 2022 and is continuing to work on a vital project as an essential subject matter expert necessary for the completion of the strategic IT Case Management system for Courts. This arrangement will cease 30 June 2023.

One employee has been interstate since August 2019 on a wait list for medical treatment. This employee will return to Darwin post treatment.

One employee engaged in June 2021 as a Lawyer on a fixed term contract to backfill parental leave. Relocated to Victoria in January 2022 due to work requirements of partner. Due to recruitment difficulties particularly for short term vacancies approved to work interstate until cessation of contact July 2022.

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

Data supplied by the Department of Corporate and Digital Development.

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside the NT
Ongoing Full Time	Acting Judge	2	2	2	
	Administrative Officer 2	3	3	3	
	Administrative Officer 3	70.89	74	74	
	Administrative Officer 4	82.45	84	84	
	Administrative Officer 5	108.75	112	112	
	Administrative Officer 6	88.39	91	91	
	Administrative Officer 6 Rostered	5	5	5	
	Administrative Officer 7	64.8	66	65	1
	Chief Correctional Officer	31.5	32	32	
	Chief Industries Officer	18.84	19	19	
	Chief Justice	1	1	1	
	Chief Judge Local Court	2	2	2	
	Correctional Officer First Class	191.99	197	197	
	Correctional Officer	138.84	142	142	
	Coroner	1	1	1	
	Deputy Chief Judge Local Court	1	1	1	
	Director Public Prosecutions	1	1	1	
	Deputy Superintendent	7	7	7	
	Graduate Trainee	1	1	1	
	Judge Local Court	9	9	9	
	Judge (Supreme Court)	5	5	5	
	Professional 1	1	1	1	
	Professional 2	18	18	18	
	Professional 3	27.5	28	27	1
	Physical 4 Rostered	2	2	2	
	Principal Industries Officer	2.5	3	3	
	Senior Administrative Officer 1	32.95	34	34	
	Senior Administrative Officer 1 X	1	1	1	
	Senior Administrative Officer 2	21	21	21	
	Senior Correctional Officer	66.56	67	67	

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside the NT
	Senior Industries Officer Rostered	36.08	37	37	
	Solicitor General	1	1	1	
	Senior Professional 1	16.5	17	17	
	Senior Professional 2	24.5	25	25	
	Superintendent	1	1	1	
	Technical 4	1	1	1	
	Technical 5	8	8	8	
	Technical 6	1	1	1	
	Trainee Correctional Officers	1	1	1	
Total: Ongoing Full Time		1097.04	1122	1120	2
Ongoing Part Time	Administrative Officer 2	0.68	1	1	
	Administrative Officer 3	1.43	2	2	
	Administrative Officer 3 Rostered	0.69	1	1	
	Administrative Officer 4	4.97	8	8	
	Administrative Officer 5	6.81	9	9	
	Administrative Officer 6	2.57	3	3	
	Administrative Officer 7	5.36	7	7	
	Professional 3	2.77	4	4	
	Senior Administrative Officer 1	2.85	4	4	
	Senior Professional 1	2.74	4	4	
	Senior Professional 2	0.9	1	1	
Total: Ongoing Part Time		31.77	44	44	0
Fixed Term Full Time	Administrative Officer 2	3	3	3	
	Administrative Officer 3	35	37	37	
	Administrative Officer 4	27.15	28	28	
	Administrative Officer 5	11	11	11	
	Administrative Officer 6	9.8	10	10	
	Administrative Officer 7	1	1	1	
	Correctional Officer ¹	1	1	1	
	Deputy Chief Judge Local Court (Acting)	1	1	1	
	Graduate Trainee	3	3	3	
	Judges Local Court (Acting)	3	3	3	
	Judge – Supreme Court (Acting)	1	1	1	
	Professional 1	4	4	4	
	Professional 2	15.5	16	15	1
	Professional 3	8.9	10	10	
	President	0.5	1	1	
	Senior Administrative Officer 1	1	1	1	
	Senior Administrative Officer 2	1	1	1	
	Senior Professional 1	5	5	5	
	Senior Professional 2	1	1	1	
	Trainee Correctional Officers	47.47	48	48	
Total: Fixed Term Full Time		180.32	186	185	1

Category	Classification	FTE	Head Count (Paid)	NT-based	Located outside the NT
Fixed Term Part Time	Administrative Officer AO2	0.41	1	1	
	Administrative Officer AO3	0.97	2	2	
	Administrative Officer AO3 Rostered	1.36	2	2	
	Administrative Officer AO4	0.99	2	2	
	Professional 2	1.6	2	2	
Total: Fixed Term Part Time		5.33	9	9	0
Casual Contract	Administrative Officer 2	1.77	4	4	
	Administrative Officer 3	6.19	16	16	
	Administrative Officer 7	0.79	1	1	
Total: Casual Contract		8.75	21	21	0
Executive Contract	Executive Officer 1 Contract	19.28	21	21	
	Executive Officer 2 Contract	16.7	17	17	
	Executive Officer 3 Contract	3	3	3	
	Executive Officer 4 Contract	2	2	2	
	Executive Officer 6 Contract	1	1	1	
Total: Executive Contract		41.98	44	44	0

1. Appointed under experience Correctional Officer recruitment.

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

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

A paid head count is a count of physical people paid, so a part-time person would count as one.

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

(d) What is the total number of staff that have been recruited for COVID-19 purposes over the period?

No additional FTE were recruited specifically for COVID-19.

2. Please advise the number of staff held against the following categories as at 31 March 2022:

Category	Number
Resigned	154
Made Redundant	1
Terminated	4
Unattached	143 ¹
Classified Redeployee	0
Supernumerary	204 ²
Total number terminated due to COVID mandate	10

¹ May include supernumerary employees listed below

² Excludes casuals, board members and statutory office holders and may include unattached officers listed above.

3. Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 31 March 2022.

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

4. (a) Please advise the number of Frontline staff as FTE as at 31 March 2022 and as a percentage of the Agency total employment.

Category	Number	%age of Total Staff
Frontline	1101.60	80.69%

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

The Personnel Integrated Payroll system (PIPS) has an appropriation field attached to each position that enables frontline positions to be established and identified as direct.

Employees held against a position with a 'DRCT' code are classified as frontline.

Data supplied by the Department of Corporate and Digital Development.

5. Please advise how many staff have been engaged through labour hire, employment agency arrangements and/or consultancy contracts, for what purpose, for what duration and at what cost as at 31 March 2022. Please use the table format presented below for your response.

Number Engaged	Labour Hire / Employment Agency / Consultancy	Purpose	Duration	Cost
Nil				

6. Please advise how many **locums** have been employed, for what purpose, for what duration and at what cost as at 31 March 2022. Please use the table format presented below for your response.

Number Employed	Purpose	Duration	Cost
Nil			

7. (a) How many positions were advertised during the period 1 July 2021 to 31 March 2022?

255

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

63

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

Classification Level	Total Positions Advertised
Administrative Officer 3	46
Administrative Officer 3 - Rostered	1
Administrative Officer 4	3
Administrative Officer 5	4
Administrative Officer 5/6	1
Administrative Officer 6	3
Administrative Officer 7	1
Professional 2	1
Professional 3	2
Senior Administrative Officer 1	1
Total	63

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

The administrative effort required to respond to this question would be too time-consuming and would result in undue diversion of resources from service delivery.

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

OUTSOURCING

8. (a) For the period 1 July 2021 to 31 March 2022, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency.

