

Annual Report 2013–14



Published by the Department of the Chief Minister

© Northern Territory Government 2014

Apart from any use permitted under the *Copyright Act*, no part of this document may be reproduced without prior written permission from the Northern Territory Government through the Department of the Chief Minister.

ISSN: 1031-5454

Enquiries should be made to:

Department of the Chief Minister
GPO Box 4396
DARWIN NT 0801

Telephone: (08) 8996 9544
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 2013–14 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 department 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 department 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 department is adequate and the results of internal audits have been reported to me.
- (e) The financial statements included in the annual report have been prepared from proper accounts and records and are in accordance with the Treasurer's Directions.
- (f) All Employment Instructions issued by the Commissioner for Public Employment have been satisfied.
- (g) The department 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

30 September 2014

CONTENTS

INTRODUCTION AND OVERVIEW

Purpose of the report	6
Chief Executive Officer's review	7
Our profile	9

GOVERNANCE

Framework	12
Membership of boards and committees	13
Audit and risk management	18
Access to information	20
Legislation administered	22
Grants programs	23

PERFORMANCE AND ACHIEVEMENTS

Advice and coordination	31
Government business support	46
Corporate and governance	61

MANAGING THE AGENCY

Agency people	66
Managing and developing our team members	68

FINANCIAL PERFORMANCE

Financial overview	78
Certification of the financial statements	82
Financial statements	83
Notes to the financial statements	87

APPENDICES

Northern Territory ministry	118
2013–14 Ministerial expenditure	119
Acronyms and abbreviations	121
Contact details	122
Feedback form	123



1

INTRODUCTION AND OVERVIEW

PURPOSE OF THE REPORT

CHIEF EXECUTIVE OFFICER'S REVIEW

OUR PROFILE

PURPOSE OF THE REPORT

This report has been prepared by the Chief Executive Officer in order to comply with annual reporting requirements under section 28 of the *Public Sector Employment and Management Act*, section 13 of the *Financial Management Act* and the *Information Act*.

This report aims to inform the Chief Minister, the Northern Territory Parliament and the community on the agency's primary functions and responsibilities, specific activities undertaken during the year against budget outputs, significant achievements and outcomes, and financial management performance relevant to the budget.

Throughout this report, 'agency' will be used to refer to the Department of the Chief Minister.

CHIEF EXECUTIVE OFFICER'S REVIEW

Welcome to the 2013–14 annual report for the agency.

As the central strategic coordinating arm of the Territory Government, the agency continues to remain focussed on supporting the social and economic development of the Territory. This has included providing leadership across the public sector, implementing government priorities, and providing services to the Chief Minister and the executive arm of government. A key achievement this year was the implementation of Framing the Future, the strategic framework that sets out government's policy and underpins our service delivery to Territorians.



The development of Northern Australia, Asian engagement, trade and investment, and economic development are key priorities for the Territory. Of significance this year was the establishment of the Northern Australia Development Office in recognition of the importance of this work to the future of the Northern Territory. The Chief Minister created a ministerial portfolio and announced the establishment of the Northern Australia Development Office (NADO) in May 2014. A major communications campaign was also launched to engage with the public. Additionally, nearly 1700 people directly engaged with the NADO either in Darwin or at briefings or boardroom sessions across the Territory. The NADO is a showcase, to market Northern Australia to prospective investors and facilitates a 'one-stop shop' arrangement for stakeholders interested in the development of Northern Australia.

The agency continued to support the Chief Minister in his capacity as the Minister for Asian Engagement. This included the delivery of a keynote address at the 51st Australia Japan Business Conference in Japan and subsequently confirming that the 52nd conference would be held in Darwin in October 2014. The agency also supported the Chief Minister to promote the Territory at conferences and trade and investment missions in priority countries.

In addition to coordinating and promoting local industry capabilities at key oil and gas conferences, the agency also coordinated the inaugural trade and investment mission to Darwin by the China Council for the Promotion of International Trade, which coincided with a visit by a delegation from the China Development Bank.

Economic development within the Territory and across Australia also remained a key focus of the agency. To further support regional economic development, regional offices were established in Nhulunbuy, Katherine and Tennant Creek and the existing office in Alice Springs was enhanced. The agency took a lead role in coordinating Territory Government activities in the regions and worked closely with and supported regional economic development committees to develop and implement regional development plans and oversee projects of importance. The Regional Economic Development Fund was used to support a range of economic development projects identified as priority projects by the committees. The Nhulunbuy office continued to work closely with local business, organisations and the community to address issues related to the curtailment of the local refinery and to progress opportunities for economic diversification in the region. Significant work also commenced with the Tiwi Land Council on economic development, including the signing of the Tiwi Islands Memorandum of Understanding.

Other highlights for the 2013–14 year included assisting with coordination of the official royal visit of Their Royal Highnesses the Duke and Duchess of Cambridge to Central Australia and coordinating hospitality arrangements for the pre-Ashes tour match in Alice Springs of the England and Australian cricket teams.

The agency played a lead role in coordinating intergovernmental relations and demonstrated that we can hold our own when negotiating with the Australian Government and the larger states. This included, to name a few, rationalising six national partnership agreements to reduce red tape, facilitating the ongoing operation of the NT's Container Deposit Scheme and the Territory's participation in the National Disability Insurance Scheme.

The agency also coordinated and supported the Northern Territory's response to the Royal Commission into Institutional Responses to Child Sexual Abuse in the Territory.

In addition to supporting the Chief Minister, the agency also supported the Minister for Youth Affairs, Senior Territorians and Multicultural Affairs through the year and supported or funded a range of community activities and events through grants programs, the Chief Minister's Round Table of Young Territorians and through the establishment of the Minister's Advisory Council on Multicultural Affairs and the Minister's Advisory Council for Senior Territorians.

The Minister for Central Australia continues to be supported by the agency in key priorities areas such as ongoing partnerships with the Australian Government to improve the social services and the accommodation in Alice Springs town camps. This includes \$10.6 million provided to develop Ilpeye-Ilpeye into a regular suburb of Alice Springs and enabling residents to pursue home ownership opportunities. There are plans to improve community safety through infrastructure upgrades to street lighting and the government in collaboration with non-government agencies continues to work together to reduce youth anti-social behaviour through the facilitation of coordinated activities.

With the 40th anniversary of Cyclone Tracy and Anzac Centenary commemorations approaching, the agency also coordinated and facilitated government planning and contribution to these events.

FestivalsNT, a new concept building on existing festivals across the Territory, was developed by the agency and launched during the year. With a focus on Asian engagement, cultural, sporting and business events, FestivalsNT will provide Territorians with a range of exciting and entertaining events over the coming years.

The agency has also been proactive with supporting the non-government sector, establishing a partnership group of government and non-government agencies to identify and progress areas of common interest, including principles for working together and consistency in funding arrangements.

The agency also continued to take a leadership role and worked closely with the Commissioner for Public Employment and all Chief Executive Officers to further improve professionalism and service levels across the public sector.

All we have achieved throughout the year would not be possible without the level of support and commitment demonstrated by our employees. There are times when multiple and competing deadlines seem overwhelming; however, our teams continue to do what they do best and to an excellent standard.



Gary Barnes

Chief Executive Officer

30 September 2014

OUR PROFILE

The agency plays a crucial role in the Northern Territory's economic and social development.

The agency 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 Northern Territory Public Sector (NTPS).

The agency's primary contribution to the strategic direction of government is through the coordination of coherent, rigorous and evidence-based advice to the Chief Minister and Cabinet. The agency also engages extensively with the federal, state and territory governments, and industry and community sectors to position the interests of the Territory at the local, national and international levels.

Our vision is to shape the future of the Territory through developing, coordinating and leading progress across government for improved outcomes for all Territorians.

Our role is to support the Chief Minister, the Cabinet and other government stakeholders in the delivery of government priorities.

Our values

NTPS values:

Commitment to service, ethical practice, respect, accountability, impartiality and diversity.

Our agency also values:

Professionalism, integrity, innovation and excellence.

Strategic plan

The agency plays a key role in implementing government priorities. It is responsible for ensuring key strategies and major policies are implemented by the NTPS. The agency's new strategic plan was recently finalised.

The plan's key strategies are to:

- lead economic development throughout the Territory, including by:
 - leading the policy agenda for Northern Australia
 - promoting and securing domestic and international trade and investment opportunities, including major economic and resource developments
 - facilitating regional and remote economic development and engagement with our domestic and international trading partners/stakeholders
- drive infrastructure investment
- work across government to deliver on the goals of Framing the Future
- advance initiatives and celebrate diversity in areas of multicultural affairs, youth and senior Territorians

- lead, support and assist in the development and implementation of public policy, including social policy, in conjunction with other agencies and other stakeholders
- support, coordinate and progress the Council of Australian Government's agenda, including NT priorities within that agenda
- develop and maintain intergovernmental relationships
- work with agencies to coordinate whole-of-government strategic priorities
- build a safe, secure and resilient Northern Territory
- reduce red tape and duplication and improve the coordination and delivery of, and access to, government services
- provide support to the Administrator, the Chief Minister, ministers, Leader of the Opposition and other stakeholders
- effectively manage the corporate responsibilities of the agency
- ensure the agency has the ongoing capability to deliver services.

Provision of shared services

Corporate Services continues to provide services to the Office of the Commissioner for Public Employment (OCPE) under a shared service arrangement. A Service Level Agreement is being formalised for the delivery of these corporate services, which are of an advisory and transactional nature.

Services delivered by the department under this arrangement to OCPE include:

- financial and budget management and reporting
- Human Resource (HR) services, including support for workforce operations and organisational workforce development, work health and safety, HR reporting, and employee assistance programs
- property, facilities and security management, including travel, fleet and accommodation
- procurement and contracts advice and compliance, including facilitating internal and external audit and risk management
- marketing, media and communications, including web maintenance services.

2

GOVERNANCE

FRAMEWORK

MEMBERSHIP OF BOARDS AND COMMITTEES

AUDIT AND RISK MANAGEMENT

ACCESS TO INFORMATION

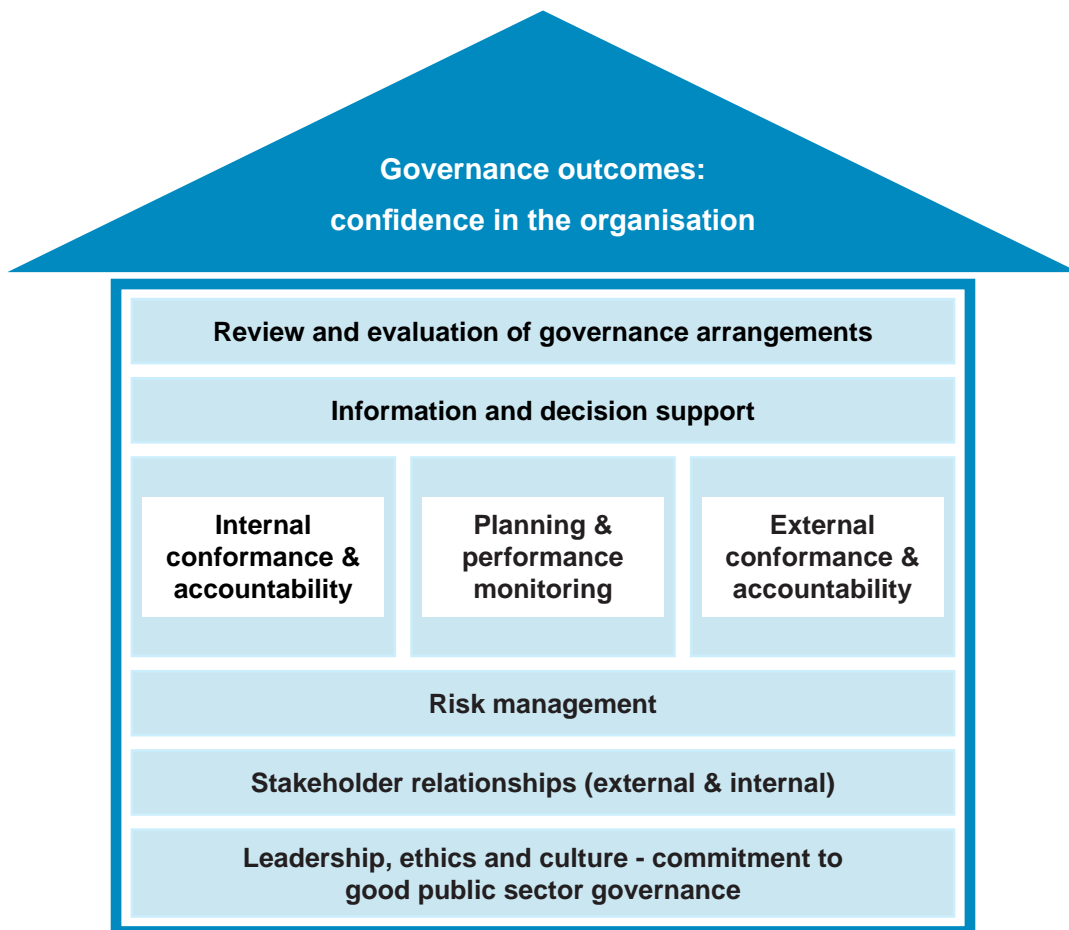
LEGISLATION ADMINISTERED

GRANTS PROGRAM

FRAMEWORK

The agency maintains a governance framework that 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 is guided by the better practice principles advocated by the Australian National Audit Office (ANAO).

Figure 2 - ANAO House of Public Sector Governance



Source: Adapted from a model developed by the Queensland Department of Transport in its *Corporate Governance Framework for Queensland Transport and Main Roads: Final Report*, July 2001.

MEMBERSHIP OF BOARDS AND COMMITTEES

Board of Management

The agency's Board of Management (BoM) develops strategic direction to support government priorities. The BoM 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

Deputy Chief Executive Officer

Sandra Markman

Parliamentary Counsel, Office of the Parliamentary Counsel

Anne Tan

General Manager, Office of Major Infrastructure and Investment

Jeff McAlister

Office of Asian Engagement, Trade and Investment

Luke Bowen

General Manager, Northern Australia Development Office

Tony Mayell

Director General, Central Australian Region

David Cummins

General Manager, Regional Coordination

Peter Carew

Director General, Strategic Defence

Jason Schoolmeester

Executive Director, Strategic Oil and Gas Development

Andrew Cowan

Executive Director, Office of the Chief Executive Officer

Audit and Risk Management Committee

The purpose of the Audit and Risk Management Committee (ARMC) is to provide independent and objective advice and assistance to the Chief Executive Officer (CEO) on the effectiveness of the agency's risk, control and compliance frameworks, and his financial reporting responsibilities.

The ARMC's functions and responsibilities include:

- monitoring strategic, reputational, corporate and operational risk management and the adequacy of the internal controls established to manage identified risks
- monitoring the adequacy of the agency's internal control environment and reviewing the adequacy of policies, practices and procedures in relation to their contribution to, and impact on, the agency's internal control environment
- reviewing financial statements and other public accountability documents (such as annual reports) prior to their approval by the CEO
- monitoring the internal audit function (including development and implementation of the annual internal audit plan, coordination of audit assignments, and monitoring of internal audit findings, including management's responses to and implementation of the audit recommendations)
- monitoring the Northern Territory Auditor-General's audit program and audit findings (including his reports to the Northern Territory Legislative Assembly and the agency's responses to and implementation of the audit recommendations)
- commenting on the state of organisational governance within the scope of the ARMC's Charter in the areas of the agency's risk management framework, the internal controls framework and external accountability
- within the context of the ARMC's purpose, undertaking any other functions determined from time to time by the CEO.

In July 2013, the agency's BoM agreed to create a joint ARMC with the OCPE. The ARMC met twice during the financial year on 13 March 2014 and 22 May 2014.

Membership

Independent Chair: **John Cossons**

Members:

Tarrant Moore

Assistant Director, Budget Development, Department of Treasury and Finance

Libby Doney

A/Director, Strategic Workforce Planning and Development, Office of the Commissioner for Public Employment

Teresa Hart

Executive Director, Office of the Deputy Chief Executive, Department of the Chief Minister

Invitee:

David Ryan

Executive Director, Corporate Services and Chief Financial Officer

Key outcomes from the ARMC meetings for 2013–14 included:

- reviewing and recommending the *ARMC Charter* to the CEO for approval
- confirming the ARMC’s meeting cycle of five meetings annually
- reviewing the draft *Risk Management Framework*
- reviewing the draft *Internal Audit Manual*
- reviewing and recommending the agency’s 2013–14 *Internal Audit Plan* to the CEO for approval
- establishing separate registers and audit logs to monitor the agency’s internal and external audit programs
- monitoring implementation of the agency’s 2013–14 *Internal Audit Plan*
- reviewing the agency’s audit reports and monitoring management’s implementation of audit recommendations.

Information Management Committee

The Information Management Committee (IMC) is responsible for information and communications technology (ICT) matters for the agency and under the shared services arrangement with OCPE.

This includes 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:

David Ryan

Executive Director, Corporate Services and Chief Financial Officer

Members:

Libby Doney

A/Director, Strategic Workforce Planning and Development, OCPE

Cathie McBean

Director, Communications and Marketing Bureau

Andrew Cowan

Executive Director, Office of the Chief Executive

The IMC met twice this financial year, on 5 September 2013 and 5 December 2013.

Workplace Health and Safety Committee

The Workplace Health and Safety Committee (WHSC) advises the CEO, through the BoM, 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 *Workplace Health & Safety (National Uniform Legislation) Act*, including:

- advising the CEO on the establishment, maintenance and monitoring of programs, measures and procedures in the workplace relating to the health and safety of employees
- developing and maintaining a WHS management system incorporating policies and programs in accordance with relevant legislation
- promoting a culture of responsibility and accountability for personal health and safety in the workplace, communicated through the agency intranet site
- ensuring 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 the agency's work areas.

Membership

Chair:

David Ryan

Executive Director, Corporate Services and Chief Financial Officer

Members:

Leslie Wiseman

Manager, Legislation and Corporate Services, Office of Parliamentary Counsel

Kelly MacRae

HR Officer, HR Services

The WHSC met once this financial year on 7 November 2013.

AUDIT AND RISK MANAGEMENT

External Audit

The agency is subject to the Northern Territory Auditor-General's audit program under the powers and responsibilities established by the *Audit Act*. In 2013–14, the agency was selected by the Auditor-General for a 2013 End of Year Review, and one schedule was issued in relation to the whole-of-government Asset Management System, which was noted as outside of the immediate control of the agency. The Auditor-General also selected the agency under his review of Fuel Cards, which resulted in two recommendations being made to assist the agency improve its internal controls.

