



Northern
Territory
Government

DEPARTMENT OF THE CHIEF MINISTER

Annual Report 2012–13



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Enquiries should be made to:

Department of the Chief Minister
GPO Box 4396
DARWIN NT 0801

Telephone: (08) 8999 5437
Fax: (08) 8999 6733
Web: www.nt.gov.au/dcm

LETTER FROM THE CHIEF EXECUTIVE OFFICER

Chief Executive Officer
GPO Box 4396
Darwin NT 0801

The Hon Adam Giles MLA
Chief Minister
Parliament House
DARWIN NT 0800

Dear Chief Minister

In accordance with the provisions of the *Public Sector Employment and Management Act*, I am pleased to submit the 2012–13 annual report on the activities and achievements of the Department of the Chief Minister.

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

- (a) Proper records of all transactions affecting the agency are kept and the employees under my control observe the provisions of the *Financial Management Act*, the Financial Management Regulations and the Treasurer's Directions.
- (b) Procedures within the agency afford proper internal control, and these procedures are recorded in the Accounting and Property Manual, which has been prepared in accordance with the requirements of the *Financial Management Act*.
- (c) There is no indication of fraud, malpractice, major breach of legislation or delegation, major error in, or omission from, the accounts and records.
- (d) The internal audit capacity available to the agency is adequate and the results of internal audits have been reported to me.
- (e) The financial statement included in the annual report has been prepared from proper accounts and records and is in accordance with the Treasurer's Directions.
- (f) All Employment Instructions issued by the Commissioner for Public Employment have been satisfied.
- (g) The agency is working in compliance with the *Information Act*.
- (h) Obligations under the *Carers Recognition Act* and NT Carers Charter have been satisfied.

Yours sincerely



GARY BARNES

26 September 2013

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INTRODUCTION AND OVERVIEW

PURPOSE OF THE REPORT

TARGET AUDIENCE

CHIEF EXECUTIVE OFFICER'S OVERVIEW

ABOUT THE DEPARTMENT



PURPOSE OF THE REPORT

This annual report provides a record of the Department of the Chief Minister's (the agency) achievements for the 2012–13 financial year. In line with s.28 of the *Public Sector Employment and Management Act*, this report aims to inform the Northern Territory Parliament, Territorians and other stakeholders of:

- the primary functions and responsibilities of the agency
- significant activities undertaken during the year
- the agency's financial management and performance.

This report provides a summary of the agency's progress in achieving its planned outcomes, as outlined in 2012–13 Budget Paper No.3, and an insight into future direction.

TARGET AUDIENCE

This annual report has been prepared for a wide range of audiences to provide information on the agency's activities and achievements for the 2012–13 financial year. It is also a finalisation of the agency's income and financial expenditure from the Northern Territory Treasurer's 2012–13 Budget. The annual report is tabled in the Northern Territory Legislative Assembly as an accountable reporting mechanism for the agency's respective ministers and the parliament. It is also printed and published online to enable access by all stakeholders including the business and community sectors, and more broadly all Territorians. This annual report also summarises the agency's services and activities and formally acknowledges the achievements of its employees.

CHIEF EXECUTIVE OFFICER'S OVERVIEW



Welcome to the 2012–13 annual report for the Northern Territory Department of the Chief Minister.

As the central strategic coordinating arm of the Territory Government, the Department of the Chief

Minister has remained focussed on supporting the social and economic development of the Territory. This has included providing leadership across the public sector, implementing the priorities of government; and providing services to the Chief Minister and the executive arm of government. In 2012–13 the agency continued to position the interests of the Northern Territory at the local, national and international levels. There were a number of significant events; notably the swearing in of a new government following the Northern Territory General Election in August 2012. The agency provided significant support in ensuring a smooth transition process, including machinery-of-government changes and implementation of the Mini-Budget outcomes.

In addition to supporting a new ministry, the agency continued its leadership role in coordinating whole-of-government activities, including Council of Australian Governments (COAG) arrangements through National Partnership Agreements.

A key role of the agency over the past year has been supporting opportunities for economic growth. As the gateway to Asia, we have been proactively working with relevant stakeholders to demonstrate that the NT is open for business. In April 2013, the government established the Economic Development Expert Panel to provide advice on progressing growth

of the Northern Territory economy. The panel's primary objective is to provide expert strategic advice to the Economic Sub-Committee of Cabinet. The agency has been working closely with the panel to develop an Economic Development Framework that will focus on opportunities for growth around the Territory.

A highlight for the 2012–13 year was the state visit of His Excellency Dr Susilo Bambang Yudhoyono AC, President of the Republic of Indonesia.

Continuing to develop and maintain these strong international relationships was also a key priority. Coordination and support, in collaboration with the Department of Business, was also provided for ministerial visits to priority countries including Japan, China, Taiwan, Indonesia and Timor-Leste. These visits resulted in a strengthening of the trilateral relationship between Eastern Indonesia, Timor-Leste and the Northern Territory, including a commitment to host a trilateral trade and investment forum in Bali in November 2013. Through a stronger and broader engagement with Japan, the Chief Minister, The Hon Adam Giles MLA, was invited to deliver a keynote address at the prestigious 51st Japan-Australia Joint Business Conference being held in Tokyo in October 2013.

Focussing on building a strong community, the agency played a lead role in negotiating the Territory's participation in DisabilityCare Australia and the launch of DisabilityCare trials in the Barkly region. It also led the negotiation, in conjunction with other agencies, of the National Partnership on Stronger Futures in the Northern Territory and finalisation of the nine implementation plans underpinning the agreement, securing \$3.45b over 10 years.

Celebrating the diversity of our community and culture, the agency coordinated a number of key events during the year, including the inaugural Youth NT Conference. This event is among the highlights for 2012–13 with 223 delegates in attendance hearing from a range of speakers and participating in robust discussion over two days. The agency also played a lead role with the Darwin Waterfront Corporation in coordinating the 2013 Harmony Soiree with numbers exceeding previous years and the creation of a vibrant and inclusive atmosphere for all Territorians to enjoy.

Whole-of-government responses to community issues affecting Alice Springs were supported by leadership from our Southern Region office. Examples included Operation Marathon and the Summer in Alice Action Plan, which focussed on community safety throughout the summer period and during major events in Alice Springs.

The agency's skill and responsiveness was demonstrated through support to the community and whole-of-government coordination during the Beswick flooding and the activation of Daly River local disaster arrangements.

Significant work commenced in 2012–13 on strengthening government services. This included coordinating improvements to service delivery across government through red tape reduction and streamlining whole-of-government strategic planning. This was also evident in July 2013 with the implementation of a new whole-of-government marketing and communications structure. The structure brings specialised skills into a central bureau located within the agency while retaining essential capacity in agencies to ensure routine communications capability. The Communications and Marketing Bureau is working in partnership with all agencies to establish policy and procedures to improve

marketing, campaigns, crisis communications, web design and development for the government.

In May 2013 the agency reaffirmed its commitment to developing ongoing capability to deliver its services, through refreshing the DCM Leadership Roadmap. The roadmap continues to enhance our leadership and drive behaviours across the agency.

Looking forward, the Northern Territory Government has now released Framing the Future, a draft blueprint that will guide our efforts over the next three years and ensure our work is focussed on what is important to Territorians. It sets four strategic goals:

- a prosperous economy
- a strong society
- a balanced environment
- a confident culture.

The agency has played a lead role in coordinating the development of the blueprint and all ministers and government agencies will have a role to play in achieving these goals.

I thank staff across the agency for their contribution over the past year and look forward to reporting on the implementation of Framing the Future during 2013–14.



Gary Barnes
Chief Executive Officer

26 September 2013



ABOUT THE DEPARTMENT

The Department of the Chief Minister is the central strategic coordinating arm of the Territory Government, supporting the social and economic development of the Territory as well as providing leadership across the public sector. The agency plays a central role in implementing the priorities of Government and providing services to the Chief Minister and the executive arm of Government.

Vision

Shaping the future of the Territory through developing, coordinating and leading across government for improved outcomes for all Territorians.

Core Business

- Developing policy, coordinating effort and leading across government for improved outcomes for all Territorians.
- Positioning the interests of the Northern Territory at the Territory, national and international levels.
- Driving performance across the Northern Territory Public Sector.
- Providing timely, quality advice to the Chief Minister, ministers and Cabinet.
- Supporting the processes and functions of Executive Government to enable successful outcomes.
- Engaging with the community.

Our Values

In the context of the Northern Territory Public Sector, values we will focus on are:

- innovation
- professionalism
- respect
- diversity
- excellence.

Our values guide the actions of the agency and assist us to be resilient. They influence the way we work together, the way we interact with our clients and the way we engage with the global community. In essence, our values define who we are.

STRATEGIC PLAN

The Department of the Chief Minister is a key agency in implementing government priorities. It is responsible for ensuring key strategies and major policies are implemented by the Northern Territory Public Service (NTPS). The agency's Strategic Plan 2013–14 to 2014–15 explains those priorities and how we plan to achieve them. The plan is monitored by the agency's Executive Management Group.

Our Goals

Goal 1 - Support economic growth

Goal 2 - Build a strong Territory community

Goal 3 - Strengthen government service delivery

Support Economic Growth

Strategic priorities	Our Actions for 2013–14
NT as the gateway to Asia	<ul style="list-style-type: none"> • Develop and maintain strong international relationships with countries and markets identified as a priority
NT open for business	<ul style="list-style-type: none"> • Develop Darwin as an onshore gas-based processing hub, including establishing the Marine Supply Base • Implement 'Gas to Gove' initiative • Investigate the development of a second port • Promote local industry capacity and capability to national and international markets
Facilitate economic development	<ul style="list-style-type: none"> • Coordinate the Chief Minister's Economic Development Expert Advisory Panel • Facilitate the creation and implementation of a Northern Territory economic development strategy • Engage proactively with the business community, representative bodies and financial institutions to ensure business confidence
Maximise socio-economic opportunities arising out of economic development	<ul style="list-style-type: none"> • Work with project proposals and government agencies to identify, mitigate and take advantage of socio-economic risks and opportunities related to major projects



Build a Strong Community

Strategic priorities	Our Actions for 2013–14
Northern Territory taking the lead on national policy initiatives	<ul style="list-style-type: none">• Provide advice and monitor the implementation of National Partnership Agreements including Stronger Futures• Coordinate policy initiatives across the regions• Provide advice and monitor the implementation of National Disability Insurance Scheme and national schools funding reforms
Support, recognise and celebrate the diverse Territory community	<ul style="list-style-type: none">• Advance social policy initiatives across government and non-government sectors, including in the areas of multicultural affairs, young people and senior territorians• Facilitate the creation and implementation of a Northern Territory social participation strategy
Build a safe, secure and resilient Northern Territory	<ul style="list-style-type: none">• Develop Northern Territory security arrangements aligned with national frameworks• Facilitate consistent whole-of-government emergency planning and response procedures• Develop energy security for the Northern Territory

Strengthen Government Service Delivery

Strategic priorities	Our Actions for 2013–14
Reduce red tape, duplication and unnecessary process	<ul style="list-style-type: none"> • Implement the marketing and communications review • Streamline and improve whole-of-government strategic planning • Coordinate improvements to service delivery across government through red tape reduction
Refine the frameworks for improved delivery of and access to government services	<ul style="list-style-type: none"> • Ensure coordination sub-committees are functioning effectively • Review and improve ministerial, Cabinet and Executive Government support • Work with OCPE to implement public sector reforms
Ensure the agency has the ongoing capability to deliver its services	<ul style="list-style-type: none"> • Ensure the agency's budget is aligned to priorities • Enhance the agency's responsiveness through enabling business systems and improving practices and good governance • Drive performance by strengthening the capability of our people

EXPENDITURE AT A GLANCE

Output Group/Output	2011–12 Actual \$000	2012–13 Actual \$000	2012–13 Budget \$000
Policy Advice and Public Sector Coordination	43 477	18 368	22 033
Policy Advice and Coordination	6022	5585	7762
Social Policy	5345	6652	6608
Alice Springs Transformation Plan	32 110	6131	7663
Government Business Support	33 286	36 373	34 569
Support to Ministers and Leader of the Opposition	27 213	25 488	24 858
Legislation Production	2395	2693	2504
Government Services and Support to the Administrator	3678	8192	7207
Total Expenses	76 763	54 741	56 602
Function Transfers	36 816	-	-
Total Expenses	113 579	54 741	56 602

Figure 1.

213.43 Full Time Equivalent employees as at 30 June 2013

Note: Variations between 2012–13 Budget and Actual expenditure are explained in Part 5.

ORGANISATIONAL STRUCTURE

As at September 2013

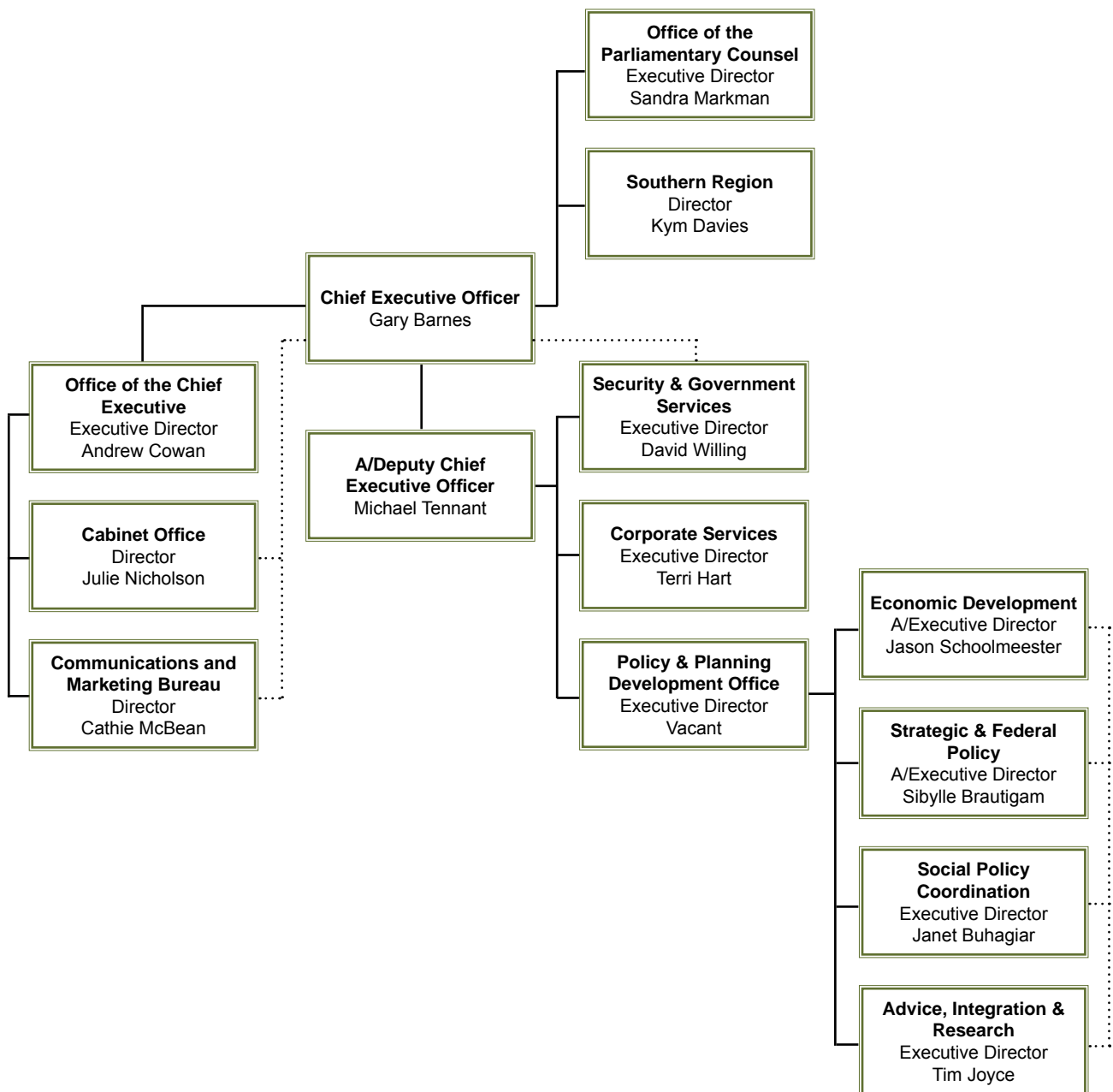


Figure 2.



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CORPORATE GOVERNANCE

GOVERNANCE FRAMEWORK
COMMITTEES STRUCTURE
EXTERNAL SCRUTINY
INTERNAL SCRUTINY
ACCESS TO INFORMATION





GOVERNANCE FRAMEWORK

The agency maintains a Governance Policy and Framework, which sets out its approach to providing assurance about the agency's delivery of services (performance) and meeting

its legislative requirements (conformance). Where appropriate, the agency uses as a guide the better practice principles advocated by the Australian National Audit Office (ANAO).

ANAO House of Public Sector Governance



ANAO, 2003, Public Sector Governance, Volumes 1 & 2: Better Practice Guide, Commonwealth of Australia, Canberra

Figure 3.

COMMITTEES STRUCTURE

EXECUTIVE MANAGEMENT GROUP

The agency's Executive Management Group (EMG) develops strategic direction to support government priorities. The EMG is the agency's most senior decision-making body with responsibility for:

- monitoring performance against objectives
- maintaining financial accountability
- ensuring people-management and communication practices are effective, fair and equitable, and support corporate objectives.

Membership

Chair:

Gary Barnes, Chief Executive Officer

Members:

Michael Tennant, A/Deputy Chief Executive Officer

Sandra Markman, Executive Director, Office of the Parliamentary Counsel

Janet Buhagiar, Executive Director, Social Policy Coordination

Tim Joyce, Executive Director, Advice, Integration and Research

Jason Schoolmeester, A/Executive Director, Economic Development

Sibylle Brautigam, A/Executive Director, Strategic and Federal Policy

David Willing, Executive Director, Security and Government Services

Kym Davies, Director, Southern Region

Andrew Cowan, Executive Director, Office of the Chief Executive

Terri Hart, Executive Director, Corporate Services

Cathie McBean, Director, Communications and Marketing Bureau

Julie Nicholson, Director, Cabinet Office

Shelley Hewitt, Chief Financial Officer

The EMG meets every four to six weeks.

AUDIT AND RISK MANAGEMENT COMMITTEE

The Audit and Risk Management Committee (ARMC) assists the Chief Executive Officer and the Executive Management Group to fulfil their corporate governance responsibilities.

The committee's functions and responsibilities include:

- monitoring the effectiveness of the agency's internal control mechanisms and related policies, practices and procedures
- overseeing internal audit functions, liaising with external auditors and ensuring internal and external audit recommendations are implemented
- performing all functions and activities the committee considers necessary to achieve its primary objective.

Membership

The membership of the ARMC during the reporting period:

Chair:

Shaun Hardy, Executive Director, Corporate Governance (to June 2013)

Jennifer Prince, Independent Chair (newly appointed)

Members:

Anne Tan, Executive Director, Intergovernmental Relations (to June 2013)

Dawn Ray, Parliamentary Counsel (to October 2012)

Leigh Eldridge, Senior Policy Officer



Observers:

Shelley Hewitt, Chief Financial Officer

Susan Cooper, Auditor-General's representative

The ARMC met twice during the reporting period.

INFORMATION MANAGEMENT COMMITTEE

The Information Management Committee (IMC) is responsible for information and communications technology (ICT) matters within the Office of the Commissioner for Public Employment (OCPE) and the agency.

These issues include responsibility for:

- strategic planning in information and communications technology
- information and communications technology business investments
- policies and procedures in information and communications technology, and information management practices.

Membership

Chair:

Andrew Cowan, Executive Director,
Office of the Chief Executive

Members:

Shelley Hewitt, Chief Financial Officer

Jenny Stephensen, Director Strategic
Workforce Planning and Development,
OCPE

Zoe Malone, Assistant Director Marketing,
Communications and Marketing Bureau

Steve Bond, Manager Information Services

The IMC met once during the reporting period.

WORKPLACE HEALTH AND SAFETY COMMITTEE

The Workplace Health and Safety Committee (WHSC) advises the Chief Executive Officer, through the Executive Management Group, on workplace health and safety (WHS) issues to ensure the health and safety of employees and clients in the workplace.

The WHSC deliberates on WHS obligations for employers and employees under the new *Workplace Health and Safety (National Uniform Legislation) Act 2011* (the Act), including:

- Advise the Chief Executive Officer on the establishment, maintenance and monitoring of programs, measures and procedures in the workplace relating to the health and safety of employees.
- Develop and maintain a WHS management system that incorporates policies and programs in accordance with relevant legislation.
- Promote a culture of responsibility and accountability for personal health and safety in the workplace communicated through the agency Intranet site.
- Ensure WHS issues are considered in the planning and implementation of any major workplace changes or new work processes.

In line with the Act's requirements, the WHSC comprises representatives from departmental work areas.

Membership

Chair:

David Willing, Executive Director,
Security and Government Services

Members:

Leslie Wiseman, Manager,
Legislation and Corporate Unit,
Office of Parliamentary Counsel

Neil Abraham, Property Manager,
Government House

Peter Corbett, Office Services Manager,
Finance

Ashley Fitzpatrick, Executive Assistant,
Southern Region

The WHSC met four times during the reporting period.

EXTERNAL SCRUTINY

During 2012–13, the agency was subject to an external audit as part of the Auditor-General's annual audit program. The audit objective for the 2011–12 Financial Year Review was to review the adequacy of selected aspects of end of financial year controls over reporting, accounting and material financial transactions and balances within the agency, with the primary purpose of providing support to the audit of the Treasurer's Annual Financial Statement (TAFS).

No material weaknesses in controls were identified during the audit and the accounting and control procedures examined in relation to end of year financial processing were found to be generally satisfactory. Audit findings were taken on board by the agency and processes and procedures were improved in line with audit recommendations.

Other forms of external scrutiny during 2012–13 included:

- Questions on Notice from the Legislative Assembly
- attendance by agency officials before the Estimates Committee in response to questions addressing proposed expenditure by outputs
- disclosure of agency records provided under the Information Act (Freedom of Information) in response to requests for information.



INTERNAL SCRUTINY

During 2012–13, the agency undertook the following internal audits:

- Cabinet Office document security
- credit card usage
- petty cash audit
- network access
- email account
- administrator access on computers.

ACCESS TO INFORMATION

The *Northern Territory Information Act* (the Act) came into effect on 1 July 2003.

The Act covers Freedom of Information (FOI) issues, privacy, records and archives management and affects how NTPS organisations collect, use and store government and personal information.

The Act is designed to protect personal information, promote the free flow of government information, protect public interests and prevent public sector agencies from the unauthorised disclosure of information on individual private and business interests held by public agencies.

Section 11 of the Act requires public sector organisations to publish the following information:

- a description of the structure and functions of the organisation
- a description of the kinds of information held by the organisation
- a description of the procedures that need to be followed to gain access to information and to correct personal information held
- the contact details of the officer responsible for inquiries and requests.