No contracting or privatising of functions traditionally carried out by the department have been contracted out or privatised during the period 1 July 2021 to 31 March 2022.

(b) Is consideration being given to outsource, contract-out or privatise in financial year 2022/23? If so, provide details.

At this time no consideration is being given to outsource, contract out or privatise in 2022-23.

LEGAL EXPENSES

9. What has been the expenditure on legal advice or related expenses for the period 1 July 2021 to 31 March 2022? Provide details on:

(a) The matter(s) (designate which are finalised and which ongoing)

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

(b) The amount paid by matter

The scope of the question is too broad and encompasses a very large number of matters handled by legal firms, government lawyers, including

prosecutions and advice given by the Solicitor-General. Providing details in relation to some legal matters has the potential to prejudice the interests of the Territory and other parties.

(c) The amount paid to each outside legal firm or barrister engaged

Vendor Name	Total \$
Alice Springs Family Law	2,450.00
Alistair Wyvill SC	6,000.00
Ben O'Loughlin	1,080.00
Chad Jacobi	10,296.00
Cobey I Taggart	36,900.00
David Alexander Mclure	12,000.00
Duncan McConnel	62,350.00
Erin Longbottom QC	37,500.00
Foley's List Pty Ltd	382,309.08
Giles O'Brien-Hartcher	42,455.50
Gim Del Villar	43,875.03
Greens List Clerking Services Pty Ltd	154,263.00
Helena Blundell Barrister at Law	90,014.00
Howells' List Barristers Pty Ltd	15,300.00
Hutton McCarthy	6,375.00
John McBride Barrister and Solicitor	18,463.00
Jonathan Martyn Bortoli	5,898.00
Joshua Ingrames	4,000.00
Jude Lawyers	31,190.00
KJ Lawyers and Migration Consultants	38,059.00
Koulla E Roussos	3,000.00
Lara Gallagher	5,000.00
List G Barristers	12,613.63
Lloyd Babb SC	203,181.82
Maddocks	6,391.80
Margaret Jone	4,334.13
Mary Chalmers Barrister	122,875.00
Merewyn Pty Ltd	6,600.00
Minter Ellison Lawyers	27,905.01
Patrick Coleridge	10,526.36
Patrick Williams	35,000.00
Peter Allport	7,500.00
Phillip Strickland SC	435,285.41
Povey Stirk Lawyers and Notaries	1,797.00
Raelene Webb QC	47,502.00

Vendor Name	Total \$
Robert Welfare and Associates	450.00
Sally Ozolins	132,783.00
Sophie Callan	189,248.31
Stephen J Dayeian	15,400.00
Stephen Robson	35,000.00
Stephen Wright	16,895.00
Surya Palaniappan	79,875.00
Svenson Barristers	20,290.00
Tahn O'Rourke	7,830.36
Tom Anderson	2,200.00
Trevor Moses	53,662.72
Ward Keller Pty Ltd	9,348.00
Total from 1 July 2021 to 31 March 2022	2,493,272.16

Classification Description	Total \$
Barrister Fees	2,240,232.41
Prof Fees Intrastate – Other	13,632.21
Queen's Counsel Fees	145,772.03
Solicitor Fees	93,635.51
Total from 1 July 2021 to 31 March 2022	2,493,272.16

PROCUREMENT / CONSULTANCIES

10. For the period 1 July 2021 to 31 March 2022, please detail expenditure on each report and consultancy (excluding annual reports) that have been obtained from outside the NTPS. For each report/consultancy detail:
- (a) Purpose
 - (b) Cost
 - (c) Person or entity engaged
 - (d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)
 - (e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy
 - (f) Outcomes or key performance indicators for the report or consultancy
 - (g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

There were three consultancies undertaken between 1 July 2021 and 31 March 2022. The details are set out in the Table below.

Purpose	Cost	Person or entity engaged	Territory Enterprise	If not TE, provide address	Tabled	Outcome or key performance indicators	Process undertaken
(a)	(b)	(c)	(d)	(d)	(e)	(f)	(g)
Provision of Strategic Planning Workshops and Production of Agency Strategic Plan	\$35,970.00	Nous Group	Yes		No	Facilitation of employee workshops to develop and produce the strategic plan.	Select invitation
All Centres - Consultancy - Development of a methodology leading to the production of a Territory-wide marketing campaign against racism that impacts on Aboriginal people engaged in the justice system	\$45,000.00	Charles Darwin University	Yes		No	Determine appropriate methodology for NT wide marketing campaign against racism.	Select invitation, issued under the CDU Partnership Agreement
Consultancy - Development of a Territory-wide campaign against racism that impacts on Aboriginal Territorians engaged in the justice system	\$52,800.00	Hollinsworth, David	No	Palmwoods, QLD	No	Determine appropriate methodology for NT wide marketing campaign against racism.	Select invitation

11. Please advise the number of contracts awarded to business entities with a principal place of business in the NT and outside the NT for the period 1 July 2021 to 31 March 2022 as follows:

Number in the NT	Number outside of the NT
30	25

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

Contract	Business Entity	Address	Selection Criteria	
Supply and Delivery of Specialist Chemical Agents for a Period of 36 Months	Grycol International Pty Ltd	Morisset, NSW	Past Performance	10%
			Whole of Life	10%
			Local Development	30%
			Timeliness	15%
			Capacity	15%
			Supply Specific	20%
Darwin - Provision of Legal Services	Longbottom, Erin Kursty	Brisbane, QLD	Past Performance	40%
			Local Development	30%
			Capacity	30%
Darwin - Provision of Anthropological Services	Uniquet Pty Limited	Brisbane City, QLD	Past Performance	30%
			Local Development	30%
			Timeliness	10%
			Capacity	30%
Darwin - Provision of Legal Services	Nolan, Adam Anthony	Perth St Georges Tce, WA	Past Performance	20%
			Whole of Life	5%
			Local Development	30%
			Timeliness	10%
			Capacity	35%
Provision of Legal Services	Hardy, Fiona Anne	Sydney, NSW	Past Performance	40%
			Local Development	30%
			Timeliness	10%
			Capacity	20%
Provision of Anthropological Services	Stead, Jeffery John	Lindenow, VIC	Past Performance	40%
			Local Development	30%
			Capacity	30%
Consultancy - Development of a Territory-wide campaign against racism that impacts on Aboriginal Territorians engaged in the justice system	Hollinsworth, David	Palmwoods, QLD	Past Performance	10%
			Whole of Life	10%
			Local Development	30%
			Timeliness	15%
			Capacity	15%
			Supply Specific	20%
Darwin - Provision of Legal Services	Aughterson, Edmund Paul	Brisbane, QLD	Past Performance	40%
			Whole of Life	10%
			Local Development	30%
			Capacity	20%