Internal Audit

Under the agency's 2013–14 *Internal Audit Plan*, a number of risk-based audits were conducted to improve performance or compliance, or a combination of both. The ARMC monitors the agency's internal audit function, which includes implementation of the annual plan as well as monitoring audit outcomes, management's responses to and implementation of audit recommendations.

Insurance

Under the Treasurer's Direction M2.1 Insurance Arrangements, agencies are required to detail the mitigation strategies and processes they have in place to reduce the likelihood or severity of their insurable risks.

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

In line with the Northern Territory Government policy, the agency self-insures for risk exposures under the categories of workers' compensation, property and assets, public liability and indemnities.

Travel insurance was purchased for the agency during 2013–14. This was the only commercial insurance purchased by the agency.

Insurable risk category	Mitigation strategies
Public liability	<ul style="list-style-type: none"> repairs and maintenance program to reduce risks associated with physical assets appropriate signage education campaigns for staff and public using facilities.
Workers' compensation	<ul style="list-style-type: none"> flexible working arrangements policy was used work-life balance strategies were implemented use the Employee Assistance Program regular testing of fire systems and alarms was undertaken, including the annual test evacuation of NT House occupants early intervention program.
Assets and inventories	<ul style="list-style-type: none"> asset registers were maintained for fixed, leased and portable and attractive items vehicles regularly serviced and maintained.
Indemnities	<ul style="list-style-type: none"> risk assessments completed for all new arrangements.

During 2013–14, 12 vehicles were repaired for damage. A comparison of vehicles damaged from 2011–12 to 2013–14 is below.

Motor vehicles	Value of claims*	Number of vehicles	Average cost of claims
2011–12	\$21 866	6	\$3 644
2012–13	\$12 884	9	\$1 431
2013–14	\$53 756	12	\$4 479

* Value of claims includes motor vehicle accident repairs and cost of vehicles written off in accidents.

During 2013–14, two new workers' compensation claims were lodged. A comparison of data from 2011–12 to 2013–14 is below.

Workers Compensation	2011–12	2012–13	2013–14
Total Expenditure	\$50 415	\$9 171	\$13 286
Claims as at 1 July	1	1	3
New claims	0	3	2
Claims resolved	0	1	5
Claims as at 30 June	1	3	0

ACCESS TO INFORMATION

The Northern Territory *Information Act* came into effect on 1 July 2003. It combines Freedom of Information (FOI), privacy and records management, and it affects how the agency collects, uses and stores 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.

In complying with section 11 of the Act, the agency makes its information available in several ways.

The agency website contains information that is regularly updated describing our organisational structure, functions and how these functions affect the community. Details about how to access information that is not on the website is also published online.

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

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

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

Requests for access to information in 2013–14

The following table shows that a total of nine applications for access to information were received in 2013–14 and no applications were carried over from 2012–13. Of the nine applications received in 2013–14, none were withdrawn and one was transferred into the agency. One request for an internal review of a decision was received. There were no complaints submitted to the Information Commissioner.

Information Act requests	2011–12	2012–13	2013–14
Applications carried over from the previous year	3	0	0
Applications to access personal information	0	2	0
Applications to access government and personal information	2	0	0
Applications to access government information	8	7	9
Applications transferred	2	0	1
Requests withdrawn	1	0	0
Responses completed	10	9	8
Applications on hand as at 30 June	0	0	1
Internal reviews	1	0	1
Complaints to Information Commissioner	0	0	0

Privacy

The agency's privacy policy is available on the agency website. No privacy complaints were received in 2013–14.

Records and information management

The agency operates in line with the requirements of the *Information Act*. Records management standards are established through Part 9 of the Act. Section 134 of the Act requires NTPS agencies to manage records in compliance with the 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 7.1.1 of the Total Records and Information Management (HP TRIM) system and implementation of the Electronic Document Records Management System (EDRMS).

LEGISLATION ADMINISTERED

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*
- *Interpretation Act*
- *Kenbi Land Trust Act*
- *Mutual Recognition (Northern Territory) Act*
- *Parks and Reserves (Framework for the Future) Act*
- *Public Information Act*
- *Referendums Act*
- *Succession to the Crown (Request) (National Uniform Legislation) 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 under section 35 of the *Interpretation Act* by the Administrator of the Northern Territory acting with the advice of the Executive Council. The Administrative Arrangements Order sets out agencies, legislation and principal areas of government for which ministers are responsible.

GRANTS PROGRAMS

The agency is responsible for administering a number of grants to Territorians, including recurring grant programs and one-off special purpose grants. All grants, regardless of their type, are distributed under a grant agreement that includes the purpose and the process of confirming that the grant objective has been achieved.

Distributed grants 2013–14

Social Policy

In 2013–14, the Social Policy Unit provided grants to two organisations:

- Funding of \$4.711 million to the Northern Territory Major Events Company to manage a number of large community events such as Bass in the Grass, the V8 Supercars and the Finke Desert Race.
- Funding of \$15 000 to Volunteering SA&NT to assist with the 2014 Volunteer of the Year Awards.

Office of Youth Affairs

In 2013–14, the Office of Youth Affairs provided a total of \$255 000 in grants to individuals and organisations through the Youth Engagement Grant Program to fund activities that empower, educate and entertain young people across the Territory. This grant program consists of:

- Youth Vibe Holiday Grants to fund activities during the June/July and December/January school holidays.
- National Youth Week Grants for activities during National Youth Week in April 2014.
- Quick Response Grants that enables the office to provide responses to urgent requests for funding. These include small grants of up to \$500 to assist individuals and \$2000 for organisations.

Office of Senior Territorians

The Office of Senior Territorians provided a total of \$147 000 in grants in 2013–14. This included:

- Seniors Month Grants provided to 35 organisations to assist with community events during Seniors Month in August 2013.
- Operational funding for Council of the Ageing Northern Territory.
- A contribution towards the Portrait of a Senior Territorian Art Award.

Office of Multicultural Affairs

The Office of Multicultural Affairs administered a total of \$1.101 million in grants to assist the migrant and multicultural communities with the celebration, promotion and development of the cultural and linguistic diversity of the Northern Territory. Grant programs included:

- Multicultural Affairs Sponsorship Program (MASP), which assists migrant and multicultural communities by providing funds towards projects that benefit the Northern Territory in terms of social inclusion, social cohesion and/or cultural and linguistic diversity.

- Harmony Grants are available to organisations for projects that enhance multiculturalism in the Northern Territory. Funding is available for community and school celebrations, as well as participation in the Darwin Waterfront Harmony Soiree.
- The Charles See Kee Leadership Scholarship is managed by Charles Darwin University and is aimed at assisting students who have been resettled in Australia as a humanitarian or refugee entrant to undertake study to enhance their employment and leadership outcomes.
- The Cultural and Linguistic Awards give multicultural community groups the opportunity to use specialised local, national or overseas resources/experts to further enhance the maintenance or development of their culture and language. It aims to transfer skills from the experts to the local community.
- Multicultural Community Facilities Grants (MCFG) assist with the renovation, repair and upgrade of existing premises managed or owned by recognised migrant and/or multicultural community organisations, with the objective of promoting multicultural diversity in the Northern Territory. The MCFG also supports sharing arrangements for the use of existing multicultural community-owned or managed facilities.
- Operational funding for the Multicultural Council of the Northern Territory and Multicultural Community Services of Central Australia.

Chief Minister's Community Support Grants

The Community Support Grants (CSG) program provides financial assistance to community groups and organisations in the Northern Territory, generally for the purpose of supporting communities to improve social connections between different backgrounds, language groups, genders and ages.

In 2013–14, the CSG program funded a total of \$1.286 million for community events.

Recipient	Amount
2014 Freds Pass Rural Show	10 000
Aboriginal Medical Services Alliance Northern Territory (acting as auspice for Top End National Aborigines and Islanders Day Observance Committee)	20 000
Alice Springs RSL	6 000
Alice Springs Scout Association	20 000
Apex Club of Central Australia	1 500
Arnhem Land Progress Aboriginal Corporation	30 000
Australia Day Council	20 000
Australian Institute of Architects	5 000
Australian Institute of Management	5 000
Australian Red Cross	16 000
Baptist Care NT	25 000
Barkly Regional Council	5 000
Braitling Neighbourhood Centre	800
Bravehearts	250
Brown's Mart Arts	5 000
Central Australian Western Riders	1 000
Charles Darwin University	1 200

Recipient	Amount
Christmas in Darwin Association	10 000
City of Darwin	25 000
Coomalie Community Government Council	9 000
Cruising Yacht Association NT	10 000
Darwin Community Legal Service	500
Darwin Festival	23 480
Darwin Greyhound Association	4 000
Darwin Lions Beer Can Regatta	12 500
Darwin Patchworkers and Quilters	2 000
Darwin RSL	5 000
Darwin Symphony Orchestra	30 000
Dinah Beach Cruising Yacht Association	10 000
Dogs NT	150
Girl Guides NT	1 898
Greek Orthodox Community	85 000
Hakka Association of NT	20 000
Hellenic Macedonian Association	15 000
Henbury School	5 000
Indian Cultural Society	7 000
Industries Training Services Pty (acting as auspice for Umbakumba Aged Care)	12 000
Katherine Community Radio	25 000
Katherine Fishing Recreation and Sporting Club	5 000
Lions Club of Darwin Nightcliff	1 000
Litchfield Orchid Club	1 200
Media Entertainment & Arts Alliance	4 000
Melaleuca Refugee Centre	7 500
Mindil Beach Sunset Market Association	100 000
Multicultural Broadcasting Council NT	45 000
Nixon's X-ing Campdraft Association	2 000
NT Major Events Company	25 000
NT Police, Fire and Emergency Services (for Bushfire and Natural Hazards Cooperative Research Centre)	15 000
NT Polocrosse Association	100 000
NT Writer's Centre	9 000
Nursery and Garden Industry NT	65 000
On Q Conference Support	9 091
Rotary Club of Darwin North	30 000
Rotary Club of Stuart	2 000
Science Schools Foundation	200
Simone Montgomerie Fund	50 000

Recipient	Amount
Skinnyfish Music	2 500
Somerville Community Services	300
South Australian Motorsport Board	150 000
Special Children's Christmas Party	5 000
Starlight Children's Foundation	5 000
Tennant Creek and District Show Society	11 000
Tennant Creek RSL	6 000
Tennant Creek Turf Club	1 500
The Alice Springs Rotary Henley-On-Todd	5 000
The Gathering	30 000
Top End Rodeo	5 000
Total Recreation NT	1 364
Ulysses Club Central Deserts Branch	33 072
Unions NT	15 000
Volunteering SA and NT	60 000
Total	1 286 005

Alice Springs Transformation Plan

The Alice Springs Transformation Plan (ASTP) aims to improve life outcomes for Indigenous residents and visitors in Alice Springs and to reduce homelessness through housing and infrastructure upgrades and expanded support services.

Governments are working in partnership with the corporate and community sectors, particularly Aboriginal organisations, to achieve the transformation and deliver sustainable improvements in service delivery.

Funding purpose	Amount
Signage, Traeger Park	6 000
Dog control veterinary program	47 500
Responding to family violence	1 259 702
Gap Youth Centre	497 400
Alice Springs Women's Shelter security fencing	400 000
Total	2 210 602

Alice Springs Transformation Implementation Plan (Stronger Futures National Partnership)

The Alice Springs Transformation Implementation Plan supports the work of the ASTP by continuing initiatives to improve life outcomes for Indigenous residents and visitors in Alice Springs, particularly in town camps and to reduce homelessness through the provision of suitable support services.

Funding purpose	Amount
Safe and Sober program	4 347 000
Ready and Willing for School program	647 000
Families and Schools Together program	360 000
Indigenous parent and children school engagement	185 000
Domestic and family violence outreach	351 000
Targeted family support service	454 000
Intensive Tenancy Sustainability program	556 000
Total	6 900 000

Remote Indigenous Housing

The agency entered into a funding arrangement with the Commonwealth to coordinate community benefit packages as part of township lease negotiations, the construction of a youth accommodation facility in Tennant Creek and major infrastructure works in remote communities in the Northern Territory.

Funding purpose	Amount \$
Ilpeye Ilpeye sub-division and infrastructure works	4 500 000
Infrastructure works at Hermannsburg, Numbulwar, Milingimbi and Gapuwiyak	3 604 764
Community benefits package - Milikapiti	1 500 000
Tennant Creek youth accommodation	750 000
Total	10 354 764

Regional Economic Development Fund

The Regional Economic Development Fund (REDF) supports the development of business and industry capability in regional areas of the Northern Territory. Grants of up to \$25 000 are awarded to stimulate and support locally based regional economic development initiatives.

REDF grants are provided for a broad range of initiatives. Applications that provide opportunities for investment and ongoing employment outcomes are encouraged.

Recipient	Amount
Aboriginal Areas Protection Authority/Arafura Aquatic Fish Pty Ltd	10 902
Alekarenge Horticulture Pty Ltd	8 361
Artback NT	26 680
Artback NT (Djaka Mala tour)	20 000
Barkly Regional Arts	23 700
Barkly Shire Council	16 720
Battery Hill Mining Centre	10 000
Charles Darwin University	5 000
Desert Knowledge Australia	10 000
Dhukurdji Development Corporation Limited	25 000
Djabulukgu Association Incorporated	20 000
Finke Desert Race	5 000
GYRAC Katherine Regional Cultural Precinct	5 000
Indigenous Remote Communications Association (IRCA)	28 000
Jacint Castle	10 000
Katherine Mining Services Association	25 000
Last Cab Productions	50 000
Laynhapuy Homelands	20 000
Maninh Kimmu Limited	15 000
Motor Traders Association	1 500
Northern Land Council	20 000
NT Fashion Week	25 000
Tennant Creek Show Society	3 941
Thamarrurr Development Corporation	8 332
Tourism Central Australia	8 000
Waltja Tjutangku Palyapayi Aboriginal Corporation	5 000
Yugul Mangi Aboriginal Corporation	25 000
Total	430 136

Note: Includes some payments for projects approved in the financial year 2012–13.

3

PERFORMANCE AND ACHIEVEMENTS

ADVICE AND COORDINATION

GOVERNMENT BUSINESS SUPPORT

CORPORATE AND GOVERNANCE

Output performance reporting

This section describes the agency's performance against planned outcomes for 2013–14. It also includes performance measures to demonstrate efficiency and effectiveness in achieving those outcomes. Reporting on performance is against outputs identified in NT Treasury's Budget Paper 3.

The output structure of the agency was restructured in 2013–14 to include internal corporate services separately under a Corporate and Governance output group, which is in line with all NT Government agencies. The remaining services delivered by the agency are provided under two output groups of Advice and Coordination and Government Business Support. Further structural changes were made to reflect machinery-of-government changes and Cabinet initiatives.

In 2013–14, the agency operated to a Budget of \$97.69 million across all output groups. The Budget increased by \$33.491 million from the original published amount of \$64.199 million. The additional Budget received during the year provided:

- \$15.8 million for machinery-of-government transfers between agencies, including Asian Engagement, Trade and Investment and NT Major Events Company.
- \$10 million for the transfer of Strategic Economic Infrastructure Grants program from the Department of Transport.
- \$4.5 million for adjustments to Australian Government funded programs across financial years.
- \$4 million for new initiatives, including the establishment of the Northern Australia Development Office.

The agency's reported expenses for the financial year of \$86.41 million was \$11.28 million or 11.55% below target. The reduced expenses are due to the deferral of the Remote Economic Infrastructure Grants program that transferred from the Department of Transport. This \$10 million annual grant program will now be delivered over three years commencing in 2014–15.

Overall, the agency has managed resources to budgeted targets and has sufficient cash reserves to manage outstanding commitments in forward years.

The Budget movement and expenses by output for 2013–14 is included below.

Output	2013–14 published budget \$'000	2013–14 revised (MOG) budget \$'000	2013–14 final estimate \$'000	2013–14 actuals \$'000	2013–14 actuals against final estimate \$'000
Advice and Coordination	31 360	42 459	57 885	46 825	-19.11%
Strategic and Federal Policy Coordination	13 767	10 978	15 658	14 720	
Economic Development and Major Infrastructure		4 174	6 417	6 722	
Northern Australia Development Office			1 510	1 282	
Asian Engagement, Trade and Investment		3 258	3 200	2 612	
Regional Coordination and Economic Development	12 619	14 093	20 826	11 339	
Community Engagement and Support	4 974	9 956	10 274	10 150	
Government Business Support	32 839	27 647	32 327	32 366	0.12%
Support to ministers and Leader of the Opposition	22 703	17 213	18 397	18 711	
Legislation production	2 638	1 975	2 341	2 235	
Government Services and support to the Administrator	7 498	8 459	11 589	11 420	
Corporate and Governance		7 226	7 478	7 219	-3.46%
Corporate and Governance (including Shared Services)		7 226	7 478	7 219	
Agency total	64 199	77 332	97 690	86 410	

ADVICE AND COORDINATION

Strategic and Federal Policy

Strategic and Federal Policy's overarching role is to coordinate and inform policy to best position the Northern Territory's interests as a member of the Australian Federation and lead the development and implementation of policy and project initiatives of strategic priority for the Northern Territory. The work group provides strategic advice across a wide range of public policy issues to the Chief Minister, ministers and the Northern Territory Government, including:

- Leading and progressing the Territory's active participation in the Council of Australian Governments (COAG) and the Council of the Australian Federation (CAF).
- Facilitating and leading the Territory's participation in COAG's national agreements framework and other major intergovernmental partnership arrangements through participation on working parties and in negotiations.
- Facilitating and advising on the Territory's input into international treaties and the Foreign Investment Review Board as they affect the Territory.
- Coordinating and monitoring the Territory's performance through national reporting frameworks, including the Review on Government Services, Productivity Commission and other reports as required.
- Building relationships with government agencies and other stakeholders in identifying opportunities for collaboration.
- Leading and supporting agencies in the development of policy options and solutions on issues and areas of particular interest to the Chief Minister, particularly those with cross-agency involvement and implications.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client satisfaction*	>85%	>85%	>85%
Advice provided within agreed timeframes	>85%	>85%	>85%
COAG, Senior Officers and CAF meetings	11	11	14

*Results based on latest available client survey

KEY ACHIEVEMENTS 2013–14

Specific achievements and activities for the year included:

- Rationalisation of six national partnership agreements valued at a total of \$3.5 million to reduce red tape and streamline reporting burden while retaining total funding.
- Lead role in negotiating the Territory's participation in the National Disability Insurance Scheme and the commencement of trials in the Barkly region from 1 July 2014.
- Ongoing negotiations regarding the Territory's participation in Indigenous reforms.

