

Territory benefit plan

Guide and templates for project proponents

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The Territory benefit plan guide

This guide is designed to support development of a Territory benefit plan. All project proponents can develop a Territory benefit plan, but it is mandatory for private sector projects:

- awarded major project status under the Northern Territory (NT) Major Project Status Policy Framework
- receiving NT Government support valued at or greater than \$500,000; or
- where a Territory benefit plan is specified as a condition of an NT Government agreement

If your project matches any of the above criteria, you must develop a Territory benefit plan to demonstrate the benefits of your project to Territorians.

Private sector project proponents not matching any of the criteria above are encouraged to voluntarily develop a Territory benefit plan to publicly demonstrate their commitment to local benefits and to enhance their social license to operate.

How to use this guide and the benefit plan template

This guide should be read alongside the [Territory benefit policy](#).

Examples of Territory benefit plan commitments are included in the appendices in *italics*, to prompt you to consider how your project might benefit Territorians.

The Territory benefit plan template is at Appendix 3. The template is editable to enable provision of detailed information, while including the essential elements that must be provided in every Territory benefit plan. **Use of the template is voluntary, but if used, should be adapted into your company's own template.**

For any additional guidance on developing your Territory benefit plan, please contact the NT Government project manager assigned to your project.

Introduction

The Territory benefit plan is your opportunity to demonstrate to Territorians how your project will positively impact the local industry, workforce, economy and community, including how it may create a beneficial legacy for Territorians beyond the life of the project.

Early engagement is key: Developing and implementing your Territory benefit plan requires early planning and engagement with key stakeholders and the community in which your project will operate. Early engagement will help you understand local capability and how your project might leave a lasting legacy; and will help you build trust and develop productive relationships with local stakeholders and the community.

How and when you develop your Territory benefit plan will depend on your project's timeframe, however, in line with the [Territory benefit policy](#), the Territory benefit plan must be produced and ready for consideration by the NT Government by the time the final investment decision for the project is reached.

The information you provide in your Territory benefit plan should be specific and measurable. For ease of use, the information in this guide is grouped under the benefit categories recommended by the [Territory benefit policy](#).

[Appendix 1](#) provides information about some of the key organisations available to help you develop your Territory benefit plan. The list is not exhaustive and you should liaise with the NT Government project manager assigned to support your project, for referrals to a range of organisations available to assist with information and advice for your Territory benefit plan. The NT Government project manager will also work with other relevant government departments to coordinate available government support for your project.

Some example commitments are included in Appendix 2 and are intended as a guide only. Each benefit plan is a bespoke document reflecting the specific project and community in which it operates and the examples should be used as a general guide to inform your consultation.

Note: throughout this document 'local' refers to the community in which the project operates and also workforce and businesses located elsewhere throughout the Northern Territory.

Essential elements of a Territory benefit plan

Your Territory benefit plan will be tailored to the unique characteristics of your project. Regardless of whether you use the benefit plan template or develop your own, there are three essential elements that must be included in **every** Territory benefit plan. These are:

1. the project overview;
2. the Territory benefit plan commitments and strategies; and
3. the communications and reporting strategy.

Follow the suggestions in this guide to ensure your Territory benefit plan meets the requirements of the three essential elements.

1. Project information

Your Territory benefit plan must include an overview of your project that includes the following details:

- Name of the project.
Official project name - include common name of the project, if relevant
- Description of the project.
Meaningful description of the project
- Location of the project.
Address of the project, including the region (i.e. Central Australia; Top End; Barkly; Arnhem; Big Rivers; Greater Darwin). Include a map if appropriate.
- Company name.
Legal entity name.
- Overview of corporate structure.
Sole Trader, Company, Partnership, Trust etc.
- Location of the company's headquarters.
City, state/territory and country.
- Project proponent contact details.
Name and telephone/email contact of person assigned by your organisation to liaise with the NT Government on the project.
- Website address for the project.
Website where project opportunities and Territory Benefit Plan commitments will be published once approved.
- Estimated project value.
Include total projected project investment; your company's contribution and if applicable, contributions from partners/other investors. Provide a breakdown of expected capital and operational expenditure.
- Project scope(s) covered by the Territory benefit plan.
The phase of the project that is covered by this Territory Benefit Plan (i.e. planning, construction, commissioning, operation, decommissioning, rectification/rehabilitation).
- Proposed workforce requirements for the project scope covered by the Territory benefit plan.
Provide a breakdown of expected direct and indirect full time equivalent positions in each workforce category required by your project; and the specific skillsets/qualifications required for each workforce category.
- Proposed total workforce sourced locally.
Estimate the total workforce you will source locally if your workforce development, attraction and retention strategies are successful.
Include categories such as local workforce (from the community in which the project operates); local Aboriginal workforce; NT workforce; NT Aboriginal workforce; and diverse workforce (age, gender, disability etc).
Include an estimation of expected local workforce numbers for each workforce category.
- Proposed supply and service requirements.
Provide an estimate of the supply chain requirements for the entire project; and the supply chain requirements for the project stage covered by this Territory Benefit Plan.
- Proposed total work package allocated to local suppliers and service providers.
Estimate the total work package you will allocate to local suppliers and service providers, including as a percentage of the total supply and service requirements for the project.

Identify local suppliers and service providers; local Aboriginal suppliers and service providers; and NT suppliers and service providers.

- Proposed staging of work, timelines and major milestones.
Detail the milestones and timelines for each stage of the project covered by this Territory Benefit Plan.
- Proposed procurement and contracting methodology.
Detail the procurement and contract methodology you will employ, including contractual requirements you will impose on subcontractors to maximise local benefit.

The Territory benefit plan template at Appendix 3 is available to support the provision of this information.