Contract	Business Entity	Address	Selection Criteria	
Darwin - Provision of Legal Services	Webb, Raelene Joyce	Perth, WA	Past Performance	50%
			Whole Of Life	5%
			Local Development	30%
			Capacity	15
Darwin - Provision of Legal Services	Webb, Raelene Joyce	Perth, WA	Past Performance	40%
			Whole Of Life	5%
			Local Development	30%
			Capacity	25%
Darwin - Provision of Legal Services	Wright, Stephen James	Perth St Georges Tce, WA	Past Performance	20%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	30%
Darwin - Provision of Anthropological Services	Elliott, Craig Norman	Meadowbank, NSW	Past Performance	40%
			Whole Of Life	10%
			Local Development	30%
			Capacity	20%
Darwin - Provision of Anthropological Services	Elliott, Craig Norman	Meadowbank, NSW	Past Performance	40%
			Whole Of Life	10%
			Local Development	30%
			Capacity	20%
Darwin - Provision of Legal Services	Hardy, Fiona Anne	Sydney, NSW	Past Performance	30%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	20%
Darwin - Provision of Legal Services	Lloyd, Stephen	Sydney, NSW	Past Performance	30%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	20%
Darwin - Provision of Legal Services	Doyle, Benjamin Joseph	Adelaide, SA	Past Performance	20%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	30%
Darwin - Provision of Information and Privacy Expert Services	Information Integrity Solutions Pty Ltd	Strawberry Hills, NSW	Past Performance	10%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	20%
			Capacity	30%
Darwin - Provision of Legal Services	Lloyd, Stephen	Sydney, NSW	Past Performance	20%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	30%

Contract	Business Entity	Address	Selection Criteria	
Provision of Legal Services	Freckelton, Ian Richard	Melbourne, VIC	Past Performance	20%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	30%
Darwin - Provision of Legal Services	Hartford Davis, Sebastian	Sydney, NSW	Past Performance	20%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	30%
Darwin - Provision of Legal Services	Mclure, David Alexander	Sydney, NSW	Past Performance	30%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	20%
Darwin - Provision of Legal Services	Hardy, Fiona Anne	Sydney, NSW	Past Performance	30%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	20%
			Capacity	10%
Darwin - Provision of Legal Services	Mclure, David Alexander	Sydney, NSW	Past Performance	30%
			Whole Of Life	10%
			Local Development	30%
			Timeliness	10%
			Capacity	20%
All Centres - Supply and Delivery of Drug and Alcohol Screening Devices and Consumables for a Period of 60 Months	APAC Diagnostic Pty Ltd	Belrose, NSW	Whole Of Life	10%
	Sullivan Nicolaides Pty Ltd	Fortitude Valley, QLD	Local Development	30%
			Capacity	25%
			Innovation	5%
			Supply Specific	30%

13. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public tenders were advertised during the period 1 July 2021 to 31 March 2022?

Tier 3: 2
Tier 4: 3
Tier 5: 0

14. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public tender process during the period 1 July 2021 to 31 March 2022?

Tier 3: 1
Tier 4: 0
Tier 5: 0

15. For each instance identified in the question above, where a public quotation process was not undertaken, including for those with a Certificate of Exemption:
- What is the description of the goods and services contracted?
 - What is the value of the goods and services contracted?
 - What was the reason for not using the public tender process or for requiring a Certificate of Exemption?
 - Who recommended the course of action in c) above?
 - Who approved the course of action in c) above?

Description of Goods and Services (a)	Awarded value (b)	Reason for Exemption (c)	Recommended by (d)	Approved by (e)
Supply and Delivery of Specialist Chemical Agents for a Period of 36 Months*	\$438,251.64	Limited suppliers due to technical requirements	N/A	Assistant Commissioner, Crime, Intelligence and Capability

*This procurement was a joint procurement with the NT Police, Fire and Emergency Services (NTPFES) and NTPFES was the primary owner.

16. Please advise the total number of NTG Corporate Credit Cards within the Agency, including the position titles and levels of the staff holding the corporate credit cards for the purchase of goods and/or services as at 31 March 2022.

As at 31 March 2022, the department held 71 Corporate Credit Cards.

POSITION	LEVEL
Administration and Project Support Officer – Correctional Services	AO3
Administration Support Officer – Correctional Services	AO4
Administration Coordinator – Crime Victims Services Unit	AO4
Administration Officer – Correctional Services	AO3
Administration Officer – Correctional Services	AO3
Administration Support Officer – Correctional Services	AO3
Assistant Applications Officer – Crime Victims Services Unit	AO4
Assistant Prisoner Monies Business Officer – Correctional Services	AO3
Assistant Commissioner Community Corrections – Correctional Services	ECO2
Barkly Work Camp Support Officer – Correctional Services	AO2
Bulk Recruitment Officer – Correctional Services	AO6
Business Manager – NT WorkSafe	AO6

POSITION	LEVEL
Chief Correctional Officer – Correctional Services	CCO
Chief Industries Officer – Correctional Services	CIO
Chief Industries Officer – Correctional Services	CIO
Civil Registry Manager – Court and Tribunal Services	AO7
Consumer Affairs Commissioner – Consumer Affairs	ECO2
Consumer Affairs Support Officer – Consumer Affairs	AO3
Coroner's Clerk – Court and Tribunal Services	AO5
Coronial Support Officer – Court and Tribunal Services	AO4
Correctional Officer – Correctional Services	COR
Canteen Industries Officer – Correctional Services	AO2
Deputy Director – Aboriginal Justice Unit	SUPT
Deputy Sheriff/Criminal Registrar – Court and Tribunal Services	AO5
Executive Assistant – Solicitor for the NT	AO4
Executive Assistant – Solicitor for the NT	AO3
Executive Assistant – Correctional Services	AO4
Executive Assistant – Court and Tribunal Services	AO4
Executive Assistant – Solicitor for the NT	AO4
Executive Assistant – Court and Tribunal Services	AO4
Executive Officer – Office of the Public Guardian	AO4
Executive Officer/Chambers Manager – Court and Tribunal Services	AO5
Executive Support Officer – Consumer Affairs	AO3
Family Violence Program Facilitator – Correctional Services	AO5
Finance Officer – Corporate and Shared Services	AO4
Group Coordinator – Anti-Discrimination Commission	AO6
Jury Manager – Court and Tribunal Services	AO4
Knowledge Management Officer – Solicitor for the NT	A03
Manager Family Violence Program – Correctional Services	SAO1
Office Administrator – Registrar General	AO4
Office Administrator – Registrar General	AO4
Office Coordinator – Office of the Children's Commissioner	AO6
Office Manager – Director of Public Prosecutions	AO5
Office Manager – Director of Public Prosecutions	AO4
Personal Secretary – Court and Tribunal Services	AO4
Personal Secretary – Court and Tribunal Services	AO4

POSITION	LEVEL
Prisoner Support Officer – Correctional Services	AO5
Probation and Parole Support Officer – Correctional Services	AO3
Probation and Parole Support Officer – Correctional Services	AO3
Probation and Parole Support Officer – Correctional Services	AO3
Registrar – Court and Tribunal Services	AO6
Registrar, Tennant Creek – Court and Tribunal Services	AO6
Research Officer – Court and Tribunal Services	AO6
Resolution/Administration Officer – Health and Community Services Complaints Commission	AO4
Secretary – Court and Tribunal Services	AO4
Secretary – Court and Tribunal Services	AO4
Senior Administration Officer – Correctional Services	AO4
Senior Deputy Registrar General – Registrar General	SAO2
Senior Executive Assistant – Corporate and Shared Services	AO5
Senior Executive Assistant – Court and Tribunal Services	AO5
Senior Ministerial Liaison Officer – Corporate and Shared Services	AO6
Senior Prisoner Monies and Business Officer – Correctional Services	AO5
Senior Project Officer Custodial Operations – Correctional Services	AO5
Senior Warrants Clerk – Correctional Services	AO5
Trainee – Correctional Services	AO5
Training Administration Officer – Correctional Services	AO4
Travel Clerk – Director of Public Prosecutions	AO3
Tribunal Coordinator – Court and Tribunal Services	AO4
Trust Officer – Public Trustee	AO4
Victims Register Coordinator – Crime Victims Services Unit	AO4
WorkSafe Advisory Officer – NT WorkSafe	AO5

FOCUS GROUPS / POLLING / SURVEYS

For the period 1 July 2021 to 31 March 2022:

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

Nil.

