

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Police, Fire and Emergency Services, Minister for Mining and Industry, Minister for Northern Australia and Trade, Minister for Defence Industries, Minister for Agribusiness and Aquaculture, Minister for International Education – for all agencies falling under the Ministers' portfolios.

AGENCY ADMINISTRATION

Notes:

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

1. (a) **Please advise the number of staff employed in the following categories as at 31 March 2022:**
 - (b) **Please provide, for each of the six categories above:**
the relevant position classifications and the number of staff employed against each classification.
 - (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.**
 - (d) **What is the total number of staff that have been recruited for COVID-19 purposes over the period?**

The Minister for Small Business; Jobs and Training; and Recreational Fishing will answer Question 1 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 2 in relation to the Department of Industry, Tourism and Trade.

- 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.**

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

The Minister for Business; Jobs and Training will answer Question 2 in relation in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business; Jobs and Training will answer Question 5 in relation to the Department of Industry, Tourism and Trade.

- 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.**

Not applicable.

- 7. (a) How many positions were advertised during the period 1 July 2021 to 31 March 2022?**
- (b) Of the total number advertised in 7(a), how many positions had Special Measures applied?**
- (c) Please break down the levels of positions that had Special Measures applied.**

- (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 Minister for Business; Jobs and Training will answer Question 7 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 8 in relation to the Department of Industry, Tourism and Trade.

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)** (b) **The amount paid by matter**
- (c) **The amount paid to each outside legal firm or barrister engaged**

The Minister for Business; Jobs and Training will answer Question 9 in relation to the Department of Industry, Tourism and Trade.

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**

The Minister for Business; Jobs and Training will answer Question 10 in relation to the Department of Industry, Tourism and Trade.

- 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:**

The Minister for Business; Jobs and Training will answer Question 11 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business; Jobs and Training will answer Question 12 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business; Jobs and Training will answer Question 13 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business; Jobs and Training will answer Question 14 in relation to the Department of Industry, Tourism and Trade.

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

- (d) **Who recommended the course of action in c) above? (e) Who approved the course of action in c) above?**

The Minister for Business; Jobs and Training will answer Question 15 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business; Jobs and Training will answer Question 16 in relation to the Department of Industry, Tourism and Trade.

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.**

The Minister for Business; Jobs and Training will answer Question 17 in relation to the Department of Industry, Tourism and Trade.

- 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 Minister for Business; Jobs and Training will answer Question 18 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 19 in relation to the Department of Industry, Tourism and Trade.

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

- (c) **What was the total production cost, including, but not limited to, design, commissions, and placement costs?**
- (d) **Were tenders or expressions of interest called? If not, why not?**
- (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 Minister for Business; Jobs and Training will answer Question 20 in relation to the Department of Industry, Tourism and Trade.

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**
- (b) **Interstate Travel**
- (c) **Intrastate Travel**

The Minister for Business; Jobs and Training will answer Question 21 in relation to the Department of Industry, Tourism and Trade.

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.

The Minister for Business; Jobs and Training will answer Question 22 in relation to the Department of Industry, Tourism and Trade.

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.

A whole of government response to Question 23 will be provided by the Department of the Chief Minister and Cabinet.

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?**

The Minister for Business; Jobs and Training will answer Question 24 in relation to the Department of Industry, Tourism and Trade.

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 Minister for Business; Jobs and Training will answer Question 25 in relation to the Department of Industry, Tourism and Trade.

- 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.**

The Minister for Business; Jobs and Training will answer Question 26 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 27 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business; Jobs and Training will answer Question 28 in relation to the Department of Industry, Tourism and Trade.

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 Minister for Business; Jobs and Training will answer Question 33 in relation to the Department of Industry, Tourism and Trade.

- 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?**

The Minister for Business; Jobs and Training will answer Question 34 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 35 in relation to the Department of Industry, Tourism and Trade.

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.

The Minister for Business; Jobs and Training will answer Question 36 in relation to the Department of Industry, Tourism and Trade.

INTERNAL AUDITS

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

The Minister for Business; Jobs and Training will answer Question 37 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 38 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and Training will answer Question 39 in relation to the Department of Industry, Tourism and Trade.