2. Territory benefit plan commitments and strategies

Your Territory benefit plan must include:

- detail on the strategies you will employ to achieve the commitments
- the metrics you will use to measure success
- the timeframes to achieve your commitments
- the mechanisms you will use and the timeframes in which you will publicly report progress in implementing your Territory benefit plan commitments.

When the commitments in your Territory benefit plan have been approved by the NT Government, they must be made publicly available.

Territory benefit plan commitments are defined as a target or a commitment to implement a process or initiative that will benefit the Northern Territory and Territorians. Commitments should be specific, achievable, measurable and reportable. Where possible, your Territory benefit plan should include timeframes for achieving milestones.

The NT Government recognises that every project is unique and every Territory benefit plan will be different. You are encouraged to consider the following benefit categories when developing your Territory benefit plan, while tailoring your commitments to the opportunities relevant to your project:

- local workforce development
- local employment
- local Aboriginal employment
- workforce diversity
- local suppliers of goods and services
- local Aboriginal suppliers of goods and services
- local investment in and contribution to shared value in the local community.

It may not be possible to include commitments under each of these categories, but you should aim to address as many as possible. Including commitments across these categories will demonstrate the benefits of your project to Territorians and will support timely approval of your Territory benefit plan by the NT Government.

This guide includes a list of organisations available to assist with content for your Territory benefit plan in [Appendix 1](#). This list is not exhaustive and you should liaise with your NT Government project manager for further information.

2.1 Local workforce development

Consider how you might create a workforce legacy that benefits Territorians beyond the life of your project by providing opportunities for local workforce development.

Investing in local workforce development will ensure you have a workforce with the skills, knowledge and capabilities your project needs. A capable and work-ready local workforce improves job satisfaction, reduces turnover and encourages innovation and productivity within your organisation.

Your Territory benefit plan could include information about:

- the local entities or consultants you are engaging with to help build your workforce development strategy, including regional offices of relevant NT Government agencies that provide workforce development services
- the occupations you plan to fill using local workers, apprentices or trainees and how you will attract these workers
- how you will partner with local training and skills development providers to deliver programs that meet identified skills gaps throughout the life of your project
- funding you have initiated for pre-apprenticeship training programs, scholarships and traineeships to support the local workforce
- mapping training you are providing to project job vacancies and encouraging training participants to apply to work on your project
- your investment in skills-building activities in the local community that will have a lasting impact beyond the life of your project.

See [Appendix 2.1](#) for some examples of local workforce development commitments.

2.2 Local employment

When developing your Territory benefit plan, consider how you will attract and retain local workers to meet your workforce needs. Employing local workers is a strong demonstration of your project's commitment to benefitting the NT. Consider how you will attract and enable local workers to work on your project.

Your Territory benefit plan could include information about:

- the local recruitment organisations you engage with
- how your employment plan targets local workers and their spouses
- the incentives you offer employees from elsewhere to relocate to the NT
- your direct investment or collaborative investment in local infrastructure and services designed to attract and retain workers to your project
- the systems you implement to facilitate recording and reporting information about your local workforce
- the job portal you create and how you promote this to local workers
- the drive-in/drive-out or fly-in/fly-out opportunities you offer Territorians located elsewhere in the NT
- your investment in housing and other accommodation to support a locally-based workforce.

See [Appendix 2.2](#) for some examples of local employment commitments.

2.3 Local Aboriginal employment

Encouraging and supporting diversity in your workforce helps you stand out as an employer of choice. Local Aboriginal workers can enhance your project by providing extensive knowledge of and experience in local conditions, as well as a strong connection to the local community.

When developing your Territory benefit plan, consider how you will engage with local Aboriginal communities and how you will maximise employment and training opportunities for local Aboriginal workers throughout the life of your project.

Your Territory benefit plan could include information about:

- how you engage with the local Aboriginal community
- culturally appropriate employment and career information you provide to the local community, perhaps delivered in partnership with local community organisations
- a commitment to reserving a percentage of workforce vacancies for Aboriginal workers
- the employment and training opportunities your project offers local Aboriginal workers
- the measures you implement in your organisation's recruitment practices to support Aboriginal candidates
- a mentoring system you develop to support local Aboriginal workers to work in your project
- the cross cultural awareness programs you implement in your organisation to support a safe and inclusive workplace
- the systems you implement to facilitate recording and reporting information about your Aboriginal workforce
- your investment in training aimed at improving employability of local Aboriginal workers beyond the life of your project.

See [Appendix 2.3](#) for some examples of local Aboriginal workforce development commitments.

2.4 Diverse workforce

Diversity incorporates a broad range of attributes including age, gender, disability, socioeconomic disadvantage and many other factors and represents a vast pool of available talent that can help you overcome labour shortages. Encouraging diversity in your workforce helps you stand out as an employer of choice and helps your project reflect the community in which it operates.

Your Territory benefit plan could include information about:

- how you promote and support an inclusive and diverse workforce and work culture
- the facilities you regard as standard in order to accommodate people with disability and gender diversity
- the training programs and support you offer people from disadvantaged sectors of the local community to ensure they are able to successfully transition to paid employment
- the systems you implement to facilitate recording and reporting information about your diverse workforce.

See [Appendix 2.4](#) for examples of diverse workforce commitments.

2.5 Local Suppliers of Goods and Services

Have you considered sourcing your goods and services from innovative and resourceful Northern Territory suppliers? Whatever your project needs, it is likely a local supplier can help you.