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

The department did not undertake any external focus groups / polling or surveys during the period 1 July 2021 to 31 March 2022.

The department does undertake internal employee sensing surveys from time to time. These surveys are carried out using an electronic survey tool with an annual subscription of \$384.00. No incentives or inducements were offered.

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

The department did not undertake any external surveys during the period 1 July 2021 to 31 March 2022.

The department does undertake internal employee sensing surveys from time to time and issued two employee surveys during the period 1 July 2021 to 31 March 2022. The surveys were undertaken to obtain employee feedback on internal activities as follows:

- COVID-19 surge capacity
- Solicitor for the Northern Territory Masterclass 2020

COMMUNICATIONS AND MARKETING

20. Please detail expenditure on advertising and communications during the period 1 July 2021 to 31 March 2022.

For each advertisement for which an expense was incurred:

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

Please refer to the table below for details.

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

The amount of administrative effort required to respond to this question is excessive and would result in undue diversion of resources from service delivery.

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

Please refer to the table below for details.

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

Tier one and two requirements are observed at the time services are procured.

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

The whole of government media contracts were used to place advertising and advertorials.

Advertising and communications activity	Total Paid \$
Consumer Affairs - radio advertising related to information about scams and Myfuel NT	2,830.10
Costs related to registration costs to participation in 2021 All Abilities Expo	350.00
Costs related to registration costs to participation in 2021 Council on the Aging Expo	363.18
Costs related to printing Darwin Supreme Court 30th Celebration brochure	1,560.00
Costs related to the design and production of the Aboriginal Justice Agreement	21,171.30
Marketing and promotional costs relating to print advertising placements in 'NT Cattlemen's Association Year in Review 2020-21' for NT Worksafe safety promotions.	841.50
Marketing and promotional costs relating to a range of events held by NT WorkSafe during Safe Work Month.	6,846.10
Print and design costs for National Redress Scheme brochures	385.00
Total	34,347.18

TRAVEL

21. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals and incidentals, in each Agency and authority during the period 1 July 2021 to 31 March 2022 broken down to:

- (a) International Travel
Nil

- (b) Interstate Travel

Reason for interstate travel	Total Paid \$
Client and Witnesses	567,217.55
Escorts	113,776.75
Judicial	284,501.18
Official Travel	1,315,577.46
Training	122,742.47
Total expenditure	\$2,403,815.51

- (c) Intrastate Travel

Reason for intrastate travel	Total Paid \$
Escorts	46,153.73
Judicial	1,797.18
Official Travel	75,970.69
Total expenditure	\$123,921.60

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

Not applicable.

23. Please provide itemised details and costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period 1 July 2021 to 31 March 2022.

The department has not paid for any travel undertaken by the Minister during the period 1 July 2021 to 31 March 2022.

HOSPITALITY / FUNCTIONS AND EVENTS

24. Please provide full details of all official hospitality provided for the period 1 July 2021 to 31 March 2022.

In relation to each occasion where official hospitality was provided:

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

Output Group	Total Paid \$
Legal Services	2,705.05
Correctional Services	14,874.32
Director of Public Prosecutions	1,887.92
Court and Tribunal Services	14,196.15
Independent Offices	977.14
NT WorkSafe	1,953.08
Whole of Department	2,579.54
Total	39,173.20

The administrative effort required to respond to this question would be too time-consuming and would result in undue diversion of resources from service delivery.

Broadly, expenditure on hospitality during 1 July 2021 and 31 March 2022 related to catering for official programs, for example Advisory Boards and the Family Violence Program, meetings and key organisational and cultural events (NAIDOC Week, opening of the law year, graduation ceremonies and retirements).

GRANTS, SPONSORSHIPS, DONATIONS AND INCENTIVES

25. Please detail expenditure on grants, sponsorships, donations and incentives paid by your Agency (including the recipient of each payment) during the period 1 July 2021 to 31 March 2022, including agency budget totals to administer such programs.

The agency's budget and expenditure on grants for the period 1 July 2021 to 31 March 2022 is below:

Grant Recipient	Total Paid \$	Total Budget \$
Anglicare NT	589,998.65	723,997.29
Australian Pro Bono Centre	1,040.00	1,040.00
Catholic Care NT	354,000.00	428,000.00
Central Australian Women's Legal Service Inc. *	1,923,482.58	2,220,975.72
Darwin Community Legal Service Inc. *	1,179,296.65	1,339,555.31
Darwin Prisoners Aid Association Incorporated	6,550.00	6,550.00
Drug And Alcohol Services Australia Ltd	1,013,228.00	1,500,000.00
Kalano Community Association Aboriginal Corporation	228,134.00	398,000.00
Katherine Women's Information and Legal Service Incorporated *	300,011.71	351,121.14
Mission Australia *	301,000.00	375,000.00
North Australian Aboriginal Family Violence Legal Service *	237,487.00	237,487.00
North Australian Aboriginal Justice Agency Ltd *	12,224,800.00	15,281,000.00
NT Legal Aid Commission *	13,213,586.00	14,661,986.00
Prison Fellowship Australia	40,000.00	40,000.00
Top End Woman's Legal Service Inc. *	340,774.31	403,255.57
Victims of Crime NT Inc.	1,252,000.00	1,252,000.00
YWCA Australia *	258,776.36	258,776.36
TOTAL GRANTS	33,464,165.26	39,478,744.39

(*) This includes Commonwealth funding received through various programs.

The agency's budget and expenditure on sponsorships, donations and incentives for the period 1 July 2021 to 31 March 2022 is below:

Donation/Incentive Recipient	Details	Total Paid	Total Budget
Top End Pride	Donation towards Darwin Pride 2021	100.00	Nil
Charles Darwin University	2021 CDU Alumni Awards Sponsorship Prospectus NTG	1153.00	Nil
Total funds		1253.00	Nil

26. Please detail the funds utilised to distribute awards and sponsorships in the period 1 July 2021 to 31 March 2022, and to what activities. Please list details of any contract periods as part of any arrangement.

Between 1 July 2021 and 31 March 2022, expenditure for awards and sponsorships were:

Recipient	Details	Amount \$
Top End Pride	Donation towards Darwin Pride 2021	100.00
Charles Darwin University	2021 CDU Alumni Awards Sponsorship Prospectus NTG	1,153.00
Total funds		1,253.00

27. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2022/23 financial year?

Correctional Services provided "in kind" sponsorship through the use of Community Work Parties to assist in the set-up and clean-up of the Finke Desert Race, the Garma Festival and other community events. Details of anticipated awards and sponsorships for the 2022-23 financial year are unknown at the time of preparing this brief.

28. Please detail the amounts paid on grants, donations and incentives to non-Government organisations for the period 1 July 2021 to 31 March 2022, including to which organisation and the services to be provided?

