



Northern
Territory
Government

DEPARTMENT OF THE CHIEF MINISTER

Annual Report

2008–09





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LETTER FROM THE CHIEF EXECUTIVE

The Hon Paul Henderson 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 2008–09 Annual Report on the activities and achievements of the Department of the Chief Minister.

Pursuant to the *Public Sector Employment and Management Act*, *Financial Management Act* and *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 statement included in the annual report has been prepared from proper accounts and records and is in accordance with the Treasurer's Directions.
- (f) All Employment Instructions issued by the Commissioner for Public Employment have been satisfied.
- (g) The department is working progressively towards full compliance with the *Information Act*.

Yours sincerely



Mike Burgess
Chief Executive

30 September 2009

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INTRODUCTION AND OVERVIEW

PURPOSE OF THE REPORT
CHIEF EXECUTIVE'S OVERVIEW
ABOUT THE DEPARTMENT





PURPOSE OF THE REPORT

This report is produced with the intent of serving two purposes. Primarily, it meets the annual reporting requirements for Northern Territory Public Sector agencies, as set out in the *Public Sector Employment and Management Act*, the *Financial Management Act* and the *Information Act*.

The report also provides a wide range of stakeholders with a clear understanding of the department's functions, responsibilities, objectives and performance, as well as an insight into future directions.

In serving these purposes, the report summarises the department's progress in achieving its planned outcomes, as outlined in the 2008–09 Budget.

CHIEF EXECUTIVE'S OVERVIEW

The 2008–09 year saw tumultuous events affecting world economies. While Australia and the Territory in particular was cushioned from the worst immediate effects, long term changes to financial structures and relationships will impact on the Territory for years to come. In August 2008, the Territory's Labor Government was returned to power following an early general election. Through these events the department's role in assisting government to position the interests of the Northern Territory at the local, national and international levels was demonstrated successfully across a number of areas.

Of particular note, the department continued its leadership in coordinating whole-of-government activities including: new Council of Australian Governments (COAG) arrangements through National Partnership Agreements; Operation Stimulus – the Northern Territory Government's response to the Australian Government's stimulus packages; and input to the review of the Northern Territory Emergency Response (NTER) program.

In addition, the department worked closely with the Department of Health and Families in developing a nationally coordinated approach to the H1N1 epidemic and continued to refine disaster recovery procedures through the Counter Disaster Council.

The reporting period was also marked by a number of strategic initiatives driven by the department. The decision by INPEX

to announce Darwin as their preferred site for a \$23 billion gas project will have a significant impact on employment growth, economic sustainability and industrial development into the future. Preparing for the resulting effects across the community and government will require substantial coordination and commitment in the years to come.

The draft *Territory 2030* strategy, a vision for the Northern Territory's future, was released under the guidance of an independent steering committee and supported by Territory-wide community consultations. The development of the Darwin Waterfront, transforming 25 hectares of industrial wasteland into a sustainable and vibrant business, recreation and lifestyle precinct, showcased the Territory's capacity as the equal of anywhere in Australia.

The *Working Future* framework was also developed, which outlines a strong vision for improving the lives of remote Territorians and integrates actions for developing growth towns and improving service delivery to all regional and remote areas, as well as underpinning employment and economic development and development of a remote transport strategy. In an environment of relative uncertainty regarding final national policy, the development of a whole-of-government climate change strategy was nearing completion as well.

The department's skill and responsiveness in supporting the business of government were

CHIEF EXECUTIVE'S OVERVIEW ... CONT

evidenced through the hosting of the first COAG meeting in Darwin for 15 years, the swearing in of several ministries and a busy legislative period.

The approach of the Northern Territory Government Coordination Committee, which comprises Department Chief Executives, was reorganised to better focus collaborative effort and policy implementation in key areas.

The department's Strategic Plan 2008–11 was reviewed and, while refreshed with new government commitments, our priorities and major strategies remain intact. To support the delivery of new government commitments, the department created two new units: the Territory Growth Planning Unit – leading the development of *Territory 2030* and coordinating responses of agencies to rapid population growth; and the Service Delivery Coordination Unit – leading the implementation of the *working future* framework. A new departmental governance policy and framework was also developed and a new Strategic Policy Committee formed to better respond to the increasing complexity and rate of reform in both the policy development and operational environments.