Your Territory benefit plan could include information about:

- the organisations you engage with when mapping local capability and planning your procurement packages, including engaging with NT Government regional offices to identify and support local businesses to apply to supply goods or services to your project
- the mechanisms you use to ensure local businesses have the opportunity to compete for your project's work packages, including how this applies to subcontractors
- the programs you deliver to enhance local business capacity to tender for work on your project
- how you tailor your procurement strategy to reflect local capacity
- the support you provide local suppliers to form partnerships or collaborations in order to tender for your work packages
- the weighting criteria you develop to support local tenderers
- the types, number and value of contracts you reserve for local suppliers
- the systems you implement to facilitate recording and reporting information about the value of local, NT and Australian contracts
- your commitment to inform the NT Government of any critical supply and service gap you identify, including any proposed actions to close the gap and support local and regional economic growth
- the constructive feedback you provide to unsuccessful local suppliers including referrals to suitable support programs and advice on how to enhance future tender bids.

See [Appendix 2.5](#) for examples of local suppliers of goods and services commitments.

2.6 Aboriginal Suppliers of Goods and Services

Have you considered local Aboriginal suppliers of the goods and services you require? Diversity in your supply chain makes good business sense. Securing many different suppliers reduces risk and enables you to build relationships with new and varied customers.

Your Territory benefit plan could include information about:

- the organisations you engage with to identify local Aboriginal suppliers of goods and services, including NT Government regional offices that provide support to Aboriginal business development
- programs you implement to enhance the capacity of local Aboriginal businesses to compete for work on your project
- the weighting criteria you implement for Aboriginal businesses in your tender processes
- the types, number and value of contracts you reserve for local Aboriginal suppliers
- the systems you implement to facilitate recording and reporting information about contract numbers and value of local Aboriginal suppliers

- the opportunities you facilitate to partner with Aboriginal businesses to deliver services to the local community.

See [Appendix 2.6](#) for examples of local Aboriginal suppliers of goods and services commitments.

2.7 Local investment in and contribution to shared value in the local community

Social investment is one of the tools you can use to maximise the benefit of your project to the community and effectively deliver equitable outcomes. Shared value practices offer you new ways to innovate and create a sustainable business operating environment, supported by the community in which your project resides. Shared value practices strongly link your project's activities with the unmet needs of the community.

You are encouraged to commence engaging early in your project planning phase with the local community in order to understand their needs and values and design initiatives that will have a positive and long-lasting impact.

Local investment in and contribution to shared value can cover a broad range of initiatives. Your Territory benefit plan could include information about:

- how you are improving social outcomes through increased local employment opportunities
- the training programs you are funding for local workers to become job-ready with transferable skills
- your sponsorship of local sporting or community groups
- your sponsorship of a community playground or park
- your investment in recycling or waste minimisation practices throughout your supply chain
- your investment in renewable energy sources for the project that are of sufficient scale to also benefit the community
- establishing an office in the local community to demonstrate the commitment and longevity of your project and relocating company staff to work in the local office
- establishing a dedicated role within your company to manage, monitor and report on your shared value commitments
- the support you provide to local environmental and biodiversity conservation programs
- your investment in local road, rail, air and port transport infrastructure to improve access and connectivity
- your investment in local communications technology infrastructure and training local workers to service and maintain the equipment
- your sponsorship of community wellness campaigns to promote healthy eating and exercise
- your investment in worker incentives to attract workers to move to the community to work on your project
- how you implement your community engagement strategy to keep people informed about your project and enable them to discuss and manage issues.

See [Appendix 2.7](#) for examples of local investment in and contribution to shared value in the local community commitments.

3. Communications and reporting strategy

When the NT Government has approved your Territory benefit plan – arranged through your NT Government project manager – the agreed commitments must be made publicly available: preferably through publication on your organisation’s website.

You are not required to publish the entire Territory benefit plan, although this is encouraged. If your plan includes any sensitive and/or commercial-in-confidence information, you should clearly identify this in your draft Territory benefit plan prior to submitting the plan for approval.

The communications and reporting strategy provides an opportunity for your organisation to publicly demonstrate the benefits of your project. The communications and reporting strategy forms part of your Territory benefit plan (see **Appendix 3**) and must contain:

A stakeholder engagement plan identifying:

- key stakeholders including their relationship to the project
- expectations of key stakeholders and the wider community in relation to the project
- your schedule for updating the stakeholder analysis throughout the life of the project.

The website address where you will publish:

- approved Territory benefit plan commitments
- regular progress reports on how you are implementing each commitment
- the outcomes of regular reviews of your Territory benefit plan.

Detail on how and where local suppliers and workers can register interest in participating in the project

Detail on how project opportunities will be communicated to local and broader NT workforce and businesses.

4. Review schedule and monitoring template

The Territory benefit policy requires you to review your Territory benefit plan and its commitments with the NT Government project manager at agreed intervals and at least annually. A monitoring template has been developed for your use as part of these discussions, which can be found at **Appendix 4**.

Where a commitment is unable to be achieved – for whatever reason – it should be amended or replaced. Your NT Government project manager will work with you throughout this process, including liaising with relevant regional government departments; and seek NT Government approval for any amended Territory benefit plan commitments.

There is no intention to penalise you for not being able to achieve an agreed commitment. The reason(s) why the commitment could not be achieved should be recorded and reported in a timely manner to the NT Government project manager. The NT Government project manager will share this information with NT Government regional managers to ensure appropriate on the ground support is provided.

The annual review of commitments will take into account the current stage of the project and the expected length of time required to develop, commence and achieve your commitments.

The results of the annual reviews should be publicly communicated alongside the results of commitment implementation. See Appendix 4 for the monitoring template.

Appendix 1: Organisations available to assist

The organisations listed below may be able to assist you in establishing your project's workforce needs and mapping this against the local supply of labour. Additionally, local training organisations and employment service providers may be able to support you in addressing skills shortages, to ensure a work-ready workforce is available when you need it.