NGO Grant Recipient	Total Paid \$	Grant Funded For
Anglicare NT	323,998.65	Pre/Post Release Supported Accommodation and Offender Programs

NGO Grant Recipient	Total Paid \$	Grant Funded For
Anglicare NT	266,000.00	Chaplaincy Services and Reintegration Services
Australian Pro Bono Centre	1,040.00	Pro Bono Centre Support
Catholic Care NT	354,000.00	Counselling Services to Victims of Crime
Central Australian Women's Legal Service Inc.	1,634,482.58	National Legal Partnership Assistance including Domestic and Family Violence Legal Services
Central Australian Women's Legal Service Inc.	289,000.00	COVID-19 Legal Assistance Services Grants
Darwin Community Legal Service Inc.	641,034.65	National Legal Partnership Assistance including Domestic and Family Violence Legal Services
Darwin Community Legal Service Inc.	538,262.00	Tenants advisory service
Darwin Prisoners Aid Association Incorporated	6,550.00	Prison Support Services
Drug And Alcohol Services Australia Ltd	1,013,228.00	Alternative to Custody
Kalano Community Association Aboriginal Corporation	228,134.00	Alcohol and Other Drugs Treatment Support Program
Katherine Women's Information and Legal Service Association	204,437.71	National Legal Partnership Assistance
Katherine Women's Information and Legal Service Association	95,574.00	COVID-19 Legal Assistance Services
Mission Australia	301,000.00	Pre/Post Release Supported Accommodation and Homelessness Reintegration Grant
North Australian Aboriginal Family Violence Legal Service	237,487.00	COVID-19 Legal Assistance Services
North Australian Aboriginal Justice Agency Ltd	12,224,800.00	National Legal Partnership Assistance
Prison Fellowship Australia	40,000.00	Prison Support Services
Top End Woman's Legal Service Inc.	249,925.07	National Legal Partnership Assistance

NGO Grant Recipient	Total Paid \$	Grant Funded For
Top End Woman's Legal Service Inc.	90,849.24	COVID-19 Legal Assistance Services
Victims of Crime NT Inc.	1,252,000.00	Victims of Crime Support Services
YWCA Australia	258,776.36	Keeping Women Safe in their Homes
Total	20,250,579.26	

MEDIA MONITORING SERVICES

29. Provide expenditure details on media monitoring services for the period 1 July 2021 to 31 March 2022 (including entities engaged and who utilises the service).

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

INFRASTRUCTURE PROJECTS

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

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

31. Please provide details of newly committed projects for the period 1 July 2021 to 31 March 2022.

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

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

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

GOVERNMENT LEASED BUILDINGS

33. What is the total annual power bill of each Government building owned/leased/used by each Department for the period 1 July 2021 to 31 March 2022?

The department spent the following amounts on power for Government owned or leased buildings used between 1 July 2021 and 31 March 2022:

Government Building or Location	Total Paid \$
Alice Springs Plaza	1,730.01
Alice Springs Correctional Centre	543,486.92
Alice Springs Court House	189,834.65
Alyangula Court	10,973.58
Barkly Work Camp, Tennant Creek	61,306.72
Cascom Centre Casuarina	34,756.86
Centrepont Alice Springs	18,669.14
Community Corrections Regional Office - Groote Eylandt	6,294.38
Community Corrections Regional Office - Katherine	3,476.68
Community Corrections Regional Office - Nhulunbuy	2,239.70
Community Corrections Regional Office - Palmerston	9,039.16
Community Corrections Regional Office - Tennant Creek	6,511.46
Community Corrections Regional Office - Wadeye	2,622.55
Darwin Central	5,350.27
Darwin Corporate Park	14,635.16
Darwin Correctional Centre	1,904,956.33
Darwin Local Court	288,226.20
Darwin Supreme Court	369,545.45
Datjala Work Camp, Nhulunbuy	53,045.78
Heritage Building, Darwin	28,712.99
Jabiru Court House	6,576.33
Katherine Court House	44,659.33
Katherine Terrace	4,178.84
NT House, Darwin	9,345.49
Office of the Public Guardian Alice Springs	7,753.24
Old Admiralty Tower, Darwin	47,123.70
Raymond Terrace, Katherine	909.46
Westpoint Alice Springs	7,450.44
Winnellie storage facility, Darwin	5,392.29
Youth Court, Darwin	12,586.28
Total Expenditure	3,701,389.39

34. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period 1 July 2021 to 31 March 2022?

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

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

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

FEES AND CHARGES

36. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2021/22 financial year and whether any of these fees and charges were increased following the passage of the 2021/22 financial year budget.

Revenue raised from fees and charges levied by the department for the period 1 July 2021 to 31 March 2022 is \$13,980,526.36

Description	Amount
Application for Decision Fees	726.00
Court and Tribunal Application Fees	59,715.00
Births Deaths and Marriages Application Fees	535,802.64
Births Deaths and Marriages and Land Titles Office Searches	1,764,580.30
Births Deaths and Marriages Validation / Data	6,697.81
Court Fees	42,632.33
Document Verification Service Fees	830.96
Fines Recovery Unit Enforcement Fees	2,042,820.23
Civil Court and Tribunal Filing Fees	436,625.00
General Registry Search Fees	34,680.32
Supreme Court Hearing Fees	19,430.00
Requests for information under the <i>Information Act</i> 2002	1,936.09
Insurance Contributions for NT WorkSafe	2,594,494.43
Land Titles Office Development Levy	156,000.00
Land Titles Office Lodgement Fees	2,542,917.00
Marriages	58,993.68
Photocopying Fees (Revenue)	1,750.47
Probate	246,008.00

Description	Amount
Public Trustee Commissions	411,038.66
Public Trustee Management Fees	128,099.62
Public Trustee Levy	57,652.43
Supreme Court Search Fees	201,068.00
Victims Assistance Compensation	117,016.75
Victims of Crime Assistance Scheme Levies	2,511,986.82
Wills	7,023.82
Total	13,980,526.36

INTERNAL AUDITS

37. How many internal audits and financial investigations were conducted in the period 1 July 2021 to 31 March 2022?

6.

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

Internal audit/investigation	Terms of Reference or focus
Katherine Local Court general audit	Compliance with procurement rules and legislation and policy for expenditure
Darwin Correctional Centre general audit	Compliance with procurement rules and legislation and policy for expenditure
Children's Commissioner general audit	Compliance with procurement rules and legislation and policy for expenditure
Barkly Work Camp	Compliance with procurement rules and legislation and policy for expenditure
NT Worksafe general audit	Compliance with procurement rules and legislation and policy for expenditure
Datjala Work Camp Prisoner Moneys	Financial controls

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

Audit	Details
Value for Territory programme audit	Weaknesses in contract management and reporting such as poor or non-existent contract management plans and performance reporting. No evidence of fraud was found.

<p>Various divisions compliance with expense and procurement rules</p>	<p>Approval and tier specific rule breaches such as pre-approval of transactions including travel; approvals in line with the delegated authority rules; nil approval for transactions; approval of transactions by a junior person for a more senior executive accounting process; weaknesses in relation to prisoner moneys such as not reconciling differences between the general ledger and a subsidiary ledger.</p> <p>No evidence of fraud was found.</p>
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40. How many agencies have been referred to existing bodies e.g. Auditor-General/Independent Commission Against Corruption (ICAC) and how many have been resolved? Please detail the agency referred to, the date of referral and the date resolved, including those with multiple referrals.

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

BOARDS / ADVISORY BODIES

41. Please detail all boards and advisory bodies in your Agency in 2021/22, also providing the following information:

(a) The Terms of Reference, if changed from last year

Please refer to the table below for details.

(b) The current members and when they were appointed

Please refer to the table below for details.

(c) The total remuneration paid to each Board member during the 2021/22 financial year

The Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006 governs the setting of remuneration and other entitlements for members of statutory bodies.