The department also contributed strongly to the development of the public sector with strong support for the Young Leaders' Group in the Office of the

Commissioner for Public Employment's Reform and Revitalisation Strategy, as well as the development of a new and oversubscribed governance training course for the Northern Territory Public Sector (NTPS).

Our department occupies a leadership position in the NTPS and we value our capabilities in ensuring that government priorities are delivered effectively. In the year ahead key priorities will include maximising benefits for all Territorians through the new COAG National Partnership Agreements progressing downstream gas-based developments, the implementation of the *Working Future* framework and facilitating the next steps of *Territory 2030*.

I would like to thank all staff for their efforts and contributions to the department's outcomes over the last year and look forward to working with them as we move forward to deliver the challenging work program ahead during 2009–10.



Mike Burgess
Chief Executive

30 September 2009

ABOUT THE DEPARTMENT

The Department of the Chief Minister (DCM) plays a crucial role in progressing the Northern Territory's economic and social development. Our primary purpose is to support the Chief Minister and the government to develop a confident, growing and socially cohesive Northern Territory.

The department takes a whole-of-government approach to policy advice and leads the coordination of government priorities across the public sector.

The department's primary contribution to the government's strategic direction is through the coordination of rigorous evidence-based advice to the Chief Minister and to Cabinet.

In building on strategies progressed during 2008–09, the department's key priorities for 2009–10 include:

- guiding future growth and sustainability through the development of a long-term strategic plan for the Northern Territory, including *Territory 2030*
- developing business and trade opportunities
- creating employment for Territorians through encouraging, facilitating and supporting major projects such as INPEX, downstream gas-based developments and private sector investments in key infrastructure projects
- continuing to work with Commonwealth departments to close the gap in social and economic outcomes and improve the quality of life for Indigenous Territorians. This initiative has a strong whole-of-government coordination focus to ensure that implementation of the *Working Future* framework is successful
- coordinating processes to support the Territory's central position in inter-governmental relationships within the COAG framework
- coordinating whole-of-government priorities within the Commonwealth's Nation Building and Jobs Plan to support economic activity and employment creation
- coordinating whole-of-government climate change initiatives consistent with national directions
- maintaining a commitment to continue building a strong and resilient Territory community
- promoting the benefits of the Territory as a unique place to live and work.