Organisations	Local workforce development	Local employment	Local Aboriginal employment	Workforce diversity	Local suppliers	Local Aboriginal suppliers	Local community investment
Aboriginal Land Councils							✓
Australian Government Access for Employers				✓			
Buy Local Industry Advocate					✓	✓	
Chamber of Commerce NT	✓				✓	✓	
Group Training NT	✓	✓	✓				
Industry Capability Network NT					✓	✓	
Industry Skills Advisory Council NT	✓						
Institute of Skills and Training Australia	✓						
Larrakia Development Corporation		✓	✓	✓	✓	✓	
Local Government Association of the NT		✓	✓				✓
NTG Industry Development Officers	✓						
NTG Small Business Champions	✓				✓		

Organisations	Local workforce development	Local employment	Local Aboriginal employment	Workforce diversity	Local suppliers	Local Aboriginal suppliers	Local community investment
NTG Workforce Development Officers	✓		✓		✓		
NTG Workforce NT	✓						
NT Indigenous Business Network			✓			✓	
Supply Nation			✓			✓	
The Array	✓				✓		✓

Aboriginal Land Councils

Aboriginal Land Councils work with Aboriginal people to negotiate with governments and private companies over projects on Aboriginal land. They also support Aboriginal people to manage their land and sea, issuing permits to enter, fish, film and perform other activities on Aboriginal land.

You should contact the relevant land council to discuss your permit needs, or engage with your NT Government project manager for an introduction to the relevant land council representative.

Visit: [Aboriginal land and permits](#)

Australian Government Access for Employers Job Access Program

The Job Access program provides free advice and support to help remove barriers to employing people with disability. The program coordinates and funds workplace adjustments, support and training and provides information on Australian Government financial assistance for employers and employees.

Visit: [Access for Employers | Job Access](#)

Buy Local Industry Advocate

The Buy Local Industry Advocate provides an independent advocacy function focused on promoting buy local principles to both industry and government.

Visit: [Buy local industry advocate | Department of Industry, Tourism and Trade](#)

Chamber of Commerce NT

The Chamber of Commerce NT (CCNT) provides services and support to businesses in key areas including industrial relations, training, employment, education and training advice, and networking. CCNT supports a number of workforce and skills initiatives in line with the [National Skills Commission Skills Priority List](#).

CCNT supports industry-specific councils: the NT Manufacturers Council, Maritime Industry Council and International Business Council. The Manufacturers Council of CCNT, in conjunction with the Industry Capability Network NT (ICN NT) publish the annual [NT Services Suppliers and Manufacturers Directory](#). The Directory highlights the range and depth of NT commercial and industrial products and services.

Visit: [Chamber of Commerce NT](#)

Group Training NT

An Australian owned and operated not-for-profit organisation providing employment and training solutions to employers and the community, Group Training NT (GTNT) manages the Industry Training Hub in Alice Springs, helping develop skills that meet the needs of local employers.

Industry Training Hubs are an Australian Government initiative aimed at improving opportunities for young people in regions across Australia, targeting Year 11 and 12 students. Career Facilitators work with young people to build skills and choose occupations in demand in their region, creating better linkages between schools and local industry and repositioning vocational education and training as a first-choice option.

GTNT delivers the Workforce Australia Employment Services [IntoJobs IntoWork](#) program in the Northern Territory. The team works with you to identify your needs and commence the process of matching suitable candidates to join your team. IntoJobs provides end-to-end workforce and recruitment solutions, with a local and mobile case management team linking career aspirations with your requirements.

The GTNT [Employability Skills Training](#) program, part of the [IntoJobs](#) initiative, offers an Indigenous Engagement Officer to support Indigenous participants and employers to ensure sustainable employment outcomes. Services include supporting participants to prepare for their placement; sourcing travel support if needed; providing PPE/clothing where required; and referring local support services to alleviate non-vocational barriers.

GTNT is the largest employer of apprentices and trainees in the NT. GTNT offers the Apprentice Employment Program where GTNT Group employs local Aboriginal apprentices/trainees and places them, through their labour hire matching service, with your organisation as the host business. The apprentice/trainee returns to GTNT when no longer required by the host business and GTNT finds them new opportunities to enable them to complete their apprenticeship.

Through this program, GTNT takes care of the details including recruitment; managing/mentoring the apprentice/trainee; payroll and administration; human resources support services and more, leaving you free to manage your project. The GTNT Employment Solutions Officer engages regularly with you as the host business and with the apprentice/trainee, making sure they are the right fit and taking care of recruitment and employment matters, saving you time and money.

Visit: [Apprenticeships and Traineeships \(gtntgroup.com.au\)](#)

Industry Capability Network NT

Industry Capability Network NT (ICN NT) manages a comprehensive database of Northern Territory and Aboriginal and Torres Strait Islander business capability. ICN NT provides a range of services, including early supply chain mapping, industry briefings, data analysis, project reporting solutions, private vendor identification and public procurement hosting on its national procurement platform [ICN Gateway](#).

Visit: [Our Team of Industry Specialists – Industry Capability Network](#)

Industry Skills Advisory Council NT

Industry Skills Advisory Council NT (ISACNT) is an independent not-for-profit organisation that provides advice to and gathers intelligence on training package development, workforce development, skills shortages and workforce solutions in the NT.

The purpose of ISACNT is to increase industry capability and capacity across the NT. ISACNT has supported workforce development initiatives across the NT through research, strategic thinking, industry engagement and consultation.

ISACNT has been a conduit between industry, stakeholders and the national system for vocational education and training. ISACNT supports training product development through local engagement, providing quality representation for NT industries.