KEY ACHIEVEMENTS 2013–14

- Led the Territory's role in progressing bilateral negotiations with the Commonwealth aimed at streamlining environmental regulatory processes.
- Represented the agency on the Steering Committee for Review of Government Service Provision, which aims to provide information on the effectiveness and efficiency of government services in Australia. This includes coordination and reporting for the Report on Government Services, the Overcoming Indigenous Disadvantage Report and Indigenous Expenditure Report.
- Provided strategic advice on Free Trade Agreements with Japan, Korea, China and Trans-Pacific Partnership, and in particular on government procurement, cross-border trade in services and investment.
- Supported the Royal Commission into Institutional Responses to Child Sexual Abuse.
- Facilitated ongoing operation of the Territory's Container Deposit Scheme by receiving exemption from Commonwealth mutual recognition laws.
- Coordinated the resolution of emerging issues for the Territory through involvement in two COAG meetings, including (but not limited to) recognition of the importance of national infrastructure that unlocks economic growth in regional areas, a commitment to streamline work health and safety laws, and a commitment from the Commonwealth to undertake work within its sphere of influence to support school attendance measures.

FUTURE PRIORITIES 2014–15

In 2014–15, Strategic and Federal Policy will maintain active engagement in emerging and evolving COAG, CAF and other national frameworks to ensure optimal outcomes for the Territory across all policy areas, particularly: the white papers on Reform of Federation and Taxation, Reform of Indigenous Affairs, Infrastructure and Deregulation. The team will also focus on building and maintaining relationships with government agencies to provide strategic support while identifying opportunities for whole-of-government collaboration.

Additional priorities for 2014–15 include:

- Ongoing provision of strategic advice, negotiation and monitoring of national partnership agreements, project agreements and implementation plans, including further rationalisation and streamlining of the funding models.
- Continue to monitor the Territory's performance in delivering its objectives under the National Partnership on Stronger Futures and the National Partnership Agreements on Specified Projects.
- Support the cross-agency deregulation agenda to support the small business sector, investment and competition, including environmental approvals processes.
- Provide input into international treaties, conventions and Foreign Investment Review Board matters.
- Cross-agency engagement on the streamlined COAG Councils in order to position the Territory as a member of the Australian Federation to achieve consistent whole-of-Territory outcomes while maximising strategic interests and federal funding opportunities.
- Coordinate the resolution of emerging Northern Territory issues, assist in program and policy design and implementation of government priorities.

Social Policy Coordination

The core business of Social Policy Coordination (SPC) is to coordinate, monitor and report on various government services and programs focussed on positive social outcomes. SPC 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 sit in the Community Engagement team within SPC.



National Youth Week Speaker Amy Hetherington

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

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Grants paid	\$7.7 M	\$7.6 M	\$9.2 M
Grant payments within agreed timeframe	>90%	>90%	>90%

KEY ACHIEVEMENTS 2013–14

- Coordinated the development of Framing the Future, the government's strategic plan that sets out the government policy that underpins service delivery to Territorians.
- Expanded advice and support to other government agencies to ensure policy development is underpinned by social policy outcomes.
- Established a partnership group of government and non-government agencies to identify and progress areas of common interest, including principles for working together and consistency in funding arrangements.
- Supported the NT Volunteering Awards program in partnership with Volunteering SA and 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 Anzac Centenary commemorations and the 40th anniversary of Cyclone Tracy.
- Developed and launched FestivalsNT, a new concept building on existing festivals across the Territory with a focus on Asian engagement and increasing cultural, sporting and business events throughout the year.
- Administered grants to the multicultural community through the Multicultural Affairs Sponsorship Program and the Multicultural Community Facilities Grants program.
- Collaborated with key stakeholders to host the Darwin Waterfront Harmony Soiree and supported the 'Big Day Out in Harmony' in Alice Springs.

KEY ACHIEVEMENTS 2013–14

- Established the Minister’s Advisory Council on Multicultural Affairs to give the multicultural community a voice on issues of interest and to provide high level and strategic advice to government.
- Engaged with multicultural communities, non-government organisations and government agencies on issues relating to multicultural affairs.
- Commissioned research on Muslim youth in the Territory.
- Coordinated National Youth Week (NYW) with more than 5 000 young Territorians attending some 100 events and activities held throughout the Territory.
- Completed the Northern Territory Youth Participation Framework 2014–2017, a whole-of-government framework for young Territorians aged 12 to 24 years. The framework contains strategic goals, principles and a shared vision for young Territorians for the next four years.
- Awarded grants through the Youth Engagement Grants Program to a range of community groups, not-for-profit organisations, local businesses, community leaders, other government agencies and young people.
- Facilitated a direct avenue for young Territorians to provide advice to the NT Government through the Chief Minister’s Round Table of Young Territorians. Membership of the 2014 round table included young people representing Darwin, Palmerston/Darwin rural, Katherine, Mataranka, Alice Springs, Nhulunbuy, Elliott, and Galiwin’ku.
- Worked with the Northern Australia Development Office in consulting with young people on ‘Developing the North’.
- Established the Minister’s Advisory Council for Senior Territorians (MACST) to provide a voice for Territory seniors on issues of importance to the Minister for Senior Territorians.
- Administered the Seniors Month Grants Program, providing grants for activities during Seniors Month that encourage an active, healthy lifestyle, celebrate seniors in our community and showcase the positive aspects of ageing.
- Delivered the Seniors Month calendar to more than 20 000 Northern Territory Seniors Card holders. More than 100 events were held in Darwin, Palmerston/Darwin rural, Katherine, Alice Springs, Barkly, East Arnhem, West Arnhem and the Tiwi Islands.



Darwin Waterfront Harmony Soiree

FUTURE PRIORITIES 2014–15

- Contribute to government work aimed at increasing participation in society and the economy.
- Develop strategies to deliver the Strong Society and Confident Culture components of Framing the Future.
- Support government in its work to enhance the sustainability of the non-government sector, including workforce capability and capacity.
- Coordinate and facilitate government planning and contribution to Territory participation in the Anzac Centenary commemorations and the 40th anniversary of Cyclone Tracy.
- Implement FestivalsNT, including establishment of the steering committee, appointing a director to lead further development of the strategy and the development of a signature event for Territory Day 2015.
- Develop the Multicultural Participation Framework and the Seniors Participation Framework in consultation with the minister's advisory councils and the community.
- Provide advice to government on matters important to specific community groups through coordination of the Minister's Advisory Councils on Multicultural Affairs and Senior Territorians and relevant working groups.
- Continue to promote the Northern Territory as an inclusive society that embraces cultural diversity, including the continued support of the Harmony Soiree in conjunction with the Darwin Waterfront Corporation and key stakeholders.
- Undertake relevant research on migrant and refugee activities to further enhance evidence-based policy development.
- Create an online seniors web hub to ensure Territory seniors are able to easily find the information they need.
- Investigate online options for the Northern Territory Seniors Card Discount Directory.
- Establish a quarterly e-newsletter to all Territory Seniors Card holders.



Members of the 2014 Chief Minister's Round Table of Young Territorians

Economic Development and Major Infrastructure

Economic Development and the Office of Major Infrastructure and Investment lead the development and implementation of policies, strategies and projects that drive diversity, productivity, development and participation in the Territory economy.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client satisfaction*	>85%	>85%	>85%
Advice provided within agreed timeframes	>85%	>85%	>85%
Projects managed within agreed timeframes	>85%	>85%	>85%
New major projects supported and coordinated	2	2	3

*Results based on latest available client survey

KEY ACHIEVEMENTS 2013–14

- Developed and implemented an unsolicited proposals policy.
- Developed the draft Northern Territory Economic Development Strategy.
- Developed the Katherine and Big Rivers Regional Economic Development Committee Strategic Plan.
- Commenced working with the Tiwi Land Council on economic development, including the signing of the Tiwi Islands Memorandum of Understanding.
- Developed the Community Champions program, supporting ministers and communities to facilitate economic development in remote areas.
- Ongoing implementation of the Regional Development Framework, supporting regional economic development committees and administering the Regional Economic Development Fund (REDF).
- Provided support to the Economic Development Advisory Panel.

FUTURE PRIORITIES 2014–15

- Develop the strategic framework that responds to the *A Balanced Environment* goals of *Framing the Future*.
- Deliver on the Northern Territory Economic Development Strategy, including Community Champions.
- Facilitate and coordinate major projects.
- Drive onshore gas processing strategy and onshore gas exploration and development.
- Support economic development planning and project facilitation throughout each NT region and support Regional Executive Directors.
- Deliver on the Regional Economic Development Framework.
- Maximise opportunities for development on Aboriginal land and native title land.

FUTURE PRIORITIES 2014–15

- Deliver the Tiwi Partnership Model and negotiate associated leases.
- Commence planning for the next major economic development projects:
 - a gas pipeline connecting the Northern Territory to the eastern gas market
 - gas industry developments including LNG expansion and downstream gas and related processing industries
 - Strategic Economic Zone.
- Investigate and develop strategies for attracting external investment into Northern Territory projects, including testing opportunities for private sector investment in the Port of Darwin.

Northern Australia Development

By the end of 2014 the Australian Government will produce a White Paper on Developing Northern Australia. The White Paper will define policies for developing Northern Australia to 2030, including an outline for the implementation of these policies over the next two, five, 10 and 20 years. The White Paper will set out a policy platform to allow for investment in nation building infrastructure fundamental to realising our shared vision for developing Northern Australia and maximising trade opportunities with Asia's economic powerhouses.

In December 2013, the Chief Minister agreed to join the Prime Minister with the Premiers of Western Australia and Queensland in the Northern Australia Strategic Partnership. The partnership provides a national leadership on the development of Northern Australia.

In recognition of the importance of this work to the future of the Northern Territory, the Chief Minister created a ministerial portfolio and established a Northern Australia Development Office (NADO). The NADO was officially opened in May 2014 in Development House on The Esplanade, Darwin.

In particular the NADO:

- Is a conduit between the NT Government and industry groups to market Northern Australia to prospective investors and facilitates a 'one-stop shop' arrangement for stakeholders interested in the development of Northern Australia.
- Is involved in the development of the Australian Government's White Paper on Developing Northern Australia.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client satisfaction*	>85%	>85%	>85%
Advice provided within agreed timeframes	>85%	>85%	>85%

*Results based on latest available client survey

KEY ACHIEVEMENTS 2013–14

- Launched the Territory's Northern Australia website (www.northernaustralia.nt.gov.au).
- Received 13 880 views on the website, with feedback from Territorians being used to inform the work of the office.
- Hosted 1245 people from May to July 2014 at the Northern Australia Development Office for various industry engagements.
- Held public information briefings for the first phase of the engagement strategy for Northern Australia development across the Territory, with sessions in Katherine, Tennant Creek, Alice Springs and Nhulunbuy attracting a total of 225 participants.
- Partnered with Deloitte Touche Tohmatsu (Deloitte) to run 14 boardroom sessions from April to July 2014 in Katherine, Tennant Creek, Alice Springs and Darwin with 157 key Territory industry and business identities interacting in the discussions. The theme for the sessions was 'positioning for prosperity – catching the next wave'.
- Delivered television advertisements across the Territory to inform the public about the Territory's Northern Australia development agenda and the opportunities to be involved.

FUTURE PRIORITIES 2014–15

- Explore opportunities for the establishment of NADO offices in Katherine, Nhulunbuy, Tennant Creek and Alice Springs.
- Prepare the Territory Government's response to the Australian Government's Green Paper on Developing Northern Australia. The submission was lodged in September 2013, with the Australian Government due to release the White Paper on Developing Northern Australia at the end of 2014.
- NADO will continue to build momentum for policy, funding and legislative change to develop the north through:
 - Participating in Federal Government Taskforce meetings and provide a commitment that will result in new policies designed to stimulate growth in the Northern Territory.
 - Facilitating public and stakeholder forums informing Territorians of the opportunity for Northern Australia through the Joint Select Committee process, Australian Government's White paper and NT Government's agenda.
 - Working with other government agencies to attract business investment and conferences to drive the develop the north agenda and continue to grow our key economic sectors of mining, cattle, tourism, agriculture, energy, education and health to grow local business and support strong communities.

Asian Engagement, Trade and Investment

Asian Engagement

The Office of Asian Engagement, Trade and Investment (OAETI) drives the promotion and development of the Territory's regional relations across the political, commercial, educational and cultural levels.

Trade

OAETI provides a range of assistance to existing and potential exporters and investors through market intelligence, shared business networks and targeted inbound and outbound trade missions. It also manages and promotes the Trade Support Scheme, which offsets the costs of a range of export marketing activities, including travel, accommodation, marketing collateral and attendance at conferences and exhibitions. The scheme was recently refined to include funding of pre-approved inbound investment activities.

Investment

OAETI works to attract investors to the Territory through a range of promotional activities including the development of an investment guide and a directory of investment opportunities.

The guide gives potential investors an overview of the various aspects of doing business in the Territory. It also includes links to relevant agencies related to investments. The directory outlines current and potential investments across agribusiness, energy, infrastructure, manufacturing, property, tourism and the services sectors. Both are regularly updated and available in English, Indonesian, Japanese and Chinese. Full details are available at www.investnt.com.au

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Advice provided within agreed timeframes	>85%	>85%	>85%
Chief Minister visits to international priority markets	7	7	10
Trade and investment opportunities pursued within agreed timeframes	>85%	>85%	>85%

*Results based on latest available client survey

KEY ACHIEVEMENTS 2013–14

- Coordinated the Chief Minister's visit to Japan in July 2013 to meet with key government officials and major Japanese business houses. This visit provided the opportunity to follow up on the major projects that Japanese companies are undertaking in the NT and to promote new projects.
- Coordinated a second visit to Japan by the Chief Minister in October 2013 to deliver a keynote address to the 51st Australia Japan Joint Business Conference. At that time, agreement was reached to hold the 52nd annual conference in Darwin in 2014, which is expected to include the most important companies involved in commerce between Australia and Japan.
- Coordinated the Chief Minister's visit to China and Vietnam to promote trade and investment links. In China, he delivered an address to the Australia China Business Council's Investment Forum. While in Vietnam, he met with the Vietnamese Prime Minister and senior livestock executives. Vietnam is emerging as an important new market for the NT's cattle exports.
- Coordinated the Chief Minister's visit to Bali in November 2013 where he delivered the keynote address to the annual Indonesia Australia Business Conference to help further promote closer ties with Indonesia and Timor Leste across a trilateral sphere.
- Coordinated the Chief Minister's second visit to Vietnam in February 2014 to promote the NT's growing cattle sector and to explore opportunities in education and training and inward investment. He also developed closer ties with Ho Chi Minh and Haiphong through the signing of agreements to foster closer ties across a range of trade and investment opportunities.
- Continued to champion the successful Team NT approach in cooperation with the Chamber of Commerce, Manufacturers Council and Industry Capability Network to work with key project proponents (eg INPEX and Shell) to maximise local industry participation in current and planned major projects. This included leading an industry delegation to meet with prime contractors associated with the INPEX Ichthys and Shell Prelude projects based in Malaysia and in Thailand in June 2014.
- Coordinated and promoted local industry capabilities through participation in key events such as the annual Australian Petroleum Production and Exploration Association Conference and Exhibition (APPEA), the South East Asia Australia Offshore and Onshore Conference (SEAAOC) and leading business delegations to the annual Australian Oil and Gas Conference and Exhibition (AOG) and the Balikpapan Mining Expo.
- Coordinated the inaugural trade and investment mission to Darwin by the China Council for the Promotion of International Trade (CCPIT) in December 2013. The council is China's most powerful trade and investment bureau and has strong links across business and government in China. The mission also coincided with a delegation from the China Development Bank, which is evidence of the NT's growing profile in China. Both organisations participated in a business seminar to explore investments in minerals, tourism and property development.
- Supported a follow up trade and investment mission in partnership with the NT chapter of the Australia Business Council to a major expo in Beijing in June 2014.

FUTURE PRIORITIES 2014–15

- OAETI plans to release a draft discussion paper to help shape commercial and government relations in the region, particularly around growing our international markets. The discussion paper is a critical component of the NT Government's Northern Australia Development agenda and the overarching Economic Development Strategy.
- The hosting of NT Resources Week on 20-21 August 2014 in Darwin which incorporates the South East Asia Australia Offshore and Onshore Conference, Mining the Territory and Building the Territory. NT Resources Week attracts over 1,000 conference delegates and over 200 exhibitors from across Australia, Asia the USA and Europe.
- In October 2014, Darwin will host the prestigious 52nd Australia Japan Joint Business Conference, which will attract business leaders from both nations and provide an excellent platform to showcase the NT's major project developments. The conference will also help promote a range of investment opportunities in the resources, agribusiness, infrastructure, tourism and education sectors.

Regional Coordination

To drive economic development and policy coordination in the regions, the agency established the senior positions of Regional Executive Director (RED) in Nhulunbuy, Katherine, Tennant Creek and Alice Springs.

The key roles of the REDs is to:

- Facilitate cooperation across agencies to focus on the strategic outcomes of *Framing the Future*, particularly with regard to developing a prosperous economy.
- Communicate government policy and initiatives.
- Provide leadership on emerging priority issues for the whole-of-government.

These positions have commenced with immediate outcomes being the commencement of Regional Economic Development Committees in each region along with a renewed focus on regional coordination among all government agencies.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client satisfaction	>85%	>85%	>85%
Grant payments within agreed timeframes	>90%	>90%	>90%
Regional Economic Committee meetings supported	46	35	42
Regional coordination meetings held	32	28	44

*Results based on latest available client survey

Barkly region

KEY ACHIEVEMENTS 2013–14

The Barkly regional office was established and officially opened by the Chief Minister on 3 October 2013.

