corporate governance
Corporate Governance

Governance framework

Governance holds the department and its people to account through defined responsibilities, policies, systems and processes. It is the system through which the department is controlled and operates to achieve its performance objectives and accountability.

The department’s governance framework is based on the Australian Securities Exchange principles of corporate governance, which have been reworked for a public sector environment.

The department is governed by 9 principles, each of which has operational elements used to assess governance maturity level and identify opportunities for improvement.

<table>
<thead>
<tr>
<th>Governance principles</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Government and public sector relationship</td>
<td>The department’s relationship with the government is clear</td>
</tr>
<tr>
<td>2. Management and oversight</td>
<td>The department’s management and oversight is accountable and has clearly defined responsibilities</td>
</tr>
<tr>
<td>3. Organisational structure</td>
<td>The department’s structure serves its operations</td>
</tr>
<tr>
<td>4. Operations</td>
<td>The department plans its operations to achieve its goals</td>
</tr>
<tr>
<td>5. Ethics and integrity</td>
<td>Ethics and integrity are embedded in the department’s values and operations</td>
</tr>
<tr>
<td>6. People</td>
<td>The department’s leadership in people management contributes to individual and organisational achievements</td>
</tr>
<tr>
<td>7. Finance</td>
<td>The department safeguards financial integrity and accountability</td>
</tr>
<tr>
<td>8. Communication</td>
<td>The department communicates with all parties in a way that is accessible, open and responsive</td>
</tr>
<tr>
<td>9. Risk management</td>
<td>The department identifies and manages its risks</td>
</tr>
</tbody>
</table>

Executive committees

The department’s governance structure is made up of a Governance Board and supporting committees focused on important governance elements.

The Governance Board and committees oversee the allocation of resources across the department and the development and implementation of policies, plans and procedures. This provides a foundation of good governance for the department’s activities.

The committees report to the Governance Board, except the Audit and Risk Management Committee, which reports directly to the Chief Executive Officer, as outlined in the diagram below.

Each committee’s functions and performance for 2018-19 are outlined in this section. Membership as at 30 June 2019 is outlined in Appendix 1.
Governance board

The Governance Board provides governance and leadership to several committees that support the department’s objectives and purpose.

The Governance Board is the department’s principal planning and decision making body on corporate governance matters. The Chief Executive Officer is primarily responsible for providing strategic leadership and systems development for the department.

The Governance Board includes representatives from all divisions in the department. Other department officers attend Governance Board meetings as required.

The responsibilities of the Governance Board are to:

- set the strategic direction for the department
- act as a consultative forum, providing advice on current and future directions for the agency
- provide advice and support on the planning, implementation, monitoring and reporting of the department’s performance against its corporate responsibilities and objectives
- report against deliverables identified in the department’s strategic plan through the annual report and budget papers
- provide a forum to consider issues arising from divisional activity that may be relevant to other Governance Board members
- act as a decision making body that considers and determines responses to policies that impact on the wider community
- maximise opportunities for partnerships, networking and information sharing

The Governance Board also act as the decision making body for department policies and systems, including:

- managing risk and assurance in relation to compliance with statutory requirements
- strategic human resource and workforce planning and management
- financial and budget management
- information and records management
- technology and telecommunications planning and management

The Governance Board appoints committees as required.

Committees

Audit and risk management committee

- monitors the department’s strategic, corporate and operational risk management functions and activities and the adequacy of the internal controls established to manage identified risks
- monitors the internal audit function (including review of the annual internal audit program, review and monitoring of audit terms of reference, audit outcomes, management responses and implementation of the audit recommendations)
- monitors the external audit program (including audit outcomes, the department’s responses and implementation of the audit recommendations)
- reviews and comments on the state of organisational governance within the scope of the committee’s terms of reference in the areas of the department’s risk management framework, the internal controls framework and external accountability

The Audit and Risk Management Committee held 4 standard meetings during the year on 7 August 2018, 13 November 2018, 4 March 2019, and 6 June 2019.