ISACNT engages with employers and peak industry associations to gather occupational intelligence on hard-to-fill positions. Recommendations are then provided to the NT Government to support the annual NT Skilled Occupation Priority List.

Industry Skills Advisory Council Workforce and Skills Officers can work with you to find solutions to your workforce needs.

Visit: [About us | Industry Skills Advisory Council NT \(ISACNT\)](#)

Institute of Skills and Training Australia

A Registered Training Organisation delivering industry-current training that caters for various styles of learning. Registered by the Australian Skills Quality Authority, the Institute of Skills and Training Australia offers nationally recognised accredited training and non-accredited short courses.

Visit: [Home | Institute of Skills & Training Australia \(skillsandtraining.com.au\)](#)

Larrakia Development Corporation

The Larrakia Development Corporation is a leading commercial Aboriginal organisation delivering a range of services across public and private industries. Core activities include labour hire, heritage monitoring, ground maintenance including gas plant certified ground maintenance, general building maintenance and repairs, cleaning, asbestos removal, minor civil works and a range of other trade based services.

Visit: [What We Do | Larrakia Development Corporation](#)

Local Government Association of the NT

The Local Government Association of the NT (LGANT) is the peak voice of local government in the NT, representing 16 of the 17 councils. Membership consists of four municipal, three shire and nine regional councils and two associate members.

The local government sector in the NT collectively employs around 3,000 people and is often the largest employer of Aboriginal people in remote and regional areas. Councils are therefore well placed to help you understand the skills, knowledge and experience offered by local Aboriginal Territorians. Contact LGANT to discuss your needs and be connected with the relevant local government regional or shire council.

Local government councils are well-placed to help you understand the aspirations and needs of the local community. As the sphere of government closest to the community, consulting with local government when considering the shared value component of your Territory benefit plan will enable you to tailor your contribution to the specific needs of the community you are operating in.

Visit: [Local Government Association of the Northern Territory | LGANT](#)

NT Government

The Department of Industry, Tourism and Trade facilitates workforce development initiatives to support business, industry and employers build their workforce and increase productivity.

Industry Development Officers are located in regions outside Darwin and provide research, analysis, support and solution brokering for major projects and industry sectors. Industry Development Officers work with industry to resolve supply chain issues and infrastructure needs.

Visit: [Business support services | NT.GOV.AU](#)

Small Business Champions work with NT businesses and can assist you with introductions to local suppliers, business networks and local Aboriginal owned and operated suppliers of the goods and services you require at the standards you expect. They can help facilitate opportunities to establish joint ventures and other subcontracting arrangements.

Visit: [Small business champions | NT.GOV.AU](#)

Workforce Development Officers provide assistance with training needs in regional and remote areas of the Northern Territory.

Visit: [Workforce development officers | NT.GOV.AU](#)

Workforce NT may be able to assist in the project development stage, prior to commencing development of your Territory benefit plan, by providing advice to support workforce development for your project.

This may include information on any government assistance available to help develop your workforce; assisting you to identify the workforce skills required to deliver your project; providing an overview of the NT labour market; and directing you to registered training organisations available to deliver identified skills and qualifications.

Visit: [Contact Workforce NT | NT.GOV.AU](#)

NT Indigenous Business Network

The NT Indigenous Business Network (NTIBN) is an advocacy body dedicated to advancing the social and economic prosperity of Aboriginal people. As the peak body and lead certifying authority representing NT Indigenous businesses, NTIBN supports current and emerging Indigenous businesses through organisational development, industry-based growth, business support and opportunities for promotion and collaboration.

NTIBN plays a crucial role in bridging the gap between Indigenous businesses and the wider market, working closely with government entities, allies and industry stakeholders to support and advance Indigenous businesses. Through this network, businesses can have complete confidence in the authenticity and integrity of their collaborations with Indigenous businesses. This empowering network ensures that employers and collaborators engage with genuine Indigenous businesses that have undergone one of the most thorough verification processes in Australia.

NTIBN also manages the Indigenous Business and Employment Hub in Darwin, with an anchor hub in Alice Springs and regional hubs in Katherine and Tennant Creek.

No matter how big or small your project is, businesses can contact an NTIBN officer to discuss their Aboriginal employment or Aboriginal supply chain needs. They can also access a matching service, allowing users to search for Indigenous businesses by type, region or industry sector.

NTIBN stands ready to connect with anyone interested in leveraging the strength and impact of Indigenous business partnerships for their projects.

Visit: www.ntibn.com.au

Supply Nation

Supply Nation maintains a large database of Aboriginal and Torres Strait Islander businesses.

Visit: [Supply Nation | Australia's supplier diversity leaders since 2009](#)

The Array

Located in the heart of the Darwin CBD, the Array is a technology hub providing skill development services; co-working spaces and connecting esports enthusiasts to drive industry growth.