- It chaired and drove the performance of the Northern Territory Public Sector through the Barkly Regional Coordination Committee to ensure high level coordination of Territory Government activities throughout the region, including economic development, community safety and implementation of the Framing the Future blueprint.
- In partnership with Northern Territory Police, developed a draft Community Safety Action Plan for Tennant Creek.
- Supported and worked closely with the Tennant Creek Regional Economic Development Committee (REDC) to identify and prioritise local economic development opportunities. Achievements included:
 - developed and submitted a paper to the Joint Select Committee on Northern Australia's Inquiry into the Development of Northern Australia outlining key priorities for the Barkly region
 - successful engagement between the REDC and Aard Metals Limited to progress the commencement of the Warrego Tailings Project
 - successful engagement with Territory Metals and Kevin Craig Mining to progress repairs to the battery and underground at the Battery Hill Mining Centre
 - successful engagement with the Department of Business and Tourism NT to secure funding for the Battery Hill Mining Centre for a two-year period
 - in conjunction with Tourism NT and the Department of Business, established the Barkly Local Tourism Advisory Committee
- Successful engagement and administration of a funding agreement in the sum of \$3.75 million with Julalikari Council Aboriginal Corporation for the design and construction of the Tennant Creek youth accommodation facility.
- The regional office supported economic development by providing REDF grants to:
 - Battery Hill Mining Centre - \$20 000
 - Barkly Regional Arts - \$23 500
 - Tennant Creek Show Society - \$25 000
 - Barkly Regional Council - Elliott Business Centre feasibility study - \$16 720.

FUTURE PRIORITIES 2014–15

- Work with Northern Territory Police to establish a Community Safety Committee and implement the Community Safety Action Plan for Tennant Creek.
- In partnership with the REDC and the Department of Mines and Energy, organise and facilitate a mining summit.

Big Rivers region

The Big Rivers Regional Office located in Katherine leads and facilitates strategic approaches to drive regional priorities.

KEY ACHIEVEMENTS 2013–14

- Led and coordinated whole-of-government approaches to local regional matters and government priorities through the Big Rivers Regional Coordination Committee.
- The Katherine Regional Economic Development Committee (KREDC) was established in July 2013. The committee comprises up to 12 members from across key sectors of the community and business industry. It meets monthly to identify and drive local economic development opportunities. Key achievements:
 - Coordinated and hosted key information sessions by Northern Territory Government agencies to build and share knowledge about key work being undertaken in the region such as the proposed Ord River Stage 3 development, Katherine Land Use Plan, upgrades to major infrastructure, and the proposed Katherine Transport Hub.
 - Completed the Katherine Regional Economic Development Strategic Plan 2014–15.
 - Developed and presented Katherine's Regional positioning to the Joint Select Committee on Northern Australia's Inquiry into the Development of Northern Australia.
 - Provided a presentation to the Katherine Regional Infrastructure Study workshop about regional priorities and economic growth.
- Successfully negotiated with key stakeholders for Sunrise Health Services to deliver health services in Borroloola.

FUTURE PRIORITIES 2014–15

- Continue to support and manage the allocation of \$1.35 million through the McArthur River Mine Community Benefits Trust towards social development, capacity building and employment programs in Borroloola.
- Continue to participate in the development and construction of the Borroloola multi-purpose centre.

Central Australia region

The Central Australia office works with other agencies to implement and facilitate the directions and priorities of government in the region.

The office provides advice to the Chief Minister, the Minister for Central Australia and other ministerial portfolios on matters of significance throughout the region.

The office coordinates public sector activities to ensure a whole-of-government approach to progressing key projects and is influential in driving an efficient and effective public service across Central Australia.

Recently, the office underwent changes to reinvigorate its focus on economic development with a strong commitment to driving innovation and sustainable regional growth

KEY ACHIEVEMENTS 2013–14

- Represented the government in key public forums, meetings and on committees of significance to Central Australia.
- Coordinated whole-of-government responses to community safety issues affecting Alice Springs throughout the summer period and during major events.
- Facilitated the rationalisation of government office accommodation requirements in Alice Springs and the relocation of offices to support the creation of the Justice Precinct.
- Represented the Territory Government at cross-sector multi-agency forums focussed on modernising social service delivery throughout the region, including youth, family violence, early childhood development, patrolling and housing sectors.
- The government committed \$2.5 million to the Alice Springs Youth and Community Centre. The newly completed facility includes a new gymnastics/sports hall, administration centre, new entry, forecourt, linkage to the existing structures, car park and landscaping.
- A further \$3.3 million helped complete the newly developed ANZAC Oval Stadium, which includes new grandstands to seat 500 spectators, a kiosk, VIP areas, a refurbished club house, change rooms and an administration centre.

East Arnhem region

KEY ACHIEVEMENTS 2013–14

- The East Arnhem Regional Economic Development Committee (REDC) was established in May 2013 and comprises members across the key sectors of the East Arnhem community and business. The REDC meets monthly to address specific priorities for the stabilisation of the regional economy given the curtailment of the local refinery, and to progress opportunities for economic diversification in the region.
- Continue to work in partnership with the REDC, Rio Tinto Alcan (RTA) and the Australian Government, Traditional Owners and local businesses to broaden the regional economy, including through future developments on Aboriginal land across the region.

KEY ACHIEVEMENTS 2013–14

- Potential growth sectors for the region include minerals and natural gas exploration and processing, defence, mining support services, fisheries and aquaculture, agriculture and agribusiness, forestry, transport and logistics, regional aviation, tourism and arts, and research, education and health.
- A new investment guide for the region was launched on 1 August 2013 by the Chief Minister and Rio Tinto Alcan's CEO and President of Bauxite and Alumina, Mr Phillip Strachan.
- RTA and the Territory Government both committed \$2 million to support regional economic development. The government and RTA have been working toward the establishment of an entity to drive economic development for the region.
- Worked with RTA to open access to company assets, such as housing, the port and the airport, to help facilitate regional economic development.
- Worked with RTA to ensure that the power supply for Gove Peninsula communities is reliable, affordable and able to be expanded for future growth.

FUTURE PRIORITIES 2014–15

- Continue to support the work of the REDC, EARCC and the Regional Transition Taskforce.
- Continue to implement economic development opportunities identified in the Gove Taskforce report and transitional activities in the monitoring and review framework.
- Continue specific sector-based industry and economic development in the regions.
- Assist agencies to effectively implement new government service initiatives including the Prisoner Work Camp for Nhulunbuy, community-based alcohol and other drugs programs, outcomes of the Indigenous Education Review and improvements in regional health services delivery through the Top End Health Service and upgrade of the Gove District Hospital.
- Support ministers and Leader of the Opposition.

GOVERNMENT BUSINESS SUPPORT

The Government Business Support output group provides administrative and protocol support to the Administrator of the Northern Territory, the Chief Minister and ministers and the Leader of the Opposition. The support group provides secretariat services to Executive Council and Cabinet, drafts legislation and is responsible for the maintenance and upkeep of Government House.

Support to Ministers and Leader of the Opposition

This output provides operational advice, administrative support, hospitality services and advice on protocol matters to the Chief Minister, Ministers and Leader of the Opposition, as well as secretariat services to the department, Cabinet and the Executive Council.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client satisfaction*	>85%	>85%	>85%
Advice provided within agreed timeframes	>85%	>85%	>85%

*Results based on latest available client survey

Legislation Production

This output provides legislative drafting services (including drafting Bills, subordinate legislation and statutory instruments, and providing related advice) to the government and to members of the Legislative Assembly and makes legislation available to the public.

Performance measures	2013–14 estimate	2013–14 actuals	2014–15 estimate
Pages of legislation drafted	3000	2887	3000
Client satisfaction	>85%	>80%	>85%
Deadlines met	>85%	100%	>85%

Office of the Parliamentary Counsel

Legislative drafting services

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

Publishing legislation to the public

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.

From 14 May 2014, OPC also became responsible for producing the NT Government Gazette.

KEY ACHIEVEMENTS 2013–14

- Drafted 2887 pages of legislation within imposed timeframes. This included:
 - 55 Government Bills introduced (1165 pages), including 6 Bills for national legislative schemes
 - 9 government committee stage amendments drafted (15 pages)
 - 53 items of subordinate legislation settled (498 pages)
 - 794 statutory instruments settled (1023 pages).
- Made legislation available to the public within OPC time guidelines. This included 353 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 2014–15

- To meet increasing demands for legislative drafting services, including from members of the Legislative Assembly, and the possible expansion of the types of instruments to be drafted at OPC
- 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 (with the assistance of DCIS) the first phases of an IT upgrade project.
 - Engaging with agencies at all levels to give them the information they need to facilitate their drafting projects.
 - Continuing to improve the capacity of drafters and other staff, including new staff who started in 2013–2014 and the additional staff members required for the full complement to be reached.
- 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.

Government Services and Support to the Administrator

This output provides strategic coordination and facilitation, policy advice and implementation and planning services for emergency 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, the Leader of the Opposition and the Administrator of the Northern Territory.

Key deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client Satisfaction*	>90%	>90%	>90%
Number of internal and external hospitality, ceremonial and statutory events supported	625	502	625
Government House maintenance programs implemented within agreed timeframe	>80%	>80%	>80%

*Results based on latest available client survey

SNAPSHOT: Royal visit of Their Royal Highnesses the Duke and Duchess of Cambridge

Their Royal Highnesses the Duke and Duchess of Cambridge visited Uluṛu-Kaṯa Tjuṯa National Park on 22 and 23 April 2014.

In addition to wandering around parts of the iconic Uluṛu and meeting traditional owners, they spent some time at the National Indigenous Training Academy and also witnessed a traditional Welcome to Country ceremony. They also attended an official afternoon tea reception hosted by the Chief Minister.

The visit created significant opportunities for the Territory with images of the Royal couple as the sun set over Uluṛu beamed across the world.



Protocol

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

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

The workgroup 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 2013–14

- Facilitated 90 official receptions and events hosted by Northern Territory Government ministers.
- 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 34 ambassadors, high commissioners, consul generals and other dignitaries and VIPs.
- Assisted with the coordination of the official visit to Darwin of His Excellency Mr Taur Matan Ruak, President of the Democratic Republic of Timor-Leste.
- Assisted with delivery of a range of events acknowledging the 72nd Anniversary of the Bombing of Darwin.
- Assisted with the coordination of the official royal visit of Their Royal Highnesses the Duke and Duchess of Cambridge.
- Provided hospitality and support for significant events, including the V8 Supercars, Australian Superbikes, the Darwin Cup Carnival and Territory Day celebrations.
- Coordinated hospitality arrangements for the England and Australia cricket teams' visit to Alice Springs for a pre-Ashes tour match.
- Facilitated Territory Day public fireworks displays in 15 locations around the Northern Territory.
- Arranged the Territory Day flag-raising ceremony and citizenship ceremony on Speakers Green, Parliament House.
- Arranged and coordinated one State Funeral service.

FUTURE PRIORITIES 2014–15

- 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.

Government House

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

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 activities 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 2013–14

- The Administrator hosted 102 events at Government House, officially attended 266 external events, received 73 courtesy calls, delivered 110 official speeches and conducted five swearing-in ceremonies for statutory positions.
- The Administrator presided over 13 meetings and nine special meetings of the Executive Council and assented to 36 proposed laws under Section 7 of the *(Commonwealth) Northern Territory (Self Government) Act 1978*.
- Conducted five investiture ceremonies throughout the Northern Territory for a total of 28 Northern Territory recipients of Australian honours: Order of Australia and Australian bravery decorations.

KEY ACHIEVEMENTS 2013–14

- The Administrator conducted several official intra-territory itineraries encompassing visits to remote communities, regional centres, government and non government community organisations, education facilities, businesses and public offices throughout the Northern Territory.
- On behalf of Territorians, the Administrator welcomed the Duke and Duchess of Cambridge to the Northern Territory during their royal visit to Australia in April 2014.
- Redeveloped the programmable works schedule for Government House and grounds.
- Reviewed and restructured the configuration of the maintenance team to a more efficient level.

FUTURE PRIORITIES 2014–15

- Manage activities to provide a seamless transition with the outgoing and incoming Administrator of the Northern Territory in October/November 2014.
- Develop the focus of the official program for the incoming Administrator in order to engage with the broader community.
- Manage the Government House programmable works schedule against allocated minor new works, capital works, and repairs and maintenance funds.
- Continue to identify environmentally friendly and economically efficient measures for all activities at Government House, including maintenance requirements.

Security and Emergency Recovery

The Security and Emergency Recovery Team (SERT) coordinates a whole-of-government approach to security and emergency recovery in the Northern Territory. SERT also represents the interests of the Territory in the broader national security and emergency management context.

KEY ACHIEVEMENTS 2013–14

Developing the Northern Territory security arrangements aligned with national frameworks.

- Hosted, co-chaired and represented the interests of the Northern Territory at a meeting of the Australia New Zealand Counter Terrorism Committee (ANZCTC) in Alice Springs.
- Represented the interests of the Northern Territory on the following ANZCTC sub-committees:
 - Crisis Coordination Centre and Communications Capability Sub-Committee
 - Countering Violent Extremism Sub-Committee.
- Chaired the Northern Territory Countering Violent Extremism Work Group.
- Finalised the draft Northern Territory Protective Security Framework, which aligns whole-of-government security policy and practice with the Australian Protective Security Policy Framework, including providing guidance to the Power and Water Corporation in implementing those parts of the policy deemed necessary based on their risk assessment.
- Provided security assessments and briefings to ministers and government employees representing the Northern Territory overseas.

KEY ACHIEVEMENTS 2013–14

- Provided whole-of-government coordination for the Northern Territory stage of the Duke and Duchess of Cambridge's Australian Tour.
- Provided a coordination point for the transfer of sensitive Australian Government security information to the Northern Territory Government.
- Managed and maintained the secure national crisis communications capability: the Territory Crisis Coordination Centre.
- Represented the interests of the Northern Territory on the Australian Critical Infrastructure Advisory Council, including:
 - Operated an effective business–government partnership with Northern Territory critical infrastructure owners and operators.
 - Facilitated the development of and provide a secretariat for the new industry-led Northern Territory Critical Infrastructure Reference Group (terms of reference and membership is still being drafted).
 - Developed and promoted an organisational resilience body of knowledge and a common understanding of organisational resilience across industry.
- Represented the interests of the Northern Territory on the Oil and Gas Security Forum (OGSF), which provides an industry–government forum for regular consultation and information sharing on 'all hazard' security matters for both land and sea based oil and gas infrastructure.

Facilitating consistent whole-of-government emergency planning and recovery procedures.

- Represented the interests of the Northern Territory on the Australia New Zealand Emergency Management Committee (ANZEMC).
- Represented the interests of the Northern Territory as the Chair of the National Recovery Sub-committee of ANZEMC.
- Chaired the Steering Committee for the Northern Territory Natural Disaster Resilience Program which provides Commonwealth emergency management grant funding to organisations undertaking projects that enhance the resilience of Territorians and Territory communities.
- Hosted a Commonwealth-funded project officer to deliver a national emergency management recovery project entitled the 'National Impact Assessment Model' and other Recovery Sub-Committee project priorities.
- Received Commonwealth funding for a project officer to develop a post impact disaster information capability for the Territory.
- Developed and facilitated the passage of the new *Emergency Management Act* through the Northern Territory Parliament for the 2013–14 wet season.
- Updated the NT Ministers' Crisis Management Guide following the introduction of the new Act.
- Delivered briefings and facilitated workshops across all regions to develop common understanding of changes to emergency management arrangements under the new Act.
- Instigated a thorough review of the Northern Territory All Hazard Emergency Management Arrangements, Regional and Local Emergency Management Plans, including:

KEY ACHIEVEMENTS 2013–14

- leading the introduction of contemporary emergency management methodology to planning
- leading the inclusion of emergency recovery planning in regional and local plans
- leading the development and inclusion of response to recovery transitional arrangements in regional and local plans.
- Reviewed the Cyclone Shelter Upgrade Program, led an audit of cyclone shelters across the Top End and provided a report to the Territory Emergency Management Council (TEMC) for consideration.
- Finalised the Northern Territory Emergency Management Training Project and presented the 'Report into Emergency Management Training in the Northern Territory' to TEMC for consideration.
- Undertook a Territory-wide risk assessment of priority hazards using the National Emergency Risk Assessment Guidelines (NERAG) in accordance with the requirements of the National Partnership Agreement on Natural Disaster Resilience, and:
 - received TEMC endorsement of the Northern Territory Disaster Hazard Analysis and Risk Register
 - received government approval to publicly release a summarised version of the assessment and Regional Risk Registers
 - progressively incorporated the NERAG as part of the review of Regional and Local Emergency Management Plans.
- In partnership with the Northern Territory Emergency Service, reviewed, updated and developed the TEMC Strategic Plan.
- Represented the agency on the Bureau of Meteorology-led NT Flood Warning Consultative Committee.
- Represented the agency and provided advice to the Rapid Creek Flood Plain Group.
- Represented the agency on the Northern Territory Flood Plain Management Committee.
- Facilitated and/or participated in numerous emergency management exercises locally and nationally.
- Led the development of an evacuation plan for the Daly River community, including assisting the Department of Children and Families with the coordination and establishment of an evacuation centre exercise at Foskey Pavillion.
- Coordinated the Northern Territory Government submission to the COAG endorsed Productivity Commission Inquiry into Natural Disaster Funding Arrangements.

Developing energy security for the Northern Territory

- Represented the interests of the Territory on the National Oil Supply Emergency Committee.
- Chaired the Northern Territory Fuel Emergency Advisory Committee and fulfilled the role of Fuel Emergency Controller under the *Essential Goods and Services Act*.
- Maintained an effective business–government relationship with Vopak and Northern Territory fuel distributors and retailers, and provided advice to government on fuel shortages.

FUTURE PRIORITIES 2014–15

- During August/September the Security and Emergency Recovery Team will co-locate with its partner unit, the Security and Emergency Coordination Centre, at Berrimah Police Centre.
- The new co-location arrangements will:
 - build the Northern Territory's counter-terrorism capability
 - improve the transitional arrangements from disaster response to recovery between police and this agency
 - further develop the Northern Territory Emergency Management arrangements, which align with national standards and are cognisant of the context in which we operate.
- Progress the National Impact Assessment Model (NIAM), which aims to address 2012 COAG resolutions to:
 - develop an agreed national definition of a 'severe' event
 - develop a framework, such as a National Impact Assessment Framework, for collecting data and information in a consistent manner across jurisdictions.
- Progress the Northern Territory Impact Assessment project. The outcomes of this project will provide relief and recovery co-ordinators, agency executives and government with critical information about the impact of an event. Once collected, this information will support a range of decision making, planning and reporting around issues such as:
 - the nature and extent of required support such as emergency food/water distribution, supply of replacement clothing, medical and psychological services
 - the need to evacuate an affected population
 - the need to establish welfare assembly centres, evacuation centres, and welfare recovery centres
 - prioritising repair and reconstruction of the built environment
 - the progress and effectiveness of recovery efforts.
- Continue to provide security assessments and briefings to ministers and government employees representing the Northern Territory overseas.
- Continue to manage and maintain the secure national crisis communications capability – the Territory Crisis Coordination Centre.
- Chair the National Recovery Sub-Committee of the Australia New Zealand Emergency Management Committee.
- Continue to represent the Northern Territory's interests on local and national security and emergency recovery forums.

