

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mrs Finocchiaro to the Minister for Environment and Natural Resources, for all agencies falling under the Minister's portfolio responsibilities:

AGENCY ADMINISTRATION

Note 1:

We have submitted similar questions to those below in past years prior to the Estimates Committee Hearings. Although it appears there will not be any Estimates Committee Hearings this year; we are submitting these questions in the interests of accountability and continuity, to enable the comparison of agency information across years.

Note 2:

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

Note 3:

My Office would be very grateful if the question could be inserted at the beginning of each answer.

STAFFING

1. Please provide details for the following staffing questions as at 30 June 2019, and as at 31 March 2020:
 - a) How many staff were employed in the following categories:
 - i. Full time equivalent
 - ii. Permanent part time contract
 - iii. Contract
 - b) Please advise the number of staff who identify as Aboriginal and Torres Strait Islander as at 30 June 2019, as at 31 March 2020, and as a percentage of the Agency total employment as at 31 March 2020 (all classifications);
 - c) Please advise the number of frontline staff as FTE as at 31 March 2020 and as a percentage of the Agency total employment (all classifications).

1(a) Total number of staff for the Aboriginal Areas Protection Authority:

Period	Full Time Equivalent (i)	Permanent Part Time (ii)	Contract (iii)
30 June 2019	22	4	7
31 March 2020	26	8	14

- 1(b). A whole-of-government response to Question 1(b) will be provided by the Minister for Public Employment.
- 1(c). 20 staff are identified as frontline and this equates to 49% of the agency total employment

2. Please advise, in each category:

- a) The total number of staff on contracts (by executive and temporary employment contracts) as at 30 June 2019 and as at 31 March 2020
- b) By position, the levels at which staff are employed on executive or temporary employment contracts as at 30 June 2019 and as at 31 March 2020

2.(a)

Period	Executive Contract	Temporary Contract
30 June 2019	1	6
31 March 2020	2	12

2.(b) 30 June 2019 – Pay 26

Position	Level	Temporary Contract	Executive
Finance Officer	AO3	1	
Systems Officer	AO3	1	
GIS Officer*	T4	1	
Research Officer	P2	1	
Data Integrity Officer	P2	1	
Compliance Officer*	AO7	1	
Chief Executive Officer	ECO3		1
TOTAL		6	1

* Casual employees

31 March 2020 – Pay 19

Position	Level	Temporary Contract	Executive
Assistant Registrar	AO3	1	
Systems and Information Support Officer	AO3	1	
GIS Officer*	T4	1	

Site Registration Officer	AO5	1	
Research Officer	P2	1	
Research Officer	P2	1	
Strategy and Liaison Officer	P2	1	
Data Integrity Officer	P2	1	
Compliance Officer*	AO7	1	
Assessment and Regulation Officer	P3	1	
IT Project Officer	SAO1	1	
Project Officer	SAO1	1	
Acting Chief Executive Officer	ECO3		1
Chief Executive Officer	ECO3		1
TOTAL		12	2

* Casual employees

3. For the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020 how many staff:

- a) Resigned
- b) Were made redundant
- c) Were terminated

3.

Category	30 June 2019	1 July to 31 March 2020
(a) Resigned	6	2
(b) Redundant	0	0
(c) Terminated	0	0

4. How many staff were unattached or categorized as redeployees for the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020?

4. The Authority does not have any redeployees and below represents the unattached permanent employees for the period

Category	30 June 2019 (pay 26)	31 March 2020 (pay 19)
Unattached	0.84	0.95

5. How many staff were categorized as supernumerary for the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020?

5.

Category	30 June 2019 (pay 26)	31 March 2020 (pay 19)
Supernumerary	3.42	10.07

6. How many staff have been engaged through employment agency arrangements, for what purpose, for what duration and at what cost for the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020?

6. Nil.

7. How many locums have been employed, for what purpose, what duration and at what cost for the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020?

7. Not applicable.

8. How many positions had Special Measures applied when advertised for the full financial year ending 30 June 2019 and for the period from 1 July 2019 to 31 March 2020?

8. From 1 July 2018 to 30 June 2019 one position was advertised with Special Measures. From 1 July 2019 to 31 March 2020 one position was advertised with Special Measures.

9. How many positions that had Special Measures applied, as referred to in the question above, had to be re-advertised due to the initial process not securing suitable candidates?

9. One position was readvertised as the successful Special Measures applicant declined the offer of employment.

10. How many grievances have arisen as a direct result of the Special Measures program since 1 July 2019. Of these, how many remain unresolved?