Visit: [Empower Your Tech Journey | The Array - Darwin's Premier Tech Hub](#)

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Appendix 2: Example Territory benefit plan commitments

2.1: Workforce development

Benefit commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
Map local skills against the requirements of the project	<p>Work with NT Government Workforce NT and Workforce Development Officers to understand local capability and identify gaps</p> <p>Work with other major projects / key industry sectors operating in the region to identify common workforce capability gaps</p>	Local skills and capability gaps are identified	Early planning well before project commences
Co-design a plan for upskilling local workers to enable them to competitively bid for work on the project	<p>Work with Industry Skills Advisory Council NT to design a targeted training program(s)</p> <p>Work with Desert Knowledge Australia and/or NT Indigenous Business Network to develop culturally safe training options for local Aboriginal people</p>	Collate and report the number of targeted training programs designed and implemented	<p>Early planning well before project commences</p> <p>Training programs implemented on an ongoing basis, as needed</p>
Implement training program(s) in the location of the project and in the nearest major NT town	<p>Host information about the training on the project website and invite bookings</p> <p>Host a workshop(s) to discuss upcoming project opportunities, including training and upskilling options</p> <p>Work with organisations such as ISACNT and/or The Array to develop and implement an appropriate training program</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> • training programs offered • online registrations to training programs • attendees at training programs • local people successfully completing training programs • local people who successfully completed the training and subsequently gained employment on the project 	Training programs implemented on an ongoing basis, as needed
Enhance local workforce capability	Collaborate with other major projects / key industry sectors in the region to design and deliver mutually beneficial upskilling / training packages	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> • upskilling / training packages offered • locals attending upskilling / training offerings • local employment outcomes across the region in collaboration with other key industry sectors 	Early planning well before project commences

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2.2: Local employment

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
Employ a minimum of 45% local workforce across the total project	<p>Introduce weighting criteria in recruitment processes that prioritise local applicants who possess the required skills</p> <p>Structure human resource systems to facilitate recording and reporting local and NT-based employee numbers</p>	Collate and report the number of local workforce candidates who gain employment on the project	Ongoing across the life of the project
	<p>Establish a project job portal and promote it to local workers</p> <p>Host a series of community meetings to advise locals of upcoming employment opportunities and corresponding upskilling programs</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> expressions of interest lodged online by prospective candidates community meetings held attendees at community meetings 	Ongoing across the life of the project
	Enlist the services of a local recruitment agency to identify local workforce candidates	Collate and report the number of local workforce candidates applying to work on the project; and the number of local candidates successfully gaining employment on the project	As required
Employ a minimum of 5 apprentices per year on the project	<p>Work with Group Training NT on developing a tailored apprenticeship program for the project</p> <p>Set aside suitable employment contracts for apprentices who successfully complete apprenticeships and offer them the opportunity to apply for these contracts</p>	<p>Minimum 5 apprentices are hired to work on the project per year</p> <p>Collate and report the number of:</p> <ul style="list-style-type: none"> apprentices who successfully complete their apprenticeship apprentices who gain employment on the project 	Ongoing across the life of the project
Offer incentives for skilled workers from within the NT (and across Australia) to relocate to work on the project	<p>Invest in local housing or other accommodation options for workers moving to the region to work on the project</p> <p>Invest in local infrastructure and services to attract and retain workers for the project</p>	<p>Collate and report the total investment in:</p> <ul style="list-style-type: none"> local accommodation options for workers including number of new dwellings built/existing dwellings refurbished local infrastructure and services 	Commence investment prior to project commencing
Promote a stable local workforce	<p>Engage with Group Training NT to confirm employment of apprentices / trainees on the project (employed by GTNT and seconded to the project)</p> <p>Collaborate with other local businesses to identify and promote local employment</p>	<p>Collate and report on the number of:</p> <ul style="list-style-type: none"> local apprentices / trainees working on the project employment opportunities available for spouses of workers 	Ongoing across the life of the project

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
	<i>opportunities for spouses of project workers</i>	<ul style="list-style-type: none"> spouses of workers on your project who gain employment in the region 	

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2.3: Local Aboriginal employment

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
<i>Enhance local Aboriginal workforce capability</i>	<p><i>Hire a cultural liaison officer to manage engagement with the local Aboriginal community</i></p> <p><i>Partner with a local Aboriginal community controlled training organisation to co-design a workforce upskilling program to meet identified skills gaps for the project</i></p> <p><i>Host a series of community meetings to advise locals of upcoming employment and upskilling opportunities</i></p>	<p><i>Culturally appropriate workforce upskilling program is co-designed and implemented</i></p> <p><i>Community meetings are facilitated to advise of upcoming local employment and upskilling opportunities</i></p> <p><i>Collate and report the number of</i></p> <ul style="list-style-type: none"> <i>local Aboriginal candidates attending upskilling programs</i> <i>local Aboriginal candidates successfully completing upskilling programs</i> <i>local Aboriginal candidates who gain employment on the project</i> <i>community meetings held</i> <i>local Aboriginal people who attend community meetings</i> 	<i>Early planning well before project commences</i>
<i>Employ a minimum of 25% local Aboriginal workers across the 45% local workforce target</i>	<p><i>Introduce weighting criteria for employment contracts that prioritises local Aboriginal applicants who possess the required skills</i></p> <p><i>Structure human resource systems to facilitate recording and reporting Aboriginal employee numbers</i></p>	<i>Collate and report the number of local Aboriginal candidates who gain employment on the project</i>	<i>Ongoing across the life of the project</i>
	<i>Establish a culturally appropriate project job portal and promote it to local Aboriginal workers</i>	<i>Collate and report the number of expressions of interest lodged online by prospective candidates</i>	<i>Ongoing across the life of the project</i>
<i>Employ a minimum of 5 apprentices per year on the project</i>	<p><i>Work with Group Training NT on developing a tailored apprenticeship program for the project</i></p> <p><i>Set aside suitable employment contracts for Aboriginal apprentices who successfully complete apprenticeships</i></p>	<p><i>Collate and report the number of Aboriginal apprentices</i></p> <ul style="list-style-type: none"> <i>who successfully complete their apprenticeship</i> 	<i>Ongoing across the life of the project</i>