Information on the Act is available on the agency's website at:

http://www.dcm.nt.gov.au/strong_service_delivery/access/freedom_of_information

All policies and procedures are designed to assist people to access information and to meet requests for corrections to existing personal information.

Applications must be in writing and:

- identify the name of the applicant
- provide specific details to enable the information sought to be identified
- specify the applicant's postal address
- include an application fee of \$30 with the request.

Applications can be lodged by post, facsimile or email to:

Manager Information Services
Department of the Chief Minister
GPO Box 4396
DARWIN NT 0801
Email: foi.dcm@nt.gov.au



Requests for Access to Information in 2012–13

A total of nine applications for access to information were received in 2012–13 and no applications were carried over from 2011–12. Of the nine applications received in 2012–13, none

were withdrawn and none were transferred. No requests for an internal review of a decision were received. There were no complaints submitted to the Information Commissioner.

<i>Information Act requests</i>	2005–06	2006–07	2007–08	2008–09	2009–10	2010–11	2011–12	2012–13
Applications carried over from the previous year	0	2	1	0	4	4	3	0
Applications to access personal information	0	0	2	0	1	0	0	2
Applications to access government and personal information	0	0	0	0	0	1	2	0
Applications to access government information	3	6	11	22	20	7	8	7
Applications transferred	1	2	0	0	0	1	2	0
Requests withdrawn	0	0	3	1	1	1	1	0
Responses completed	1	5	13	17	17	7	10	9
Applications on hand as at 30 June	2	1	0	4	4	3	0	0
Internal reviews	0	0	1	1	7	4	1	0
Complaints to Information Commissioner	0	0	0	1	0	0	0	0

Figure 4.

PRIVACY

The agency's privacy policy is available on the agency's website at http://www.dcm.nt.gov.au/strong_service_delivery/access/freedom_

[of_information/privacy_policy](#). No privacy complaints were received in 2012–13.

Records and Archives Management

The agency operates in line with the requirements of the *Information Act* (the Act). Records management standards are established through Part 9 Records and Archives Management of the Act. Section 134 of the Act requires NTPS agencies to manage records in compliance with the Northern Territory Government records management standards.

Effective records management underpins the access, correction and privacy components of the Act by ensuring that government records can be located, read and reproduced in response to requests.

The agency continued its progressive rollout and training for an upgrade to version 6.2.4 of the Tower Records and Information Management (TRIM) system and implementation of the Electronic Document Records Management System (EDRMS).

LEGISLATIVE FRAMEWORK

The agency administers the following acts and regulations:

ACTS

- *Administrators Pensions Act*
- *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*
- *Essential Goods and Services Act*
- *Flag and Emblem Act*
- *Inquiries Act*
- *Kenbi Land Trust Act*
- *Mutual Recognition (Northern Territory) Act*
- *Parks and Reserves (Framework for the Future) Act*
- *Public Information Act*
- *Referendums Act*
- *Transfer of Powers Act*
- *Transfer of Powers (Further Provisions) Act*
- *Transfer of Powers (Self-Government) Act*
- *Trans-Tasman Mutual Recognition Act*



REGULATIONS

- Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Regulations
- Inquiries (Witnesses' Expenses) Regulations
- Parks and Reserves (Framework for the Future) Regulations
- Referendums Regulations.

The agency is also responsible for the Administrative Arrangements Order, made by the Administrator of the Northern Territory acting with the advice of the Executive Council. The Administrative Arrangements Order sets out the agencies, legislation and principal areas of government for which ministers are responsible.

PERFORMANCE REPORTING

OUTPUTS

POLICY ADVICE AND PUBLIC SECTOR COORDINATION

GOVERNMENT BUSINESS SUPPORT

INPUTS

REGIONAL COORDINATION

STRATEGIC COMMUNICATIONS

FINANCE AND PROCUREMENT

HUMAN RESOURCES AND INFORMATION

OUTPUT GROUP: POLICY ADVICE AND PUBLIC SECTOR COORDINATION

The Policy Advice and Public Sector Coordination output group provides strategic, economic and social policy advice to the Chief Minister, Cabinet and agencies. It also

performs a coordination role in the area of intergovernmental relations and other areas where a whole-of-government position is required.

OUTPUT: POLICY ADVICE AND COORDINATION

Policy Advice and Coordination works with relevant Territory Government agencies to develop, guide and implement whole-of-government strategies and priorities with a specific focus on economic development. Advice is provided to agencies and the Chief Minister on Cabinet submissions, leadership

and coordination in the development and implementation of initiatives to advance government's strategic priorities and on monitoring key policy issues across the Territory and nationally. Secretariat services are provided to the agency and the Executive Council.

Key deliverables	2012–13 Mini Budget	2012–13 Estimate	2012–13 Actual	2013–14 Budget
Client satisfaction*	>80%	>85%	>85%	>85%
Advice provided within agreed timeframes	>80%	>85%	>90%	>85%
Cabinet, Cabinet subcommittee and Executive Council meetings supported	54	54	49	50

*Results based on latest available client survey

Strategic Policy and Projects and Economic Development

Policy Advice and Coordination coordinates inter-governmental relations, monitors strategic policy issues in conjunction with other government agencies, provides advice to the Chief Minister and Chief Executive Officer on current and emerging issues and coordinates the implementation of key projects and policies.

In particular, the division:

- Coordinates inter-governmental relations through the Council of Australian Governments (COAG) and the Council for the Australian Federation (CAF) processes.
- Participates in the development of National Partnership Agreements and national policy proposals, including monitoring subsequent implementation.
- Monitors Australian government treaty activities and co-ordinates Northern Territory responses and inputs regarding proposed treaties, trade agreements and inputs to UN committees.
- Provides advice on strategic economic development issues and major projects.
- Provides advice on Cabinet submissions, Executive Council matters and ministerial correspondence.

KEY ACHIEVEMENTS 2012–13

- Negotiated, in conjunction with other agencies, the National Partnership Agreement on Stronger Futures in the Northern Territory and finalised the nine implementation plans underpinning the agreement securing \$3.45b over 10 years.
- Primary role in negotiating the Territory's participation in DisabilityCare Australia and the launch of trials in the Barkly region.
- Ongoing negotiations regarding the Territory's participation in national schools reform.
- Provided advice and support in regard to the identification, analysis and development of national productivity and economic reforms such as the Seamless National Economy reforms, while addressing and protecting Territory interests.
- Provided policy advice, coordination and assistance in regard to strategic Northern Territory economic development issues including the 'Gas to Gove' initiative, energy policy and major projects.
- Established the Economic Development Expert Panel to provide government with advice on progressing growth of the Northern Territory economy.
- Coordinated the resolution of emerging Northern Territory issues, including assistance with program design and implementation of government priorities.



FUTURE PRIORITIES 2013-14

Future priorities include:

- Maintaining active engagement in emerging and evolving COAG, CAF, Seamless National Economy and other federal issues.
- Macro-economic development issues, including implementation of the economic development strategy and development of regional economic strategies.
- Advice and coordination of strategic major projects, including the 'Gas to Gove' initiative.
- Continue to monitor the Territory's performance in delivering its objectives under the National Partnership on Stronger Futures.
- Monitor the launch of DisabilityCare Australia in the Barkly region and the development of project implementation plans.
- Continue to negotiate proposed implementation of national schools reforms.
- Coordinate the resolution of emerging Northern Territory issues, assist in program design and implementation of government priorities.

SNAPSHOT: VOLUNTEER OF THE YEAR AWARDS

Volunteers play an important role in the community and are also the mainstays of support within many sporting, community and cultural organisations. The Volunteer of the Year Awards is an initiative of the Northern Territory Government in partnership with Volunteering SA&NT to recognise and celebrate this valuable contribution. Social Policy Coordination works closely with Volunteering SA&NT to organise the awards each year.

The awards have been held for three years, and in 2013 a new award was introduced to specifically recognise the work of emergency service volunteers.

The Chief Minister, the Hon Adam Giles MLA, announced and presented the awards to the Territory's top volunteers and volunteer organisations at a ceremony held at Parliament House in May 2013 during National Volunteer Week.

The 2013 award winners were:

- The Chief Minister's Medal for Volunteering Achievement, which recognises the outstanding achievements of a volunteer: Mr Jimmy Doyle
- The Chief Minister's Medal for Volunteering Service, which recognises the long-term service and commitment of a volunteer: Mr Donald McKinnon
- The Chief Minister's Medal for Emergency Service, which recognises the service and commitment of a volunteer in emergency services: Mr Garry Casey
- The Volunteering SA&NT Award for Organisational Excellence, which recognises an organisation's commitment to best practice in managing volunteers: Riding for the Disabled Alice Springs (Small Organisation) and Carers NT (Large Organisation).

The winners of the Chief Minister's Medals each received \$2500 to donate to a not-for-profit organisation of their choice. The winner of the small organisation award received \$3000 and the winner of the large organisation award received \$2000.



Figure 5.



Cabinet Office

The Cabinet Office provides secretariat services to the Executive Council and the Remuneration Tribunal. The office advises ministers and agencies on machinery-of-government matters and has a coordination role in managing a number of whole-of-government databases and reporting to Cabinet. The office coordinates administrative arrangements for Regional Cabinet visits and prepares documentation for the annual opening of 30-year-old Cabinet records.

The office provides a parliamentary liaison service, including tabling of government documents and regulations, advice to agencies

on assent to legislation, and provides content for the regular newspaper notice and website 'In your Parliament'.

The office administers the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act* and has responsibilities in relation to certain requirements of the *NT (Self-Government) Act*, *Audit Act*, *Public Sector Employment and Management Act*, *Interpretation Act* and the *Electoral Act*.

KEY ACHIEVEMENTS 2012–13

- Coordinated administrative arrangements for the calling of the Northern Territory general election and prorogation of parliament in August 2012.
- Arranged swearing-in of interim and then full ministry for the new government following the Northern Territory general election in August 2012 and for subsequent ministries in December 2012 and March 2013.
- Arranged swearing-in of an interim and then full ministry in March 2013.
- Coordinated administrative arrangements for the calling of a by-election for the Legislative Assembly seat of Wanguri in February 2013.
- Prepared seven new Administrative Arrangements Orders for the Northern Territory Government.
- Assisted the Remuneration Tribunal with inquiries into the entitlements of members of the Legislative Assembly and magistrates.
- Updated and reissued the Cabinet, Executive Council and Legislation handbooks.
- Prepared materials for the 30-year opening of the 1982 Cabinet and Executive Council records under the *Information Act* on 1 January 2013.
- Continued to support machinery-of-government training courses for Northern Territory public servants in partnership with Charles Darwin University.
- Implemented a new integrated data management system for Cabinet and Executive Council records and for government boards and committees records.
- Participated in a review of Cabinet information security arrangements across Government in April 2013 and implemented the first tranche of recommendations.

FUTURE PRIORITIES 2013–14

- Implement the remaining recommendations from the April 2013 review of Cabinet information security arrangements, including updating the Cabinet Handbook, enhancements to document handling protocols and strengthening the confidentiality culture across government in respect of Cabinet information.
- Assess existing processes that support Cabinet decision-making, the implementation of decisions and Cabinet reporting, and make enhancements where appropriate to meet the requirements of the government.
- Prepare materials for the 30-year opening on 1 January 2014 of the 1983 Cabinet and Executive Council records under the *Information Act*.
- Investigate the requirement for electronic Cabinet meeting documents and implement as required.
- Identify any refinements required of the new integrated Cabinet data management system and implement modifications as appropriate.
- Review administrative support arrangements for the office.

Ministerial Liaison

The Ministerial Liaison unit manages the coordination of ministerial advice and information between the agency and ministerial offices and provides high-level support services to the Office of the Chief Executive. The unit has a key role in cross-agency liaison and information coordination and assists in meeting

the agency's whole-of-government reporting obligations and legislative briefing reporting. The unit also provides advice to government agencies in relation to remuneration of government boards and committees and related issues.



KEY ACHIEVEMENTS 2012–13

- Compiled the NT Government's 2012 election commitments and integration of data into the whole of government Election Commitments Tracking System database.
- Coordinated reporting to government on the implementation of election commitments.
- Coordinated agency preparation efforts for the 2013 Estimates Committee Hearings, including information requirements, support to executive staff and the handling of 15 Questions on Notice.
- Coordinated timely and appropriate briefing notes for the Legislative Assembly sittings.
- Updated the Ministerial Correspondence Handbook and developed a corporate style guide.
- Managed 504 ministerial requests and processed 476 agency-generated correspondence.
- Provided advice and assistance to agencies regarding procedures on classifying new statutory bodies.

FUTURE PRIORITIES 2013–14

- Strengthen business systems through:
 - expanding the use of the agency's Sharepoint site to incorporate workflows and version control for ministerial correspondence and Legislative Assembly briefings.
 - reviewing and improving current processes for tracking and recording ministerial email enquiries and requests.
- Provide a lead service to other agency secretariat/ministerial liaison units through Secretariat Network meetings on a bi-annual basis and providing leadership and direction on a wide range of executive/machinery-of-government matters.
- Coordinate 2014 Estimates Committee Hearing preparation.
- Review the Administrative Guideline in relation to classifying statutory bodies under the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*.
- Deliver training sessions to various internal and external client groups as required.
- Continue to deliver a high-quality, effective and timely liaison service to stakeholders.
- Review corporate ministerial templates and intranet content.

OUTPUT: SOCIAL POLICY COORDINATION

Social Policy Coordination coordinates, monitors and reports on various government services and programs that are focussed on social outcomes. The division develops and delivers initiatives that promote participation and facilitate the contribution of various groups within the community to government decision-making and policy development.

The offices of Youth Affairs, Senior Territorians and Multicultural Affairs form part of the division.

Social Policy Coordination works closely with other NT Government agencies on strategic social policy developments, along with key stakeholders such as business, the non-government sector and the community.

Key deliverables	2012–13 Mini Budget	2012–13 Estimate	2012–13 Actual	2013–14 Budget
Value of grants paid	\$3.6M	\$2.8M	\$2.8M	\$2.9M
Grant payments provided within agreed timeframes	>90%	>90%	>90%	>90%



KEY ACHIEVEMENTS 2012–13

- Worked with government and business on social impact planning for major projects.
- Expanded support to other NT Government agencies to ensure policy development is underpinned by social policy outcomes.
- Facilitated support and advice to a number of non-government organisations and bodies that assist government to do its work.
- Supported the NT Volunteering Awards program in partnership with Volunteering SA-NT and developed further opportunities to help build volunteer activity within the Territory community.
- Participated in a number of Australian Government initiatives with Territory implications, including those aimed at reform of the not-for-profit sector.
- Coordinated government planning and contribution to Territory participation in national commemorations for those that served in wars, conflicts and peace-keeping operations.
- Implemented grants programs for Multicultural Affairs, Youth Affairs and Senior Territorians.
- Coordinated the inaugural Youth NT Conference and invited 223 delegates to hear a range of speakers and participate in robust discussion of Territory issues over two days.
- Facilitated a direct avenue for young Territorians to provide advice to the NT Government through the Chief Minister's Round Table of Young Territorians, with diverse representation from across the Territory.
- Supported youth development opportunities and drug and alcohol-free events and activities for young Territorians with funding through the Youth Engagement Grants Program.
- Coordinated National Youth Week (NYW) with more than 9000 young Territorians attending approximately 150 events and activities held throughout the NT.

FUTURE PRIORITIES 2013–14

- Work with government and stakeholders to develop a whole-of-government strategic framework and undertake work to ensure it is the key consideration in the development of new policy and government decision-making processes.
- Contribute to government work aimed at increasing participation in society and the economy.
- Support government in its work to enhance the sustainability of the non-government sector.
- Continue coordination of government planning and contribution to Territory participation in Anzac Centenary commemorations.
- Continue to promote the Northern Territory as an inclusive society that embraces cultural diversity, including the continued support of the Harmony Day Soiree in conjunction with the Darwin Waterfront Corporation.
- Develop and implement a mechanism of new ways of providing advice to government on matters important to specific community groups.

OUTPUT: ALICE SPRINGS TRANSFORMATION PLAN

The Alice Springs Transformation Plan (ASTP) is to expand social support services to improve life outcomes for Indigenous people in Alice Springs, incorporating the Stronger Futures National Partnership Agreement.

The ASTP is focussed on reducing homelessness and overcrowding in Alice Springs, particularly town camps, and increasing access to services for Indigenous residents and visitors.

Key deliverables	2012–13 Mini Budget	2012–13 Estimate	2012–13 Actual	2013–14 Budget
Value of projects funded#	\$12.0M	\$7.7M	\$5.9M	\$12.6M
Client satisfaction*	>85%	>85%	>85%	>85%
Grant payments provided within agreed timeframes	>90%	>90%	90%	>90%

Reflects timing of project commitments

* Results based on latest available client survey



KEY ACHIEVEMENTS 2012–13

- Major infrastructure works completed at Trucking Yards, Hidden Valley and Larapinta Valley. The infrastructure work included new roads, power, water, sewerage, drainage and street lighting.
- Postal services were rolled out to 11 town camps.
- Seventeen town camps have official gazetted street names, with one town camp to be finalised.
- Expansion of the Bush Mob program; a residential alcohol and drug detoxification and rehabilitation facility for young people.

FUTURE PRIORITIES 2013–14

- The ASTP will see an investment of \$12.6 million to continue initiatives to improve life outcomes of Indigenous people in Central Australia. These initiatives include the following programs: Safe and Sober, Families and Schools Together, Ready and Willing for School, Indigenous Parent and Children School Engagement, Alice Springs Women's Shelter Outreach, Integrated Response to Domestic and Family Violence, the Targeted Family Support Service, the Youth and Community Centre and Intensive Tenancy Sustainability Program.
- Host an interactive forum to showcase achievements, examine opportunities and highlight ongoing priorities of government and its partnerships with key stakeholders and the wider community in areas such as alcohol treatment, school enrolment and attendance, safety and wellbeing, parenting education and tenancy.
- Work with stakeholders on the long-term provision of municipal and essential services to town camps that are equivalent to those in other areas of Alice Springs.
- Develop pathways to enable home ownership on identified town camps.
- Continue working with residents of Whitegate town camp to develop options for future living arrangements.
- Finalise remaining street names for Ilparpa town camp.
- Deliver postal services to the remaining seven town camps.
- Continue construction and upgrade of fencing to town camp dwellings.
- Design a sustainable matrix that outlines the priorities of future developments to achieve improved social and economic inclusion.

OUTPUT GROUP: GOVERNMENT BUSINESS SUPPORT

Government Business Support provides legislative drafting services, administrative and protocol support to the Administrator of the Northern Territory, the Chief Minister, ministers

and the Leader of the Opposition and is responsible for the maintenance and upkeep of Government House.

OUTPUT: LEGISLATION PRODUCTION

Legislation Production provides legislative drafting services, including the drafting of, and advice about, Bills for Acts, committee stage amendments, subordinate legislation and miscellaneous statutory instruments for government and members of the Legislative

Assembly. The output participates in the Australian Parliamentary Counsel's Committee in relation to national uniform legislation and manages the publication of legislation to meet government and community needs.

Key deliverables	2012–13 Mini Budget	2012–13 Estimate	2012–13 Actual	2013–14 Budget
Client satisfaction*	>80%	>85%	>85%	>85%
Pages of legislation drafted	3000	3000	2480	3000
Legislative deadlines met	>80%	>85%	100%	>85%

* Results based on latest available client survey



Office of the Parliamentary Counsel

The Office of the Parliamentary Counsel (OPC) provides legislative drafting services to the government, including:

- drafting Bills for Acts, committee stage amendments for Bills, subordinate legislation and statutory instruments
- providing advice on legislative proposals, legal matters arising during drafting, and matters relating to the legislative process.

The OPC provides legislative drafting services to individual members of the Legislative Assembly (including opposition and independent members) to the extent resources allow.

The OPC makes Territory legislation available to the public by:

- preparing consolidated versions of Acts and subordinate legislation (reprints)

- publishing electronic copies of Bills, Acts, subordinate legislation and reprints, and associated information, on the NT legislation databases
- providing copies of Bills, Acts, subordinate legislation and reprints to the Government Printing Office.

The total number of pages drafted in 2012–13 is lower than in previous years however, the number of pages is not indicative of the work required to produce those pages. It should also be noted that the election reduced the requirement for legislation in the early days of the new parliament.

KEY ACHIEVEMENTS 2012–2013

- Drafted 2480 pages of legislation. This included:
 - 34 government Bills introduced (588 pages), including six Bills for national legislative schemes
 - One government committee stage amendment drafted (12 pages)
 - 64 items of subordinate legislation settled (563 pages)
 - 758 statutory instruments settled (1317 pages).
- Made legislation available to the public within OPC time guidelines, which included 179 items published on the Current Legislation Database.
- Participated in activities of the Australasian Parliamentary Counsel's Committee, including attending committee meetings and IT forums.
- Changed OPC procedures for subordinate legislation so that they, like statutory instruments, are prepared and settled electronically.

FUTURE PRIORITIES 2013–2014

- Meet increasing demands for legislative drafting services, including from members of the Legislative Assembly, and increasing demand for statutory instruments.
- To improve the capacity of OPC to provide high quality legislative drafting and publishing services by:
 - reviewing and improving office processes and systems, particularly in relation to publication systems, including the first phases of the IT upgrade project, following its approval late in 2012–2013
 - engaging with agencies at all levels to help provide them with the information they need to facilitate their drafting projects
 - continuing to improve the capacity of drafters and other staff, including the five new staff members who have started at OPC since the beginning of 2013–2014.
- To actively participate in the Australasian Parliamentary Counsel's Committee to ensure the Territory's interests are properly represented in relation to national legislative schemes.



OUTPUT: GOVERNMENT SERVICES AND SUPPORT TO THE ADMINISTRATOR

This output provides strategic coordination and facilitation, policy advice and implementation and planning services for counter-disaster management and high level security for the Territory. It also provides operational advice,

support and hospitality services including protocol matters to the Chief Minister, ministers, Leader of the Opposition and the Administrator of the Northern Territory.

Key deliverables	2012–13 Mini Budget	2012–13 Estimate	2012–13 Actual	2013–14 Budget
Client satisfaction*	>80%	>90%	>90%	>90%
Number of internal and external hospitality, ceremonial and statutory events supported	610	610	619	625
Government House maintenance programs implemented within agreed timeframe	>80%	>80%	>85%	>80%

* Results based on latest available client survey

Protocol

The Protocol unit is responsible for administering official ceremonial and hospitality activities for the Northern Territory Government. It ensures that the conduct of state political, cultural and economic exchanges is carried out efficiently, securely and with dignity.

As the principal source of advice for all matters relating to protocol, the unit has a whole-of-government responsibility to provide informed advice on the day-to-day management of the ministers' hospitality agenda and oversee government ceremonies and major special events such as state funerals.

The unit also provides the Chief Minister, ministers and other key stakeholders with VIP transport services.

Protocol advises the community on general protocol matters, congratulatory messages, state emblems, flags and national symbols.

The unit maintains and develops relationships with consular and diplomatic corps and coordinates and implements programs for diplomats, heads of state and business leaders to visit the Northern Territory.