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

OUTSOURCING

11. For the period beginning 1 July 2019 and ending 31 March 2020, detail any decision(s) to outsource, contract out or privatise functions that have traditionally been carried out by the Agency. Is consideration being given to outsource, contract-out or privatise in financial year 2020/21? If so, provide details.

No specific functions were outsourced, contracted out or privatised that were traditionally carried out by the Authority however, external consultants are used from time to time to undertake specific sacred site projects due to specialist knowledge, ensure independence due to the sensitivity of the sacred site and stakeholders or due to the urgency of sacred site projects and staffing capacity. Additionally a consultant was used to undertake specialist IT project development due to the expert skills required.

2020-21 will see the above practice of contracting specialists in the field of Anthropology continue as needed and a continuation of IT specialist skills being contracted due to the continuation of the IT stabilisation project.

LEGAL EXPENSES

12. What has been the expenditure on legal advice or related expenses for the financial year 2019/20? Provide details on:

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

- 12(a). Sacred site Damage Matter (201701865) – the matter is ongoing
- (b) \$9,102.50
- (c) All legal fees associated with the above matter were outsourced to one legal firm, Francis Burt Chambers.

PROCUREMENT / CONSULTANCIES

13. For the period beginning 1 July 2019 and ending 31 March 2020, please detail expenditure on each report and consultancy (excluding annual reports) that has been obtained from outside the NTPS. For each report/consultancy detail:

- a) Purpose**
- b) Cost**
- c) Person or entity engaged**
- d) Whether the person or entity has their principal place of business in the Northern Territory or elsewhere (if elsewhere, please provide the address of the principal place of business of the person or entity)**
- e) Whether a report has been tabled in the Legislative Assembly as a result of the report or consultancy**

f) Outcomes or key performance indicators for the report or consultancy

g) Whether tenders or expressions of interest were invited prior to work on the report or consultancy being undertaken

13. The below information excludes all payments to Custodians who are recognised as consultants but are paid as per the *Northern Territory Aboriginal Sacred Sites Act 1989* and therefore are excluded as all payments incur a standard rate per day or half day.

a)	b)	c)	d)	e)	f)	g)
Purpose	Paid in 2019–20	Person or Entity	Location	Report Tabled	Outcomes or KPIs	Tenders or EOI
Authority Certificate Application for Barkly Seismic - 201905430	\$38,978.89	McKeown Ygoa & Associates	Elanora Queensland	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork, fieldwork consultations with Aboriginal custodians and report writing from the Darwin office	Direct Appointment via contract – Tier 2 procurement Regional specialist nature of contract requirement
Authority Certificate Application for: <ul style="list-style-type: none"> • Mount Peake - Darwin Site Application 201900386 • Lots 6462, 5971, 4107,4108, 4109, 4110, 4111, 6364 and Part Lot 6363 Town of Darwin (old Darwin hospital site) and Lambell Terrace - Playground Precinct Application 201902443 • Robertson Barracks Solar Farm Application 201901499 • RAAF Darwin - Solar Farm Application 201901334 	\$12,000.00	Kiley Nink	Gold Beach Queensland	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork, fieldwork consultations with Aboriginal custodians and report writing from the Darwin office	Direct Appointment via contract – Tier 2 procurement Regional specialist nature of contract requirement
Authority Certificate Application for Barkly Seismic - 201905430	\$19,400.00	Kiley Nink	Gold Beach Queensland	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork,	Direct Appointment via contract – Tier 2 procurement Regional specialist nature of contract requirement

					fieldwork consultations with Aboriginal custodians and report writing from the Darwin office	
Authority Certificate Application for Vintage Energy EP 126 Keep River – 201903423	\$10,625.00	Patrick William Livingston Horton	Timber Creek Northern Territory	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork, fieldwork consultations with Aboriginal custodians and report writing from the Darwin office	Direct Appointment via contract – Tier 2 procurement Regional specialist nature of contract requirement
Authority Certificate Application for Legune Station - Weaner Paddock - 201905795	\$9,350.00	Patrick William Livingston Horton	Timber Creek Northern Territory	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork, fieldwork consultations with Aboriginal custodians and report writing from the Darwin office	Direct Appointment via contract – Tier 1 procurement Regional specialist nature of contract requirement
Authority Certificate Application for McArthur River Mine Ongoing Exploration – 201902634	\$15,986.36	Jitendra Kumarage Consultant Anthropologist	Summer Hill New South Wales	No	Provide expert anthropological advice for the above named and numbered projects- including pre-fieldwork, fieldwork consultations with Aboriginal custodians and report writing from the Darwin office.	Direct Appointment via contract – Tier 2 procurement with CEO Exemption in place due to specialist nature of contract requirement