Outcomes from the meetings included:

- reviewed and monitored the implementation of the agency’s 2018-19 Internal Audit Plan
- reviewed the department’s audit reports and monitored management implementation of audit recommendations conducted under the internal and external audit programs
- reviewed the department’s Strategic and Operational Risk Registers
- reviewed the processes in place for financial and performance reporting
Work health and safety committees
As part of the work health and safety (WHS) framework, committees are established in each division across the department.

All divisional committees:
• act as a consultative forum that provides advice on safety matters
• keep informed about standards of health and safety
• recommend maintenance and monitoring of programs, measures and procedures relating to the health and safety of workers
• conduct regular workplace inspections, including, when requested, a workplace relocation/redesign or when an incident occurs
• consider and make recommendations about proposed workplace changes that may affect the health and safety of the workers
• review hazard and incident report trends and make recommendations as required

In addition, the Bushfires NT WHS committee also:
• coordinates all WHS and risk management frameworks across Bushfires NT and volunteer bushfire brigades
• monitors and manages all WHS incidents
• reviews and manages all standard operating procedures, fire-ground practices and general occupational policies
• manages feedback links to staff and volunteers in relation to any WHS matter

Emergency Management Committee
The Emergency Management Committee:
• leads department activities before and during an event and reviews and evaluates activities after an event
• manages communication and emergency messaging for staff and assists with coordination of messaging across government
• ensures the department has an emergency management plan in place
• assists in coordinating the department’s cyclone plans and monitoring cyclone preparedness and preparation

Information and Communications Technology (ICT) Governance Committee
The ICT Governance Committee:
• reviews and endorses business cases and project plans for ICT initiatives and investment decisions
• oversees the delivery of ICT initiatives and performance review of project delivery
• oversees the development and monitoring of the ICT strategic direction and its policies
• periodically monitors the department’s ICT environment to ensure risks and issues are identified and appropriately managed
• reviews and endorses submissions for major ICT investments or initiatives for approval by the Northern Territory Government ICT Governance Board
Statutory committees and bodies

At 30 June 2019, the department was responsible for the following statutory committees and bodies. Membership details can be found in Appendix 2.

**Water advisory committees**

Water advisory committees are established under section 23 of the Water Act 1992 to provide advice and recommendations to the department on water management and allocations. This includes advice on developing and implementing water allocation plans. Its members are appointed by the Minister for Environment and Natural Resources.

**Drillers Qualification Advisory Committee**

The Drillers Qualification Advisory Committee is established under section 54 of the Water Act 1992 and Water Regulation 12 to advise the Controller of Water Resources on matters relating to licensing drillers. Its members are appointed by the Northern Territory Minister for Environment and Natural Resources.

**Water Resources Review Panel**

The Water Resources Review Panel, established under section 24 of the Water Act 1992, consists of a Chairman appointed by the Northern Territory Minister for Environment and Natural Resources, and a group of 8 people with qualifications or experience in bore drilling, primary industry, secondary industry, Aboriginal affairs, public health, environmental management, fisheries and mining.

**Bushfires Council of the Northern Territory**

The Bushfires Council of the Northern Territory, established under section 21 of the Bushfires Management Act 2016, recommends measures to the Minister for Environment and Natural Resources for effective fire management on all Territory land apart from urban emergency response areas serviced by the Northern Territory Fire and Rescue Service. Its members are appointed by the Minister for Environment and Natural Resources.

**Regional bushfires committees**

Under the Bushfires Management Act 2016, regional bushfires committees are established in the 5 regional fire management zones to recommend measures to mitigate, manage and suppress bushfires to the Bushfires Council in its fire management zone and endorse regional bushfire management plans prepared by Bushfires NT. Its members are appointed by the Minister for Environment and Natural Resources.

**Pastoral Land Board**

The Pastoral Land Board is established under the Pastoral Land Act 1992 and monitors the condition and use of pastoral land to ensure its sustainable use and economic viability. Its members are appointed by the Minister for Environment and Natural Resources.

**Northern Territory Weed Advisory Committee**

The Northern Territory Weed Advisory Committee (NTWAC) was established as a weeds advisory committee under section 16 of the Weeds Management Act 2001.