KEY ACHIEVEMENTS 2012–13

- Facilitated 85 official receptions and events hosted by the Northern Territory Government.
- Provided VIP transport services to the Chief Minister, Speaker of the Legislative Assembly, ministers, Leader of the Opposition, Chief Justice and a number of visiting dignitaries.
- Supported visits by 31 ambassadors, high commissioners, consul generals and other dignitaries and VIPs.
- Assisted with delivery of a range of events acknowledging the 71st anniversary of the Bombing of Darwin, including the official opening of the WW2 Memorial Wall at East Point.
- Assisted with the coordination of the state visit of His Excellency Dr Susilo Bambang Yudhoyono AC, President of the Republic of Indonesia.
- Provided hospitality and support for significant events, including the V8 Supercars, Australian Superbikes, the Alice Springs Masters Games and the Darwin Cup.
- Provided support to the private visit to the Northern Territory of the Dalai Lama during his national tour.
- Facilitated Territory Day public fireworks displays in 15 locations around the Northern Territory.
- Arranged a Territory Day flag raising ceremony and citizenship ceremony.
- Arranged and coordinated one state memorial service.

FUTURE PRIORITIES 2013–14

- Continue to provide coordination support for major special projects and events, including ceremonial and hospitality activities.
- Enhance government, business and community ties through effective public communication of protocols, standards and principles.
- Further strengthen strategic relationships through building supportive and purposeful relationships between stakeholders.
- Develop and maintain effective business systems and practices within the Protocol unit.
- Ensure Protocol standards, procedures and policies are clearly articulated.

Security and Emergency Recovery

The Security and Emergency Recovery unit has a central role within government to coordinate and maintain a whole-of-government approach to security and emergency recovery in the Northern Territory. It also represents the interests of the Northern Territory in the broader national security and emergency management context.

The unit is responsible for the implementation of measures to:

- counter terrorism and its consequences
- coordinate and support whole-of-government recovery from emergencies
- facilitate the implementation of nationally agreed security and emergency initiatives
- strengthen government, business and community resilience to all hazard events
- build supportive, purposeful and trusting relationships between stakeholders.

SNAPSHOT: HIS EXCELLENCY DR SUSILO BAMBANG YUDHOYONO - OFFICIAL VISIT TO DARWIN - JULY 2012

On the 1st of July 2012, His Excellency Dr Susilo Bambang Yudhoyono came to Darwin on an Official visit hosted by the Australian Government and led by the Prime Minister of Australia. On arrival, he was welcomed by Her Honour the Honourable Sally Thomas AM, Administrator of the Northern Territory and Mr Duncan McNeill.

During the visit he toured the Royal Darwin Hospital Critical Care and trauma response unit, attended an Official Dinner at Parliament House and met with key representatives from the business sector, the Northern Territory Government and Australian Government.



Figure 6.

KEY ACHIEVEMENTS 2012–13

- Led the Territory's participation in improving national coordination arrangements and capability in emergency recovery and security.
- Progressed national initiatives, including:
 - reviewed the Australia New Zealand Counter Terrorism Committee (ANZCTC) Crisis Centre training guide
 - represented the NT on the review of the ANZCTC National Public Alert System
 - represented the NT on a national consultative committee to review the Australian Emergency Management Institute Evacuation Planning Manual
 - funded NT projects through the National Disaster Resilience Program
 - represented the NT in the initial development of a national impact assessment model (NIAM) to enable consistent collection of data and information across jurisdictions.
- Exercised NT emergency management capabilities through the participation of national exercises such as:
 - Exercise Catalyst (national fuel emergency)
 - Alchemy 2013 (exercising high level interaction between multiple jurisdictional governments and the Australian Governments).
- Progressed NT initiatives, including:
 - developed and released the NT Crisis Management Guide for Government ministers
 - Coordinated travel security arrangements for ministers travelling overseas.
- In conjunction with NT Police and the Australian Government Crisis Coordination Centre, coordinated and facilitated a strategic level exercise to orientate Executive Government and senior officials on roles, responsibilities and authorities in the event of an act of terrorism.
- Developed a draft Protective Security Framework for the Northern Territory Government.
- Provided support to the community and whole-of-government coordination during Beswick flooding and the activation of Daly River local disaster arrangements.
- Facilitated the fifth annual Northern Territory Critical Infrastructure Protection Forum that focusses on business continuity and crisis management.
- Drafted new emergency management legislation to update the *NT Disasters Act* with nationally accepted methodology and terminology regarding disaster resilience and contemporary emergency management arrangements.
- Completed evacuation centre plans and a guide covering major cities and towns in the NT.
- Facilitated delivery of evacuation centre training for NT government personnel.
- Completed the Greater Darwin Region Post Cyclone Relief Arrangements and Early Recovery Plan.



FUTURE PRIORITIES 2013–14

- Continue to represent the security and emergency management interests of the Territory through participation in national forums including the Australia-New Zealand Counter-Terrorism Committee (ANZCTC), Australia-New Zealand Emergency Management Committee (ANZEMC) and subcommittees, Critical Infrastructure Advisory Committee (CIAC), Oil and Gas Security Forum (OGSF) and the National Oil Supply Emergency Committee (NOSEC).
- Incorporate recovery in NT security and emergency management exercises whenever appropriate.
- Obtain government endorsement of Protective Security Framework.
- Coordinate an assessment of the NT cyclone shelter upgrade program.
- Undertake disaster risk assessments for priority hazards across the NT.
- Develop regionalised NT risk registers consistent with the National Emergency Risk Assessment Guidelines (NERAG).
- Introduce the NT Emergency Management Bill to NT Parliament.
- Develop an NT impact assessment process based on the national impact assessment model to optimise resources during initial relief and recovery.
- Develop an information management system for recovery coordination.
- In conjunction with Emergency Management Australia and AusAid, host the Australia-Indonesia Disaster Rapid Response Workshop.
- Facilitate recovery training exercises across the regions.
- Develop options for an NT Emergency Management Training framework.
- Coordinate a review of the NT Fuel Emergency Manual to ensure Territory interests are considered and incorporated into national arrangements, and align with national plans and legislation.

Government House

Government House provides administrative, secretarial, hospitality and ceremonial support to the Administrator of the Northern Territory and maintains Government House.

Government House provides support to the Administrator of the Northern Territory, enabling the incumbent to perform the duties associated with the office. Government House also promotes and raises community awareness of the official role of the Administrator and the ongoing significance of Government House.

Government House plays an important role as the location for hosting visiting royalty and official dignitaries, including vice-regal, diplomatic and government representatives of Australia and other nations. The Administrator maintains a busy schedule of functions at Government House relating to the statutory, community and ceremonial duties. The Administrator resides at Government House.

Government House conducts ceremonies for the presentation of Australian honours and awards to Northern Territory citizens who have been recognised for merit, bravery, services or personal achievement. Additionally, Administrator's medals are presented to individuals or organisations to recognise significant achievement.

Government House is maintained at a standard appropriate to a vice-regal office and for the benefit of the people of the Northern Territory. The property is preserved and managed in line with the Burra Charter, the *Northern Territory Heritage Act* and related conservation and heritage requirements.

KEY ACHIEVEMENTS 2012–13

- The Administrator hosted 91 events at Government House, officially attended 288 external events, received 77 courtesy calls, delivered 95 official speeches and conducted nine swearing-in ceremonies for statutory positions.
- Developed new website for Government House with an emphasis on education and awareness of the role of the Administrator of the Northern Territory.
- Conducted five investiture ceremonies throughout the Northern Territory for a total of 18 Northern Territory recipients of Australian honours: Order of Australia and Australian Bravery Decorations.
- Hosted an advertised community reception where many Territorians registered to experience an official occasion at Government House for the first time.
- The Administrator undertook several official intra-territory itineraries encompassing visits to remote communities, regional centres, government and non-government community organisations, education facilities, businesses, public offices and cattle stations throughout the Northern Territory.
- The Administrator presided over 19 meetings of the Executive Council and assented to 25 proposed laws under Section 7 of the (Commonwealth) *Northern Territory (Self Government) Act 1978*.



FUTURE PRIORITIES 2013–14

- Continue the development and execution of an official program for the Administrator in order to continue engaging with the broader community and to administer the government of the Northern Territory.
- Maintain and foster meaningful relationships with the Administrator's (more than 70) patronages and honorary appointments.
- Manage the Government House programmable works schedule against allocated minor new works, capital works and repairs and maintenance funds.
- Identify national and local 'awareness' months, weeks and days to incorporate into the Administrator's official program.
- Develop an engagement program for the Administrator to host small groups of Territorians to provide an apolitical platform for discussion on current issues.
- Continue to identify environmentally friendly and economically efficient measures for all activities (administrative and physical) and maintenance requirements at Government House.

INPUTS: SERVICES

The services inputs strengthen the capacity of the agency to deliver strategic objectives. The agency's inputs include regional coordination, strategic communications, finance and procurement, human resources, information technology and records management. These services support the operational business units and associated entities, including the Office of the Chief Minister and the Office of the Commissioner for Public Employment.

Regional Coordination

Southern Region unit

The Southern Region unit works with other agencies to implement and facilitate the directions and priorities of government in the southern region.

The unit also provides advice to the Chief Minister, the Minister for Central Australia and government agencies on matters affecting Central Australia.

The unit coordinates public sector activities to ensure a whole-of-government approach to progressing projects including the Alice Springs Transformation Plan Implementation Plan and the Summer in Alice Action Plan.



KEY ACHIEVEMENTS 2012–13

- Represented government in key public forums, meetings and committees of significance to Central Australia, including Solar City Board, Desert Knowledge Australia, Indigenous Education and Employment Taskforce, ASTP Joint Steering Committee and the Youth Coordination Committee.
- Coordinated whole-of-government responses to community issues affecting Alice Springs, including Operation Marathon and the Summer in Alice Action Plan which focussed on community safety throughout the summer period and during major events in Alice Springs.
- Facilitated and contributed to a review of government office accommodation requirements in Alice Springs and the relocation of offices to support the creation of the Justice Precinct.
- Represented government at cross-sector meetings related to improving service delivery outcomes in the areas of youth, family violence, early childhood development, patrolling, and housing.
- Facilitated the coordination of a multi-agency NT Government presence at the inaugural Sports and Wellbeing Expo hosted by St Philip's College.

FUTURE PRIORITIES 2013–14

- Enhance government collaboration on regional and remote economic development, social inclusion and job growth opportunities in the Barkly region and Central Australia.
- Monitor outcomes associated with government initiatives in regional and remote communities across the Territory.
- Coordinate and monitor the Alice Springs Transformation Plan.

Strategic Communications

Until 30 June 2013, Strategic Communications provided corporate communication services to the Department of the Chief Minister (the agency) and the Office of the Commissioner for Public Employment. In addition, the unit was involved in the development of strategic communication policy and had a coordination role within the strategic whole-of-government framework. The division was responsible for:

- providing support, advice and coordination on all matters relating to media management
- online communications management
- brand management
- sponsorship
- strategic marketing
- social media
- internal and external communications
- whole-of-government issues management
- crisis communications and the provision of public information and whole-of-government strategic coordination
- recovery communications.

The unit supported business areas within the agency, particularly in engaging staff and in consulting with stakeholders and the broader community on key issues. Strategic Communications facilitated the communication of agency initiatives and outcomes within government and to the broader community.

In March 2013, government announced the outcomes of a review into marketing and communications activities. This included the implementation of a centralised marketing and communications model and decentralised media management effective from 1 July 2013. Strategic Communications assisted to facilitate implementation of the review outcomes between March and 30 June 2013.

The new model for marketing and communications included bringing specialised skills into the Communications and Marketing Bureau while retaining essential capacity in agencies to ensure routine communications capability.

The new structure includes:

- a central Communications and Marketing Bureau (CMB) in the Department of the Chief Minister
- communications units in four standalone agencies
- seven communications hubs to service 19 spoke agencies (including the agency as a hub).



KEY ACHIEVEMENTS 2012–13

- Provided whole-of-government communication leadership in the appropriate adherence to Caretaker Conventions and during the transition of government.
- Developed and implemented communication campaigns to promote community resilience and preparation for natural disasters, including promotion of secureNT.
- Coordinated media and communications across government during major events including flooding and recovery of the Beswick, Daly River and Palumpa communities.
- Delivered communications to highlight the efforts to make fundamental and lasting improvements to the lives of residents and opportunities for Alice Springs.
- Launched a new Government House website.
- Provided communication and marketing support for the agency and OCPE initiatives, including the Volunteer of the Year Awards, National Youth Week, Seniors Month, International Women's Day and the Chief Minister's Excellence in the Public Sector Awards.
- Coordinated government communications and media for major projects, including Ichthys LNG and the Marine Supply Base.
- Participated in national crisis communication groups and forums.
- Promoted Darwin as a growing oil and gas hub, including promoting the opportunities for Territorians locally and promoting the Territory nationally and internationally.
- Commenced implementation of the review into marketing and communications.

FUTURE PRIORITIES 2013–14: COMMUNICATIONS AND MARKETING BUREAU

- Finalise implementation of the review into marketing and communications.
- Finalise establishment of the Communications and Marketing Bureau (CMB).
- Strengthen the focus on delivery of a whole-of-government marketing and communications service while building and maintaining relationships with key stakeholders - including media advisors, agencies and external stakeholders.
- Establish strong governance structures to support implementation of reform while establishing clear processes for delivery of whole-of-government marketing and communications services.
- Develop a culture of strong fiscal management and control over marketing and communications spending ensuring that all project works are delivered within agency budgets or the CMB budget.
- Develop a new brand platform for the NT Government that supports the government and ensures this is entrenched and supported across government.
- Build crisis communication capacity across government and improve responsiveness.
- Create a streamlined and cost-effective approach to use of suppliers and approved contractors.
- Develop a culture within the CMB that is innovative, creative and collaborative and clearly focused on customer satisfaction.
- Undertake a web audit and establish a whole-of-government plan in collaboration with the Department of Corporate and Information Services.

FUTURE PRIORITIES 2013–14: STRATEGIC COMMUNICATIONS UNIT

- Provide communications support to the agency and the OCPE.
- Develop robust and efficient internal processes.



Finance and Procurement

Finance and Procurement provides finance and budgets, procurement, travel and office services functions to its client groups.

Finance and Procurement

KEY ACHIEVEMENTS 2012–13

- Ensured all budgetary requirements and financial reporting was made available to business units affected by the machinery-of-government changes enabling a smooth transition between the agency and other agencies.
- Reviewed and streamlined the internal credit card process, reducing the number of credit cards from 49 to 27.
- Upgraded the Finance unit intranet page to reflect current and accurate information on accounting systems, practices, policy and accounting procedures used in the agency and OCPE.
- Implemented internal training for finance staff to ensure the information generated to stakeholders is consistent and accurate.

FUTURE PRIORITIES 2013–14

- Continue to develop an internal audit program through the implementation of a control self assessment program to further strengthen agency compliance.
- Continued emphasis on the Accounting and Property manual to strengthen corporate governance and compliance.
- Roll out the new electronic purchase order request system, which will improve workflow processes for approving and receipting purchase orders.

Travel

KEY ACHIEVEMENTS 2012–13

- Implemented the Travel Request Information Processing System (TRIPS) travel database across the agency, OCPE and the Office of the Chief Minister (OCM).
- Reviewed travel policies and guidelines to strengthen corporate governance and provide greater clarity on travel entitlements.

FUTURE PRIORITIES 2013–14

- Develop and implement monthly web-based reporting on travel to improve timeliness, greater transparency and efficiency of reporting.
- Develop, in conjunction with the Department of Corporate and Information Services, specialised reports by facilitating the reconciliation of Government Accounting Systems to TRIPS for improved efficiency and accuracy of financial information.
- Continue to provide support and training across the agency and ministerial offices on travel processes and entitlements.

Office Services

KEY ACHIEVEMENTS 2012–13

- Reduced the number of agency fleet vehicles to 30 in the 12 months ending 31 March 2013.
- Implemented the electronic Vehicle Booking System to improve vehicle accessibility and monitoring of vehicle business use, increasing value for money and reducing unnecessary lease charges.

FUTURE PRIORITIES 2013–14

- Enhance agency vehicle fleet reporting, including reduced administration for custodians each reporting period for fringe benefits tax.
- Maintain high level of service delivery to business units and ministerial offices.



Human Resources and Information

Human Resources

KEY ACHIEVEMENTS 2012–13

- Successfully joined the whole-of-government implementation of a new online e-recruit system.
- Administered significant payroll transactions resulting from machinery-of-government changes including:
 - preparation of 93 new ministerial contracts of employment
 - transfer of 41 ministerial staff back to their home agencies
 - processing 62 termination and severance payments.
- Delivered human resource consultancy and advisory services to the agency and OCPE.
- Delivered corporate human resource and payroll services to the Office of the Chief Minister (OCM).
- Under the umbrella of the Early Careers Programs facilitated the Apprenticeship, Graduate and Vacation Employment programs and Work Integrated Learning Scholarship.
- Provided core training programs, including induction, diversity and cross-cultural awareness.
- Facilitated a range of corporate health initiatives arising from the Health and Wellbeing Strategy.

FUTURE PRIORITIES 2013–14

- Continue to build on the agency's Leadership Roadmap with a focus on recruitment, selection and induction processes and engagement and retention strategies.
- Ensure the whole-of-government implementation of the new Enterprise Agreement is successfully implemented in the agency.
- Develop a blend of contemporary and targeted learning and development solutions to achieve strategic business objectives and facilitate professional growth.
- Acknowledge employee contributions and recognition of service through the celebration of Milestone Awards.
- Continue to develop leadership skills and capabilities across all employment levels.

Information Technology

KEY ACHIEVEMENTS 2012–13

- Selected forms and processes made electronic within Sharepoint, resulting in workflow improvements and efficiencies.
- Reduced data usage costs through the utilisation of wireless technology.
- Redesigned the Software Register process, enabling cost savings and efficiencies.
- Instigated a cost saving initiative through consolidation of data plans for mobile devices.

FUTURE PRIORITIES 2013–14

- Windows 7 deployment.
- Microsoft Office 2010 deployment.
- Participate in an internal review of policies and procedures.
- Continue the Electronic Form project in Sharepoint.

Records Management

KEY ACHIEVEMENTS 2012–13

- Introduced key recurring events to promote and raise awareness of records management policy and procedures.
- Undertook a major review and reorganisation of the TRIM database, resulting in system performance enhancements.
- Delivered TRIM training to new OPCE and agency staff and provided refresher training for existing users.

FUTURE PRIORITIES 2013–14

- Continue to review records stored at Iron Mountain to reduce storage and retrieval costs.
- Continue to implement and promote the EDRMS.



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OUR PEOPLE

OVERVIEW

OUR FOCUS - THE LEADERSHIP ROADMAP JOURNEY

EARLY CAREERS PROGRAMS

EMPLOYMENT INSTRUCTIONS

EMPLOYEE ACHIEVEMENTS

WORKPLACE HEALTH AND SAFETY

WORKER'S COMPENSATION CLAIMS



OVERVIEW

The agency prides itself on providing a work environment where employees are supported and challenged to develop both professionally and personally. Our people are our greatest asset and are vital to the success of the agency. We recognise and value the contributions of our employees to implement government priorities and provide leadership across the public sector.

We continue to make a significant investment in developing our leadership capability and capacity, through the Leadership Roadmap, which was developed and implemented in 2010.

At the beginning of 2013 the roadmap was refined after valuable input was gathered through staff surveys, feedback and forums. The roadmap is now presented with five refined key priority areas.

The roadmap is our driving commitment to leadership development and will continue to be updated as our needs change.

The five key focus areas are:

- superior recruitment, selection and induction processes
- enhancing our performance and growing our own
- harnessing employee contributions through effective consultation
- displaying quality leadership
- providing positive and healthy workplaces.

Our Values

The agency's values guide actions and influence the way we work together, the way we interact with our clients and the way we engage with the global community. The agency values are:

- Innovation
- Professionalism

- Respect
- Diversity
- Excellence.

Our Employee Profile

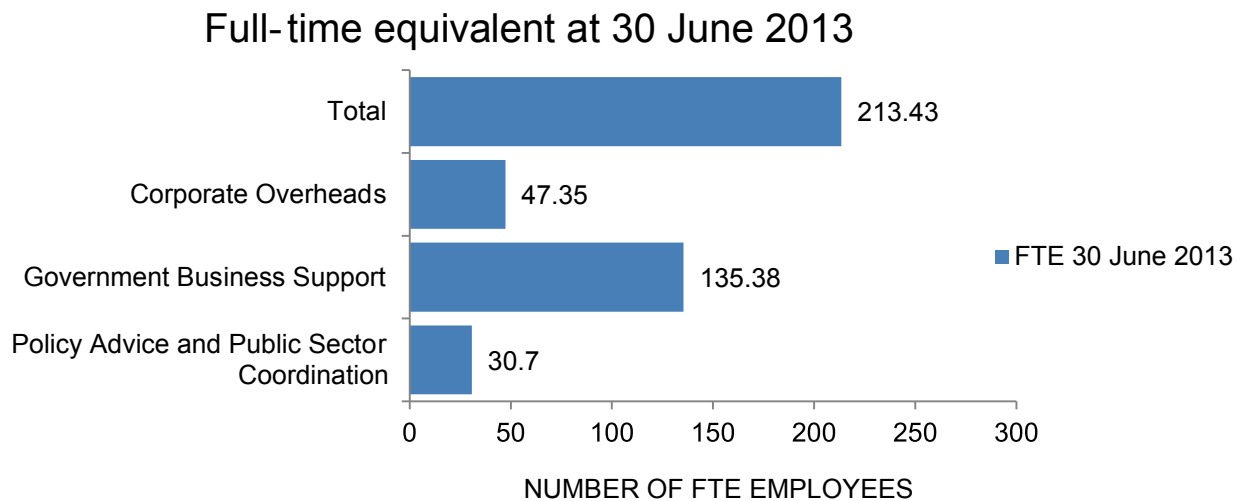
- At June 2013, there were 213.43 full-time equivalent employees, compared with 272.73 at 30 June 2012.
- Employees aged between 26 and 55 years represented 71.3% of this total figure.
- 61% of employees are female and 39% are male. The Executive Management Group is made up of seven female and seven male members.
- 30% of employees have more than 10 years of service with the NTPS.
- 5.1% of employees self-identified as Aboriginal or Torres Strait Islander, 3.7% self-identified as coming from a non-English speaking background and 2.3% self-identified as having a disability.
- 53 staff commenced with the agency, of which 39 were female and 14 male. 49 were full-time and four part-time.
- 151 employees separated in 2012–13, of which 88 were female and 63 male. 108 of these were full-time and seven part-time. Of these separated employees 43 resigned, 43 fixed period contracts were completed, four were redundancies, one retirement – invalidity and 120 were transfers to other agencies.

The table below provides a comprehensive comparison of full time equivalent (FTE) classifications from June 2012 to June 2013.