Cabinet Office

The Cabinet Office provides secretariat services to the Northern Territory Cabinet, 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, coordination of responses to parliamentary written questions, 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 deliverables	2013–14 estimate	2013–14 actuals	2014–15 estimate
Client Satisfaction*	>90%	>90%	>90%
Cabinet, Cabinet Subcommittee and Executive Council meetings supported	50	62	50

*Results based on latest available client survey

KEY ACHIEVEMENTS 2013–14

- Arranged swearing-in of the second Giles ministry in September 2013.
- Coordinated administrative arrangements for the calling of a by-election for the Legislative Assembly seat of Blain in March 2014.
- Prepared four 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 re-issued the Executive Council Handbook.
- Prepared materials for the 30-year opening of the 1983 Cabinet and Executive Council records on 1 January 2014 under the *Information Act*.
- Participated in the delivery of various courses for government officers and the broader community on Cabinet and related legislation processes.
- Implemented the second tranche of responses to the April 2013 Review of Cabinet Information Security, including the 'At a Glance' Cabinet Confidentiality guidelines, email messaging, Cabinet information clean desk policy, and training materials for agencies, and coordinated an agency audit of implementation of the measures in April 2014.
- Developed a number of new processes to support Cabinet decision-making and Cabinet reporting.

KEY ACHIEVEMENTS 2013–14

- Investigated the options for electronic Cabinet meeting documents and commissioned the development of a pilot system.
- Made refinements to the new integrated Cabinet data management system.
- Reviewed administrative support arrangements for the office and recruited to two restructured positions.

FUTURE PRIORITIES 2014–15

- Prepare materials for the 30-year opening of the 1984 Cabinet and Executive Council records on 1 January 2015 under the *Information Act*.
- Issue a new Cabinet Handbook, including enhancements recommended by the Stella Maris Inquiry.
- Commission enhancements to the Government Executive Reporting System to enable transmission of draft Cabinet submissions and agency comments on submissions within the system.
- Update and re-issue the Government's Legislation Handbook.
- Continue to work with agency and other government agency officers to improve the quality of Cabinet submissions.
- Continue to convene meetings of, and work closely with, agency secretariat officers with the aim of improving knowledge of Cabinet and other executive government processes and identifying improvements to those processes.



The Hon Bess Price MLA being sworn in by the Administrator Her Honour the Honourable Sally Thomas AC

Ministerial Liaison

Ministerial Liaison manages the coordination of ministerial advice and information between the department and ministerial offices and provides high-level support services to the Office of the Chief Executive. The team 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. Advice and assistance is also provided to agencies on the remuneration and administration of statutory and non-statutory government boards and committees.

KEY ACHIEVEMENTS 2013–14

- Coordinated reporting to government on the progress of 2012 election commitments.
- Coordinated agency preparation efforts for the 2014 Estimates Committee Hearings, including information requirements, support to executive staff and the handling of 14 questions on notice.
- Coordinated timely and appropriate briefing notes for the Legislative Assembly Sittings.
- Implemented use of the agency SharePoint site for coordination and processing of the agency's Legislative Assembly and Estimates Committee Hearing briefings.
- Created a new internal mechanism for preparation and coordination of agency comments on draft Cabinet submissions.
- Managed the coordination, processing, quality control and timeliness of agency ministerial correspondence (372 external ministerial requests and 753 agency generated).
- Updated the Ministerial Correspondence Handbook and developed a corporate style guide.
- Provided advice and assistance to agencies regarding procedures on classifying new statutory bodies, including preparation of an updated Board Members Handbook.

FUTURE PRIORITIES 2014–15

- Strengthen business systems through:
 - expanding the use of the agency SharePoint site to incorporate workflows and version control for ministerial correspondence and agency comments on draft Cabinet submissions
 - progressing implementation of electronic document management using the TRIM database (EDRM) for agency ministerial correspondence
 - continually reviewing and improving current processes for tracking and recording ministerial enquiries and requests.
- Provide a lead service to other agency secretariat/ministerial liaison units by providing leadership and direction on a wide range of executive/machinery-of-government matters.
- Coordinate 2015 Estimates Committee Hearing preparation.
- 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.

Communications and Marketing Bureau

A new across-government Communication and Marketing Bureau was implemented on 1 July 2013. The structure was designed to support communication of the government's priorities and new initiatives to the community and to progress work relating to branding, websites, the show circuit, and procurement and contract arrangements.

The restructure of marketing and communications aimed to:

- strengthen the focus on service delivery
- develop a culture of strong fiscal management and control over marketing and communications spending
- create a streamlined and cost-effective approach to marketing functions
- support growth in the private sector with increased, transparent use of approved contractors
- provide increased focus on, and coordination of, the NT Government web environment and support increased consistency and coordination in communications from all areas of government
- retain whole-of-government crisis and issues response capability
- achieve savings through a streamlined workforce and more coordinated effort.

The Communications and Marketing Bureau (CMB) provides a streamlined whole-of-government approach to ensure government's communication and marketing priorities are effectively and professionally managed.

KEY ACHIEVEMENTS 2013–14

- Finalised implementation of the review into marketing and communications and participated in the Communications and Marketing Implementation Committee.
- Finalised establishment of the CMB including engagement with agencies.
- Strengthened the focus on delivery of a whole-of-government marketing and communications service including the establishment of strong governance structures such as regular forums for directors, media managers and web team members.
- Delivered more than 60 significant campaigns across government in addition to providing ongoing support and guidance to agencies.
- Established strong governance structures to support implementation of reform, including establishing clear processes for delivery of whole-of-government marketing and communications services through the implementation of the Communications and Marketing Advisory Committee (CMAC).
- Developed whole-of-government policy around social media management and implementation.
- Built a culture of strong fiscal management and control over marketing and communications spending, ensuring projects are delivered within agency budgets or the CMB budget.
- Held whole-of-government crisis communication training sessions to build capacity across government and improve responsiveness.
- Implemented a whole-of-government media buying contract, which provides a streamlined and cost-effective approach to advertising.
- Established the Print Management Unit (PMU), which provides a quality specialised service and technical advice to client agencies to ensure effective coordination and timely delivery of printing requirements.

KEY ACHIEVEMENTS 2013–14

- Transferred the Media Monitoring Unit to the CMB, which enabled some services to be rolled-out across government, increasing efficiency.
- Undertook a web audit and established a whole-of-government Digital Strategy in collaboration with the Department of Corporate and Information Services and agencies.
- Provided communications and public relations support to help advance the Northern Territory profile and visibility with the royal visit to Uluru.
- Developed the new NTG newsroom for distribution of media releases, creating a more robust and dynamic system.

FUTURE PRIORITIES 2014–15

- Assist with the implementation of recommendations from the review of communications and marketing undertaken in June 2014.
- Maintain 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.
- Establish policy that supports the new direction for whole-of-government major initiatives and direction for marketing and web development.
- Maintain vigilance through the Communications and Marketing Advisory Committee (CMAC) on supporting the NT Government brand platform through the style guide.
- Maintain crisis communication capacity across government and improve responsiveness with new personnel joining agency communications and marketing teams.
- Create a streamlined and cost-effective approach to use of suppliers and approved contractors through implementation of the digital strategy.
- Implement a whole-of-government media monitoring solution.
- Implement a whole-of-government image library system.
- Continue to represent the Territory on national crisis communication committees.

CORPORATE AND GOVERNANCE

Corporate Services

Corporate Services provides services to meet the agency's corporate and governance needs by managing a range of functions, including financial management, human resource management, information and communication technology, governance and risk services, and communications and media. It also provides shared corporate services to the Office of the Commissioner for Public Employment (OCPE).

	2013–14 estimate	2013–14 actual	2014–15 budget
Client satisfaction	>80%	>81%	>80%

KEY ACHIEVEMENTS 2013–14

- Implemented the Travel Request Information Processing System (TRIPS) across this agency and OCPE.
- Implemented a new building security regime to enhance security of staff and sensitive information.
- Re-established the joint Audit and Risk Management Committee (ARMC) for this agency and OCPE.
- Implemented the 2013–14 Internal Audit Plan for this agency and OCPE.
- Developed, in conjunction with DCIS, customised reports for facilitating the reconciliation of GAS to TRIPS for improved efficiency and accuracy of financial information.
- Delivered Total Records and Information Management (HP TRIM) system training to new staff and refresher training for existing users in both agencies.
- Delivered human resource consultancy and advisory services to this 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 Indigenous Employment Program.
- Provided core training programs, including induction and Capability Enhancement Plan (CEP) training.
- Facilitated a range of corporate health initiatives arising from the Health and Wellbeing Strategy.

FUTURE PRIORITIES 2014–15

- Implement the electronic purchase request module, which will improve workflow processes and compliance for obtaining prior approval to purchase.
- Strengthen corporate and governance within the agency by commencing a review of the Accounting and Property Manual.
- Develop and implement monthly web-based reporting of ministerial travel to improve timeliness, achieve greater transparency and efficiency of reporting.
- Develop a rolling risk based Strategic Internal Audit Plan for the agencies and implement the approved 2014–15 Internal Audit Plans.
- Implement the approved agency Risk Management Framework for this agency and OCPE.
- Implement the approved Internal Audit Manual.
- Implement the electronic Vehicle Booking System to improve vehicle accessibility and monitoring of vehicle business use, increase value for money and reduce unnecessary lease charges.
- Archive pre-2004 non-electronic files to reduce agency storage costs.
- Develop and implement a centralised event and function management system for OCM.
- Revise the current CEP process to assist with a higher completion rate.
- Develop and implement a new online induction system for all new employees.
- Implement the DCIS initiated organisational chart project.
- Review the current ministerial officer contracts, in consultation with OCM.
- Continue to build on the agency's Leadership Roadmap with a focus on recruitment, selection and induction processes, and engagement and retention strategies.
- Develop a blend of contemporary and targeted learning and development solutions to achieve strategic business objectives and facilitate professional growth.
- Continue to develop leadership skills and capabilities across all employment levels.

Strategic Communications

Strategic Communications provides corporate communication services to the agency and the Office of the Commissioner for Public Employment (OCPE). In addition, the unit is responsible for:

- online communications management of all agency and OCPE websites
- strategic marketing in consultation with the Communications and Marketing Bureau
- internal and external communications
- agency intranet co-ordination.

The unit supports business areas within the agency, on strategic marketing and communications directly related to the agency's business and projects.

KEY ACHIEVEMENTS 2013–14

- Provided communications and marketing support for agency and OCPE initiatives including: the launch of the Anzac Centenary program, Volunteer of the Year Awards, launch of the NTPS Values, the development of a new Northern Australia Capital City Charter, the establishment of a Minister's Advisory Council for Multicultural Affairs and Senior Territorians and Framing the Future policy development.
- Developed an NTPS staff newsletter.
- Reviewed the Chief Minister's Awards with a new-look event for 2014.

FUTURE PRIORITIES 2014–15

- Provide communications and marketing support to the agency and the OCPE.
- Maintain robust and efficient internal processes for supporting client areas.



4

MANAGING THE AGENCY

AGENCY PEOPLE

MANAGING AND DEVELOPING OUR TEAM MEMBERS

AGENCY PEOPLE

Overview

Our team members play a central role in implementing the priorities of government through the provision of services to the Chief Minister and the executive arm of government.

The HR team supports the agency to ensure a positive work culture supported by policies and frameworks that ensure compliance with employment legislation requirements.

Staff snapshot as at 30 June 2014

Staff numbers by output group

Output group	FTE (full time equivalent)
Advice and Coordination	82.81
Government Business Support	169.3
Corporate and Governance	37.78
Total	289.89

Note: The Government Business Support output group includes ministerial employees (89.06).

Staff profile

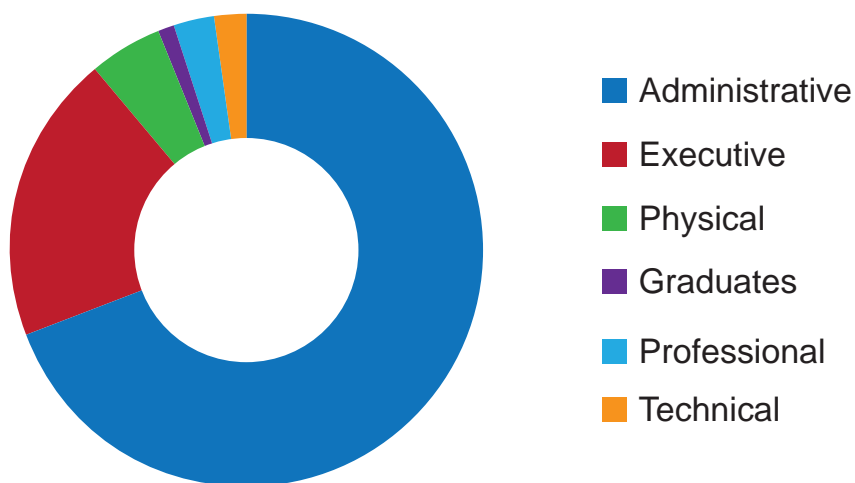
The table below provides a comprehensive comparison of full time equivalent (FTE) classifications from June 2013 to June 2014.

Classification	30 June 2013	30 June 2014
Agency employees		
Executive Contract Officer 6	2.00	1.00
Executive Contract Officer 5	1.00	2.80
Executive Contract Officer 4	1.00	0
Executive Contract Officer 3	2.00	3.00
Executive Contract Officer 2	3.95	14.85
Executive Contract Officer 1	13.70	15.90
Executive Officer 3	0	1.00
Executive Officer 2	0	1.00
Senior Administrative Officer 2	6.00	1.00
Senior Administrative Officer 1	11.00	18.08
Administrative Officer 7	11.85	27.25
Administrative Officer 6	16.68	29.68
Administrative Officer 5	9.00	21.53
Administrative Officer 4	10.37	21.60

Classification	30 June 2013	30 June 2014
Administrative Officer 3	11.81	7.70
Administrative Officer 2	2.00	3.90
Senior Professional 2	3.00	2.80
Senior Professional 1	1.00	1.00
Professional 3	1.00	2.00
Professional 2	0.60	0
Technical 4	1.00	0
Technical 3	1.00	2.00
Technical 2	2.00	2.00
Physical 6	1.00	1.00
Physical 3	4.53	4.53
Physical 2	4.00	4.21
Graduate Program	1.00	2.00
NTPS Apprentice	1.00	0
Sub Total	123.49	200.83
Ministerial employees	89.94	89.06
Total	213.43	289.89

The increase in staffing numbers can be attributed to the machinery-of-government changes in September 2013 and the establishment of the Communications and Marketing Bureau in July 2013.

Figure 8 - Distribution of agency team members across employment type as at 30 June 2014



Our values

Our values were developed in July 2013 in the context of the Northern Territory Public Sector values and focus on:

Innovation: through the identification of opportunities and developing creative solutions in a rapidly changing environment.

Professionalism: by building positive relationships, demonstrating strong leadership and delivering effective, timely outcomes.

Respect: by encouraging the contributions of our people, teamwork and a balanced workplace.

Diversity: by valuing the workforce as well as the population it serves.

Excellence: by being exemplary in all we do and striving for quality outcomes for all Territorians.

MANAGING AND DEVELOPING OUR TEAM MEMBERS

Leadership Roadmap 2013–2015

The Leadership Roadmap continues to guide our team members and brings innovative ideas, skills and perspectives to many agency initiatives.

The agency continues to ensure a culture of shared leadership that promotes superior qualities and values through a range of new and innovative initiatives.

Capability Enhancement Framework

The agency's employee performance management and development system, Capability Enhancement Plan (CEP), identifies, evaluates and develops the work performance of team members to ensure the goals and objectives of the agency are effectively achieved. During 2013–14, 19 employees attended CEP training.

Our leaders

The focus of the Leadership Roadmap continues to develop leadership skills and capabilities across all employment levels and aims to accomplish a blend of contemporary and targeted learning and development solutions to achieve strategic objectives and facilitate professional growth.

Professional Learning and Development Framework

The agency invested \$166 632 in training and development and a further \$19 724 in study assistance for its team members in 2013–14.

Throughout the reporting period, team members participated in training programs, including:

- Capability Enhancement Plan training
- Apply First Aid
- Workplace Bullying: New Developments

- The Business of Practising Law
- Native Title and Aboriginal Land Rights
- International Association for Public Participation 2
- NT Suicide Prevention and Wellbeing Conference
- MIMMS Team Member course

The agency also continues to support team members to gain relevant professional and technical skills through higher education. The support provided includes financial assistance for study fees and paid study leave to attend tutorials, lectures and exams.

At year end, four team members were undertaking study in the areas of:

- Bachelor of Commerce
- Diploma of Human Resources Management
- Bachelor of Behavioural Science.

Employment programs

The agency's employment programs are aimed at addressing succession planning issues by creating a supply of trained employees to meet the current and future needs of the agency. The program targets entry-level recruits, including graduates, participants from the Indigenous Employment Program and apprentices.

Employment program participants in 2013–14

Program	Participants
Graduate Development Program	3
Indigenous Employment Program	1
Apprenticeship Program	1
Total	5

Graduate Development Program

The Graduate Development Program is aimed at developing the skills, experience, knowledge and abilities of graduates to the level of competence required for management positions. The agency regularly identifies disciplines needed in its future workforce and offers employment to graduates as part of its strategic succession management. The graduates are offered 12-month fixed-period contracts and are placed in various work groups throughout the agency.

January 2013 intake

One graduate was recruited in 2013 and rotated through the Intergovernmental and Economic Development Policy work groups. At the end of the program, he was permanently appointed to the agency as a Policy Officer in the Economic Development Policy work group.

2014 intake

In January 2014, one graduate was recruited to the agency and has commenced with the Economic Development Policy work group. Another graduate was recruited in May 2014 and has commenced with the Social Policy work group. Both graduates will rotate through different work groups within the agency.



Left to right: Taliska Kiebat (2014 graduate), Adam Cramp (2013 graduate), Alana Morley (2014 graduate)

Apprenticeship program

The apprenticeship program combines employment with structured learning to develop workplace skills and provide a nationally recognised qualification at the certificate II, III, IV or diploma level. The agency recruited one apprentice in October 2012 who was placed with the Social Policy work group. She successfully completed a Certificate III in Business in October 2013.