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**
 - (b) The current members and when they were appointed**
 - (c) The total remuneration paid to each Board member during the 2021/22 financial year**
 - (d) The itemised total cost incurred by the Board during the 2021/22 financial year**
- 42. The number of times the Board met during the period 1 July 2021 to 31 March 2022.**

Boards / Advisory Bodies
Alice Springs Pastoral Industry Advisory Committee
Animal Welfare Advisory Committee
Aquarium Fishery Management Advisory Committee
Barkly Research Advisory Committee
Barramundi Fishery Management Advisory Committee
Desert Knowledge Australia
Katherine Pastoral Industry Advisory Committee
NT Build Board
NT Fishing Industry Research and Development Fund Advisory Committee
NT Pearling Industry Advisory Committee
Screen Grant Assessment Panel
Screen Industry Advisory Council
Veterinary Board of the NT

Alice Springs Pastoral Industry Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Alastair Bayly	14 March 2012
Mrs Nicole Hayes	21 March 2016
Mr Andy Hayes	21 March 2016
Mr Ross Stanes	21 March 2016
Miss Sheri Fogarty	31 May 2018
Ms Joanne Bloomfield	31 May 2018
Ms Sarah Cook	31 May 2018
Mr Nick Krebs	30 April 2021
Mr Chris Materne	Ongoing – ex-Offico
Mr Angus Duguid	Ongoing – ex-Offico

- 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:**

Total cost: \$31

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

One time.

Animal Welfare Advisory Committee

42. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Dr Stephen Cutter	16 June 1999
Mr Keith Christain	25 January 2011
Dr Alexandra Hesford	15 July 2011
Dr Brooke Rankmore	15 June 2017
Mr Peter King	17 March 2020
Mr Peter Phillips	7 July 2020
Ms Kristen Hay	28 May 2021
Mr Will Evans	28 May 2021

- 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:**

Total cost: \$1,697

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

Three times.

Aquarium Fishery Management Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Professor Rik Buckworth	24 August 2019
Mr Anthony Simms	24 August 2019
Mr Daniel Kimberly	24 August 2019
Mr David Wilson	24 August 2019
Ms Jamie Beard	24 August 2019
Mr Ryan Donnelly	24 August 2019
Ms Roxsean Edwards	24 August 2019

- 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:**

Total cost: \$18

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

Zero.

Barkly Research Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

Yes.

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

Name	Appointed
Mr Michael Johnson	2 April 2013
Mr Peter Raleigh	17 May 2018
Mrs Katherine Warby	22 December 2020
Ms Mary Vaughan	22 December 2020
Mr Peter Balmain	10 June 2021

Name	Appointed
Mr Matthew Barrett	10 June 2021
Mr Steve Drury	13 October 2021
Ms Kelly Ennis	13 October 2021
Miss Jane Douglas	Ongoing – Ex-Officio

- 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:**

Total cost: Nil

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

One time.

Terms of Reference

BARKLY RESEARCH ADVISORY COMMITTEE (BRAC)

ROLE OF ADVISORY COMMITTEE

- To advise the Minister for Agribusiness and Aquaculture on technical issues facing the cattle industry in the Barkly Region.
- To advise the Minister and The Department of Industry, Tourism and Trade (DITT) managers on priority areas of Research, Development, Extension, Education and Training, and other services that will improve the productive efficiency of the pastoral industry in the Barkly Region.
- To receive and review the result of pastoral research carried out by DITT in the Barkly Region and to act as a body through which research results may be communicated to industry.
- To participate in the planning of DITT's programs that support and service the Pastoral Industry in the Barkly Region.
- To represent the Barkly Region on the North Australia Beef Research Council (NABRC).

ACTIVITIES OF THE COMMITTEE

- The Committee will concentrate on issues of a Research, Development, Extension, Education and Training nature. Issues concerning Northern Territory Government policy will be dealt with through the Northern Territory Cattlemen's Association.
- The Committee will work in partnership with DITT staff to decide research priorities and strategic direction for the Barkly Region.
- The committee will review DITT Research, Development, Extension, Education and Training activities to ensure that they fit in with the region's priorities, that they address the questions that producers want answered, that the projects are carried out in a timely and competent manner, and that all information is promptly and clearly communicated to industry.
- The Committee will meet at least twice a year, prior to NABRC meetings. A minimum of four producer members will be required as a quorum for meetings of the committee. When necessary, telephone meetings will be considered as official BRAC meetings.

MEMBERSHIP

Chair	Chair to be a cattle producer from the region, appointed for a three year term (renewable).
Producer members	A maximum of nine and minimum of five producer members for a three year term (renewable).
Department of Industry, Tourism and Trade	Pastoral Team Leader for the Barkly or nominated senior regional representative.
Representatives who are not producers but who have strong links to the Barkly pastoral industry	The Committee may nominate individuals who are not producers, but are related to the industry, to sit on the Committee as either proxy or full members. They should have significant knowledge of the Barkly pastoral industry and be chosen on their individual merit.
Community representatives	The Committee may nominate an individual without close links to the pastoral industry as a community representative, if it is felt that he or she would add value or balance to the Committee's deliberations. This representative would be appointed on his or her individual merit.
Ex-Officio, Visitors and Secretariat	<ul style="list-style-type: none"> • Secretariat DITT. • Other Pastoral Production staff as required. • Director Pastoral Production, DITT.