On 19 March 2019, by the Government Gazette, the Minister for Environment and Natural Resource revoked the NTWAC as its purpose had been fulfilled.

**Northern Territory Environment Protection Authority (NT EPA)**

The NT EPA is an independent statutory authority established in 2013 under the Northern Territory Environment Protection Authority Act 2012 (NT EPA Act) to protect the environment.

Its objectives are to promote ecologically sustainable development, effective waste management and minimisation strategies, and enhance community and business confidence in the Territory’s environment protection regime.

Its members are appointed by the Administrator of the Northern Territory, with the exception of the Chairperson of the Northern Territory Planning Commission, who is appointed by the Northern Territory Minister for Infrastructure, Planning and Logistics in accordance with the Planning Act 1999.

The NT EPA:

- advises the Minister for Environment and Natural Resources on matters relating to ecologically sustainable development and the protection of the environment
- assesses the environmental impacts of developments
- administers the Container Deposit Scheme under the Environment Protection (Beverage Containers and Plastic Bags) Act 2011
- manages the impacts of waste and pollution on the environment through the Waste Management and Pollution Control Act 1998
Non-statutory committees and bodies

Darwin Harbour Advisory Committee
The Darwin Harbour Advisory Committee provides advice on an integrated research and monitoring plan to inform management of Darwin Harbour and protect the aquatic environment and critical habitats at risk from climate change. Its members are appointed by the Minister for Environment and Natural Resources.

Lhere Mparntwe (Todd River) Working Group
The Lhere Mparntwe (Todd River) Working Group provides advice and recommendations to the Northern Territory Government through the Minister for Environment and Natural Resources. It provides advice on the effective natural resource management of Lhere Mparntwe (Todd River) and its immediate catchment (including the Charles River) within the town of Alice Springs.

A strategy is being developed to promote effective use and management of the natural resources while promoting respect for its cultural and biodiversity values.

Aboriginal Land Management Advisory Group
The Aboriginal Land Management Advisory Group (ALMAG) provides advice and recommendations to the department on all relevant aspects of the development, implementation, delivery and reporting of the Aboriginal Ranger Grants Programs under the Protecting Country, Creating Jobs initiative.

In particular, the ALMAG provides the perspective of the Aboriginal land management sector. This helps ensure that decisions relating to the establishment and operation of the proposed grants program have appropriate Aboriginal input, and that Aboriginal aspirations related to land management and conservation are an integral part of the grants program.

Coastal and Marine Management Partnership Group
The partnership group was established to assist the department in the development of the Coastal and Marine Management Strategy (the Strategy) that will help ensure the health and viability of the Territory’s coastline, support its use for recreational and cultural purposes, manage growing demand for our natural resources, and foster sustainable industry for the benefit of the economy.

The partnership group has provided a conduit between the department and key stakeholders. It has provided a forum for focused and sustained discussion with representatives of key stakeholder groups, and encouraged their contribution to the development of the Strategy.
Corporate planning framework

Organisation structure
The Chief Executive Officer is supported by the Governance Board through a clearly defined organisation structure. The organisation structure is published on the department’s intranet and is shown on page 10.

Strategic Plan 2017-20
The Strategic Plan sets out the department’s strategic direction and priorities, including key priorities and deliverables set by the Minister for Environment and Natural Resources and government. The plan provides a holistic view of the department’s strategic priorities with a broader focus on themes rather than specific service lines. The 6 strategic priorities give stronger emphasis on the importance of working in partnership with our stakeholders, the community and across the department.

Strategic Workforce Development Plan 2016-20
The Strategic Workforce Development Plan 2016-20 has actionable strategies to address current and future workforce challenges. Priorities outlined in the plan are leadership, diversity, culture and workforce planning for the future.

A key challenge for the department is to ensure our workforce has the capacity and capability to deliver against the strategic priorities set by government.

Aboriginal Employment Strategy 2016-20
The Aboriginal Employment Strategy focuses on sourcing and developing the right people and ensuring they have a supportive, sensitive and appropriate workplace to grow and develop in.