Indigenous Employment Program

In March 2014, one Indigenous Employment Program (IEP) participant joined the agency and was placed in the Corporate Services work group. She has successfully completed a Certificate II in Business and has been placed in the Economic Development Policy work group on a fixed-period contract.



Left to right: Karen O'Connor (Senior Payroll Officer), Jade Jones-Cubillo (IEP participant), Kelly MacRae (HR Officer)

Equal Employment Opportunity

The agency is committed to equality of opportunity in employment for all team members.

At 30 June 2014:

- 62 per cent of our team members are female
- 38 per cent are male
- 13 team members identified as Aboriginal or Torres Strait Islander
- 10 team members identified as having a non-English speaking background
- five team members identified as having a disability.

Health and wellbeing

The agency remains committed to the health and wellbeing of all team members. It continues to offer initiatives and activities such as lunchtime massages, yoga, meditation, Employee Assistance Program, ergonomic assessments and flu vaccinations.

Initiatives	Number of employees accessing these initiatives in 2013–14
Employee Assistance Program	50
Ergonomic assessments	4
Flu vaccinations	93
Massages	198
Yoga	77
Meditation	66

Work–life balance

Flexibility in the workplace is recognised by the agency as a valuable tool in achieving greater business productivity and providing flexibility necessary for team members to manage the balance between what needs to be achieved at work and their personal commitments outside the workplace.

In 2013–14, the agency supported flexible work practices by providing options such as:

	Female	Male	Total
Part-time work	10	3	13
Career breaks	2	0	2
Extended leave scheme	1	0	1
Home-based work/ telecommute	1	1	2
Transition to retirement	0	1	1

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

1. Filling Vacancies

Agency must develop a procedure for the filling of vacancies consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

Agency's Action(s): Recruitment actions: advertised 75 vacancies (ongoing and fixed period), 216 employees commenced or transferred in and 125 employees separated or transferred out during the reporting period.

One promotion appeal was lodged during 2013–14.

2. Probation

Agency must develop a probation procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement

Agency's Action(s): The agency's probation policy is reviewed every two years and information is included in the welcome pack for new employees. A system is in place to ensure timely finalisation of probation reports.

3. Natural Justice

The principles of natural justice are observed in all dealings with employees and are reflected in relevant policies and procedures.

Agency's Action(s): The principles of natural justice are observed in all dealings with employees and are reflected in relevant policies and procedures.

Employment Instructions

4. Employee Performance and Development Systems

Agency must develop a procedure for the filling of vacancies consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

Agency's Action(s): The agency's performance management system, Capability Enhancement Framework, incorporates the NTPS Capability and Leadership Framework (CLF). It also establishes a link between individual performance, position responsibilities, the values and the strategic needs of the agency as a whole, taking into account potential future requirements.

Training was conducted for all employees during 2013–14 and provided information about the changes introduced under EI 4, whereby information gathered through the CEP process forms part of an employee's record and can be used for managing an employee's employment in the public sector. Nineteen employees attended this training.

5. Medical Examinations

Agency may engage a health practitioner in accordance with the Act and Employment Instruction Number 3.

Agency's Action(s): During 2013–14, no employees were directed to attend medical examinations by approved health practitioners.

6. Performance and Inability

Agency to provide OCPE with information relating to performance and inability.

Agency's Action(s): During 2013–14, no performance or inability action was commenced.

7. Discipline

Agency may develop discipline consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

Agency's Action(s): The agency's discipline policy and procedure is available to all employees via the intranet.

No disciplinary action was taken during 2013–14.

8. Internal Agency Complaints and Section 59 Grievance Reviews

Agency may develop an internal employee grievance handling policy and procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

Agency's Action(s): The agency's grievance policy and procedure is available to all employees via the intranet.

Two formal grievances were lodged with the Commissioner for Public Employment during 2013–14.

Employment Instructions

9. Employment Records

Agency must comply with the requirements of the *Information Act* (NT) regarding correction, collection and handling of personal information contained in an employee's employment record.

Agency's Action(s): Employee records are securely maintained by the Department of Corporate and Information Services (DCIS) and the agency's HR unit.

The agency's policy for accessing and maintaining employees' records is available via the intranet.

10. Equality of Employment Opportunity Programs

Agency must develop an Equality of Employment Opportunity Program consistent with the Act, its subordinate legislation, the *Anti-Discrimination Act* and any relevant award or enterprise agreement.

Agency's Action(s): The agency is updating its Equal Employment Opportunity (EEO) plan.

11. Occupational Health and Safety Standard Programs

Agency must ensure the application of appropriate occupational health and safety (OHS) standards and programs. The agency is also required to provide information in the annual report in relation to OHS programs.

Agency's Action(s): Work continues in relation to meeting legislative obligations in developing and implementing training, especially in the area of hazard identification.

12. Code of Conduct

The Code of Conduct stipulates the basic level of conduct expected of public sector officers as defined in the Act.

Agency's Action(s): A Code of Conduct session features as part of the quarterly induction for all new team members.

In accordance with the Code of Conduct, a policy is under development relating to gifts and benefits.

13. Appropriate Workplace Behaviour

Agency must develop and implement a policy and procedure to foster appropriate workplace behaviour and a culture of respect and to deal effectively with inappropriate workplace behaviour and bullying.

Agency's Action(s): Appropriate workplace behaviour sessions feature as part of the quarterly induction for all new team members.

The appropriate workplace behaviour policy and procedures are available to all team members via the intranet.

Employee achievements

The agency values the individual and collective contributions and achievements of its team members.

Notable achievements in the reporting period are included below:

- Adam Cramp re-established the Institute of Public Administration Australia – Northern Territory Branch's Young Professionals Network in 2013. He also became the President of this Network in 2013 and the Vice President in 2014.
- Sandra Markman won an Outstanding Academic Achievement Award in Professional Responsibility during her studies this year.



5

FINANCIAL PERFORMANCE

FINANCIAL OVERVIEW

CERTIFICATION OF THE FINANCIAL STATEMENTS

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

FINANCIAL OVERVIEW

Overview

The 2013–14 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 2013–14 and comparative financial information for 2012–13 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:

- Operating income exceeded expected budget due to additional Commonwealth funding with planned spending in forward years.
- Operating expenses were within expected budget with expenditure relating to Economic Infrastructure grants program deferred to forward financial years.

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

Comprehensive Operating Statement

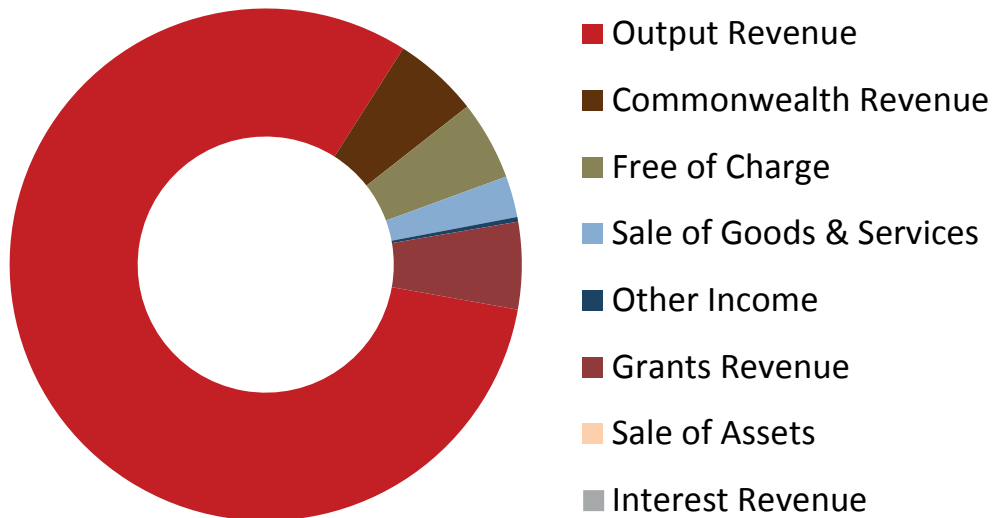
Summary	2013–14	2012–13
	\$M	\$M
Operating Income	86.11	55.85
Operating Expenses	86.41	54.74
Net Surplus/(Deficit)	-0.30	1.11

The agency recorded an operating deficit in 2013–14 of \$0.30 million compared to a budgeted deficit of \$15.97 million. This variance is primarily related to an underspend against the Strategic Economic Infrastructure grants program and receipt of unplanned Commonwealth funding.

Operating Income

The agency received income of \$86.11 million in 2013–14, an increase of \$30.26 million compared to 2012–13. This increase is predominantly due to increased output appropriation of \$29 million resulting from machinery-of-government transfers, including the transfer of the Strategic Economic Infrastructure grants program, and \$2.4 million of Commonwealth funding to improving life outcomes for Indigenous Territorians in Alice Springs.

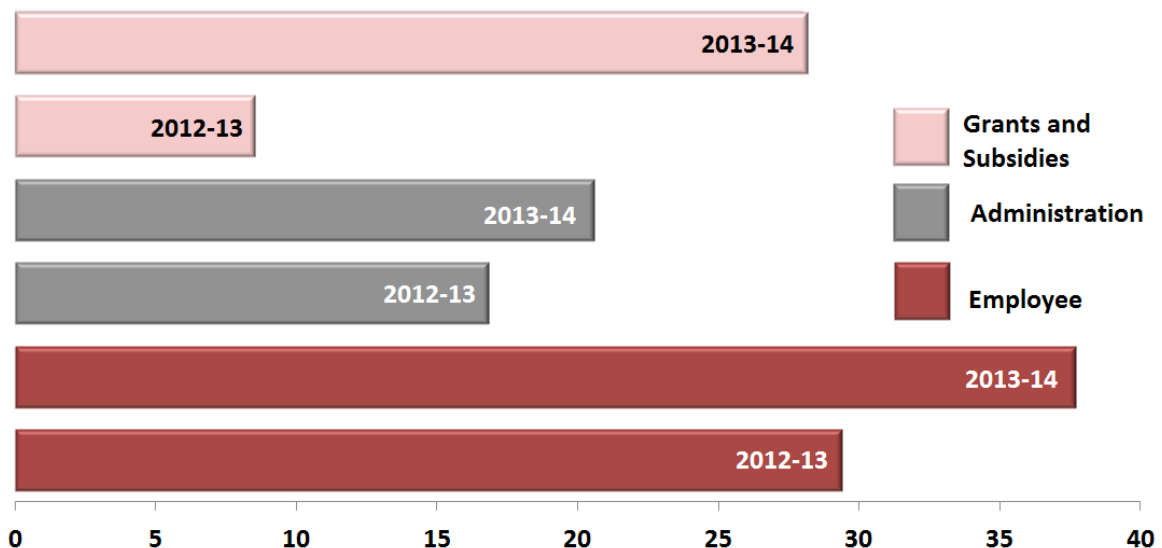
Source of income



The agency's primary source of income is output appropriation, which makes up 81.2 per cent of all agency income (\$69.9 million). Further income generated by the agency includes Commonwealth appropriation of \$4.7 million or 5.4 per cent, sales of goods and services of \$2.2 million or 2.6 per cent. Other income recognised by the agency includes gains on disposal of assets, goods and services received free of charge, interest and miscellaneous revenue.

Operating expenses

During the 2013–14 financial year, the agency took on additional resources resulting from the machinery-of-government transfers. This resulted in a \$31.67 million increase in agency expenditure when compared to last year. Expenditure increased across all expense classifications predominantly due to these function transfers.



Employee expenditure

Employee expenses increased by 28.7 per cent or \$8.28 million, primarily due to the machinery-of-Government transfers. This resulted in an approximate increase of 76 additional full time equivalent (FTE) staff to 289.89 in 2013–14 from 213.43 in 2012–13.

Administration Expenditure

Total administrative expenses increased by 22.18 per cent or \$3.74 million. This was predominantly due to transfer of business functions resulting from the Machinery of Government transfers.

Grants Expenditure

Grants and subsidies expenses increased by \$19.65 million in 2013–14 when compared to 2012–13. This increase is primarily due to an increased activity relating to Commonwealth-funded initiatives and functions resulting from the machinery of government transfers.

A complete explanation and listing of grant payments for the financial year are included in part two of this Annual Report.

Balance Sheet

Summary	2013–14	2012–13
	\$M	\$M
Assets	48.91	46.45
Liabilities	7.74	5.24
Equity	41.17	41.21

During 2013–14, the agency's total assets increased by \$2.46 million to \$48.91 million. The increase is mainly attributable to the establishment of \$2.82 million in advances to be repaid in future years.

The increase in liabilities of \$2.51 million relates to an increase in payables of \$0.73 million and increased employee provisions recognised of \$1.76 million, as a result of an increase in FTEs from 2012–13.

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	2013–14	2012–13
	\$M	\$M
Balance 1 July	41.21	40.90
Accumulated funds	-0.30	1.11
Reserves	0	(1.09)
Capital	0.25	0.29
Balance 30 June	41.17	41.21

Equity, which is the difference between assets and liabilities, decreased by \$0.04 million to \$41.17 million in 2013–14.

In addition, the agency received \$1.25 million in equity injections including a \$0.85 million equity transfer primarily relating to capitalised works in progress and \$0.40 million in Capital Appropriation. This was offset by the reduction in equity totalling \$0.99 million relating to the recognition of liabilities and staff provisions resulting from the machinery-of-Government transfers.

Cash Flow Statement

Summary	2013–14	2012–13
	\$M	\$M
Balance 1 July	23.03	15.39
Receipts	83.55	54.27
Payments	(80.64)	(55.04)
Proceeds from asset sales	0.02	-
Purchase of assets	(0.21)	(0.08)
Advances	(2.83)	-
Equity	(0.60)	8.49
Cash at End of Financial Year	22.33	23.03

The cashflow statement summary above provides information on the movement of cash during the year and shows a decrease in cash balances of \$0.70 million.

Cash balances decreased during 2013–14 due to expenditure against externally funded programs that had been receipted in previous financial years. The remaining cash balances are budgeted to be used in forward years for the following programs:

- \$10 million Strategic Economic Infrastructure grants program
- \$9.3 million for Remote Indigenous Housing
- \$4 million for township leasing in the Northern Territory.

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 2014 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 2014



David Ryan
Chief Financial Officer
29 August 2014

**DEPARTMENT OF THE CHIEF MINISTER
COMPREHENSIVE OPERATING STATEMENT
For the year ended 30 June 2014**

	Note	2014 \$'000	2013 \$'000
INCOME			
<i>Grants and Subsidies Revenue</i>			
Current		4 731	7 703
Capital		-	-
<i>Appropriation</i>			
Output		69 909	40 883
Commonwealth		4 653	2 247
Sales of Goods and Services		2 212	633
Interest Revenue		21	-
Goods and Services Received Free of Charge	4	4 273	4 168
Gain on Disposal of Assets	5	21	3
Other Income		291	214
TOTAL INCOME	3	86 111	55 851
EXPENSES			
Employee Expenses		37 678	29 397
<i>Administrative Expenses</i>			
Purchases of Goods and Services	6	15 128	11 692
Repairs and Maintenance		723	407
Depreciation and Amortisation	10, 11	456	576
Other Administrative Expenses ¹	7	4 274	4 170
<i>Grants and Subsidies Expenses</i>			
Current		17 575	6 957
Capital		10 576	1 544
TOTAL EXPENSES ²	3	86 411	54 741
NET SURPLUS/(DEFICIT)		(300)	1 110
OTHER COMPREHENSIVE INCOME			
Asset Revaluation Reserve			(1 091)
TOTAL OTHER COMPREHENSIVE INCOME			(1 091)
COMPREHENSIVE RESULT		(300)	19

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

¹ Includes \$4.27 million for DCIS service charges

² Rounding discrepancy, refer to note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER
BALANCE SHEET
For the year ended 30 June 2014

	Note	2014 \$'000	2013 \$'000
ASSETS			
Current Assets			
Cash and Deposits	8	22 330	23 032
Receivables	9	175	350
Advances and Investment		2 821	-
Prepayments		224	223
Total Current Assets		25 550	23 605
Non Current Assets			
Property, Plant and Equipment	10, 12	23 223	22 736
Heritage and Cultural Assets	11, 12	134	107
Total Non Current Assets		23 357	22 843
TOTAL ASSETS		48 907	46 448
LIABILITIES			
Current Liabilities			
Payables	13	2 156	1 424
Provisions	14	3 956	3 655
Other Liabilities	15	172	157
Total Current Liabilities		6 284	5 236
Non Current Liabilities			
Provisions	14	1 459	
Total Non Current Liabilities		1 459	
TOTAL LIABILITIES		7 742	5 236
NET ASSETS		41 165	41 212
EQUITY			
Capital		52 207	51 955
Reserves	16	11 517	11 517
Accumulated Funds		(22 560)	(22 260)
TOTAL EQUITY ³		41 165	41 212

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 2014

	Note	Equity at 1 July \$'000	Comprehensive result \$'000	Transactions with owners in their capacity as owners \$'000	Equity at 30 June \$'000
2013-14					
Accumulated Funds					
Changes in Accounting Policy		(22 259)	(300)		(22 559)
Correction of Prior Period Errors					
		(22 259)	(300)		(22 259)
Reserves					
Asset Revaluation Reserve	16	(11 517)	(300)		11 517
		(11 517)	(300)		11 517
Capital Transaction with Owners					
Equity Injections					
Capital Appropriation		42 035		395	42 430
Equity Transfers In		18 348		851	19 199
Other Equity Injections		16 106			16 106
Equity Withdrawals					
Capital Withdrawal		(15 344)		(991)	(16 335)
Equity Transfers Out		(9 190)		(3)	(9 193)
		51 955		252	52 207
Total Equity at End of Financial Year		41 212	(300)	252	41 165
2012-13					
Accumulated Funds					
Changes in Accounting Policy		(23 368)	(1 110)		(22 559)
Correction of Prior Period Errors					
		(23 368)	(1 110)		(22 259)
Reserves					
Asset Revaluation Reserve	16	(12 608)	(1 091)		11 517
		(12 608)	(1 091)		11 517
Capital Transaction with Owners					
Equity Injections					
Capital Appropriation		41 640		395	42 035
Equity Transfers In		17 530		818	18 348
Other Equity Injections ⁴		7 871		8 234	16 106
Equity Withdrawals					
Capital Withdrawal		(15 207)		(137)	(15 344)
Equity Transfers Out		(174)		(9 016)	(9 190)
		51 660		294	51 955
Total Equity at End of Financial Year		40 899	19	294	41 212