ABOUT THE DEPARTMENT ... CONT

STRATEGIC PLAN

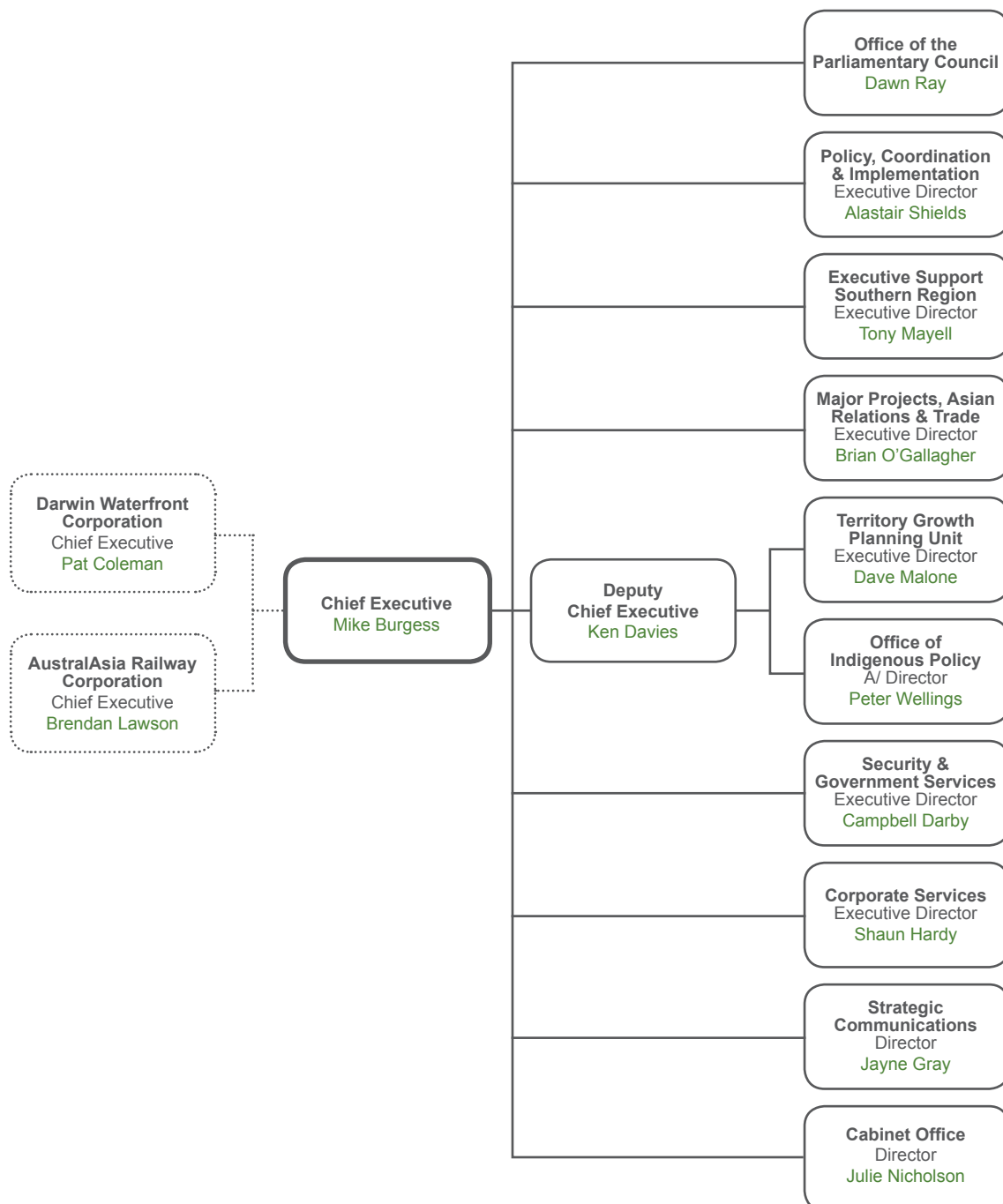
The Department of the Chief Minister is a key department in implementing government priorities. It is responsible for ensuring that key strategies and major policies are implemented by the public sector. Our Strategic Plan 2008–11 explains those priorities and how they are being achieved.

Strategic Priorities	Major Strategies
<ul style="list-style-type: none">• Position the Territory for the future	<ul style="list-style-type: none">• Effectively communicate the government's strategic vision for the Northern Territory• Maximise opportunities for the Northern Territory arising out of the national response to climate change• Utilise inter-governmental frameworks to promote the Northern Territory's interests and objectives
<ul style="list-style-type: none">• Build a strong Territory community	<ul style="list-style-type: none">• Support regional development through strong leadership and coordination processes• Close the gap of Indigenous disadvantage• Continue to promote the Northern Territory as an attractive place to live, work and raise a family• Build a safe, secure and resilient Northern Territory
<ul style="list-style-type: none">• Grow the Territory economy	<ul style="list-style-type: none">• Identify and facilitate key economic opportunities for the Northern Territory• Attract, develop and support investments and new trade opportunities
<ul style="list-style-type: none">• Improve government service delivery	<ul style="list-style-type: none">• Support strong executive government initiatives and strategic frameworks• Strengthen the department's capacity to deliver services• Develop the foundations for a framework to support equitable service delivery of government services• Understand demographic change and the impact it will have on the delivery of current and future services

Values	Core Business
<ul style="list-style-type: none"> • Innovation • Professionalism • Respect 	<ul style="list-style-type: none"> • Position the interests of the Northern Territory at local, national and international levels • Provide strategic advice to the Chief Minister, Ministers and Cabinet on current and emerging issues • Develop, coordinate and implement policy initiatives across the whole-of-government • Support the aims, processes and functions of executive government • Attract and facilitate major project delivery and new trade development.