Deliver in house training to all staff on how to navigate and develop policy when dealing with a complex issue	\$14,192.89	Ponder	Bungendore New South Wales	No	Deliver training on navigating and developing complex policy	Direct Appointment – Tier 2 procurement with CEO Exemption in place due to specialist nature of the training to be delivered
The general aims of the project are to extract data from notebooks, reports and other material collected by Jeff Stead over the last 45 years and write reports for the following: <ul style="list-style-type: none"> • Simpson Desert; • Western Queensland material; • Alice Springs area; • Wakaya and Barkly area; • structure and organisation of land councils and AAPA; • land ownership in remainder of Warlpiri land and Aboriginal biographies; and • other reports as determined between contractor and AAPA. 	\$11,665.46	Jeff Stead	Lindenow Victoria	No	Provide written reports on the region/issues identified in the contract	Direct Appointment via contract – Tier 2 procurement with CEO Exemption in place due to specialist nature of contract requirement
To review two Job Assessment Questionnaires to ensure independence	\$3527.00	Mercer Consulting (Australia) Pty Ltd	Adelaide South Australia	No	Provide and evaluation of two Job Assessment Questionnaires	Whole of Government Contract
Site Registration research and Anthropology Report for Anson Bay and Cape Ford general areas of Northern Territory	\$3150.00	Anthropos Consulting Services Pty Ltd	Downer Australian Capital Territory	No	Provide information to complete the sacred site register extracts, PowerPoints and briefing notes for board and maps and photographs in digital format.	Direct Appoint – Tier 1 procurement
Review of Corporate Services to ensure it is responsive to corporate and	\$2,100.00	Raelene Burke	Darwin	No	Provide a written report with an assessment and recommendations	Direct Appoint – Tier 1 procurement

legislative requirements and meets their strategic objectives						
Prepare two Job Assessment Questionnaires	\$1,389.32	CJ Consulting HR Solutions Pty Ltd	Darwin	No	Provide written Job Assessment Questionnaires for two positions for evaluation	Direct Appoint – Tier 1 procurement

14. Please detail expenditure paid, or expected to be paid, to Hawker Britton and/or associated entities for the period beginning 1 July 2019 and ending 31 March 2020. Outline the tasks performed.

14. Nil.

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

15. Five contracts have been awarded to business entities with their principal place of business in the Northern Territory from 1 July 2019 to 31 March 2020. Of the five contracts four have been completed:
1. Supply and delivery of Video Conferencing Equipment
 2. Supply and Delivery of Server Bundle
 3. Anthropological Report - Keep River
 4. Anthropological Report – Weaner Paddock

One contract is still being completed and is for the supply and delivery of the digitalisation of records. It is expected that this contract will be completed by 30 June 2020.

16. How many contracts have been awarded to business entities with a principal place of business outside the Northern Territory for the period beginning 1 July 2019 and ending 31 March 2020? Detail the work being undertaken by each business entity and the selection criteria for the successful business entity on the applicable contract or tender.

16. Eight contracts have been awarded to business entities with their principal place of business outside the Northern Territory from 1 July 2019 to 31 March 2020. All eight contracts have been completed:
1. Anthropological Consultancy Barkly Tablelands (Southern End) 201905430 – regional expertise and existing relationships with Custodian groups.
 2. Anthropological Consultancy Barkly Tablelands (Northern End) 201905430 – regional expertise and existing relationships with Custodian groups.
 3. Anthropological Consultancy Borroloola region 201902634 – regional expertise and existing relationships with Custodian groups.
 4. Anthropological Consultancy Larrakia 201900386 – regional expertise and existing relationships with Custodian groups.
 5. Site Registrations of Anson Bay - regional expertise and existing relationships with Custodian groups.
 6. Anthropological Regional Reports – extensive regional and anthropological expertise over 45 years
 7. Supply and delivery of Oracle Software – sole provider of software license.

8. Review two Job Assessment Questionnaires – independent assessment required and accessed through a panel contract.

17. For Tier 3, Tier 4 and Tier 5 procurement activities, how many public quotations were undertaken during the period beginning 1 July 2019 and ending 31 March 2020?

17. The Authority did not procure any activities that were within the Tier 3, Tier 4 or Tier 5 categories.

18. For Tier 3, Tier 4 and Tier 5 procurement activities, how many contracts or tenders were awarded without undertaking a public quotation process during the period beginning 1 July 2019 and ending 31 March 2020?