(d) The itemised total cost incurred by the Board during the 2021/22 financial year

Please refer to the table below for details.

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$
Child Deaths Review and Prevention Committee			
To assist in prevention and reduction of child deaths in the NT by maintaining a Child Deaths Register, conducting or sponsoring research about child deaths, and developing policy to deal with child deaths, diseases and accidents.	Ms Priscilla Atkins	24-Feb-22	\$7,032.00
	Mr Kelvin Currie	14-Oct-20	
	Dr Gargan Garg	23-Nov-21	
	Dr Kathryn Roberts	23-May-19	
	Dr Marianne Tiemensma	7-May-20	
	Ms Colleen Gwynne	24-Apr-21	
	Ms Jeanette Kerr	24-Apr-19	
	Mr Stephen Boyle	2-Jul-20	
	Dr Robert Parker	4-Feb-21	
	Mr Gary Robinson	4-Feb-21	
	Commander Sachin Sharma	1-Mar-22	
	Ms Amanda Hubber	1-Jun-20	
	Ms Sally Sievers	8-Oct-20	
	Ms Cecelia Gore	22-Mar-22	
Dr Sara Watson	28-Jun-18		
Crime Victims Advisory Committee			
To advise the Minister on matters affecting the interests or rights of victims of crime.	Judge Elisabeth Armitage	24-Apr-19	\$1,000.33
	Ms Rosslyn Chenoweth	Ex-officio	
	Ms Connie-Anne Shaw	14-Mar-22	
	Mr William Newell	25-Aug-21	
	Mr James O'Brien	Ex-officio	
	Ms Julianna Marshall	22-Nov-21	
	Ms Melinda Fleming	24-Apr-19	
	Ms Alicia Boothby	9-Feb-22	
	Mr Michael Hebb	16-Sep-21	
Judicial Commission			
To deal with complaint about the behaviour or mental capacity of Northern Territory judicial officers and member of the Northern Territory Civil and Administrative Tribunal.	Chief Justice Michael Grant	Ex-officio	\$1,078.50.00
	Chief Judge Elizabeth Morris	Ex-officio	
	Mr Mark O'Reilly	Ex-officio	
	Mr Sabaratnam Prathapan	16-Aug-2021	
	Ms Susan Korner	16-Aug-2021	
	Ms Peggy Cheong	Ex-officio	

a) Terms of Reference	b) current members and when they were appointed	d) Itemised total cost \$	
Health and Community Services Complaints Review Committee			
The Commission is established to: (a) review the conduct of a complaint to determine whether the procedures and processes for responding to the complaint were followed and, as it thinks fit, to make recommendations to the Commissioner in respect of the conduct of the complaint; (b) monitor the operation of this Act and make recommendations to the Commissioner in respect of any aspect of the procedures and processes for responding to complaints; (c) advise the Commissioner and	No current members as at 31 March 2022	\$4,212.67.00	
the Minister, as appropriate, on the operation of this Act and the Regulations.			
Legal Practitioners' Admission Board of the Northern Territory			
This Board is established pursuant to section 650 of the <i>Legal Profession Act 2006</i> . The purpose of the Board is to report on applications for admission to practice as a legal practitioner.	Acting Associate Justice Meredith Huntingford	Ex-officio	Nil
	Mr Richard Henschke	1-Oct-20	
	Ms Sue Erickson	1-Oct-20	
	Ms Jenni Daniel-Yee	1-Oct-20	
	Ms Peggy Cheong	1-Oct-20	
	Professor Leslie McCrimmon	1-Oct-20	
	Mr David Baldry	1-Oct-20	
Legal Practitioners Disciplinary Tribunal			
To hear complaints against legal practitioners in the NT.	Mr Alastair Shields	25-Mar-22	\$22,954.00
	Mr Jasminder Anand	17-Dec-19	
	Ms Patrica Slocum	14-Aug-20	
	Ms Heather King	17-Dec-19	
	Mr Tomasz Korecki	28-Jul-21	
	Ms Jodi Truman	28-Mar-19	

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$
	Ms Zaklina (Jaquie) Palavra	28-Mar-19	
	Mr Richard Giles	9-Oct-20	
	Mr David Eldridge	28-Jul-21	
	Ms Nardine Collier	28-Jul-21	
Legal Practitioners' Funds Management Committee			
To manage the Legal Practitioners Fidelity Fund established under section 385 of the <i>Legal Profession Act 2006</i> . To advise the Attorney General on payments from the Fidelity Fund to maintain various legal profession bodies, community legal centres, and public purposes.	Ms Lynette Walsh	16-Oct-21	\$8,454.00
	Mr Kelvin Strange	Ex-officio	
	Ms Caitlin Perry	31-Jan-21	
	Mr Alessandro Pollon	16-Dec-20	
	Ms Peggy Cheong	Ex-officio	
Northern Territory Law Reform Committee			
Recommend Law Reform Measures to the Attorney-General. The objectives of the NT Law Reform Committee are: (a) to make recommendations for the reform or review of law or legal procedure in the NT that the Committee considers to be necessary or expedient; (b) to receive and consider proposals from any source for review of the law in the NT; (c) upon the request or reference of the Attorney-General to consider and report on the reform or review of the law or legal procedure in the NT; (d) to consult and cooperate with the Law Society of the NT, other law reform agencies and to encourage the participation of interested individuals and organisations from the community in matters relating to the reform of	Mr Ron Levy	Aug-15	Nil
	Mr Nikolai Chistrup SC	Ex-officio	
	Ms Gemma Lake	Ex-officio	
	The Hon Selena Uibo MLA	Ex-officio	
	Professor Leslie McCrimmon	Nov-10	
	Chief Judge Elizabeth Morris	Nov-19	
	Mr Peter Shoyer	Oct-12	
	Ms Julianna Marshall	Nov-20	
	Ms Maria Savvas	Sep-18	
	Ms Beth Wild	Dec-17	
	Mr Kelvin Strange	Mar-20	
	Ms Peggy Cheong	Feb-12	
	Ms Sally Sievers	Aug-18	
	Ms Ros Vickers	Sep-18	
	Mr Russell Goldflam	Feb-15	
Superintendent Richard Bryson	Aug-14		