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
	<i>and offer them the opportunity to apply for these contracts</i>	<ul style="list-style-type: none"> • <i>hired to work on the project per year</i> 	
<i>Facilitate a safe and inclusive work environment</i>	<p><i>Develop and implement cross cultural awareness programs across the organisation to facilitate a safe and inclusive working environment</i></p> <p><i>Implement a mentoring system to support local Aboriginal workers employed on the project</i></p>	<p><i>Collate and report the number of</i></p> <ul style="list-style-type: none"> • <i>employees attending cross cultural awareness training</i> • <i>Aboriginal workers participating in the mentoring program</i> • <i>Aboriginal mentees who gain promotions while employed on the project</i> 	<i>Ongoing across the life of the project</i>

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2.4: Diverse workforce

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
<i>Establish and enforce robust workplace policies for all workers, contractors and suppliers that support a safe and inclusive workplace</i>	<i>Enforce a zero tolerance approach to racial discrimination, bullying, harassment, culturally unsafe behaviours and workplace health and safety breaches including mental health by ensuring breaches are met with swift and consistent action by management</i>	<i>Record the number of breaches of internal policies reported and actions taken to address the breaches</i>	<i>Ongoing across the life of the project</i>
<i>Establish and implement a policy to support inclusion and diversity</i>	<p><i>Develop tailored training and support services for disadvantaged sectors of the local community to help them successfully transition to paid employment on your project</i></p> <p><i>Structure human resources systems to facilitate reporting diversity statistics</i></p> <p><i>Accommodate reasonable workplace adjustments as required</i></p> <p><i>Facilitate flexible roster structures to support work life balance</i></p> <p><i>Develop and implement cross cultural awareness programs across the organisation to facilitate a safe and inclusive working environment</i></p>	<p><i>Collate and report the number of</i></p> <ul style="list-style-type: none"> • <i>tailored training opportunities developed</i> • <i>local community members attending tailored training opportunities</i> • <i>workplace adjustments completed</i> • <i>employees utilising flexible work options</i> • <i>employees attending cross cultural awareness training</i> <p><i>Collate and report:</i></p> <ul style="list-style-type: none"> • <i>employment data that identifies gender diversity; disability; ethnicity; and usual place of</i> 	<i>Ongoing across the life of the project</i>

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
	Ensure recruitment processes include consideration of diversity and inclusion	<p>residence across the project workforce</p> <ul style="list-style-type: none"> workforce diversity statistics 	

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2.5: Local suppliers of goods and services

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
Ensure local businesses have full, fair and reasonable opportunities to bid for contracts	<p>Work with Industry Capability Network NT to develop an overview of local business capability and develop early supply chain mapping</p> <p>Work with Industry Capability Network NT to engage with the local business community early in the project planning stage to inform them of upcoming opportunities</p> <p>Conduct local industry briefing sessions throughout each stage of the project</p> <p>Promote the development of local partnerships and collaborations to enhance local competitiveness</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> local businesses with the capability required to supply the project industry briefing sessions / community meetings facilitated attendance at industry briefing sessions / community meetings local partnerships / joint ventures established in order to tender for work on the project 	Early planning well before project commences
Prioritise contracts to local suppliers of goods and services to the extent possible	<p>Work with Industry Capability Network NT to establish an ICN Gateway webpage and promote it to local businesses</p> <p>Design the size and scope of procurement work packages to provide full, fair and reasonable opportunities for local suppliers to competitively bid</p> <p>Partner with Industry Capability Network NT to develop a procurement policy that prioritises local enterprises when the goods / services meet project requirements</p> <p>Include binding commitments to the project's procurement policy within contracts with prime contractors and suppliers</p> <p>Commit to providing constructive feedback to unsuccessful tenderers and provide referrals and/or suggestions to enhance their future competitiveness</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> visitors to the ICN Gateway expressions of interest lodged online local businesses tendering for work packages local businesses awarded work packages feedback sessions provided to unsuccessful tenderers contracts awarded to local and Australian suppliers, including the value 	Ongoing across the life of the project

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
	Structure procurement packages to facilitate reporting on contract numbers and value delivered by local and Australian suppliers		

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2.6: Local Aboriginal suppliers of goods and services

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
Ensure local Aboriginal businesses have full, fair and reasonable opportunities to bid for contracts	<p>Work with Industry Capability Network NT to develop an overview of local Aboriginal business capability</p> <p>Work with NT Indigenous Business Network to engage with the local Aboriginal business community early in the project planning stage to inform them of upcoming opportunities</p> <p>Conduct local industry briefing sessions throughout each stage of the project</p> <p>Promote the development of local partnerships and collaborations to enhance local competitiveness</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> local Aboriginal businesses with the capability required to supply the project industry briefing sessions / community meetings facilitated attendance at industry briefing sessions / community meetings local partnerships / joint ventures established by Aboriginal businesses in order to tender for work on the project 	Early planning well before project commences
Set aside at least 15% of procurement contracts for local Aboriginal suppliers	<p>Establish an ICN Gateway webpage and promote it to local Aboriginal businesses</p> <p>Partner with Industry Capability Network NT and/or NT Indigenous Business Network to develop and implement procurement policies that prioritise local Aboriginal suppliers who meet project requirements, including designing the size and scope of work packages to ensure full, fair and reasonable opportunities for local Aboriginal suppliers to competitively bid for contracts</p> <p>Include binding commitments to the project's procurement policy within contracts with prime contractors and suppliers</p> <p>Structure procurement packages to facilitate reporting on contract numbers and value delivered by local Aboriginal suppliers</p> <p>Commit to providing constructive feedback to unsuccessful tenderers and</p>	<p>Collate and report the number of:</p> <ul style="list-style-type: none"> visitors to the ICN Gateway expressions of interest lodged online by local Aboriginal businesses local Aboriginal businesses tendering for work packages local Aboriginal businesses awarded work packages contracts awarded to local Aboriginal suppliers, including the value feedback sessions provided to unsuccessful tenderers 	<p>Early planning well before project commences</p> <p>Ongoing across the life of the project</p>