18. The Authority did not procure any activities that were within the Tier 3, Tier 4 or Tier 5 categories.

19. For each instance identified in the question above, where a public quotation process was not undertaken, including for Certificates of Exemption:

- a) What is the description of the goods and services contracted?
- b) What is the value of the goods and services contracted?
- c) What was the reason for not using the public quotation process or for requiring a Certificate of Exemption?
- d) Who recommended the course of action in c) above?
- e) Who approved the course of action in c) above?

19. Not applicable to the Authority.

20. 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 2020.

20. There are 13 Corporate Credits assigned to staff in the Authority:

Position Title	Level
Darwin Research Manager	P3
Alice Springs Research Manager	P3
Research Officer	P2
Research Officer	P2

Research Officer	P2
Research Officer	P2
Research Officer	P2
Research Officer	P2
Research Officer	P2
Senior Finance Officer	AO4
Alice Springs Office Manager	AO4
Executive Assistant	AO4
Finance Officer	AO3

FOCUS GROUPS / POLLING / SURVEYS

21. Please detail expenditure during the period beginning 1 July 2019 and ending 31 March 2020 on opinion polls and focus groups, including costs and entities that conducted the work.

21. Nil.

22. Please provide copies of the surveys identified in the question above and detail all surveys undertaken, their form, the cost and what inducements were provided to incentivise participation during the period beginning 1 July 2019 and ending 31 March 2020.

22. Not applicable to the Authority.

COMMUNICATIONS AND MARKETING

23. Please detail expenditure on advertising and communications during the period beginning 1 July 2019 and ending 31 March 2020.

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, and television station or similar?**
- 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?**

23. Nil.

TRAVEL

24. Please provide the total expenditure and itemised details of travel, including, but not limited to travel-related costs such as accommodation, travel allowance, entertainment, car rental, meals

and incidentals, in each Agency and authority for the period beginning 1 July 2019 and ending 31 March 2020 broken down to:

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

24(a). There was no international travel from 1 July 2019 to 31 March 2020.

24(b). \$30,041.14 was spent on Interstate travel from 1 July 2019 to 31 March 2020.

24(c). \$72,482.35 was spent on intrastate travel from 1 July 2019 to 31 March 2020.

25. 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.

25. Not applicable to the Authority.

26. Please provide itemised details and itemisation of costs of all travel undertaken by the Minister that was paid for by the Agency or authority, including travel on charters during the period beginning 1 July 2019 and ending 31 March 2020.

26. Not applicable to the Authority.

HOSPITALITY / FUNCTIONS AND EVENTS

27. Please provide full details of all public service hospitality provided for the period beginning 1 July 2019 and ending 31 March 2020.

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

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

27. Not applicable to the Authority.

GRANTS AND DONATIONS

28. Please detail expenditure on grants and donations paid by your Agency (including the recipient of each grant) during the period beginning 1 July 2019 and ending 31 March 2020.

28. Nil.

29. Please detail the funds utilised to distribute awards and sponsorships in the period beginning 1 July 2019 and ending 31 March 2020. Indicate which awards and sponsorships were managed by Regional Offices. What is anticipated for the 2020/21 financial year?

29. Nil.

30. Please detail the amounts paid on grants to non-Government organisations for the period beginning 1 July 2019 and ending 31 March 2020, including to which organisation and the services to be provided?

30. Nil.

MEDIA MONITORING SERVICES

31. Provide expenditure details on media monitoring services for the period beginning 1 July 2019 and ending 31 March 2020 (including entities engaged and who utilises the service).

31. Nil.

INFRASTRUCTURE PROJECTS

32. How many projects have been submitted or are in the process of being submitted to Infrastructure Australia to be considered for the Infrastructure Priority List?

32. A whole-of-government response will be provided by the Minister for Trade and Major Projects.

33. Please provide details of newly committed projects for the period beginning 1 July 2019 and ending 31 March 2020.

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

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

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

GOVERNMENT LEASED BUILDINGS

35. What is the total annual power bill of each Government building owned/leased/used by each Department for the period beginning 1 July 2019 and ending 31 March 2020?

35. The total annual power bill for each location from 1 July 2019 to 31 March 2020 was:

Location	Amount
RCG Centre – Darwin	\$18,821.33
Belvedere House - Alice Springs	\$4,109.34
Total	\$22,930.67

36. What is the total annual leased space of each Government building used by each Agency/authority and at what cost for the period beginning 1 July 2019 and ending 31 March 2020?

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

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

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

FEES AND CHARGES

38. Please detail the statutory or legislative fees and charges levied by your Agency/authority, the revenue raised in the 2019/20 financial

year and whether any of these fees and charges was increased following the passage of the 2019/20 financial year budget.

