

DEPARTMENT OF
TRADE, BUSINESS
AND INNOVATION

2017–18

ANNUAL REPORT



**NORTHERN
TERRITORY**
GOVERNMENT

Published by the Department of Trade, Business and Innovation

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Dear Minister,

In accordance with the provisions of Section 28 of the *Public Sector Employment and Management Act*, I am pleased to present you with the Department of Trade, Business and Innovation 2017–18 Annual Report on activities and achievements.

Pursuant to the *Public Sector Employment and Management Act*, the *Financial Management Act* and the *Information Act*, I advise that to the best of my knowledge and belief:

- a) proper records of all transactions affecting the agency are kept and that employees under their control observe the provisions of the *Financial Management Act*, the Financial Management Regulations and Treasurer's Directions
- b) procedures within the agency afford proper internal control in accordance with the Treasurer's Direction G2.2; include controls identified in the Department's Risk Management register; and a current description of such procedures is recorded in the accounting and property manual which has been prepared in accordance with the requirements of the *Financial Management Act*
- c) no indication of malpractice, major breach of legislation or delegation, major error in or omission from the accounts and records exists
- d) in accordance with the requirements of Section 15 of the *Financial Management Act*, the internal audit capacity available to the agency is adequate and the results of internal audits have been reported to the accountable officer
- e) the financial statements included in the annual report have been prepared from proper accounts and records and are in accordance with Treasurer's Directions
- f) all employment instructions issued by the Commissioner for Public Employment have been satisfied
- g) the agency has implemented processes to achieve compliance with the archives and records management provisions as prescribed in Part 9 of the *Information Act*.

Yours sincerely

Michael Tennant
Chief Executive Officer
25 September 2018

Purpose of the report

This annual report highlights the Department of Trade, Business and Innovation's achievements for the 2017–18 financial year.

This report has been prepared to meet the requirements of Section 28 of the *Public Sector Employment and Management Act*, Section 11 of the *Financial Management Act* and Part 9 of the *Information Act*.

It provides the Ministers, the Northern Territory Legislative Assembly and other interested parties with a record of the Department's functions, significant activities undertaken, and performance for 2017–18.

Report structure

The report contains the Chief Executive Officer's overview and comprises the following reporting chapters:

1. **Our Organisation:** a snapshot of the organisation's vision, purpose, functions and structure.
2. **Our Performance:** a summary of the Department's progress and achievements during 2017–18 against the planned outcomes outlined in 2017–18 Budget Paper No.3 and the Department of Trade, Business and Innovation Strategic Directions 2017–21.
3. **Corporate Governance:** performance related to the corporate governance framework underpinning the operations of the organisation.
4. **Our People:** an overview of the Department's human resource management and compliance relating to legislative requirements.
5. **Financial Report:** the Department's financial management and performance.

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Message from the Chief Executive Office



Our Department's purpose is to drive opportunities to grow private investment and create jobs. The Territory faced moderating economic conditions in 2017–18, after a period of strong economic activity, largely driven by the construction phase of the INPEX led Ichthys project. Territory businesses have demonstrated resilience with the DTBI business confidence survey indicating businesses remain upbeat about future economic prospects. There have been positive signs in strengthened retail trade, employment and exports, particularly in the second half of the year, and broader business conditions such as exchange rates and interest rates remain favourable for investment. The Territory jobs market remains robust, with the number of Territory jobs rising from its low point at the beginning of 2017–18. The Territory has consistently maintained an unemployment rate among the lowest in Australia, along with a participation rate higher than any other Australian jurisdiction.

The Department is working to connect business and government across industries and regions, to foster a culture of innovation, to create a pipeline of investment, to grow local capacity and to achieve excellence in our own business.

The pipeline of investment includes facilitating and supporting new and existing Major Projects. These projects contribute significantly to our economy by creating jobs and business opportunities. Collectively, the facilitated investment projects are valued at over \$30 billion, and those with Major Project Status are valued at over \$20 billion. This equates to around 10 000 construction jobs, plus 3000 jobs during their operational phases.

One of the Government-facilitated projects now progressing, through the work of the Department this year, is the Darwin Water Theme Park. During 2017–18, a feasibility study was completed which allowed this project to progress to a public expression of interest process. This project has the potential to develop an international standard water theme park which will encourage tourists to visit the Territory, and will be a great facility for locals as well.

In the Centre, five mines (all Major Projects) are progressing and we have a plan to maximise their local benefits. Together they have an estimated capital expenditure of \$2.2 billion and potential for over 2000 jobs during construction and operations. The five projects are expected to commence within the next two to five years and this year there has been significant progress with Industry Participation Plans, technical feasibility and approvals.

Beyond the Territory's borders, we are driving increased focus on trade and investment through a Team NT approach. A strong, coordinated approach for international engagement is critical to growing jobs, attracting people to live in the NT, building infrastructure and promoting the opportunities the NT has to offer. During 2017–18 we delivered and are implementing a new International Engagement, Trade and Investment Strategic Plan, which sets the framework for this coordinated approach.

Our work remains focussed on delivering priorities outlined in the Territory's Economic Development Framework.

Defence and the defence support industries present an exciting economic opportunity for the Territory and are identified as a growth sector in the Economic Development Framework. This year we released a refreshed Northern Territory Defence and National Security Strategy, setting out our approach to supporting our nation's defence and national security objectives through a competitive industry, a skilled flexible workforce, a supportive community and a responsive government. Partnering with business and industry we have delivered a range of actions outlined in this Strategy, including promoting and developing the Territory's capability.

Another growth sector identified in the Economic Development Framework is international education. International students are an integral part of the Territory's community and economy. Throughout the

year, our team has continued to promote the Territory as the ideal study destination. This has included partnering with industry to open the new Darwin Student Hub and piloting an International Student Wellbeing Grant Program which funded 15 projects to ensure international students have a memorable and positive Territory experience.

I am proud to say that we are continuing the investment in the bush and creating opportunities for Aboriginal Territorians. Aboriginal employment initiatives are a key part of our Skilling Territorians package, including through our Aboriginal Employment Program, which has helped 100 businesses and organisations to grow their workforce and supported almost 2000 Aboriginal people in jobs this year. Through our Business Growth Program and Aboriginal Business Development Program we assisted 92 Aboriginal owned and operated start-up businesses which created over 135 new jobs across the Territory.

The 8th Indigenous Economic Development Forum held during October Business Month brought together 400 delegates from a range of industries and backgrounds to share knowledge and experiences. Over 50 percent of delegates were Aboriginal with 53 Aboriginal businesses showcased through the Indigenous Business Trade Fair.

The start.run.grow suite of initiatives continued to support small businesses and has developed local capacity. A new program in this suite is Biz Secure, providing up to \$10 000 to help local businesses make permanent security improvements to their premises.

Our Territory-wide network of 25 Small Business Champions engaged with more than 1500 businesses to connect them to Department grants, advice, support and resources. The Department's Territory Business Centres also provides a contact point for Territorians answering over 100 000 queries, providing occupational and industry licence information, and business information and assistance.

Delivering on our innovation agenda took a leap forward this year with a record number of applications and approvals for our Business Innovation Support Initiatives, the establishment of the Innovator in Residence Program and the opening of the Darwin Innovation Hub.

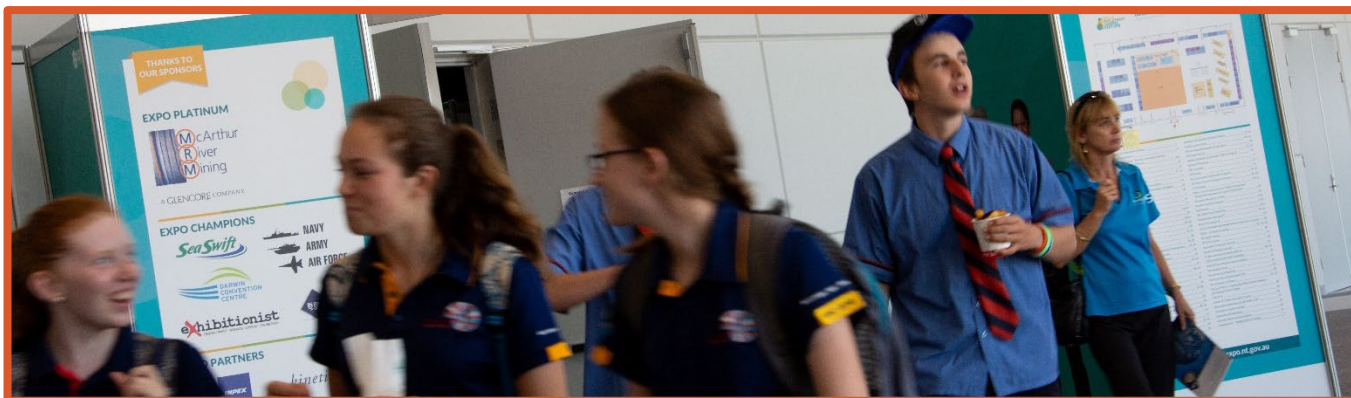
Essential to the success of every business are employees with the right skills. Through the implementation of the VET Investment Framework and a range of support services and programs, our team worked with industry, business and the community to ensure we develop the workforce we need now and into the future. We have also continued to deliver worker attraction initiatives, visa support, and advice for business looking to attract skilled workers.

Government procurement guidance documents have been reformed to support the growth and development of Territory enterprises and strengthen the value we provide to the Territory through government expenditure. The Buy Local Industry Advocate was established in September 2017 and Denys Stedman started in the role earlier this year. The new Procurement Framework was supported through procurement capability development activities across the public service including information sessions, accredited training and e-learning modules.

We are working with Territorians to develop a new Aboriginal Contracting Framework which will increase business and employment outcomes for Aboriginal Territorians. The engagement and policy development process is now well underway and I look forward to reporting on the new framework's rollout next year.

Looking internally to our team, our staff continue to be our most valuable commodity and I am proud to say that we have invested in building our internal capability and leadership through a range of development activities and initiatives, including the implementation of an evaluation framework, strategic and emerging leaders programs and new business reporting tools, all of which further strengthen our culture and build excellence in our own business. I look forward to further progressing this work next year.

Michael Tennant
Chief Executive Officer
25 September 2018



1. Our Organisation

The Department of Trade, Business and Innovation was established on 12 September 2016 under the Administrative Arrangements Order issued by the Administrator of the Northern Territory.

Our vision and purpose

A strong, vibrant economy for all Territorians.

The Department is committed to driving opportunities to grow private investment and create jobs by:

- connecting Business and Government across industries and regions
- fostering a culture of innovation in the Territory
- creating a pipeline of investment
- growing local capacity
- achieving excellence in our own business.

Our values

The Department strives to uphold the Northern Territory Public Sector Values:

- commitment to service
- ethical practice
- respect
- accountability
- impartiality
- diversity.

What we do

The Department is the lead agency responsible for supporting economic development. It is positioned to attract greater trade and investment opportunities to develop the north, enable the advancement of a skilled and capable workforce, equipped for the jobs of the future and support business growth and sustainability by delivering

a broad range of programs and services to business, industry and workers.

Our resources

At 30 June 2018 the Department had:

- a staff of 253.7 full-time equivalent based in Darwin, Nhulunbuy, Katherine, Tennant Creek and Alice Springs.
- provided 78% of its total final budget of \$205 million on grants and procurement to grow the Territory's workforce, industry and business.

Our Ministers

A new Administrative Arrangements Order commenced on 26 June 2018, which increased the appointment of Ministers responsible to Parliament for the activities of the Department from one to four. The Department reported to the following Ministers at 30 June 2018:

The Honourable Michael Gunner

- Minister for Northern Australia
- Minister for Trade and Major Projects

The Honourable Nicole Manison

- Minister for Business and Innovation

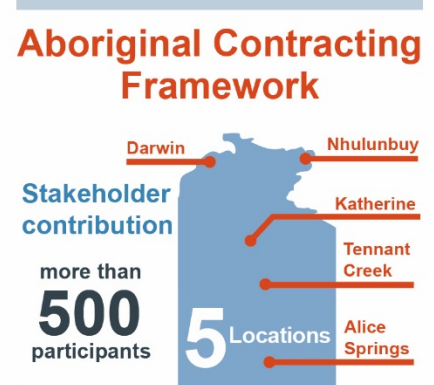
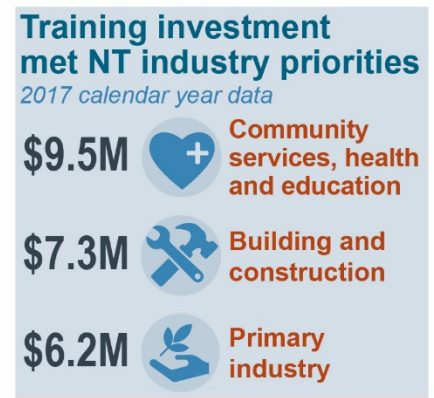
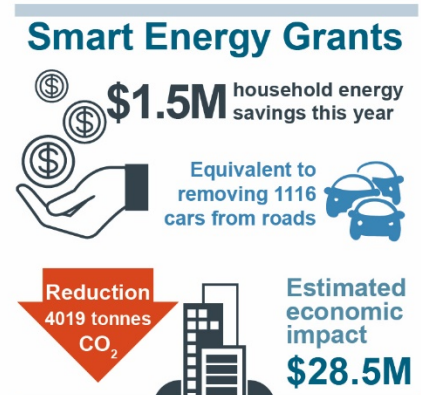
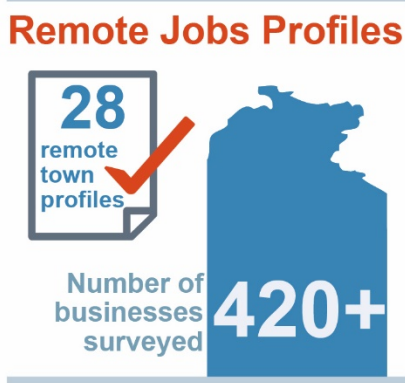
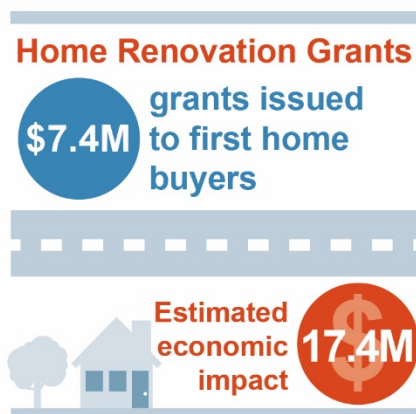
The Honourable Kenneth Vowles

- Minister for the Arafura Games

The Honourable Selena Uibo

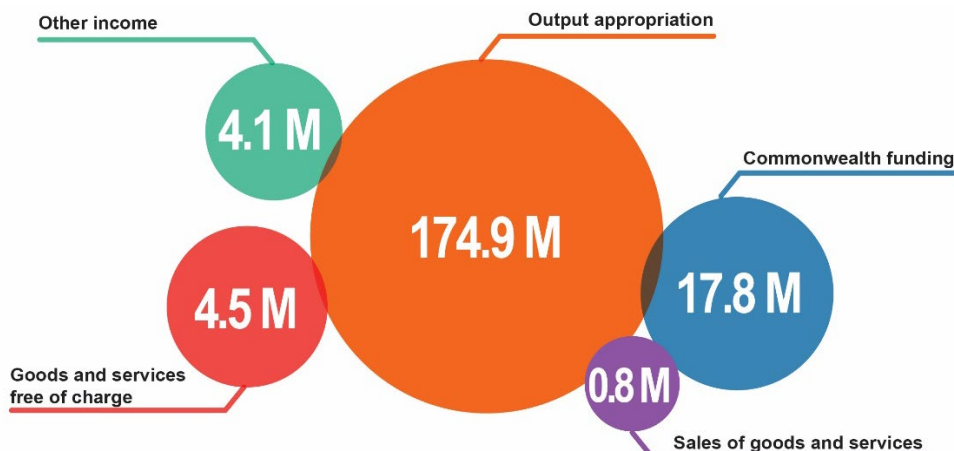
- Minister for Workforce Training

2017–18 highlights

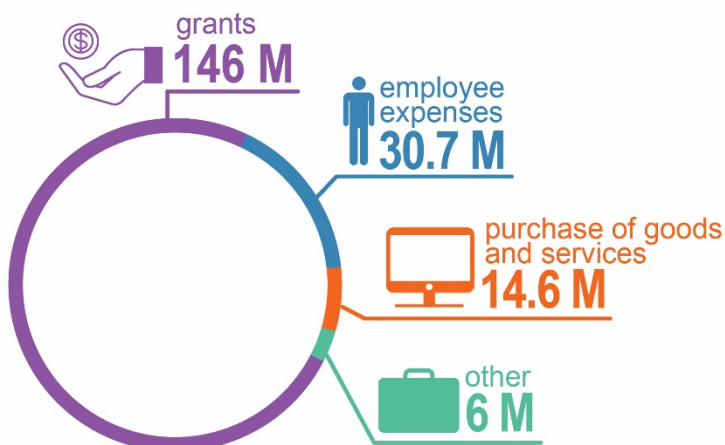


Financial snapshot

Income by category



Expenditure by category



Expenditure by output group compared to 2016–



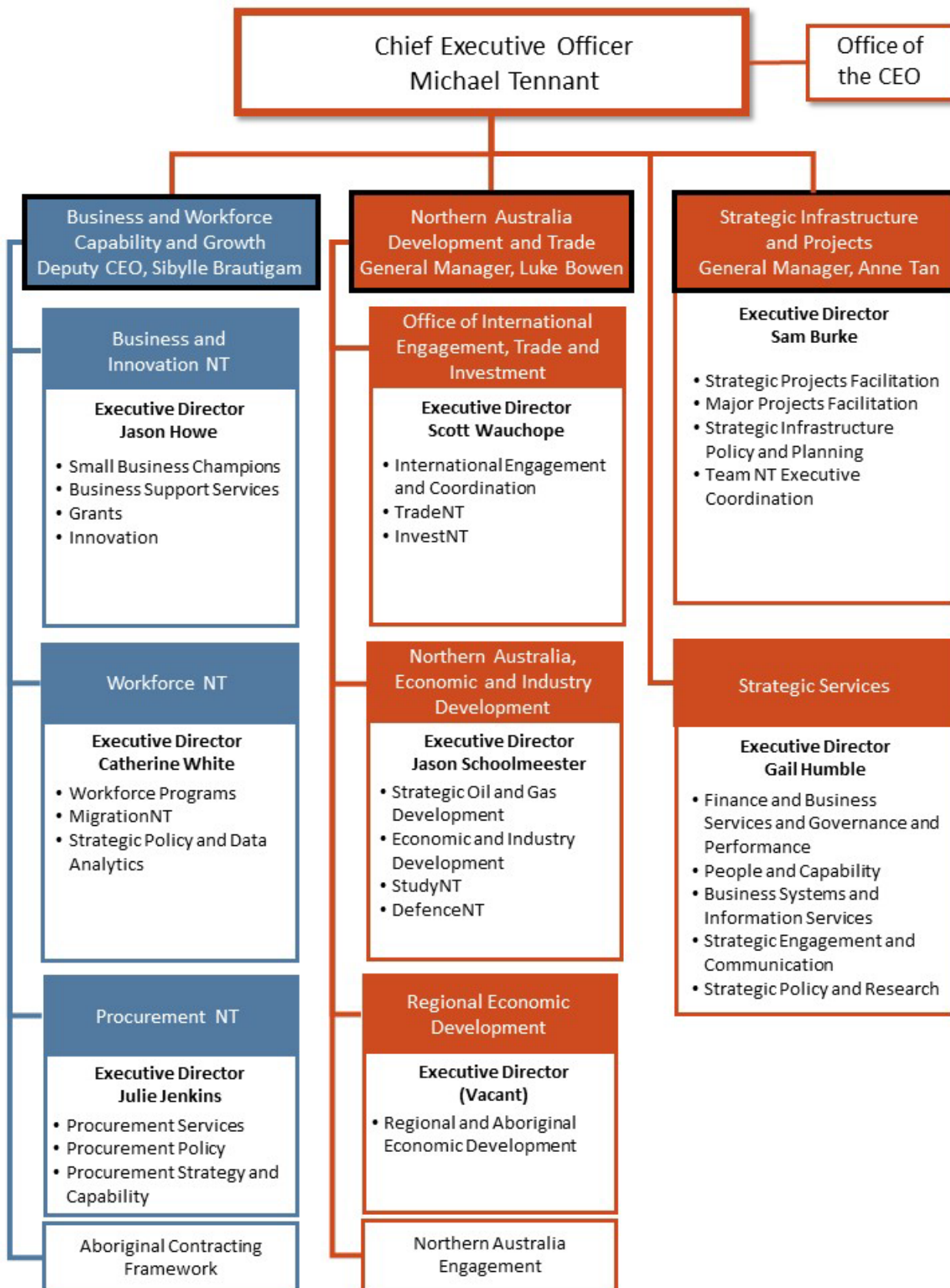
Business and Industry Development and Support expenditure increased in 2017–18 due to a rise in voucher redemption and payments relating to the economic stimulus programs and the increased expenditure on coordination and delivery of existing and new government facilitated major projects in 2017–18.

Workforce NT expenditure decreased in 2017–18 due to a downturn nationally in apprenticeship/traineeship commencements over the past several years.

Corporate and Governance expenditure decreased in 2017–18 due to cost savings.

Our structure

Organisational structure at 30 June 2018.





2. Performance Reporting

Strategic Directions 2017–21

Strategic Directions 2017–21 outlines the Department of Trade, Business and Innovation's vision to drive a strong, vibrant economy for all Territorians. The five goals,

- connecting Business and Government across industries and regions
- fostering a culture of innovation in the Territory
- creating a pipeline of investment
- growing local capacity
- achieving excellence in our own business,

align with Government's priorities, acknowledge the diversity of our activities and provide shared objectives that we all contribute to in achieving outcomes for the Territory.

This section provides performance reporting against each of the deliverables set for the 2017–18 financial year.

Performance reporting structure

Performance reports reflect the structure of the Agency reporting in Territory Budget Paper No. 3 (BP3) and incorporates reporting against the objectives of Strategic Directions 2017–21.

Agency performance is reported by functional division arranged by output groups as follows:

Output group: Business and Industry Development and Support

Outcome: A diversified and growing Territory economy.

Reporting divisions

- Business and Innovation NT
- Strategic Policy and Research
- Procurement NT
- Northern Australia Development and Trade
- Strategic Infrastructure and Projects

Output group: Employment and Skilling

Outcome: A capable workforce that meets the current and future needs of Territory businesses and industry.

Reporting division

- Workforce NT (formerly Employment and Skilling NT as per 2017–18 BP3)

Output group: Corporate and Governance

Outcome: Improved organisation performance through strategic and governance leadership and the provision of corporate services functions.

Reporting division

- Strategic Services
- Corporate and Governance activity and performance is also reported in Chapters 3 and 4.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Division: Business and Innovation NT

Objective: Foster increased competitiveness and productivity within Territory businesses, including Aboriginal and regional enterprises and priority industry sectors, by building capability through targeted grant programs, business services and advice, and supporting business incubation and innovation.

Key performance indicators

| Business and Innovation NT | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|--|---------------------------|---------------------------|---------------------------|
| Contacts with Territory Business Centres for licence and business services ¹ | 182 173 | 150 000 | 138 948 |
| October Business Month (OBM) participation | 7101 | 7000 | 7720 |
| October Business Month participation satisfaction ² | 97% | 90% | 96% |
| Upskills Workshop participation | 618 | 550 | 573 |
| Upskills Workshop participant satisfaction ³ | 94% | 95% | 97% |
| Businesses assisted through the Business Growth Program ⁴ | 301 | 300 | 272 |
| Value of grants and sponsorships to support business and industry development ⁴ | \$8.3M | \$6.7M | \$8.7M |
| Number of business round tables held ⁵ | 5 | 12 | 9 |
| Satisfaction of business with the Business Growth Program | 97% | 90% | 98% |
| Number of businesses supported through the innovation program ⁶ | 21 | 100 | 105 |

¹ Contacts were less than budget due to a number of economic stimulus grant programs finishing during the year.

² The satisfaction rating for October Business Month is taken from the overall satisfaction ratings on the evaluation forms relating to venue, content and presenter.

³ The satisfaction rating for Upskills Workshops comprise evaluation results which positively stated new ideas or concepts were learnt and applicable to their business.

⁴ A slight reduction in the overall number of engagements is the result of more targeted work with high growth businesses, reflected in the higher total value of grants issued.

⁵ Nine Business Round Tables were held in accordance with the availability of the Minister and other key staff.

⁶ Includes businesses supported through Business Innovation Support Initiative and the Innovator in Residence program.

Key achievements 2017–18

- Territory Business Centres had 138 948 contacts with Territory businesses to provide assistance with starting a business, licensing requirements and government assistance programs.
- Initiatives were introduced to pursue efficiencies and enhance service delivery by the Territory Business Centres. A Process Improvement Group was established and a bilateral agreement commenced as part of the National Business Simplification Initiative through the Department of Treasury and Finance, to reduce the complexity of regulation for business and streamline client interaction with government.
- Small Business Champions continued to support local businesses by connecting them with government programs to improve business capability, performance, profitability and sustainability.
- Business and government connectivity was improved through nine Small Business Roundtables hosted across Darwin, Palmerston, Katherine, Nhulunbuy, Alice Springs and Tennant Creek.

- Business Confidence Surveys were published quarterly using data collected from over 1900 surveys facilitated by Small Business Champions. The level of overall business confidence in the Territory remained stable and buoyant throughout 2017–18.
- 38 Business Upskills workshops were delivered (seven in Alice Springs, 12 in Darwin, six in Katherine, five in Nhulunbuy and three in Tennant Creek) with 573 attendees, at a total cost of \$105 727. This is an increase of two workshops from 2016–17. Participants increased their business skills from workshops delivered by industry experts across topics including marketing, finance, human resources and management.
- October Business Month 2017 attendance increased by 619 attendees with a total of 7720 people attending the 158 event program. 81% of events were hosted by private sector organisations across Darwin, Alice Springs, Katherine, Nhulunbuy and Tennant Creek.
- The Business Growth Program supported 272 businesses across Darwin, Katherine and Alice Springs, providing over \$1.3 million in program support with an estimated economic impact of over \$2.2 million. Of the businesses supported, 35 Aboriginal businesses were provided funding to the value of \$194 000.
- The Aboriginal Business Development Program delivered over \$1.2 million in grant funding, assisting 81 Aboriginal businesses with an estimated economic impact of over \$1.9 million. Of the business supported, 57 were new businesses creating 135 jobs, and 24 were existing businesses employing 78 people. This is in addition to those businesses supported through the Business Growth Program.
- The Smarter Business Solutions program assisted 50 businesses with \$469 923 in grant funding to implement energy and water cost savings initiatives. Works generated were valued at over \$2.4 million. The program delivered energy cost savings for participants estimated at \$617 644 for the first year post works, and an estimated reduction of 1357 tonnes of carbon dioxide emissions, equivalent to taking 378 cars off the road.
- The Community Based Childcare program provided business improvement support to 24 childcare centres, through 34 successful applications to the value of \$129 202. Centres which benefited were located across Darwin and surrounding regions, four located in Alice Springs and one in each of Alyangula, Katherine, Nhulunbuy, Tennant Creek and Yulara. This is an increase of three centres assisted compared to 2016–17.
- The National Disability Insurance Scheme (NDIS) Business Readiness Program assisted disability service providers to prepare to meet registration requirements and benefit from the NDIS. A total of \$833 864 in grant funding was delivered, assisting 44 NT disability service providers, resulting in an estimated economic impact of over \$1.4 million. The program created 36 Aboriginal employment opportunities and upskilled 185 existing workers in the sector.
- The Room to Breathe program was supported as part of the Our Community. Our Future. Our Homes initiative, led by the Department of Housing and Community Development (DHCD). The Department provided a staff member to assist DHCD to establish an Aboriginal Enterprise Development unit and participation in client and stakeholder forums, occurred during the year.
- The Smart Energy Grants program commenced in January 2018 and contributed to meeting the Territory's 2030 target of 50% renewables and other key government priorities including lowering the cost of living, supporting senior Territorians, and driving economic activity. Through this program, and as at 30 June 2018, the Territory's carbon footprint has reduced through an estimated annual greenhouse gas savings of 4019 tonnes of carbon dioxide (this equates to taking 1116 cars off the road every year).
 - 220 businesses were approved to participate as service providers;
 - 3026 applications were assessed with 2703 approved;
 - \$2.5 million in grants were issued; 1718 jobs were completed and \$1.6 million in grant vouchers were redeemed by businesses;

- \$17 million of works were generated through program with an estimated economic impact of \$28.5 million and resulted in an annual energy cost saving of \$1.5 million for households.
- Biz Secure assisted 325 businesses with 293 security improvement jobs (audits and works) which improved the safety and security of their facilities against break-ins. \$767 000 in grant vouchers were redeemed by businesses, \$1.5 million worth of works approved with an estimated economic impact of \$2.8 million, and a new security audit industry was created in the Territory with 108 businesses and security auditors approved to participate in the program.
- First Homebuyer Home Renovation Grants supported 1165 renovation jobs, resulting in an estimated economic impact of \$17.4 million. 507 businesses were approved to participate in the program with \$6.6 million in grant vouchers redeemed. 945 homeowner applications for household goods were approved to the value of \$0.8 million.
- Immediate Work Grants saw 594 jobs completed and \$20.1 million in grant vouchers redeemed by businesses. The program had an estimated economic impact of \$53.8 million and supported the building, construction, repairs and maintenance sectors.
- The Home Improvement Scheme concluded, resulting in an estimated economic impact of \$68.87 million. During the program two funding rounds were made available and \$21.9 million in grant vouchers were redeemed by businesses. During the 2017–18 financial year 1526 Territory businesses approved to participate and 5141 vouchers paid out to businesses (jobs completed).
- The Innovator in Residence was established and mentoring support was provided to 98 Northern Territory innovators and entrepreneurs, with 506 introductions connecting them to investors, specialist advisors, service providers, and Government grant funding opportunities.
- The Business Innovation Support Initiative (BISI) provided assistance to 31 businesses, with over \$1.1 million in grant funding committed to support the commercialisation of innovations. Projects were supported in the areas of science, engineering, technology and design.
- The Business Enterprise Centre Northern Territory was supported to design and deliver culturally appropriate innovation workshops for Aboriginal Territorians interested in innovation.
- \$250 000 was committed in seed funding over two years to support the establishment of the Darwin Innovation Hub (DIH) in partnership with Paspalis, Charles Darwin University and AusIndustry. Funding helped to:
 - open DIH's incubator co-working space, hosting over 20 new startups
 - hold over 75 events and seminars, educating and inspiring NT innovators and entrepreneurs
- Strengthened the Mastering Innovation NT (MINT) network program which delivered 46 events and attracted 881 attendees. These included BISI Showcases, Innovator in Residence information sessions and October Business Month Innovation week events.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Business Unit: Strategic Policy and Research

Objective: Coordinate whole of agency policy responses to local, national and international issues and opportunities affecting business growth, including labour market and economic analysis.

Key Performance Indicators

| Strategic Policy | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|--|-------------------|-------------------|-------------------|
| Labour market and economic fact sheets issued ¹ | 55 | 90 | 70 |

¹ The publication of the jobs profiles was deferred to the 2018–19 financial year resulting in a deficit from budgeted to actual figures for 2017–18.

Key achievements 2017–18

- Data collection for the Community Jobs Profiles was completed with the report ready for publication during the first quarter of 2018–19. The Department undertook face-to-face surveys with more than 420 businesses and organisations in 28 remote towns across the Territory. This is the third time the surveys have been undertaken, with 21 of the 28 remote towns reported on previously in 2011 and 2014. In 2017, seven additional towns were added. The survey results combined with Australian Government Community Development Programme and Vocational Education and Training and population data create a comprehensive jobs overview for each town and provide information to governments, contractors and business about employment opportunities, business capabilities, service planning and delivery, and assist with workforce planning.
- Provided a series of economic briefing notes on procurement expenditure, Fly-In-Fly-Out workers and the mining sector and introduced a metric to estimate the number of jobs supported by investment expenditure in the construction sector.
- Developed reports on the State of the NT Economy and NT Business Conditions for the Jobs Standing Committee of COORD and the Department's Executive Management Group.
- Completed a comprehensive review of business grants provided by the Department to ensure objectives were still being met and value optimised.
- Ongoing policy development and support to divisions within the Department and other agencies, including policy design of the Smart Energy Grants Program.
- Coordinated and published the 2018 Northern Territory Skilled Occupation Priority List in March 2018.
- Supported the implementation of the Economic Development Framework through coordinated quarterly whole-of-government reporting.
- Developed an evaluation framework to be implemented in 2018–19. This involved extensive intra-Department consultation. The framework guides the effective evaluation of the Department's programs and services and strengthens evidence based decision making.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Division: Procurement NT

Objective: Provide strategic procurement governance advice and services across the public sector to achieve optimal value for the Territory.