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
	<i>provide referrals and/or suggestions to enhance their future competitiveness</i>		

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2.7: Local investment and contribution to shared community value

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
<i>Establish a local community investment program</i>	<p><i>Work with local organisations such as the Local Government Association of the NT to identify community leaders to help understand community needs and aspirations</i></p> <p><i>Develop and implement appropriate investment programs to address local community needs</i></p>	<p><i>Local community leaders identified and engaged to assist with planning local investment opportunities</i></p> <p><i>Local community needs and aspirations are identified</i></p> <p><i>Collate and report the investment programs implemented including value of investments</i></p>	<i>Early planning well before project commences</i>
<i>Establish a regional office and support company staff to relocate for the project</i>	<p><i>Invest in local accommodation options for company staff</i></p> <p><i>Establish human resources policies to support staff to relocate, including consideration of additional recreation leave allocation or financial bonuses for staff taking up the offer</i></p>	<p><i>Collate and report on the number of:</i></p> <ul style="list-style-type: none"> <i>• dwellings built / refurbished to accommodate company staff</i> <i>• company staff relocating to the region</i> 	<i>Ongoing across the life of the project</i>
<i>Ensure the project is sustainable and has minimal impact on the environment</i>	<p><i>Invest in (at sufficient scale for the community to also benefit):</i></p> <ul style="list-style-type: none"> <i>• renewable energy sources for the project</i> <i>• recycling and waste minimisation practices</i> <i>• local environmental and biodiversity conservation programs</i> <p><i>Communicate the company's preference for sustainability and renewable energy to suppliers and subcontractors</i></p> <p><i>Establish resource sharing and recycling arrangements with local and regional companies to minimise environmental impacts and maximise the use of existing resources including water</i></p>	<p><i>Collate and report total investment in renewable energy sources; recycling and waste minimisation practices; and local environmental and biodiversity conservation programs</i></p> <p><i>Establish metrics to measure and report:</i></p> <ul style="list-style-type: none"> <i>• greenhouse gas emissions avoided due to renewable energy use of the project and the local community</i> <i>• volumes of waste recycled</i> <i>• results of environmental and biodiversity conservation programs</i> 	<i>Ongoing across the life of the project</i>
<i>Effectively manage community expectations about the project</i>	<i>Establish a dedicated role within the organisation to manage community consultation throughout the life of the project</i>	<i>Collate and report the number of community interactions undertaken annually by the community liaison officer</i>	<i>Ongoing across the life of the project</i>
<i>Invest in local infrastructure to benefit the community and</i>	<i>Work with community leaders and business groups to determine need and structure infrastructure investments accordingly. For example, invest in:</i>	<i>Collate and report the total investment in local infrastructure projects</i>	<i>Ongoing across the life of the project</i>

Benefit commitment	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
<i>region over the long term</i>	<ul style="list-style-type: none"> • <i>local telecommunication infrastructure development and/or upgrades including training local workers to repair and maintain the equipment</i> • <i>upgrades to local transport infrastructure such as roads, bridges, barge landings or airstrips</i> • <i>local amenities such as a swimming pools, parks or playgrounds</i> 		

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Appendix 3: Territory benefit plan template

Project information

Name of the project	
Description of the project	
Location of the project	
Company name	
Overview of corporate structure	
Location of company headquarters and address of NT office (if applicable)	
Project contact details	
Website address for the project	
Estimated project value	
Project scope covered by this Territory Benefit Plan	
Proposed workforce requirements	
Proposed total workforce sourced locally	
Proposed supply and service requirements	
Proposed total work package allocated to local suppliers and service providers	
Proposed staging of work	
Proposed procurement and contract methodology	

Territory benefit plan commitments and strategies

Local workforce development commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Local employment commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Local Aboriginal employment commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Workforce diversity commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>

Local suppliers of goods and services commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Local Aboriginal suppliers of goods and services commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Local investment in and contribution to shared value commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
			<i>Add more rows as needed</i>
Other benefit commitments	Strategies to achieve commitments	Metrics to measure success	Timeframe to achieve commitments
<i>The benefits your project offers Territorians will depend on a number of factors including the scale, impact, location and duration of your project. The benefit categories above are commonly utilised to demonstrate tangible benefits to the community, however you can identify your own benefit categories and submit your Territory Benefit Plan to the NT Government for consideration.</i>			
			<i>Add more rows as needed</i>

Communications and reporting strategy

Communication strategy	
Website address where Territory benefit plan commitments will be published	
How local suppliers and workers can register interest in participating in the project	
How project opportunities will be communicated to local and broader NT workforce and businesses	

Stakeholder engagement plan		
Key stakeholder	Relationship to the project	Stakeholder expectations of the project
		<i>Add more rows as needed</i>

Appendix 4: Territory benefit plan progress monitoring template

The *(project name)* Territory Benefit Plan details the commitments *(company name)* has made to ensure the *(project name)* maximises benefits to the Northern Territory (NT) economy, workforce and community.

This monitoring report provides an update of progress implementing the Territory Benefit Plan commitments as at *(date/time period for this report)*.

Benefit categories	Commitments	Status	Details of revisions or changes to commitments
Local workforce development			
Local employment			
Local Aboriginal employment			
Workforce diversity			
Local suppliers of goods and services			

Benefit categories	Commitments	Status	Details of revisions or changes to commitments
Local Aboriginal suppliers of goods and services			
Local investment in and contribution to shared value in the local community			
Other benefit category <i>(please specify)</i>			

Authorisation

Revision	Prepared by	Approved by	Published