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

⁴ Rounding discrepancy, refer to note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER
CASH FLOW STATEMENT
For the year ended 30 June 2014

	Note	2014 \$'000	2013 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Operating Receipts			
<i>Grants and Subsidies Received</i>			
Current		4 731	7 703
Capital			
<i>Appropriation</i>			
Output		69 909	40 883
Commonwealth		4 653	2 247
Receipts from Sales of Goods and Services		4 236	3 436
Interest Revenue		21	-
Total Operating Receipts		83 550	54 269
Operating Payments			
Payments to Employees		(35 576)	(31 537)
Payments for Goods and Services		(16 908)	(15 002)
<i>Grants and Subsidies Paid</i>			
Current		(17 575)	(6 957)
Capital		(10 576)	(1 544)
Total Operating Payments		(80 635)	(55 040)
Net Cash From/(Used In) Operating Activities ⁵	17	2 914	(771)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investing Receipts			
Proceeds from Asset Sales	5	15	-
Repayment of Advances		8	-
Total Investing Receipts		23	-
Investing Payments			
Purchases of Assets		(214)	(82)
Advances and investment payments		(2 829)	-
Total Investing Payments		(3 043)	(82)
Net Cash From/(Used In) Investing Activities		(3 020)	(82)
CASH FLOWS FROM FINANCING ACTIVITIES			
Financing Receipts			
<i>Equity Injections</i>			
Capital Appropriation		395	395
Other Equity Injections		-	8 235
Total Financing Receipts		395	8 630
Financing Payments			
Equity Withdrawals		(991)	(137)
Total Financing Payments		(991)	(137)
Net Cash From/(Used In) Financing Activities		(596)	(8 493)
Net Increase/(Decrease) in Cash Held		(702)	7 640
Cash at Beginning of Financial Year		23 032	15 392
CASH AT END OF FINANCIAL YEAR	8	22 330	23 032

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

⁵ Rounding discrepancy, refer to note 2 (e)

**DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2014**

INDEX OF NOTES TO THE FINANCIAL STATEMENTS

1. Objectives and Funding
2. Statement of Significant Accounting Policies
3. Comprehensive Operating Statement by Output Group
- INCOME**
4. Goods and Services Received Free of Charge
5. Gain on Disposal of Assets
- EXPENSES**
6. Purchases of Goods and Services
7. Other Administrative Expenses
- ASSETS**
8. Cash and Deposits
9. Receivables
10. Property, Plant and Equipment
11. Heritage and Cultural Assets
12. Fair Value Measurement of Non-Financial Assets
- LIABILITIES**
13. Payables
14. Provisions
15. Other Liabilities
- EQUITY**
16. Reserves
- OTHER DISCLOSURES**
17. Notes to the Cash Flow Statement
18. Financial Instruments
19. Commitments
20. Contingent Liabilities and Contingent Assets
21. Events Subsequent to Balance Date
22. Write-offs, Postponements, Waivers, Gifts and Ex Gratia Payments
23. Schedule of Territory Items

1. OBJECTIVES AND FUNDING

The agency 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 2013–14 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 agency 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.

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 Agency to prepare financial statements for the year ended 30 June based on the form determined by the Treasurer. The form of agency financial statements is to include:

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

The Standards and Interpretations and their impacts are:

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]

AASB 13 replaces the guidance on fair value measurement in existing AASB accounting literature with a single standard. It clarifies the definition of fair value, provides guidance on how to determine fair value and requires disclosures about fair value measurements. With some exceptions, the standard requires entities to classify these measurements into a fair value hierarchy based on the nature of the inputs. Additional disclosures following from the standard are included in the notes to the 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]

AASB 119 amends the definition of short-term employee benefits and the accounting for defined benefit superannuation obligations. The standards do not impact the financial statements.

AASB CF 2013–1 Amendments to the Australian Conceptual Framework, AASB 2013–9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments

AASB CF 2013–1 incorporates Chapters 1 and 3 of the IASB's *Conceptual Framework for Financial Reporting* into the *AASB Framework for the Preparation and Presentation of Financial Statements*. It also withdraws SAC 2 Objective of General Purpose Financial Reporting. The standards do not impact the financial statements.

AASB 2012–2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities (Amendments to AASB 7)

The standard amends AASB 7 *Financial Instruments: Disclosures* to require an entity to disclose information about rights of offset and related arrangements (such as collateral posting requirements) for financial instruments under an enforceable master netting agreement or similar arrangement. The standard does not impact the financial statements.

AASB 2012–5 Amendments to Australian Accounting Standards arising from Annual Improvements 2009–2011 Cycle [AASB 1, 101, 116, 132 & 134 and Interpretation 2]

The standard amends a number of pronouncements as a result of the 2009–2011 annual improvements cycle. In particular, amendments to AASB 101 *Presentation of Financial Statements* clarify requirements for comparative information, and amendments to AASB 116 *Property, Plant and Equipment* clarify classification of servicing equipment. The standard does not impact the financial statements.

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 in issue 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 2012-6 Amendments to Australian Accounting Standards – Mandatory Effective Date of AASB 9 and Transition Disclosures [AASB 9, 2009-11, 2010-7, 2011-7 & 2011-8], AASB 2013-9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments	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 2017	Minimal impact
AASB 10 Consolidated Financial Statements, AASB 2011-7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17], AASB 2012-10 Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 & 2011-7 and Interpretation 12], AASB 2013-8 Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-for-Profit Entities – Control and Structured Entities [AASB 10, 12 & 1049]	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. AASB 2013-8 assists not-for-profit entities to apply AASB 10 Consolidated Financial Statements and AASB 12 Disclosure of Interests in Other Entities.	1 Jan 2014	Minimal impact

Standard/Interpretation	Summary	Effective for annual reporting periods beginning on or after	Impact on financial statements
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 2014	Minimal impact
AASB 1055 Budgetary Reporting	Sets out budgetary reporting requirements for not-for-profit entities within the General Government Sector.	1 July 2014	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 2013-3 Amendments to AASB 136 – Recoverable Amount Disclosures for Non-Financial Assets	Addresses disclosures about the recoverable amount of impaired assets if that amount is based on fair value less costs of disposal.	1 Jan 2014	Minimal impact

c) Agency and Territory Items

The financial statements of the agency include income, expenses, assets, liabilities and equity over which the agency 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 23 – Schedule of Territory Items.

d) Comparatives

Where necessary, comparative information for the 2012–13 financial year has been reclassified to provide consistency with current year disclosures.

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

There have been no changes to accounting policies adopted in 2013–14 as a result of management decisions.

g) Accounting Judgments and Estimates

The preparation of the financial report requires the making of judgments 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 judgments 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.

Judgments and estimates that have significant effects on the financial statements are disclosed in the relevant notes to the financial statements. Notes that include significant judgments and estimates are:

- Employee Benefits – Note 2(u) and Note 14: Non-current liabilities in respect of employee benefits are measured as the present value of estimated future cash outflows based on the appropriate government bond rate, estimates of future salary and wage levels and employee periods of service.
- Contingent Liabilities – Note 20: The present value of material quantifiable contingent liabilities are calculated using a discount rate based on the published 10-year government bond rate.
- Allowance for Impairment Losses – Note 2(n), Note 9: Receivables and Note 18: 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, which are recoverable from, or payable to, the ATO are classified as operating cash flows. Commitments and contingencies are disclosed net of the amount of GST recoverable or payable unless otherwise specified.

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 GST. Exchanges of goods or services of the same nature and value without any cash consideration being exchanged are not recognised as income.

Grants and Other Contributions

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

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

Appropriation

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

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

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

Sale of Goods

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

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

Rendering of Services

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

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

Interest Revenue

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

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.

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:

	2014	2013
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.

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.

The allowance for impairment losses represents the amount of receivables the agency estimates are likely to be uncollectible and are considered doubtful. Analyses of the age of the receivables that are past due as at the reporting date are disclosed in an ageing schedule under credit risk in Note 19 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.

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 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 most 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 department. 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
- biological assets
- intangibles.

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

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 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 16 provides additional information in relation to the asset revaluation surplus.

q) Assets Held for Sale

Assets held for sale consist of those assets that 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 lease asset and lease liability equal to the lower of the fair value of the leased property and present value of the minimum lease payments, each determined at the inception of the lease, are recognised.

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

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.

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, 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. Non-current employee benefit liabilities that fall due after twelve months of the reporting date are measured at present value, calculated using the Government long-term bond rate.

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

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

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

As part of the financial management framework, the Central Holding Authority assumes the long service leave liabilities of government agencies, including the Department of 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 the:

- Northern Territory Government and Public Authorities Superannuation Scheme (NTGPASS)
- Commonwealth Superannuation Scheme (CSS)

or

- non-government employee-nominated schemes for those employees commencing on or after 10 August 1999.

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

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 19.

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

x) 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 assets and liabilities are recognised on the Balance Sheet when the agency becomes a party to the contractual provisions of the financial instrument. The agency's financial instruments include cash and deposits, receivables, advances, investments loan and placements, payables, advances received, borrowings and derivatives.

Exposure to interest rate risk, foreign exchange risk, credit risk, price risk and liquidity risk arise in the normal course of activities. The agency's investments, loans and placements, and borrowings are predominantly managed through the NTTC and TIO adopting strategies to minimise the risk. Derivative financial arrangements are also utilised to manage financial risks inherent in the management of these financial instruments. These arrangements include swaps, forward interest rate agreements and other hedging instruments to manage fluctuations in interest or exchange rates.

Classification of Financial Instruments

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

Financial assets are classified into the following categories:

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

Financial liabilities are classified into the following categories:

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

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

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

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

- acquired or incurred principally for the purpose of selling or repurchasing it in the near term with an intention of making a profit

or

- part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short-term profit-taking

or

- a derivative that is not a financial guarantee contract or a designated and effective hedging instrument.

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

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise

or

- the instrument forms part of a group of financial instruments, which is managed and its performance is evaluated on a fair value basis, in accordance with a documented risk management or investment strategy, and information about the grouping is provided internally on that basis

or

- it forms part of a contract containing one or more embedded derivatives, and AASB 139 Financial Instruments: Recognition and Measurement permits the contract to be designated as at FVTPL.

Held-to-Maturity Investments

Non-derivative financial assets with fixed or determinable payments and fixed maturity dates that the entity has the positive intent and ability to hold to maturity are classified as held-to-maturity investments. Held-to-maturity investments are recorded at amortised cost using the effective interest method less impairment, with revenue recognised on an effective yield basis.

Loans and Receivables

For details refer to Note 2 (n).

Available-for-Sale Financial Assets

Available-for-sale financial assets are those non-derivative financial assets, principally equity securities that are designated as available-for-sale or are not classified as any of the three preceding categories. After initial recognition, available-for-sale securities are measured at fair value with gains or losses being recognised as a separate component of equity until the investment is derecognised or until the investment is determined to be impaired, at which time the cumulative gain or loss previously reported in equity is recognised in the Comprehensive Operating Statement.

Financial Liabilities at Amortised Cost

Amortised cost is calculated using the effective interest method.

Derivatives

The agency enters into a variety of derivative financial instruments to manage its exposure to interest rate risk. The agency does not speculate on trading of derivatives.

Derivatives are initially recognised at fair value on the date a derivative contract is entered in to and are subsequently remeasured at their fair value at each reporting date. The resulting gain or loss is recognised in the Comprehensive Operating Statement immediately unless the derivative is designated and qualifies as an effective hedging instrument, in which event, the timing of the recognition in the Comprehensive Operating Statement depends on the nature of the hedge relationship. Application of hedge accounting will only be available where specific designation and effectiveness criteria are satisfied.

Netting of Swap Transactions

The agency, from time to time, may facilitate certain structured finance arrangements, where a legally recognised right to set-off financial assets and liabilities exists, and the Territory intends to settle on a net basis. Where these arrangements occur, the revenues and expenses are offset and the net amount is recognised in the Comprehensive Operating Statement.

Note 18 provides additional information on financial instruments.

y) Fair Value Measurement

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

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

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

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

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

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

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

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

Level 3 – inputs are unobservable.

3 COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

	Note	ADVICE AND COORDINATION		GOVERNMENT BUSINESS SUPPORT		CORPORATE AND GOVERNANCE		Total	
		2014 \$'000	2013 \$'000	2014 \$'000	2013 \$'000	2014 \$'000	2013 \$'000	2014 \$'000	2013 \$'000
INCOME									
Grants and Subsidies Revenue									
Current ⁽¹⁾		4 040	7 489	691	213	-	-	4 731	7 703
Capital		-	-	-	-	-	-	-	-
Appropriation									
Output		34 586	8 768	28 957	26 470	6 366	5 645	69 909	40 883
Commonwealth		4 653	2 247	-	-	426	-	4 653	2 247
Sales of Goods and Services ⁽¹⁾		1 157	82	628	92	-	459	2 212	633
Interest Revenue		21	-	-	-	-	-	21	-
Goods and Services Received Free of Charge ⁽¹⁾	4	1 062	713	2 633	2 767	579	688	4 273	4 168
Gain/(Loss) on Disposal of Assets	5	16	-	2	1	3	2	21	3
Other Income		217	192	43	-	31	22	291	214
TOTAL INCOME⁽¹⁾		45 752	19 491	32 953	29 544	7 405	6 816	86 111	55 851
EXPENSES									
Employee Expenses ⁽¹⁾		11 619	5 135	20 632	20 129	5 428	4 132	37 678	29 397
Administrative Expenses									
Purchases of Goods and Services ⁽¹⁾	6	5 763	1 639	8 249	7 441	1 117	2 612	15 128	11 692
Repairs and Maintenance ⁽¹⁾		121	136	561	259	41	11	723	407
Depreciation and Amortisation ⁽¹⁾	10, 11	110	91	290	364	55	120	456	576
Other Administrative Expenses ⁽¹⁾	7	1 062	713	2 634	2 767	579	690	4 274	4 170
Grants and Subsidies Expenses									
Current		17 575	6 957	-	-	-	-	17 575	6 957
Capital		10 576	1 544	-	-	-	-	10 576	1 544
TOTAL EXPENSES⁽¹⁾		46 826	16 216	32 366	30 960	7 219	7 565	86 411	54 742
NET SURPLUS/(DEFICIT)⁽¹⁾		(1 074)	3 275	587	(1 417)	186	(749)	(300)	1 109
OTHER COMPREHENSIVE INCOME									
Asset Revaluation Reserve			(1 091)						(1 091)
TOTAL OTHER COMPREHENSIVE INCOME			(1 091)						(1 091)
COMPREHENSIVE RESULT		(1 074)	2 185	587	(1 417)	186	(749)	(300)	19

¹ Rounding discrepancy, refer to note 2 (e)

	2014 \$'000	2013 \$'000
--	----------------	----------------

4. GOODS AND SERVICES RECEIVED FREE OF CHARGE

Department of Corporate and Information Services	4 273	4 168
	4 273	4 168

5. GAIN ON DISPOSAL OF ASSETS

Net proceeds from the disposal of non-current assets	15	-
Less: Carrying value of non-current assets disposed	-	-
Gain/(Loss) on the disposal of non-current assets	15	-
Proceeds from sale of minor assets	6	3
Total Gain/(Loss) on Disposal of Assets	21	3

6. PURCHASES OF GOODS AND SERVICES

The net surplus has been arrived at after charging the following expenses:

Goods and Services Expenses:		
Consultants ⁽¹⁾	1 869	1 927
Advertising ⁽²⁾		
Marketing and Promotion ⁽³⁾	2 861	1 148
Document Production	235	147
Legal Expenses ⁽⁴⁾	22	23
Recruitment ⁽⁵⁾	64	76
Training and Study	186	157
Official Duty Fares	2 031	1 411
Travelling Allowance	381	276
	7 649	5 166

⁽¹⁾ Includes marketing, promotion and IT consultants.

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

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

⁽⁴⁾ Includes legal fees, claim and settlement costs.

⁽⁵⁾ Includes recruitment-related advertising costs.

7. OTHER ADMINISTRATIVE EXPENSES

Assets Written Down	-	-
Assets Donated or Gifted	-	-
Doubtful Debts Expense	-	-
Write-offs and Losses	-	2
Department of Corporate and Information Services	4 273	4 168
	4 273	4 170

8. CASH AND DEPOSITS

Cash on Hand	5	4
Cash at Bank	22 326	23 028
	22 330⁽⁶⁾	23 032

⁶ Rounding discrepancy, refer to note 2 (e)

	2014	2013
	\$'000	\$'000

9. RECEIVABLES

	2014	2013
	\$'000	\$'000
Current		
Accounts Receivable	190	229
Less: Allowance for Impairment Losses	-	-
	190	229
GST Receivables	(138)	98
Other Receivables	123	23
	(15)	121
Total Receivables	175	350

10. PROPERTY, PLANT AND EQUIPMENT

Land		
At Fair Value	15 695	15 695
Buildings		
At Fair Value	15 118	14 649
Less: Accumulated Depreciation	(8 542)	(8 417)
	6 576	6 232
Infrastructure		
At Fair Value	-	52
Less: Accumulated Depreciation	-	-
	-	52
Plant and Equipment		
At Fair Value	3 485	3 128
Less: Accumulated Depreciation	(2 606)	(2 474)
	879	654
Computer Software		
At Capitalised Cost	265	265
Less: Accumulated Depreciation	(214)	(192)
	51	73
Computer Hardware		
At Capitalised Cost	8	8
Less: Accumulated Depreciation	(8)	(8)
	-	-
Leased Plant and Equipment		
At Capitalised Cost	-	-
Less: Accumulated Depreciation	-	-
	-	-
Transport Equipment		
At Fair Value	41	51
Less: Accumulated Depreciation	(19)	(21)
	22	30
Total Property, Plant and Equipment	23 223	22 736

Property, Plant and Equipment Valuations

The latest revaluations as at 30 June 2011 were independently conducted. The valuer was Australian Valuation Office. Refer to Note 12: Fair Value Measurement of Non-Financial Assets for additional disclosures.

Impairment of Property, Plant and Equipment

Agency property, plant and equipment assets were assessed for impairment as at 30 June 2014. As a result of this review, no impairment losses were recognised against plant, property and equipment.