Key Performance Indicators

| Procurement NT | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|--|-------------------|-------------------|-------------------|
| Level of business and industry satisfaction with the procurement system ¹ | 75% | 80% | 100% |
| Quality of service and advice provided to client agencies | 88% | 80% | 97.5% |
| Percentage of Territory enterprises winning government tenders | 80.4% | 75% | 82.2% |
| Procurement training participation ² | 158 | 500 | 817 |
| Proportion of participants satisfied with quality of procurement training | - | 70% | 89% |

¹ Comprises satisfaction measure from a selection of industry representatives. A more comprehensive survey is planned for 2018–19.

² While 2016–17 training data was not a mandated reporting requirement, figures were supplied to evidence an increase of training participation in the following year. The 2016–17 figure comprises accredited (100) and non-accredited (58) procurement training; the 2017–18 figure comprises accredited (49), non-accredited (66) and e-Learning (702) procurement training.

Key achievements 2017–18

- In September 2017 Mr Denys Stedman was appointed as the Buy Local Industry Advocate. The Advocate is an independent link between local business and the Northern Territory Government. Interim Advocate, Mr Doug Philips, acted in the role until Mr Stedman commenced in January 2018. The Advocate plays a critical role in raising awareness of the Buy Local Plan, with Territory businesses and within Government.
- The Advocate met with businesses in Nhulunbuy, Tennant Creek and Alice Springs, and addressed 14 formal complaints and 69 consultations or enquiries from local businesses, industry bodies and Northern Territory Government Agencies.
- The Value for Territory procurement framework was established and incorporates the Value for Territory Assurance Program. Together the Framework and the Assurance Plan ensure benefits for local industries and business is maximised while value for spend for the Northern Territory is considered across all aspects of Government contracting.
- A Value for Territory Assurance audit was conducted by the Department and provided to the Advocate for review. The audit determined that the Department was maintaining compliance with the requirements of the Procurement Rules and Value for Territory principles.
- The Procurement Review Board (PRB) increased its membership with the Buy Local Industry Advocate and an additional PRB Industry Representative. The PRB ensured the effectiveness of the procurement system by reviewing associated procurement policies and determining the admissibility of appeals.
- The Buy Local Subcommittee was established by the PRB, comprising five industry representatives and chaired by the Buy Local Industry Advocate. The Buy Local Subcommittee assisted the Buy Local Industry Advocate with overseeing whole of government compliance with the Buy Local Plan and monitoring the overall effectiveness and impact of the Buy Local Plan.
- The Department continued to deliver the Value for Territory Capability program comprising online and face-to-face training and information sessions.

- As part of the Value for Territory Capability program the Department launched six procurement eLearning modules which are available across all Northern Territory Government agencies. The modules provide training on the requirements of the Procurement Rules, best practice guidelines and the principles of the procurement lifecycle. The eLearning modules have been completed by 702 participants across government since their launch in February 2018.
- There were 49 participants from across government who undertook accredited procurement and contracting training organised by the Department. Training included:
 - Certificate IV in Government (Procurement and Contracting)
 - Diploma of Government (Procurement and Contracting)
 - Advanced Diploma of Government (Procurement and Contracting).
- There were 66 participants from 11 agencies across government who engaged in non-accredited procurement and contracting training sessions organised by the Department. Training included:
 - 'Procurement Awareness' Sessions
 - 'A Guide to Contract Management' workshops
 - 'Effective Scope Writing and Maximizing Local Benefits' workshops.
- The development of the Aboriginal Contracting Framework commenced through extensive research and stakeholder engagement. More than 500 participants from Aboriginal, government, community, not-for-profit, business and industry groups contributed to the co-design of the Framework through consultation sessions held in Darwin, Katherine, Tennant Creek, Nhulunbuy and Alice Springs.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Group: Northern Australia Development and Trade

Objective: Drive the development and implementation of the Northern Australia agenda. Promote and secure international trade and investment opportunities in the Territory by building strong relationships in the Asian region to the mutual benefit of local businesses and investment partners. Facilitate economic opportunities in regional areas and grow key industry sectors including defence and international education.

Division: Office of International Engagement, Trade and Investment

Key Performance Indicators

| International Engagement, Trade and Investment | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|--|-------------------|-------------------|-------------------|
| Sub-contract commitments benefiting local business from the Ichthys liquefied natural gas project ¹ | 644 | 100 | 725 |
| Stakeholder satisfaction with facilitation of trade and investment opportunities for Territory companies | 83.3% | 85% | 90% |
| Number of visits to international priority markets | 19 | 12 | 17 |
| Stakeholder satisfaction with Trade Support Scheme | 96.3% | 85% | 94% |

¹ A delay in completing construction stage increased subcontract commitments to achieve operation phase rapidly.

Key achievements 2017–18

- The Northern Territory International Engagement, Trade and Investment Strategic Plan 2018–21 was delivered in February 2018. It outlined the Government's commitment to strengthening international relationships to drive business, trade and investment opportunities with key partner countries including Japan, China, Indonesia, India, Vietnam, Timor-Leste, Malaysia, Philippines, South Korea, Singapore and the United States of America.
- Team NT was announced in February 2018 to align the promotion of the Northern Territory's economic interests nationally and internationally. Comprising three tiers (Team NT Advocates, Team NT joint missions, and the Team NT Executive) Team NT is a whole-of-government approach to economic development, international engagement, trade and investment.
- The Team NT Executive was established, made up of former Chief Minister, Ms Clare Martin; former Chief Executive Officer, Mr Paul Tyrrell; and leading Territory businessman, Mr Dick Guit. The Team assisted in facilitating the progression of strategic projects and provided advice to Government in relation to economic development, international engagement, trade and investment. This included undertaking research to inform the strategy to advance priority focus areas, briefings from Northern Territory Government agencies, and meetings with key business and industry stakeholders. The Team NT Executive agenda and deliverables focussed on three priority areas, including:
 - using existing gas reserves to attract more manufacturing to Darwin
 - improving airline connectivity and sea links with Asia and the Darwin region, including eastern Indonesia and Timor-Leste
 - attracting more corporate offices to Darwin.
- Supported planning for the delivery of the Arafura Games, led by the Department of Tourism and Culture, by liaising with the foreign governments of 33 countries invited to participate and developing the Business Engagement Program in consultation with key internal and external stakeholders to optimise the event's trade and business opportunities.

- A Team NT approach to international engagement drove trade and investment opportunities across multiple priority sectors by:
 - Delivering an annual program of inbound and outbound international engagement activities to strengthen international partnerships through a Team NT approach. The engagements showcased Territory business and fostered growth in trade and investment through international opportunities. Details of the activities are outlined at Appendix D.
 - Supporting a trade mission of Aboriginal artists to China in conjunction with Desart (the peak arts body for over 40 Central Australian Aboriginal Art centres). Artwork was showcased in galleries across Shanghai and Jingdezhen, including a well-attended exhibition of Central Australian art at the Australia Meou Gallery in Shanghai.

Details of the activities are outlined at Appendix D.

- International partnerships with key regional governments business networks were strengthened and connections with key export partners facilitated, including:
 - Australia-China Business Council: promotes closer export and investment ties with the Territory's largest export market. China is a growing investor in tourism, transport and agribusiness, with links strengthened by the commencement of direct flights between Darwin and Shenzhen.
 - Australia-Indonesia Business Council: a key industry group and strong supporter of the Territory's live export trade with Indonesia.
 - Australia-Japan Business Cooperation Committee: provides high level links to business and government to one of the Territory's largest investors, soon to become the largest export market, met by the INPEX Ichthys project.
 - Australia-Korea Business Cooperation Committee: a key business body with Korea growing as an export market for the Territory's LNG and as a new investor in the oil and gas sector.
 - Government-to-government relations with Timor-Leste were progressed which included visits to Darwin at both the Ministerial and officer level. Officers from Timor-Leste Trade Invest undertook government-to-government internships and implemented a number of initiatives around governance and compliance.
 - Management of, and work towards, developing key partnerships in China:
 - NT-Anhui sister province relationship
 - the Memorandum of Understanding agreed with Rizhao City
 - Shandong Province (home of Landbridge Group)
 - Shenzhen (as a consequence of the direct Darwin-Shenzhen flights undertaken by Donghai Airlines).
 - The United States of America (USA) was an established market of the Territory. USA companies, including Newmont and ConocoPhillips, were involved in a range of projects across the mining and gas sector.
- The Trade Support Scheme assisted 31 Territory businesses across nine industries to gain valuable exposure in markets across 12 countries. Financial assistance to the value of \$259 122 was provided to allow the businesses to promote their products and services, and attract overseas buyers to Australia.
- A targeted business engagement and marketing plan actively promoted trade and investment opportunities into the Northern Territory through a range of local and interstate conferences. Details of the activities are outlined at Appendix D.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Group: Northern Australia Development and Trade

Division: Northern Australia, Economic and Industry Development

Key Performance Indicators

| | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|---|-------------------|-------------------|-------------------|
| Northern Australia Development Office | | | |
| Increase in international students studying in the Territory ¹ | - | 5% | 7.8% |
| Defence Support Group – advice provided within agreed timeframes | 81.8% | 85% | 93.9% |
| Defence Support group – projects managed within agreed timeframes | 96% | 85% | 89.2% |

¹ Based on calendar year figures at December 2017 compared to December 2016. Calendar year reporting is common for the International Education and Training sector due to the education calendar.

Key achievements 2017–18

- Two Ministerial Forums on Northern Development were supported as part of the Developing the North engagement and advocacy approach. The inaugural meeting was held in Darwin in September 2017 with a second meeting in Kununurra in March 2018.
- Ministers responsible for developing Northern Australia endorsed a 'Development Statement for Northern Australia', committed to the co-development of a 'Northern Australia Communication and Advocacy Strategy' and developed a forward work plan involving multiple joint initiatives, including:
 - a ten year roads program for Northern Australia
 - development of a 'northern context' infrastructure assessment and prioritisation framework
 - a dedicated Northern Australia focus in National Freight and Supply Chain Strategy
 - support for the development of Northern Australia-specific industry development strategies, with beef and aquaculture prioritised
 - investigation into policy setting to make investing in Northern Australia more attractive.
- The Northern Australian Development Office assisted Territory businesses with proposal development, navigation of regulatory and approval processes, and securing Northern Australia Infrastructure Facility (NAIF) investment.
- The Humpty Doo Barramundi project was the first NAIF investment loan awarded for the Northern Territory.
- Greater flexibility was introduced into the way the NAIF operates supported by the Northern Territory Government's submission to the Senate Inquiry into the governance and operations of the NAIF.
- The 8th Indigenous Economic Development (IED) Forum was a key event of the 2017 October Business Month calendar which encouraged strong networks and partnerships between over 400 Aboriginal entrepreneurs, the private sector, and government and non-government organisations. Aboriginal Territory businesses showcased their products and services to stakeholders at the forum. The Forum concluded with an Indigenous Business Trade Fair of over 53 Aboriginal businesses showcased in partnership with the Department of Prime Minister and Cabinet and Supply Nation, which was linked with the Northern Australia Defence Summit 2017.

- Led the development of the emerging space sector for the Northern Territory through working collaboratively with other jurisdictions to build and promote Australia's space industry capabilities and formalising a collaborative approach to its development with a Memorandum of Understanding between the Australian Capital Territory and South Australian governments signed in September 2017.
- The first phase of the Arnhem Space Centre was realised through project Facilitation Agreement (PFA) between the Northern Territory Government, Developing East Arnhem Limited, Equatorial Launch Australia and Gumatj Aboriginal Corporation. The PFA outlines a collaborative framework for stakeholders to facilitate development of the project and maximise its economic and community benefits.
- International education partnerships and increased students numbers were pursued through scholarship programs and targeted engagement activities including:
 - the 'Study in Australia's Northern Territory' Scholarship program with a total of 52 scholarships available from nine scholarship providers.
 - a pilot International Student Wellbeing Grant Program comprising Student Wellbeing and Student Development categories. A total of 45 applications were received with 15 successful awards under the Student Wellbeing category and four applications with two successful awards under the Student Development category.
- To increase international student numbers in the Territory, projects to improve the student experience were supported, including the opening of the Darwin Student Hub in February 2018, the recruitment of StudyNT Student Ambassadors from countries including China, Colombia, Bangladesh, Malaysia, the Philippines and Brazil, and the establishment of two new homestay providers for international students in Darwin, increasing accommodation options for under 18 year olds.
- A refresh of the International Education and Training Strategy commenced in partnership with key stakeholders. The Strategy, to be delivered in 2018–19, will include a sector workforce development plan aimed at increasing international student numbers in the Territory.
- A range of industry events were delivered to support the development of the international education sector including October Business Month events, and professional development classes.
- The International Education and Training Industry Working Group, which centrally coordinates sector engagement across the Territory, was hosted by the Department. The group assisted to market the Territory across their networks and contributed to developing the capacity of international education and training in the Northern Territory.
- The increase of edutourism was supported by promoting the Territory's regional icons through a range of campaigns, interstate and international delegations, and by securing hosting rights for the International Consultants for Education and Fairs (ICEF) ANZA in Darwin in 2019.
- The Northern Territory Defence and National Security Strategy 2018 was refreshed and released in February 2018.
- Continued support of the Defence Advocate, Air Vice Marshal (Retd) Margaret Staib's activities to promote the Northern Territory's strategic Defence opportunities to key interstate and international Defence officials.
- The Strategic Defence Advisory Board was expanded with the appointment of three additional members; Lieutenant General (Retd) Mark Evans, Ms Karen Green and Mr Dick Guit. The membership broadened the Board's network and increased industry knowledge relevant to identifying Defence opportunities within the Northern Territory.
- Led by Team NT Executive Mr Dick Guit, a coordinated approach was undertaken to promote greater local content and industry participation in relation to Defence construction and sustainment projects.

- High level defence industry engagement activities were undertaken to promote the Territory's capability in construction and maritime support industries and prime contractors supply chains to interstate and international Defence stakeholders.
- A series of targeted industry training opportunities were delivered to Northern Territory industry to assist businesses to tender for and win Defence contract work.
- The Department continued to advocate to Defence prime contractors the benefits of establishing regional headquarters in the Territory.
- Awareness of the Northern Territory, its facilities and job opportunities available was promoted to Defence personnel and their families through a series of target promotional activities and marketing material.
- Awareness was increased regarding Darwin's rich military history by supporting initiatives that educate young Territorians, such as the Anzac Spirit Study Tour.
- Awareness of Defence services was promoted among the civilian population through the support of key commemorative events such as Anzac Day, the Bombing of Darwin, Remembrance Day and Vietnam Veterans' Day; USS Peary service,
- The Strategic Oil and Gas Development unit was established to support the Gas Taskforce and the implementation of the Gas Action Plan.
- Opportunities in the service and supply sector of the oil and gas industry were identified through a range of local and interstate trade conferences and exhibitions. Details of those events are outlined at Appendix D.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Group: Northern Australia Development and Trade

Division: Regional Economic Development

Key Performance Indicators

| Northern Australia Development Office | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|--|-------------------|-------------------|-------------------|
| Advice provided within agreed timeframes | 78% | 85% | 95% |

Key achievements 2017–18

- \$250 000 was invested into the Regional Economic Development Fund (REDF) which provided support to regionally based initiatives, including Aboriginal businesses.
- A partnership with the Northern Land and Central Land Councils on economic development projects supported capacity development to strengthen long term employment and business growth outcomes for Aboriginal people in communities.
- Regional Economic Development Committees (REDCs) in Nhulunbuy, Katherine, Tennant Creek and Alice Springs were supported through a range of projects aligned to the unique set of economic drivers in each area.
- The Remote Aboriginal Economic Development Fund (RAEDF) assisted with economic development and employment initiatives through contributions towards construction and upgrades of commercial facilities, and assistance to new and existing business initiatives. A total of 18 projects from Aboriginal enterprises, partnerships and not-for-profit organisations received funding across the Top End, Big Rivers, East Arnhem and Central regions.
- Industry capability and gap analysis studies were undertaken to identify emerging industries for broadening the Territory's economic base, and help maximise benefits for Territory businesses in existing industries. These were at various stages of completion at 30 June 2018:
 - Defence construction industry (complete)
 - Marine services industry (complete)
 - Aquaculture and crocodile farming industry (complete)
 - Mining, Equipment, Technology and Services industry, and the service and maintenance of the Aviation Industry (commenced)
 - Five prospective minerals projects in the Central Australia region (commenced)
 - Northern Territory industry offshore gas supply and service capabilities (commenced).
- Continuing investment and support towards the establishment of the Aboriginal Land and Sea Economic Development Agency (ALSEDA) project, to drive investment on Aboriginal land. Under ALSEDA, the Aboriginal Economic Development Field Officers Network was re-established by the Department to assist Aboriginal enterprises to build capacity, governance and capability.
- Led by the Department of the Chief Minister, Local Decision Making in Aboriginal communities was supported across all Government agencies. Through representatives on Projects Groups, the Department worked with Aboriginal organisations on economic development projects, business and enterprise development, and workforce development initiatives. Support was provided towards developing Multi-Agency Partnership Implementation Plans for the Big Rivers Region which includes Yugul Mangi Development Aboriginal Corporation; Alawa Aboriginal Corporation; Gurindji Aboriginal Corporation; and Jawoyn Aboriginal Corporation.

East Arnhem Region

- In collaboration with stakeholders on Aboriginal land, progress was made towards initiatives assisting Aboriginal land owners achieve their vision for their lands. Supported through the Aboriginal Business Development Program, Rurrangala Bush Produce Pty Ltd was assisted to develop a bottled drinking water production enterprise.
- A number of organisations received support under the one year Remote Aboriginal Economic Development Fund:
 - Baniyala Garrangali Aboriginal Corporation — supported to co-fund a business manager positioned at Baniyala over a period of three years to upskill the Corporation Board and support their transition to local management of land administration and municipal services
 - Gapuwiyak Culture and Arts Aboriginal Corporation — supported to extend the art centre and increase economic activity
 - Gumatj Corporation — supported to establish the sub orbital launch facility on the Dhupuma Plateau, near the Gulkula site just outside of Nhulunbuy
 - Laynhapuy Homelands Aboriginal Corporation — supported the development of Laynhapuy Indigenous Protective Area Tourism Development Program for the East Arnhem region.
- In partnership with Indigenous Business Australia, the Department delivered the Business Development and Assistance Program to support capability development in Aboriginal and Torres Strait Islander Businesses.
 - Gapuwiyak Culture and Arts Aboriginal Corporation — funding provided to assist with website development, including videography and still images
 - Injalak Arts Centre Gumbalanya — funding provided to support website development including booking system and online sales platform integrated into the website
 - Wiligi Arnhem Land — funding provided to support website development including booking system into the website, videography, still images and integration into social media platforms
 - Elcho Island Arts (Marthakal) — funding provided to support the redevelopment of website functionality
 - Arnhem Coastal Camp Cobourg Peninsula — funding provided to support website development including booking system into the website, videography, still images and integration into social media platforms.
- Nhulunbuy Regional Economic Development Committee supported a number of infrastructure and economic development opportunities within the region.

Options are under consultation with stakeholders in the region to develop Gove Port, supporting regional economic development and diversification and job opportunities. Stakeholders involved include Land Councils and Aboriginal Corporations across Arnhem Land, and local marine and tourism operators. Options under consideration include small and larger scale commercial fishing and marine tourism, as well as improving the efficiency of the existing service/supply chain (e.g. bulk fuel storage or improved freight services) to support other industries such as, forestry and other regional services.

Big Rivers Region

- The Katherine Regional Economic Development Committee supported the development of the Katherine Logistics and Agri-business hub and maximisation of defence investment in local content in the Katherine region.
- A regional Workforce Development Committee was supported to develop the capacity of Aboriginal enterprises in the regions and drive Aboriginal participation on Royal Australian Air Force Tindal-based Defence contracts. The Committee's key stakeholders included the Northern Land Council, the Lendlease project team, and local Aboriginal training and development organisations.

- Investment into the Aboriginal Transition to Work program at the Tindal New Air Combat Capability Facilities Project. The program is supported by Lendlease and associated subcontractors who sponsor and supervise jobseekers to gain the necessary skills and experience to operate safely. Workers are empowered to transition from a minimally structured work day to working full-time on a large commercial project.
- Under the Regional Economic Development Fund the Pop Rocket Café was provided with a grant to support the expansion of the new café facility at Katherine Hot Springs.

Barkly Region

- The Tennant Creek Regional Economic Development Committee assisted with the re-establishment of the Tennant Creek Go Cart event and development of the Battery Hill Mining Heritage Centre in the region.
- The Department collaborated across government and industry to develop Tennant Creek as a major mining and mining service and supply centre.
 - Supported the development of the Northern Gas Pipeline by prioritising the training and skilling of local and Aboriginal employment. The Department partnered with Jemena to co-fund Group Training Northern Territory to provide the Project Ready Training Program in partnership with Charles Darwin University. The Project Ready Training Program assisted people to gain the skills required to obtain employment with the project.
 - The Department supported the development of work packages to enable local industry and business to compete for and win work on the Northern Gas Pipeline by facilitating a relationship between Jemena and the Industry Capability Network Northern Territory (ICNNT). This resulted in an increase in local skills and employment, and supported economic development within the region.
 - The Department worked with Jemena to create the Northern Gas Pipeline Small-Medium Enterprise Business Investment Fund. Jemena co-contributed to the fund which supports eligible small-medium enterprises to access selected Northern Territory business development programs.
- Under the Regional Economic Development Fund, Barkly Regional Arts were supported with a grant for the delivery of the 2017 Desert Harmony Festival.

Central Australia Region

- The Alice Springs Regional Economic Development Committee is supporting the development of the National Aboriginal Art Gallery and five significant resource projects in the Alice Springs region.
- Under the Regional Economic Development Fund a number of local projects were supported:
 - The Central Desert Regional Council were supported with a grant to develop the Plenty Highway and East MacDonnell Visitor Experience masterplan.
 - Voyages were funded, in partnership with Voyages Indigenous Tourism Australia, to deliver a masterplan for future development of Yulara to cater for future visitor growth and community servicing.
 - Redtails Sports Development Centre, Central Australia, were supported with a grant to engage a consultant to undertake a feasibility study and develop a business case for a new football oval and sports development centre.

Output group - Business and Industry Development and Support

Outcome: A diversified and growing Territory economy

Division: Strategic Infrastructure and Projects

Objective: Identify, promote and facilitate the delivery of strategic infrastructure, projects and investment to achieve sustained economic development, diversity and productivity.

Key Performance Indicators

| Strategic Infrastructure and Projects | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|---|-------------------|-------------------|-------------------|
| Advice provided within agreed timeframes | 100% | 85% | 85% |
| Projects managed within agreed timeframes | 100% | 85% | 85% |
| Number of projects with major project status ¹ | 18 | 14 | 14 |

¹ Prior to publication major project status was rescinded for the Indian Sandalwood expansion on 10 August 2018, due to the Northern Territory expansion ceasing. Number includes this project as it was active at 30 June 2018.

Further, the Major Project Status and Facilitated Investment Project lists were reviewed during 2017–18 and as a result, four projects that were formerly listed as both Major Project and NT Government Facilitated Investment Projects were relisted only as Facilitated Investment Projects, thereby reducing the Major Project list from 18 to 14. The revised projects were Ord Stage III, Shiplift and Marine Industry Park, INPEX Ichthys LNG Project and Jemena's Northern Gas Pipeline.

Key achievements 2017–18

- Facilitated investment projects contributed significantly to the Territory economy through the creation of jobs and business opportunities. Nine Northern Territory Government facilitated investment projects were being actively managed.
 - The development of a Strategic Options paper, and ongoing engineering and environmental technical work was progressed, as part of Early-stage planning for the Mount Isa to Tennant Creek Railway.
 - Facilitated stakeholder engagement was underway with a view to nominating a site as part of a future competitive market process for the Alice Springs Tourism Commercial Development.
 - A market analysis was completed for the future development of seniors' lifestyle accommodation in Alice Springs, Darwin and Darwin rural.
 - Northern Ship Support, the preferred proponent of the Darwin Ship Lift and Marine Industry project is progressing the Front End Engineering Design (FEED) phase of the project. An economic impact and cost benefit assessment will be undertaken as FEED delivers greater detail on infrastructure design and costs.
 - Led the competitive process to develop the Darwin Water Theme park including preparing a detailed business case and opening the expressions of interest process.
 - The progress of designs for the Darwin Westin Hotel was supported, and an application for planning approval was submitted to the Development Consent Authority.
 - Support for Jemena - Northern Gas Pipeline continued, which is on track for completion and operations in late 2018.
 - Coordinated whole-of-government efforts to deliver the US\$34 Billion Ichthys LNG Project as it transitioned from construction to operation phase.
 - The strategic partnership between Landbridge and the Northern Territory Government was facilitated through ongoing management of the Darwin Port lease.
- Supporting the implementation of the Infrastructure Strategy and the delivery of the 10-year Infrastructure Plan, a number of achievements were delivered:
 - The 'Market Led Proposal Policy' replaced the Unsolicited Proposal Policy

- The development of an Investment Attraction Strategy was progressed and work was undertaken to attract local corporate headquarters to the Northern Territory.
- Continued to provide whole-of-government coordination to facilitate the timely delivery of private sector initiated Major Projects, and maximise private investment in the Territory.
- At 30 June 2018, there were 14 private sector projects that had Major Project Status as outlined in the following table.

| Proponent | Project | Description |
|---------------------------|---|--|
| Verdant Minerals Limited | Ammaroo Phosphate Project | Open cut mine and beneficiation, exporting 2 million tonnes per annum of phosphate rock concentrate. Located about 180km south east of Tennant Creek on Ammaroo station. |
| Halikos Group | Berrimah Farm redevelopment | Redevelopment of Berrimah Farm into a new suburb with residential, business and community facilities |
| INPEX | Bladin Point expansion | Future expansion at Bladin Point subject to the identification of suitable gas resources and relevant commercial terms. |
| Neptune | Bonaparte Gas Project | Proponents are examining all options to develop the reserves at Petrel, Tern and Frigate fields, 250km west south west of Darwin. Options include Floating LNG, near shore barge mounted LNG, sale into existing facilities. |
| Tellus Holdings | Chandler Salt Mine | An underground salt mine with an allied processing and packaging facility and a waste and licensed storage facility. |
| ConocoPhillips | Darwin LNG expansion | Expansion of LNG production at the Wickham Point site. |
| Quintis Limited | Indian Sandalwood expansion | 10 000ha of sandalwood plantations across 42 locations in northern Australia. (At 30 June 2018, Major Project Status was under review and subsequently rescinded by the NT Government on 10 August 2018) |
| KGL Resources Limited | Jervois Copper-Silver-Gold Project | Open cut and underground mine 270km north east of Alice Springs with onsite processing. |
| TNG Limited | Mount Peake Mine and Metals Processing Facility | Iron-Vanadium-Titanium project located 235 km north-northwest of Alice Springs with processing facilities proposed for Middle Arm, Darwin. |
| Vista Gold | Mount Todd Gold Mine | Open cut gold mine, 55km north of Katherine. |
| Arafura Resources Limited | Nolan's Bore Rare Earths | Mine, beneficiation and intermediate processing at/near Aileron, north of Alice Springs |
| Shell | Prelude FLNG | World's first floating LNG facility, 850 km west of Darwin, operations and maintenance base at East Arm Logistics Precinct |
| Seafarms Group Limited | Project Sea Dragon | A world-class aquaculture business to produce more than 100 000 tonnes of prawns per year, grown in 10 000 hectares of ponds in the Northern Territory. |
| Avenira Limited | Wonarah Phosphate | Phosphate project in the Barkly region, 280km east of Tennant Creek. |

Output group - Employment and Skilling

Outcome: A capable workforce that meets the current and future needs of Territory businesses and industry

Division: Workforce NT

Objective: Administer the vocational education and training system. Ensure the skill requirements of the Territory economy are met through responsive programs aligned to the current and future needs of Territory businesses, industries and workers. Assist Territory businesses through workforce growth and skilled migration initiatives.

Key Performance Indicators

| Workforce NT | 2016–17 Actual | 2017–18 Budget | 2017–18 Actual |
|---|-------------------|-------------------|-------------------|
| Apprenticeship and traineeship commencements ¹ | 2015 | 2200 | 2098 |
| Apprenticeship and traineeship completions ² | 1044 | 1050 | 981 |
| Training participation rate | 12% | 10% | 13% |
| Successful training completions | 81% | 80% | 82% |
| Proportion of graduates in employment or further study | 92% | 90% | 91% |
| Proportion of graduates satisfied with overall quality of their training | 88% | 85% | 89% |
| Business and skilled migration visas for nominations and sponsorships assessed ³ | 3160 | 2500 | 4101 |
| NT Designated Area Migration Agreement endorsements | 27 | 30 | 32 |
| Aboriginal Employment Program | | | |
| – supported businesses and organisations | 116 | 75 | 100 |
| – additional people in supported jobs ⁴ | 494 | 800 | 1919 |

¹ There has been downturn nationally in apprenticeship/traineeship commencements over the past several years. The number of apprenticeship/traineeship commencements is slowly improving in the Northern Territory in line with what is occurring nationally.

² The downturn in apprenticeship/traineeship commencements over the past several years decreased completion numbers (but completion rates remained steady).

³ Changes applied by the other States and Territories to the General Skilled Migration Program visa criteria, the occupation lists and eligibility criteria led to an increase in Northern Territory applications. The launch of an online application system in the Northern Territory achieved efficiencies leading to an increase in assessments.

⁴ A restructure combined the Department's Aboriginal Employment Programs resulting higher reportable figures.

Key achievements 2017–18

- The VET Investment Framework (VIF) commenced implementation and the Department is working closely with Registered Training Organisations to ensure a smooth transition to the new requirements of the VIF.
- Skilling Territorians programs were reviewed to ensure they were targeted and responsive to industry needs. Changes to programs as a result of the review streamlined the payment of apprentice or trainee incentives.
- Indigenous Workforce Participation Initiatives and Aboriginal Responsive Training programs were repositioned to align with Commonwealth Government initiatives and enhance job outcomes in the regions and improve local employment and skilling outcomes for Aboriginal Territorians in the trade sector.
- The Aboriginal Employment Program (AEP) supported 1919 Aboriginal people in jobs and assisted 100 organisations to grow their workforce.

- Aboriginal Workforce Grants received 33 applications, of which 10 organisations were awarded funding to a value of \$786 285.
- Aboriginal Responsive Skilling Grants assisted 1714 people to participate in over 100 accredited and non-accredited training programs delivered across 55 communities.
- Active promotion of the Northern Territory Worker Attraction Program was undertaken to encourage workers and investment to the Territory via a program of international engagement activities undertaken which targeted exposure to potential workers and investors.
- Partnered with the Darwin Innovation Hub to market business and investment to the Northern Territory. Seminars were held in China (14), Singapore (3), India (1), Sri Lanka (2), Vietnam (1) Nepal (2), and a further 120 one-on-one meetings were undertaken with prospective investors.
- Seven Northern Territory specific skilled migration seminars were conducted in Sri Lanka and Nepal, and were attended by over 450 prospective migrant families in January and March 2018.
- Supported Northern Territory businesses to attract skilled migrants through information on migration options, endorsements and nominations for general skilled migration visas and investment attraction support.
- Efficient processing of migration applications was achieved through the introduction of the Online General Skilled Migration (GSM) application lodgement system on 1 July 2017. The system led to streamlined management of applications and provided improved, service and response times.
- Improved the employment of people with a disability through implementation of the Equity Training Grants program. Funding was awarded to specialised programs aimed at improving training and employment outcomes for disadvantaged Territorians or people with a disability.
- Redesigned the Industry Buildskills program to encompass a principles based framework for assessing applications, and deliver specific skill sets or qualifications in the existing workforce in response to industry's needs.
- There were 737 participants in Industry Buildskills across the industries of Civil construction (357), Automotive (13), Transport and logistics (13), Agribusiness (48), Oil and gas (62), Building and construction (61), General Education (97), and Utilities (86).
- An Aboriginal pre-employment/apprenticeship program was introduced through a responsive training fund across regions. Cases in remote communities are individually managed for Aboriginal Territorians who require a skill set or qualification for a project where employment outcomes have been identified.
- Under the Aboriginal Employment Program, support was given to developing the foundation skills of literacy and numeracy in Aboriginal participants to provide them the readiness to participate in accredited and non-accredited training programs.

Output group – Corporate and Governance

Outcome: Improved organisation performance through strategic and governance leadership and the provision of corporate services functions

Division: Strategic Services

Objective: Provide strategic and governance leadership to guide the direction and focus of the agency and undertake a range of supporting corporate functions.

Key achievements 2017–18

- An engagement and marketing program was delivered by the Department's Strategic Engagement and Communication team, working in partnership with divisions across the agency. Activities promoted the Territory as a destination to live, work, study, trade and invest and used a 'digital first' approach.
- Across seven social media accounts, the Department's total social media audience increased by 62% from 11 333 followers to 18 285 followers. Content across all platforms engaged audiences on a range of topics and subjects with the top post for the year reaching 14 896 people.
- Progressed the development of the Information Communication and Technology (ICT) Strategy through engagement and consultation with field experts. The Strategy will inform the Department's approach to streamlining and improving systems, services and tools to optimise outcomes and the client experience.
- Delivered enhancements to the Department's Customer Relationship Management (CRM) system through the integration of Australian Business Register data, robust implementation plans, interactive training and an online learning module. User activity increased by 256% compared to 2016–17 with eight business units being on-boarded to the system (equating to an 88% uptake of the allocated 200 CRM software licenses).
- Continued the implementation of the People Strategy including the delivery of Strategic Leadership and Emerging Leaders programs to further strengthen the Department's culture of performance and accountability.
- Introduced a new performance development framework to align staff performance agreements with objectives of the Capability Leadership Framework and Department developed mandatory performance objectives.
- Progressed the development of the Workforce Capability Plan to increase the Department's diversity profile, including Aboriginal employment, English as a second language, and people with disabilities, through research and consultation with Department stakeholders.
- Introduced a suite of tools to improve the Department's reporting capability including a new system aligned to the strategic plan and enhancements to people and capability, procurement and CRM reports.