The strategy aims to increase Aboriginal employment in the department in all occupations, levels of employment and locations, improve Aboriginal workforce capability, and grow the department into a mature and culturally competent workplace.

Information and Communications Technology (ICT) Strategic Plan 2015-19
The ICT Strategic Plan will be re-developed in 2019-20. Divisional ICT roadmaps are being finalised, providing a business focused bottom up approach to the strategy design. Upon completion of these roadmaps, work will start on a whole of department data strategy and enterprise architecture. These roadmaps and strategies will be used to inform the new ICT Strategic Plan.

Business plans
Business plans are developed for divisions and individual business units. They outline actions and projects aligned with the department’s strategic plan and contribute to its objectives. Business plans are developed in consultation with staff, with tasks flowing through to executive contract and staff performance reviews.

Annual Strategic Risk Assessment
The ability to remain responsive to risk is a priority for the department.

The annual Strategic Risk Assessment was centred on the department’s Risk Management Framework. This framework guided the assessment of identified risks within the current operating and internal control environment, with treatments identified for all new and emerging risks.

Agreed risks and treatment actions were detailed in the department’s Strategic Risk Register. The audit of controls in place for managing risks was considered when developing the department’s Internal Audit Plan.

Throughout 2018-19, the Governance Board reviewed the department’s strategic risks and considered any new and emerging risks. The Governance Board reviewed the Strategic Risk Register on a quarterly basis and provided status updates on the identified risk treatments.

The Audit and Risk Management Committee reviewed the Strategic Risk Register in March and June 2019 to monitor the progress of identified risk treatments.

The Risk Management Framework is accessible to all department divisions to guide their management of risks specific to their operations.

Detailed Work Health and Safety (WHS) risk registers for each division are managed by divisional WHS committees.
Departmental communications

Internal communications
The Chief Executive Officer (CEO) produces a monthly e-newsletter to promote department news, staff achievements, and project and program outcomes. It also includes a personal update by the CEO on events that happened during that month. The newsletter is emailed to all department staff and placed on the intranet. All staff are encouraged to contribute articles and information each month.

In 2018-19, 10 newsletters were published.
Other internal communication and information sharing activities include the annual Senior Leader’s Forum and corporate communication emails to provide information to staff about important warnings or events. This information is also published on the intranet.

External communications tools

Newsletters
Bushfires NT produces a newsletter each month called Hot Topics which has been in production since May 2015. The newsletter provides a regular update of interesting stories and events from Bushfires NT and the bushfires brigade volunteers.
Volunteers are encouraged to supply articles and achievements each month.

The department regularly contributes to other government department newsletters, for example the Katherine Rural Review, Barkly Beef and Top Paddock.

Social Media
Over the past 12 months the department has focused its efforts on building its digital footprint, especially on Facebook. Social media has allowed the department to be more targeted in its external communications while also educating the broader community on its activities.

Divisions regularly contribute engaging content, including images and videos. Metrics show the department is successfully engaging with relevant stakeholders.

The work of our department is promoted through this channel, often linking to further information available online. Statistics show nearly half of our department website visitors come from our Facebook posts.

The Facebook page has been active since January 2017 and over the past year, the number of followers increased by 140% now totalling more than 2,800 users who regularly engage with our content.

Community and stakeholder engagement
The department uses events and public forums across the Territory as places to engage with the community and key stakeholders. Listening is critical to developing policies. Examples of this engagement are listed in Our Achievements.
Future priorities

- Review all division’s online content to increase user accessibility and satisfaction.
- Ongoing improvement of content on the department and nt.gov.au website.
- Improve communications with the general public through the department’s social media accounts, with the intention of starting an Instagram page.

Corporate governance accountabilities


The department’s corporate governance framework and the relevant statutes are promoted to staff in many ways, including through the department’s induction programs.

Internal controls

The department has a number of internal control mechanisms in place to mitigate workplace risks.