Classification	30 June 2012	30 June 2013
Agency employees		
Executive Contract Officer 6	1.0	2.0
Executive Contract Officer 5	2.0	1.0
Executive Contract Officer 4	3.0	1.0
Executive Contract Officer 3	5.0	2.0
Executive Contract Officer 2	11.0	3.95
Executive Contract Officer 1	17.4	13.7
Senior Administrative Officer 2	7.0	6.0
Senior Administrative Officer 1	10.5	11.0
Administrative Officer 7	19.6	11.85
Administrative Officer 6	20	16.68
Administrative Officer 5	13.81	9.0
Administrative Officer 4	20.45	10.37
Administrative Officer 3	12.0	11.81
Administrative Officer 2	3.0	2.0
Administrative Officer 1	2.54	0.0
Senior Professional 2	2.0	3.0
Senior Professional 1	2.0	1.0
Professional 3	0.0	1.0
Professional 2	2.3	.6
Technical 4	1.0	1.0
Technical 3	1.0	1.0
Technical 2	2.0	2.0
Physical 6	1.0	1.0
Physical 4	1.0	0.0
Physical 3	3.53	4.53
Physical 2	4.0	4.0
Graduate Program	1.0	1.0
NTPS Apprentice	2.0	1.0
Sub total	171.13	123.49
Ministerial employees	101.60	89.94
Total	272.73	213.43

Figure 7.

Full-time equivalent employees by output/input groups at 30 June 2013



Note: The output group Government Business Support includes ministerial employees (89.94).
Figure 8.

Employees by gender and classification stream. Employees classified between AO6 and SAO2 made up 88.23 full-time equivalents as at 30 June 2013

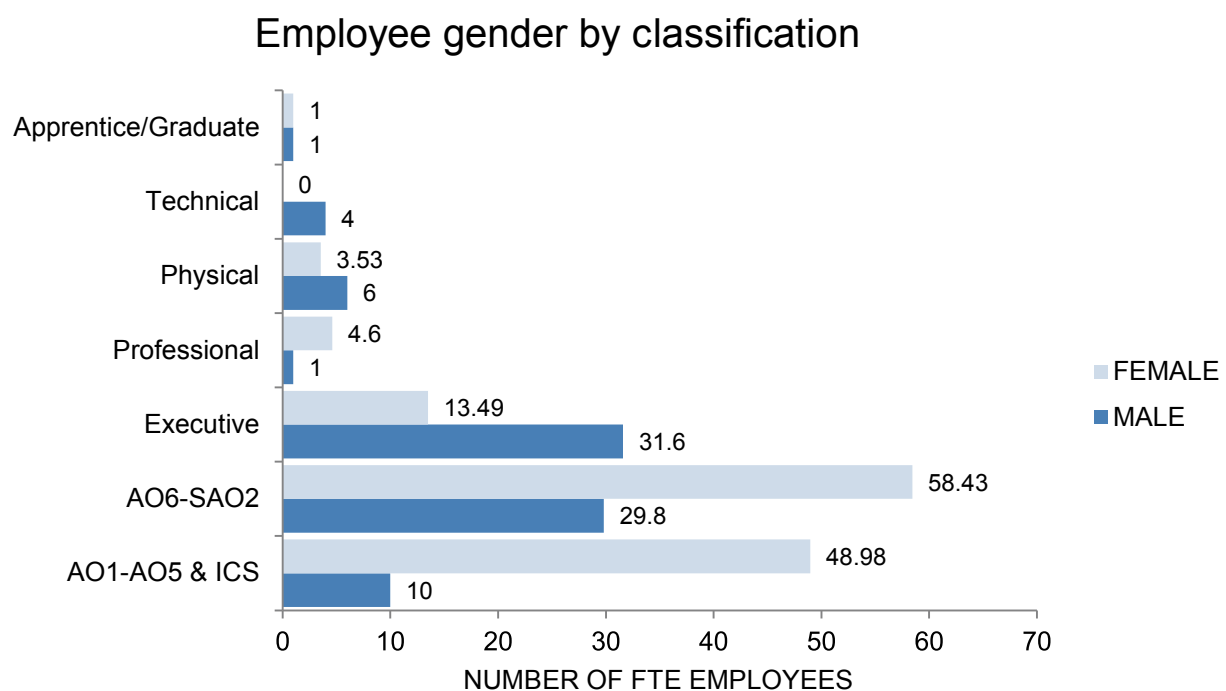


Figure 9.

Number of male and female employees within the agency as at 30 June 2013

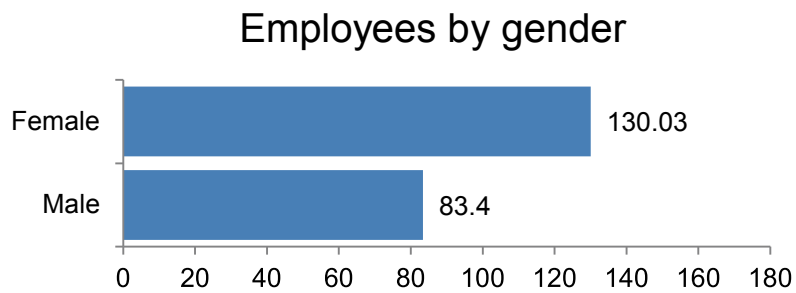


Figure 10.

Employees by age group as at 30 June 2013

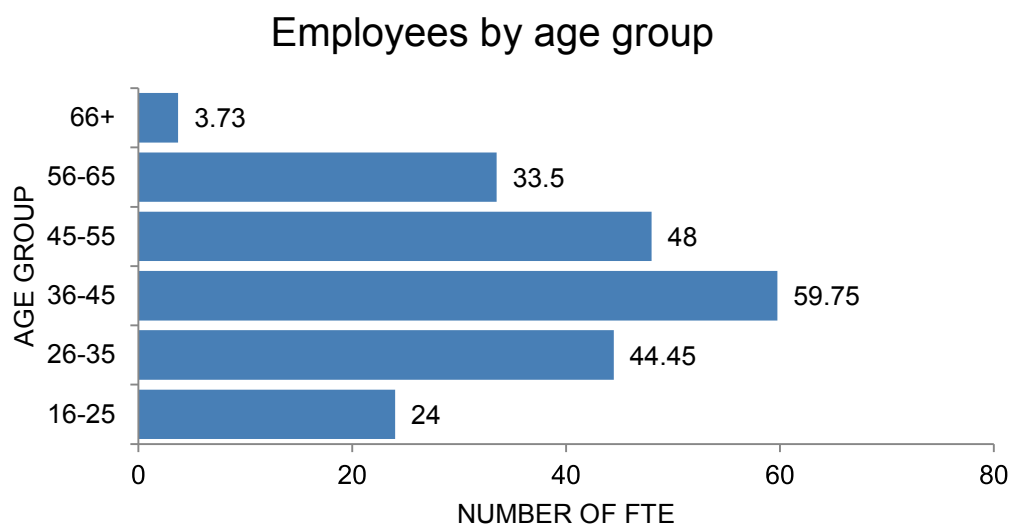


Figure 11.



Commencements with the agency during the reporting period

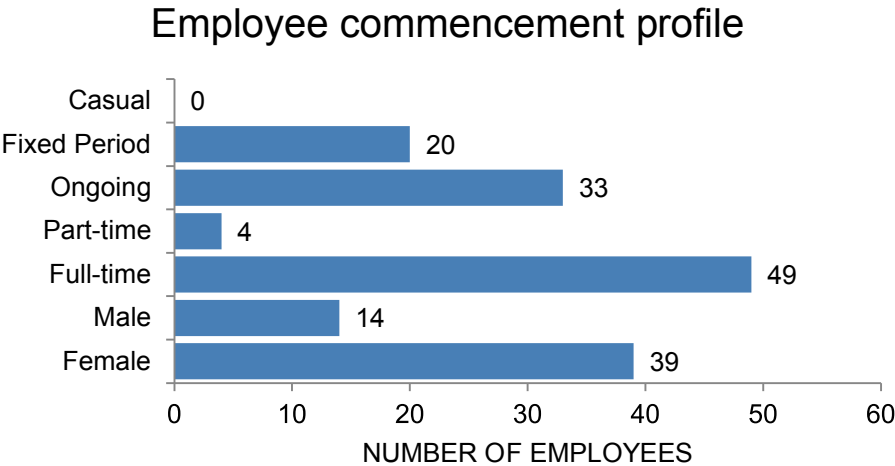
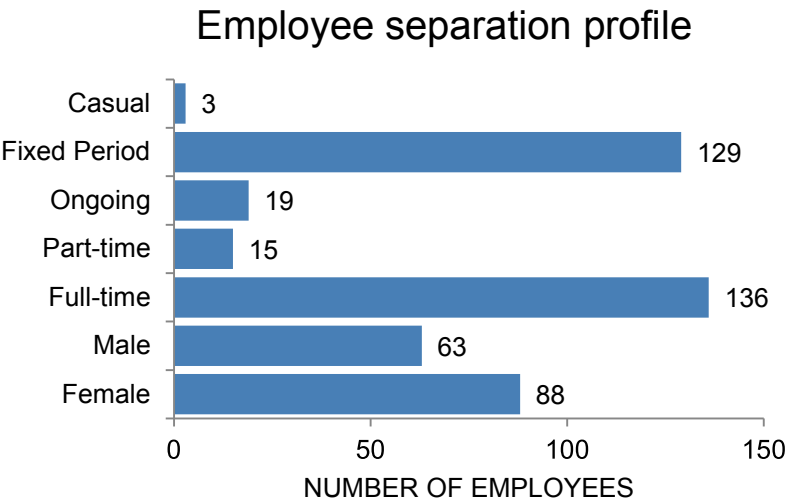


Figure 12.

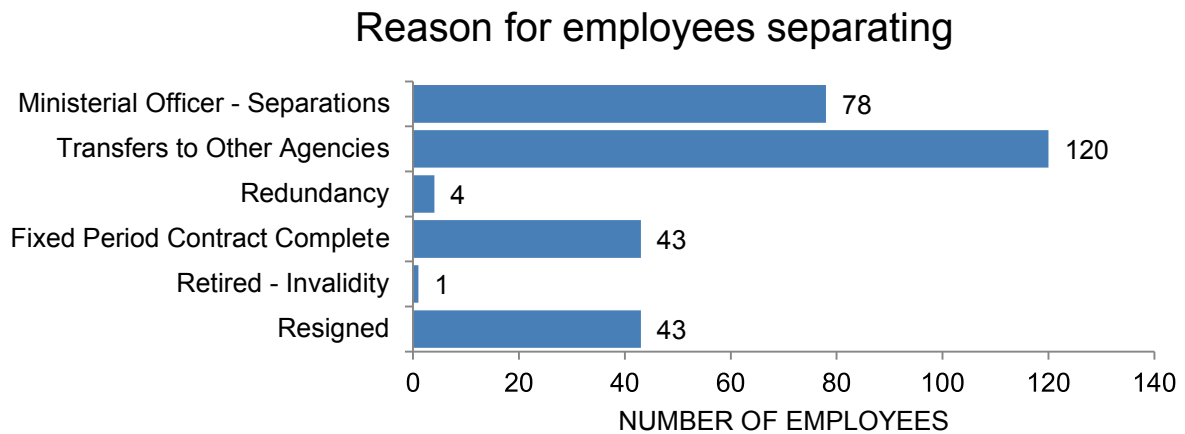
Separations during the reporting period



*Excludes transfers to other agencies.

Figure 13.

Number of employees separating, and the reason, during the reporting period.



*A large proportion of Ministerial Officer Separations were as a result of change of government.

Figure 14.

Number of employees by length of service in years.

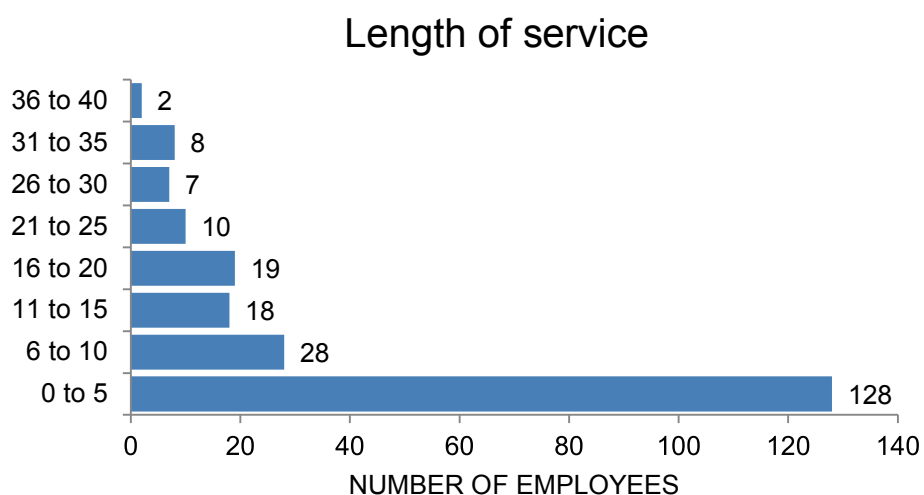


Figure 15.



OUR FOCUS - THE LEADERSHIP ROADMAP JOURNEY

Leadership Roadmap 2010–2015

The agency continued to progress the Leadership Roadmap in 2012–13, through employees embracing and bringing innovative ideas, skills and perspectives to the many initiatives contained within the roadmap.

A suite of workforce initiatives, including the delivery of contemporary leadership programs, have been accomplished. These include the Quality Leadership in the Public Sector and ANZSOG Women in Leadership programs.

The agency continues to maintain a strong emphasis on leadership development by implementing a range of innovative and leading-edge initiatives.

Recruitment, Selection and Induction

Snapshot

During the reporting period:

- 53 employees joined the agency
- 34 attended the induction program
- 14 attended selection panel training
- 11 online post-appointment feedback surveys were sent to new employees.

Induction Program

We have continued to induct our employees through a quarterly induction program designed to provide a good overview of the agency and its divisions, including a tour of Government House. In 2012–13, 34 employees participated in the induction program.

A welcome pack is provided to new employees, to be utilised as a reference to assist in a smooth and informative introduction to the workplace. An overview of Employment Instruction number 12, Code of Conduct

and Employment Instruction 13, Appropriate Workplace Behaviour, is also provided during the induction.

Selection Panel and Chairperson Training

Our specifically tailored selection panel training, in accordance with the merit principle, provided a continued commitment to ensuring our employees have contemporary knowledge and awareness. Training continues to be offered for panel members and panel chairs.

Post-Appointment Feedback Survey

The online post-appointment feedback survey is designed to gauge the quality of our recruitment, selection and induction processes and to gain insight into the experience new employees have and to provide opportunities to improve services.

Exit Interviews

Exit interview surveys are sent to all exiting employees to gain information on the reasons employees are leaving and their evaluation of the agency during their period of employment.

Data from the exit feedback report completed during the reporting period was constructive. A majority of staff strongly appreciated their time with the agency and felt it helped to develop their skills and knowledge considerably.

PERFORMANCE MANAGEMENT

Capability Enhancement Framework

The agency's performance management program, the Capability Enhancement Framework (CEF), revolves around regular, open feedback communication between staff and supervisors.

The agency continues to provide the NTPS Capability and Leadership Framework (CLF) in the form of an online self-assessment tool. This tool aims to provide employees and supervisors with a visual representation of capability strengths and gaps and is a useful starting point for performance conversations.

During the reporting period, the policy, user guide and templates were reviewed and updated and training sessions offered to all employees.

Professional Learning and Development Framework

The Professional Learning and Development Framework, which is aligned to the CLF, provides a range of learning and development options that strategically focus on the agency's current and future needs.

Three employees were also supported to undertake study in the areas of:

- Bachelor of Commerce
- Bachelor of Accounting.

Expenditure on training and development totalled approximately \$146 000, and \$11 000 was provided in study assistance.

Senior Pay Progression

Annual pay progressions for senior classifications are subject to assessment against performance progression criteria.

During the reporting period six employees made pay progression submissions and all were successful. The agency's pay progression policy and guidelines were updated.

EMPLOYEE CONSULTATION AND INPUT

A major commitment to continue improving communication and consultation with employees continues to be made through:

- Chief Executive Officer electronic newsletters
- whole-of-agency Chief Executive Officer forum
- Chief Executive Officer and Deputy Chief Executive Officer visits to individual work units
- post-appointment feedback surveys
- an employee suggestion box.

Staff Forum: Our Roadmap Journey

Planning for our Leadership Roadmap for 2013 and beyond was led by the Deputy Chief Executive Officer and provided an opportunity for employees to contribute to the vision and purpose of the roadmap. The engagement and innovative ideas generated at the forum confirmed that the current five focus areas still drive the agency's commitment to leadership development.

Suggestion Box

The suggestion box continues to provide an avenue for employees to make comments and share ideas. The suggestion box is promoted regularly to employees via the CEO's electronic newsletter and encourages employees to make suggestions about any area of the agency's business from health and wellbeing to business improvements.



QUALITY LEADERSHIP

The agency continued to support the development of leadership potential through a range of programs:

- two employees attended the Future Leaders program
- five employees attended Australian and New Zealand School of Government (ANZSOG) Women in Leadership programs
- one employee attended Discovery for Women as Leaders program
- four employees attended Quality Leadership in the Public Sector program
- two employees attended Policy Development, Shaping Public Action program
- 12 employees attended Maintain Personal Resilience Through Change program.

POSITIVE WORKPLACES

The agency continued its commitment to fostering a work environment that nurtures and maximises the potential of its employees with a focus on:

- employees maintaining a healthy work/life balance
- employees making informed decisions regarding flexible work arrangements
- fostering a workplace that is supportive of diversity
- ensuring there is fair and accessible programs and processes with continuous education on policies, procedures and avenues available to employees
- zero tolerance to bullying and harassment.

Health and Wellbeing Strategy

The Health and Wellbeing Strategy was implemented in 2012 and was designed to educate, motivate and inspire employees to make healthier and better informed choices to positively impact on personal health, work productivity and overall quality of life. A number of initiatives were on offer throughout the year with employees participating in the following:

- 74 employees received flu vaccinations
- one workstation ergonomic assessment was conducted and recommendations implemented
- 29 employees and/or their family members utilised the Employee Assistance Program
- 40 participants attended 'boxercise' classes provided on-site
- 78 participants attended 'yogalates' classes provided on-site
- 11 participants attended 'zumba' classes provided on-site
- 126 employees took advantage of a regular user-pays, on-site massage service
- eight employees attended a Well Women's Cancer Information session
- 20 employees attended a financial services workshop
- seven employees attended an Understanding Superannuation session.

Flexible Working Arrangements

The agency continued to support flexible working arrangements for a number of employees, including flexible working hours and home-based work.

Six employees utilised flexible working arrangements, and one employee is on a Work Life Balance Program: Extended Leave Arrangement.

Indigenous Employment

As at 30 June 2013 the agency had employed 11 staff who chose to self-identify as Aboriginal or Torres Strait Islander.

Prominent Indigenous cultural celebrations are promoted widely, with all employees encouraged to participate.

Cross-Cultural and Multicultural Awareness Training

Two Cross-Cultural Awareness training sessions were delivered across the agency focusing on awareness of Indigenous culture. Twelve employees attended the training sessions. All new employees are invited to attend the training.

One Multicultural Awareness training session was delivered across the agency focusing on broadening employees' understanding of other ethnic groups in the Territory. Thirteen employees participated in this training session.

Self-identified Equal Employment Opportunity (EEO) groups in the agency as at 30 June 2013

	Aboriginal and Torres Strait Islander	Non-English speaking background	People with disability
Male	3	2	3
Female	8	6	2
Total	11	8	5
As a percentage of total employees	5.1%	3.7%	2.3%

Figure 16.



EARLY CAREERS PROGRAMS

The agency actively supports early career programs by employing graduates, apprentices and current university students via the Vacation Employment Program.

Graduate Development Program

The agency continued to support the Graduate Development Program with one graduate completing her placement and accepting a position with the Australian Government.

In January 2013, one graduate commenced the Graduate Development Program.

NTPS Apprenticeship Program

The agency continues to actively support the NTPS Apprenticeship Program by hosting apprentices. This program combines practical paid employment with structured training. On completion, participants gain a nationally recognised qualification.

The agency hosted a total of three apprentices during the reporting period. One was appointed to a position within the agency while another accepted a position external to government. The third apprentice commenced with the agency in October 2012 and has been undertaking a placement in Social Policy.

Vacation Employment Program

In 2012–13, the agency provided vacation employment opportunities for one university student who is currently studying a Bachelor of Commerce at the University of Adelaide. The student will continue to be placed within the agency until the completion of the degree.

SNAPSHOT: BUILDING WORKFORCE CAPABILITY

The agency supported the secondment of an officer to the NT Cattlemen's Association during 2012-13 to coordinate and manage the Indonesia Australia Pastoral Industry Student Program. The student program is important from a range of perspectives, including its valuable contribution to building industry, diplomatic and government relationships between the NT, Australia and

Indonesia. During the reporting period the Association hosted a visit by 16 Indonesian students who spent six of their nine week in the Northern Territory experiencing life on cattle stations. In September 2013, 15 Australian pastoralists visited Indonesia on an exchange program.



Students and staff meet the Indonesian Consul in Darwin

Figure 17.

EMPLOYMENT INSTRUCTIONS

Under the *Public Sector Employment and Management Act*, Employment Instructions provide direction to agencies on human resource management matters.

Each instruction specifies required reporting in agency annual reports. The agency's performance against each instruction is reported below.

Employment Instructions	The agency's action(s)
1. Filling Vacancies Department to develop procedures on recruitment and selection for internal use.	<p>The Commissioner's Guideline aims to assist in achieving best practice when employing a person or promoting or transferring an employee. This guideline is read in conjunction with the Redeployment and Redundancy Provisions for Ongoing Employees. The agency regularly circulates information on guidelines to all employees.</p> <p>Selection Panel and Chairperson training is provided for employees who participate on selection panels.</p>
2. Probation Chief Executive Officer to develop a probationary process for their agency and convey details of the process to employees as soon as practicable after commencing duty.	<p>The agency's Probation Policy is reviewed every two years and is included in the welcome pack for new employees. A system is in place to ensure timely finalisation of probation reports.</p> <p>Through our leadership training and Capability Enhancement Program (CEP), managers are encouraged to give timely and useful feedback to employees.</p>
3. Natural Justice The rules of natural justice to be observed in all dealings with employees.	<p>The principles of natural justice are observed in all dealings with employees.</p>
4. Employee Performance Management and Development Systems Chief Executive Officer to report annually on management training and staff development programs. Chief Executive Officer to develop and implement performance management systems for their agency.	<p>Management training and staff development is a priority for the agency. One of the key focus areas of the Leadership Roadmap is Displaying Quality Leadership.</p> <p>During the reporting period, approximately \$146 000 was spent on training and development and a further \$11 000 on study assistance.</p> <p>The agency's performance management system, the Capability Enhancement Framework, was implemented in 2010–11 and incorporates the NTPS Capability and Leadership Framework (CLF).</p>

Employment Instructions	The agency's action(s)
5. Performance and Inability Chief Executive Officer to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the agency. Chief Executive Officer may establish procedures regarding this Employment Instruction within their agency.	The Chief Executive Officer did not commence any performance or inability processes during the reporting period.
6. Discipline Chief Executive Officer to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the agency. Chief Executive Officer may establish procedures regarding discipline within their agency.	The policy is available to all employees via the intranet. No disciplinary action was taken during the reporting period.
7. Internal Agency Complaints and Section 59 Grievance Reviews Chief Executive Officer to establish written grievance settling procedures for the agency that are available to employees and outline process for dealing with grievances.	The Grievance Policy is reviewed every two years in consultation with staff and is accessible via the intranet. Accompanying the policy is a procedure outlining the process for dealing with grievances. Positive workplace training was provided to all staff outlining the formal and informal avenues available to resolve workplace issues as they arise. No grievances were lodged during the reporting period.
8. Employment Records Agencies to maintain appropriate employee records and implement procedures for maintaining and accessing these records.	Employee records are securely maintained. The agency's policy for accessing and maintaining employees' records is available via the intranet. A procedure has been developed to ensure all Capability Enhancement Plans are kept on employee records.