Members of the Committee are appointed by the Minister. New members are nominated by invitation from the Chair, in consultation with the senior DITT representative and members of the Committee.

The Chair is appointed by the Minister. Nominees are invited by the senior DITT representative in consultation with members of the Committee.

All members sit on the Committee to represent the whole of the Barkly pastoral industry. When proposing new members, consideration will be given to achieving a diversity of gender, age, ownership and district.

Non-members may attend BRAC meetings only at the invitation of the Chair.

Barramundi Fishery Management Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Ian Cartwright	19 July 2021
Mr David Ciaravolo	19 July 2021
Mr Geoff Diver	19 July 2021
Dr Rachel Groom	19 July 2021
Mr Murray Knyvett	19 July 2021
Ms Tarun Richards	19 July 2021
Mr Peter Kyne	19 July 2021
Mr Dennis Sten	19 July 2021
Mr Daniel Keynes	1 March 2020
Mr Brenton Cardona	1 March 2022

- 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:**

Total cost: \$2,886

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

Two times.

Terms of Reference

Barramundi Fishery Management Advisory Committee

1. Establishment of the Advisory Group

The Northern Territory (NT) Government's Barramundi Fishery Management Advisory Committee (BFMAC) is established by the Minister responsible for Fisheries as a source of coordinated advice to the Director of Fisheries and Minister for Agribusiness and Aquaculture on matters related to the sustainable harvest of Barramundi, King Threadfin, and any other species associated with the Barramundi Fishery.

2. Objective of BFMAC

The objective of the BFMAC is to provide expert advice to assist the Director of Fisheries and Minister for Agribusiness and Aquaculture in evaluating and reviewing the NT Barramundi Fishery and development of a Barramundi Fishery Management Framework. This includes advice regarding:

- Issues and risks identified with the harvest of Barramundi, King Threadfin, and any other species associated with the fishery;
- Outcomes of the review of each sectors management arrangements and proposed management changes that support more modernised management arrangements;
- Development of a NT Barramundi Fishery Management Framework that includes:
 - Long-term fishery goals to guide management of the fishery
 - Access allocation arrangements for each fishing sector (Fishing Tour Operators, commercial, recreational, Aboriginal Traditional and Aboriginal Coastal Licences)
 - Regulatory arrangements of the fishery
 - A harvest strategy with defined operational objectives, performance indicators, reference points and management controls
 - A research and monitoring framework to assess fishery performance and address knowledge gaps
 - A compliance program
 - A cost recovery program that indicates the level of required investment to monitor and assess the fishery.
- Any other matter referred by the Senior Executive Director, Fisheries and Minister for Agribusiness and Aquaculture.

3. General

3.1 Membership

Appointment as a member of BFMAC brings with it a range of important responsibilities including the requirement to act in the best interests of the fishery rather than as an advocate for any particular organisation or interest group. Members must not pursue personal agendas or self-interest, but participate in discussions and offer advice in an objective and impartial manner.

BFMAC will be comprised of an independent Chair and individuals with a high level of experience and expertise in the fields of:

- commercial fishing
- recreational fishing
- fishing tourism

- Aboriginal traditional marine harvest (x3)
- environmental science/conservation (x2)
- Aquaculture industry

NT Fisheries will provide executive support for the BFMAC.

3.2. Proxies to Meetings

It is expected that appointed members will attend BFMAC meetings rather than nominate proxies. Where members are unable to attend, they may nominate a proxy to attend on their behalf, however, this is expected to be the exception rather than the norm.

3.3. Quorum Requirements

A minimum of four BFMAC members (including the Chair) is required for a meeting quorum. Telephone or video conferencing facilities may be arranged for members who cannot attend a scheduled meeting in person.

3.4. Observers

Attendance by observers is to be on the basis that the presence of the observer does not inhibit or disrupt formal members from freely contributing to discussions and making recommendations. Observers must follow any directions made by the Chair and the Chair may ask observers to absent themselves from any discussion of the BFMAC.

Attendance by observers at BFMAC meetings will be determined by the following:

- i. The Minister for Agribusiness and Aquaculture may appoint permanent observers.
- ii. The Director of Fisheries may nominate Departmental observers.
- iii. Following advice of resignation of a member, an observer may attend a meeting to provide expertise and/or continuity with the approval of the Chair.
- iv. A relevant expert to provide advice on a particular item may be invited or request to attend a meeting to address a particular agenda item with the approval of the Chair.