3. Corporate Governance

Governance Framework

The Department's governance structures aim to ensure outcomes are achieved in a way that enhances confidence in the Department, its decisions and actions.

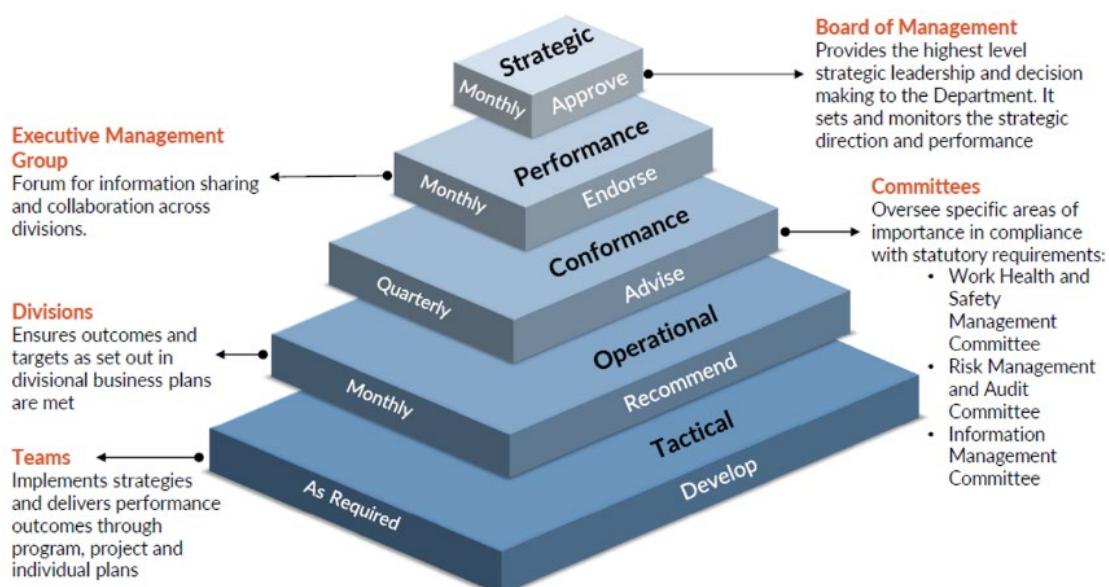
The Department's corporate governance is guided by the following principles:

- **Performance:** ensuring our governance arrangements positively contribute to overall performance and delivery of our services and programs.
- **Conformance:** using our governance arrangements to meet legislative requirements, comply with necessary regulations and standards, and satisfy expectations of probity, accountability and transparency.

The Department operates with a whole-of-enterprise approach to risk management. Strategies are set under corporate planning processes. Risks to achieving strategy objectives are managed, measured and reported.

Structure

The Governance Framework outlines the governance, advice and decision-making structures within the Department. The Board of Management provides strategic leadership and is supported by the Executive Management Group and specialist committees who provide assurance that risk and compliance obligations are being met.



Legislative framework

Under the Administrative Arrangements Orders, the Department is responsible for the principal areas of government and administering the legislation detailed at Appendix A.

Statutory authorities and boards

The Department is responsible for the statutory authorities and boards detailed at Appendix B.

Governance bodies

Board of Management

The Board of Management (BOM) provides the highest level strategic leadership and decision making to the Department. It sets and monitors the strategic direction and performance of the Department.

The BOM met monthly throughout the 2017–18 year to review the Department's overall progress towards the achievement of goals and objectives of the Strategic Directions.

Board of Management membership at 30 June 2018:

| Role | Position | Name |
|-------------|--|-------------------|
| Chair | Chief Executive Officer | Michael Tennant |
| Member | Deputy Chief Executive Officer | Sibylle Brautigam |
| Member | General Manager Northern Australia Development and Trade | Luke Bowen |
| Member | General Manager Strategic Infrastructure and Projects | Anne Tan |
| Member | Executive Director Strategic Services | Gail Humble |
| Member | Chief Financial Officer | Lisa Strohfeldt |
| Secretariat | Senior Executive Officer | Gina Cassimatis |

The following groups and committees assist the Board in its operations:

- Executive Management Group
- Risk Management and Audit Committee
- Information Management Committee
- Work Health and Safety Management Committee.

Executive Management Group

The Executive Management Group (EMG) promotes information sharing and collaboration on Department priorities to support innovative and efficient service across the Department.

Key activities of the EMG during 2017–18 were the review of Strategic Directions to include new priorities for the Department and the implementation of the Strategic Reporting System to drive improved business planning and performance reporting.

Its membership at 30 June 2018 was the Chief Executive Officer, Deputy Chief Executive Officer, Chief Financial Officer and each of the General Managers and Executive Directors (as per Chapter 1: Our Organisation).

Risk Management and Audit Committee

The Risk Management and Audit Committee provides independent assurance and assistance to the Chief Executive Officer in the areas of statutory reporting, internal control systems, risk management systems and audit.

The Committee met five times during 2017–18 including four ordinary meetings and one Annual Report review meeting.

Membership at 30 June 2018:

| Role | Position | Name |
|-------------------|---|-------------------|
| Independent Chair | Governance consultant and past Auditor-General for the Northern Territory (1995-2002) | Iain Summers |
| Member | Deputy Chief Executive Officer | Sibylle Brautigam |
| Member | General Manager Northern Australia Development and Trade | Luke Bowen |
| Member | General Manager Strategic Infrastructure and Projects | Anne Tan |
| Member | Executive Director Workforce NT | Catherine White |
| Member | Executive Director Procurement NT | Julie Jenkins |
| Observer | Chief Financial Officer | Lisa Strohfeldt |
| Secretariat | Manager Governance and Performance | Anna Collins |

Summary of work performed during 2017–18

- Monitored the Strategic and Operational Risk Registers and Fraud Control Plan identifying key risks to the Department achieving its objectives.
- Reviewed the internal audit plan and how it links to controls identified in the Risk Register
- Provided oversight of five internal audits in accordance with the Internal Audit Plan and two internal reviews.
- Monitored the implementation of audit recommendations from internal and external audits through the Register of Audit Findings, and their impact on risk ratings.
- Provided an executive summary report to the Chief Executive Officer after each meeting.
- Provided the Chief Executive Officer with assurance that the Department has met its obligations under the Treasurer's Directions 3.2 and G2.2.
- Reviewed the Terms of Reference and completed a performance review of the Committee.
- Reviewed the Internal Audit Charter.

Summary of Internal Audits and Reviews for the period 2017–18

Internal audits in accordance with the Internal Audit Plan

- **Fraud Framework and ICAC Readiness Review for Strategic Services – Complete at 30 June 2018**

The objective of this audit was to review the effectiveness of the Department's fraud control practices and fraud control strategies. Further, it assessed the Department's readiness to comply with the requirements of the *Independent Commissioner Against Corruption Act*.

- **Compliance with Northern Territory Government Value for Territory Assurance and Procurement Rules Audit – Complete at 30 June 2018**

The objective of this audit was to review the agency's compliance with the Buy Local Plan and Procurement Rules within the Department's wider procurement framework, provide an opinion on risk and make recommendations for improvements to manage risk.

- **Compliance with Northern Territory Government Travel Policy Framework Audit – Complete at 30 June 2018**

The objective of this audit was to review the agency's compliance with the whole of government Travel Policy Framework as adopted within the Department's wider travel policy framework.

- **Contract Management Process Audit for Workforce NT – Draft report at 30 June 2018**

The objective of this audit was to review Workforce NT grant and funding contract management processes, provide an opinion on risk and provide recommendations for improvements to manage risk.

- **Immediate Work Grant Compliance with Terms and Conditions Audit for Business and Innovation NT – Draft report at 30 June 2018**

The objective of this audit was to review the compliance of the Department with the terms and conditions associated with the Immediate Work Grant, provide an opinion on risk and provide recommendations for improvements to manage risk.

Internal Reviews

- **Biz Secure Internal Review for Business and Innovation NT – Complete at 30 June 2018**

The objective of this review was to review the Biz Secure Program's terms and conditions and outcomes to date, and to ascertain whether they continue to meet the Government's policy and objectives.

- **Home Improvement Scheme Site Audits for Business and Innovation NT – Complete at 30 June 2018**

The objective of this audit was to conduct and report on site assessments, compliance checks and audits of businesses and homeowners. The engagement was limited to homeowners and businesses whose applications were approved for participation in the Home Improvement Scheme.

Summary of external audits conducted by the Auditor-General during 2017–18

The following audits were complete at 30 June 2018.

- **End of Year Review**

The objective of this review was to assess the adequacy of selected aspects of end of financial year controls over reporting, accounting and material transactions and balances, with the primary purpose of providing support to the audit or the Treasurer's Annual Financial Statements.

- **Performance Management Systems Audit – Darwin Ship Lift**

The objective of this audit was to review the Darwin Ship Lift project.

- **Performance Management Systems Audit – Palmerston Regional Hospital**

The objective of this audit was to review the implementation of recommendations from Public Accounts Committee hearing.

- **Agency Compliance Audit**

Agency compliance audits are intended to ascertain the extent to which Agencies' Accountable Officers have implemented and maintained procedures that assist in ensuring that the requirements set out in Acts of Parliament, and subordinate and delegated legislation, are adhered to.

- **Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS) Financial Data Audit undertaken by the Auditor-General**

The Department is responsible for the preparation and fair presentation of the Summary Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS) Financial Data for the Northern Territory in accordance with the requirements of AVETMISS, *The Standard for VET Financial Data*.

The objective of this audit was to express an opinion on the certified AVETMISS financial data acquittal statement.

Key priority for 2018–19

- Finalise the review of the Risk Management Plan including the Department's Risk Appetite statement.

Work Health and Safety Management Committee

The Work Health and Safety Management Committee assists the Chief Executive Officer to meet the Department's obligations under the *Work Health and Safety Act*.

The Committee oversees compliance with the Department's Work Health and Safety policies and frameworks, and ensures the Department is engaging employees to identify and manage workplace risks with the support of workplace committees.

The Committee reports to the Board of Management on the cost and impact of workplace incidents including workers compensation claims and other workplace incidents reported through the online incident reporting system.

The Committee met four times during 2017–18.

Work Health and Safety Management Committee membership at 30 June 2018:

| Role | Position | Name |
|-------------|--|--------------------|
| Chair | Executive Director International Engagement Trade and Investment | Scott Wauchope |
| Secretariat | Senior Human Resources Consultant | Troy Walsh |
| Member | Director People and Capability | Shirley Wilkshire |
| Member | Executive Director Strategic Services | Gail Humble |
| Member | Manager Workforce Programs | Tim Nicol |
| Member | A/Director Business Development | Christopher Martin |
| Member | Manager Governance and Performance | Anna Collins |

Summary of work performed during 2017–18

- Continued developing Work Health and Safety Wellbeing Initiatives to promote and support health and wellbeing in the workplace.
- Monitored the Department's Workplace Work Health and Safety Committees to identify incident and hazard trends.
- Maintained the Work Health and Safety Policy and Framework.
- Monitored and reported on the number and cost of new and existing workers compensation claims.
- Monitored and reported on the number of workplace incidents recorded in the online incident reporting system.
- In collaboration with People and Capability, a self-guided Work Health and Safety awareness module was incorporated into the Department's online induction and orientation process.
- Reviewed Travel Policy and Travel Risk Assessment template, issued the Remote and Road Travel Policy including supporting documents - Journey Plan and Remote and Road Travel Risk Assessment template.

Key Priority for 2018–19

- Increase the range of Work Health and Safety eLearning modules and wellbeing initiatives available to staff.

Information Management Committee

The Information Management Committee (IMC) oversees the development, implementation, performance and continuous improvement of Information Communication and Technology (ICT) policies, projects and strategies.

The Committee ensures integration and alignment of ICT architecture and business objectives across the Department and NT Government. Further the Committee provides assurance to the Board of Management that Department ICT projects comply with the NT Government ICT Governance Framework and Treasurer's Directions.

The IMC met three times during the 2017–18 year and endorsed seven project proposals.

Membership at 30 June 2018:

| Role | Position | Name |
|-------------|--|---------------------|
| Chair | Executive Director Workforce NT | Catherine White |
| Secretariat | Chief Information Officer | Michael De Luca |
| Member | Executive Director Northern Australia Development Office | Jason Schoolmeester |
| Member | Director Grants | Bardia Bodaghi |
| Member | Executive Director Business and Innovation NT | Jason Howe |
| Member | Director Strategic Engagement and Communication | Wendy Pritchard |

Summary of work performed during 2017–18

- Continued to facilitate the ICT project approval framework.
- Reviewed and endorsed seven project proposals across a number of divisions, including new systems and tools.
- Developed an IT policy for data management.
- Identified and explored collaboration opportunities across the Department.

Key priority for 2018–19

- Endorse and implement the revised agency ICT Strategic Plan aligned to the Strategic Directions 2017–2021.

Insurance Arrangements

Self-Insurance arrangements

In accordance with Treasurer's Direction M2.1: Insurance Arrangements, the Department is required to detail mitigation strategies and processes in place to reduce the likelihood or severity of its insurable risks. This is because the Government self-insures its risks and meets costs as they emerge.

The following table outlines the Department's identified insurable risks and the strategies implemented to reduce those risks.

| Insurable risk category | No. of incidents 2016–17 | Value of claims 2016–17 | No. of incidents 2017–18 | Value of claims 2017–18 |
|-------------------------|--------------------------|-------------------------|--------------------------|-------------------------|
| Public Liability | Nil | Nil | Nil | Nil |

Mitigation strategies

1. Employees are instructed on occupational health and safety guidelines and incorporate this at all public events.
2. Assessment undertaken with all procurement processes to ensure public liability is in accordance with the conditions of contract.

| | | | | |
|------------------------------------|-----|-----|-----|-----|
| Assets and Inventories: All | Nil | Nil | Nil | Nil |
|------------------------------------|-----|-----|-----|-----|

Mitigation strategies

1. A Portable and Attractable Items Register is maintained and guidance provided to employees regarding their responsibilities and accountability.
2. Regular inspections and stocktakes.

| | | | | |
|--|-----|-----|-----|-----|
| Assets and Inventories: Buildings | Nil | Nil | Nil | Nil |
|--|-----|-----|-----|-----|

Mitigation strategies

1. Building audits e.g. security, maintenance, compliance.
2. Appropriate security and testing e.g. fire systems, alarms, patrols.
3. Repairs and maintenance and minor new works programs.

| | | | | |
|---|----|----------|----|----------|
| Assets and Inventories: Vehicles | 13 | \$16 945 | 15 | \$21 247 |
|---|----|----------|----|----------|

Mitigation strategies

1. Regular service and maintenance checks in accordance with manufacturer's recommendations.
2. Safe driving course offered to staff

| | | | | |
|--------------------|-----|-----|-----|-----|
| Indemnities | Nil | Nil | Nil | Nil |
|--------------------|-----|-----|-----|-----|

Mitigation strategies

1. Agency governance officer checks all contracts and agreements that contain indemnities and where possible indemnity clauses are removed from the contracts.
2. Any new high risk indemnity is checked by the Department of Attorney-General and Justice.
3. A risk assessment is conducted on each indemnity and the project officer is required to confirm it is commercially acceptable.
4. Approval process is in accordance with Section 34 of the *Financial Management Act* and Treasurer's Direction G2.5.

| Insurable risk category | No. of incidents 2016–17 | Value of claims 2016–17 | No. of incidents 2017–18 | Value of claims 2017–18 |
|-----------------------------|---|-------------------------|---|-------------------------|
| Workers Compensation | Total: 4 Ongoing: 0 New: 0 Closed: 2 Transferred: 2 | \$8973 | Total: 1 Ongoing: 0 New: 1 Closed: 0 Transferred: 0 | \$1341 |

Mitigation strategies

1. Work health and safety (WHS) policy and WHS governance framework to ensure agency compliance with relevant legislation.
2. WHS Workplace Committees meet regularly.
3. Employee Assistance Program offered to employees.
4. Trained First Aid Officers in each building.
5. Early Intervention Program.

6. Work-life balance strategies.

7. Job specific training, support and inductions.
8. Work-site assessments.
9. Injury Management and Rehabilitation Services.
10. Medical referrals and management plans.
11. Purchase of commercial travel insurance to cover employees travelling overseas.

Commercial Insurance

International travel by Northern Territory Government employees is excluded from self-insurance arrangements. Therefore an appropriate commercial insurance policy purchase was made for employees who travelled overseas in the performance of their duty.

| Insurable risk category | Cost (\$) | No. of claims | Value of claims (\$) | Cost (\$) | No. of claims | Value of claims (\$) |
|-------------------------|----------------|---------------|----------------------|----------------|---------------|----------------------|
| | 2016–17 | | | 2017–18 | | |
| Business Travel | 996 | 1 | 443 | 4030* | Nil | Nil |

* The Department international travel increased due to the addition of two business divisions during machinery of government changes in the 2016–17 financial year.

Information Management

In complying with Section 11 of the *Information Act*, the agency makes its information available in several ways. The agency's website contains information describing our organisational structure and functions and how these functions affect the community. All policies and procedures are designed to assist people to access information and to meet requests for corrections to personal information.

The Director Information and Business Systems is the decision maker in relation to all Freedom of Information (FOI) applications.

In 2017–18, seven FOI requests were received and actioned:

- three related to Strategic Infrastructure and Projects
- one related to Procurement NT
- one related to Strategic Services, Strategic Engagement and Communications
- one related to Strategic Services, Strategic Policy and Research
- one related to Business and Innovation NT.

Of the above:

- three were transferred to this Department from another Department
- one was transferred to another Department (in part).

Details on how to apply for access to information in line with part 3 of the Act are available on the agency's website. Contact details for further assistance relating to FOI and information management are at Appendix E.



4. Our People

People and Capability partner across the Department to build and enhance individual and organisational capability, support a high performance workforce and strengthen people management practices. They provide strategic and operational human resource advice on workforce planning, recruitment and selection, early careers programs and people management, and support workforce capability through a range of initiatives.

People Strategy 2017–21

The People Strategy 2017–21 plays a key role in shaping and embedding workplace culture and ensuring a progressive, sustainable and healthy work environment through its four focus areas: Strong leadership and management; a high performing and inclusive workplace culture; a capable and responsive workforce; and a flexible and healthy workforce. Initiatives to support these included:

- the delivery of the Emerging Leaders and Strategic Leadership programs. The programs focussed on workplace culture and Northern Territory Public Sector values, and provided networking, collaboration and relationship building opportunities for staff
- the delivery of the Aboriginal Employment plan and Disability Employment plan
- a diversity analysis from the Equal Employment Opportunity census day (1 September 2017)
- the establishment of a 'myDevelopment' program made available to employees at the Administrative Officer 1–6 levels
- the introduction of a 'myPerformance' program introduced as part of the Department's performance development framework to promote quality performance conversations and individual and team goal setting
- the implementation of new eLearning modules to build knowledge and competency across the Department in the areas of; Code of Conduct; Procurement; eRecruit; and Client Relationship Manager
- A wellbeing survey to all staff.

These initiatives ensured staff:

- were informed and empowered to model effective and accountable leadership
- demonstrated a shared responsibility for performance, culture and values
- modelled a safe and productive workforce through flexible work practices and healthy living.

Department employee statistics

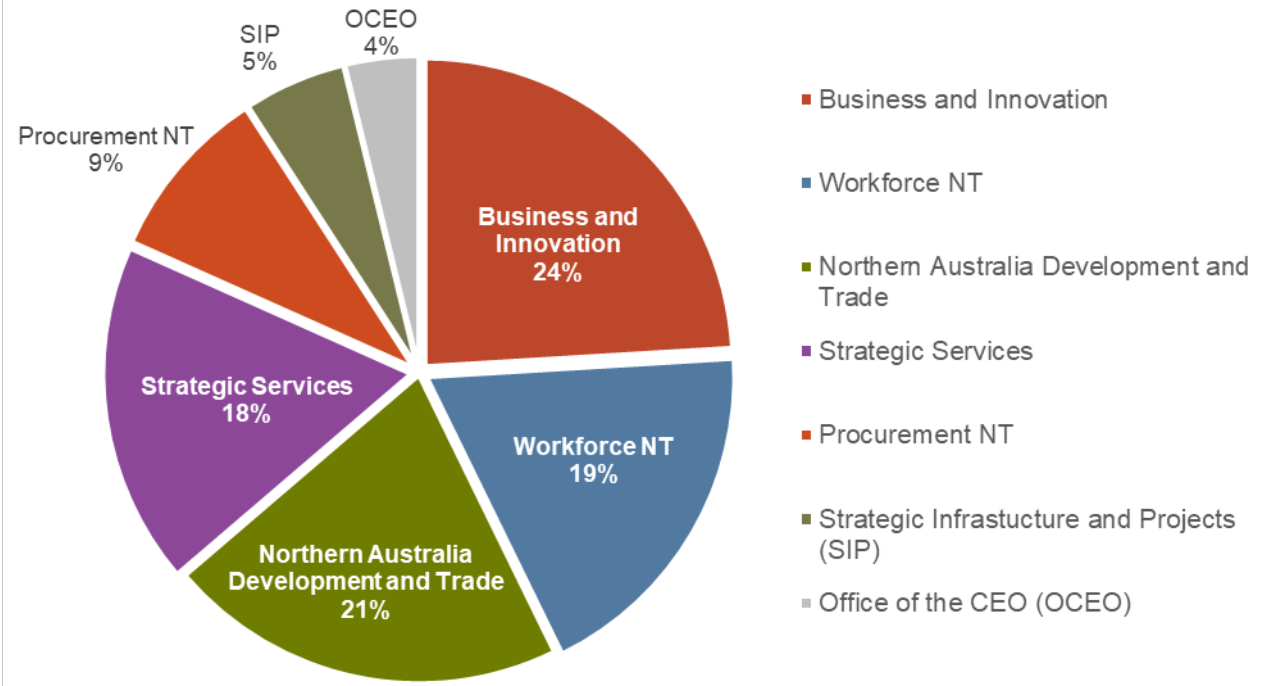
The following table provides a comparison between 2016–17 and 2017–18 employee statistics.

| | 2017–18 | 2016–17 |
|--|------------|-----------|
| 1. Workforce Profile | | |
| Full time equivalent (FTE)* | 253.7 | 235.6 |
| Permanent employees (adjusted paid employees) | 202 | 191 |
| Employee turnover | 16.1% | 18% |
| Employees on executive contracts | 9.85% | 10.1% |
| Part time employees | 16 | 14 |
| Average age of employee | 42 | 43 |
| 2. Diversity and Inclusion | | |
| Female employees | 67.8% | 66% |
| Male employees | 32.2% | 34% |
| Employees aged between 30–50 | 54.5% | 49.8% |
| Identified as being Aboriginal or Torres Strait Islander | 27 (10.2%) | 26 (11%) |
| Employees from non-English speaking backgrounds | 7 (2.6%) | 6 (2.5%) |
| Employees identifying as having a disability | 13 (4.9%) | 7 (2.9%) |
| 3. Employee Relations | | |
| New industrial relation claims | 0 | 0 |
| Workers compensation claims | 1 | 2 |
| Formal disciplines invoked | 1 | 1 |
| Redundancies | 1 | 4 |
| 4. Developing our Workforce Capability | | |
| Actual spend on training | \$246 454 | \$258 626 |
| 5. Health and Wellbeing | | |
| Sick leave days used per person (average) | 12 | 14.41 |
| Recreation leave used per person (average) | 27 | 31.6 |
| Long Service days used per person (average) | 7 | 7.2 |
| Leave without pay used per person (average) | 10 | 7.4 |

* The Department had 264 Paid employees (16 part time and 248 full time). This was due to vacant positions being filled and newly created positions with time limited funding such as the National Disability Insurance Scheme.

1. Workforce Profile

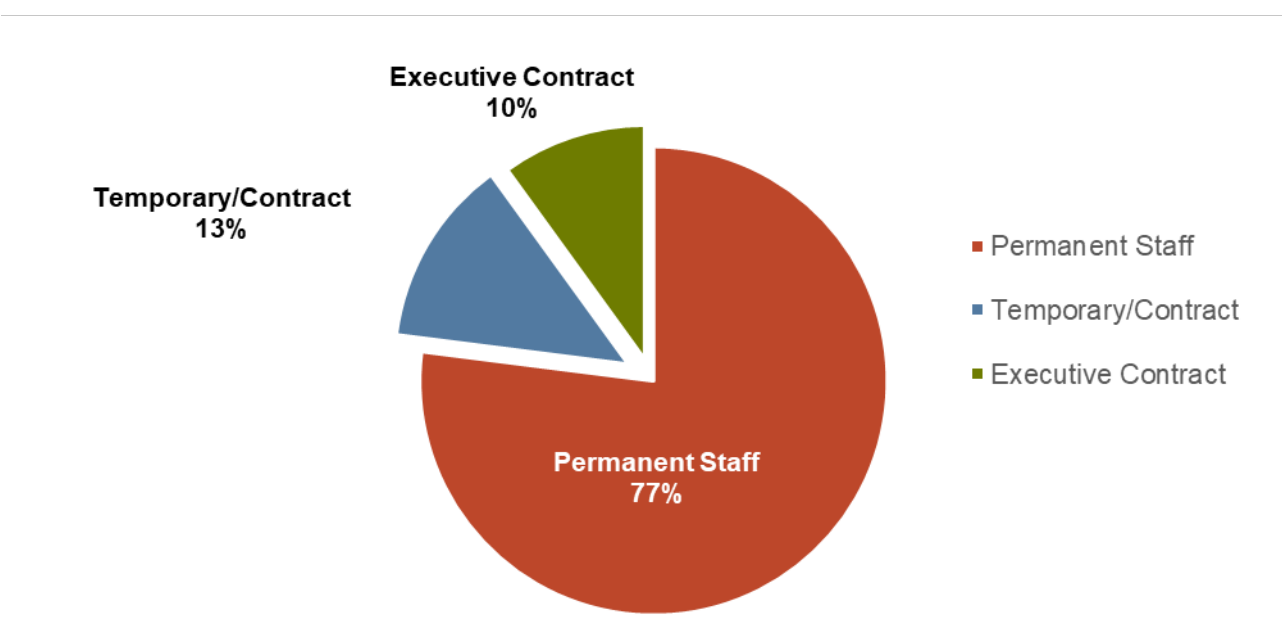
Employees by division (adjusted paid employees)



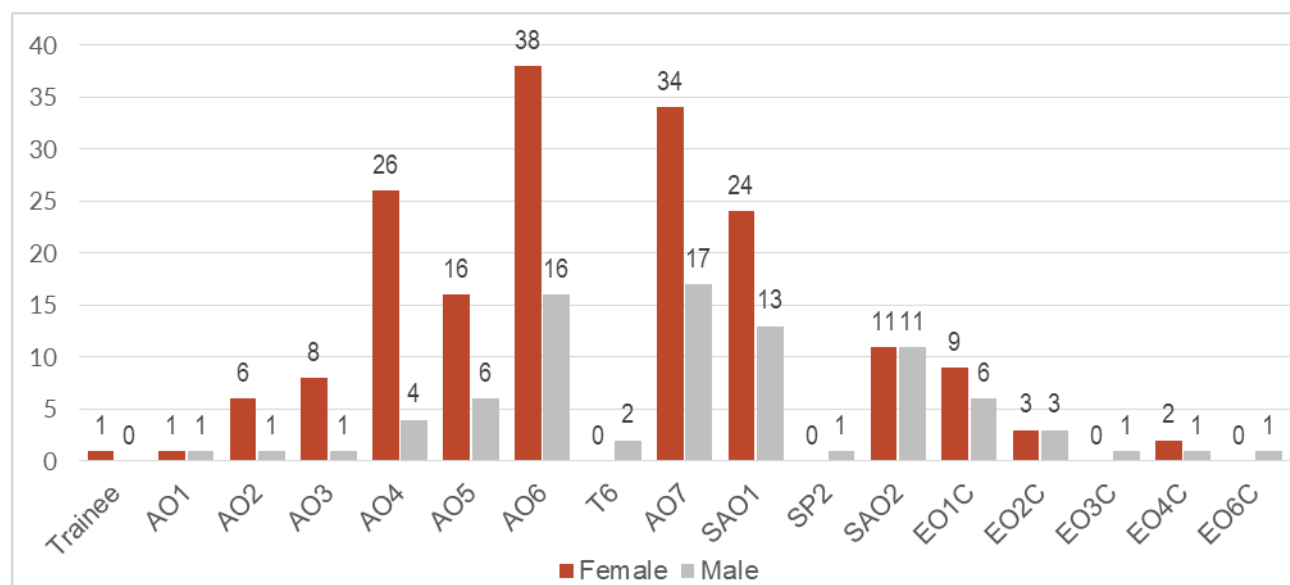
Employee turnover

Employee turnover for the year was 16.1%, excluding transfers to and from other agencies in the Northern Territory Public Sector. This was a decrease of 1.9% as compared to 2016–17.

Employee type (adjusted paid employees)



Employees by classification and gender (adjusted paid employees)

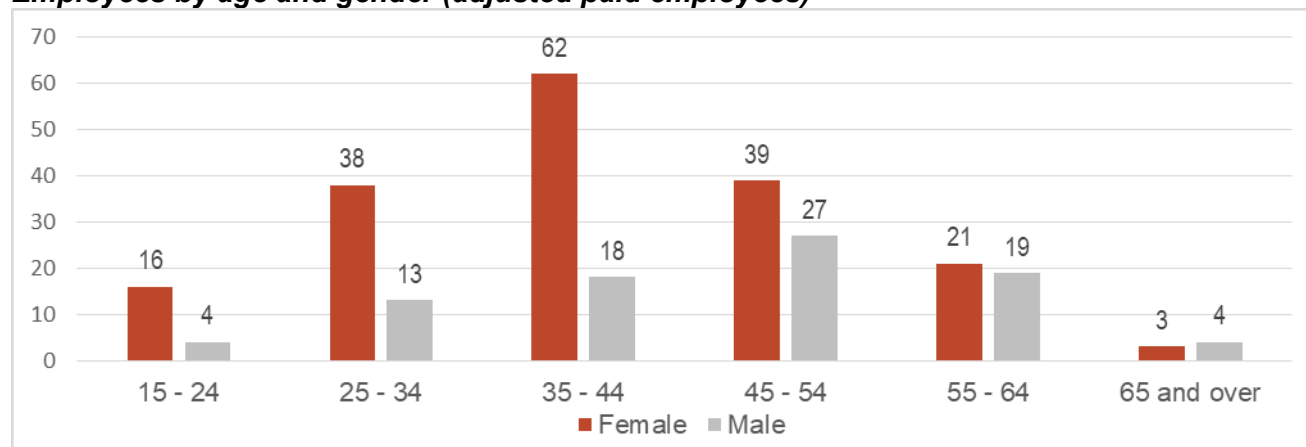


2. Diversity and Inclusion

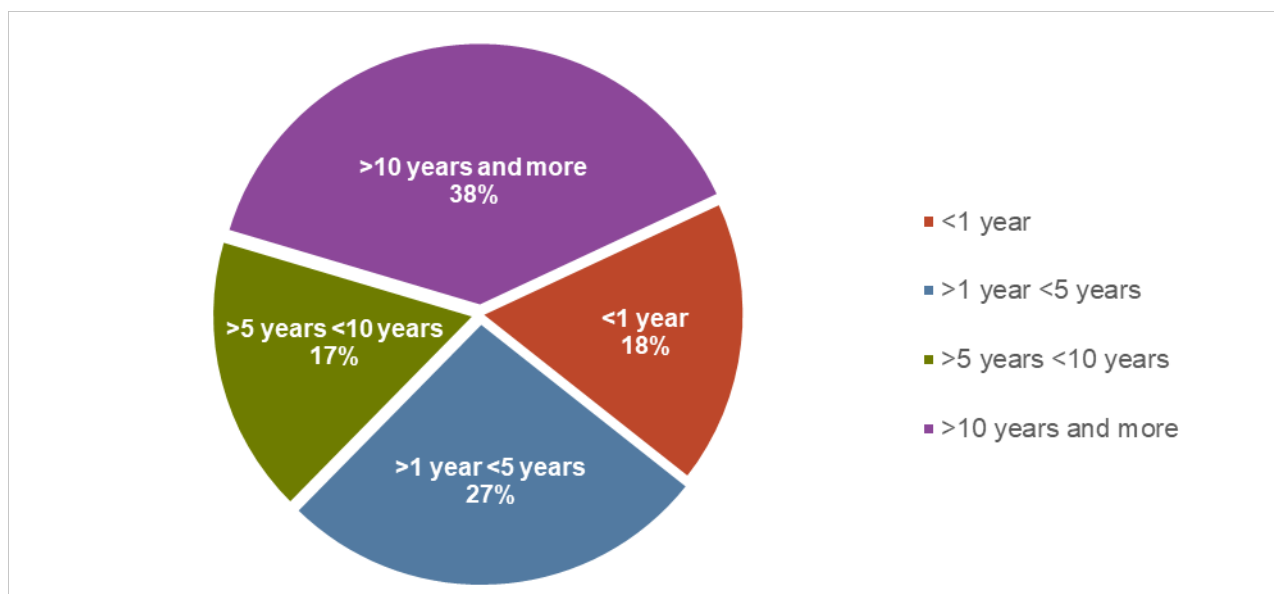
Chief Executive Officer, Michael Tennant, is a champion for the Northern Territory Public Sector Inclusion and Diversity initiative. The Department fosters inclusion and diversity to attract and retain a diverse workforce, evidenced by positive results in workforce demographics including:

- the ratio of male to female employees within the Department is 85 male to 179 female paid employees
- an increase of female employees within senior strategic leadership roles from 21 in 2016–17 to 25 in 2017–18
- an increase of one Aboriginal and Torres Strait Islander employee within senior strategic leadership roles
- Equal Employment Opportunity voluntary identification increased from 39 in 2016–17 to 47 in 2017–18, including employees identifying as:
 - Non English Speaking Backgrounds (total of 7)
 - having a disability (total of 13)
 - Aboriginal or Torres Strait Islander (total of 27)
- the average age of staff is 42 years, with 47 staff within the 55 to 65 years and over bracket.