Employment Instructions	The agency's action(s)
<p>9. Equality of Employment Opportunity Programs Chief Executive Officer to devise and implement programs to ensure equal employment opportunities and outcomes are achieved. Chief Executive Officer to report annually on programs and initiatives the agency has developed. Report to include details on specific action in relation to Indigenous employment and career development, and measures to enable employees to balance work and family responsibilities.</p>	<p>The agency's Equal Employment Opportunity (EEO) plan fulfils legislative requirements outlined in the <i>Public Sector Employment and Management Act</i> and the <i>Anti-Discrimination Act</i> and incorporates the Indigenous Career Development Strategy and Willing and Able Strategy.</p> <p>The agency encourages flexible working arrangements to assist with employee needs.</p> <p>Details on EEO initiatives and uptake of flexible working arrangements are provided elsewhere in this annual report.</p>
<p>10. Occupational Health and Safety Standard Programs Chief Executive Officer will develop programs to ensure employees and their representatives are consulted in the development and implementation of occupational health and safety programs in the agency.</p> <p>A Chief Executive Officer must report annually on occupational health and safety programs in their agency and keep appropriate OH&S records.</p>	<p>The Workplace Health and Safety Committee meets on a quarterly basis.</p> <p>Workplace and workstation checklists are made available to all employees. Records of risk assessments and maintenance of control measures are kept.</p> <p>The agency maintains OHS records including:</p> <ul style="list-style-type: none"> • OHS information provided to all agency employees • OHS induction for new staff • Training conducted for First Aid Officers, Fire Wardens and Health and Safety Representatives.
<p>11. Code of Conduct Chief Executive Officer may issue a agency-specific Code of Conduct.</p>	<p>A Code of Conduct session is part of the quarterly induction for all new employees. The agency maintains and promotes a professional workplace culture and employees contribute to the agency's stated values.</p>

Employment Instructions	The agency's action(s)
12. Appropriate Workplace Behaviour Chief Executive Officer must develop and implement an agency policy and procedure to foster appropriate workplace behaviour and a culture of respect, and to deal effectively with inappropriate workplace bullying.	<p>Appropriate Workplace Behaviour sessions feature as part of the quarterly induction for all new staff.</p> <p>The Appropriate Workplace Behaviour Policy is available to all staff via the intranet.</p> <p>Accompanying the policy is a procedure outlining what steps to take in the event of being exposed to inappropriate workplace behaviour.</p> <p>Positive workplace training was provided to staff outlining the formal and informal avenues available to resolve workplace issues as they arise.</p>

EMPLOYEE ACHIEVEMENTS

Milestones Awards (Recognition of Service)

The agency held its annual milestone awards in November 2012 to recognise employees who have completed 10 or more years of continuous service with the agency and the NTPS.

The Chief Minister hosted a function at Parliament House where 13 employees received a Certificate of Recognition of service milestones.

- nine employees received an award for 10 years of service
- three for 20 years of service
- one for 30 years of service.

Other Employee Achievements

The agency values the individual and collective contributions and achievements of its employees and is therefore committed to ongoing recognition of these achievements regularly through updates on our intranet and via the Chief Executive Officer's regular eNote. These include nominations for awards, sporting or academic achievements and the arrival of new family members.



WORKPLACE HEALTH AND SAFETY (WHS)

In accordance with the *Workplace Health and Safety Act*:

- Work Groups are in NT House, Government House, Parliament House and Alice Springs. Representatives from these groups form the DCM Workplace Health and Safety Committee (WHSC). The Workplace Health and Safety Committee meets on a quarterly basis
- With the exception of Government House which is considered low to medium risk, DCM has a very low risk working environment and the committee, along with Office Services within the Corporate Services Division, actively deal with any issues that arise.
- Routine maintenance continues in respect of all work areas on the testing of fire extinguishers, the update and appropriate display of emergency contact details, and the testing and tagging of electrical appliances.

- Information identifying Floor Wardens and First Aid Officers is displayed on each site occupied by the department.
- Workplace and workstation checklists are made available to all employees. Records of risk assessments and maintenance of control measures are kept.

Injuries: Reported Incidents

A total of five incidents were reported in 2012–13.

WORKERS' COMPENSATION CLAIMS

Workers compensation claims	2010–11	2011–12	2012–13
Claims as at 1 July	1	1	1
New claims	4	0	3
Claims resolved	3	0	1
Claims as at 30 June	2	1	3

Figure 18.

FINANCIAL REPORTING

FINANCIAL STATEMENT OVERVIEW

CERTIFICATION OF THE FINANCIAL STATEMENTS

COMPREHENSIVE OPERATING STATEMENT

BALANCE SHEET

STATEMENT OF CHANGES IN EQUITY

CASH FLOW STATEMENT

NOTES TO THE FINANCIAL STATEMENTS



FINANCIAL STATEMENT OVERVIEW

FOR THE YEAR ENDED 30 JUNE 2013

OVERVIEW

The 2012–13 financial statements for the Department of the Chief Minister (the 'agency') have been prepared on an accrual basis in accordance with the Northern Territory's financial management framework and the Australian Accounting Standards. The agency's financial performance in 2012–13 and comparative financial information for 2011–12 are reported in four financial statements: the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity and Cash Flow Statement.

Key results at year end for the agency were:

- an operating surplus of \$1.11 million primarily due to unbudgeted grants received for Commonwealth-funded projects
- cash of \$23.03 million at year end, an increase of \$7.64 million from 2011–12.

Details of the agency's performance by output group are provided at Note 3 of the financial statements.

COMPREHENSIVE OPERATING STATEMENT

Summary	2012–13	2011–12
	\$M	\$M
Operating Income	55.85	81.65
Operating Expenses	54.74	113.58
Net Surplus/(Deficit)	1.11	(31.93)

The agency recorded an operating surplus of \$1.11 million compared to a budgeted deficit of \$8.53 million. This variance is primarily related to unbudgeted Commonwealth appropriation for Remote Indigenous Housing Program.

Operating Income

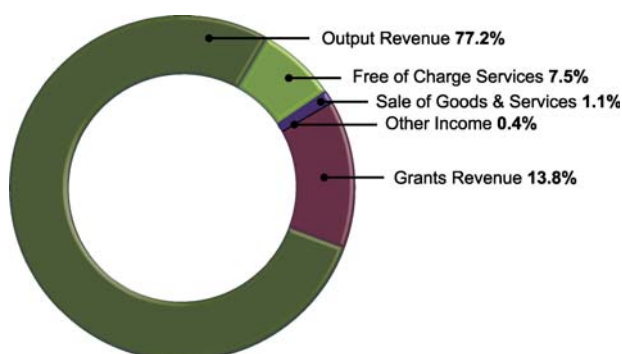
The agency received income of \$55.85 million in 2012–13, a \$25.8 million decrease compared to 2011–12, predominantly due to the following transfers of budget appropriation:

- \$18.44 million to the Department of Lands and Planning for the Darwin Waterfront Corporation
- \$6.35 million to Tourism NT for NT Major Events.

- \$4.78 million to the Department of Business for Major Projects, Asian Relations and Trade and the Strategic Projects Implementation Office.

The above decreases in output appropriation were partially offset by \$7.30 million received in unbudgeted grants for Commonwealth-funded projects and the transfer of \$2.08 million appropriation for the Office of Youth Affairs, Office of Senior Territorians and Economic Development.

Source of Income



Commonwealth specific purpose funding of \$7.49 million contributed to 13.4 per cent of total income.

The agency collected Goods and Services revenue of \$0.63 million.

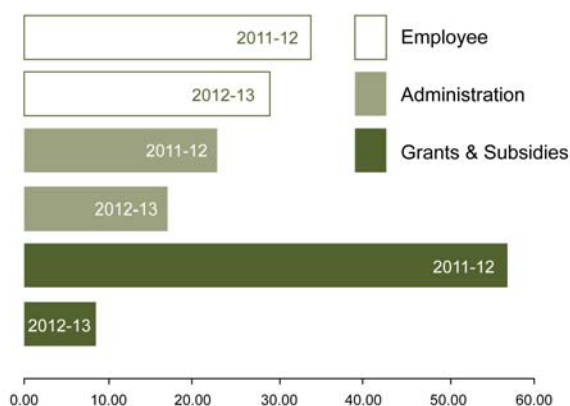
The agency also recognises notional revenue of \$4.17 million for goods and services, such as information technology, procurement and payroll received free of charge from the Department of Corporate and Information Services. This revenue is offset by notional expenditure to the same value paid to the Department of Corporate and Information Services.

Operating Expenses

In the delivery of new and ongoing initiatives, the agency incurred \$54.74 million in expenses during 2012–13, a decrease of \$58.84 million from the previous year (2011–12: \$113.58 million). Expenditure decreased across all expense classifications predominantly due to agency budget transfers:

- \$18.44 million to the Department of Lands, Planning and the Environment for Darwin Waterfront Corporation
- \$6.35 million to Tourism NT for NT Major Events
- \$4.78 million to the Department of Business for Major Projects, Asian Relations and Trade and the Strategic Projects Implementation Office.

Expenditure Comparison (\$M)



Employee expenses decreased by 13.1 per cent or \$4.44 million, primarily due to a decrease in the size of the workforce of approximately 59 full time equivalents.

Total administrative expenses decreased by 26.9 per cent or \$6.19 million. This was due to the combination of transfer of business functions to Northern Territory Government agencies and various budget saving measures.

Expenditure decreased significantly in purchases of Goods and Services (\$6.26 million) primarily due to business functions transfers to other Northern Territory Government agencies. Substantial expenditure reductions were recognised in the categories for Marketing and Promotion (\$1.6 million), Consultants (\$1.3 million), Legal Expenditure (\$1.2 million) and Vehicle Expenses of (\$0.3 million).

In the Grants and Subsidies category, Current Grants decreased by \$27.05 million (79.5 per cent) and Capital Grants decreased by \$21.17 million (93.2 per cent) due to agency restructures. A complete explanation and listing of grant payments for the financial year are included in Part 6 of this annual report.



BALANCE SHEET

Summary	2012–13	2011–12
	\$M	\$M
Assets	46.45	48.63
Liabilities	5.24	7.73
Equity	41.21	40.90

During 2012–13, the agency's total assets decreased by \$2.18 million to \$46.45 million. The decrease is mainly attributable to the

transfer of Land and Infrastructure assets totalling \$9.88 million to the Department of Lands, Planning and the Environment for Darwin Waterfront Corporation and Australasia Railway Corporation to the Department of Transport. This was offset by \$7.30 million received in unbudgeted grants for Commonwealth-funded projects.

The agency maintains a positive net asset or equity position. A positive equity position indicates that the agency has sufficient assets to cover liabilities.

STATEMENT OF CHANGES IN EQUITY

Summary	2012–13	2011–12
	\$M	\$M
Balance 1 July	40.90	71.70
Accumulated Funds	1.11	(31.93)
Reserves	(1.09)	-
Capital	0.29	1.13
Balance 30 June	41.21	40.90

Equity, which is the difference between assets and liabilities, increased by \$0.31 million to \$41.21 million.

The change includes a transfer of \$1.09 million from the asset revaluation reserve to the Department of Transport associated with the transfer of Australasia Railway Corporation.

In addition, the agency received \$9.45 million in equity injections, including a \$7.5 million equity injection from the Central Holding Authority to ensure the agency maintained positive cash balances. This was offset by equity withdrawals totalling \$9.15 million relating to the transfer of several business units to other government agencies.

CASH FLOW STATEMENT

Summary	2012–13	2011–12
	\$M	\$M
Balance 1 July	15.39	44.95
Receipts	54.27	82.60
Payments	(55.04)	(112.31)
Asset Sale Proceeds	-	-
Purchase of Assets	(0.08)	(0.34)
Equity	8.49	0.49
Balance 30 June	23.03	15.39

The cash flow statement summary above provides information on the movement of cash during the year and shows an increase in cash balances of \$7.64 million.

Cash balances increased significantly during 2012–13 due to unbudgeted grants revenue received from the Commonwealth associated with the Remote Indigenous Housing Program. The remaining cash balances are primarily budgeted to be used for the following Commonwealth programs in 2013–14:

- \$9.36 million for Remote Indigenous Housing Program
- \$7.47 million for the Alice Springs Transformation Plan.



CERTIFICATION OF THE FINANCIAL STATEMENTS

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

We further state that the information set out in the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2013 and the financial position on that date.

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



Gary Barnes
Chief Executive Officer
29 August 2013



Shelley Hewitt
Chief Financial Officer
29 August 2013

DEPARTMENT OF THE CHIEF MINISTER COMPREHENSIVE OPERATING STATEMENT

FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	2013 \$000	2012 \$000
INCOME			
Grants and Subsidies Revenue			
Current		7703	373
Capital		-	3843
Appropriation			
Output		40 883	69 803
Commonwealth		2247	-
Sales of Goods and Services		633	3429
Interest Revenue		-	-
Goods and Services Received Free of Charge	4	4168	4108
Gain/(Loss) on Disposal of Assets	5	3	(2)
Other Income		214	97
TOTAL INCOME	3	55 851	81 651
EXPENSES			
Employee Expenses		29 397	33 832
Administrative Expenses			
Purchases of Goods and Services ¹	6	10 530	16 792
Repairs and Maintenance		407	200
Property Management		1160	1308
Depreciation and Amortisation	10, 11	576	625
Other Administrative Expenses ²	7	4170	4108
Grants and Subsidies Expenses			
Current		6957	34 006
Capital		1544	22 709
TOTAL EXPENSES¹	3	54 741	113 579
NET SURPLUS/(DEFICIT)		1110	(31 928)
OTHER COMPREHENSIVE INCOME			
Asset Revaluation Reserve		(1091)	-
TOTAL OTHER COMPREHENSIVE INCOME		(1091)	-
COMPREHENSIVE RESULT		19	(31 928)

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

Footnotes

¹ Rounding discrepancy, refer to Note 2 (e)

² Includes \$4.17 million for DCIS service charges

DEPARTMENT OF THE CHIEF MINISTER BALANCE SHEET

FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	2013 \$000	2012 \$000
ASSETS			
Current Assets			
Cash and Deposits	8	23 032	15 392
Receivables	9	350	226
Prepayments		223	251
Total Current Assets³		23 605	15 868
Non-Current Assets			
Property, Plant and Equipment	10	22 736	32 620
Heritage and Cultural Assets	11	107	138
Total Non-Current Assets		22 843	32 758
TOTAL ASSETS		46 448	48 626
LIABILITIES			
Current Liabilities			
Payables	12	1424	2059
Provisions	14	3655	5668
Other Liabilities	13	157	-
Total Current Liabilities		5236	7727
Non-Current Liabilities			
Provisions	14	-	-
Total Non-Current Liabilities		-	-
TOTAL LIABILITIES		5236	7727
NET ASSETS		41 212	40 899
EQUITY			
Capital		51 955	51 660
Reserves	15	11 517	12 608
Accumulated Funds		(22 260)	(23 368)
TOTAL EQUITY		41 212	40 899

The Balance Sheet is to be read in conjunction with the Notes to the financial statements.

³ Rounding discrepancy, refer to Note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2013

		Equity at 1 July	Comprehensive result	Transactions with owners in their capacity as owners	Equity at 30 June
		\$000	\$000	\$000	\$000
2012–13	NOTE				
Accumulated Funds⁴		(23 368)	1110	-	(22 260)
Changes in Accounting Policy		-	-	-	-
Correction of Prior Period Errors		-	-	-	-
		(23 368)	1110		(22 260)
Reserves	15				
Asset Revaluation Reserve		12 608	(1091)	-	11 517
		12 608	(1091)		11 517
Capital - Transactions with Owners		51 660	-	-	51 660
Equity Injections					
Capital Appropriation				395	
Equity Transfers In				818	
Other Equity Injections ⁵				8234	
Equity Withdrawals					
Capital Withdrawal				(137)	
Equity Transfers Out				(9016)	
		51 660	-	294	51 955
Total Equity at End of Financial Year		40 899	19	294	41 212
2011–12					
Accumulated Funds		8560	(31 928)	-	(23 368)
Changes in Accounting Policy		-	-	-	-
Correction of Prior Period Errors		-	-	-	-
		8560	(31 928)		(23 368)
Reserves⁶	15	12 608			12 608
Asset Revaluation Reserve		-	-	-	-
		12 608	-		12 608
Capital - Transactions with Owners		50 528	-	-	50 528
Equity Injections					
Capital Appropriation				395	395
Equity Transfers In		-	-	647	647
Other Equity Injections		-	-	90	90
Equity Withdrawals		-	-		
Capital Withdrawal		-	-		
Equity Transfers Out		-	-		
		50 528	-	1132	51 660
Total Equity at End of Financial Year		71 695	(31 928)	1132	40 899

The Statement of Changes in Equity is to be read in conjunction with the Notes to the financial statements.

(Footnotes)

^{4, 5, 6} Rounding discrepancy, refer to Note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	2013 \$000	2012 \$000
CASH FLOWS FROM OPERATING ACTIVITIES			
Operating Receipts			
Grants and Subsidies Received			
Current		7703	373
Capital			3843
Appropriation			
Output		40 883	69 803
Commonwealth		2247	
Receipts From Sales of Goods and Services		3436	8581
Total Operating Receipts⁷		54 269	82 601
Operating Payments			
Payments to Employees ⁸		(31 537)	(33 181)
Payments for Goods and Services		(15 002)	(22 415)
Grants and Subsidies Paid			
Current		(6957)	(34 006)
Capital		(1544)	(22 709)
Total Operating Payments		(55 040)	(112 310)
Net Cash From/(Used In) Operating Activities	16	(771)	(29 709)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investing Receipts			
Proceeds from Asset Sales	5	-	3
Total Investing Receipts		-	3
Investing Payments			
Purchases of Assets		(82)	(336)
Total Investing Payments		(82)	(336)
Net Cash From/(Used In) Investing Activities		(82)	(333)
CASH FLOWS FROM FINANCING ACTIVITIES			
Financing Receipts			
Equity Injections			
Capital Appropriation		395	395
Other Equity Injections ⁹		8235	90
Total Financing Receipts		8630	485
Financing Payments			
Equity Withdrawals		(137)	-
Total Financing Payments		(137)	-
Net Cash From/(Used In) Financing Activities		8493	485
Net Increase/(Decrease) in Cash Held		7640	(29 558)
Cash at Beginning of Financial Year		15 392	44 950
CASH AT END OF FINANCIAL YEAR	8	23 032	15 392

The Cash Flow Statement is to be read in conjunction with the Notes to the financial statements.
(Footnotes)

^{7, 8, 9} Rounding discrepancy, refer to Note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

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4. Goods and Services Received Free of Charge
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DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2013

1. OBJECTIVES AND FUNDING

The Department of the Chief Minister is responsible for ensuring that government priorities are reflected in policy and implemented effectively by the public sector. It provides whole-of-government policy advice and leadership in coordinating approaches to priority issues throughout the NTPS. The agency's primary contribution to the strategic direction of the government is through the coordination of coherent, rigorous and evidence-based advice to the Chief Minister and Cabinet.

Strategic priorities for the agency in 2012–13 included the following:

- providing leadership across government
- supporting social development
- connecting the community and the government
- supporting economic development
- supporting the machinery-of-government.

Additional information in relation to the Department of the Chief Minister and its principal activities can be found in this annual report.

The agency is predominantly funded by, and is dependent on the receipt of, Parliamentary appropriations. The financial statements encompass all funds through which the agency controls resources to carry on its functions and deliver outputs. For reporting purposes, outputs delivered by the agency are summarised into several Output Groups. Note 3 provides summary financial information in the form of a Comprehensive Operating Statement by Output Group.

A listing of agency output groups and their functions can be found in the 'Performance by output' section of the annual report.

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

2. STATEMENT OF SIGNIFICANT
ACCOUNTING POLICIES

a) Basis of Accounting

The financial statements have been prepared in accordance with the requirements of the *Financial Management Act* and related Treasurer's Directions. The *Financial Management Act* requires the Department of the Chief Minister to prepare financial statements for the year ended 30 June based on the form determined by the Treasurer. The form of financial statements is to include the following:

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

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

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

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

AASB 2011-9 Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 & 1049]

The amendments, as reflected on the comprehensive operating statement, require entities to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently. The Standards do not impact the financial statements in the current reporting period.

DEPARTMENT OF THE CHIEF MINISTER

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2013

b) Australian Accounting Standards and Interpretations Issued but not yet Effective

At the date of authorisation of the financial statements, the Standards and Interpretations listed below were issued but not yet effective.