Persons seeking to attend the meeting as an observer for an agenda item shall write to the Chair seeking permission and provide reasons for their attendance, no later than two weeks prior to the meeting.

3.5. Sub-committees and Working Groups

The Chair may establish sub-committees or working groups to support the operations of the BFMAC on an as required basis. These groups may be established to provide the BFMAC with technical advice and assistance on specific issues relevant to the objective of the BFMAC. Membership to include at least one BFMAC member and may be extended beyond the BFMAC membership.

3.6. Agenda Items and Meeting Papers

A draft agenda will be prepared by the Chair and Executive Officer and forwarded to members four weeks prior to each meeting. A final agenda and agenda papers will be provided at least two weeks prior to each meeting.

Members may nominate agenda items for inclusion on the agenda. Any nominated agenda item must be considered and approved by the Chair prior to their inclusion on the agenda. Where a member nominates an Agenda item, they must provide an accompanying background paper. Any background papers must be forwarded to the Executive Officer in time to enable all meeting papers to be distributed to members two weeks prior to meetings.

3.7. Minutes

The outcomes of BFMAC meetings will be in the form of draft minutes with identified action items and responsible persons in respect of those action items.

The target for distribution of the draft minutes, including attachments will be five working days following each meeting. Members and observers will be given a further five working days to provide comment on the draft minutes. Copies of any comments will be circulated to all members and observers within the text of the draft minutes. Members and observers will have another five days to comment, prior to the Chair approving the final draft minutes.

Should there be significant differences of opinion on the content of the draft minutes the Chair may suspend discussion until the next face-to-face meeting.

The minutes of each meeting and identified action items will be monitored and reported on at the next meeting.

Members should be aware that all written material associated with the BFMAC, including all correspondence, draft papers, e-mails and personal notes, is subject to the NT's *Information Act 2020* and may be made available to the public.

3.8. Chair's Summary

A Chair's summary will be prepared based on the final draft minutes. The Chair's summary will be a public document.

It is anticipated that the BFMAC will meet at least twice a year to provide advice on the development of a Barramundi Fishery Management Framework. Additional meetings may be held as required. Where a response is required urgently, the Chair may seek advice from the BFMAC out-of-session.

3.10. Confidentiality

Members, proxies and observers are expected to maintain appropriate levels of confidentiality of BFMAC discussions and of information made available to them (where appropriate).

Material that is confidential in nature will be identified as such in the papers circulated to members.

Members, proxies and observers should be aware that the BFMAC is subject to the NT's Government's Information Privacy Principles as published by the Information Commissioner:

<https://infocomm.nt.gov.au/privacy/information-privacy-principles>

3.11. Meeting Recommendations

No formal voting rules apply. BFMAC recommendations should be made by consensus. Where consensus cannot be reached, the majority view will be sought with dissenting views clearly captured in detail.

BFMAC will not have the authority to bind or otherwise affect the rights and obligations of the NT Government or any other party/stakeholder.

Desert Knowledge Australia

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Christopher Fry	1 April 2016
Mr Rede Ogden	1 April 2016
Ms Vanessa Elliot	26 September 2017
Dr Patricia Miller AO	17 November 2020
Mr Chris Crocker	17 November 2020
Mr Gary Powell	17 November 2020
Mrs Dawn Ross	17 November 2020

- 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:**

Total cost: Nil

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

Three times.

Katherine Pastoral Industry Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Keith Holzwart	Pre-2007
Mr Steven Petty	Pre-2007
Mr Jay Mohr-Bell	20 January 2012
Ms Lisa Dyer	20 March 2013
Mr Alan Andrews	20 March 2016

Name	Appointed
Mr James Beale	30 May 2018
Mrs Helen Armstrong	20 March 2019
Dr Kieran McCosker	10 November 2020
Mr Tim Schatz	25 November 2020
Ms Trudi Oxley	19 April 2021

- 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:**

Total cost: Nil

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

Two times.

NT Build Board

41. a) **The Terms of Reference, if changed from last year:**

The NT Build Board is established pursuant to section 53 of the *Construction Industry Long Service Leave and Benefits Act (Act)*. Division 1 of Part 5 of the Act contains provisions surrounding the governance, constitution, functions and powers of the Board.