Employees by age and gender (adjusted paid employees)



Years of service by employees (headcount)



3. Employee Relations

Industrial relations

The Department is committed to working in partnership with employees and unions.

Employees are supported through change management processes to ensure successful transition throughout restructures and reassignment of duties.

No industrial relations claims were lodged against the Department during 2017–18.

Outside Employment

The Department supported outside employment in accordance with Section 19 of the Code of Conduct (Employment Instruction Number 12). In 2017–18:

- 22 outside employment applications were received and approved
- 20 staff applied for outside employment (some with multiple applications)
- one conflict of interest management plan was put in place.

4. Developing our Workforce Capability

People and Capability facilitated, supported and advised on strategic, corporate and operational professional development.

The Department promotes opportunities for staff to gain professional development through a Study Assistance policy, Membership of Professional Organisation policy, a dedicated Professional Development Opportunities page on the staff intranet site and a Department jobs board that encourages staff development in different positions within the agency.

Corporate Professional Development Opportunities

Corporate Induction and Orientation

The Department induction and orientation program is designed to support new employees settle into their roles by providing information about the Department, its strategic priorities, culture and key policies and procedures. It also provides an awareness of corporate functions, performance agreement processes, entitlements and conditions of service, appropriate workplace behaviour and

the NT Public Service (NTPS) Code of Conduct. Employees are provided with information on their accountability and responsibilities under the *Public Sector Employment and Management Act* and the *Work Health and Safety (National Uniform Legislation) Act*.

myPerformance

In November 2017, the agency conducted internal training on the Department's new performance management system, myPerformance with a total of 84 participants.

Strengthening Management and Leadership Capability

The Department delivered management and leadership capability development through its internal leadership and management programs:

- Emerging Leaders program (Administrative Officer 7 – Senior Administrative Officer 1 or equivalent) had 39 participants graduate.
- Strategic Leadership program (Senior Administrative Officer 2 or equivalent and above) had 19 participants graduate.

Other Professional Development

Throughout the year and during performance management discussions staff are encouraged to identify and undertake suitable development opportunities to assist with role-specific capability. Professional development and capability building programs undertaken included:

- | | |
|--|------------------------------------|
| • Indigenous Economic Development | • Performance Management |
| • Human Resource Management | • Defence and Industry |
| • Data Analytics and Labour markets | • Fire Warden Training |
| • Advancing Leadership | • First Aid |
| • Oil and Gas Conference | • Job Analysis |
| • Applied Project Management | • Change Management |
| • Suicide Intervention Skills | • Media and Communications |
| • Assertive Communication | • Excel |
| • Written Communication including business and scope writing | • Project Management |
| • Barkly Regional Resources and Economic Development | • Public Sector Management Program |
| • Combat Bullying | • Emotional Intelligence |
| • Marketing | • Information Technology Skills |
| | • Presentation Skills |

Learning Management System

In 2017–18, the following eLearning modules were made available to employees through the MyLearning site:

- Code of Conduct
- Procurement
- eRecruit
- Client Relationship Manager

Further eLearning modules will be incorporated into the suite, including a refreshed induction package, Work Health and Safety, building and managing teams, and emotional intelligence.

NT Public Sector Training Courses

The Department supported employee attendance at training offered through the Office of the Commissioner for Public Employment (OCPE).

In 2017–18 employees participated in a number of available OCPE training courses, as outlined by the following table.

| Training Program | No. Employees |
|---|---------------|
| Machinery of Government | 3 |
| Simplified Recruitment Training | 25 |
| Performance Management | 1 |
| PSMP and PSMP Diversity Scholarship | 1 |
| Accessing employee records following termination/deed of settlement | 1 |
| Communicate with influence | 1 |
| Discipline Q&A Panel | 1 |
| Domestic and Family Violence session | 1 |
| Inability Q&A Panel | 1 |
| Suspensions with and without pay | 1 |
| Transformational Leadership | 2 |

Early Careers Programs

During 2017–18, the Department engaged two trainees under the Aboriginal Employment Program, two trainees under the Northern Territory Public Sector Traineeship Program, one work experience student, and six students undertaking an internship.

Study Assistance

Thirteen employees accessed study assistance during 2017–18 to undertake study ranging from Certificates to Masters level programs. The Department supports employees gaining relevant professional and technical skills through higher education studies. This financial assistance equates to a total of \$20 132 with an average of \$1548 per participating employee.

Areas of study supported during 2017–18 included:

- Certificate IV Project Management Practice
- Diploma of Business
- Diploma of Government (Procurement and Contracting)
- Diploma of Leadership and Management
- Bachelor of Business
- Bachelor of Commerce
- Masters of Emergency and Disaster Management
- Masters of Applied Law
- Masters of Business (Social Impact)
- Masters of Business Administration Executive

5. Health and Wellbeing

The Department is committed to the health and wellbeing of its employees, including creating a positive work environment where they feel safe, valued and supported. The Work Health and Safety Management Committee continues to ensure Departmental compliance against legislative requirements and internal processes.

Flu Vaccinations

The Department actively promoted the availability of a free annual flu vaccination program for all staff. In 2017–18, a total of 110 of employees chose to participate in the flu vaccination program.

Flexible Working Arrangements

The Department supports employees with the flexibility they need to balance their work with their personal commitments and interests. Supporting a number of family friendly and flexible working

arrangements that meet the operational needs of the Department and its employee's impacts positively on an employee's health and wellbeing, commitment, productivity and engagement. At 30 June 2018, there were 46 applications of flexible working arrangements comprising of:

- 12 employees accessed flexible working hours (flextime)
- 9 employees worked reduced hours under a flexible working agreement
- 3 ongoing part time employment contracts which is an increase of two from the previous year
- 2 home-based work agreements which increased from nil last year
- 18 employees who accessed the recreation leave at half pay scheme
- 2 employees who purchased additional leave

All requests made for flexible working arrangements during 2017–18 were approved.

Employee Assistance Program

The Employee Assistance Program (EAP) provides access to free, confidential counselling for employees and their family. These services are available for any circumstance for which an employee may need assistance and advice.

Employees can choose counselling sessions from the Northern Territory Government panel of providers, and can access up to three visits for any particular matter. The EAP also provides support to managers and employees on specific workplace issues.

A total of 63 employees or family members accessed the program with over 97 sessions attended in 2017–18. This represented an increase from 2016–17 where 42 employees or family members accessed 82 sessions.

Reporting against Employment Instructions

The *NT Public Sector Employment and Management Act* requires performance to be reported against each Employment Instruction.

| Employment instruction | Agency actions |
|---|---|
| 1. Filling vacancies Agency must develop a procedure for filling vacancies consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement. | The agency maintained streamlined recruitment processes and continued to mandate the Special Measures Plan, providing for priority consideration of Aboriginal and Torres Strait Islander applicants. Simplified Recruitment Training numbers: <ul style="list-style-type: none"> • 25 employees attended face-to-face training • 26 employees completed the online eLearning module Agency recruitment actions: <ul style="list-style-type: none"> • 105 vacancies advertised (57 Ongoing and 48 Fixed Period) • 61 new commencements to the NT Government • 38 transfer in from other public employers • 41 separations (resignations) • 27 transfers out (to other public employers) |

| Employment instruction | Agency actions |
|---|---|
| <p>2. Probation</p> <p>Agency must develop a probation procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</p> | <p>Probation guidelines and procedures are available on the intranet and managed through People and Capability.</p> <p>Agency probation statistics:</p> <ul style="list-style-type: none"> • 15 Probation Confirmations • 0 Probation Terminations |
| <p>3. Natural justice</p> <p>The principles of natural justice are observed in all dealings with employees and are reflected in relevant policies and procedures.</p> | <p>Information on the application of natural justice is provided through induction, information on the Department intranet site, information sessions and through specific case management. Natural justice is applied to all appropriate processes.</p> |
| <p>4. Employee performance and development systems</p> <p>Agency must develop and implement a performance development system consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement. Agency to report annually to OCPE on management, training and employee development programs.</p> | <p>Department employee myPerformance discussions and plans are completed and submitted to People and Capability annually. The myPerformance is based on individual performance and development and establishes a link between individual performance, position responsibilities, Department culture and values and strategic objectives. The process allows for future planning activities and training to meet the needs of the individual and the work unit.</p> <p>myPerformance had a 60% completion rate of performance development plans.</p> |
| <p>5. Medical examinations</p> <p>Agency may engage a health practitioner in accordance with the Act and Employment Instruction Number 3.</p> | <p>Medical examinations may be arranged for a number of reasons under the Act or relevant enterprise agreement. These referrals are managed by People and Capability in relation to case management matters and are highly confidential.</p> <p>The agency has internal operating procedures for medical referrals and all referrals are provided in writing to the employee.</p> <p>There were no referrals for an independent medical examination in 2017–18.</p> |
| <p>6. Performance and inability</p> <p>Agency to provide OCPE with information relating to performance and inability.</p> | <p>The agency supports employees through the performance framework, which includes regular performance feedback and development. Information on the performance framework is available on the intranet.</p> <p>Formal performance and inability is managed through the People and Capability Unit in relation to case management matters and are highly confidential.</p> <p>One formal performance and inability process under Part 7 of the <i>Public Sector Employment and Management Act</i>, was instigated during 2017–18.</p> |

| Employment instruction | Agency actions |
|--|--|
| <p>7. Discipline</p> <p>Agency may develop discipline policy consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement, and to provide OCPE with information relating to disciplinary processes.</p> | <p>Agency information on managing employee performance is available on the staff intranet. Supporting information in relation to staff conduct, delivery of services and use of government resources is delivered through the induction program.</p> <p>Disciplinary matters are resolved through appropriate management actions with the support of the People and Capability Unit and in accordance with Department procedures and OCPE instructions.</p> <p>One formal discipline process was undertaken during 2017–18.</p> |
| <p>8. Internal agency complaints and Section 59 grievance reviews</p> <p>Agency will develop an internal employee grievance handling policy and procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</p> | <p>The Departments' Resolution of Grievances Policy and related procedures are available to staff and managers. Employees and managers are encouraged to resolve complaints informally through the internal process under an early intervention model. This process has led to issues being addressed and resolved internal with no formal complaints lodged during 2017–18.</p> <p>Formal complaint processes under the Act are managed by People and Capability in relation to case management matters and are highly confidential.</p> <p>There was one formal complaint lodged during 2017–18.</p> |
| <p>9. Employment records</p> <p>Agency must comply with the requirements of the <i>Information Act</i> (NT) regarding correction, collection and handling of personal information contained in an employee's employment record.</p> | <p>In conjunction with the Information Management Unit, People and Capability maintain an approved file plan and ensure that any information detailed under Employment Instruction number 9 is placed on an employee's personnel file.</p> |
| <p>10. Equality of employment opportunity programs</p> <p>Agency must develop an Equality of Employment Opportunity Program consistent with the Act, its subordinate legislation, the <i>Anti-Discrimination Act</i> and any relevant award or enterprise agreement. Agency to report annually to OCPE on programs and initiatives.</p> | <p>The Department has developed a People Strategy which includes an Aboriginal Employment and Career Development and Disability Plan.</p> <p>The NTPS Special Measures plan remains mandatory across the Department to provide priority consideration to Aboriginal and Torres Strait Islander applicants.</p> <p>The Department actively supported workshops which focus on equality of employment through promotion of the OCPE Disability Confidence and Challenging Unconscious Bias programs.</p> |

| Employment instruction | Agency actions |
|---|--|
| <p>11. Occupational health and safety standard programs</p> <p>Agency must ensure the application of appropriate occupational health and safety (OHS) standards and programs.</p> | <p>The Department has a Work Health and Safety (WHS) Policy and Framework that is monitored through a WHS Management Committee with representatives from a range of workplace locations. Workplace Committees are established to assist the Department meet its safety obligations towards staff and promote WHS awareness in the workplace. Information is available on the intranet.</p> <p>In 2017–18, there were fifteen incidents registered, compared with 7 in 2016–17.</p> |
| <p>12. Code of conduct</p> <p>The Code of Conduct stipulates the basic level of conduct expected of public sector officers as defined in the Act.</p> | <p>The Department provides information on code of conduct through induction/orientation processes, online through the myLearning site, and through a range of information sessions and case management matters. Code of conduct is also promoted through sound management practices.</p> <p>Breaches of the code of conduct are addressed immediately and appropriately.</p> |
| <p>13. Appropriate workplace behaviour</p> <p>Agency must develop and implement a policy and procedure to foster appropriate workplace behaviour and a culture of respect, and to deal effectively with inappropriate workplace behaviour and bullying.</p> | <p>Information concerning appropriate workplace behaviours is delivered through the staff induction process. Behaviours are reinforced through modelling responsible leadership behaviours aligned to values.</p> <p>Inappropriate workplace behaviours are addressed immediately in collaboration with People and Capability, management and the employee/s.</p> |
| <p>14. Redeployment and redundancy procedures</p> <p>Agency must ensure redeployment processes are consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement, and that redeployees are provided with an appropriate level of assistance and case management.</p> | <p>The Department actively manages redeployee and unattached employees to find new ongoing positions. Where required, additional support is provided through development activities. Similarly, where the agency employs a former redeployee, performance development is provided in the new role.</p> <p>In 2017–18 the Department has three redeployees; one is on secondment to a private organisation, one is on a temporary transfer to another agency and one is undertaking full-time study under the remote localities study provisions.</p> <p>There was one voluntary redundancy in line with legislative compliance due to Departmental restructures.</p> |

| Employment instruction | Agency actions |
|---|---|
| <p>15. Special measures</p> <p>Agency must ensure the application of appropriate Special Measures Plans consistent with the Act, its subordinate legislation, the <i>Anti-Discrimination Act</i> and any relevant award or enterprise agreement.</p> | <p>The agency has two special measures plans in place.</p> <p>Disability Employment</p> <p>One employee is employed under the NTPS Disability Employment Program and are supported in the workplace through individual disability support plans.</p> <p>Aboriginal and Torres Strait Islander people (“Aboriginal people”) Special Measures Plan</p> <p>The Department’s Aboriginal employment target for 2017–18 was 12.1%. At 30 June 2018, the Department had 27 employees (10.2%) identifying as Aboriginal employees.</p> <p>Special Measures Statistics:</p> <ul style="list-style-type: none"> • 100 vacancies advertised under special measures • 113 special measures applications received • 7 found successful • 2 found suitable but unsuccessful • 67 found unsuitable • 37 still pending recruitment • 0 vacancies advertised with an approved exemption for special measures from the Commissioner for Public Employment. <p>There were 1910 applications received during 2017–18, of which 5.9% were from special measures applicants.</p> <p>The Department is currently reviewing its strategies to increase the number of Aboriginal employees.</p> |

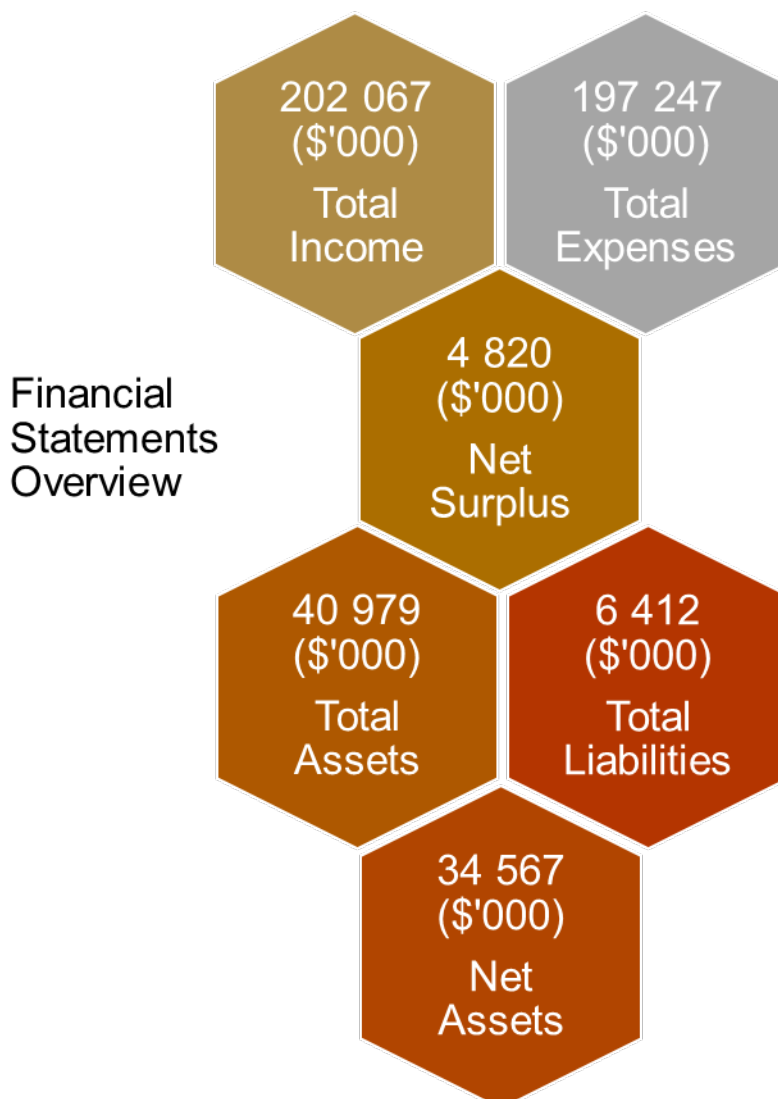


5. Financial Report

Financial Statements Overview

For the year ended 30 June 2018

This overview provides a summary of the Department's financial performance for 2017–18. A more comprehensive view of the Department's financial performance for the year is provided in the 'Financial Statements' section of this chapter.



Main Results

The Department recorded a surplus of \$4.8 million for the year, compared to the original budgeted deficit of \$4.8 million and the revised budgeted deficit of \$4.2 million. This outcome was largely due to timing of payments for economic stimulus grants including Immediate Work Grants and Home Renovation Grants, and also the reduced demand in the Student Entitlement Program funded by the Commonwealth National Partnership Agreement (NPA) - Skills Reform. Unspent funds of these programs are to be carried forward to future years to meet outstanding commitments.

Additionally, the surplus has resulted from the expenditure timing for facilitated investment projects, which are funded on a project basis. Due to the nature and complexity of these projects, it is difficult to predict exact timing of expenditure.

After adjusting for non-cash items, the operating result is a surplus of \$6.1 million.

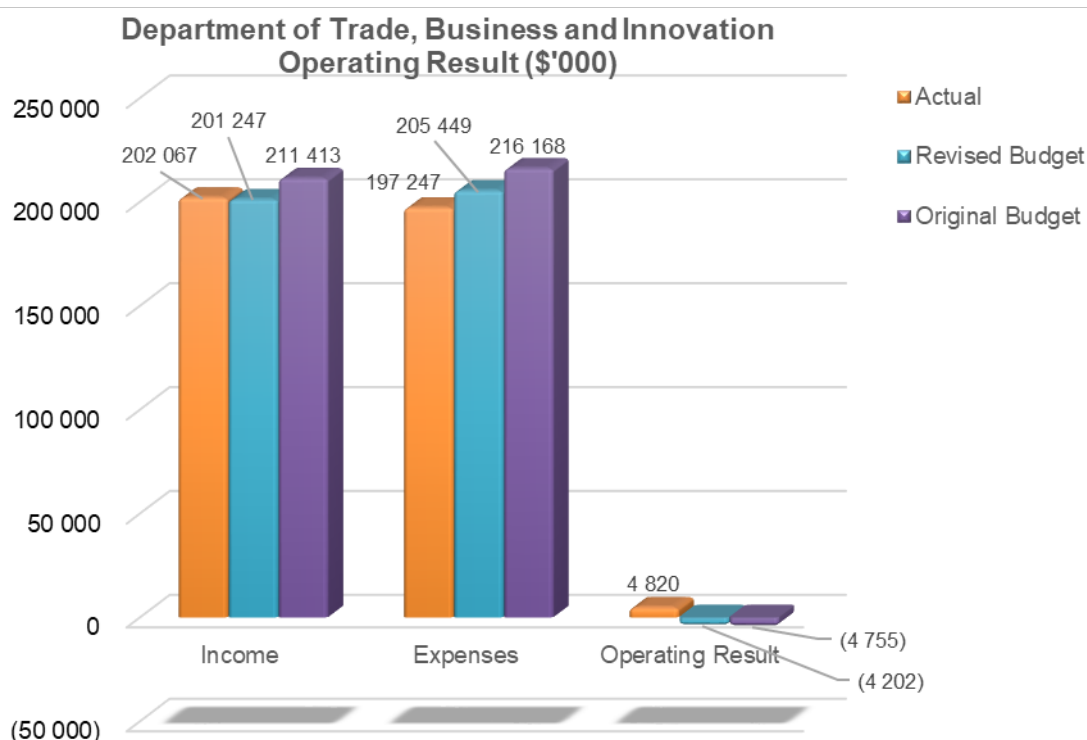
Income was \$202.1 million or \$9.3 million below original budget mainly as a result of the transfer of output appropriation for the Darwin Luxury Hotel project (\$10 million), the Business

Security Assistance program (\$4 million), and the Ship Lift and Marine Industry project (\$3 million) being shifted from 2017–18 to 2018–19. This reduction in funding in 2017–18 was partially offset by \$1.4 million additional output appropriation received for Smart Energy Grants, Team NT, and the Darwin Water Theme Park project and receipt of \$3 million Commonwealth funding under the new NPA - Skilling Australians Fund and \$2.1 million additional funding from the Department of Health for the National Disability Insurance Scheme program.

Expenses were \$197.2 million or \$18.9 million below original budget mainly due to expenditure being deferred to 2018–19, including the \$10 million capital grant for the Darwin Luxury Hotel development, \$2.4 million grants for economic stimulus programs, \$2.5 million grants for the Student Entitlement Program, and \$2.2 million operational expenditure relating to a number of strategic infrastructure projects.

The Department's net assets were \$34.6 million at year end or \$5.3 million higher than the prior financial year as a result of the improved operating result and higher cash balance at year end.

More detailed analysis on Department's performance against the original budget is provided at Note 24 to the financial statements.

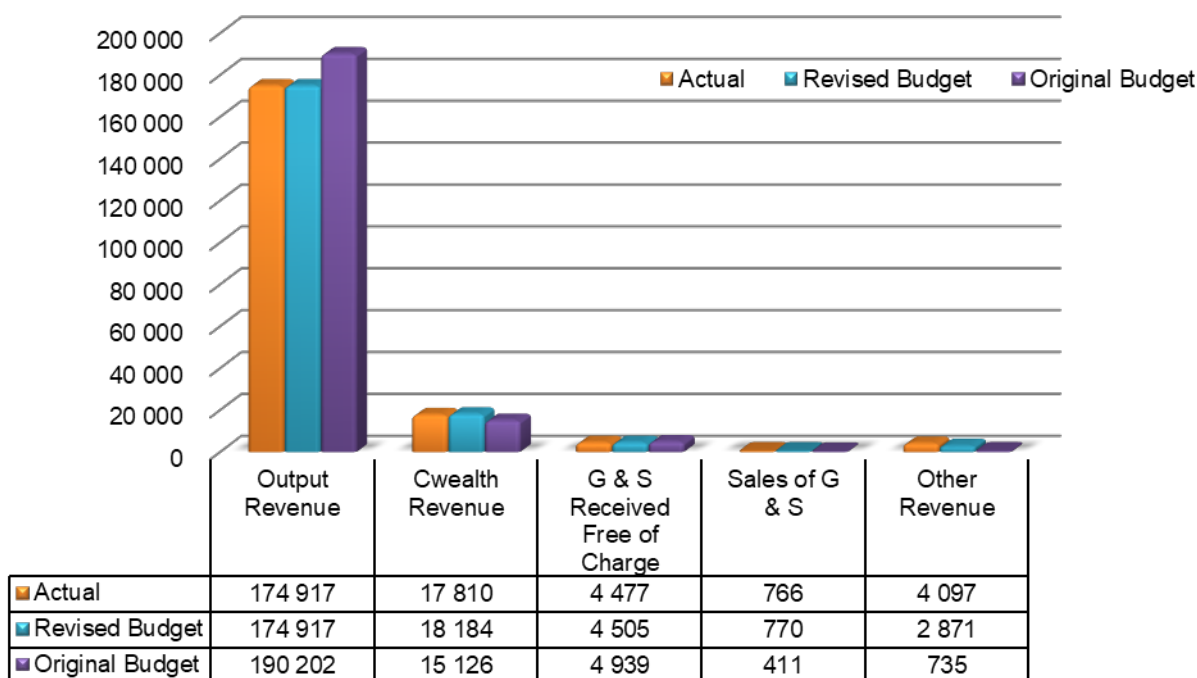


Income

The Department recorded total income of \$202.1 million in 2017–18 as follows:

- **Output Appropriation: \$174.9 million** (86.6%) of total revenue. This principal source of revenue provided by the NT Government was used to fund Business and Industry Development and Support (51%), Employment and Skilling (45.7%), and Corporate and Governance (3.3%);
- **Commonwealth Appropriation:** \$17.8 million (8.8%) funding received from the Australian Government comprising of:
 - \$14.8 million under the National Agreement for Skills and Workforce Development;
 - \$3 million under the new National Partnership Agreement - Skilling Australians Fund;
- **Goods and Services Received Free of Charge:** \$4.5 million (2.2%) is notional revenue for office accommodation, information technology, and payroll services provided by the Department of Corporate and Information Services (DCIS) and is offset by notional expense to the same value;
- **Sales of Goods and Services:** \$0.8 million (0.4%) generated from the sale of goods and rendering services. This revenue was mainly sourced from sponsorships, event ticket sales and provision of procurement services;
- **Other Revenue (including Interest Revenue and Grants and Subsidies Revenue):** \$4.1 million (2%) consists of co-contributions from other agencies to fund grants to support business, and refunds of funding provided in prior years due to under delivery of demand driven training programs.

Income by Source (\$'000)

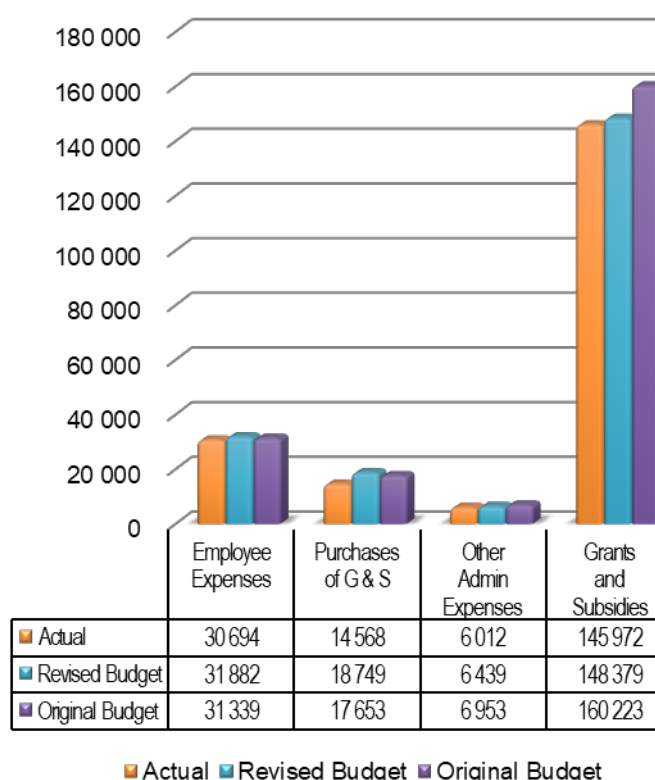


Expenses

The Department incurred expenses of \$197.3 million in 2017–18 as follows:

- **Employee Expenses:** \$30.7 million (15.6%) costs associated with staffing including salary, payroll tax and fringe benefits tax.
- **Purchases of Goods and Services:** \$14.6 million (7.4%) reflecting operational costs associated with delivery of the Department's core activities, including facilitation of strategic infrastructure projects and economic and industry development, and provision of business and procurement services and advice.
- **Other Administrative Expenses:** \$6 million (3%) including costs for repairs and maintenance for offices and facilities at Darwin and regional locations, non-cash depreciation and amortisation charged on the Department's fixed assets and notional DCIS services charges.
- **Grants and Subsidies:** \$146 million (74%) remain as the Department's largest expense component, reflecting government commitments to delivering targeted grant programs to support economic, business and workforce development.

Expenditure by Category (\$'000)



Statement of Financial Position

The Statement of Financial Position provides a summary of the Department's balances at the end of the financial year for assets, liabilities and equity.

Assets

The Department held \$40.9 million worth of assets as at 30 June 2018 and \$6.3 million more than the prior year. The increase in assets resulted from a higher cash balance. The Department held cash and deposits worth \$20.4 million (49.9%) at the balance date. The majority of this is funds committed to the economic stimulus programs, the Student Entitlement Program, and strategic infrastructure projects.

Liabilities

The Department's liabilities as at 30 June 2018 were \$6.4 million. The main components were payables (amounts owing to suppliers) 28.3%, current provisions (mainly employee) 67.8%, and unearned revenue 3.9%.

Equity

Equity reflects the Department's net assets or net worth which totalled \$34.6 million as at 30 June 2018. This represents an increase of \$5.3 million compared to 30 June 2017.

Cash Flow Statement

The cash flow statement provides information on how cash was received and spent during the year. It differs from the operating statement as the operating statement includes non-cash items.

The cash flows are summarised as follows:

| | 2017–18 \$'000 |
|--|-------------------|
| Net Cash from/(used in) Operating Activities | 7 711 |
| Net Cash from/(used in) Investing Activities | (15) |
| Net Cash from/(used in) Financing Activities | 0 |
| Net Increase/(Decrease) in Cash Held | 7 696 |
| Cash at Beginning of Financial Year | 12 741 |
| Cash at End of Financial Year | 20 437 |

Department of Trade, Business and Innovation

CERTIFICATION OF THE FINANCIAL STATEMENTS

We certify that the attached financial statements for the Department of Trade, Business and Innovation have been prepared based on proper accounts and records in accordance with the prescribed format, the *Financial Management Act* and Treasurer's Directions.

We further state that the information set out in the Comprehensive Operating Statement, Statement of Financial Position, Statement of Changes in Equity, Cash Flow Statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2018 and the financial position on that date.

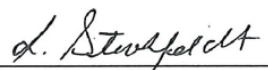
At the time of signing, we are not aware of any circumstances that would render the particulars included in the financial statements misleading or inaccurate.



MICHAEL TENNANT

Chief Executive Officer

24/08/2018



LISA STROHFELDT

Chief Financial Officer

24/08/2018

Comprehensive Operating Statement

For the year ended 30 June 2018

| | NOTE | 2018 \$'000 | 2017 \$'000 |
|--|----------|----------------|----------------|
| INCOME | | | |
| Grants and subsidies revenue | | | |
| Current | | 3 192 | 777 |
| Appropriation | | | |
| Output | | 174 917 | 151 977 |
| Commonwealth | | 17 809 | 20 731 |
| Sales of goods and services | | 766 | 533 |
| Interest revenue | | 2 | 2 |
| Goods and services received free of charge | 4 | 4 477 | 4 269 |
| Other income | 5 | 904 | 1 634 |
| TOTAL INCOME | 3 | 202 067 | 179 923 |
| EXPENSES | | | |
| Employee expenses | | 30 694 | 30 952 |
| Administrative expenses | | | |
| Purchases of goods and services | 6 | 14 568 | 13 566 |
| Repairs and maintenance | | 214 | 90 |
| Depreciation and amortisation | 12,13 | 1 349 | 1 334 |
| Other administrative expenses | 7 | 4 449 | 6 089 |
| Grants and subsidies expenses | | | |
| Current | | 141 772 | 122 125 |
| Capital | | 4 201 | 3 644 |
| TOTAL EXPENSES | 3 | 197 247 | 177 800 |
| NET SURPLUS/(DEFICIT) | | 4 820 | 2 123 |
| TOTAL OTHER COMPREHENSIVE INCOME | | 0 | 0 |
| COMPREHENSIVE RESULT | | 4 820 | 2 123 |

The Comprehensive Operating Statement is to be read in conjunction with the notes to the financial statements.