Standard/Interpretation	Summary	Effective for annual reporting periods beginning on or after	Impact on financial statements
AASB 9 Financial Instruments (Dec 2010), AASB 2010-7 Amendments to Australian Accounting Standards arising from AASB 9 (Dec 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127]	AASB 9 incorporates revised requirements for the classification and measurement of financial instruments resulting from the IASB's project to replace IAS 39 Financial Instruments: Recognition and Measurement (AASB 139 Financial Instruments: Recognition and Measurement).	1 Jan 2015	Minimal impact
AASB 10 Consolidated Financial Statements	Requires a parent to present consolidated financial statements as those of a single economic entity, replacing the requirements previously contained in AASB 127 Consolidated and Separate Financial Statements. AASB 2012-10 defers the mandatory application of AASB 10 Consolidated Financial Statements and related Standards to not-for-profit entities until annual reporting periods beginning on or after 1 January 2014.	1 Jan 2013	Nil impact
AASB 12 Disclosure of Interests in Other Entities	Requires the extensive disclosure of information that enables users of financial statements to evaluate the nature of, and risks associated with, interests in other entities and the effects of those interests on its financial position, financial performance and cash flows.	1 Jan 2013	Nil impact
AASB 13 Fair Value Measurement, AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 & 132]	Replaces the guidance on fair value measurement in existing AASB accounting literature with a single standard. The Standard defines fair value, provides guidance on how to determine fair value and requires disclosures about fair value measurements.	1 Jan 2013	Minimal impact

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

Standard/Interpretation	Summary	Effective for annual reporting periods beginning on or after	Impact on financial statements
AASB 119 Employee Benefits (2011), AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (2011) [AASB 1, 8, 101, 124, 134, 1049 & 2011-8 and Interpretation 14]	Changes the definition of short-term employee benefits and the measurement and recognition of defined benefit superannuation obligations.	1 Jan 2013	Minimal impact
AASB 2012-2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities (Amendments to AASB 7)	Amends AASB 7 Financial Instruments: Disclosures to require an entity to disclose information about rights of offset and related arrangements for financial instruments under an enforceable master netting agreement or similar arrangement.	1 Jan 2013	Minimal impact
AASB 2012-3 Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities (Amendments to AASB 132)	Addresses inconsistencies in current practice when applying the offsetting criteria in AASB 132 Financial Instruments: Presentation.	1 Jan 2014	Minimal impact
AASB 2012-5 Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, 101, 116, 132 & 134 and Interpretation 2]	Amends a number of pronouncements as a result of the 2009-2011 annual improvements cycle. Amendments include clarification of the requirements for comparative information in AASB 101 Presentation of Financial Statements and classification of servicing equipment in AASB 116 Property, Plant and Equipment.	1 Jan 2013	Minimal impact



DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

c) **Agency and Territory Items**

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

Central Holding Authority

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

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

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

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the agency's financial statements. However, as the agency is accountable for certain Territory items managed on behalf of government, these items have been separately disclosed in Note 22 - Schedule of Territory Items.

d) **Comparatives**

Comparative information for the 2011–12 financial year has been reclassified to provide consistency with current year disclosures, where necessary. As a consequence of machinery-of-government changes, the financial statements Note 3 are results of output areas as established at 30 June 2013. The comparative amounts for the prior year have been adjusted where administratively possible and are reflected in agency Transfers.

e) **Presentation and Rounding of Amounts**

Amounts in the financial statements and notes to the financial statements are presented in Australian dollars and have been rounded to the nearest thousand dollars, with amounts of \$500 or less being rounded down to zero.

f) **Changes in Accounting Policies**

The accounting policies adopted are consistent with those of the previous year, with no change in judgments and/or assumptions that have or are expected to have a significant impact on current year or future year financial information.

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

g) Accounting Judgements and Estimates

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

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

Judgements and estimates that have significant effects on the financial statements are disclosed in the relevant notes to the financial statements. Notes that include significant judgements and estimates are as follows:


- Allowance for Impairment Losses – Note 2(n), 9: Receivables & 17: Financial Instruments
- Depreciation and Amortisation – Note 2(k), Note 10: Property, Plant and Equipment and Note 11: Heritage and Cultural Assets.

h) Goods and Services Tax

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

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

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



DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

i) Income Recognition

Income encompasses both revenue and gains.

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

Grants, Donations, Gifts and Other Contributions

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

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

Appropriation

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

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations, resulting in Special Purpose Payments and National Partnership payments being made by the Commonwealth Treasury to State Treasuries, in a manner similar to arrangements for GST payments.

These payments are received by Treasury on behalf of the Central Holding Authority and then on-passed to the relevant agencies as Commonwealth Appropriation.

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

Sale of Goods

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

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

Rendering of Services

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

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

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

Interest Revenue

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

Goods and Services Received Free of Charge

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

Disposal of Assets

A gain or loss on disposal of assets is included as a gain or loss on the date control of the asset passes to the buyer, usually when an unconditional contract of sale is signed. The gain or loss on disposal is calculated as the difference between the carrying amount of the asset at the time of disposal and the net proceeds on disposal. Refer also to Note 5.

Contributions of Assets

Contributions of assets and contributions to assist in the acquisition of assets, being non-reciprocal transfers, are recognised, unless otherwise determined by government, as gains when the agency obtains control of the asset or contribution. Contributions are recognised at the fair value received or receivable.

j) Repairs and Maintenance Expense

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

DEPARTMENT OF THE CHIEF MINISTER

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2013

k) Depreciation and Amortisation Expense

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

Amortisation applies in relation to intangible non-current assets with limited useful lives

and is calculated and accounted for in a similar manner to depreciation.

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

	2013	2012
Buildings	50 Years	50 Years
Infrastructure Assets	50 Years	50 Years
Plant and Equipment	5 Years	5 Years
Heritage and Cultural Assets	100 Years	100 Years

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

l) Interest Expense

Interest expenses include interest and finance lease charges. Interest expenses are expensed in the period in which they are incurred.

The allowance for impairment losses represents the amount of receivables the agency estimates are likely to be uncollectible and are considered doubtful. Analysis of the age of the receivables that are past due as at the reporting date are disclosed in an ageing schedule under credit risk in Note 17 Financial Instruments. Reconciliation of changes in the allowance accounts is also presented.

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

m) Cash and Deposits

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

n) Receivables

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

o) Property, Plant and Equipment

Acquisitions

All items of property, plant and equipment with a cost, or other value, equal to or greater than \$10 000 are recognised in

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2013

the year of acquisition and depreciated as outlined below. Items of property, plant and equipment below the \$10 000 threshold are expensed in the year of acquisition.

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

Complex Assets

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

Subsequent Additional Costs

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

Construction (Work in Progress)

As part of the financial management framework, the Department of Infrastructure is responsible for managing general government capital works projects on a whole-of-government basis. Therefore, appropriation for all agency capital works is provided directly to the Department of Infrastructure and the cost of construction work in progress is recognised as an asset of that agency. Once completed, capital

works assets are transferred to the agency.

p) Revaluations and Impairment

Revaluation of Assets

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

- land
- buildings
- infrastructure assets
- heritage and cultural assets.

Fair value is the amount for which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arm's length transaction.

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

The unique nature of some of the heritage and cultural assets may preclude reliable measurement. Such assets have not been recognised in the financial statements.

Impairment of Assets

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

Non-current physical and intangible agency assets are assessed for indicators of impairment on an annual basis. If an indicator of impairment exists, the agency determines the asset's recoverable amount. The asset's recoverable amount



DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

is determined as the higher of the asset's depreciated replacement cost and fair value less costs to sell. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

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

In certain situations, an impairment loss may subsequently be reversed. Where an impairment loss is subsequently reversed, the carrying amount of the asset is increased to the revised estimate of its recoverable amount. A reversal of an impairment loss is recognised in the Comprehensive Operating Statement as income, unless the asset is carried at a revalued amount, in which case the impairment reversal results in an increase in the Asset Revaluation Surplus. Note 15 provides additional information in relation to the Asset Revaluation Surplus.

q) Assets Held for Sale

Assets held for sale consist of those assets which management has determined are available for immediate sale in their present condition, and their sale is highly probable within the next 12 months.

These assets are measured at the lower of the asset's carrying amount and fair value less costs to sell. These assets are not

depreciated. Non-current assets held for sale have been recognised on the face of the financial statements as current assets.

r) Leased Assets

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

Finance Leases

Finance leases are capitalised. A leased asset and a lease liability equal to the present value of the minimum lease payments are recognised at the inception of the lease.

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

Operating Leases

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

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

s) Payables

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

t) Employee Benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries and recreation leave. Liabilities arising in respect of wages and salaries and recreation leave and other employee benefit liabilities that fall due within 12 months of reporting date are classified as current liabilities and are measured at amounts expected to be paid.

All annual leave liabilities are expected to be settled within 12 months and are measured at their nominal value in accordance with AASB101.

Non-current employee benefit liabilities that fall due after 12 months of the reporting date are measured at present value, calculated using the government long-term bond rate. Department of the Chief Minister encourages employees to utilise their staff provisions: therefore, the requirement for providing non-current employee provisions is not material.

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

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

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

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

u) Superannuation

Employees' superannuation entitlements are provided through one of the following:

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

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



DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

v) Contributions by and Distributions to Government

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

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

w) Commitments

Disclosures in relation to capital and other commitments, including lease commitments are shown at Note 18 and are consistent with the requirements contained in AASB 101, AASB 116 and AASB 117.

Commitments are those contracted as at 30 June where the amount of the future commitment can be reliably measured.

FINANCIAL REPORTING

5

3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

	Note	Policy Advice and Public Sector Coordination		Government Business Support		Function Transfers			Total
		2013 \$000	2012 \$000	2013 \$000	2012 \$000	2013 \$000	2012 \$000	2013 \$000	2012 \$000
INCOME									
Grants and Subsidies Revenue									
Current		7512	256	191	91		26	7703	373
Capital		-	3843	-	-		-	-	3843
Appropriation									
Output		10 474	9274	30 409	26 260		34 269	40 883	69 803
Commonwealth		2247	-	-	-		-	2247	-
Sales of Goods and Services ¹		204	285	429	481		2663	633	3429
Goods and Services Received Free of Charge	4	972	710	3196	2588		810	4168	4108
Gain/(Loss) on Disposal of Assets	5	-	-	3	(2)		-	3	(2)
Other Income		196	28	18	53		16	214	97
TOTAL INCOME		21 605	14 396	34 246	29 470		37 784	55 851	81 651
EXPENSES									
Employee Expenses		6648	6178	22 749	20 761		6893	29 397	33 832
Administrative Expenses									
Purchases of Goods and Services ¹	6	2124	2312	9566	9291		6497	11 690	18 100
Repairs and Maintenance		39	12	368	182		6	407	200
Depreciation and Amortisation		84	64	492	428		133	576	625
Other Administrative Expenses ²	10, 11	972	710	3198	2588		810	4170	4108
Grants and Subsidies Expenses									
Current		6957	12 605	-	36		21 365	6957	34 006
Capital		1544	21 596	-	-		1 113	1544	22 709
TOTAL EXPENSES		18 368	43 477	36 373	33 286		36 816	54 741	113 579
NET SURPLUS/(DEFICIT)		3237	(29 081)	(2127)	(3816)		967	1110	(31 928)
OTHER COMPREHENSIVE INCOME									
Asset Revaluation Reserve		-	-	-	-		(1091)	(1091)	-
TOTAL OTHER COMPREHENSIVE INCOME									
COMPREHENSIVE RESULT		3237	(29 081)	(2127)	(3816)		967	19	(31 928)

(Footnotes)

¹ Rounding discrepancy, refer to Note 2 (e)

² Includes \$4.17 million for DCIS service charges



	2013 \$000	2012 \$000
4. GOODS AND SERVICES RECEIVED FREE OF CHARGE		
Department of Corporate and Information Services	4168	4108
	4168	4108
5. GAIN ON DISPOSAL OF ASSETS		
Net proceeds from the disposal of non-current assets	-	3
Less: Carrying value of non-current assets disposed	-	7
Gain/(Loss) on the disposal of non-current assets	-	(4)
Proceeds from sale of minor assets	3	2
Total Gain/(Loss) on Disposal of Assets	3	(2)
6. PURCHASES OF GOODS AND SERVICES		
The net surplus has been arrived at after charging the following expenses:		
Goods and Services Expenses:		
Consultants ⁽¹⁾	1927	3185
Advertising	778	447
Marketing and Promotion ⁽²⁾	370	1954
Document Production	147	145
Legal Expenses ⁽³⁾	23	1227
Recruitment ⁽⁴⁾	76	49
Training and Study	157	435
Official Duty Fares	1411	1750
Travelling Allowance	276	159
Agency Service Arrangements	116	310
Entertainment/Hospitality	842	1076
Information Technology Charges	1303	1673
Motor Vehicle Expenses	1027	1331
Communications	609	812
Accommodation	318	361
Other	1150	1878
	10 530	16 792

⁽¹⁾ Includes marketing, promotion and IT consultants.

⁽²⁾ Excludes marketing and promotion consultants' expenses, which are incorporated in the consultants category.

⁽³⁾ Includes legal fees, claim and settlement costs.

⁽⁴⁾ Includes recruitment related advertising costs.

	2013 \$000	2012 \$000
7. OTHER ADMINISTRATIVE EXPENSES		
Assets Written Down	-	-
Assets Donated and Gifted	-	-
Doubtful Debt Expense	-	-
Write offs and Losses	2	-
Goods and Services Received Free of Charge	4168	4108
	4170	4108

	2013 \$000	2012 \$000
8. CASH AND DEPOSITS		
Cash on Hand	4	7
Cash at Bank	23 028	15 385
	23 032	15 392
	2013 \$000	2012 \$000
9. RECEIVABLES		
Current		
Accounts Receivable	229	194
Less: Allowance for Impairment Losses	-	-
	229	194
GST Receivables	98	(110)
Other Receivables	23	141
	121	31
Total Receivables¹	350	226

¹ Rounding discrepancy, refer to Note 2 (e)

10. PROPERTY, PLANT AND EQUIPMENT

	2013 \$000	2012 \$000
Land		
At Fair Value	15 695	23 496
Buildings		
At Fair Value	14 649	14 184
Less: Accumulated Depreciation	(8417)	(8310)
	6232	5874
Infrastructure		
At Fair Value	52	2478
Less: Accumulated Depreciation	-	(349)
	52	2129
Construction (Work in Progress)		
At Capitalised Cost	-	-
	-	-
Plant and Equipment		
At Fair Value	3128	3144
Less: Accumulated Depreciation	(2474)	(2127)
	654	1017
Computer Software		
At Capitalised Cost	265	198
Less: Accumulated Depreciation	(192)	(132)
	73	66
Computer Hardware		
At Capitalised Cost	8	8
Less: Accumulated Depreciation	(8)	(8)
	-	-
Leased Plant and Equipment		
At Capitalised Cost	-	12
Less: Accumulated Depreciation	-	(12)
	-	-
Transport Equipment		
At Fair Value	51	51
Less: Accumulated Depreciation	(21)	(13)
	30	39
Total Property, Plant and Equipment	22 736	32 620

Property, Plant and Equipment Valuations

The Australian Valuation Office conducted an independent valuation of the land and buildings at the Administrator's Offices as at 30 June 2011. The valuation resulted in an increment of \$4.58 million on the land and an increment of \$0.78 million on the building. No other impairments were recorded against the agency's property, plant and equipment.

10. PROPERTY, PLANT AND EQUIPMENT Cont...

2013 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2012–13 is set out below:

	Land	Buildings	Infrastructure	Construction (Work in progress)	Plant & Equipment	Computer Software	Transport Equipment	Total
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Carrying Amount as at 1 July 2012	23 496	5874	2129	-	1017	66	39	32 620
Additions	-	-	-	-	15	67	-	82
Disposals	-	-	-	-	-	-	-	-
Depreciation ¹	-	(128)	-	-	(377)	(60)	(8)	(574)
Additions/(Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-
Additions/(Disposals) from Asset Transfers ¹	(7801)	486	(2077)	-	-	-	-	(9392)
Revaluation Increments/(Decrements)	-	-	-	-	-	-	-	-
Other Movements	-	-	-	-	-	-	-	-
Carrying Amount as at 30 June 2013	15 695	6232	52	-	654	73	30	22 736

¹ Rounding discrepancy, refer to Note 2 (e)

10. PROPERTY, PLANT AND EQUIPMENT Cont...

2012 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2011–12 is set out below:

	Land	Buildings	Infrastructure	Construction (Work in Progress)	Plant & Equipment	Computer Software	Transport Equipment	Total
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Carrying Amount as at 1 July 2011	23 075	5765	2178	-	1141	108	-	32 267
Additions	-	-	-	-	295	-	41	336
Disposals	-	-	-	-	(7)	-	-	(7)
Depreciation ¹	-	(117)	(50)	-	(412)	(42)	(3)	(623)
Additions/(Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-
Additions/(Disposals) from Asset Transfers	421	226	-	-	-	-	-	647
Revaluation Increments/ (Decrements)	-	-	-	-	-	-	-	-
Other Movements	-	-	-	-	-	-	-	-
Carrying Amount as at 30 June 2012	23 496	5874	2129	-	1017	66	39	32 620

¹ Rounding discrepancy, refer to Note 2 (e)

11. HERITAGE AND CULTURAL ASSETS

Carrying amount

At valuation

Less: Accumulated Depreciation

Written down value - 30 June

Reconciliation of movements

Carrying amount at 1 July

Additions

Depreciation

Additions/(Disposals) from Asset Transfers

Carrying Amount as at 30 June

	2013 \$000	2012 \$000
	260	290
	(153)	(152)
	107	138
	138	140
	(2)	(2)
	(29)	
	107	138

Heritage and Cultural Assets Valuation

Heritage and cultural assets are valued at original cost. No impairments have been recorded against these assets during the year.

12. PAYABLES

Accounts Payable

Accrued Expenses

Other Payables

Total Payables

	2013 \$000	2012 \$000
	449	954
	975	1105
	1424	2059

13. OTHER LIABILITIES

Unearned Revenue

Total Other Liabilities

	2013 \$000	2012 \$000
	157	-
	157	-



	2013 \$000	2012 \$000
14. PROVISIONS		
Current		
<i>Employee Benefits</i>		
Recreation Leave and Airfares	2911	4626
Leave Loading	221	283
	3132	4909
<i>Other Current Provisions</i>		
Fringe Benefit Tax	122	174
Payroll Tax	205	308
Superannuation	196	278
	523	760
Total Current	3655	5668
Non-Current		
<i>Employee Benefits</i>		
Recreation Leave	-	-
	-	-
Total Provisions	3655	5668

Reconciliations of Provisions

Fringe Benefit Tax

Balance as at 1 July	174	150
Additional Provisions Recognised	754	721
Reductions Arising from Payments	(806)	(697)
Balance as at 30 June	122	174

Payroll Tax

Balance as at 1 July	308	297
Additional Provisions Recognised	228	322
Reductions Arising from Payments	(331)	(311)
Balance as at 30 June	205	308

Superannuation

Balance as at 1 July	278	244
Additional Provisions Recognised	203	280
Reductions Arising from Payments	(285)	(246)
Balance as at 30 June	196	278

The agency employed 213.43 full-time equivalent employees as at 30 June 2013 (272.7 employees as at 30 June 2012).

15. RESERVES

Asset Revaluation Surplus

(i) Nature and Purpose of the Asset Revaluation Surplus

The asset revaluation surplus includes the net revaluation increments and decrements arising from the revaluation of non-current assets. Impairment adjustments may also be recognised in the Asset Revaluation Surplus.

(ii) Movements in the Asset Revaluation Surplus

Balance as at 1 July

Increment/(Decrement) from Land Asset Transfers

Balance as at 30 June

2013
\$000

2012
\$000

12 608

12 608

(1091)

-

11 517

12 608

16. NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Cash

The total of agency Cash and Deposits of \$23 028 258.08 recorded in the Balance Sheet is consistent with that recorded as 'cash' in the Cash Flow Statement.

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

2013
\$000

2012
\$000

Net Surplus/(Deficit)

1110

(31 928)

Non-Cash Items:

Depreciation and Amortisation

576

625

Asset Write-Offs/Write-Downs

-

-

Asset Donations/Gifts

-

-

(Gain)/Loss on Disposal of Assets

-

4

R&M Minor New Works – Non Cash

133

-

Doubtful Debts Expense - other

-

-

Changes in Assets and Liabilities:

Decrease/(Increase) in Receivables

(125)

809

Decrease/(Increase) in Prepayments

27

(71)

(Decrease)/Increase in Payables

(635)

435

(Decrease)/Increase in Provision for Employee Benefits

(1777)

349

(Decrease)/Increase in Other Provisions

(236)

67

(Decrease)/Increase in Other Deferred Income

157

Net Cash From Operating Activities¹

(771)

(29 709)

¹ Rounding discrepancy, refer to Note 2 (e)



17. FINANCIAL INSTRUMENTS

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

(a) Categorisation of Financial Instruments

The carrying amounts of the Department of the Chief Minister's financial assets and liabilities by category are disclosed in the table below.

	2013	2012
	\$000	\$000
Financial Assets		
Cash and deposits	23 032	15 392
Loans and receivables	350	226
Financial Liabilities		
Payables	(1424)	(2059)

(b) Credit Risk

The agency has limited credit risk exposure (risk of default). In respect of any dealings with organisations external to government, the agency has adopted a policy of only dealing with credit-worthy organisations and obtaining sufficient collateral or other security where appropriate, as a means of mitigating the risk of financial loss from defaults.

The carrying amount of financial assets recorded in the financial statements, net of any allowances for losses, represents the agency's maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.

Receivables

Receivable balances are monitored on an ongoing basis to ensure that exposure to bad debts is not significant. A reconciliation and ageing analysis of receivables is presented below.

17. FINANCIAL INSTRUMENTS (continued)

Internal Receivables^(a)

2012–13

	Ageing of Receivables \$000	Ageing of Impaired Receivables \$000	Net Receivables \$000
Not Overdue	249	-	249
Overdue for less than 30 Days	1	-	1
Overdue for 30 to 60 Days	-	-	-
Overdue for more than 60 Days	-	-	-
Total	250	-	250

2011–12

Not Overdue	215	-	215
Overdue for less than 30 Days	-	-	-
Overdue for 30 to 60 Days	-	-	-
Overdue for more than 60 Days	-	-	-
Total	215	-	215

External Receivables^(b)

2012–13

	Ageing of Receivables \$000	Ageing of Impaired Receivables \$000	Net Receivables \$000
Not Overdue	100	-	100
Overdue for less than 30 Days	-	-	-
Overdue for 30 to 60 Days	-	-	-
Overdue for more than 60 Days	-	-	-
Total	100	-	100

Reconciliation of the Allowance for Impairment Losses^(b)

Opening	-	-	-
Written off during the year	2	-	2
Recovered during the year	-	-	-
Increase/(Decrease) in allowance recognised in Profit/(Loss)	(2)	-	(2)
Total	-	-	-
2011–12			
Not Overdue	-	-	-
Overdue for less than 30 Days	9	-	9
Overdue for 30 to 60 Days	2	-	2
Overdue for more than 60 Days	-	-	-
Total	11	-	11



17. FINANCIAL INSTRUMENTS (continued)

(c) Liquidity risk

Liquidity risk is the risk that the agency will not be able to meet its financial obligations as they fall due. The agency's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

2013 Maturity analysis for financial assets & liabilities

	Fixed or Variable	Interest Bearing			Non Interest Bearing \$000	Total \$000	Weighted Average %
		Less than a Year \$000	1 to 5 Years \$000	More than 5 Years \$000			
Assets							
Cash and deposits					23 032	23 032	
Receivables					350	350	
Total Financial Assets:					23 382	23 382	
Liabilities							
Payables					(1424)	(1424)	
Total Financial Liabilities:					(1424)	(1424)	

2012 Maturity analysis for financial assets & liabilities

	Fixed or variable	Interest Bearing			Non Interest Bearing \$000	Total \$000	Weighted average %
		Less than a year \$000	1 to 5 years \$000	More than 5 years \$000			
Assets							
Cash and deposits					15 392	15 392	
Receivables					226	226	
Total Financial Assets:					15 618	15 618	
Liabilities							
Payables					(2059)	(2059)	
Total Financial Liabilities:					(2059)	(2059)	

17. FINANCIAL INSTRUMENTS (continued)

(d) Market Risk

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

i) Interest Rate Risk

The Department of the Chief Minister is not exposed to interest rate risk as agency financial assets and financial liabilities are non-interest bearing.

ii) Price Risk

The Department of the Chief Minister is not exposed to price risk as it does not hold units in unit trusts.

iii) Currency Risk

The Department of the Chief Minister is not exposed to currency risk as it does not hold borrowings denominated in foreign currencies or transactional currency exposures arising from purchases in a foreign currency.