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$																																																										
<p>the law of the NT; and (e) to prepare and publish such reports, papers or minutes as the Committee may determine. The object of a report is to make recommendations which render more efficient the administration of justice and ensure that the law meets the needs of the society.</p>																																																													
Northern Territory Civil and Administrative Tribunal																																																													
<p>Northern Territory Civil and Administrative Tribunal Act (NTCAT) is established under Part 2 of the <i>Northern Territory Civil and Administrative Tribunal Act 2014</i>. Section 10 of the Act prescribes the objectives of NTCAT. The primary role of NTCAT is to provide a forum for reviewing a wide range of administrative decisions and for resolving certain civil disputes, such as residential tenancy matters and small claims up to an amount of \$25,000. NTCAT also exercises jurisdiction in relation to the regulation of particular professions and the protection of civil rights, for example by appointing guardians for vulnerable adults.</p>	<table border="1"> <tr><td>Mr Richard Bruxner</td><td>1-Sep-20</td></tr> <tr><td>Dr Dinesh Arya</td><td>20-Sept-19</td></tr> <tr><td>Dr Arnold Waugh</td><td>20-Sept-19</td></tr> <tr><td>Dr Donald Zoellner</td><td>20-Sept-19</td></tr> <tr><td>Ms Alison Phillis</td><td>20-Sept-19</td></tr> <tr><td>Dr Peter O'Brien</td><td>20-Sep-19</td></tr> <tr><td>Mr Marcus Mancer</td><td>13-Oct-19</td></tr> <tr><td>Ms Jodie Mather</td><td>20-Sept-19</td></tr> <tr><td>Ms Megan Lawton</td><td>20-Sept-19</td></tr> <tr><td>Mr Benjamin Grimes</td><td>20-Sept-19</td></tr> <tr><td>Ms Teresa Garrone</td><td>20-Sept-19</td></tr> <tr><td>Prof James Greenwood</td><td>20-Sept-19</td></tr> <tr><td>Dr Rosemary Howard</td><td>20-Sept-19</td></tr> <tr><td>Mr Joshua Ingrames</td><td>20-Sept-19</td></tr> <tr><td>Judicial Registrar Julian Johnson</td><td>20-Sept-19</td></tr> <tr><td>Ms Suzi Kapetas</td><td>20-Sept-19</td></tr> <tr><td>Ms Frances Kilgariff</td><td>20-Sept-19</td></tr> <tr><td>Mrs Patricia Kurnoth</td><td>20-Sept-19</td></tr> <tr><td>Dr Anthony Brownjohn</td><td>14-May-18</td></tr> <tr><td>Dr Diane Szarkowicz</td><td>14-May-18</td></tr> <tr><td>Dr Kerry Eupene</td><td>14-May-18</td></tr> <tr><td>Mr Alister Lindsay</td><td>14-May-18</td></tr> <tr><td>Mr Andrew Macrides</td><td>30-Sep-19</td></tr> <tr><td>Mr Benjamin O'Loughlin</td><td>14-May-18</td></tr> <tr><td>Mr David Alderman</td><td>14-May-18</td></tr> <tr><td>Mr David Baldry</td><td>14-May-18</td></tr> <tr><td>Mr George Roussos</td><td>14-May-18</td></tr> <tr><td>Mr John Brears</td><td>14-May-18</td></tr> <tr><td>Mr Kenneth Grime</td><td>14-May-18</td></tr> </table>	Mr Richard Bruxner	1-Sep-20	Dr Dinesh Arya	20-Sept-19	Dr Arnold Waugh	20-Sept-19	Dr Donald Zoellner	20-Sept-19	Ms Alison Phillis	20-Sept-19	Dr Peter O'Brien	20-Sep-19	Mr Marcus Mancer	13-Oct-19	Ms Jodie Mather	20-Sept-19	Ms Megan Lawton	20-Sept-19	Mr Benjamin Grimes	20-Sept-19	Ms Teresa Garrone	20-Sept-19	Prof James Greenwood	20-Sept-19	Dr Rosemary Howard	20-Sept-19	Mr Joshua Ingrames	20-Sept-19	Judicial Registrar Julian Johnson	20-Sept-19	Ms Suzi Kapetas	20-Sept-19	Ms Frances Kilgariff	20-Sept-19	Mrs Patricia Kurnoth	20-Sept-19	Dr Anthony Brownjohn	14-May-18	Dr Diane Szarkowicz	14-May-18	Dr Kerry Eupene	14-May-18	Mr Alister Lindsay	14-May-18	Mr Andrew Macrides	30-Sep-19	Mr Benjamin O'Loughlin	14-May-18	Mr David Alderman	14-May-18	Mr David Baldry	14-May-18	Mr George Roussos	14-May-18	Mr John Brears	14-May-18	Mr Kenneth Grime	14-May-18		\$748,094.00
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	Mr Lesley Hastwell	14-May-18	
	Mr Mark O'Reilly	20-Dec-19	
	Mr Paul Rysavy	14-May-18	
	Mr Robert Perry	14-May-18	
	Mr Ron Levy	14-May-18	
	Mr Russell Goldflam	14-May-18	
	Ms Cassandra Ellis	14-May-18	
	Ms Jill Huck	14-May-18	
	Ms Jodi Truman	14-May-18	
	Ms Kathleen Luppino	14-May-18	
	Ms Kathryn Crawley	14-May-18	
	Ms Nardine Collier	14-May-18	
	Professor Leslie McCrimmon	14-May-18	
	Ms Claudia Espenschied	23-Feb-22	
	Ms Sally Gearin	23-Feb-22	
	Mr Richard Giles	23-Feb-22	
	Mr Michael Grove	23-Feb-22	
	Ms Marion Guppy	25-Aug-21	
	Mr Barry Jenkins	23-Feb-22	
	Ms Miriam McDonald	25-Aug-21	
	Ms Samantha Miles	23-Feb-22	
	Ms Linda Morgan	23-Feb-22	
	Dr Monika Moy	25-Aug-21	
	Ms Elizabeth Perrella	23-Feb-22	
	Mr Ian Read	23-Feb-22	
	Mr Adam Sattar	25-Aug-21	
	Mr Gregory Shanahan	23-Feb-22	
	Ms Elizabeth Veel	25-Aug-22	
Nominal Insurer			
The purpose of this Insurer is to protect injured workers whose employer does not have workers compensation insurance, and to protect employers and injured workers where insurers default in the payment of compensation under workers compensation insurance.	Colin Chilcott	17-Nov-23	Nil
	Mr William Nayler	18-Nov-20	
	Ms Sally Tye	18-Nov-20	
	Mr Bevan Pratt	14-Feb-22	
	Ms Kerry Barnaart	18-Nov-20	
Northern Territory Legal Aid Commission			
The Legal Aid Commission is an	Mr Duncan McConnel	28-Oct-19	Nil
	Ms Samantha Byrne	7-Jun-19	

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$
independent statutory body corporate whose purpose is to manage the provision of legal aid services to the Northern Territory community.	Dr Ali Nur	25-Jul-19	
	Ms Tessa Czislawski	9-Nov-20	
	Ms Annmarie Lumsden	Ex-officio	
	Ms Elizabeth Farquhar	10-Oct-21	
Parole Board of the Northern Territory			
To make decisions relating to the release of prisoners to parole, including prisoners serving a life sentence for the crime of murder.	Mr Rex Wild	7-Oct-21	\$516,576.00
	Commissioner Matthew Varley	Ex-officio	
	Mr Ross Coburn	30-Nov-20	
	Ms Jo-anne Sivyer	15-Oct-19	
	Ms Susan Lowry	11-Feb-19	
	Ms Susan Crane	15-May-20	
	Superintendent David Moore	Ex-officio	
	Superintendent Daniel Shean	Ex-officio	
	Mr John Flynn	11-Feb-19	
	Dr Leonard Notaras	28-Jun-19	
	Ms Patricia Lloyd	15-May-20	
	Mr Harold Howard	15-May-20	
	Mr Mark Coffey	15-May-20	
	Ms Frances Kilgariff	17-Jul-20	
Public Trustee Investment Board			
To control and authorise investment of money in the Common Fund of the Public Trustee.	Ms Beth Walker	Ex-Officio	Nil
	Mr Alessandro Pollon	15-Jul-14	
	Mr David Winter	11-Sep-18	
Scheme Monitoring Committee			
To monitor the viability and performance of the NT Workers Compensation Scheme, monitor premium rates offered for workers compensation in the NT, and consider the report on the effectiveness of the premiums offered by insurers in encouraging	Ms Kathryn Cannon	18-Jun-20	Nil
	Mr Adam Giuliani	18-Jun-20	
	Mr Noel Catchpole	18-Jun-20	
	Ms Catherine Spurr	18-Jun-20	
	Ms Sarah Ellis	18-Jun-20	
	Mr Brett Hagan	18-Jun-20	
	Mr William Esteves	Ex-officio	
	Mr George Roussos	18-Jun-20	