38. The *Northern Territory Aboriginal Sacred Sites Act 1989* (Part III Division 1A (19D)) prescribes that fees and charges and are in accordance with the Regulations. The Revenue Unit was \$1.18 in 2018-19 and increased to \$1.21 on 1 July 2019. Requests for Information fees remained at \$27 per lot and Authority Certificate fees increased from \$67 to \$68 per Certificate.

The total revenue raised from 1 July 2019 to 31 March 2020 is:

- Goods and Services Revenue - \$1,444,506.97
- Fees from Regulatory Services - \$28,743.00

INTERNAL AUDITS

- 39. How many internal audits and financial investigations were conducted in the period beginning 1 July 2019 and ending 31 March 2020?**

39. One internal audit and nil financial investigations were undertaken in 2019-20.

- 40. What were the terms of reference or focus for each investigation?**

40. The focus of the internal audit was the annual travel compliance audit requirement.

- 41. Please provide detail of any fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audits and financial investigations.**

41. There was no fraud, anomalies, breaches of financial legislation or Northern Territory Government policy and procedures exposed by the audit.

BOARDS / ADVISORY BODIES

- 42. Please detail all boards and advisory bodies in your Agency in 2019/20, 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 2019/20 financial year**

d) The itemised total cost incurred by the Board during the 2019/20 financial year

e) The number of times the Board met during the period beginning 1 July 2019 and ending 31 March 2020

42(a). The *Northern Territory Aboriginal Sacred Sites Act 1989* under Part II is the 'Terms of Reference' for the Aboriginal Areas Protection Authority Board and outlines the establishment, composition, functions, powers, meetings and protections.

42(b). The current Aboriginal Areas Protection Authority Board members are:

Mr Bobby Nunggumajbarr – Chair, Arnhem Land East
Appointed 31 October 2018 as a Board Member

Ms Elaine Watts – Board Member, Victoria River District
Appointed 23 May 2018

Mr Jack Green – Board Member, Borroloola and Gulf
Appointed 31 October 2018

Mr Walter Kerinauia Junior – Board Member, Tiwi Islands
Appointed 22 August 2018

Mr Phillip Mamarika – Board Member, Arnhem Land East
Appointed 22 August 2018

Ms Lynette Granites – Board Member, Yuendumu Hinterland
Appointed 22 August 2018

Ms Jenny Inmulugulu – Board Member, Arnhem Land West
Appointed 31 October 2018

Neville Petrick – Board Member, Eastern Plenty region
Appointed 27 March 2019

Barbara Shaw – Board member, Alice Springs region
Appointed 27 March 2019

Ms Leah Clifford – Board Member, NT Government
Appointed 3 October 2018

Mr Andy Cowan – Board Member, NT Government
Appointed 5 July 2017

42(c). A breakdown of sitting fees per member has not been provided however, the total sitting fees paid from 1 July 2019 to 31 March 2020 was \$18,215.00.

42(d). The total Board expenses as at 31 March 2020 was \$58,368.42

42(e). The Aboriginal Areas Protection Authority Board has met three times from 1 July 2019 to 31 March 2020:

REVIEWS AND INQUIRIES

43. Details of all reviews and inquiries completed or commenced during the 2019/20 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**

43. Not applicable as no reviews or inquiries were conducted by the Authority in 2019-20.

WORKPLACE HEALTH AND SAFETY

44. Please provide the number, nature and cost of reportable safety issues for the period beginning 1 July 2019 and ending 31 March 2020.

44. Nil.

45. Please detail the number of stress related matters and claims for the period beginning 1 July 2019 and ending 31 March 2020.

45. Nil.

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 2019/20 financial year. What are the locations for which they are responsible?

46. The Authority has a regional office in Alice Springs that has the following staffing:

1 Research Anthropology Manager
3 Anthropologists / Research Officers
2 Anthropologist / Data Integrity Officer
1 Office Manager / Assistant Registrar

The function of the Alice Springs based staff is to undertake the following that specifically relates to the Central Australian region as per the *Northern Territory Aboriginal Sacred Sites Act 1989*:

- undertake anthropological research and associated administration and consultation with Custodians to register sacred sites;
- issue Authority Certificates in consultation with Custodians and applicants;
- consult with Custodians in relation to site damage;
- manage the conflict between protecting sacred sites and land development that can arise between Custodians and clients;
- carry out field surveys and research to determine the constraints, if any, imposed by the existent of sacred sites on work on land within the Central Australian region; and
- enforce the *Northern Territory Aboriginal Sacred Sites Act 1989* and all legal requirements.