ABOUT THE DEPARTMENT ... CONT

ORGANISATIONAL STRUCTURE



CORPORATE GOVERNANCE

GOVERNANCE FRAMEWORK
COMMITTEES STRUCTURE
EXTERNAL SCRUTINY
ACCESS TO INFORMATION
LEGISLATIVE FRAMEWORK



EXECUTIVE MANAGEMENT GROUP



MIKE BURGESS
Chief Executive



KEN DAVIES
Deputy Chief Executive



TONY MAYELL
Executive Director Southern Region



ALASTAIR SHIELDS
Executive Director Policy



BRIAN O’GALLAGHER

Executive Director, Major Projects, Asian Relations and Trade



DAVE MALONE

Executive Director, Territory Growth Planning



CAMPBELL DARBY

Executive Director Security and Government Services



DAWN RAY

Parliamentary Counsel





JAYNE GRAY

Director Strategic Communications



SHAUN HARDY

Executive Director Corporate Services



JULIE NICHOLSON

Director, Cabinet Office



KARL DYASON

Chief Financial Officer



ZELMA COLLINS

Director, Human Resources



COMMITTEES STRUCTURE

EXECUTIVE MANAGEMENT GROUP

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

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

Membership

Chair: Chief Executive

Members: Deputy Chief Executive
 Executive Director, Policy Coordination and Implementation
 Executive Director, Major Projects, Asian Relations and Trade
 Executive Director, Executive Support Southern Region
 Executive Director, Territory Growth Planning Unit
 Executive Director, Security and Government Services
 Executive Director, Corporate Services
 Parliamentary Counsel
 Director, Strategic Communications
 Director, Cabinet Office
 Director, Human Resources
 Chief Financial Officer

The committee meets every six weeks.

STRATEGIC POLICY COMMITTEE

The Strategic Policy Committee (SPC) has responsibility for monitoring the development and review of strategic policies and programs. The committee responds to current and emerging issues in accordance with government priorities. The committee's functions include:

- reviewing strategic policies at the departmental level and within the whole-of-government
- identifying and correcting strategic policy gaps and inconsistencies
- monitoring progress in the implementation of key Cabinet decisions.

Membership

Chair: Chief Executive

Members: Deputy Chief Executive
 Executive Director, Policy Coordination and Implementation
 Executive Director, Major Projects, Asian Relations and Trade
 Executive Director, Executive Support Southern Region
 Executive Director, Territory Growth Planning Unit
 Executive Director, Security and Government Services

The committee meets every month.



AUDIT AND RISK MANAGEMENT COMMITTEE

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

The committee's functions and responsibilities include:

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

Membership

Chair: Executive Director,
Corporate Services

Members: Executive Director,
Major Projects, Asian
Relations and Trade
Executive Director, Security
and Government Services
Parliamentary Counsel
Director, Information and
Office Services Manager,
Policy Implementation

Observers: Chief Financial Officer
Auditor-General's
representative

The committee meets quarterly.

INFORMATION MANAGEMENT COMMITTEE

The Information Management Committee (IMC) advises the Chief Executive and Executive Management Group on information management issues that impact on the department as a whole.

These issues include responsibility for:

- strategic planning in information and communications technology
- policies and procedures in information and communications technology, information records and knowledge management practices.

Membership

Chair: Executive Director,
Corporate Services

Members: Director, Information and
Office Services
Director, Communications
and Marketing
Chief Financial Officer
Director, Strategic Workforce
Planning and Development,
Office of the Commissioner
for Public Employment
Director, Information
Technology Service
Management, Department of
Business and Employment
Manager, Information
Technology, Department of
Business and Employment

The committee meets every three months.

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

The Occupational Health and Safety Committee (OH&S) provides advice to the Chief Executive through the Executive Management Group on OH&S issues to ensure the health and safety of employees.

The committee deliberates on OH&S obligations for employers and employees under the new *Workplace Health and Safety Act (WHS)* including:

- providing advice to the Chief Executive on establishing, maintaining and monitoring programs, measures and procedures in the workplace relating to OH&S
- developing OH&S policies and programs within relevant legislation
- promoting a culture of responsibility and accountability for health and safety in the workplace, in partnership with Corporate Services.

Membership

The *WHS* requires that membership of the committee be comprised of representatives from designated work groups.

The committee meets quarterly.