Statement of Financial Position

For the year ended 30 June 2018

| | NOTE | 2018 \$'000 | 2017 \$'000 |
|----------------------------------|-------|----------------|----------------|
| ASSETS | | | |
| Current Assets | | | |
| Cash and deposits | 9 | 20 437 | 12 741 |
| Receivables | 10 | 1 479 | 1 939 |
| Advances and investments | 11 | 0 | 0 |
| Prepayments | | 792 | 796 |
| Total Current Assets | | 22 708 | 15 476 |
| Non-Current Assets | | | |
| Advances and investments | 11 | 0 | 0 |
| Property, plant and equipment | 12,14 | 18 263 | 19 114 |
| Heritage and cultural assets | 13,14 | 8 | 8 |
| Total Non-Current Assets | | 18 271 | 19 122 |
| TOTAL ASSETS | | 40 979 | 34 598 |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Deposits held | | 0 | 0 |
| Payables | 15 | 1 816 | 1 152 |
| Provisions | 16 | 4 348 | 4 049 |
| Other liabilities | 17 | 248 | 136 |
| Total Current Liabilities | | 6 412 | 5 337 |
| TOTAL LIABILITIES | | 6 412 | 5 337 |
| NET ASSETS | | 34 567 | 29 261 |
| EQUITY | | | |
| Capital | | 36 393 | 35 907 |
| Accumulated funds | | (1 826) | (6 646) |
| TOTAL EQUITY | | 34 567 | 29 261 |

The Statement of Financial Position is to be read in conjunction with the notes to the financial statements.

Statement of Changes in Equity

For the year ended 30 June 2018

| | NOTE | Equity at 01 July \$'000 | Comprehensive result \$'000 | Transactions with owners in their capacity as owners \$'000 | Equity at 30 June \$'000 |
|--|------|--------------------------------|-----------------------------------|--|--------------------------------|
| 2017–18 | | | | | |
| Accumulated Funds | | (6 646) | 4 820 | 0 | (1 826) |
| | | (6 646) | 4 820 | 0 | (1 826) |
| Capital - Transactions with Owners | | | | | |
| Equity injections | | | | | |
| Capital appropriation | | 1 964 | 0 | 0 | 1 964 |
| Equity transfers In | | 46 241 | 0 | 486 | 46 727 |
| Other equity injections | | 18 012 | 0 | 0 | 18 012 |
| Equity withdrawals | | | | | |
| Capital withdrawal | | (15 210) | 0 | 0 | (15 210) |
| Equity transfer out | | (15 100) | 0 | 0 | (15 100) |
| | | 35 907 | 0 | 486 | 36 393 |
| Total Equity at End of Financial Year | | 29 261 | 4 820 | 486 | 34 567 |
| 2016–17 | | | | | |
| Accumulated Funds | | (8 769) | 2 123 | 0 | (6 646) |
| | | (8 769) | 2 123 | 0 | (6 646) |
| Capital - Transactions with Owners | | | | | |
| Equity injections | | | | | |
| Capital appropriation | | 1 000 | 0 | 964 | 1 964 |
| Equity transfers In | | 44 222 | 0 | 2 019 | 46 241 |
| Other equity injections | | 13 553 | 0 | 4 459 | 18 012 |
| Equity withdrawals | | | | | |
| Capital withdrawal | | (4 699) | 0 | (10 511) | (15 210) |
| Equity transfer out | | (82) | 0 | (15 018) | (15 100) |
| | | 53 994 | 0 | (18 087) | 35 907 |
| Total Equity at End of Financial Year | | 45 225 | 2 123 | (18 087) | 29 261 |

This Statement of Changes in Equity is to be read in conjunction with the notes to the financial statements.

Cash Flow Statement

For the year ended 30 June 2018

| | NOTE | 2018 \$'000 | 2017 \$'000 |
|---|------|------------------|------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Operating Receipts | | | |
| Grants and subsidies received | | | |
| Current | | 3 192 | 777 |
| Appropriation | | | |
| Output | | 174 917 | 151 977 |
| Commonwealth | | 17 809 | 20 731 |
| Receipts from sales of goods and services | | 10 994 | 9 697 |
| Interest received | | 2 | 2 |
| Total Operating Receipts | | 206 914 | 183 184 |
| Operating Payments | | | |
| Payments to employees | | (30 363) | (32 235) |
| Payments for goods and services | | (22 867) | (22 015) |
| Grants and subsidies paid | | | |
| Current | | (141 772) | (122 125) |
| Capital | | (4 201) | (3 644) |
| Total Operating Payments | | (199 203) | (180 019) |
| Net Cash from/(used in) Operating Activities | 19 | 7 711 | 3 165 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| Investing Receipts | | | |
| Repayment of advances | | 3 | 4 |
| Total Investing Receipts | | 3 | 4 |
| Investing Payments | | | |
| Purchase of assets | | (16) | (210) |
| Advances and investing payments | | (2) | (2) |
| Total Investing Payments | | (18) | (212) |
| Net Cash from/(used in) Investing Activities | | (15) | (208) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | |
| Financing Receipts | | | |
| Equity injections | | | |
| Capital appropriation | | 0 | 964 |
| Other equity injections | | 0 | 4 459 |
| Total Financing Receipts | | 0 | 5 423 |
| Financing Payments | | | |
| Payment of deposits held | | 0 | (3 764) |
| Finance lease payments | | 0 | (583) |
| Equity withdrawals | | 0 | (10 511) |
| Total Financing Payments | | 0 | (14 858) |
| Net Cash from/(used in) Financing Activities | | 0 | (9 435) |
| Net increase/(decrease) in cash held | | 7 696 | (6 478) |
| Cash at beginning of financial year | | 12 741 | 19 219 |
| CASH AT END OF FINANCIAL YEAR | 9 | 20 437 | 12 741 |

The Cash Flow Statement is to be read in conjunction with the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

1. OBJECTIVES AND FUNDING

The Department of Trade, Business and Innovation is the Northern Territory (NT) Public Sector's coordinating agency for economic development.

The Department aims to make the NT a strong, vibrant economy for all Territorians and drive opportunities to grow private investment and create jobs.

Additional information in relation to the Department and its principal activities can be found in the body of the Annual Report.

The Department is predominantly funded and therefore dependent, on the receipt of Parliamentary appropriations. The financial statements encompass all funds through which the agency controls resources to carry on its functions and deliver outputs. For reporting purposes, outputs delivered by the Department are summarised into three output groups as follows:

- Business and Industry Development and Support
- Employment and Skilling
- Corporate and Governance

Note 3 provides summary financial information in the form of a Comprehensive Operating Statement by output group.

2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

(a) Statement of Compliance

The financial statements have been prepared in accordance with the requirements of the *Financial Management Act* and related Treasurer's Directions. The *Financial Management Act* requires the Department of Trade, Business and Innovation to prepare financial statements for the year ended 30 June based on the form determined by the Treasurer. The form of the Department's financial statements includes:

- (i) a Certification of the Financial Statements;
- (ii) a Comprehensive Operating Statement;
- (iii) a Statement of Financial Position;
- (iv) a Statement of Changes in Equity;
- (v) a Cash Flow Statement; and
- (vi) applicable explanatory notes to the financial statements.

(b) Basis of Accounting

The financial statements have been prepared using the accrual basis of accounting, which recognises the effect of financial transactions and events when they occur, rather than when cash is paid out or received. As part of the preparation of the financial statements, all intra- agency transactions and balances have been eliminated.

Except where stated, the financial statements have also been prepared in accordance with the historical cost convention.

The form of the agency financial statements is also consistent with the requirements of Australian Accounting Standards. The effects of all relevant new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are effective for the current annual reporting period have been evaluated.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Standards and interpretations effective from 2017–18

The following new and revised accounting standards and interpretations were effective for the first time in 2017–18:

AASB 2016-2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107

This standard applies to the not-for-profit sector for the first time in 2017–18. The accounting amendment AASB 2016-2 requires the disclosure of information that enable users of financial statements to evaluate changes in liabilities arising from financing activities.

Several other amending standards and AASB interpretations have been issued that apply to the current reporting periods, but are considered to have no impact on public sector reporting.

Standards and Interpretations issued but not yet effective

On the date of authorisation of the financial statements, the following standards and interpretations were in issue but are not yet effective and are expected to have a potential impact on future reporting periods:

AASB 16 Leases

AASB 16 Leases is effective for annual reporting periods beginning on or after 1 January 2019 and will be reported in these financial statements for the first time in 2019-20. When the standard is effective it will supersede AASB 117 Leases and requires the majority of leases to be recognised on the balance sheet.

For lessees with operating leases, a right-of-use asset will now be included in the balance sheet together with a lease liability for all leases with a term of 12 months or more, unless the underlying assets are of low value. The comprehensive operating statement will no longer report operating lease rental payments. Instead a depreciation expense will be recognised relating to the right-to-use asset and interest expense relating to the lease liability.

For lessors, the finance and operating lease distinction remains largely unchanged. For finance leases, the lessor recognises a receivable equal to the net investment in the lease. Lease receipts from operating leases are recognised as income either on a straight-line basis or another systematic basis where appropriate.

Operating lease commitments will be required to be recognised in the statement of financial position through a lease liability and corresponding right to use asset from 2019-20 in accordance with AASB 16 Leases. In the comprehensive income statement, the operating lease expense will be replaced with a depreciation expense, relating to the right to use asset and interest expense, relating to the lease liability. These cannot be quantified at this time.

AASB 1058 Income for not-for-profit entities and AASB 15 Revenue from Contracts with Customers

AASB 1058 Income for Not-for-Profit Entities and AASB 15 Revenue from Contracts with Customers are effective for annual reporting periods beginning on or after 1 January 2019 and will be reported in these financial statements for the first time in 2019-20.

Under the new AASB 1058 Income for Not-for-Profit Entities, revenue from grants and donations will be recognised when any associated performance obligation to provide goods or services is satisfied, and not immediately upon receipt as currently occurs. Consequently, more liabilities will be recognised in the balance sheet after adoption of this standard.

AASB 1058 clarifies and simplifies income-recognition requirements that apply to not-for-profit entities in conjunction with AASB 15 Revenue from Contracts with Customers.

While the full impacts are yet to be determined, potential impacts identified include:

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

- grants received to construct or acquire a non-financial asset will be recognised as a liability, and subsequently recognised as revenue as the performance obligations under the grant are satisfied. At present, such grants are recognised as revenue on receipt.
- grants with an enforceable agreement and sufficiently specific performance obligations will be recognised as revenue progressively as the associated performance obligations are satisfied. At present, such grants are recognised as revenue on receipt.
- grants that have an enforceable agreement but no specific performance obligations but have restrictions on the timing of expenditure will also continue to be recognised on receipt as time restriction on the use of funds is not sufficiently specific to create a performance obligation.
- grants that are not enforceable and/or not sufficiently specific will not qualify for deferral, and continue to be recognised as revenue as soon as they are controlled.

AASB 1059 Service Concession Arrangements: Grantors

AASB 1059 Service Concession Arrangements: Grantors is effective for annual reporting periods beginning on or after 1 January 2019 and will be reported in these financial statements for the first time in 2019-20.

AASB 1059 addresses the accounting for arrangements that involve an operator providing public services related to a service concession asset on behalf of a public sector grantor for a specified period of time and managing at least some of those services.

Where a transaction meets the definition of a service concession arrangement, a service concession asset and liability will be recognised on the balance sheet and valued in accordance with the new standard.

The Territory's public-private partnership arrangements are currently under review to determine the applicability of AASB 1059 and the full impact of the new standard.

Several other amending standards and AASB interpretations have been issued that apply to future reporting periods, but are considered to have limited impact on future financial reporting.

(c) Reporting Entity

The financial statements cover the Department as an individual reporting entity.

The Department is a Northern Territory Department established under the *Interpretation Act Administrative Arrangements Order*.

The principal place of business of the Department is: 19 Smith Street, Darwin, Northern Territory 0800.

(d) Agency and Territory Items

The financial statements of the Department of Trade, Business and Innovation include income, expenses, assets, liabilities and equity over which the Department has control (Agency Items). Certain items, while managed by the agency, are controlled and recorded by the Territory rather than the agency (Territory items). Territory items are recognised and recorded in the Central Holding Authority as discussed below.

Central Holding Authority

The Central Holding Authority is the 'parent body' that represents the Government's ownership interest in Government-controlled entities.

The Central Holding Authority also records all Territory items, such as income, expenses, assets and liabilities controlled by the Government and managed by agencies on behalf of the Government. The main Territory item is Territory income, which includes taxation and royalty revenue, Commonwealth general purpose funding (such as GST revenue), fines, and statutory fees and charges.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

The Central Holding Authority also holds certain Territory assets not assigned to agencies as well as certain Territory liabilities that are not practical or effective to assign to individual agencies such as unfunded superannuation and long service leave.

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the agency's financial statements.

The Department does not administer or manage any Territory items on behalf of the Territory.

(e) Comparatives

Where necessary, comparative information for the 2016–17 financial year has been reclassified to provide consistency with current year disclosures.

(f) Presentation and Rounding of Amounts

Amounts in the financial statements and notes to the financial statements are presented in Australian dollars and have been rounded to the nearest thousand dollars, with amounts of \$500 or less being rounded down to zero. Figures in the financial statements and notes may not equate due to rounding.

(g) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2017–18 as a result of management decisions.

(h) Accounting Judgements and Estimates

The preparation of the financial report requires the making of judgements and estimates that affect the recognised amounts of assets, liabilities, revenues and expenses and the disclosure of contingent liabilities. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of revision and future periods if the revision affects both current and future periods.

Judgements and estimates that have significant effects on the financial statements are disclosed in the relevant notes to the financial statements.

(i) Goods and Services Tax

Income, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred on a purchase of goods and services is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Cash Flow Statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows. Commitments and contingencies are disclosed net of the amount of GST recoverable or payable unless otherwise specified.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

(j) Contributions by and Distributions to Government

The agency may receive contributions from Government where the Government is acting as owner of the agency. Conversely, the agency may make distributions to Government. In accordance with the *Financial Management Act* and Treasurer's Directions, certain types of contributions and distributions, including those relating to administrative restructures, have been designated as contributions by, and distributions to, Government. These designated contributions and distributions are treated by the agency as adjustments to equity.

The Statement of Changes in Equity provides additional information in relation to contributions by, and distributions to, Government.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

| | NOTE | BUSINESS AND INDUSTRY DEVELOPMENT AND SUPPORT | | EMPLOYMENT AND SKILLING ⁽¹⁾ | | CORPORATE AND GOVERNANCE | | TOTAL | |
|--|-------|--|----------------|---|----------------|-----------------------------|----------------|----------------|----------------|
| | | 2018 \$'000 | 2017 \$'000 | 2018 \$'000 | 2017 \$'000 | 2018 \$'000 | 2017 \$'000 | 2018 \$'000 | 2017 \$'000 |
| INCOME | | | | | | | | | |
| Grants and subsidies revenue | | | | | | | | | |
| Current | | 1 242 | 637 | 1 950 | 140 | 0 | 0 | 3 192 | 777 |
| Appropriation | | | | | | | | | |
| Output | | 89 213 | 64 584 | 79 916 | 81 610 | 5 788 | 5 783 | 174 917 | 151 977 |
| Commonwealth | | 0 | 0 | 17 809 | 20 731 | 0 | 0 | 17 809 | 20 731 |
| Sales of goods and services | | 654 | 493 | 112 | 40 | 0 | 0 | 766 | 533 |
| Interest revenue | | 2 | 2 | 0 | 0 | 0 | 0 | 2 | 2 |
| Goods and services received free of charge | 4 | 2 105 | 1 626 | 2 242 | 2 503 | 130 | 140 | 4 477 | 4 269 |
| Other income | 5 | 95 | 80 | 805 | 1 551 | 4 | 3 | 904 | 1 634 |
| TOTAL INCOME | | 93 311 | 67 422 | 102 834 | 106 575 | 5 922 | 5 926 | 202 067 | 179 923 |
| EXPENSES | | | | | | | | | |
| Employee expenses | | 20 740 | 20 110 | 5 089 | 5 794 | 4 865 | 5 048 | 30 694 | 30 952 |
| Administrative expenses | | | | | | | | | |
| Purchases of goods and services | 6 | 11 434 | 9 805 | 2 267 | 2 826 | 867 | 935 | 14 568 | 13 566 |
| Repairs and maintenance | | 188 | 59 | 25 | 29 | 1 | 2 | 214 | 90 |
| Depreciation and amortisation | 12,13 | 879 | 851 | 459 | 473 | 11 | 10 | 1 349 | 1 334 |
| Other administrative expenses | 7 | 2 103 | 1 671 | 2 216 | 4 278 | 130 | 140 | 4 449 | 6 089 |
| Grants and subsidies expenses | | | | | | | | | |
| Current | | 56 478 | 35 085 | 85 294 | 87 040 | 0 | 0 | 141 772 | 122 125 |
| Capital | | 123 | 0 | 4 075 | 3 644 | 3 | 0 | 4 201 | 3 644 |
| TOTAL EXPENSES | | 91 945 | 67 581 | 99 425 | 104 084 | 5 877 | 6 135 | 197 247 | 177 800 |
| NET SURPLUS / (DEFICIT) | | 1 366 | (159) | 3 409 | 2 491 | 45 | (209) | 4 820 | 2 123 |
| TOTAL OTHER COMPREHENSIVE INCOME | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMPREHENSIVE RESULT | | 1 366 | (159) | 3 409 | 2 491 | 45 | (209) | 4 820 | 2 123 |

(1) Employment and Skilling Output Group includes Workforce NT.

The Comprehensive Operating Statement by output group is to be read in conjunction with the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Income

Income encompasses both revenue and gains.

Income is recognised at the fair value of the consideration received, exclusive of the amount of GST. Exchanges of goods or services of the same nature and value without any cash consideration being exchanged are not recognised as income.

Grants and other contributions

Grants, donations, gifts and other non-reciprocal contributions are recognised as revenue when the agency obtains control over the assets comprising the contributions. Control is normally obtained upon receipt.

Contributions are recognised at their fair value. Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

Appropriation

Output Appropriation is the operating payment to each agency for the outputs they provide and is calculated as the net cost of agency outputs after taking into account funding from agency income. It does not include any allowance for major non-cash costs such as depreciation.

Output Appropriation is apportioned between the output groups based on the cost of delivering the Department of Trade, Business and Innovation's strategic priorities.

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations. It has resulted in Special Purpose Payments and National Partnership payments being made by the Commonwealth Treasury to state treasuries, in a manner similar to arrangements for GST payments. These payments are received by the Department of Treasury and Finance on behalf of the Central Holding Authority and then on-passed to the relevant agencies as Commonwealth Appropriation.

Revenue in respect of appropriations is recognised in the period in which the agency gains control of the funds.

Sale of Goods

Revenue from the sale of goods is recognised (net of returns, discounts and allowances) when:

- the significant risks and rewards of ownership of the goods have transferred to the buyer;
- the agency retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be reliably measured;
- it is probable that the economic benefits associated with the transaction will flow to the agency; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of Services

Revenue from rendering services is recognised by reference to the stage of completion of the contract. The revenue is recognised when:

- the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the entity.

Interest Revenue

Interest revenue is recognised as it accrues, taking into account the effective yield on the financial asset.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

4. GOODS AND SERVICES RECEIVED FREE OF CHARGE

| | 2018 \$'000 | 2017 \$'000 |
|---|----------------|----------------|
| Department of Corporate and Information Services SLA Notional Revenue | 4 477 | 4 269 |
| Total Goods and Services Received Free of Charge | 4 477 | 4 269 |

Goods and services received free of charge are recognised as revenue when a fair value can be reliably determined and the resource would have been purchased if it had not been donated. Use of the resource is recognised as an expense.

The Department of Corporate and Information Services provide free of charge shared corporate services to the Department of Trade, Business and Innovation, such as financial systems, property leasing, and asset services.

5. OTHER INCOME

| | 2018 \$'000 | 2017 \$'000 |
|--|----------------|----------------|
| Recoveries of Prior Year Vocational Education and Training Funding | 735 | 1 526 |
| Miscellaneous Income | 169 | 108 |
| Total Other Income | 904 | 1 634 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Expenses

6. PURCHASES OF GOODS AND SERVICES

The net surplus/(deficit) has been arrived at after charging the following expenses:

| | 2018 \$'000 | 2017 \$'000 |
|---|----------------|----------------|
| Goods and Services Expenses: | | |
| Consultants ⁽¹⁾ | 5 090 | 3 560 |
| Advertising ⁽²⁾ | 6 | 28 |
| Accommodation | 324 | 277 |
| Marketing and Promotion ⁽³⁾ | 2 035 | 2 075 |
| Document Production | 85 | 28 |
| Communications | 319 | 360 |
| Information Technology Charges ⁽⁴⁾ | 1 897 | 2 001 |
| Legal Expenses ⁽⁵⁾ | 407 | 834 |
| Ex Gratia Payments | 0 | 321 |
| Motor Vehicle Expenses | 389 | 413 |
| Membership and Subscription | 265 | 233 |
| Training and Study | 293 | 258 |
| Official Duty Fares | 501 | 441 |
| Travelling Allowance | 156 | 134 |
| Audit Fees | 162 | 63 |
| Client Travel | 287 | 210 |
| Equipment Expenses ⁽⁶⁾ | 160 | 244 |
| Office Requisites & Stationery | 73 | 62 |
| Recruitment ⁽⁷⁾ | 85 | 33 |
| Property Management | 316 | 374 |
| Agent Service Arrangements ⁽⁸⁾ | 282 | 426 |
| Workers Compensation Insurance Premiums | 140 | 0 |
| Other Expenses | 1 296 | 1 191 |
| Total Purchases of Goods and Services | 14 568 | 13 566 |

(1) Includes marketing, promotion and IT consultants.

(2) Does not include recruitment advertising or marketing and promotion advertising.

(3) Includes advertising for marketing and promotion but excludes marketing and promotion consultants' expenses, which are incorporated in the consultants' category.

(4) Includes general IT technology charges and IT hardware & software expenses, but does not include IT consultants, which are incorporated in the consultants' category.

(5) Includes legal fees, claim and settlement costs.

(6) Includes multi-function devices charges and other equipment costs.

(7) Includes recruitment-related advertising costs.

(8) Includes service arrangements with Commonwealth Government agencies.

Repairs and Maintenance Expense

Funding is received for repairs and maintenance works associated with agency assets as part of output appropriation. Costs associated with repairs and maintenance works on agency assets are expensed as incurred.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

7. OTHER ADMINISTRATIVE EXPENSES

| | 2018 \$'000 | 2017 \$'000 |
|---|----------------|----------------|
| Department of Corporate and Information Services SLA Notional Charges | 4 477 | 4 269 |
| Asset Revaluation Decrement | 0 | 1 499 |
| Asset Written Off | 4 | 0 |
| Bad and Doubtful Debts ⁽¹⁾ | (32) | 321 |
| Total Other Administrative Expenses | 4 449 | 6 089 |

(1) Includes allowance for impairment loss on Accounts Receivable and Advances.

8. WRITE OFFS, POSTPONEMENTS, WAIVERS, GIFTS AND EX GRATIA PAYMENTS

| | Agency | | Agency | | Territory Items | | Territory Items | |
|--|----------------|------------------|----------------|------------------|--------------------|------------------|--------------------|------------------|
| | 2018 \$'000 | No. of Trans. | 2017 \$'000 | No. of Trans. | 2018 \$'000 | No. of Trans. | 2017 \$'000 | No. of Trans. |
| Write-offs, Postponements and Waivers Under the <i>Financial Management Act</i> | | | | | | | | |
| Represented by: | | | | | | | | |
| <i>Amounts written off, postponed and waived by Delegates</i> | | | | | | | | |
| Irrecoverable amounts payable to the Territory or an agency written off | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Losses or deficiencies of money written off | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Public property written off | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Waiver or postponement of right to receive or recover money or property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Written off, Postponed and Waived by Delegates | 6 | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| <i>Amounts written off, postponed and waived by the Treasurer</i> | | | | | | | | |
| Irrecoverable amounts payable to the Territory or an Agency written off | 247 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Losses or deficiencies of money written off | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Public property written off | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Waiver or postponement of right to receive or recover money or property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Written off, Postponed and Waived by the Treasurer | 247 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Write-offs, Postponements and Waivers Authorised Under Other Legislation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Gifts Under the <i>Financial Management Act</i> | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Gifts Authorised Under Other Legislation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ex Gratia Payments Under the <i>Financial Management Act</i> ^(a) | 0 | 0 | 321 | 2 | 0 | 0 | 0 | 0 |

(a) The two ex gratia payments were made during 2016–17 to the unsuccessful proponents that participated in the Request for Detailed Proposals phase of the Darwin Luxury Hotel Project.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Assets

9. CASH AND DEPOSITS

| | 2018 \$'000 | 2017 \$'000 |
|--------------------------------|----------------|----------------|
| Cash on Hand | 4 | 4 |
| Cash at Bank | 20 433 | 12 737 |
| Total Cash and Deposits | 20 437 | 12 741 |

For the purposes of the Statement of Financial Position and the Cash Flow Statement, cash includes cash on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash.

10. RECEIVABLES

| | 2018 \$'000 | 2017 \$'000 |
|---------------------------------------|----------------|----------------|
| Current | | |
| Accounts Receivable | 180 | 521 |
| Less: Allowance for Impairment Losses | (39) | (319) |
| | 141 | 202 |
| GST Receivables | 1 150 | 1 605 |
| Other Receivables | 188 | 132 |
| Total Receivables | 1 479 | 1 939 |

Receivables include accounts receivable and other receivables and are recognised at fair value less any allowance for impairment losses.

The allowance for impairment losses represents the amount of receivables the agency estimates are likely to be uncollectible and are considered doubtful. Analyses of the age of the receivables that are past due as at the reporting date are disclosed in an aging schedule under credit risk in Note 20 Financial Instruments. Reconciliation of changes in the allowance accounts is also presented.

Accounts receivable are generally settled within 30 days and other receivables within 30 days.

11. ADVANCES AND INVESTMENTS

| | 2018 \$'000 | 2017 \$'000 |
|---------------------------------------|----------------|----------------|
| Current | | |
| Advances Paid | 2 | 2 |
| Less: Allowance for Impairment Losses | (2) | (2) |
| | 0 | 0 |
| Non Current | | |
| Advances Paid | 39 | 40 |
| Less: Allowance for Impairment Losses | (39) | (40) |
| | 0 | 0 |
| Total Advances | 0 | 0 |

Advances and Investments are held at fair value less any allowance for impaired losses. Any impairment losses are reported in the Comprehensive Operating Statement.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Prepayments

Prepayments represent payments in advance of receipt of goods and services or that part of expenditure made in one accounting period covering a term extending beyond that period.

12. PROPERTY, PLANT AND EQUIPMENT

| | 2018 \$'000 | 2017 \$'000 |
|--|----------------|----------------|
| Buildings ⁽¹⁾ | | |
| At Fair Value | 18 549 | 18 549 |
| Less: Accumulated Depreciation | (3 676) | (3 296) |
| Less: Accumulated Impairment Losses | (140) | (140) |
| | 14 733 | 15 113 |
| Construction (Work in Progress) | | |
| At Capitalised Cost | 11 | 0 |
| | 11 | 0 |
| Plant and Equipment | | |
| At Fair Value | 7 689 | 7 211 |
| Less: Accumulated Depreciation | (4 563) | (3 731) |
| | 3 126 | 3 480 |
| Computer Software | | |
| At Fair Value | 638 | 638 |
| Less: Accumulated Depreciation | (245) | (117) |
| | 393 | 521 |
| Total Property, Plant and Equipment | 18 263 | 19 114 |

(1) 2017 Comparatives have been restated to reflect the correct accumulated impairment losses at 30 June 2017.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

12. PROPERTY, PLANT AND EQUIPMENT (continued)

2018 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2017–18 is set out below:

| | Land \$'000 | Leased Land \$'000 | Buildings \$'000 | Construction (Work in Progress) \$'000 | Plant & Equipment \$'000 | Computer Software \$'000 | Computer Software Work in Progress \$'000 | Total \$'000 |
|---|----------------|--------------------------|---------------------|---|--------------------------------|--------------------------------|--|-----------------|
| Carrying Amount as at 1 July 2017 | 0 | 0 | 15 113 | 0 | 3 480 | 521 | 0 | 19 114 |
| Additions | 0 | 0 | 0 | 11 | 5 | 0 | 0 | 16 |
| Disposals | 0 | 0 | 0 | 0 | (4) | 0 | 0 | (4) |
| Depreciation and amortisation | 0 | 0 | (380) | 0 | (841) | (128) | 0 | (1 349) |
| Additions/(disposals) from administrative restructuring | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Additions/(disposals) from asset transfers | 0 | 0 | 0 | 0 | 486 | 0 | 0 | 486 |
| Revaluation increments/(decrements) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Impairment losses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Carrying Amount as at 30 June 2018 | 0 | 0 | 14 733 | 11 | 3 126 | 393 | 0 | 18 263 |

2017 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2016–17 is set out below:

| | Land \$'000 | Leased Land \$'000 | Buildings \$'000 | Construction (Work in Progress) \$'000 | Plant & Equipment \$'000 | Computer Software \$'000 | Computer Software Work in Progress \$'000 | Total \$'000 |
|---|----------------|--------------------------|---------------------|---|--------------------------------|--------------------------------|--|-----------------|
| Carrying Amount as at 1 July 2016 | 980 | 576 | 29 404 | 0 | 2 513 | 0 | 1 263 | 34 736 |
| Additions | 0 | 0 | 0 | 0 | 43 | 0 | 167 | 210 |
| Disposals | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Depreciation and amortisation | 0 | 0 | (387) | 0 | (830) | (117) | 0 | (1 334) |
| Additions/(disposals) from administrative restructuring | 0 | 0 | 0 | 0 | 1 547 | 0 | (792) | 755 |
| Additions/(disposals) from asset transfers | (980) | (576) | (12 405) | 0 | 207 | 638 | (638) | (13 754) |
| Revaluation increments/(decrements) | 0 | 0 | (1 499) | 0 | 0 | 0 | 0 | (1 499) |
| Impairment losses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Carrying Amount as at 30 June 2017 | 0 | 0 | 15 113 | 0 | 3 480 | 521 | 0 | 19 114 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

12. PROPERTY, PLANT AND EQUIPMENT (continued)

Acquisitions

All items of property, plant and equipment with a cost, or other value, equal to or greater than \$10 000 are recognised in the year of acquisition and depreciated as outlined below. Items of property, plant and equipment below the \$10 000 threshold are expensed in the year of acquisition.

The construction cost of property, plant and equipment includes the cost of materials and direct labour, and an appropriate proportion of fixed and variable overheads.

Complex Assets

Major items of plant and equipment comprising a number of components that have different useful lives, are accounted for as separate assets. The components may be replaced during the useful life of the complex asset.

Subsequent Additional Costs

Costs incurred on property, plant and equipment subsequent to initial acquisition are capitalised when it is probable that future economic benefits in excess of the originally assessed performance of the asset will flow to the agency in future years. Where these costs represent separate components of a complex asset, they are accounted for as separate assets and are separately depreciated over their expected useful lives.

Construction (Work in Progress)

As part of the Financial Management Framework, the Department of Infrastructure, Planning and Logistics is responsible for managing general government capital works projects on a whole of government basis. Therefore appropriation for the Department of Trade, Business and Innovation capital works is provided directly to the Department of Infrastructure, Planning and Logistics and the cost of construction work in progress is recognised as an asset of that Department. Once completed, capital works assets are transferred to the agency.

Revaluations and Impairment

Revaluation of Assets

Subsequent to initial recognition, assets belonging to the following classes of non-current assets are revalued with sufficient regularity to ensure that the carrying amount of these assets does not differ materially from their fair value at reporting date:

- buildings
- heritage and cultural assets

Plant and equipment and computer software are stated at historical cost less depreciation, which is deemed to equate to fair value.

The latest revaluations as at 30 June 2017 were independently conducted. The valuer was Territory Property Consultants (TPC). Refer to Note 14: Fair Value Measurement of Non-Financial Assets for additional disclosures.

Impairment of Assets

An asset is said to be impaired when the asset's carrying amount exceeds its recoverable amount.

Non-current physical and intangible agency assets are assessed for indicators of impairment on an annual basis or whenever there is indication of impairment. If an indicator of impairment exists, the agency determines the asset's recoverable amount. The asset's recoverable amount is determined as the higher of the asset's current replacement cost and fair value less costs to sell. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

12. PROPERTY, PLANT AND EQUIPMENT (continued)

Impairment losses are recognised in the Comprehensive Operating Statement. They are disclosed as an expense unless the asset is carried at a revalued amount. Where the asset is measured at a revalued amount, the impairment loss is offset against the asset revaluation surplus for that class of asset to the extent that an available balance exists in the asset revaluation surplus.