Corporate delegations

The Chief Executive Officer (CEO) delegates certain powers to other employees under the Financial Management Act 1995, Public Sector Employment and Management Act 1993, Contracts Act 1978 and Procurement Act 1995. In 2018-19, the CEO approved the following delegations:

- human resources delegations
- procurement and contract delegations
- Information (Records) security delegations
- financial delegations
- instrument of Delegation – Contracts Act 1978
- instrument of Delegation – Guarantees and Indemnities

Conflict of interest

Conflicts of interest, whether real or perceived, can erode confidence in the department’s integrity. All employees are responsible for declaring any conflicts. Employees, executive directors and branch managers must also take all reasonable steps to prevent involvement in the declared conflicts.
Whistle blowers
Staff can report wrongdoing in accordance with the Independent Commissioner Against Corruption Act 2017. As at 30 June 2019, the Executive Director Corporate Services, was the department’s Protected Disclosure Officer.

No public interest disclosures regarding the department’s officers were lodged during 2018-19.

Code of conduct
Through internal training, such as the corporate induction program, staff are regularly reminded of their responsibility to act in accordance with the Northern Territory Public Service Code of Conduct.

Freedom of information and privacy
In accordance with the Information Act 2002, a range of Northern Territory Government policies and procedures are in place to enable individuals to access records and information held by the department.

Accounting and property manual
In accordance with the Financial Management Act 1995, the department has an Accounting and Property Manual that specifies finance procedures and internal control requirements. The Accounting and Property Manual was updated in 2018-19 and made available on the department’s intranet.
Information management

Information requests
The department is subject to the Information Act 2002 (the Act) and is required to meet the obligations placed on it under the Act.

Members of the public can gain access to documents or records held by the department through Freedom of Information requests unless the document is within an exception or exemption category specified in the legislation.

The Act also defines strict timeframes for dealing with these requests for information.

During 2018-19, the department received 14 applications for access to government or personal information under the Act. Of these, 2 related to the same matter.

The table below provides statistical data about the formal access applications the department received.

<table>
<thead>
<tr>
<th>Information Act requests</th>
<th>2016-17</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications carried over from previous year</td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Applications to access personal information</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Applications to access government information</td>
<td>5</td>
<td>11</td>
<td>12</td>
</tr>
<tr>
<td>Applications to access personal and government information</td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Applications to correct personal information</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Applications transferred</td>
<td>4</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Requests withdrawn</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Requests refused</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Internal reviews</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responses completed within 30-day period</td>
<td>5</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Responses completed exceeding 30-day period</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Applications handled as at 30 June 2019</td>
<td>5</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Applications pending</td>
<td></td>
<td>1</td>
<td>4</td>
</tr>
</tbody>
</table>

Ombudsman enquiries
The department received 1 enquiry from the Ombudsman during the reporting year.
Monitoring through audits and reviews

Internal audits

The following risk-based internal audits were conducted under the department’s 2018-19 Internal Audit Plan. Management implementation of audit recommendations is monitored by the department’s Audit and Risk Management Committee.

<table>
<thead>
<tr>
<th>Internal Audit</th>
<th>Focus</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official Duty Travel</td>
<td>Review of the department’s official duty travel against the Northern Territory Government Air Travel Policy.</td>
<td>The audit found a ‘satisfactory’ level of compliance. Recommendations were made to improve existing controls.</td>
</tr>
<tr>
<td>January to June 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July to December 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cabinet Information Security Measures</td>
<td>To assess the department’s compliance with the required Cabinet information security measures.</td>
<td>The audit found a ‘satisfactory’ level of compliance. No breaches were identified. Recommendations were made to improve existing controls.</td>
</tr>
<tr>
<td>Value for Territory Assurance Program</td>
<td>To assess the department’s compliance with the Northern Territory Government procurement framework, Buy Local Plan and agency procurement and contract delegations.</td>
<td>The audit found a level of compliance of ‘some improvement required’. Recommendations were made to improve existing controls.</td>
</tr>
<tr>
<td>January to June 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July to December 2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

External audits

Northern Territory Auditor-General audits

The Office of the Northern Territory Auditor-General selected the department for the following external audits during 2018-19. Audit results are published in the Auditor-General’s reports to the Legislative Assembly.