10 PROPERTY, PLANT AND EQUIPMENT Cont...

2014 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2013–14 is set out below:

	Land \$'000	Buildings \$'000	Infrastructure \$'000	Construction (Work in Progress \$'000)	Plant & Computer Equipment \$'000	Software \$'000	Transport Equipment \$'000	Total \$'000
Carrying Amount as at 1 July 2013	15 695	6 232	52	-	654	73	30	22 736
Additions	-	-	-	-	214	-	-	214
Disposals	-	-	-	-	-	-	-	-
Depreciation ⁽¹⁾	-	(125)	-	-	(298)	(22)	(8)	(454)
Additions/(Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-
Additions/(Disposals) from Asset Transfers ⁽¹⁾	-	469	(52)	-	311	-	-	728
Revaluation Increments/(Decrements)	-	-	-	-	-1	-	-	-1
Other Movements	-	-	-	-	-	-	-	-
Carrying Amount as at 30 June 2014	15 695	6 576	0	-	879	51	22	23 223

¹ Rounding discrepancy, refer to note 2 (e)

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 \$'000	Buildings \$'000	Infrastructure \$'000	Construction (Work in Progress \$'000)	Plant & Computer Equipment \$'000	Software \$'000	Transport Equipment \$'000	Total \$'000
Carrying Amount as at 1 July 2012 ⁽¹⁾	23 496	5 874	2 129	-	1 017	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	(7 801)	486	(2 077)	-	-	-	-	(9 392)
Revaluation Increments/(Decrements)	-	-	-	-	-	-	-	-
Other Movements	-	-	-	-	-	-	-	-
Carrying Amount as at 30 June 2013	15 695	6 232	52	-	654	73	30	22 736

¹ Rounding discrepancy, refer to note 2 (e)

11. HERITAGE AND CULTURAL ASSETS

	2014 \$'000	2013 \$'000
Carrying amount		
At valuation	290	260
Less: Accumulated Depreciation	(156)	(153)
Written down value – 30 June	134	107
Reconciliation of movements		
Carrying amount at 1 July	107	138
Additions		
Depreciation	(3)	(2)
Additions/(Disposals) from Asset Transfers	30	(29)
Carrying Amount as at 30 June	134	107

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. FAIR VALUE MEASUREMENT OF NON-FINANCIAL ASSETS

a) Fair Value Hierarchy

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

Asset Classes	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000	Total Fair Value \$'000
Land (Note 10)			15 695	15 695
Buildings (Note 10)			6 576	6 576
Plant and Equipment (Note 10)			879	879
Computer Software (Note 10)			51	51
Transport Equipment (Note 10)			22	22
Heritage and Cultural Assets (Note 11)			134	134
Total			23 357	23 357

There were no transfers between Level 1 and Levels 2 or 3 during the period.

b) Valuation Techniques and Inputs

Valuation techniques used to measure fair value are:

Asset Classes	Level 2 Techniques	Level 3 Techniques
Land (Note 10)		Cost Approach
Buildings (Note 10)		Cost Approach
Plant and Equipment (Note 10)		Cost Approach
Computer Software (Note 10)		Cost Approach
Transport Equipment (Note 10)		Cost Approach
Heritage and Cultural Assets (Note 11)		Cost Approach

There were no changes in valuation techniques during the period.

The Australian Valuation Office has provided valuations for the land and buildings.

Level 3 fair values of specialised buildings and infrastructure were determined by computing their depreciated replacement costs because an active market does not exist for such facilities. The depreciated replacement cost was based on a combination of internal records of the historical cost of the facilities, adjusted for contemporary technology and construction approaches. Significant judgement was also used in assessing the remaining service potential of the facilities, given local environmental conditions, projected usage, and records of the current condition of the facilities.

c) Additional Information for Level 3 Fair Value Measurements

(i) Reconciliation of Recurring Level 3 Fair Value Measurements

	Land ^(a) \$'000	Buildings \$'000	Infrastructure \$'000	Plant and Equipment \$'000	Computer Software \$'000	Transport Equipment \$'000
Fair value as at 1 July 2013	15 695	6 232	52	654	73	30
Additions		469		525		
Disposals			(52)			
Transfers from Level 2 ^(b)						
Transfers to Level 2 ^(b)						
Depreciation		(125)		(298)	(22)	(8)
Gains/losses recognised in net surplus/deficit ^(c)				(1)		
Gains/losses recognised in other comprehensive income ^(c)						
Fair value as at 30 June 2014	15 695	6 576		880	51	22
Unrealised gains/losses recognised in net surplus/deficit for assets held at the end of the reporting period ^(d)						

(ii) Sensitivity analysis

Buildings – Unobservable inputs used in computing the fair value of buildings include the historical cost and the consumed economic benefit for each building. Given the large number of agency buildings, it is not practical to compute a relevant summary measure for the unobservable inputs. In respect of sensitivity of fair value to changes in input value, a higher historical cost results in a higher fair value and greater consumption of economic benefit lowers fair value.

Land – Unobservable inputs used in computing the fair value of land include the last revaluation for each relevant plot of land. In respect of sensitivity of fair value to changes in input value, the land prices are subject to changes in market prices, however, given the restricted use of the land, no observable market can be determined.

Plant, equipment, computer software and transport equipment include – Unobservable inputs used in computing the fair value of plant, equipment, computer software and transport equipment include the historical cost and the consumed economic benefit. Given the large number of agency plant, equipment, computer software and transport equipment included it is not practical to compute a relevant summary measure for the unobservable inputs. In respect of sensitivity of fair value to changes in input value, a higher historical cost results in a higher fair value and greater consumption of economic benefit lowers fair value.

	2014 \$'000	2013 \$'000
13. PAYABLES		
Accounts Payable	487	449
Accrued Expenses	1 669	975
Other Payables		
Total Payables	2 156	1 424
14. PROVISIONS		
Current		
<i>Employee Benefits</i>		
Recreation Leave and Airfares	2 812	2 909
Leave Loading	374	221
Other Employee benefits	35	2
	3 221	3 132
<i>Other Current Provisions</i>		
Fringe Benefit Tax	119	122
Payroll Tax	307	205
Superannuation	309	196
	735	523
Total Current	3 956	3 655
Non-Current		
<i>Employee Benefits</i>		
Recreation Leave	1 459	-
Total Non-Current	1 459	-
Total Provisions	5 415	3 655

	2014 \$'000	2013 \$'000
Reconciliations of Provisions		
Fringe Benefit Tax		
Balance as at 1 July	122	174
Additional Provisions Recognised	1 803	754
Reductions Arising from Payments	(1 807)	(806)
Balance as at 30 June ⁽¹⁾	119	122
Payroll Tax		
Balance as at 1 July	205	308
Additional Provisions Recognised	393	228
Reductions Arising from Payments	(291)	(331)
Balance as at 30 June	307	205
Superannuation		
Balance as at 1 July	196	278
Additional Provisions Recognised	379	203
Reductions Arising from Payments	(267)	(285)
Balance as at 30 June ⁽¹⁾	309	196

The agency employed 289.89 full-time equivalent employees as at 30 June 2014 (213.43 employees as at 30 June 2013).

15. OTHER LIABILITIES

	2014 \$'000	2013 \$'000
Unearned Revenue	172	157
Total Other Liabilities	172	157

16. RESERVES

	2014 \$'000	2013 \$'000
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	11 517	12 608
Increment/(Decrement) from Land Asset Transfers		(1 091)
Balance as at 30 June	11 517	11 517

¹ Rounding discrepancy, refer to note 2 (e)

	2014	2013
	\$'000	\$'000

17. NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Cash

The total of agency cash and deposits of \$22.33 million 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

	2014	2013
	\$'000	\$'000
Net Surplus/(Deficit)	(300)	1 110
<i>Non-Cash Items:</i>		
Depreciation and Amortisation	456	576
Asset Write-Offs/Write-Downs	1	-
(Gain)/Loss on Disposal of Assets	(15)	-
R&M Minor New Works – Non Cash	91	133
<i>Changes in Assets and Liabilities:</i>		
Decrease/(Increase) in Receivables	176	(125)
Decrease/(Increase) in Prepayments		27
(Decrease)/Increase in Payables	732	(635)
(Decrease)/Increase in Provision for Employee Benefits	1 548	(1 777)
(Decrease)/Increase in Other Provisions	211	(236)
(Decrease)/Increase in Other Deferred Income	15	157
Net Cash From Operating Activities ⁽¹⁾	2 914	(771)

18. 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 agency include cash and deposits, receivables, payables and finance leases. The agency has limited exposure to financial risks as discussed below.

(a) Categorisation of Financial Instruments

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

	2014	2013
	\$'000	\$'000
Financial Assets		
Cash and deposits	22 330	23 032
Loans and receivables	2 996	350
Financial Liabilities		
Payables	(2 156)	(1 424)

(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.

¹ Rounding discrepancy, refer to note 2 (e)

18. FINANCIAL INSTRUMENTS cont....

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.

	Ageing of Receivables \$'000	Ageing of Impaired \$'000	Net Receivables \$'000
Internal Receivables			
2013–14			
Not Overdue	144	-	144
Overdue for less than 30 days	1	-	1
Overdue for 30 to 60 days	-	-	-
Overdue for more than 60 days	5	-	5
Total	150	-	150
2012–13⁽¹⁾			
Not Overdue	227	-	227
Overdue for less than 30 days	-	-	-
Overdue for 30 to 60 days	-	-	-
Overdue for more than 60 days	-	-	-
Total	227	-	227
External Receivables			
2013–14			
Not Overdue	18	-	18
Overdue for less than 30 days	22	-	22
Overdue for 30 to 60 days	-	-	-
Overdue for more than 60 days	-	-	-
Total	40	-	40
2012–13⁽¹⁾			
Not Overdue	2	-	2
Overdue for less than 30 days	1	-	1
Overdue for 30 to 60 days	-	-	-
Overdue for more than 60 days	-	-	-
Total	3	-	3
Reconciliation of the Allowance for			
Opening	-	-	-
Written off during the year	2	-	2
Recovered during the year	-	-	-
Increase/Decrease in allowance recognised in	(2)	-	(2)
Profit /loss	-	-	-
Total	-	-	-

¹ Amounts included in 2012-13 have been revised since the 2012-13 Annual Report to reflect only receivables relating to Accounts Receivable.

18. FINANCIAL INSTRUMENTS cont....

(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.

2014 Maturity analysis for financial assets and liabilities

	Interest Bearing				Non Interest Bearing \$'000	Total \$'000	Weighted Average %
	Fixed or Variable \$'000	Less than a Year \$'000	1 to 5 Years \$'000	More than 5 Years \$'000			
Assets							
Cash and deposits					22 330	22 330	
Receivables					175	175	
Advances	Fixed		2 821			2 821	
Total Financial Assets:			2 821		22 505	25 326	
Liabilities							
Payables					(2 156)	(2 156)	
Total Financial Liabilities:					(2 156)	(2 156)	

2013 Maturity analysis for financial assets and liabilities

	Interest Bearing				Non Interest Bearing \$'000	Total \$'000	Weighted Average %
	Fixed or Variable \$'000	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					(1 424)	(1 424)	
Total Financial Liabilities:					(1 424)	(14 24)	

18. FINANCIAL INSTRUMENTS cont....

(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 agency is not exposed to interest rate risk as agency financial assets and financial liabilities are either non-interest bearing or have a fixed interest rate.

ii) Price Risk

The agency is not exposed to price risk as it does not hold units in unit trusts.

iii) Currency Risk

The agency 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.

	Total Carrying Amount \$'000	Net Fair Value Level 1 \$'000	Net Fair Value Level 2 \$'000	Net Fair Value Level 3 \$'000	Net Fair Value \$'000
2014					
Financial Assets					
Cash and Deposits	22 330	22 330			22 330
Receivables	175	175			175
Advances	2 821	2 821			2 821
Total Financial Assets:	25 326	25 326			25 326
Financial Liabilities					
Payables	(2 156)	(2 156)			(2 156)
Total Financial Liabilities:	(2 156)	(2 156)			(2 156)
2013					
Financial Assets					
Receivables	23 032	23 032			23 032
Advances	350	350			350
Total Financial Assets:	23 382	23 382			23 382
Financial Liabilities					
Payables	(1 424)	(1 424)			(1 424)
Total Financial Liabilities:	(1 424)	(1 424)			(1 424)

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

19. COMMITMENTS

	2014		2013	
	Internal ^(a) \$'000	External ^(a) \$'000	Internal \$'000	External \$'000
(i) Capital Expenditure Commitments				
Capital expenditure commitments primarily related to the construction of property, plant and equipment. Capital expenditure commitments contracted for at balance date but not recognised as liabilities are payable as follows:				
Within one year		94		
Later than one year and not later than five years				
Later than five years				
		94		
(ii) Operating Lease Commitments				
The agency leases property under non-cancellable operating leases expiring from 1 to 5 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	590		539	12
Later than one year and not later than five years	493		387	
Later than five years				
	1 083		926	12
(iii) Other Expenditure Commitments				
Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows:				
Within one year	9 967	7 736	24 531	6 516
Later than one year and not later than five years	2 755	10	6 328	380
Later than five years				
	12 722	7 746	30 859	6 896

^(a) Internal commitments are entities controlled by the NTG (entities listed in TAFR 2012–13 Note 40: Details of Controlled Entities at Reporting Date), whereas external commitments are to third parties external to the NTG.

20. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

The agency has no material contingent liabilities or contingent assets as at 30 June 2014.

21. 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.

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

	Agency		Agency	
	2014 \$'000	No. of Trans.	2013 \$'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 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>				

23. SCHEDULE OF TERRITORY ITEMS

The agency does not have any Territory items (refer note 2(c)).

6

APPENDICES

NORTHERN TERRITORY MINISTRY

2013–14 MINISTERIAL EXPENDITURE

ACRONYMS AND ABBREVIATIONS

CONTACT DETAILS

FEEDBACK FORM

NORTHERN TERRITORY MINISTRY

AT 30 JUNE 2014

HON ADAM GRAHAM GILES MLA

Minister for Northern Australia Development
Minister for Economic Development and
Major Projects
Minister for Police, Fire and
Emergency Services
Minister for Asian Engagement and Trade
Minister for Strategic Defence Liaison

HON DAVID WILLIAM TOLLNER MLA

Treasurer
Minister for Business
Minister for Employment and Training
Minister for Defence Industries and
Community Support
Minister for Alcohol Policy
Minister for Corporate and Information Services

HON (JOHN) JOHAN WESSEL ELFERINK
MLA

Attorney-General and Minister for Justice
Minister for Public Employment
Minister for Children and Families
Minister for Correctional Services

HON ROBYN JANE LAMBLEY MLA

Minister for Health
Minister for Alcohol Rehabilitation
Minister for Disability Services

HON PETER GLEN CHANDLER MLA

Minister for Education
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 MATTHEW ESCOTT CONLAN MLA

Minister for Central Australia
Minister for Housing
Minister for Tourism
Minister for Sport, Recreation and Racing
Minister for Arts and Museums

HON PETER DONALD STYLES MLA

Minister for Transport
Minister for Infrastructure
Minister for Multicultural Affairs
Minister for Senior Territorians
Minister for Young Territorians

HON BESS NUNGARRAYI PRICE MLA

Minister for Community Services
Minister for Women's Policy
Minister for Parks and Wildlife
Minister for Statehood

2013–14 MINISTERIAL EXPENDITURE

Minister	Total expenses (\$'000)
The Hon A Giles (Chief Minister)	2,864
Employee expenses	1,480
Operating expenses	1,382
The Hon D Tollner	1,316
Employee expenses	1,052
Operating expenses	262
The Hon J Elferink	1,211
Employee expenses	938
Operating expenses	273
The Hon R Lambley	938
Employee expenses	632
Operating expenses	305
The Hon P Chandler	976
Employee expenses	752
Operating expenses	224
The Hon W Westra van Holthe	925
Employee expenses	592
Operating expenses	333
The Hon M Conlan	1,156
Employee expenses	773
Operating expenses	384

Minister	Total expenses (\$'000)
The Hon P Styles	773
Employee expenses	640
Operating expenses	133
The Hon B Price	841
Employee expenses	522
Operating expenses	320
The Hon A Anderson	136
Employee expenses	83
Operating expenses	53
Ministerial Support	3,609
Employee expenses	3,245
Operating expenses	365
Regional Offices	177
Employee expenses	134
Operating expenses	44
Office of the Leader of the Opposition	1,746
Employee expenses	1,231
Operating expenses	515
Total	16,667
Employee expenses	12,074
Operating expenses	4,593

ACRONYMS AND ABBREVIATIONS

ANAO	Australian National Audit Office
ARMC	Audit and Risk Management Committee
ASTP	Alice Springs Transformation Plan
CEO	Chief Executive Officer
CLF	NTPS Capability and Leadership Framework
CEP	Capability Enhancement Framework
COAG	Council of Australian Governments
EDRM	Electronic Document Records Management System
EMG	Executive Management Group
HR	Human Resources
IASB	Internal Accounting Standard Board
ICT	Information and Communication Technology
INPEX	International Petroleum Exploration
LNG	Liquefied Natural Gas
NT	Northern Territory
NTG	Northern Territory Government
NTICN	Northern Territory Industry Capability Network
NTPS	Northern Territory Public Sector
TRIM	Total Records and Information Management System

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

Level 1
8 Franklyn Street
Nhulunbuy NT 0880

PO Box 346
Nhulunbuy NT 0881

Telephone: (08) 8987 0554
Fax: (08) 8923 9547

Alice Springs

Level 1
Alice Plaza, Todd Mall
Alice Springs NT 0870

PO Box 2605
Alice Springs NT 0871

Telephone: (08) 8951 5781
Fax: (08) 8951 5361

FEEDBACK FORM

The Department of the Chief Minister welcomes your feedback on the 2013–14 Annual Report.

CONTACT DETAILS (optional)

Name _____

Organisation _____

Postal address _____

Email _____

DOCUMENT CONTENT

The report met your needs

Strongly agree Agree Disagree Strongly disagree

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

Strongly agree Agree Disagree Strongly disagree

The report is easy to understand

Strongly agree Agree Disagree Strongly disagree

WHICH OF THE FOLLOWING BEST DESCRIBES YOUR PRIMARY INTEREST IN READING THIS REPORT?

- | | |
|---|---|
| <input type="checkbox"/> Business | <input type="checkbox"/> Student |
| <input type="checkbox"/> Employee | <input type="checkbox"/> Local |
| <input type="checkbox"/> Contractor/supplier | <input type="checkbox"/> Member of a community group |
| <input type="checkbox"/> Other (please specify) | <input type="checkbox"/> Member of an environmental group |

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