In certain situations, an impairment loss may subsequently be reversed. Where an impairment loss is subsequently reversed, the carrying amount of the asset is increased to the revised estimate of its recoverable amount. A reversal of an impairment loss is recognised in the Comprehensive Operating Statement as income, unless the asset is carried at a revalued amount, in which case the impairment reversal results in an increase in the asset revaluation surplus.

Agency property, plant and equipment assets were assessed for impairment as at 30 June 2018. No impairment adjustments were required as a result of this review.

Depreciation and Amortisation Expense

Items of property, plant and equipment, including buildings but excluding land, have limited useful lives and are depreciated or amortised using the straight-line method over their estimated useful lives.

Amortisation applies in relation to intangible non-current assets with limited useful lives and is calculated and accounted for in a similar manner to depreciation.

The estimated useful lives for each class of asset are in accordance with the Treasurer's Directions and are determined as follows:

| | 2018 | 2017 |
|---------------------|---------------|---------------|
| Buildings | 40 - 50 Years | 40 - 50 Years |
| Plant and Equipment | 5 - 10 Years | 5 - 10 Years |
| Computer Software | 5 Years | 5 Years |
| Cultural Asset | 100 Years | 100 Years |

Assets are depreciated or amortised from the date of acquisition or from the time an asset is completed and held ready for use.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

13. HERITAGE AND CULTURAL ASSETS

| | 2018 \$'000 | 2017 \$'000 |
|--|------------------------|------------------------|
| Carrying Amount | | |
| At Valuation | 10 | 10 |
| Less: Accumulated Depreciation | (2) | (2) |
| Written down value as at 30 June | 8 | 8 |
| Reconciliation of Movements | | |
| Carrying amount at 1 July | 8 | 8 |
| Depreciation | 0 | 0 |
| Additions/(disposals) from asset transfers | 0 | 0 |
| Carrying Amount as at 30 June | 8 | 8 |

Heritage and Cultural Assets Valuation

Refer to Note 14: fair value measurement of non-financial assets for disclosures.

Impairment of Heritage and Cultural Assets

Agency heritage and cultural assets were assessed for impairment as at 30 June 2018. No impairment adjustments were required as a result of this review.

Leased Assets

Leases under which the agency assumes substantially all the risks and rewards of ownership of an asset are classified as finance leases. Other leases are classified as operating leases.

Finance Leases

Finance leases are capitalised. A lease asset and lease liability equal to the lower of the fair value of the leased property and present value of the minimum lease payments, each determined at the inception of the lease, are recognised.

Lease payments are allocated between the principal component of the lease liability and the interest expense.

The Department does not have any finance leases.

Operating Leases

Operating lease payments made at regular intervals throughout the term are expensed when the payments are due, except where an alternative basis is more representative of the pattern of benefits to be derived from the leased property. Lease incentives under an operating lease of a building or office space is recognised as an integral part of the consideration for the use of the leased asset. Lease incentives are to be recognised as a deduction of the lease expenses over the term of the lease.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

14. FAIR VALUE MEASUREMENT OF NON-FINANCIAL ASSETS

(a) Fair Value Hierarchy

Fair values of non-financial assets categorised by levels of inputs used to compute fair value are:

| 2017–18 | Level 1 \$000 | Level 2 \$000 | Level 3 \$000 | Total Fair Value \$000 |
|--|------------------|------------------|------------------|------------------------------|
| Asset Classes | | | | |
| Buildings (Note 12) | 0 | 0 | 14 733 | 14 733 |
| Plant and Equipment (Note 12) | 0 | 0 | 3 126 | 3 126 |
| Computer Software (Note 12) | 0 | 0 | 393 | 393 |
| Heritage and Cultural Assets (Note 13) | 0 | 0 | 8 | 8 |
| Total | 0 | 0 | 18 260 | 18 260 |

| 2016–17 | Level 1 \$000 | Level 2 \$000 | Level 3 \$000 | Total Fair Value \$000 |
|--|------------------|------------------|------------------|------------------------------|
| Asset Classes | | | | |
| Buildings (Note 12) | 0 | 0 | 15 113 | 15 113 |
| Plant and Equipment (Note 12) | 0 | 0 | 3 480 | 3 480 |
| Computer Software (Note 12) | 0 | 0 | 521 | 521 |
| Heritage and Cultural Assets (Note 13) | 0 | 0 | 8 | 8 |
| Total | 0 | 0 | 19 122 | 19 122 |

There were no transfers between Level 1 and Levels 2 or 3 during 2017–18.

(b) Valuation Techniques and Inputs

Valuation techniques used to measure fair value in 2017–18 are:

| | Level 2 Techniques | Level 3 Techniques |
|------------------------------|-----------------------|-----------------------|
| Asset Classes | | |
| Buildings | | Cost approach |
| Plant and Equipment | | Cost approach |
| Computer Software | | Cost approach |
| Heritage and Cultural Assets | | Cost approach |

There were no changes in valuation techniques from 2016–17 to 2017–18.

Territory Property Consultants (TPC) provided valuations for the buildings assets located at the Desert People Centre in Central Australia. Physical inspections were conducted by TPC. Level 3 fair values of these specialised buildings were determined by computing their current replacement costs because an active market does not exist for such facilities. The current replacement costs on a per structure basis, have been ascertained from in-office records, analysis of construction contracts for new constructions over the past 3 years, on either a whole or part basis, information received from major construction contractors/architects/quantity surveyors and engineers cross referenced to Rawlinson's, Cordell's and the Building Economists guidelines to derive construction cost rates on a per square metre/net area modern equivalent basis. Significant judgement was also used in assessing the remaining service potential of the facilities, given local environmental conditions, projected usage, and records of the current condition of the facilities.

Plant and equipment, computer software and heritage and cultural assets are stated at historical cost less depreciation which is deemed to equate to fair value.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

(c) Additional Information for Level 3 Fair Value Measurements

(i) Reconciliation of Recurring Level 3 Fair Value Measurements

| 2017–18 | Land \$000 | Buildings \$000 | Plant and Equipment \$000 | Computer Software \$000 | Heritage and Cultural Assets \$000 | Total \$000 |
|---|-----------------------|----------------------------|--|--|---|------------------------|
| Fair value as at 1 July 2017 | 0 | 15 113 | 3 480 | 521 | 8 | 19 122 |
| Additions | 0 | 0 | 491 | 0 | 0 | 491 |
| Disposals | 0 | 0 | (4) | 0 | 0 | (4) |
| Transfers from level 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfers to level 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Depreciation | 0 | (380) | (841) | (128) | 0 | (1 349) |
| Gains/losses recognised in net surplus/deficit | 0 | 0 | 0 | 0 | 0 | 0 |
| Gains/losses recognised in other comprehensive income | 0 | 0 | 0 | 0 | 0 | 0 |
| Fair value as at 30 June 2018 | 0 | 14 733 | 3 126 | 393 | 8 | 18 260 |

| 2016–17 | Land \$000 | Buildings \$000 | Plant and Equipment \$000 | Computer Software \$000 | Heritage and Cultural Assets \$000 | Total \$000 |
|---|-----------------------|----------------------------|--|--|---|------------------------|
| Fair value as at 1 July 2016 | 980 | 29 404 | 2 513 | 0 | 8 | 32 905 |
| Additions | 0 | 0 | 2 062 | 638 | 0 | 2 700 |
| Disposals | (980) | (12 405) | (265) | 0 | 0 | (13 650) |
| Transfers from level 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfers to level 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Depreciation | 0 | (387) | (830) | (117) | 0 | (1 334) |
| Gains/losses recognised in net surplus/deficit | 0 | (1 499) | 0 | 0 | 0 | (1 499) |
| Gains/losses recognised in other comprehensive income | 0 | 0 | 0 | 0 | 0 | 0 |
| Fair value as at 30 June 2017 | 0 | 15 113 | 3 480 | 521 | 8 | 19 122 |

(ii) Sensitivity Analysis

Unobservable inputs used in computing the fair value of buildings. The fair values of these specialised buildings are sensitive to the movements in the value of inputs to the estimation of current replacement costs and changes in the useful life of each building.

Unobservable inputs used in computing the fair value of plant and equipment, computer software and heritage and cultural assets include the historical cost and the consumed economic benefit of each asset. Given the use of these assets, it is not practical to compute a relevant summary measure for the unobservable inputs. In respect of sensitivity of fair value to changes in input value, a higher historical cost results in a higher fair value and greater consumption of economic benefit lowers fair value.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Liabilities

15. PAYABLES

| | 2018 \$'000 | 2017 \$'000 |
|-----------------------|----------------|----------------|
| Accounts Payable | 301 | 503 |
| Accrued Expenses | 1 515 | 649 |
| Total Payables | 1 816 | 1 152 |

Liabilities for accounts payable and other amounts payable are carried at cost, which is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the agency. Accounts payable are normally settled within 30 days.

16. PROVISIONS

| | 2018 \$'000 | 2017 \$'000 |
|---------------------------------------|----------------|----------------|
| Current | | |
| <i>Employee Benefits</i> | | |
| Recreation Leave | 3 389 | 3 142 |
| Leave Loading | 417 | 392 |
| Recreation Leave Fares | 22 | 44 |
| Employer Superannuation Contributions | 235 | 192 |
| <i>Other Current Provisions</i> | | |
| Other Provisions ⁽¹⁾ | 285 | 279 |
| Total Provisions | 4 348 | 4 049 |

| Reconciliations of Other Provisions ⁽¹⁾ | 2018 \$'000 | 2017 \$'000 |
|---|----------------|----------------|
| Balance as at 1 July | 279 | 349 |
| Additional provisions recognised | 480 | 457 |
| Reductions arising from payments | (474) | (527) |
| Balance as at 30 June | 285 | 279 |

(1) Other provisions relate to fringe benefits tax and payroll tax.

The Department of Trade, Business and Innovation employed 253.72 full time equivalent employees including 7.5 for NT Build as at 30 June 2018 (235.56 full time equivalent employees including 7.4 for NT Build as at 30 June 2017).

Employee Benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries and recreation leave. Liabilities arising in respect of wages and salaries, recreation leave and other employee benefit liabilities that fall due within twelve months of reporting date are classified as current liabilities and are measured at amounts expected to be paid. Non-current employee benefit liabilities that fall due after twelve months of the reporting date are measured at present value, calculated using the Government long-term bond rate.

No provision is made for sick leave, which is non-vesting, as the anticipated pattern of future sick leave to be taken is less than the entitlement accruing in each reporting period.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Employee benefit expenses are recognised on a net basis in respect of the following categories:

- wages and salaries, non-monetary benefits, recreation leave, sick leave and other leave entitlements; and
- other types of employee benefits.

As part of the financial management framework, the Central Holding Authority assumes the long service leave liabilities of government agencies, including the Department of Trade, Business and Innovation and as such no long service leave liability is recognised in agency financial statements.

Superannuation

Employees' superannuation entitlements are provided through the:

- Northern Territory Government and Public Authorities Superannuation Scheme (NTGPASS);
- Commonwealth Superannuation Scheme (CSS); or
- non-government employee-nominated schemes for those employees commencing on or after 10 August 1999.

The agency makes superannuation contributions on behalf of its employees to the Central Holding Authority or non-government employee-nominated schemes. Superannuation liabilities related to government superannuation schemes are held by the Central Holding Authority and as such are not recognised in agency financial statements.

17. OTHER LIABILITIES

| | 2018 \$'000 | 2017 \$'000 |
|--------------------------------|----------------|----------------|
| Current | | |
| Unearned Revenue | 248 | 136 |
| Total Other Liabilities | 248 | 136 |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

18. COMMITMENTS

Disclosures in relation to capital and other commitments, including lease commitments. Commitments are those contracted as at 30 June where the amount of the future commitment can be reliably measured.

| | 2018 | | 2017 | |
|---|--------------------|--------------------|--------------------|--------------------|
| | Internal \$'000 | External \$'000 | Internal \$'000 | External \$'000 |
| (i) Capital Expenditure Commitments | | | | |
| Capital expenditure commitments primarily related to the construction of buildings and infrastructure. Capital expenditure commitments contracted at balance date but not recognised as liabilities are payable as follows: | | | | |
| Within one year | 77 | 1 234 | 77 | 1 234 |
| Later than one year and not later than five years | 0 | 10 000 | 0 | 0 |
| Later than five years | 0 | 0 | 0 | 0 |
| Total Capital Expenditure Commitments | 77 | 11 234 | 77 | 1 234 |
| (ii) Operating Lease Commitments | | | | |
| The agency leases vehicles and office equipment under non-cancellable operating leases expiring from 1 to 4 years. Leases generally provide the agency with a right of renewal at which time all lease terms are renegotiated. Future operating lease commitments not recognised as liabilities are payable as follows: | | | | |
| Within one year | 274 | 0 | 303 | 1 |
| Later than one year and not later than five years | 187 | 0 | 349 | 0 |
| Later than five years | 0 | 0 | 0 | 0 |
| Total Operating Lease Commitments | 461 | 0 | 652 | 1 |
| (iii) Other Expenditure Commitments | | | | |
| Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows: | | | | |
| Within one year | 0 | 7 631 | 0 | 24 867 |
| Later than one year and not later than five years | 0 | 10 351 | 0 | 1 723 |
| Later than five years | 0 | 6 692 | 0 | 0 |
| Total Other Expenditure Commitments | 0 | 24 674 | 0 | 26 590 |

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

Other Disclosures

19. NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Cash

The total of agency 'cash and deposits' of \$20.437 million recorded in the Statement of Financial Position is consistent with that recorded as 'cash' in the Cash Flow Statement.

Reconciliation of Net Surplus/(Deficit) to Net Cash From Operating Activities

| | 2018 \$'000 | 2017 \$'000 |
|--|----------------|----------------|
| Net Surplus/(Deficit): | 4 820 | 2 123 |
| Non-Cash Items: | | |
| Depreciation and amortisation | 1 349 | 1 334 |
| Asset Write-Offs/Write-Downs | 4 | 1 499 |
| Doubtful Debts Expense - Other | (1) | 43 |
| Changes in Assets and Liabilities: | | |
| Decrease/(Increase) in Receivables | 460 | (439) |
| Decrease/(Increase) in Prepayments | 4 | (44) |
| (Decrease)/Increase in Payables | 664 | (149) |
| (Decrease)/Increase in Provision for Employee Benefits | 293 | (1 268) |
| (Decrease)/Increase in Other Provisions | 6 | (70) |
| (Decrease)/Increase in Other Liabilities | 112 | 136 |
| Net Cash from Operating Activities | 7 711 | 3 165 |

20. FINANCIAL INSTRUMENTS

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments held by the Department of Trade, Business and Innovation include cash and deposits, receivables, advances, and payables. The Department has limited exposure to financial risks as discussed below.

Financial assets and liabilities are recognised on the Statement of Financial Position when the agency becomes a party to the contractual provisions of the financial instrument.

Due to the nature of operating activities, certain financial assets and financial liabilities arise under statutory obligations rather than a contract. Such financial assets and liabilities do not meet the definition of financial instruments as per AASB 132 Financial Instruments Presentation. These include statutory receivables arising from taxes including GST and penalties.

Exposure to interest rate risk, foreign exchange risk, credit risk, price risk and liquidity risk arise in the normal course of activities. The agency's investments are predominantly managed through the Northern Territory Treasury Corporation adopting strategies to minimise the risk.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

20. FINANCIAL INSTRUMENTS (continued)

(a) Categorisation of Financial Instruments

The carrying amount of the Department of Trade, Business and Innovation's financial assets and liabilities by category are disclosed in the table below.

2017–18 Categorisation of Financial Instruments

| | Fair value through profit or loss | | Financial assets - Loans and receivables \$000 | Financial liabilities - amortised cost \$000 | Total \$000 |
|------------------------------------|-----------------------------------|-----------------------------------|--|--|----------------|
| | Held for trading \$000 | Designated at fair value \$000 | | | |
| Cash and deposits | 0 | 20 437 | 0 | 0 | 20 437 |
| Receivables ⁽¹⁾ | 0 | 0 | 329 | 0 | 329 |
| Advances | 0 | 0 | 0 | 0 | 0 |
| Total Financial Assets | 0 | 20 437 | 329 | 0 | 20 766 |
| Payables | 0 | 1 816 | 0 | 0 | 1 816 |
| Total Financial Liabilities | 0 | 1 816 | 0 | 0 | 1 816 |

(1) Total amounts disclosed here exclude statutory amounts.

2016–17 Categorisation of Financial Instruments

| | Fair value through profit or loss | | Financial assets - Loans and receivables \$000 | Financial liabilities - amortised cost \$000 | Total \$000 |
|------------------------------------|-----------------------------------|-----------------------------------|--|--|----------------|
| | Held for trading \$000 | Designated at fair value \$000 | | | |
| Cash and deposits | 0 | 12 741 | 0 | 0 | 12 741 |
| Receivables ⁽¹⁾ | 0 | 0 | 334 | 0 | 334 |
| Advances | 0 | 0 | 0 | 0 | 0 |
| Total Financial Assets | 0 | 12 741 | 334 | 0 | 13 075 |
| Payables | 0 | 1 152 | 0 | 0 | 1 152 |
| Total Financial Liabilities | 0 | 1 152 | 0 | 0 | 1 152 |

(1) Total amounts disclosed here exclude statutory amounts.

Classification of Financial Instruments

AASB 7 Financial Instruments: Disclosures requires financial instruments to be classified and disclosed within specific categories depending on their nature and purpose.

Financial assets are classified into the following categories:

- financial assets at fair value through profit or loss;
- held-to-maturity investments;
- loans and receivables; and
- available-for-sale financial assets.

Financial liabilities are classified into the following categories:

- financial liabilities at fair value through profit or loss (FVTPL); and
- financial liabilities at amortised cost.

(a) Categorisation of Financial Instruments (continued)

Financial Assets or Financial Liabilities at Fair Value through Profit or Loss

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Financial instruments are classified as at FVTPL when the instrument is either held for trading or is designated as at FVTPL.

An instrument is classified as held for trading if it is:

- acquired or incurred principally for the purpose of selling or repurchasing it in the near term with an intention of making a profit; or
- part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short-term profit-taking; or
- a derivative that is not a financial guarantee contract or a designated and effective hedging instrument.

A financial instrument may be designated as at FVTPL upon initial recognition if:

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
- the instrument forms part of a group of financial instruments, which is managed and its performance is evaluated on a fair value basis, in accordance with a documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or
- it forms part of a contract containing one or more embedded derivatives, and AASB 139 Financial Instruments: Recognition and Measurement permits the contract to be designated as at FVTPL.

Financial liabilities at fair value through profit or loss include deposits held and accounts payable excluding statutory deposits and accrued expenses. Financial assets at fair value through profit or loss include short-term securities and bonds.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market other than those held for trading and available for sale. Loans and receivables exclude statutory receivables.

Financial Liabilities at Amortised Cost

Financial instrument liabilities measured at amortised cost include all advances received, finance lease liabilities and borrowings. Amortised cost is calculated using the effective interest method.

(b) Credit Risk

The Department of Trade, Business and Innovation has limited credit risk exposure (risk of default). In respect of any dealings with organisations external to government, the Department has adopted a policy of only dealing with credit worthy organisations as a means of mitigating the risk of financial loss from defaults.

The carrying amount of financial assets recorded in the financial statements, net of any allowances for losses, represents the Department's maximum exposure to credit risk.

Receivables

Receivable balances are monitored on an ongoing basis to ensure that exposure to bad debts is not significant.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

(b) Credit Risk (continued)

A reconciliation and aging analysis of receivables is presented below and overleaf

| Internal Receivables | Aging of Receivables \$'000 | Aging of Impaired Receivables \$'000 | Net Receivables \$'000 |
|-------------------------------|--|---|-----------------------------------|
| 2017–18 | | | |
| Not Overdue | 182 | 0 | 182 |
| Overdue for less than 30 Days | 1 | 0 | 1 |
| Overdue for 30 to 60 Days | 0 | 0 | 0 |
| Overdue for more than 60 Days | 0 | 0 | 0 |
| Total | 183 | 0 | 183 |

| Internal Receivables | Aging of Receivables \$'000 | Aging of Impaired Receivables \$'000 | Net Receivables \$'000 |
|-------------------------------|--|---|-----------------------------------|
| 2016–17 | | | |
| Not Overdue | 132 | 0 | 132 |
| Overdue for less than 30 Days | 0 | 0 | 0 |
| Overdue for 30 to 60 Days | 0 | 0 | 0 |
| Overdue for more than 60 Days | 0 | 0 | 0 |
| Total | 132 | 0 | 132 |

| External Receivables | Aging of Receivables \$'000 | Aging of Impaired Receivables \$'000 | Net Receivables \$'000 |
|-------------------------------|--|---|-----------------------------------|
| 2017–18 | | | |
| Not Overdue | 73 | 0 | 73 |
| Overdue for less than 30 Days | 26 | 0 | 26 |
| Overdue for 30 to 60 Days | 0 | 0 | 0 |
| Overdue for more than 60 Days | 85 | 38 | 47 |
| Total | 184 | 38 | 146 |

Reconciliation of the Allowance for Impairment Losses

| | |
|---|------------|
| Opening | 319 |
| Written off during the year | (249) |
| Recovered during the year | 0 |
| Increase/(decrease) in allowance recognised in profit or loss | (32) |
| Total | 38 |

| External Receivables | Aging of Receivables \$'000 | Aging of Impaired Receivables \$'000 | Net Receivables \$'000 |
|-------------------------------|--|---|-----------------------------------|
| 2016–17 | | | |
| Not Overdue | 481 | 303 | 178 |
| Overdue for less than 30 Days | 6 | 0 | 6 |
| Overdue for 30 to 60 Days | 18 | 0 | 18 |
| Overdue for more than 60 Days | 16 | 16 | 0 |
| Total | 521 | 319 | 202 |

Reconciliation of the Allowance for Impairment Losses

| | |
|---|------------|
| Opening | 13 |
| Written off during the year | 0 |
| Recovered during the year | 0 |
| Increase/(decrease) in allowance recognised in profit or loss | 306 |
| Total | 319 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(c) Liquidity Risk

Liquidity risk is the risk that the Department will not be able to meet its financial obligations as they fall due. The Department's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due. This is managed by maintaining adequate reserves by continuously monitoring projected and actual cash flows.

The following tables detail the Department's remaining contractual maturity for its financial assets and liabilities.

2018 Maturity analysis for financial assets and liabilities

| | Variable Interest Rate \$'000 | Fixed Interest Rate | | | Non Interest Bearing \$'000 | Total \$'000 | Weighted Average % |
|------------------------------------|-------------------------------------|-------------------------------|---------------------------|--------------------------------|-----------------------------------|-----------------|--------------------------|
| | | Less than a Year \$'000 | 1 to 5 Years \$'000 | More than 5 Years \$'000 | | | |
| Financial Assets | | | | | | | |
| Cash and deposits | 0 | 0 | 0 | 0 | 20 437 | 20 437 | |
| Receivables | 0 | 0 | 0 | 0 | 329 | 329 | |
| Advances | 0 | 0 | 0 | 0 | 0 | 0 | 4.00% ⁽¹⁾ |
| Total Financial Assets | 0 | 0 | 0 | 0 | 20 766 | 20 766 | |
| Financial Liabilities | | | | | | | |
| Payables | 0 | 0 | 0 | 0 | 1 816 | 1 816 | |
| Total Financial Liabilities | 0 | 0 | 0 | 0 | 1 816 | 1 816 | |

(1) The fixed interest rate relates to Advances which have been fully impaired.

2017 Maturity analysis for financial assets and liabilities

| | Variable Interest Rate \$'000 | Fixed Interest Rate | | | Non Interest Bearing \$'000 | Total \$'000 | Weighted Average % |
|------------------------------------|-------------------------------------|-------------------------------|---------------------------|--------------------------------|-----------------------------------|-----------------|--------------------------|
| | | Less than a Year \$'000 | 1 to 5 Years \$'000 | More than 5 Years \$'000 | | | |
| Financial Assets | | | | | | | |
| Cash and deposits | 0 | 0 | 0 | 0 | 12 741 | 12 741 | |
| Receivables | 0 | 0 | 0 | 0 | 334 | 334 | |
| Advances | 0 | 0 | 0 | 0 | 0 | 0 | 4.00% ⁽¹⁾ |
| Total Financial Assets | 0 | 0 | 0 | 0 | 13 075 | 13 075 | |
| Financial Liabilities | | | | | | | |
| Payables | 0 | 0 | 0 | 0 | 1 152 | 1 152 | |
| Total Financial Liabilities | 0 | 0 | 0 | 0 | 1 152 | 1 152 | |

(1) The fixed interest rate relates to Advances which have been fully impaired.

(d) Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. It comprises interest rate risk, price risk and currency risk.

(i) Interest Rate Risk

The Department of Trade, Business and Innovation is not exposed to interest rate risk as agency financial assets and financial liabilities are non-interest bearing.

(ii) Price Risk

The Department of Trade, Business and Innovation is not exposed to price risk as the Department does not hold units in unit trusts.

(iii) Currency Risk

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

The Department of Trade, Business and Innovation is not exposed to currency risk as the Department does not hold borrowings denominated in foreign currencies or transactional currency exposures arising from purchases in a foreign currency.

(e) *Net Fair Value*

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use. The highest and best use takes into account the use of the asset that is physically possible, legally permissible and financially feasible.

When measuring fair value, the valuation techniques used maximise the use of relevant observable inputs and minimise the use of unobservable inputs. Unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets/liabilities.

Observable inputs are publicly available data that are relevant to the characteristics of the assets/liabilities being valued. Observable inputs used by the Department include, but are not limited to, published sales data for land and general office buildings.

Unobservable inputs are data, assumptions and judgments that are not available publicly, but are relevant to the characteristics of the assets/liabilities being valued. Such inputs include internal agency adjustments to observable data to take account of particular and potentially unique characteristics/functionality of assets/liabilities and assessments of physical condition and remaining useful life.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the following fair value hierarchy based on the inputs used:

Level 1 – inputs are quoted prices in active markets for identical assets or liabilities;

Level 2 – inputs are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; and

Level 3 – inputs are unobservable.

The fair value of the Department of Trade, Business and Innovation's financial instruments is determined on the basis that the carrying amount of cash, deposits, advances, receivables and payables is a reasonable approximation of fair value.

The Department of Trade, Business and Innovation does not hold any derivative financial instruments or any financial assets and liabilities whose fair value is measured other than at amortised cost.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

21. RELATED PARTIES

(i) Related Parties

The Department of Trade, Business and Innovation is a government administrative entity and is wholly owned and controlled by the Territory Government. Related parties of the Department include:

- the portfolio ministers and key management personnel (KMP) because they have authority and responsibility for planning, directing and controlling the activities of the Department, directly or indirectly, and influence the strategic direction of the Department;
- spouses, children and dependants who are close family members of the Portfolio Ministers or KMP;
- all public sector entities that are controlled and consolidated into the whole of government financial statements; and
- any entities controlled or jointly controlled by KMP's or the Portfolio Ministers or controlled or jointly controlled by their close family members.

(ii) Key Management Personnel (KMP)

Key management personnel of the Department of Trade, Business and Innovation are those persons having authority and responsibility for planning, directing and controlling the activities of the Department. These include the Minister for Northern Australia, Minister for Trade and Major Projects, Minister for Business and Innovation, Minister for Workforce Training, Minister for the Arafura Games, the Chief Executive Officer and the 13 members of the executive management team. During the year, one KMP resigned and one KMP transferred out. The Department had twelve KMP as at the reporting date 30 June 2018.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(iii) Remuneration of Key Management Personnel

The details below exclude the salaries and other benefits of the Minister for Northern Australia, Minister for Trade and Major Projects, Minister for Business and Innovation, Minister for Workforce Training, Minister for the Arafura Games as ministers' remunerations and allowances are payable by the Department of the Legislative Assembly and consequently disclosed within the Treasurer's annual financial statements.

The aggregate compensation of key management personnel of the Department of Trade, Business and Innovation is set out below:

| | 2017-18 '\$000 | 2016-17 '\$000 |
|--|-------------------|-------------------|
| Short-term employee benefits ⁽¹⁾ | 2 848 | 3 026 |
| Post-employee benefits | 293 | 347 |
| Other long-term employee benefits ⁽²⁾ | 0 | 0 |
| Termination benefits | 0 | 0 |
| Total | 3 141 | 3 373 |

(1) short-term employee benefits include salaries, paid recreation leave, and non-monetary benefits and associated fringe benefit tax.

(2) KMPs' long service leave entitlements are managed by Central Holding Authority. Following Northern Territory Government guidelines, KMPs' long service leave benefits have not been disclosed in the Department's financial statements.

The number of KMP, whose total remuneration for the financial year fall within the following bands are:

| | 2017-18 Number of KMP | 2016-17 Number of KMP |
|-----------------------|--------------------------|--------------------------|
| Nil - \$50,000 | 1 | 5 |
| \$50,000 - \$100,000 | 2 | 4 |
| \$100,000 - \$150,000 | 0 | 3 |
| \$150,000 - \$200,000 | 0 | 1 |
| \$200,000 - \$250,000 | 5 | 8 |
| \$250,000 - \$300,000 | 4 | 0 |
| \$300,000 - \$350,000 | 1 | 0 |
| \$350,000 - \$400,000 | 0 | 0 |
| \$400,000 - \$450,000 | 1 | 1 |
| Total | 14 | 22 |

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(iv) *Related party transactions:*

Transactions with Northern Territory Government controlled entities

The Department's primary ongoing source of funding is received from the Central Holding Authority in the form of output and capital appropriation and on-passed Commonwealth national partnership and specific purpose payments.

The Central Holding Authority assumes the long service leave expenses and liabilities of government agencies including the Department of Trade, Business and Innovation.

The following tables provide quantitative information about related party transactions entered into during the year with all other Northern Territory Government controlled entities.

| 2018 Related Party | Revenue from related parties \$000 | Payments to related parties \$000 | Amounts owed by related parties \$000 | Amounts owed to related parties \$000 |
|---------------------------------------|---|--|--|--|
| <i>All NTG Government Departments</i> | 8 091 | 22 630 | 183 | 233 |
| <i>Associates</i> | 0 | 0 | 0 | 0 |
| <i>Subsidiaries</i> | 0 | 0 | 0 | 0 |
| Total | 8 091 | 22 630 | 183 | 233 |

| 2017 Related Party | Revenue from related parties \$000 | Payments to related parties \$000 | Amounts owed by related parties \$000 | Amounts owed to related parties \$000 |
|--|---|--|--|--|
| <i>All NTG Government Departments ⁽¹⁾</i> | 5 414 | 21 215 | 132 | 289 |
| <i>Associates</i> | 0 | 0 | 0 | 0 |
| <i>Subsidiaries</i> | 0 | 0 | 0 | 0 |
| Total | 5 414 | 21 215 | 132 | 289 |

(1) 2017 comparatives have been restated to include non-cash transactions 'goods and services received free of charge from the Department of Corporate and Information Services' as disclosed in Note 4 and 7.

The Department's transactions with other government entities are not individually significant, with the exception of Vocational Education and Training funding paid to Batchelor Institute of Indigenous Tertiary Education.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(iv) Related party transactions: (continued)

Other related party transactions are as follows:

Given the breadth and depth of Territory Government activities, related parties will transact with the Territory Public sector in a manner consistent with other members of the public including paying stamp duty and other government fees and charges and therefore these transactions have not been disclosed. All other related party transactions in excess of \$10,000 have been provided in the tables below.

| 2018 | Transaction value for year ended 30 June 18 \$000 | Net receivable/ (payable) as at 30 June 18 \$000 | Commitments as at 30 June 18 \$000 |
|---------------------------|--|---|--|
| Transaction type | | | |
| <i>Sales of goods</i> | 0 | 0 | 0 |
| <i>Purchases of goods</i> | 0 | 0 | 0 |
| <i>Grants¹</i> | 222 | 0 | 0 |
| <i>Services received</i> | 0 | 0 | 0 |
| Total | 222 | 0 | 0 |

No guarantees have been given or received. No expense has been recognised in the current year for bad or doubtful debts in respect of the amounts owed by related parties.

1. A not-for-profit association managed by a KMP's close family member received grant funding of \$222,000 during 2017–18.

| 2017 | Transaction value for year ended 30 June 17 \$000 | Net receivable/ (payable) as at 30 June 17 \$000 | Commitments as at 30 June 17 \$000 |
|-----------------------------|--|---|--|
| Transaction type | | | |
| <i>Sales of goods</i> | 0 | 0 | 0 |
| <i>Purchases of goods</i> | 0 | 0 | 0 |
| <i>Grants^{1,2}</i> | 200 | 0 | 163 |
| <i>Services received</i> | 0 | 0 | 0 |
| Total | 200 | 0 | 163 |

The amounts outstanding are unsecured and will be settled in cash. No guarantees have been given or received. No expense was recognised in the year for bad or doubtful debts in respect of the amounts owed by related parties.

1. A not-for-profit association managed by a KMP's close family member received grant funding of \$200,000 during 2016–17.
2. A not-for-profit community organisation managed by a KMP's close family member was granted an Immediate Work Grants voucher with a value of \$163,375, which is redeemable in 2017–18.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

22. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

(a) *Contingent liabilities*

The Department of Trade, Business and Innovation has entered into agreements which contain indemnity clauses. The contingent liabilities arising from these indemnities are unquantifiable, and the likelihood of occurrence is uncertain and therefore considered low. For all the events that would give rise to the liabilities, the Department has comprehensive risk management procedures in place.