(e) Net Fair Value

The fair value of financial instruments is estimated using various methods. These methods are classified into the following levels:

Level 1 – derived from quoted prices in active markets for identical assets or liabilities

Level 2 – derived from inputs other than quoted prices that are observable directly or indirectly

Level 3 – derived from inputs not based on observable market data.

17. FINANCIAL INSTRUMENTS (continued)

	Total Carrying Amount	Net Fair Value Level 1	Net Fair Value Level 2	Net Fair Value Level 3	Net Fair Value Total
2013	\$000	\$000	\$000	\$000	\$000
Financial Assets					
Cash and Deposits	23 032	23 032			23 032
Receivables	350	350			350
Total Financial Assets:	23 382	23 382			23 382
Financial Liabilities					
Payables	(1424)	(1424)			(1424)
Total Financial Liabilities:	(1424)	(1424)			(1424)
 2012					
	Total Carrying Amount	Net Fair Value Level 1	Net Fair Value Level 2	Net Fair Value Level 3	Net Fair Value Total
	\$000	\$000	\$000	\$000	\$000
Financial Assets					
Cash and Deposits	15 392	15 392			15 392
Receivables	226	226			226
Total Financial Assets:	15 618	15 618			15 618
Financial Liabilities					
Payables	(2059)	(2059)			(2059)
Total Financial Liabilities:	(2059)	(2059)			(2059)

The net fair value of *Cash*, *Receivables*, and *Payables* are based on current market values.

18. COMMITMENTS

	2013		2012	
	Internal \$000	External \$000	Internal \$000	External \$000
Operating Lease Commitments				
The agency leases property under non-cancellable operating leases expiring from zero to three years. Leases generally provide the agency with a right of renewal at which time all lease terms are renegotiated. The agency also leases items of plant and equipment under non-cancellable operating leases. Future operating lease commitments not recognised as liabilities are payable as follows:				
Within one year	539	12	785	143
Later than one year and not later than five years	387	-	297	66
	926	12	1082	209
Grant Commitments				
Grant commitments not provided for in the financial statements primarily represents tied funding that must be applied to designated services or functions as follows:				
Within one year	24 531	6516	5748	14 983
Later than one year and not later than five years	6328	380	2496	95
	30 859	6896	8244	15 078

19. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

The agency has no material contingent liabilities or contingent assets as at 30 June 2013.

20. EVENTS SUBSEQUENT TO BALANCE DATE

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

21. WRITE-OFFS, WRITE-DOWNS, POSTPONEMENTS, WAIVERS, GIFTS AND EX GRATIA PAYMENTS

	Agency		Agency	
	2013 \$000	No. of Trans.	2012 \$000	No. of Trans.
Write-offs, Postponements and Waivers Under the <i>Financial Management Act</i>				
Represented by:				
<u>Amounts written off, postponed and waived by Delegates</u>				
Irrecoverable amounts payable to the Territory or an agency written off	2	3	-	-
Losses or deficiencies of money written off	-	-	-	-
Public property written off	-	-	-	-
Waiver or postponement of right to receive or recover money or property	-	-	-	-
Total written off, postponed and waived by Delegates	2	3	-	-
<u>Amounts written off, postponed and waived by the Treasurer</u>				
Irrecoverable amounts payable to the Territory or an agency written off	-	-	-	-
Losses or deficiencies of money written off	-	-	-	-
Public property written off	-	-	-	-
Waiver or postponement of right to receive or recover money or property	-	-	-	-
Total written off, postponed and waived by the Treasurer	-	-	-	-
Write-offs, Postponements and Waivers Authorised Under Other Legislation				
Gifts Under the <i>Financial Management Act</i>				
Ex Gratia Payments Under the <i>Financial Management Act</i>				

22. SCHEDULE OF TERRITORY ITEMS

The Department of the Chief Minister does not have any Territory items (refer Note 2(c)).

GRANT PROGRAMS

SOCIAL POLICY
OFFICE OF YOUTH AFFAIRS
NATIONAL YOUTH WEEK
YOUTH SECTOR CONFERENCE
OFFICE OF SENIOR TERRITORIANS
MULTICULTURAL AFFAIRS
ALICE SPRINGS TRANSFORMATION PLAN
COMMUNITY SUPPORT

SOCIAL POLICY

Grant program/recipient	Purpose	Amount
Volunteering SA and NT Inc	NT Volunteer Awards 2013	15 000
Office of Children and Families	Youth NT Conference 2012	5000
Northern Territory Shelter	Homelessness Summit	1000
Grants Total		21 000

OFFICE OF YOUTH AFFAIRS

YOUTH ENGAGEMENT GRANT PROGRAM

Grant program/recipient	Purpose	Amount
Mission Australia	Sponsorship - Urban Quest NT	5000
YMCA Of The Top End Inc	Sponsorship - YMCA Youth Parliament	4545
Victoria Daly Shire Council	Youth Vibe Holiday Grant - Palumpa/Yarralin Cooking club	2932
Centralian Middle School	Quick Response Grant - 2013 China Study Tour	2000
Melbourne International Comedy Festival	Quick Response Grant - Class Clowns Workshop	2000
Waltja Tjutangku Palyapayi Aboriginal Association	Quick Response Grant - Young Women's Bush Medicine Circle	2000
Centralian Middle School	Quick Response Grant - Education Tour	2000
YMCA Of The Top End Inc	Youth Vibe Holiday Grant - Ben Tre Vietnam Tour	2000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Eva Valley Big River Region Camp	2000
Sanderson Middle School Council Inc	Youth Vibe Holiday Grant - Sanderson Leadership Hike	2000
Victoria Daly Shire Council	Youth Vibe Holiday Grant - Wadeye Youth Short Films	2000

GRANT PROGRAMS

6

Grant program/recipient	Purpose	Amount
Sanderson Middle School Council Inc	Youth Vibe Holiday Grant - 2013 Power To The People Event	2000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Barunga Springvale Big River Region Camp	2000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Beswick Katherine Gorge Camp	2000
Coomalie Community Government Council	Youth Vibe Holiday Grant - Coomalie Community Activity	2000
Christian Community Centre Alice Springs	Youth Vibe Holiday Grant - Desert Life Church	2000
Central Desert Shire Council	Youth Vibe Holiday Grant - Engawala Summer Festival	2000
Scout Association Of Australia - Northern Territory Branch	Youth Vibe Holiday Grant - Intra Territory Scout Camp	2000
Scout Association Of Australia - Northern Territory Branch	Youth Vibe Holiday Grant - Canoeing and Hiking Expedition Katherine Gorge	2000
YMCA Of Katherine Inc	Youth Vibe Holiday Grant - Youth Drop In Night	2000
Warlpiri Media Association Inc	Youth Vibe Holiday Grant - Youth Radio	2000
Victoria Daly Shire Council	Youth Vibe Holiday Grant - Kalkarindji Ranger Holiday Camps	2000
Somerville Community Services Inc	Youth Vibe Holiday Grant - Katherine Skate Day	2000
Linkz Incorporated	Youth Vibe Holiday Grant - Linkz Odyssey Holiday Program Laramba	2000
Linkz Incorporated	Youth Vibe Holiday Grant - Linkz Odyssey Holiday Program Umbakumba	2000
Linkz Incorporated	Youth Vibe Holiday Grant - Linkz Odyssey Holiday Program Yarralin	2000
Linkz Incorporated	Youth Vibe Holiday Grant - Linkz Odyssey Holiday Program Yuelamu	2000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Ngukurr Winter Fun	2000



Grant program/recipient	Purpose	Amount
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Numbulwar Culture Camp	2000
Sports Medicine Australia (NT)	Youth Vibe Holiday Grant - Sports Medicine Program	2000
Sunrise Health Service Aboriginal Corporation	Youth Vibe Holiday Grant - Sunrise Health Youth Camp	2000
Craft Council Of The NT Inc T/A Territory Craft	Youth Vibe Holiday Grant - Tactile Arts	2000
Australian Red Cross Society	Youth Vibe Holiday Grant - The Shak Expo	2000
Down Syndrome Association of the NT	Youth Vibe Holiday Grant - Total Communications	2000
Touch Football Australia Incorporated	Youth Vibe Holiday Grant - Touch Football	2000
YMCA Of Central Australia Inc	Youth Vibe Holiday Grant - Gym Fantastics	2000
Darwin Community Arts NT	Youth Vibe Holiday Grant - The Switch	1990
Top End Hospital Network	Youth Vibe Holiday Grant - Creating AdolesceNT Peer Support	1962
YMCA of the Top End Inc	Youth Vibe Holiday Grant - YMCA Christmas Dinner Grant	1900
Belyuen Community Government	Youth Vibe Holiday Grant - Belyuen Hip Hop Dance Project	1850
Sports Medicine Australia (NT)	Youth Vibe Holiday Grant - Sports Training Level 1	1840
Scout Association Of Australia - Northern Territory Branch	Youth Vibe Holiday Grant - Marie Debris Survey	1800
Central Desert Shire Council	Youth Vibe Holiday Grant - Atitjere Xmas Basketball Carnival	1750
Victoria Daly Shire Council	Youth Vibe Holiday Grant - Team Buidling activities, Timber Creek	1700
Victoria Daly Shire Council	Youth Vibe Holiday Grant - Timber Creek Team Building Activity	1700
Corrugated Iron Youth Arts	Youth Vibe Holiday Grant - Performance Summer School	1650

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Down Syndrome Association Of The NT Inc	Youth Vibe Holiday Grant - Dance 21 Workshop	1650
Motor Trades Association (NT) Inc	Sponsorship - Apprentice of The Year	1500
Central Australian Territory Craft Incorporated	Youth Vibe Holiday Grant - Craft Connections	1480
Somerville Community Services Inc	Youth Vibe Holiday Grant - Katherine Cinema Event	1400
Linkz Incorporated	Youth Vibe Holiday Grant - Linkz Odyssey Holiday Program Galiwinku	1300
Parliamentary Education Services	Youth Vibe Holiday Grant - Parliament House in Action, Gunbalanya School	1200
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Borroloola Sport Spectacular	1000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Beswick Big River Region Camp	1000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Bulman Weemol Homeland Culture Camp	1000
Enchanted Party Art	Youth Vibe Holiday Grant - Fairy Jill Trick Swap Workshop	1000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Jilkminggan Big River Region Camp	1000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Keep in Touch with Cultural Camp	1000
Roper Gulf Shire Council	Youth Vibe Holiday Grant - Ngukurr Dive-In Pool Party	1000
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Ali Curung	1000
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Alpururulam	1000
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Ampilatwatja	1000
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Arlparra	1000
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Elliot	1000



Grant program/recipient	Purpose	Amount
Barkly Shire Council	Youth Vibe Holiday Grant - Poetry Slam Wutunugurra	1000
Australian Red Cross Society	Youth Vibe Holiday Grant - Darwin Amazing Race	950
City of Palmerston	Youth Vibe Holiday Grant - 3 on 3 Basketball Day	937
Scout Association Of Australia - Northern Territory Branch	Youth Vibe Holiday Grant - Australian Scout Jamboree	750
The Gathering Inc	Quick Response Grant - Christmas Party	600
Myra Hales	Quick Response Grant - National Evatt Trophy Competition	500
Jeannette Goetjes	Quick Response Grant - Desert Divas Workshops	500
Miguel Lontoc	Quick Response Grant - National Evatt Trophy Competition	500
Denise Mayers	Quick Response Grant - Desert Divas Workshops	500
Jennifer Kite	Quick Response Grant - Desert Divas Workshops	500
Daniel Hamilton	Quick Response Grant - Aotearoa Leadership Tour	500
Cody Love	Quick Response Grant - Assistance to attend Gravitare event	500
Pieter Van De Wilderkamp	Quick Response Grant - Australian Scout Jamboree	500
Taneal Luana Croydon	Quick Response Grant - Desert Divas Workshops	500
Selena Uibo	Quick Response Grant - Hairdressing Summer School	500
Yuji Nojima	Quick Response Grant - International Youth Soccer Tournament, Donosti Cup	500
Ankitha H Hakeem	Quick Response Grant - London International Youth Science Forum	500
Kellie A Streeter	Quick Response Grant - Mission Australia Sydney Sleep Out	500

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Kae Jenn Tchia	Quick Response Grant - National Evatt Trophy Competition	500
Barkly Regional Arts Inc	Quick Response Grant - Nyinkka Nyunyu Art Youth Performance	500
Nadine Taylor	Quick Response Grant - Ramingining Circus Workshops	500
Ludovic Dumas	Quick Response Grant - Ramingining Circus Workshops	500
Lynette Green	Quick Response Grant - World Challenge Trip to Africa	500
Mohammed Raziuddin	Quick Response Grant - United Nations Youth Conference	500
Jane Alia	Quick Response Grant - World Youth Congress	500
Youth For Christ Australia Inc	Youth Vibe Holiday Grant - Karama Block Party	500
Amy Hetherington	Youth Vibe Holiday Grant - Media Makers workshops	500
Sarah Bramham	Quick Response Grant - National Evatt Trophy Competition	470
Scout Association Of Australia - Northern Territory Branch	Quick Response Grant - Alice Springs Mawson Scholarship	400
Scout Association Of Australia - Northern Territory Branch	Quick Response Grant - Darwin Mawson Scholarship	400
The Gathering Inc	Quick Response Grant - Germination, Live Gig	400
Parliamentary Education Services	Youth Vibe Holiday Grant - Parliament House in Action, Shepherdson College Galinwin'ku	400
Junior Police Rangers Land Association	Youth Vibe Holiday Grant - Goanna Park BBQ	321
Grants Total		134 779

NATIONAL YOUTH WEEK

Grant program/recipient	Purpose	Amount
Awards Australia Pty Ltd	Sponsorship - NT Young Achiever of the Year Awards 2014 sponsorship	12 500
Central Desert Shire Council	National Youth Week Grant - Youth Tunes Roadshow	6000
Katherine Town Council	National Youth Week Grant - Pool Party Opening Ceremony Event	5000
Barkly Regional Arts	National Youth Week Grant - Showcase And Disco Event	4000
Katherine Regional Aboriginal Health And Related Services	National Youth Week Grant - Youth Week Celebrations	4000
NT Aids & Hepatitis Council Inc	National Youth Week Grant - Reach Out And Rock Event	4000
Malabam Health Board	National Youth Week Grant - Maningrida Youth Day	3500
Ngaanyatjarra, Pitjantjatjara and Yankunytjatjara Women's Council	National Youth Week Grant - NPY Women's Council Youth Program Circus Festival	3200
Barkly Shire Council	National Youth Week Grant - Community Basketball Competitions (Ali Curung, Elliot, Alpururulam, Alparra, Enpenarra, Ampilatawatja)	3000
Roper Gulf Shire Council	National Youth Week Grant - Healthy Lifestyle Carnival	3000
Roper Gulf Shire Council	National Youth Week Grant - Barunga Sports and Rec Healthy Lifestyle Carnival	3000
Corrugated Iron Youth Arts	National Youth Week Grant - 1m2 at the Youth Hub	2500
Sport Education Development Australia	National Youth Week Grant - Life, Your In It Event	2500
Alice Springs Town Council	National Youth Week Grant - Youth Week Movie Marathon	2000
Alice Springs Youth Centre Inc	National Youth Week Grant - Small Day In Music Festival	2000
Batchelor Area School Council Inc	National Youth Week Grant - Kids Pool Party	2000

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Casuarina Senior College Council Inc	National Youth Week Grant - Celebrating 40 years of educating young people	2000
City Of Palmerston	National Youth Week Grant - Media Makers Workshop	2000
Dripstone Middle School Council	National Youth Week Grant - Health and Wellbeing Expo	2000
Multicultural Council Of The NT	National Youth Week Grant - Youth Week Skate Park Competition	2000
Our Lady Of The Sacred Heart College	National Youth Week Grant - National Basketball Carnival Final Ceremony	2000
Tiwi Islands Shire Council	National Youth Week Grant - Follow the Leader, Wurrumiyanga	2000
Total Recreation	National Youth Week Grant - Wildlife Camping Event	2000
United Nations Youth Australia Inc.	National Youth Week Grant - UN Youth NT Conference	2000
Multicultural Council Of The NT	National Youth Week Grant - Skin Deep Project Young Leader's Brunch	1940
City Of Darwin Council	National Youth Week Grant - Launch project (Youth Hub)	1900
The Gathering Inc	National Youth Week Grant - NYW 2013 Youth Party	1900
YMCA Of The Top End Inc	National Youth Week Grant - Belyuen Youth Week Event	1660
Anyinginyi Health Aboriginal Corporation	National Youth Week Grant - Dive into Life Event at Tennant Creek Town Pool	1500
Central Australian Aboriginal Congress Inc	National Youth Week Grant - Headspace Central Australia, Girls Night In	1500
Multicultural Council Of The NT	National Youth Week Grant - Youth Fashion Show	1500
Roper Gulf Shire Council	National Youth Week Grant - Ngukurr Career and Sports Expo	1500



Grant program/recipient	Purpose	Amount
Sanderson Middle School Council Inc	National Youth Week Grant - Let's Celebrate	1500
YMCA Of The Top End Inc	National Youth Week Grant - Movie Night Under the Starz	1400
Top End Hospital Network	National Youth Week Grant - Cafe Adolescent Grant	1337
Central Australian Territory Craft Incorporated	National Youth Week Grant - New Beginnings in Craft Workshop	1000
Centralian Middle School	National Youth Week Grant - Youth Week Health and Wellbeing Expo 2013	1000
City Of Darwin Council	National Youth Week Grant - Comic Book and Popular Arts Convention	1000
Fiji Association Of The NT	National Youth Week Grant - Island Night	1000
Gove Netball	National Youth Week Grant - Netball Development Camp	1000
Incite Youth Arts Inc	National Youth Week Grant - SPRUNG Youth Week Dance Workshop	1000
Roper Gulf Shire Council	National Youth Week Grant - Pool Party	1000
Victoria Daly Shire Council	National Youth Week Grant - Bulla Community Art Exhibition	1000
Amy Hetherington	National Youth Week Grant - Roving Reporter	454
Grants Total		104 292

YOUTH SECTOR CONFERENCE

Grant program/recipient	Purpose	Amount
Gap Youth Centre	Nikita Austral Accom & Fare	787
YMCA of Katherine Inc	Youth Sector Conference	387
Brandon Michael Folino-Driver	Brandon Folino Driver Performance	150
Mr Tyler Horwood	Youth Conference Scholarship Payment	100
Grants Total		1424
Office of Youth Affairs Grants Total		240 496

OFFICE OF SENIOR TERRITORIANS

Grant program/recipient	Purpose	Amount
Council on the Ageing	Operational grant funding	61 409
Council on the Ageing NT Inc	Operational grant funding	30 080
Council on the Ageing	Operational grant funding	30 080
Alice Springs Town Council	Operational grant funding	1800
Central Australian Territory Craft Incorporated	Seniors Month grant	1800
City of Palmerston	Seniors Month grant	1800
Coomalie Community Government Council	Seniors Month grant	1800
Friends of the Taminmin Library	Seniors Month grant	1800
Royal Life Saving Society Australia NT Branch	Seniors Month grant	1800
Alzheimer's Australia NT Inc	Seniors Month grant	1800
NT Field and Game Association	Seniors Month grant	1800
Katherine Senior Citizens Association Inc	Seniors Month grant	1232
Fannie Bay History and Heritage Society	Seniors Month grant	1200
Northern Territory Ballroom Dancing Association Inc	Seniors Month grant	850



Grant program/recipient	Purpose	Amount
National Seniors Australia - Central Australia Branch	Seniors Month grant	650
Alice Audiology (Desert Ear)	Seniors Month grant	609
NT Friendship & Support Inc	Seniors Month grant	516
Guide Dogs Association of SA & NT	Seniors Month grant	272
Katherine Senior Citizens Association Inc	Seniors Month grant	260
Katherine Senior Citizens Association Inc	Seniors Month grant	230
Grants Total		141 789

MULTICULTURAL AFFAIRS

CHARLES SEE KEE AWARDS

Grant program/recipient	Purpose	Amount
Charles Darwin University Foundation	Charles See Kee Leadership Scholarship 2013	3500
Charles Darwin University Foundation	Charles See Kee Leadership Scholarship 2013	875
Grants Total		4375

MULTICULTURAL AFFAIRS SPONSORSHIP PROGRAM

Grant program/recipient	Purpose	Amount
Multicultural Council of the NT	Grants For Multicultural Council of the NT Operations 2012	275 000
Multicultural Community Services of Central Australia Inc	2012–13 Operational & Project Funding	100 000
Greek Orthodox Community of Northern Australia Inc	Assistance for 2013 Community Welfare Worker & Weekly Support for Older Group Community	47 250
Catholic Diocese of Darwin	East Timor Italian Community	42 250
Chung Wah Society Inc	Sponsorship Community Support Worker	41 000
Indian Cultural Society Inc	India @ Mindil	40 000

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Greek Orthodox Community of Northern Australia Inc	Glenti Festival 2013	40 000
Filipino Australian Association of the NT	Barrio Fiesta 2012 and 114th Independence Day	22 500
Filipino Australian Association of the NT	Barrio 2013 Filipino Independence	22 500
Persatuan Indonesia	Pesona Indonesia 2012	15 000
Council On the Ageing NT Inc	Assistance In Social Program	15 000
Latino NT Association Inc	Latino Gala Ball	8000
Filipiniana Senior Citizen's Association Inc	Filipiniana Seniors 2012-2013	7500
Balai Indonesia Inc	Workshop, Indonesian Music Instruments	7000
Indian Cultural Society Inc	Diwali 2012 Festival of Lights	6000
Australia China Friendship Society NT Branch Incorporated	Australia China Friendship Dancing Night	6000
Tracks Inc	Dance Forum	5500
Multicultural Council of the NT	Happy Migrant Classes	5300
Hindu Society of the NT Inc	Dance and Musical Night	5000
Africa Australia Friendship Association	Dinner Dance 2012	5000
Papua New Guinea Australia Social & Cultural Group Inc	37th PNG Independence Celebration	5000
Fiji Association of the NT	Fiji Day	5000
Mabuhay Multicultural Association Incorporated	115th Philippine Independence Day	5000
Hindu Society of the NT Inc	Hindu Society Sita/Tabla Concert	5000
Melaleuca Refugee Centre Torture & Trauma Survivors Service	Welcome to Country for the Family in Cultural Transition Program	4200
Sri Lanka Australia Friendship Association	Event For Multicultural Seniors	4000
Hakka Association of Northern Territory	Book Launch of Hakka History	4000
8CCC Community Radio Inc	Many voices one place	3800
Sri Lanka Australia Friendship Association	Cultural Event-Slafa 2013	3000
Australian Japanese Association of NT Inc	Bunka No Hi Culture Day 2012	3000