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

Name	Appointed
Mr David Malone	9 July 2014
Mr Michael Martin	26 May 2015
Mr Dick Guit	26 May 2015
Ms Rosemary Campbell	26 May 2015
Mr Michael Milatos	1 June 2015
Ms Sarah Rummery	27 July 2017
Mr David Hayes	22 December 2020

- 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:**

Total cost: \$28,262

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

Seven times.

NT Fishing Industry Research and Development Fund

Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Ian Curnow	26 October 2014

- 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:**

Total cost: Nil

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

Zero.

NT Pearling Industry Advisory Committee

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Allen Garraway	16 February 2019
Mr James Paspaley	16 February 2019
Mr Jens Knauer	16 February 2019
Mr Mark Garraway	16 February 2019
Mr Tony Thiel	16 February 2019
Mr Will Bowman	16 February 2019
Ms Diana Frew	16 February 2019
Ms Katherine Winchester	16 February 2019
Ms Rhiannon Jones	16 February 2019

- 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:**

Total cost: Nil

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

Zero.

Screen Grant Assessment Panel

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Mr Shayne Armstrong	30 June 2017
Ms Rachel Clements	30 June 2017
Ms Beck Cole	30 June 2017
Ms Dena Curtis	30 June 2017
Mr Darren Dale	30 June 2017
Ms Tanith Glynn-Maloney	30 June 2017

Name	Appointed
Ms Anna Grieve	30 June 2017
Mr Greg Haddrick	30 June 2017
Mr Andrew Hyde	30 June 2017
Mr Mike Jones	30 June 2017
Ms Alex Kelly	30 June 2017
Mr Shane Krause	30 June 2017
Mr Nick Lee	30 June 2017
Ms Susan Mackinnon	30 June 2017
Ms Danielle Maclean	30 June 2017
Ms Vicki Madden	30 June 2017
Mr Simon Manzie	30 June 2017
Mr Steven McGregor	30 June 2017
Ms Jeni McMahon	30 June 2017
Ms Trisha Morton-Thomas	30 June 2017
Ms Julia Overton	30 June 2017
Ms Greer Simpkin	30 June 2017
Ms Karena Slaninka	30 June 2017
Ms Jane Allen	4 June 2020
Ms Natalie Apostolou	4 June 2020
Ms Susie Campbell	4 June 2020
Ms Justine Flynn	4 June 2020
Ms Veronica Fury	4 June 2020
Ms Amanda Higgs	4 June 2020
Ms Carolyn Johnson	4 June 2020
Ms Shawn Kasinger	4 June 2020
Ms Trish Lake	4 June 2020
Mr Ned Lander	4 June 2020
Ms Tiffany Manzie	4 June 2020
Mr Seph McKenna	4 June 2020

Name	Appointed
Ms Liz McNiven	4 June 2020
Ms Maggie Miles	4 June 2020
Ms Monica O'Brien	4 June 2020
Ms Meg O'Connell	4 June 2020
Ms Megan SimpsonHuberman	4 June 2020
Ms Avril Stark	4 June 2020
Ms Sue Taylor	4 June 2020
Mr Christiaan Van Vurren	4 June 2020

- 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:**

Total cost: \$36,889

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

Nine times.

Screen Industry Advisory Council

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Ms Karen Green	29 March 2019
Mr Andrew Hyde	29 March 2019
Ms Rachel Clements	29 March 2019
Tiffany Manzie	29 March 2019
Danielle Maclean	29 March 2019

- 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:**

Total cost: \$0

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

Zero.

Veterinary Board of the NT

41. a) **The Terms of Reference, if changed from last year:**

No change to Terms of Reference.

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

Name	Appointed
Dr Ian Martin Gurry	2 June 2018
Dr Marion Davey	2 June 2018
Dr Megan Pickering	7 July 2020
Dr Chelsea Smart	2 June 2021
Ms Cassandra Ellis	14 December 2021

- 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:**

Total cost: \$5,295

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

Four times.

REVIEWS AND INQUIRIES

43. **Details of all reviews and inquiries completed or commenced during the 2021/22 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**

The Minister for Business; Jobs and Training will answer Question 43 in relation to the Department of Industry, Tourism and Trade.

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.**

The Minister for Business; Jobs and Training will answer Question 44 in relation to the Department of Industry, Tourism and Trade.

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

The Minister for Business; Jobs and The Minister for Business; Jobs and Training The Minister for Small Business; Jobs and Training; Recreational Fishing will answer Question 46 in relation to the Department of Industry, Tourism and Trade.

WRITTEN QUESTIONS

46. **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 Northern Territory Government Parliament website.**

Written Question details for the requested period are publicly available on the NTG Parliament website: <https://parliament.nt.gov.au/business/written-questions>.