In relation to the reporting of contingent liabilities, the Treasurer has determined a materiality threshold of \$5 million.

Details of unquantifiable but material contingent liabilities as at 30 June 2018 resulting from indemnities granted by the Department or the Territory are presented as follows:

North East Gas Interconnector Project

Contingent considerations in relation to the North East Gas Interconnector Project Development Agreement are considered unlikely and consequently no contingent liabilities have been disclosed at the reporting date. The Territory will continue to assess any risks under the arrangement and determine whether any future disclosure is required.

Darwin Luxury Hotel

A series of indemnities have been provided in support of the Darwin Luxury Hotel Development under the Luxury Hotel Transaction Documentation, however, the risks associated with the indemnities are considered low and therefore no reportable contingent liabilities at the reporting date.

(b) *Contingent Assets*

The Department of Trade, Business and Innovation had no contingent assets as at 30 June 2018 or 30 June 2017.

23. EVENTS SUBSEQUENT TO BALANCE DATE

No events have arisen between the end of the financial year and the date of this report that require adjustment to, or disclosure in these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

24. BUDGETARY INFORMATION

(a) Comprehensive Operating Statement

| | 2017–18 Actual \$'000 | 2017–18 Original Budget ⁽¹⁾ \$'000 | Variance \$'000 | Note |
|--|-----------------------------|--|--------------------|------|
| INCOME | | | | |
| Grants and subsidies revenue | | | | |
| Current | 3 192 | 733 | 2 459 | 1 |
| Appropriation | | | | |
| Output | 174 917 | 190 202 | (15 285) | 2 |
| Commonwealth | 17 809 | 15 126 | 2 683 | 3 |
| Sales of goods and services | 766 | 411 | 355 | 4 |
| Interest revenue | 2 | 2 | 0 | |
| Goods and services received free of charge | 4 477 | 4 939 | (462) | |
| Other income | 904 | 0 | 904 | 5 |
| TOTAL INCOME | 202 067 | 211 413 | (9 346) | |
| EXPENSES | | | | |
| Employee expenses | 30 694 | 31 339 | (645) | 6 |
| Administrative expenses | | | | |
| Purchases of goods and services | 14 568 | 17 653 | (3 085) | 7 |
| Repairs and maintenance | 214 | 680 | (466) | 8 |
| Depreciation and amortisation | 1 349 | 1 334 | 15 | |
| Other administrative expenses | 4 449 | 4 939 | (490) | |
| Grants and subsidies expenses | | | | |
| Current | 141 772 | 146 831 | (5 059) | 9 |
| Capital | 4 201 | 13 392 | (9 191) | 10 |
| TOTAL EXPENSES | 197 247 | 216 168 | (18 921) | |
| NET SURPLUS/(DEFICIT) | 4 820 | (4 755) | 9 575 | |
| TOTAL OTHER COMPREHENSIVE INCOME | 0 | 0 | 0 | |
| COMPREHENSIVE RESULT | 4 820 | (4 755) | 9 575 | |

(1) Original budget amounts correspond to those disclosed in the NTG Budget 2017–18 BP3 Agency Budget Statements (May 2017), classified on a basis that is consistent with the presentation and classification adopted in the corresponding financial statement.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(a) Notes:

The following note descriptions relate to variances greater than 10 percent or \$0.5 million, or where multiple significant variances have occurred.

1. The above budget grants and subsidies revenue relates to Indigenous Business Australia and the Department of Trade, Business and Innovation collaboration agreement funding, and funding contribution received from multiple Northern Territory Government agencies for the National Disability Insurance Scheme program, the Pre-Employment program, and supporting the Cooperative Research Centre for Developing Northern Australia and the Indigenous Reference Group, which were not included in the original budget.
2. The decrease of \$15.29 million in output appropriation is mainly due to the transfer of \$10 million capital grant budget for the Darwin Luxury Hotel, \$4 million grant budget for the Business Security Assistance program, and \$3 million operational budget for the Ship Lift and Marine Industry project from 2017–18 to 2018–19, offset by additional funding approved for smart energy grants, Team NT, and the Darwin Water Theme Park project.
3. The increase of \$2.68 million in Commonwealth appropriation is a result of receiving funding under the new National Partnership Agreement - Skilling Australians Fund, offset by the funding shortfall in National Skills and Workforce Development Specific Purpose Payments.
4. Sales of goods and services revenue was above budget by \$0.36 million due to receiving higher than anticipated sponsorship revenue for various events.
5. Other income mainly reflects funding recoveries resulting from under delivery of prior year training programs, which were not incorporated in the budget.
6. Below budget employee expenses resulted from a higher than expected vacancy rate throughout the year. The savings were redirected to various grant programs for delivery of government priorities.
7. Purchases of goods and services were below budget by \$3.09 million predominantly as a result of timing of expenditure on the Ship Lift and Marine Industry project, Luxury Hotel, Seniors Lifestyle Village, Alice Springs Commercial Development, and Darwin Water Theme Park projects. Due to the nature and complexity of these projects, it is difficult to predict exact timing of expenditure.
8. The \$0.47 million below budget cost in repairs and maintenance reflects the reduction in repair and maintenance requirements, and the partial transfer of budget to the Capital Works program for office refurbishment.
9. Current grants were \$5.06 million below the original budget due to timing of payments for economic stimulus grant programs and the Regional Aboriginal Economic Development Fund, and also the reduced demand in the Student Entitlement Program funded by the Commonwealth National Partnership Agreement – Skills Reform.
10. Capital grants were below budget as a result of the transfer of \$10 million capital grant budget for Darwin Luxury Hotel from 2017–18 to 2018–19, offset by additional capital grant funding to vocational education and training providers.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

(b) Statement of Financial Position

| | 2017–18 Actual \$'000 | 2017–18 Original Budget ⁽¹⁾ \$'000 | Variance \$'000 | Note |
|----------------------------------|-----------------------------|--|--------------------|------|
| ASSETS | | | | |
| Current Assets | | | | |
| Cash and deposits | 20 437 | 5 052 | 15 385 | 1 |
| Receivables | 1 479 | 1 502 | (23) | |
| Advances and investments | 0 | 45 | (45) | 2 |
| Prepayments | 792 | 753 | 39 | |
| Total Current Assets | 22 708 | 7 352 | 15 356 | |
| Non-Current Assets | | | | |
| Advances and investments | 0 | 0 | 0 | |
| Property, plant and equipment | 18 263 | 20 007 | (1 744) | 3 |
| Heritage and cultural assets | 8 | 8 | 0 | |
| Total Non-Current Assets | 18 271 | 20 015 | (1 744) | |
| TOTAL ASSETS | 40 979 | 27 367 | 13 612 | |
| LIABILITIES | | | | |
| Current Liabilities | | | | |
| Deposits held | 0 | 3 764 | (3 764) | 4 |
| Payables | 1 816 | 1 303 | 513 | 5 |
| Provisions | 4 348 | 5 388 | (1 040) | 6 |
| Other liabilities | 248 | 0 | 248 | 7 |
| Total Current Liabilities | 6 412 | 10 455 | (4 043) | |
| TOTAL LIABILITIES | 6 412 | 10 455 | (4 043) | |
| NET ASSETS | 34 567 | 16 912 | 17 655 | |
| EQUITY | | | | |
| Capital | 36 393 | 34 394 | 1 999 | 8 |
| Accumulated funds | (1 826) | (17 482) | 15 656 | 9 |
| TOTAL EQUITY | 34 567 | 16 912 | 17 655 | |

(1) Original budget amounts correspond to those disclosed in the NTG Budget 2017–18 BP3 Agency Budget Statements (May 2017), classified on a basis that is consistent with the presentation and classification adopted in the corresponding financial statement.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(b) Notes:

The following note descriptions relate to variances greater than 10 percent or \$0.5 million, or where multiple significant variances have occurred.

1. The above budget cash and deposits balance at the end of the financial year is a result of underspend in major projects, Commonwealth funded Student Entitlement Program, economic stimulus grants and Regional Aboriginal Economic Development Fund which is committed to future years.
2. The advances balance has been reduced to nil as a result of providing an allowance for impairment following an assessment conducted at the end of the financial year.
3. Property, plant and equipment was \$1.74 million under budget mainly as a result of a downward revaluation of buildings at the Desert People Centre in Central Australia in June 2017 which was not reflected in the original budget.
4. Deposits Held balance has been reduced to nil as a result of a transfer out of trust monies held by Licensing NT following the Machinery of Government changes.
5. The increase in payables reflects a higher number of accruals required for major projects for the reporting period ended 30 June 2018.
6. The original budget for provisions (annual leave) was finalised in May 2017 and did not reflect the reduction in full time equivalent employees as a result of Machinery of Government changes, therefore the actual provisions is \$1.04 million lower.
7. Other liabilities relate to unearned revenue recognised for sponsorship revenue received in advance for various events being held in 2018–19, as well as funding received in advance from the Department of Education for procurement services for 2018–19.
8. The increase in capital is largely represented by the equity injection for the transfer out of employee provisions as part of Machinery of Government changes.
9. The movement in accumulated funds reflects the improved operating result.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(c) Cash Flow Statement

| | 2017–18 Actual \$'000 | 2017–18 Original Budget ⁽¹⁾ \$'000 | Variance \$'000 | Note |
|---|-----------------------------|--|--------------------|------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | | |
| Operating Receipts | | | | |
| Grants and subsidies received | | | | |
| Current | 3 192 | 733 | 2 459 | 1 |
| Appropriation | | | | |
| Output | 174 917 | 190 202 | (15 285) | 2 |
| Commonwealth | 17 809 | 15 126 | 2 683 | 3 |
| Receipts from sales of goods and services | 10 994 | 411 | 10 583 | 4 |
| Interest received | 2 | 2 | 0 | |
| Total Operating Receipts | 206 914 | 206 474 | 440 | |
| Operating Payments | | | | |
| Payments to employees | (30 363) | (31 339) | 976 | 5 |
| Payments for goods and services | (22 867) | (18 333) | (4 534) | 6 |
| Grants and subsidies paid | | | | |
| Current | (141 772) | (146 831) | 5 059 | 7 |
| Capital | (4 201) | (13 392) | 9 191 | 8 |
| Total Operating Payments | (199 203) | (209 895) | 10 692 | |
| Net Cash from/(used in) Operating Activities | 7 711 | (3 421) | 11 132 | |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | |
| Investing Receipts | | | | |
| Repayment of advances | 3 | 0 | 3 | 9 |
| Total Investing Receipts | 3 | 0 | 3 | |
| Investing Payments | | | | |
| Purchase of assets | (16) | 0 | (16) | 10 |
| Advances and investing payments | (2) | 0 | (2) | 9 |
| Total Investing Payments | (18) | 0 | (18) | |
| Net cash from/(used in) Investing Activities | (15) | 0 | (15) | |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | |
| Financing Receipts | | | | |
| Equity injections | | | | |
| Capital appropriation | 0 | 0 | 0 | |
| Other equity injections | 0 | 0 | 0 | |
| Total Financing Receipts | 0 | 0 | 0 | |
| Financing Payments | | | | |
| Payment of deposits held | 0 | 0 | 0 | |
| Finance lease payments | 0 | 0 | 0 | |
| Equity withdrawals | 0 | 0 | 0 | |
| Total Financing Payments | 0 | 0 | 0 | |
| Net Cash from/(used in) Financing Activities | 0 | 0 | 0 | |
| Net increase/(decrease) in cash held | 7 696 | (3 421) | 11 117 | |
| Cash at beginning of financial year | 12 741 | 8 473 | 4 268 | |
| CASH AT END OF FINANCIAL YEAR | 20 437 | 5 052 | 15 385 | |

(1) Original budget amounts correspond to those disclosed in the NTG Budget 2017–18 BP3 Agency Budget Statements (May 2017), classified on a basis that is consistent with the presentation and classification adopted in the corresponding financial statement.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

(c) Notes:

The following note descriptions relate to variances greater than 10 percent or \$0.5 million, or where multiple significant variances have occurred.

1. Grants and subsidies received have increased by \$2.46 million due to receiving Indigenous Business Australia and the Department of Trade, Business and Innovation collaboration agreement funding, and funding contribution from multiple Northern Territory Government agencies for the National Disability Insurance Scheme program, the Pre-Employment program, and supporting the Cooperative Research Centre for Developing Northern Australia and the Indigenous Reference Group.
2. The decrease of \$15.29 million in output appropriation is mainly due to the transfer of \$10 million capital grant budget for Darwin Luxury Hotel, \$4 million grant budget for the Business Security Assistance program, and \$3 million operational budget for the Ship Lift and Marine Industry project from 2017–18 to 2018–19, offset by additional funding approved for smart energy grants, Team NT, and the Darwin Water Theme Park project.
3. The increase of \$2.68 million in Commonwealth appropriation is a result of receiving funding under the new National Partnership Agreement - Skilling Australians Fund, offset by the funding shortfall in National Skills and Workforce Development Specific Purpose Payments.
4. The increase of \$10.58 million in receipts from sales of goods and services is largely represented by unbudgeted GST refunds of \$9.18 million, further variance relates to recoveries of prior year training funding as a result of under delivery and additional sponsorship revenue.
5. Payments to Employees were below budget as a result of a higher than expected vacancy rate throughout the year. The savings were redirected to various grant programs for delivery of government priorities.
6. Payments for goods and services were above budget by \$4.53 million reflecting GST on purchase of goods and services and grants paid which was not incorporated into the budget, offset by underspend in a number of major projects and high accruals at the end of the year.
7. Current grants paid were \$5.06 million below the original budget due to timing of payments for economic stimulus grant programs and the Regional Aboriginal Economic Development Fund, and the reduced demand in the Student Entitlement Program funded by the Commonwealth National Partnership Agreement – Skills Reform.
8. Capital grants paid were below budget as a result of the transfer of \$10 million capital grant budget for the Darwin Luxury Hotel from 2017–18 to 2018–19, offset by additional capital grant funding to vocational education and training providers.
9. Repayment of advances, and advances and investing payments are in relation to a Natural Disaster Relief and Recovery Arrangement loan managed by the Department.
10. Purchase of assets relates to office refurbishment.

Appendix A

Statutory responsibilities and legislation administered

The Department of Trade, Business and Innovation is responsible for the following principal areas of government and for administering the legislation detailed below.

Areas of government

- Aboriginal business enterprise support
- Aboriginal workforce participation
- Apprenticeships and traineeships
- Assistance to Desert People's Centre
- Business and industry support and development
- Defence community liaison
- Development of defence-related industries
- Desert Knowledge Australia
- Developing industry and attracting investment
- Economic development
- Facilitation and coordination of major projects and investments, and infrastructure policies
- Financial assistance to industry associations and business
- Industry, economic and labour market analysis
- Industry engagement and participation
- Innovator in Residence Program
- International education
- International engagement
- International investment promotion and attraction
- Major Project facilitation
- Northern Australia development policy, coordination and intergovernmental liaison

- NT Build
- Procurement policy
- Procurement Review Board
- Quality of training
- Regional coordination of economic development
- Research and innovation
- Strategic defence
- Team NT
- Territory Business Centres
- Trade development, strategy and policy
- Training and employment programs and assistance schemes
- Territory marketing and investment attraction
- Veterans support
- Vocational education and training administration
- Workforce attraction (international and interstate) / business and skilled migration

Legislation

- *Construction Industry Long Service Leave and Benefits Act*
- *Desert Knowledge Australia Act*
- *Ichthys LNG Project Act*
- *Northern Territory Products Symbol Act*
- *Port of Darwin Act*
- *Procurement Act*
- *Training and Skills Development Act*

Appendix B

Statutory Authorities and Boards

Desert Knowledge Australia

Desert Knowledge Australia Act 2003

Desert Knowledge Australia is established pursuant to Section 5 of the Desert Knowledge Australia Act 2003 (the Act) to provide direction and oversee the activities of Desert Knowledge Australia.

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

NT Build

Construction Industry Long Service Leave and Benefits Act

NT Build is a body corporate established pursuant to Section 53 of the Construction Industry Long Service Leave and Benefits Act to administer the NT Build Portable Long Service Leave Scheme, and to advise and make recommendations to the Minister about the operation of the Construction Industry Long Service Leave and Benefits Act.

NT Veterans Affairs Ministerial Advisory Council

Non-statutory, established by the Minister in March 2016

The NT Veterans Affairs Ministerial Advisory Council was established to provide advice and support to the Northern Territory Government on issues affecting Australian Defence Force veterans and their families; to facilitate a collective approach to raising issues important to the veterans' community and assist in collating a body of knowledge to support local veterans' concerns.

Procurement Review Board

Procurement Act 1995

The Procurement Review Board (PRB) is established pursuant to Section 6 of the Procurement Act 1995. The PRB determines appeals in relation to the eligibility or admissibility of a quote to tender in accordance with the Procurement Directions; reviews or audits agencies' procurement procedures or procurement activity; and advises the Minister, agencies or any other person in relation to procurement procedures or procurement activity in agencies.

Regional Economic Development Committees

Non-statutory, established by the Minister in June 2013

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

Regional Economic Development Committees have been established in Alice Springs, East Arnhem, Katherine and Tennant Creek.

Strategic Defence Advisory Board

Non-statutory, established by the Minister in December 2014

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

Appendix C

This appendix provides a breakdown of grants and funding \$10 000 and above, as identified through the Department's business system records. Figures have been rounded to the nearest ten.

Business and Innovation NT Grants and Funding

Business Growth Program

A suite of innovative grants and consultant services to help existing businesses, Indigenous enterprises and not-for-profit organisations grow and become more viable.

| Business Growth Program | |
|--|--------|
| A & B Welding Pty Ltd | 18 180 |
| Arnhem Earthmoving and Mechanical Pty Ltd | 13 640 |
| Baniyala Garrangali Aboriginal Corporation | 15 450 |
| Basketball NT Incorporated | 29 000 |
| Battery Hill Mining Centre Incorporated | 77 990 |
| CASA Central Australia Incorporated | 10 000 |
| Darwin Sheetmetal and Laser Cutting Pty Ltd | 12 550 |
| Gymnastics Association of the Northern Territory | 17 050 |
| Kalano Community Association Incorporated | 14 440 |
| Milikapiti Community Indigenous Corporation | 10 550 |
| Paspalis Asset Management Pty Ltd | 18 180 |
| Paspalis Investment Trust | 19 090 |
| Thamarrurr Development Corporation | 14 550 |
| Tiwi Enterprises Pty Ltd | 17 890 |

Smarter Business Solutions NT Program

Delivers technical advice, assistance and guidance to business people looking to adopt resource-efficient practices that are good for the financial bottom line, as well as being good for the environment.

| Smarter Business Solutions | Value (\$) |
|---|------------|
| Aileron Pastoral Holdings Pty Ltd | 10 000 |
| Alice Springs 24 Hour Pty Ltd | 14 650 |
| Branir Pty Ltd | 20 000 |
| Colemans Printing | 13 880 |
| G & C Pastoral Co Pty Ltd | 20 000 |
| McKay Family Trust & Umbeara Holdings Pty. Ltd. | 10 000 |
| NT Water Ski Association | 10 230 |
| Palms City Resort | 10 000 |
| Spectacular Jumping Crocodile Cruise | 20 000 |
| Strawberry Hill Holdings Pty Ltd | 20 000 |
| The Desert Fruit Company Ltd | 20 000 |
| Victory Grazing Pty Ltd | 20 000 |

Community Based Childcare Centre Program

Delivers grants and consultant services to ensure good governance and effective business systems exist in parent managed community based child care services to strengthen their viability.

| Community Based Childcare | Value (\$) |
|---|------------|
| Humpty Doo Community & Childcare Centre | 25 320 |
| Nhulunbuy Children's Services | 13 420 |

Aboriginal Business Development Program

Assists Aboriginal people and joint ventures (where Indigenous people hold significant equity) to enter or expand commercial business arrangements, that will support/facilitate employment and/or wealth creation opportunities.

| Aboriginal Business Development Program | Value (\$) |
|---|------------|
| Aaron Dale Banderson | 27 270 |
| AB Shine Cleaning Services | 21 130 |
| AK Mowing and Maintenance | 20 920 |
| Atkins Building & Construction NT | 29 000 |
| Austin Arts 'N' Artifacts | 22 810 |
| Babunbaree Aboriginal Corporation | 27 270 |
| Bartalumba Mini Mart Aboriginal Corporation | 12 270 |
| Bulabula Arts Aboriginal Corporation | 10 300 |
| Cheaper Trailer Hire | 27 270 |
| David M Campbell and Glenys J Dalliston | 12 530 |
| Delacoeur Indigenous Contracting | 27 270 |
| Desert Sky Beauty and Day Spa | 25 070 |
| DJ Smith Carpentry Pty Ltd (NT OZTag) | 13 600 |
| DMKM Venture Pty Ltd | 27 270 |
| Dreamtime Bakehouse | 27 270 |
| ECB Training Services Pty Ltd | 27 270 |
| Eylandt Clean Ups | 27 270 |
| Go Wide Cattle Company | 29 600 |
| Helloworld Alice Springs | 27 270 |
| Indoz Building Solutions | 27 320 |
| Injalak Arts and Crafts Association Incorporated | 15 000 |
| Jason Davidson Hampton | 10 850 |
| Katerina's Catering | 29 100 |
| Lew Fatt Developments Pty Ltd | 27 270 |
| Milingimbi Art and Cultural Aboriginal Corporation | 24 550 |
| New Future IT | 26 610 |
| Nyalka Milingimbi Women's Aboriginal Corporation | 12 610 |
| Outback Desert Roses | 17 940 |
| Richard Mitchell | 16 120 |
| Rosario's Pizzeria Katherine | 27 210 |
| S&L Tiling | 26 930 |
| Stephen Gregory Boyle | 27 210 |
| SWEL Pty Ltd | 26 880 |
| Thamarrurr Development Corporation Limited | 51 960 |
| The Salty Plum Café | 27 250 |
| Thomsen Excavations | 29 890 |
| William Michael Lane | 19 920 |
| Woolaning Community Incorporated | 18 180 |
| Yagudjawuna Indigenous Human Service Standards Auditors | 27 210 |
| Yimadumanja Aboriginal Corporation | 26 730 |

Industry Support Program

Provides funding to peak industry bodies to assist with industry sector development.

| Industry Support Program | Value (\$) |
|--|------------|
| Australian Hotels Association Northern Territory* | 99 000 |
| Australian Industry & Defence Network Northern Territory | 264 550 |
| Australian Institute of Company Directors Pty Ltd | 253 000 |

| Industry Support Program | Value (\$) |
|---|------------|
| Bachelor Institute of Indigenous Tertiary Education | 50 800 |
| Baptist Care Northern Territory (Foodbank) | 560 000 |
| Battery Hill Mining Centre Incorporated | 210 000 |
| Business Enterprise Centre* | 817 000 |
| Chamber of Commerce Northern Territory | 259 000 |
| Civil Contractors Federation - Northern Territory | 102 000 |
| Darwin City and Waterfront Retailers Association* | 206 000 |
| Desart Incorporated | 180 000 |
| Goŋ-Däl Aboriginal Corporation | 40 000 |
| Gwalwa Daraniki Association Incorporated | 37 120 |
| Industry Capability Network Northern Territory* | 2 176 010 |
| Larrakia Development Corporation Pty Ltd | 250 000 |
| Malak Marketplace Incorporated | 20 000 |
| Motor Trades Association Northern Territory | 66 000 |
| Northern Territory Cattlemen's Association Incorporated | 221 950 |
| Northern Territory Indigenous Business Network | 28 000 |
| NT Young Achievers Awards | 11 000 |
| Palmerston Regional Business Association | 40 000 |
| Petroleum Club Northern Territory | 40 000 |
| Tourism Central Australia Incorporated | 180 000 |
| Tourism Top End Incorporated | 180 000 |
| Yupanalla Aboriginal Corporation | 41 300 |

* these recipients received funding across multiple application rounds

Business Innovation Support Initiatives

Provides funding to initiate and promote innovation by assisting businesses to commence research and development projects in the areas of science, engineering, technology and design.

| Business Innovation Support Initiatives | Value (\$) |
|---|------------|
| Ambrose Indigenous Business Pty Ltd | 24 440 |
| Covertact* | 19 010 |
| Decision Support Analytics Pty Ltd* | 24 000 |
| JTCK Investments Pty Ltd | 35 000 |
| Makenit Pty Ltd* | 20 400 |
| Nutrient Recovery Solutions* | 20 130 |
| Pactor Bin Innovations | 13 740 |
| Pilot Path* | 19 440 |
| R3VITALIZE | 17 640 |
| SRA | 13 000 |
| Station Innovation Pty Ltd | 11 470 |

* these recipients received funding across multiple application rounds

National Disability Insurance Scheme Grants

| National Disability Insurance Scheme Grants | Value (\$) |
|---|------------|
| AT Lab | 23 640 |
| Australian Regional and Remote Community Services Ltd | 23 590 |
| Autism NT | 22 730 |
| Barkly Regional Council | 14 550 |
| Carpentaria Disability Services Incorporated | 22 730 |
| CASA Central Australia Incorporated | 14 550 |
| Down Syndrome Association of NT Incorporated | 13 640 |
| East Arnhem Regional Council | 18 780 |

| National Disability Insurance Scheme Grants | Value (\$) |
|--|-------------------|
| Every Bodies Journey Pty Ltd | 23 640 |
| Golden Glow Corporation (NT) Pty Ltd | 11 000 |
| Henbury School Council | 18 100 |
| Homebase Hope | 15 270 |
| HPA Incorporated | 22 730 |
| Kalano Community Association Incorporated | 13 870 |
| Laynhapuy Homelands Aboriginal Corporation | 24 550 |
| Lifestyle Solution (AUST) Ltd | 23 640 |
| Malabam Health Board Aboriginal Corporation | 27 730 |
| Mental Health Association of Central Aust Incorporated | 23 640 |
| Miwatj Employment and Participation Ltd | 19 090 |
| Miwatj Health Aboriginal Corporation | 33 640 |
| MJD Foundation Ltd | 20 000 |
| Nemarluk School Council | 27 100 |
| Nick Kenny Investments Pty Ltd | 27 270 |
| NT Friendship and Support Incorporated | 23 640 |
| Roper Gulf Regional Council | 18 000 |
| Somerville Community Services Incorporated | 22 730 |
| Step Out Community Access Services Incorporated | 18 000 |
| Sunrise Health Service Aboriginal Corporation | 23 290 |
| Tangentyere Council Aboriginal Corporation | 18 180 |
| Thamarrurr Development Corporation Limited | 28 180 |
| Top End Association for Mental Health Incorporated | 15 450 |
| Total Recreation NT Incorporated | 18 180 |
| Travelling Tadpole Pty Ltd | 23 640 |
| Victoria Daly Regional Council | 22 500 |
| Waltja Tjutangku Palyapayi Aboriginal Corporation | 28 180 |
| Youthworx | 22 500 |
| Zest Projects Pty Ltd | 18 180 |

Immediate Work Grants

Funds improvements, repairs and maintenance to not-for-profit and community facilities and premises.

| Region | Number of approved applications | Value (\$) |
|-------------------------------------|--|-------------------|
| Alice Springs and Central Australia | 16 | 693 381 |
| Barkly | 1 | 32 515 |
| Daly-Tiwi-West Arnhem | 4 | 300 790 |
| East Arnhem | 6 | 320 757 |
| Greater Darwin | 31 | 1 322 247 |
| Katherine | 3 | 71 625 |
| Total | 61 | 2 741 314 |

Home Renovation Grants

First home buyers of an existing property were eligible to receive a first home owner's renovation grant up to \$10 000, of which a maximum of \$2000 could be spent on household goods.

| Region | Number of approved applications | Value (\$) |
|-------------------------------------|---------------------------------|------------|
| Alice Springs and Central Australia | 125 | 1 162 169 |
| Barkly | 3 | 26 997 |
| Daly-Tiwi-West Arnhem | 5 | 48 253 |
| Greater Darwin | 488 | 4 469 716 |
| Katherine | 15 | 136 011 |
| Total | 636 | 5 843 146 |

Smart Energy Grants

Smart Energy Grants assist Territorians to access energy-efficient initiatives for their homes.

| Region | Number of approved applications | Value (\$) |
|-------------------------------------|---------------------------------|------------|
| Alice Springs and Central Australia | 146 | 134 717 |
| Barkly | 1 | 896 |
| Daly-Tiwi-West Arnhem | 16 | 15 695 |
| East Arnhem | 2 | 1 868 |
| Greater Darwin | 2506 | 2 284 473 |
| Katherine | 30 | 28 492 |
| Total | 2701 | 2 466 141 |

Biz Secure

The Business Security Assistance Program (Biz Secure) program helps eligible businesses access up to \$10 000 in grant funding to undertake permanent security improvements to protect their premise against break-ins.

| Region | Number of approved applications | Value (\$) |
|-------------------------------------|---------------------------------|------------|
| Alice Springs and Central Australia | 50 | 242 405 |
| Barkly | 1 | 2 000 |
| Daly-Tiwi-West Arnhem | 8 | 23 006 |
| East Arnhem | 3 | 6 000 |
| Greater Darwin | 180 | 773 808 |
| Katherine | 18 | 62 013 |
| Total | 260 | 1 109 231 |

Workforce NT Grants and Funding

Aboriginal Employment Program

Aboriginal Responsive Skilling Grants

Provides funding for training to meet the needs of Aboriginal people living in urban, regional and remote NT communities.

| Description | Number of businesses | Value (\$) |
|---------------|----------------------|------------|
| Alice Springs | 5 | 214 340 |
| Barkly | 10 | 202 470 |
| Darwin | 15 | 668 480 |
| East Arnhem | 12 | 324 980 |
| West Arnhem | 8 | 256 820 |
| Katherine | 16 | 437 750 |

Aboriginal Workforce Grants and project partnerships

Provides the annual Aboriginal Workforce Grants competitive funding round and project partnerships to support initiatives resulting in sustainable jobs or career advancement for Aboriginal people.

| Recipient | Value (\$) |
|---|------------|
| Aboriginal Resource and Development Services Aboriginal Corporation | 56 000 |
| Angkerle Aboriginal Corporation* | 38 860 |
| Arnhem Land Progress Aboriginal Corporation* | 128 900 |
| Arnhem Northern and Kimberley Artists Aboriginal Corporation | 55 780 |
| Central Australian Aboriginal Congress Aboriginal Corporation | 22 240 |
| Centre for Appropriate Technology Ltd | 25 000 |
| Central Building Group | 17 500 |
| Danila Dilba Biluru Butji Binnilutlum Health Service Aboriginal Corporation | 25 000 |
| ECB Training Services Pty Ltd | 40 000 |
| Karen Sheldon Catering Pty Ltd | 42 000 |
| Finke River Mission of the Lutheran Church of Australia Inc | 25 000 |
| Green Glass Trading Pty Ltd* | 80 680 |
| Injalak Arts and Crafts Association Inc | 17 500 |
| Jawoyn Association Aboriginal Corporation | 25 000 |
| Lutheran Community Care | 24 800 |
| Menzies School of Health Research | 56 000 |
| Ngaanyatjarra Pitjantjatjara Yankunytjatjara Women's Council Aboriginal Corporation | 56 000 |
| PDG-NT Pty Ltd | 45 000 |
| PWC Indigenous Consulting | 40 360 |
| Red Appointments NT Pty Ltd | 17 500 |
| Saltbush Social Enterprises Limited | 278 940 |
| Tangentyere Council Aboriginal Corporation | 55 200 |
| Tennant Creek Transport Inc* | 64 000 |
| Tiwi Islands Adventures Charitable Trust | 31 500 |
| Trustee for Gulkula Mining Trust | 56 000 |
| Trustee for YBE Unit Trust* | 175 810 |
| Waltja Tjutanku Palyapayi Aboriginal Corporation | 24 840 |
| Western Desert Nganampa Walytja Palyantjaku Tjutaku Aboriginal Corporation | 25 000 |

* these recipients received funding through more than one grant.