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$
safe working practices and in penalising employers who do not ensure the maintenance of safe working practices.			
Work Health and Safety Advisory Council			
To keep under review the operation of the Work Health and Safety (National Uniform Legislation) Act 2011; to make recommendations to the Minister on possible changes to: the administration of this Act; or standards of work health and safety in the NT; at the request of the Minister, to investigate and report to the Minister on matters relating to work health and safety; to perform any other advisory functions relating to work health and safety as the Minister directs.	Mr William Esteves	Ex-officio	Nil
	Mr Saad Jan	2-Nov-21	
	Ms Sandra Alp	24-Jun-20	
	Mr Paul Conners	24-Jun-20	
	Ms Andrea Moriarty	24-Jun-20	
	Mr Adam Giuliani	24-Jun-20	
	Mr Mark Davies	24-Jun-20	
	Ms Erina Early	24-Jun-20	
	Mr Christopher O'Brien	24-Jun-20	
	Mr Lloyd Pumpa	24-Jun-20	
Workers Rehabilitation and Compensation Advisory Council			
To keep the operation of the <i>Return to Work Act 1986</i> under review; make recommendations to the Minister on possible improvements to the administration of this Act, or the statutory scheme for the rehabilitation and compensation on injured workers in the Northern Territory; carry out investigations, at the request of the Minister, into questions about the rehabilitation and compensation of injured workers and to report to	Mr William Esteves	Ex-officio	Nil
	Ms Catherine Spurr	18-Mar-21	
	Ms Peggy Cheong	18-Mar-21	
	Ms Erina Early	18-Mar-21	
	Ms Chrystalla Yiannitsaros	18-Mar-21	
	Mr Robert Moffatt	18-Mar-21	
	Mr Llewellyn Jones	18-Mar-21	
	Mr George Roussos	18-Mar-21	
	Mr Colin Chilcott	18-Mar-21	
	Mr Brett Hagan	18-Mar-21	
	Dr Rebecca Dingle	18-Mar-21	

a) Terms of Reference	b) current members and when they were appointed		d) Itemised total cost \$
the Minister on the results of the investigations; and, perform any other advisory functions relating to workers rehabilitation and compensation as Minister directs.			

42. The number of times the Board met during the period 1 July 2021 to 31 March 2022.

Name of Board	Number of times Board met during 1 July 2021 to 31 March 2022
Child Deaths Review and Prevention Committee	4
Crime Victims Advisory Committee	2
Health and Community Services Complaints Review Committee	2
Judicial Commission	3
Legal Practitioners' Admission Board of the NT	3
Legal Practitioners Disciplinary Tribunal	4
Legal Practitioners' Funds Management Committee	4
Nominal Insurer	4
Northern Territory Civil and Administrative Tribunal	189
Northern Territory Law Reform Committee	Nil
Northern Territory Legal Aid Commission	4
Parole Board of the Northern Territory	18
Public Trustee Investment Board	3
Scheme Monitoring Committee	Nil
Work Health and Advisory Council	2
Workers Rehabilitation and Compensation Advisory Council	2

REVIEWS AND INQUIRIES

43. Details of all reviews and inquiries completed or commenced during the 2021/22 financial year, also providing the following information:

One review was completed during the 2021-22 financial year as detailed below:

Northern Territory Correctional Services Organisational Review

- (a) The Terms of Reference

To assess all previous organisational reviews and establish a roadmap of recommendations for improved effectiveness and efficiencies for NT Correctional Services.

- (b) The criteria for selection of all panel members

Agreement was reached with the Chief Executive Officer of the Department of Chief Minister and Cabinet for a short term transfer of a senior executive.

- (c) The composition, qualifications and state or territory of residence of the persons undertaking the review/inquiry

An existing NTG employee at the executive level who has past experience with regard to organisational reviews.

- (d) The cost of the review/inquiry

The total cost was \$102,949.60, being \$101,732.70 employee expenses and \$1,216.90 operational costs.

- (e) How the information was/is accumulated to contribute to the review/inquiry

An assessment of all previous reviews and reports to determine the extent that those recommendations had been implemented and included:

- Internal consultation with employees and Government stakeholders
- Desktop review of systems, processes and practices
- Detailed analysis of correctional data including but not limited to prisoner, employee and financial data.

- (f) If completed, when, the outcome and whether the report has been tabled in the Legislative Assembly

Internal review only – not a review intended for Legislative Assembly purposes.

- (g) If not completed when this is expected

Not applicable.

WORKPLACE HEALTH AND SAFETY

44. Please provide the number, nature and cost of reportable safety issues for the period 1 July 2021 to 31 March 2022.

There were no reportable safety issue as defined under section 35 of the *Work Health and Safety (National Uniform Legislation) Act 2011* for the period 1 July 2021 to 31 March 2022.

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

45. Please detail the number of stress related matters and claims for the period 1 July 2021 to 31 March 2022.

From 1 July 2020 to 31 March 2021 there were 10 stress related claims received by the department.

REGIONAL OFFICES

46. Please detail expenditure on staff located in regional offices across the Territory. Include the number of staff, their functions and outcomes achieved in the 2021/22 financial year. What are the locations for which they are responsible?

Staff located by regional offices and function as at Pay 20 2020-21.

Region	Division	Functions	FTE
Barkly	Court and Tribunal Support Services	Courts and Registry services	2.00
	NT Correctional Services	Custodial Operations, Administration, Probation and Parole and other Community Corrections Services	24.69
	Barkly Total		26.69
Big Rivers	Court and Tribunal Support Services	Courts and Registry services	7.73
	Director of Public Prosecutions	Witness Assistance and Prosecution Services	3.70
	NT Correctional Services	Custodial Operations, Administration, Probation and Parole and other Community Corrections Services	17.49
	NT Worksafe	WHS Advisory Services	2.00
	Big Rivers Total		30.92
Central	Anti-Discrimination Commission	Community Visitor Program Management	0.49
	Consumer Affairs	Client Services	2.00

Region	Division	Functions	FTE
	Court and Tribunal Support Services	Courts and Registry services	31.59
	Director of Public Prosecutions	Witness Assistance and Prosecution Services	17.00
	NT Correctional Services	Custodial Operations, Administration, Probation and Parole and other Community Corrections Services	231.28
	NT Worksafe	WHS Advisory Services	2.00
	Office of the Public Guardian	Adult Guardianship Services	7.00
	Registrar General	Client and Registry Services	2.00
	Solicitor for the NT	Legal Advice and Litigation Services	1.00
	Central Total		294.36
East Arnhem	Court and Tribunal Support Services	Courts and Registry services	1.00
	NT Correctional Services	Custodial Operations, Administration, Probation and Parole and other Community Corrections Services	17.00
	East Arnhem Total		18.00
Top End	NT Correctional Services	Custodial Operations, Administration, Probation and Parole and other Community Corrections Services	5.00
	Top End Total		5.00
Grand Total			374.97

WRITTEN QUESTIONS

47. How many written questions has the agency answered in the period 1 July 2021 to 31 March 2022? Please provide WQ reference numbers.

Details are provided on the NTG Parliament website:
<https://parliament.nt.gov.au/business/written-questions>.