Grant program/recipient	Purpose	Amount
Sri Lanka Australia Friendship Association	Website Creation	2500
Paiyaa Northern Territory Association (Pinta) Inc	Costumes and Musical Instruments	2500
Central Australia Sudanese Community Services	Workshop for community leaders	2430
Multicultural Council of the NT	Persian Community New Year	2400
Bangladesh Association of Darwin Incorporated	Bengali Festival	2200
Multicultural Council of the NT	Independence Day of Celebrations	2000
Multicultural Council of the NT	Southern African Dinner Dance	2000
Darwin Malayalee Association	Onam Celebration	2000
Darwin Malayalee Forum Inc	Onam Celebrations 2012	2000
Northern Territory Hong Kong Club	Mah-Jong 2013	2000
Nepalese Association of Northern Territory Inc	Nepalese New Year	2000
Tamil Society of the NT Inc	30th Anniversary Celebrations	2000
Multicultural Council of the NT	Drumming Workshops	2000
Multicultural Council of the NT	Lunar Festival	2000
Africa Australia Friendship Association	African Australian Women Girls Function	1500
Filipino Club Darwin Inc	Gala Dinner Show	1500
Central Australia Sudanese Community Services	Independence Day	1500
Sudanese Australian Association of the Northern Territory	Independence Day of Southern Sudan	1500
Australia Indonesian Cultural Centre	Australia Indonesian Cultural Centre	1500
Deutscher Klub Darwin Inc	Quick Response Grant Mayfest Celebrations	1500
Fiji Association of the NT	Bakkatasase Celebrations	1300
Congolese Community of NT	Grant funding	1000
Ausdance NT	Bhutanese Costumes	1000
Indian Cultural Society Inc	Indians Got Talent	1000

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Sikh Association of Northern Territory Inc.	Baisakhi Day	1000
Multicultural Council of the NT	Timorese Community Centre	1000
Australia China Friendship Society NT Branch Incorporated	Multicultural Dancing Night	1000
Multicultural Council of the NT	Pakistani Ashen Baharan Celebrations	1000
Balai Bahasa Indonesia Australia	Indonesia language courses and celebrations	800
Portuguese & Timorese Social Club Inc	Purchase of East Timorese Flag	750
Multicultural Council of the NT	Thingyan Water Festival	500
Rince Na H'Eireann Darwin Irish Dance Association Inc	Assistance for purchase of costumes	500
Australia China Friendship Society, NT Branch Incorporated	Harmony Soiree 2013	500
Multicultural Council of the NT	South Africans at Soiree	310
Grants Total		808 490

COMMUNITY FACILITIES DEVELOPMENT

Grant program/recipient	Purpose	Amount
Kalymnian Brotherhood Darwin	Upgrade and Repair	81 000
Greek Orthodox Community of Northern Australia Inc	Grant For the Greek Hall	81 000
Chung Wah Society Inc	Upgrade of Chung Wah Society Hall	50 000
Africa Australia Friendship Association	Upgrade of Portuguese & Timorese Facility (agreement for club to use facilities)	14 000
Portuguese & Timorese Social Club Inc	Sharing arrangement with AAFA	10 000
Katherine Filipino Australian Association of the NT Inc	Katherine Filipino Assoc facilities	8000
Grants Total		244 000



HARMONY

Grant program/recipient	Purpose	Amount
Multicultural Community Services of Central Australia Inc	Harmony Big Day Out	4050
Darwin Community Arts Inc	Harmony Soiree	4000
Tamil Society of the NT Inc	Tamil Society Harmony Day Event	1000
Rotary Club of Tennant Creek Inc	Assistance Towards Harmony Day	1000
Alice Springs Town Council	Harmony Day Fun Run/Walk	800
Congolese Community In NT Inc	Harmony Day Congolese At Darwin	800
Sri Lanka Australia Friendship Association	Harmony Day	800
Multicultural Council of the NT	Multicultural Council of the NT Youth NT Bring World Home	800
Australian Japanese Association of NT Inc	Australian and Japanese Association Harmony Soiree	800
NT Congolese Association Inc	Congolese Harmony Soiree	800
Sikh Association of Northern Territory Inc	Sikh Association Harmony Soiree	800
NT Irish Association Inc	NT Irish Assoc Harmony Soiree	800
Darwin Malayalee Association	Kerala Dances at Soiree	800
Fiji Association of the NT	Harmony Soiree 2013	800
Filipino Australian Association of the NT	Harmony Soiree 2013	800
Indian Cultural Society Inc	Harmony Soiree 2013	800
Nepalese Association of Northern Territory Inc	Harmony Soiree 2013	800
Multicultural Council of the NT	Happy Migrant Centre Groovy Gran	780
Palmerston Senior College	Lantern and Flash Dance	600
Millner Primary School Council	Harmony Soiree	600
Taminmin High School Council	Grant Harmony Celebration	600
Australia Indonesian Cultural Centre	Harmony Day Staging Batik Exhibition	500
Balai Bahasa Indonesia Australia	Harmony Day Rice Dish Festival	500
Darwin Community Arts Inc	African Allstar Drum Harmony	500

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
8CCC Community Radio Inc	8CCC Radio Station Harmony Big Day Out	500
Persatuan Indonesia	Persatuan Indonesian Harmony Day	500
Multicultural Council of the NT	Harmony Soiree Performance	500
Rince Na H'Eireann Darwin Irish Dance Association Inc	Costumes for Harmony Soiree	500
Stuart Park Primary School Council Inc	Harmony Day poster and writing competition	400
Acacia Hill School Council Inc	Harmony Day	400
Batchelor Area School Council Inc	Harmony Lunch	400
Girraween Primary School	Harmony Day	400
Gray School Council Inc	Multicultural Day	400
Moil Primary School Council	Harmony Day	400
Moulden Park Primary School	Harmony Day	400
Nemarluk School Council	Harmony Day	400
Sanderson Middle School Council Inc	Sanderson School Food Festival	400
Berry Springs School Council	Berry Springs School Harmony	400
Jingili Primary School Council Inc	Jingili Primary School Twilight Markets	400
Nakara School Council Inc	Cultural Performance and Food	400
Nightcliff Primary School Council	Harmony Day	400
Our Lady of the Sacred Heart .College	Harmony Day	400
Nhulunbuy High School	Harmony Day	400
St Phillips College	Harmony Day	400
Wagaman School Council Inc	Harmony Day	400
Malak School Council	Harmony Day	400
Humpty Doo Primary School Council Inc	Harmony Day	400
Our Lady of the Sacred Heart College	Harmony Day BBQ and Assembly	400
Our Lady of the Sacred Heart College	Harmony BBQ and Assembly	400
Grants Total		34 930

CULTURAL & LINGUISTIC AWARDS

Grant program/recipient	Purpose	Amount
Fiji Association of the NT	Cultural Classes	4900
Congolese Community In NT Inc	French Language Classes	4000
Grants Total		8900
Multicultural Affairs Grants Total		1 100 695

ALICE SPRINGS TRANSFORMATION PLAN (ASTP)

SOCIAL ISSUES

Grant program/recipient	Purpose	Amount
Department of Attorney-General and Justice	Responding to Family Violence	769 989
Department of Housing	ISTEP (Mission Australia)	531 573
Office of Children and Families	Responding to Family Violence	497 205
Office of Children and Families	Gap Youth Centre	491 900
Office of Children and Families	Targeted Family Support	391 500
Office of Children and Families	Ready and Willing for School	388 267
Office of Children and Families	Domestic & Family Violence Outreach	348 500
Education Transformations	Families and School Together (FAST)	341 056
Alice Springs Town Council	Dog Control Veterinary Program	142 500
Yipirinya School Council Incorporated	Parental Engagement in Childrens Education	90 000
Department of Housing	Tenancy Sustainability Program	66 086
Department of Education and Children's Services	Parents Engagement Program	60 000
YMCA Of Central Australia Inc	YMCA School Retention Program	25 000
Desert Knowledge Australia	Indigenous Education & Employment Taskforce Executive Officer	2500
Grants Total		4 146 077

GRANT PROGRAMS

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TOWN CAMPS

Grant program/recipient	Purpose	Amount
Department of Housing	Town Camp Upgrades	800 000
Department of Housing	Additional Housing Works	500 000
Ingkerreke Outstation Resource Services	Additional Housing Works	5 659
Grants Total		1 305 659

REDUCE HOMELESSNESS

Grant program/recipient	Purpose	Amount
Department of Housing	Visitor Accommodation Operations	189 233
ASTP Grants Total		5 640 969

COMMUNITY SUPPORT

Grant program/recipient	Purpose	Amount
Italian Festival Association Inc	Pasta In the Park event	200 000
NT Show Council Incorporated	2013 NT Show Council	150 000
Greek Orthodox Community	Greek Glenti	85 000
Baptist Care NT	Foodbank 2nd Installment	78 000
Nursery & Garden Industry of the Northern Territory	2013 Tropical Garden Spectacular	65 000
Royal Australian Artillery Association (NT) Inc	Darwin Military Museum Allied Memorial Wall	63 000
Hottest 7's In The World Limited	2013 Hottest 7's Event	60 000
Department of the Prime Minister and Cabinet	Diamond Jubilee Contribution	50 000
Yothu Yindi Foundation Aboriginal Corporation	Garma Festival 2013	50 000
Charles Darwin University	Scholarship to Celebrate Timor-Leste 10th Anniversary of Independence	37 500



Grant program/recipient	Purpose	Amount
Rotary Club of Darwin North	Sponsorship Grant	30 000
Department of Lands and Planning	Stuart Hand Secondment Agreement (Assistance with Fred's Pass Show)	28 434
Northern Territory Trades and Labour Council	Assistance With Position to work with Northern Territory Government and Stakeholders	25 000
Government House Foundation of the Northern Territory Inc	Government House Operational Grant	25 000
Darwin City Council	Bombing Of Darwin Day 2013	25 000
Centralian Middle School	2011 School Holiday Program	22 727
Hellenic Macedonian Association NT Inc	2013 Greek In Country Program	15 000
Darwin Turf Club Inc	Darwin Turf Club Visit from Mr Peter Moody	15 000
Darwin Lions Beer Can Regatta.Association Incorporated	2012 Beer Can Regatta	12 500
Finke Desert Race Inc	Assistance with China Trip for Finke Desert Race Competitors Agreement	12 056
Dinah Beach Cruising Yacht Association Incorporated	2013 Darwin To Ambon Race	10 000
Cruising Yacht Association Northern Territory	2013 Darwin To Dili	10 000
Phillipines Red Cross	Donation from Northern Territory Government for Phillipines Floods	10 000
Charles Darwin University Foundation	2013 Frans Seda Scholarship	9 900
Christmas In Darwin Association Inc	Carols By Candlelight 2012	8 000
Australian Institute Of Management Qld & NT	2012 Sponsorship Public Sector Award	7 500
Coomalie Community Government Council	ANZAC Day Grant 2013	7 000
Indian Cultural Society Inc	India At Mindil Festival	7 000
Humpty Doo Community & Child Care Centre Inc	Playground Grant	7 000
Darwin Chorale	Assistance with Timor-Leste Travel Costs for Performance	7 000
Hottest 7's In The World Limited	Shortfall Funding 2012 Event	6 466
NT Writers Centre Inc	2012 Book of the Year Awards	5 000
Special Children's Christmas .Party	2012 Christmas Party	5 000

GRANT PROGRAMS

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Grant program/recipient	Purpose	Amount
Returned & Services League of Australia (South Australia Branch)	2013 RSL Anzac Day Service	5 000
Starlight Children'S Foundation Australia	2013 Darwin Star Ball	5 000
Top End Rodeo Circuit Inc	2013 May Rodeo	5 000
Coomalie Community Government.Council	Lingalonga Festival Grant	5 000
Ltyentye Apurte Community Education Centre	Drumming Squad Darwin Trip	5 000
Greek Traditional Dancing Group	Assistance with Purchase of Costumes	5 000
Darwin Coordinators	Northern Australia Emergency Response Competition	5 000
Australian Red Cross Society	Donation Red Cross Calling	5 000
Katherine Model Aero Club	Katherine Model Aero Club Grant Assistance	5 000
Australia Indonesian Culturalcentre	Assistance with Cultural Exchange	4 100
Media Entertainment And Arts Alliance	2012 Media Awards	4 000
Darwin Tongan Community Group Inc	Tongan Community Celebration	4 000
World Fly	Assistance with Production of Album	4 000
Northern Territory Athletics	NT Track and Field Championships	4 000
Multihull Association Northern Territory Australia	2012 Darwin Multihull Regatta	3 500
Total Recreation	2012 Dancing With Celebrities	3 182
Henley-On-Todd Incorporated	2012 Henley On Todd	2 500
Cyprus Community Of The NT Inc	Assistance to Purchase New Costumes	2 500
Rotary Club of Stuart Alice Springs Inc	2012 Annual Territorian Dinner	2 000
Darwin Festival Association Inc	Ticketing Sponsorship	2 000
Nixons X-Ing Campdraft Association	2013 Nixons Crossing Campdraft	2 000
Dravidians United Inc	Cultural Music Concert 2012	2 000
Apex Club of Central Australia Inc	2012 Camel Cup Sponsorship	1 500
Tennant Turf Club	2013 Chief Minister's Footraces	1 500
Orchid Spectacular	2013 Orchid Spectacular	1 200
United Nations Youth Association NT	Melbourne Conference Assistance	1 200



Grant program/recipient	Purpose	Amount
Filipino Club Darwin Inc	Gala Concert And Dinner	1 000
Returned and Services League of Australia (Tennant Creek Sub Branch)	Tennant Creek RSL ANZAC Day 2013	1 000
Charles Darwin University	Chief Minister's Academic Achievement in Science Award	1 000
Australian Women of the Year Association Inc	Australian Women of the Year Luncheon	1 000
Lions Club of Darwin Nightcliff Inc	Childrens Film Festival	1 000
Northern Territory Bridge Association Inc	Assistance with Transport to Bridge Championship Competition	800
Holy Spirit Primary School	Donation Uz Mob Big Day Out	500
	Community Support Grants Total	1 245 565

AUSTRALIA DAY COUNCIL

Grant program/recipient	Purpose	Amount
Australia Day Council	Australia Day Council Grants Total	125 978
	Total 2012–13 Grants	8 515 144

Please note the above information does not incorporate unexpended grant monies returned from grant recipients.

APPENDICES

**NORTHERN TERRITORY MINISTRY
2012-13 MINISTERIAL EXPENDITURE
INSURABLE RISK
ACRONYMS AND ABBREVIATIONS
LIST OF FIGURES
CONTACT DETAILS
FEEDBACK FORM**



NORTHERN TERRITORY MINISTRY

AT 30 JUNE 2013

HON ADAM GRAHAM GILES MLA

Chief Minister

Minister for Police, Fire and Emergency
Services

Minister for Corporate and Information Services

Minister for Trade

Minister for Economic Development (Major
Projects)

Minister for Asian Engagement

Minister for Transport

HON DAVID WILLIAM TOLLNER MLA

Treasurer

Minister for Business

Minister for Employment and Training

Minister for Defence Liaison and Defence
Industry Support

HON (JOHN) JOHAN WESSEL ELFERINK
MLA

Attorney-General and Minister for Justice

Minister for Public Employment

Minister for Correctional Services

Minister for Statehood

HON ROBYN JANE LAMBLEY MLA

Minister for Health

Minister for Alcohol Rehabilitation

HON PETER GLEN CHANDLER MLA

Minister for Education

Minister for Housing

Minister for Lands, Planning and the
Environment

HON WILLEM RUDOLF WESTRA VAN
HOLTHE MLA

Minister for Primary Industry and Fisheries

Minister for Mines and Energy

Minister for Land Resource Management

Minister for Essential Services

HON ALISON ANDERSON MLA

Minister for Children and Families

Minister for Regional Development

Minister for Local Government

Minister for Women's Policy

HON MATTHEW ESCOTT CONLAN MLA

Minister for Central Australia

Minister for Tourism and Major Events

Minister for Sport and Recreation

Minister for Racing

Minister for Parks and Wildlife

Minister for Arts and Museums

HON PETER DONALD STYLES MLA

Minister for Infrastructure

Minister for Multicultural Affairs

Minister for Senior Territorians

Minister for Young Territorians

2012–13 MINISTERIAL EXPENDITURE

CURRENT GOVERNMENT (SEPTEMBER 2012 – JUNE 2013)

Minister	Total expenses (\$000)
The Hon A Giles (Chief Minister)	789
Employee Expenses	516
Operating Expenses	273
The Hon D Tollner	1010
Employee Expenses	830
Operating Expenses	180
The Hon A Anderson	773
Employee Expenses	552
Operating Expenses	221
The Hon P Chandler	884
Employee Expenses	708
Operating Expenses	176
The Hon M Conlan	980
Employee Expenses	665
Operating Expenses	315
The Hon J Elferink	980
Employee Expenses	726
Operating Expenses	254
The Hon R Lambley	1060
Employee Expenses	835
Operating Expenses	225



Minister	Total expenses (\$000)
The Hon P Styles	202
Employee Expenses	156
Operating Expenses	46
The Hon Westra Van Holthe	749
Employee Expenses	461
Operating Expenses	288
Office Central Australia	408
Employee Expenses	326
Operating Expenses	82
Shared Services Support	2727
Employee Expenses	2406
Operating Expenses	321
The Hon T Mills	1649
Employee Expenses	990
Operating Expenses	659
The Hon A Giles (Minister)	413
Employee Expenses	277
Operating Expenses	136
The Hon L Finocchiaro	2
Employee Expenses	0
Operating Expenses	2

Minister	Total expenses (\$000)
Leader of the Opposition (ALP)	1379
Employee Expenses	1026
Operating Expenses	353
Total	14 005
Employee Expenses	10 474
Operating Expenses	3531



2012–13 MINISTERIAL EXPENDITURE

PREVIOUS GOVERNMENT (JULY - AUGUST 2012)

Minister	Total expenses (\$000)
The Hon P Henderson (Chief Minister)	364
Employee Expenses	137
Operating Expenses	227
Dr C Burns	64
Employee Expenses	18
Operating Expenses	46
The Hon K Vatskalis	156
Employee Expenses	95
Operating Expenses	61
The Hon D Lawrie	74
Employee Expenses	30
Operating Expenses	44
The Hon D R Knight	163
Employee Expenses	122
Operating Expenses	41
The Hon M McCarthy	122
Employee Expenses	54
Operating Expenses	68
Mr K Hampton	140
Employee Expenses	52
Operating Expenses	88

Minister	Total expenses (\$000)
The Hon G McCarthy	104
Employee Expenses	75
Operating Expenses	29
Ministerial Support Unit	2592
Employee Expenses	2336
Operating Expenses	256
Office of the Chief Minister - Palmerston	84
Employee Expenses	38
Operating Expenses	46
Office of the Chief Minister - Regional	201
Employee Expenses	89
Operating Expenses	112
Leader of the Opposition (CLP)	221
Employee Expenses	91
Operating Expenses	130
Independent Members	39
Employee Expenses	24
Operating Expenses	15
Total	4324
Employee Expenses	3161
Operating Expenses	1163



INSURABLE RISK

On 4 November 2008, the Treasurer issued a Direction for Insurance Arrangements as part of the Insurable Risk Framework. Under Direction M2.1 – Insurance Arrangements, the Department of the Chief Minister is required to report insurance-related information in its annual report.

The agency reports the following information for the financial year ended 30 June 2013.

SELF-INSURANCE CLAIMS

Motor Vehicle Claims	2010–11**	2011–12	2012–13
Claims as at 30 June *	10	6	9
Value of Claims	\$21 140	\$21 866	\$10 387
Average Claims	\$1392	\$2114	\$3124

* All motor vehicle claims relate to accident repairs for NT Fleet vehicles

** Includes motor vehicle claims for NT Fleet and third party vehicle accident repairs

Figure 19.

WORKERS' COMPENSATION CLAIMS

Workers compensation claims	2010–11	2011–12	2012–13
Claims as at 1 July	1	1	1
New claims	4	0	3
Claims resolved	3	0	1
Claims as at 30 June	2	1	3
Cost of new claims	\$49 721	\$0	\$10 736
Current financial year claims	\$50 415	\$9171	\$167 957
Average new claim costs	\$12 430	\$0	\$3912

Figure 20.

COMMERCIAL INSURANCE PREMIUMS

The agency's commercial insurance premium arrangements are detailed as follows:

	2010–11	2011–12	2012–13
Travel Insurance	\$3750	\$3816	\$3837

Figure 21.

ACRONYMS AND ABBREVIATIONS

ANAO	Australian National Audit Office
ANZCTC	Australia-New Zealand Counter-Terrorism Committee
ANZEMC	Australia-New Zealand Emergency Management Committee
ARMC	Audit and Risk Management Committee
ASTP	Alice Springs Transformation Plan
CAF	Council for the Australian Federation
CIAC	Critical Infrastructure Advisory Committee
CMB	Communications and Marketing Bureau
COAG	Council of Australian Governments
DCM	Department of the Chief Minister
EDRMS	Electronic Document Records Management System
EEO	Equal Employment Opportunity
EMG	Executive Management Group
FOI	Freedom of Information
ICT	Information Communications Technology
IMC	Information Management Committee
IT	Information Technology
LNG	Liquefied Natural Gas
MLA	Member of the Legislative Assembly
NERAG	National Emergency Risk Assessment Guidelines
NIAM	National Impact Assessment Model
NOSEC	National Oil Supply Emergency Committee
NT	Northern Territory
NTPS	Northern Territory Public Sector
NYW	National Youth Week
OCM	Office of the Chief Minister
OCPE	Office of the Commissioner for Public Employment
OGSF	Oil and Gas Security Forum
OPC	Office of the Parliamentary Counsel
SA	South Australia
TAFS	Treasurer's Annual Financial Statement
TRIM	Tower Records Information Management system
TRIPS	Travel Request Information Processing System
UN	United Nations
WHS	Workplace Health and Safety
WHSC	Workplace Health and Safety Committee



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CONTACT DETAILS

Darwin

NT House
22 Mitchell Street
Darwin NT 0800

GPO BOX 4396
Darwin NT 0801

Telephone: (08) 8999 7554
Fax: (08) 8941 1491

Katherine

5 First Street
Katherine NT 0850

PO Box 1171
Katherine NT 0851

Telephone: (08) 8973 8661
Fax: (08) 8973 8434

Tennant Creek

Ground Floor Barkly House
99 Patterson Street
Tennant Creek NT 0860

PO Box 696
Tennant Creek NT 0860

Telephone: (08) 8962 4566
Fax: (08) 8962 4620

Nhulunbuy

Arnhem Village Shopping Centre
Arnhem Road
Nhulunbuy NT 0880

PO Box 346
Nhulunbuy NT 0881

Telephone: (08) 8987 0521
Fax: (08) 8987 0464

Alice Springs

Ground Floor
Centrepont Building
Alice Springs NT 0870

PO Box 2605
Alice Springs NT 0871

Telephone: (08) 8951 5458
Fax: (08) 8951 5361



FEEDBACK FORM

The Department of the Chief Minister welcomes your feedback on the 2012–13 Annual Report

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The report met your needs

☐ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree

The format of the report enabled easy access to areas of interest

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COMMENTS

Do you have any comments or suggestions on how our future annual reports could be improved?

Once completed please post to:

Department of the Chief Minister
GPO Box 4396, Darwin NT 0801

Alternatively, submit your feedback electronically on the agency's website at www.dcm.nt.gov.au