Pre-employment training

Pre-employment training programs give people practical skills to help them get a job, an apprenticeship or traineeship. Priority is given to programs that lead to employment in occupation shortage areas and occupations that are to fill.

| Pre-employment Program | Value (\$) |
|---------------------------------------|------------|
| Australian Maritime Fisheries Academy | 12 880 |
| Born to Win Consulting | 108 570 |
| Charles Darwin University | 60 000 |

Industry Buildskills

The Industry Buildskills program is a government initiative to assist Northern Territory employers to upskill or reskill existing workers.

| Industry Buildskills | Value (\$) |
|---|------------|
| Industry Skills Advisory Council NT | 91 180 |
| Housing Industry Association | 31 500 |
| Master Tech Automotive | 20 000 |
| Buslink | 18 970 |
| Chamber of Commerce NT – T/A NT Manufacturers Council | 57 000 |
| NT Farmers Association | 21 840 |
| Master Builders Association | 36 000 |
| Australian Council for Private Education and Training | 45 930 |
| Welding Technology Institute of Australia | 19 360 |
| Charles Darwin University | 101 600 |

User choice funding

Provided to registered training organisations to provide training and assessment to apprentices and trainees to achieve nationally recognised qualifications.

| UserChoice (Apprenticeships and Traineeships) | Value (\$) |
|---|------------|
| Alan Bartlett Consulting Pty Ltd | 69 250 |
| Alana Kaye Training | 27 760 |
| AMA Skills Training | 63 010 |
| ARO Educational Services | 15 850 |
| Asset Training (Allie Investments) | 55 870 |
| ATEC – Adelaide Training & Employment Centre | 13 900 |
| Aurecon Australasia Pty Ltd | 19 340 |
| AUSINET | 17 080 |
| Aviation Australia | 146 920 |
| BCA National Training Group | 138 430 |
| Carey Training Pty Ltd | 64 120 |
| Charles Darwin University | 13 091 710 |
| Central Outback Training (K.A. Boast) | 238 540 |
| Centre for Appropriate Technology | 14 850 |
| Coastal & Rural Training | 356 550 |
| Dovaston Training and Assessment Centre | 546 340 |
| Department of Health | 31 870 |
| Fire Industry Training | 15 890 |
| FS Alliance (Food Safety Operations) | 325 380 |
| GTNT Training Plus | 108 600 |
| Hastings Deering Institute of Technology, IML International | 17 540 |
| Housing Industry Association Ltd | 58 510 |
| International College of Advanced Education | 200 480 |
| JB Hunter Technology | 48 620 |

| UserChoice (Apprenticeships and Traineeships) | Value (\$) |
|--|-------------------|
| Lab Tech Training Pty Ltd | 13 630 |
| Matrix on Board Training | 106 500 |
| Melbourne Polytechnic | 43 990 |
| Municipal Training - Learning, Knowing Achieving | 158 990 |
| Murray Mallee Training Company Ltd | 76 610 |
| Northern Territory Police, Fire and Emergency Services | 151 460 |
| Outback Stores Pty Ltd | 108 480 |
| Outsource Institute of Technology | 84 630 |
| RMIT University | 446 690 |
| Rowe Training & Consulting | 326 190 |
| Site Skills Training ; Site Institute | 120 230 |
| Swinburne University of Technology | 34 760 |
| TAFE NSW - North Coast | 41 460 |
| TAFE NSW - Riverina | 94 230 |
| TAFE NSW – Riverina – Training Blocks | 39 000 |
| TAFE Queensland - Brisbane | 142 180 |
| TAFE Queensland – Skills Tech | 37 490 |
| TAFE SA | 410 540 |
| TasTAFE | 276 640 |
| TFIA Business Services Pty Ltd | 15 270 |
| The Arnhem Land Progress Aboriginal Corporation | 489 860 |
| The Pharmacy Guild of Australia - National Secretariat | 30 960 |
| Tiwi Islands Training & Employment Board | 30 770 |
| Traditional Credit Union Ltd | 17 150 |
| Transforming Training (NT Christian Schools) | 147 940 |
| Transqual Pty Ltd | 17 420 |
| Wesley Vocational Institute | 12 780 |
| William Angliss Institute of TAFE | 360 040 |

Equity training grants

Provide funding for programs that increase training and employment opportunities for people with disabilities; parents returning to the workplace after an absence of five years or more; long-term unemployed migrants; refugees; mature-aged people and very long-term unemployed people, or those at risk of becoming very long-term unemployed.

| Equity Grants | Value (\$) |
|----------------------------------|-------------------|
| BCA National Training Group | 54 700 |
| Born to Win Consulting | 25 540 |
| Northern Joblink | 15 280 |
| SkillsLink Training | 21 440 |
| Carers NT | 29 840 |
| Kintore Street School | 15 060 |
| Learning Potential International | 44 170 |
| HPA Incorporated | 23 390 |

Provider training funding

Includes recurrent funding, student entitlements and the training loans scheme.

| Registered Training Organisation | Value (\$) |
|---|-------------------|
| Accrete Pty Ltd | 78 830 |
| Alana Kaye Training | 481 670 |
| Ascent Training Group | 135 050 |
| Australian Careers College | 166 420 |

| Registered Training Organisation | Value (\$) |
|---|------------|
| Australian Institute of Electro Technology | 40 000 |
| Batchelor Institute | 12 287 580 |
| BCA National Training Group | 951 800 |
| BJ Network Consulting Australia | 53 880 |
| Centre for Appropriate Technology | 969 830 |
| Charles Darwin University | 25 784 140 |
| Darwin Human Resource and Computer Academy | 328 240 |
| Desert Peoples Centre | 200 000 |
| Dovaston Consulting Group | 49 820 |
| Eagle Training Services | 26 150 |
| Fox Education and Consultancy | 215 040 |
| Institute for Aboriginal Development | 152 030 |
| International College of Advanced Education | 45 000 |
| Learning Potential | 133 180 |
| NT Christian Schools | 225 780 |
| Nungalinya College | 207 030 |
| Rowe Training and Consulting | 40 200 |
| Seafood and Maritime Industries Training | 439 630 |
| Site Skills Group | 61 500 |

Other funding

| Scheme or Recipient Name | Value (\$) |
|---|------------|
| Australian Council for Private Education and Training | 117 960 |
| Employer Support Scheme | 4 900 000 |
| Industry Skills Advisory Council NT | 2 696 000 |
| NT Working Women's Centre | 202 420 |
| Workwear/Work Gear Bonus Scheme | 1 250 000 |

Bernie Kilgariff Memorial Scholarship

Awarded to Kelsey Brown, a year 12 graduate from Alice Springs undertaking her first degree in a medical or health related field. The scholarship is worth \$3000.

Higher Education Scholarships

Higher education scholarships were awarded to year 12 graduates undertaking their first degree. Scholarships are worth \$5000 per year.

| | | |
|----------------------|---------------------|-----------------------|
| Zara Antonino | Ellen Monsi | Shenelie Silva |
| Emily Baylis | Georgina Myerscough | Timothy Smith |
| Dion Choong | Georgia Neate | Alessandro Spadaccini |
| Finn Clark | Michael Pham | Emily Stephenson |
| Laura Dunlop | Ranasinghage Pinto | Dean Sullivan |
| Jordan Eldridge | Eloise Price | John Tigbao |
| Jemma Fosdick | Eliza Pridham | Alana Townsend |
| Jason Foy | Lucy Quinlan | Cooper Wenck |
| Taylor Gwyther | Adel Razi | Felicity Williams |
| Isaac Henry | Theofilos Rigas | Janelle Wong |
| Moaz Ibrahim | Olivia Rodeghiero | Julia Woods |
| Annelies Kersemakers | Elizabeth Shanahan | Ryan York-Morris |
| Amy Messenger | Matthew Shaw | |

Northern Australia Development and Trade Grants and Funding

Regional Economic Development Fund

The Regional Economic Development Fund supports the development of businesses and industry in all regions of the Northern Territory. The grants are a one-off payment that contribute to the total cost of a project.

| Regional Economic Development Fund | Value (\$) |
|---|------------|
| Barkly Regional Arts | 20 000 |
| Central Desert Regional Council | 15 000 |
| Northern Territory Major Events Company Pty Ltd | 15 000 |
| Pop Rocket Café | 25 000 |
| Redtails Sports Development Centre | 25 000 |
| Rurrangala Bush Produce at East Arnhem Land | 15 990 |
| Voyages | 84 020 |

Other funding

| Recipient Name | Value (\$) |
|---|------------|
| Gumatj Corporation | 10 910 |
| The Waste Recycling Industry Association NT | 10 000 |
| The NT Seafood Council | 31 820 |
| Industry Capability Network NT | 45 580 |

Trade Support Scheme

Provides financial help to NT businesses to offset the costs of international marketing activities. The scheme can provide funding for up to 50% of the cost of approved activities.

| Trade Support Scheme | Value (\$) |
|---|------------|
| Asia Pacific Aircraft Solutions Pty Ltd | 24 530 |
| Australia China Business Council NT | 35 190 |
| Desart Incorporated | 20 000 |
| Engineers Australia (Northern Division) | 19 060 |
| Halkitis Bros Pty Ltd | 11 660 |
| Outback Cycling Pty Ltd | 11 520 |
| SDR - NT Pty Ltd | 16 810 |
| Top End Group Training Pty Ltd | 21 280 |

Remote Aboriginal Economic Development Fund

Supports initiatives in remote communities that have a positive impact on economic development, employment opportunities and improving governance and capacity in communities.

| Remote Aboriginal Economic Development Fund | Value (\$) |
|---|------------|
| Areyonga Store Aboriginal Corporation | 45 460 |
| Baniyala Garrangali Aboriginal Corporation | 25 000 |
| Bawinanga Aboriginal Corporation | 22 930 |
| Central Land Council | 20 020 |
| Gapuwiyak Culture & Arts Aboriginal Corporation | 43 920 |
| Gumatji Corporation | 10 000 |
| Gundjeihmi Aboriginal Corporation | 100 000 |
| Gurindji Aboriginal Corporation | 47 500 |
| Hermannsburg Historical Society | 50 000 |
| Laynhapuy Homelands Aboriginal Corporation | 18 780 |
| Next Generation Workforce Pty Ltd | 22 000 |

| Remote Aboriginal Economic Development Fund | Value (\$) |
|--|-------------------|
| Ngurratjuta/Pmara Ntjarra Aboriginal Corporation | 50 000 |
| Njanjma Aboriginal Corporation | 50 000 |
| Papunya Tjupi Arts | 49 790 |
| Tarntipi Homelands Aboriginal Corporation | 32 470 |
| Tilmouth Well Nominees Pty Ltd | 24 260 |
| Yapa-Kurlangu Ngurrara Aboriginal Corporation | 28 990 |

DefenceNT

The below grants are provided to support Defence Community Organisations and the defence industry in the Northern Territory.

| Defence Community | Value (\$) |
|---|-------------------|
| Triathlon Association of the Northern Territory | 15 000 |

| Defence Industry | Value (\$) |
|--|-------------------|
| Australian Industry Defence Network Northern Territory | 310 000 |
| Master Builders Association Northern Territory Inc | 119 000 |

StudyNT

Grants are provided to support international education students and programs within the Northern Territory. Unexpended funding provided to recipients during 2016–17 (represented in the 2016–17 Annual Report) which was carried over to the 2017–18 financial year is not represented in the following table, to avoid duplication.

| StudyNT | Value (\$) |
|---------------------------|-------------------|
| Chamber of Commerce | 18 000 |
| Charles Darwin University | 57 420 |

Appendix D

List of engagement activities including delegations, missions, tradeshow and expos

Inbound missions and delegations

| Date | Delegation name | Country engaged | Outcomes/follow-up | Inbound |
|----------------|---|---|--|---------|
| July 2017 | Korea/NT Business Roundtable, Darwin | Korea | <p>The Department hosted the 5th annual Roundtable in partnership with the Korean Embassy which was attended by 21 Korean officials and company representatives. A tour of key sites including Darwin Port and East Arm Logistics precinct was undertaken by the delegation.</p> <p>Eight NT companies 'pitched' to the Korean delegation including NT Beverages who won a contract to distribute their products across Korea via the GS Global supermarket chain.</p> | |
| August 2017 | NT Resources Week South East Asian Offshore and Onshore Conference | Australia Japan Netherlands USA France Italy | <p>The Department coordinated the Chief Minister and Minister Vowles' participation in NT Resources Week in August 2017. The event was the Territory's largest annual trade conference and exhibition across the oil, gas, mining and construction sectors. A program of high level meetings with INPEX, Shell, ConocoPhillips and Eni was undertaken to nurture relationships at the highest levels, exchange information and discuss new opportunities for the local service and supply sector.</p> <p>As part of NT Resources Week the NT hosted the 22nd annual South East Asian Offshore and Onshore Conference and exhibition which was held in tandem with the Mining the Territory and Building the Territory conferences and exhibitions. The event promoted the NT's petroleum, mining and infrastructure sectors to over 1000 participants.</p> | |
| September 2017 | China Development Bank (CDB), Sydney | China | The Head of the Australia Team visited in connection with the Darwin Port and Landbridge investments. They received a briefing from the Department about opportunities under development including the plans for the Central Business District and Northern Territory Government memorandum of understanding. | |
| September 2017 | China Embassy in Australia, Darwin | China | The visit helped to maintain relations with China. The delegation engaged with Landbridge and visited Darwin Port and received a briefing from the Department to obtain a greater understanding of the Northern Territory economy and trade and investment opportunities. | |

| Date | Delegation name | Country engaged | Outcomes/follow-up | Inbound |
|----------------|--|--------------------------------|--|---------|
| September 2017 | The Bank of Tokyo-Mitsubishi UFJ, Ltd. | Japan | The bank is a major lender to INPEX and the Australian Head visited Darwin facilitated by Austrade. While in Darwin they met with the Department to obtain a greater understanding of the Northern Territory economy and trade and investment opportunities. | |
| September 2017 | Northern Territory (NT) and Japan Business Roundtable, Sydney | Japan | <p>The Department coordinated an NT business and government delegation, led by the Chief Minister, to attend the NT-Japan Business Roundtable in Sydney. There were approximately 70 attendees, including 10 NT Government representatives. Three NT companies 'pitched' to the attendees, and tours of the Paspaley Pearl Room in Martin Place were arranged for attendees.</p> <p>As Japan is one of the Territory's largest trading partners, the annual event maintains positive relations with the Japanese Embassy and Japanese companies.</p> | |
| October 2017 | Indonesia's Austrade Senior Trade and Investment Commissioner and the Department of Foreign Affairs and Trade Consulate-General to Makassar, Indonesia | Indonesia | The Indonesian delegation provided an update on the current country economic and trade data, focussing on Eastern Indonesia. The visit enabled an opportunity to maintain relations with eastern Indonesia. | |
| October 2017 | United States of America Consulate General, Melbourne | United States of America (USA) | <p>A Political and Economic Advisor from the United States of America Consulate-General in Melbourne visited to undertake regional outreach and energy research.</p> <p>The meeting was a prelude to Chief Minister's delegation to the USA in February 2018, and helped to maintain relations with the USA regarding trade and investment.</p> | |
| October 2017 | Visit by Argentinean investor Buratovich Hnos | Argentina | The Argentinean agribusiness investors first visit to the Northern Territory. This was a familiarisation visit, arranged through Austrade and the Department facilitated requested meetings. A second visit to the NT to pursue investment opportunities was subsequently undertaken. | |

| Date | Delegation name | Country engaged | Outcomes/follow-up | Inbound |
|---------------|---|--|--|---------|
| October 2017 | South Australian International Engagement, Trade & Investment familiarisation visit to Darwin | Australia | The visit enhanced South Australia's (SA) knowledge of the Northern Territory (NT) trade and investment environment regarding the SA-NT Partnership and provided the opportunity to review the agreed action plan. | |
| October 2017 | October Business Month Northern Territory (NT)-India Engagement Event, Alice Springs | Australia | The event assisted the Department to clarify and develop a more comprehensive approach regarding engagement with India. | |
| October 2017 | Trade Support Scheme and InvestNT Roadshow, Alice Springs, Tennant Creek and Katherine | Australia | As part of October Business Month the trade shows increased the profile of the InvestNT and TradeNT teams and functions while informing key stakeholders. | |
| November 2017 | Trade delegation from Vietnam | Vietnam | The visit supported ongoing trade and export development with Vietnam. | |
| November 2017 | Northern Australia Investment Forum, Cairns | Australia China Japan Indonesia Singapore USA | <p>The Department coordinated a delegation of businesses, industry stakeholders and government officials to the Northern Australia Investment Forum in Cairns. The delegation included the Chief Minister, the Minister for Primary Industry and Resources, senior officials and business and industry representatives.</p> <p>The Forum was a collaborative event between the Commonwealth and state governments of Queensland, Western Australia and the Northern Territory which focused on the sectors of agribusiness and food; resources and energy; and tourism infrastructure sectors.</p> <p>The Forum connected investors with project proponents seeking foreign investment, generated strong leads and developed relationships.</p> <p>Facilitated by the Department, investment was secured by two local businesses, providing stimulation for the Territory economy.</p> | |

| Date | Delegation name | Country engaged | Outcomes/follow-up | Inbound |
|---------------------|---|-----------------|--|---------|
| December 2017 | Hyosung Corporation | Korea | The objectives of the Korean delegation was to explore opportunities for a downstream gas business. | |
| February-March 2018 | Northern Territory Government and Timor-Leste Government Intern Program | Timor-Leste | The Northern Territory Government previously hosted the Timor-Leste/Northern Territory Government bilateral Ministerial meeting in 2016. A Plan of Action was agreed upon which identified areas of cooperation and ongoing activities including government internships. | |
| March 2018 | Bank of Communications (BoC) | China | An introductory visit to Northern Territory by the newly appointed Australasian Country Head for BoC. BoC is one of the five major Chinese banks and therefore a large lender to Chinese corporates, including those making offshore investment. | |
| March 2018 | ANI Technology and Ola Cabs (ride-share) | India | Discussions were held to discuss setting up operations in the Northern Territory. | |
| March 2018 | Chinese delegation visiting Charles Darwin University | China | The Department assisted with a business delegation from China that visited Darwin and Charles Darwin University in order to better understand the Australian aerial drone environment and the possibility of engaging with Northern Territory researchers and industry with the prospect of establishing an aerial drone centre of excellence in the Territory. | |
| March 2018 | Australasian Oil and Gas (AOG) Exhibition and Conference, Perth | Australia | <p>Promotion of the NT service and supply capabilities, and capacity to the oil and gas industry.</p> <p>The Minister for Primary Industry and Resources led a 27 person delegation to the AOG expo in Perth. The expo provided Territory based small-medium enterprises an important opportunity to the showcase their services to the oil and gas sector. Participating companies considered it a valuable annual promotional activity, and confirmed the expo assisted them in securing contracts, increasing their work volume on the Ichthys Project.</p> | |

| Date | Delegation name | Country engaged | Outcomes/follow-up | Inbound |
|-------------------|---|-----------------|---|---------|
| April 2018 | Government-to-government internships | Timor-Leste | Facilitated government-to-government relations with Timor-Leste included visits to Darwin at both the Ministerial and officer level. Officers from Timor-Leste Trade Invest attended the Darwin to participate in government-based internships. The internships provide participants with information about governance and compliance practices that can be developed and implemented within their own Departments. | |
| May 2018 | Engagement with Austrade Senior Investment Specialist, Tourism Infrastructure | Darwin | A visit by the Austrade Senior Investment Specialist, Tourism Infrastructure, the purpose of the familiarisation visit was to focus on investment opportunities in the tourism sector in the NT. | |
| May and June 2018 | Engagement with Austrade Shenzhen, China | Darwin | Two visits by the Head of Austrade Southern China were held, regarding the Darwin-Shenzhen direct flights by carrier Donghai Airlines. | |

Outbound missions and delegations

| Date | Delegation name | Target country | Outcomes/follow-up | Outbound |
|-------------|---|----------------|---|----------|
| August 2017 | Australia Business Week in India, New Delhi, Kolkata and Hyderabad | India | Opportunities were identified in the innovation sector for the Darwin Innovation Hub to partner with Indian innovation hubs and higher education providers. | |
| August 2017 | South Australia (SA) – Northern Territory (NT) mission to Vietnam | Vietnam | The mission reinforced the SA-NT cooperation under the International Engagement, Trade and Investment Strategic Plan and enhanced the NT's understanding of the SA trade and investment environment. | |
| August 2017 | South East Asian Games in Malaysia | Malaysia | Attendance at the South East Asian Games promoted reciprocal participation in the Arafura Games. | |
| August 2017 | Australia, Timor-Leste, Indonesian Trilateral Economic Coordination Initiative meetings | Timor-Leste | <p>The Northern Territory was designated by the Commonwealth Government to be a lead partner in the Trilateral Economic Coordination Initiative to promote economic activity between Australia, Indonesia and Timor-Leste, with a focus on the eastern provinces of Indonesia and Northern Australia.</p> <p>The Trilateral meeting focussed on key aspects of development in the region including transport connectivity, agribusiness, tourism, education and trade and investment opportunities.</p> | |

| Date | Delegation name | Target country | Outcomes/follow-up | Outbound |
|----------------|--|----------------|---|----------|
| September 2017 | The Chamber of Commerce International Business Council Board meeting | Vietnam | <p>The Department assisted the Chamber of Commerce to undertake promotion and marketing activities while identifying opportunities for Northern Territory (NT) businesses in vocational education (cooking, hospitality, nursing and aged care). The promotional activity was designed to increase the numbers of Vietnamese students in the NT. Education providers are following up directly with organisations in Vietnam with regards to potential students studying in the NT.</p> <p>Additionally, the International Business Council Executive Committee meeting was held in Ho Chi Minh City with participation from Chamber of Commerce, industry in Ho Chi Minh and Australian Consul General.</p> <p>The Memorandum of Understanding between International College of Advanced Education, and the Universities of Ho Chi Minh City, Hai Phong City and Nha Trang City was formally signed.</p> | |
| October 2017 | 55th Australia-Japan Joint Business Conference, Tokyo (Japan) | Japan | <p>The Northern Territory (NT) is a member of the Australia-Japan Joint Business Conference, and attends the conference to support and strengthen the NT-Japan relationship and promote trade and investment with our largest trading partner.</p> <p>This year the Northern Territory was represented by senior officials from the Department of Trade, Business and Innovation, and the Department of Primary Industries and Fisheries.</p> | |
| October 2017 | Chief Minister visit to Indonesia | Indonesia | <p>The Department supported a Team NT trade delegation to Indonesia and a bipartisan party led by the Chief Minister that included the Leader of the Opposition, the Member for Blain, the NT Chamber of Commerce, and the Australia Indonesia Business Council (NT Chapter), to attend the opening of TradeExpo Indonesia and meet with the President of Indonesia, His Excellency Joko Widodo, and the Trade Minister, Enggartiasto Lukita. Discussions were held regarding Indonesian agribusiness investment in the NT, and one NT business attendee established an agreement to undertake commercial activity.</p> | |

| Date | Delegation name | Target country | Outcomes/follow-up | Outbound |
|---------------|---|--------------------------------|--|----------|
| October 2017 | 10th Anniversary Honolulu Leadership Dialogue 99th anniversary of Armistice Day | United States of America (USA) | The Department facilitated the Chief Minister's attendance at the 10th Anniversary Honolulu Leadership Dialogue. The visit facilitated participation in commemoration events connected to Veterans Day and the 99th anniversary of Armistice Day, in recognition of the close relationship between the wartime history of the USA, Australia, Hawaii, Darwin and the Northern Territory. The visit assisted with building relationships with USA Military leaders to benefit the NT based Defence industries. | |
| November 2017 | Australia and Korea Business Council Joint Meetings | Korea | The Northern Territory is a member of the Council and attends the annual joint meeting which attracts significant interest and attendance from the Korean public and private sector, and help to strengthen relations with Korea. | |
| November 2017 | South Australian Government annual business mission to India | India | The Department participated in the South Australian Government annual mission to India. The visit focussed on the One Road to Asia priority under the South Australia-Northern Territory Strategic Partnership, and provided opportunity to explore future India engagement strategy. | |
| November 2017 | Timor-Leste International Investment Conference | Timor-Leste | <p>The visit enabled the Northern Territory Government to establish relations with the newly elected Timor-Leste Government including the then Prime Minister Mari Alkatiri. The engagement demonstrated the Northern Territory's commitment to engage with Timor-Leste and the region, affirming the strength of the longstanding relationship and the breadth of connections across government, business and people-to-people links</p> <p>The Timor-Leste/ Northern Territory Strategic Framework Agreement was progressed and the engagement provided further networking opportunities to promote trade, investment and the Territory as a place to live, work, study, invest and do business.</p> | |
| February 2018 | Chief Minister attendance at the USA National Governors' Association Winter Session, Washington, DC | United States of America (USA) | The delegation was primarily to attend the National Governors' Association Winter Session in Washington and to maintain relations with key USA Government Ministries, military officials and businesses, and to identify potential trade and investment opportunities. Several key engagements and meetings were held with prominent individuals and associations aligned to advancing these objectives. | |

| Date | Delegation name | Target country | Outcomes/follow-up | Outbound |
|------------|---|----------------|--|----------|
| March 2018 | Association of Southeast Asian Nations (ASEAN)-Australia Business Summit | Australia | The engagement was jointly attended with the Chamber of Commerce to promote the Northern Territory. It provided an opportunity to increase awareness of business development activities at the small-medium business level between Australia and ASEAN and promote the Arafura games business program. | |
| March 2018 | Austrade Asian Development Bank Mission and Investor meetings; Manila | Philippines | The engagement increased awareness of Asian Development Bank (ADB) requirements should a Northern Territory business seek to tender for an ADB project. Valuable learnings were disseminated to NT education providers. Additional meetings were held with a large Filipino investor regarding investment in the Darwin CDB. | |
| March 2018 | Chamber of Commerce - visit to Vietnam to progress SE Asian VET project (hospitality training) | Vietnam | Connectivity with Vietnam continues to improve in the agribusiness and education sectors. The Chamber led a mission to Vietnam focused on education and training, and to invite Vietnam Chambers to attend the 2019 Regional Chamber Forum (attendance was positively indicated). The engagement progressed the development of cattle exports to Vietnam, which continues to grow. | |
| March 2018 | To attend the Brunei Darussalam-Indonesia-Malaysia-Philippines East ASEAN Growth Area (BIMP-EAGA) meeting and be on ground support for Arafura Games related discussions. | Indonesia | The engagement progressed the planning for the Northern Territory attendance at the BIMP-EAGA friendship games, to be held in Brunei, December 2018. Participation in the games will fulfil an action item under the BIMP-EAGA and Northern Territory Cooperation 2016–2020. | |
| March 2018 | Guam Industry Forum | Guam | The Department assisted with the Guam Industry Forum 2018 where engagement with senior USA decision makers was undertaken, highlighting the NT as a place to do business. Possible business and partnering opportunities for the NT and NT Defence industry were identified. | |

| Date | Delegation name | Target country | Outcomes/follow-up | Outbound |
|-----------|--|----------------|--|----------|
| June 2018 | Indigenous art and craft trade mission | China | <p>A trade mission to China was undertaken to support Desart (an industry association representing 45 independently owned and governed Aboriginal art and craft centres in Central Australia). An exhibition titled 'Red Soil under Sun Glow' was launched in Shanghai, featuring Central Australian Aboriginal art where retail sales were achieved.</p> <p>The mission enabled further engagement with Chinese art collectors, and increased awareness of the NT Aboriginal art market. The exhibition helped promote the Northern Territory as a cultural tourism destination, while increasing awareness of ethically purchasing Aboriginal art.</p> | |

Major Northern Territory and Interstate conferences and expos

| Conference or event | Date and location | Focus/purpose |
|--|--|--|
| Australia Marine Sciences Association Conference | July 2017 Darwin | <p>The conference theme was '<i>Connections through shallow seas</i>' and highlighted the achievements in Marine Science throughout Australasia and South East Asia. The conference highlighted marine regions (coastal to continental shelf waters) and their social linkages including scientists, Aboriginal people, industry and government.</p> <p>The Department provided sponsorship which included contribution towards two panels and an exhibition display in partnership with stakeholders NT Seafood Council and Bureau of Meteorology.</p> |
| Northern Australia Ministerial Forum | September 2017 Darwin | <p>Attended by Ministers from the Commonwealth, Northern Territory, Queensland and Western Australian Governments, the commitment to developing the north from all four jurisdictions was reiterated. The Forum focused on shared development priorities including: economic infrastructure (including transport, logistics, energy, agriculture and aquaculture); resources and gas; Indigenous business, innovation and growth; defence; innovative economic incentives; and social infrastructure.</p> |
| Facing North | September 2017 Canberra | <p>Facing North was an initiative of the Northern Territory Leadership Network (NTLN), a collaborative arrangement between the Darwin Major Business Group and the NT Government. Guests included Commonwealth Members of Parliament, Darwin businesses and stakeholders, industry leaders, and Northern Territory Members of the Legislative Assembly. The event succeeded in developing key relationships for business opportunities benefiting the Northern Territory economy. As a result of the success a second Facing North event was committed to by the Department.</p> |
| Clayton Utz Boardroom Briefings | September 2017 Sydney and Melbourne | <p>A business and investment roundtable called 'Into the North' was held in partnership with Clayton Utz.</p> <p>A panel of experts presented an in-depth look into the development of Northern Australia, the operations of the NAIF and investment opportunities. The audience consisted of parties with an interest establishing business in the north.</p> |
| PACIFIC 2017 Exhibition | October 2017 Sydney | <p>The Chief Minister led a Team NT delegation consisting of twenty nine representatives from government, industry associations and local businesses. The largest delegation to attend the event yet, the Northern Territory Defence marine capabilities were promoted. Delegates made useful connections, secured contracts, and engaged with leads for future work.</p> |

| Conference or event | Date and location | Focus/purpose |
|--|-----------------------------|---|
| Northern Australia Defence Summit and Welcome Reception 2017 | October 2017 Darwin | The Chief Minister hosted a welcome reception and provided a keynote address at the 5th Annual Northern Australia Defence Summit held at the Darwin Convention Centre. The Northern Australia Defence Summit was a high level policy-driven summit that examined key issues and heard from ministers, defence officials, industry leaders and military commanders. |
| Indigenous Economic Development (IED) Forum | October 2017 Darwin | The 8th IED Forum was a key event of the 2017 October Business month calendar. Building on previous IED forums, there was an emphasis on encouraging strong networks and partnerships between Aboriginal entrepreneurs, the private sector, government and non-government organisations. Aboriginal businesses from across the Northern Territory showcased their products and services to stakeholders with a vested interest in progressing IED. The Forum concluded with an Indigenous Business Trade Fair in partnership with Prime Minister and Cabinet and Supply Nation, and linked with the Northern Australia Defence Summit 2017. |
| Australian Defence Magazine Congress 2018 | February 2018 Canberra | The NT Defence and National Security Advocate, Air Vice Marshal (Retd) Margaret Staib, launched the refreshed NT Defence and National Security Strategy, which realises the vision of the NT Government, industry and the community for the NT. Other foci included, Defence industry policy and local content, Defence construction program, Darwin home basing of Offshore patrol vessels, and Triton UAV in the NT. |
| NT Cattlemen's Association (NTCA) 34th Industry Conference | March 2018 Alice Springs | The NTCA Annual Industry Conference is the foremost annual beef industry event in Northern Australia and is attended by delegates from the NT, Australia and overseas - attracting national industry leaders and senior Ministers from the Northern Territory and Commonwealth Governments. |

| Conference or event | Date and location | Focus/purpose |
|---|-----------------------------|--|
| Australian Petroleum Production & Exploration Association Ltd (APPEA) Conference and Exhibition | May 2018 South Australia | The Australian Petroleum Production & Exploration Association Ltd (APPEA) is the peak national body representing Australia's upstream oil and gas exploration and production industry. The Department coordinated the government's participation in the expo, including the attendance of the Minister for Primary Industry and Resources, the Hon Ken Vowles (representing the Chief Minister). Mr Vowles hosted a breakfast for 100 senior oil and gas officials to update them on the Northern Territory's petroleum industry. Developments in the onshore gas sector were focussed on, as were the promotion of local supply and service capabilities. |

Appendix E

Department Contacts and Feedback

Department contacts

Darwin

GPO BOX 3200
 Darwin NT 0801
 Telephone: (08) 8982 1700
 General Contact: businessinfo@nt.gov.au
 Chief Executive Officer: ceo.dtbi@nt.gov.au

Territory Business Centres

Email: territory.businesscentre@nt.gov.au
 Phone: 1800 193 111

Darwin

Building 3, Darwin Corporate Park
 631 Stuart Highway, Berrimah

Katherine

Shop 1, Randazzo Building
 18 Katherine Terrace, Katherine

Alice Springs

Ground Floor, The Green Well Building
 50 Bath Street, Alice Springs

Tennant Creek

Shop 2, Barkly House
 Corner Davidson and Patterson Streets,
 Tennant Creek

Other Contacts

| Division | Phone | Email |
|--|----------------|--|
| Business and Innovation NT | (08) 8999 5479 | businessinfo@nt.gov.au |
| Workforce NT | (08) 8935 7707 | training.nt@nt.gov.au |
| Northern Australia Development and Trade | (08) 8999 6022 | nado@nt.gov.au |
| Office of Asian Engagement, Trade and Investment | (08) 8946 9555 | investment@nt.gov.au |
| Northern Australia Development Office | 1800 733 458 | nado@nt.gov.au |
| StudyNT | (08) 8999 6399 | StudyNT@nt.gov.au |
| DefenceNT | (08) 8999 3873 | DefenceNT@nt.gov.au |
| Procurement NT | (08) 8999 5212 | procurement.liaison@nt.gov.au |
| Strategic Infrastructure and Projects | (08) 8999 6167 | sip@nt.gov.au |
| Strategic Services | (08) 8999 1829 | DTBI@nt.gov.au |
| Executive | (08) 8999 7324 | oceo.DTBI@nt.gov.au |

How to access information

Details on how to apply for access to information in line with part 3 of the Act are available on the agency's website. Further assistance can be provided by contacting:

Information Officer

Department of Trade, Business and Innovation
GPO Box 3200
DARWIN NT 0801
Email: Centralrecords.DTBI@nt.gov.au

Feedback

We value your feedback and input. You can contact us with anything from procurement queries to new ways to support and grow Territory businesses and the Territory economy. We would also appreciate your input on how we can better report activities to you.

You can provide feedback on the Department's website:
<https://business.nt.gov.au/contact/website-feedback-form>