<table>
<thead>
<tr>
<th>Internal Audit</th>
<th>Focus</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>End of Year Review 2018-19</td>
<td>To assess the adequacy of selected aspects of end of financial year controls over reporting, accounting and material financial transactions and balances with the primary purpose of providing support to the audit of the Treasurer’s Annual Financial Statement.</td>
<td>The audit found a ‘satisfactory’ level of compliance. Recommendations were made to improve existing controls.</td>
</tr>
<tr>
<td>Performance Management System Audit</td>
<td>To assess the performance management systems of the agency.</td>
<td>The audit found a level of compliance of ‘some improvement required’. Recommendations were made on opportunities to improve processes and controls.</td>
</tr>
<tr>
<td>Agency Compliance Audit 2018-19</td>
<td>To assess compliance against the Financial Management Act 1995 and other Northern Territory Government policies and directives.</td>
<td>The audit found a ‘satisfactory’ level of compliance. Recommendations were made to improve existing controls.</td>
</tr>
</tbody>
</table>
Records management

The Chief Executive Officer of a public sector organisation has a duty to ensure that the organisation complies with Part 9 of the Information Act 2002. The Records and Information Management Standards require agencies to comply with core principles for the effective management of records and information. This is to ensure records are disposed of in accordance with the Information Act 2002. All organisational records, including records in business systems, must be covered by a current and authorised records disposal schedule and be reviewed when major legislative or policy change affects the regulatory environment.

During the reporting year, the agency used consultancy services to review and develop 4 functional records retention and disposal schedules. They were developed in consultation with the business unit and working jointly with advice and support from the Records and Archive Services.
**Insurable risk**

In accordance with Treasurer’s Directions M2.1 Insurance Arrangements, the department is required to detail mitigation strategies and processes it has in place to reduce the likelihood or severity of its insurable risks.

Insurable risks are generally related to workers compensation, assets and inventories, public liability and indemnities. They exclude financial risks and legal costs in action.

The table below outlines the department’s identified insurable risks and the strategies implemented to reduce those risks.

<table>
<thead>
<tr>
<th>Insurable risk category</th>
<th>Mitigation strategies</th>
<th>Total number/total value of claims 2018-19</th>
</tr>
</thead>
</table>
| Public liability        | • Formal risk assessments completed  
                           • Repairs and maintenance program in place to reduce risks associated with physical assets  
                           • Ongoing review of practices and procedures to ensure public safety  
                           • Appropriate signage  
                           • Education campaigns for staff  
                           • Building audits, for example security, maintenance, compliance  
                           • Appropriate security and testing, for example fire systems, alarms, patrols and staff  | Nil claims |
| Workers’ compensation   | • Formal risk assessments completed  
                           • Workplace health and safety (WHS) framework in place  
                           • WHS policies and standard operating procedures in place  
                           • Work site assessments  
                           • Job-specific training and support  
                           • Utilisation of Employee Assistance Program (EAP)  
                           • Early intervention program  
                           • Critical incident debriefings  
                           • Work life balance strategies  | 3 open worker’s compensation claims were carried forward from the previous year. |
| Asset and inventories   | • Formal risk assessments completed  
                           • Ongoing review of policies and practices to guide standard operating procedures to protect assets and inventories  
                           • Asset registers maintained for fixed and leased assets  | Nil claims |
| Vehicles (for example motor vehicles, quad bikes and boats) | • Regular service and maintenance checks  
                           • Driving training (4 wheel drives, ATVs, boat handling)  | 19 internal claims valued at $21,478 |
| Indemnities             | • Formal risk assessments completed each year and with each new agreement  | Nil claims |

**Commercial insurance premium**

<table>
<thead>
<tr>
<th></th>
<th>Total Number/Total Value of Claims</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016-17</td>
</tr>
<tr>
<td>Department – overseas travel insurance, small value one-off insurance</td>
<td>$136</td>
</tr>
<tr>
<td>Water Resources Division – renew Industrial Special Plant Insurance Policy for Atlas Copco Drill Rig</td>
<td>$9,128</td>
</tr>
<tr>
<td>Department – workers compensation</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>11</td>
</tr>
</tbody>
</table>