EXTERNAL SCRUTINY

The Department of the Chief Minister is subject to the Northern Territory Auditor-General's audit program under the powers and responsibilities established by the *Audit Act*. Audits may include:

- financial statements
- department compliance
- information technology
- controls and compliance
- performance management systems
- findings of any special reviews conducted.

During 2008–09, the department was subject to one external audit of ministerial travel. The audit found that payments for the purpose of ministerial travel from 1 July 2007 to 30 June 2008 complied with the requirements of the Remuneration Tribunal Determinations. Control procedures were examined as part of the audit and found to be adequate.

Other forms of external scrutiny during 2008–09 included:

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

ACCESS TO INFORMATION UNDER THE *INFORMATION ACT*

The Northern Territory of Australia *Information Act* (the Act) came into effect on 1 July 2003. The Act covers Freedom of Information (FOI) issues, privacy, records and archives management, and affects how Northern Territory Public Sector organisations collect, use and store government and personal information.

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

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

- a description of the structure and functions of the organisation
- a description of the type of information held by the organisation
- a description of the procedures that need to be followed to gain access to information and correcting personal information

- the contact details of the officer responsible for inquiries and requests.

Information on the Act is available on the department's Freedom of Information and Privacy website at http://www.dcm.nt.gov.au/strong_service_delivery/access/freedom_of_information.

All policies and procedures are designed to assist people to access information and to meet requests for corrections to existing personal information. Applications must be written and:

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

Applications can be lodged through the post, facsimile or email to:

Director, Information and Office Services
Department of the Chief Minister
PO Box 4396
Darwin NT 0801
Facsimile: 08 8999 7404
Email: foi.dcm@nt.gov.au

Requests for Access to Information in 2008–09

A total of 22 applications for access to information were received in 2008–09. As the table below indicates, this represents a significant increase in the

number of requests for information under the Act during recent years. One request for review was received and one complaint was submitted to the Information Commissioner.

<i>Information Act Requests</i>	2003–04	2004–05	2005–06	2006–07	2007–08	2008–09
Applications carried over from the previous year	0	0	0	2	1	0
Applications to access personal information	0	0	0	0	2	0
Applications to access government information	5	6	3	6	11	22
Applications transferred	0	2	1	2	0	0
Requests withdrawn	0	1	0	0	3	1
Responses completed	5	6	1	5	13	17
Applications on hand as at 30 June	0	0	2	1	0	4
Internal reviews	0	0	0	0	1	1
Complaints to Information Commissioner	0	0	0	0	0	1

Privacy

The department's privacy policy is available on the department's website at <http://www.dcm.nt.gov.au/foi/>. No privacy complaints were received by the department in 2008–09.

Records and Archives Management

The department fully complies with the *Information Act*. Records management standards are established through Part 9 of Records and Archives Management of the *Information Act (NT)*. Section 134 of the Act requires Northern Territory Public Service agencies to manage records in compliance with the Northern Territory Government records management standards.

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

A review of current records management practices against the required standards commenced in 2008–09, in anticipation of an upgrade to version 6.2.4 of the Tower Records and Information Management (TRIM) system and implementation of the Electronic Document Records Management System (EDRMS).

An updated TRIM training program for all users was developed and delivered throughout 2008–09.

LEGISLATIVE FRAMEWORK

The department administers the following Acts and Regulations:

Acts

- *Administrators Pensions Act*
- *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*
- *AustralAsia Railway Corporation Act*
- *AustralAsia Railway (Special Provisions) Act*
- *AustralAsia Railway (Third Party Access) Act*
- *Bonaparte Gas Pipeline (Special Provisions) Act*
- *Commission of Inquiry (Deaths in Custody) Act*
- *Darwin Waterfront Corporation Act*
- *Essential Goods and Services Act*
- *Flag and Emblem Act*
- *Ichthys LNG Project Act*
- *Inquiries Act*
- *Mutual Recognition (Northern Territory) Act*
- *Parks and Reserves (Framework for the Future) Act*
- *Referendums Act*
- *Transfer of Powers Act*

- *Transfer of Powers (Further Provisions) Act*
- *Transfer of Powers (Self-Government) Act*
- *Trans-Tasman Mutual Recognition Act*
- *Trans-Territory Pipeline and Blacktip Gas Projects (Special Provisions) Act*
- *Validation (Native Title) Act*

Regulations

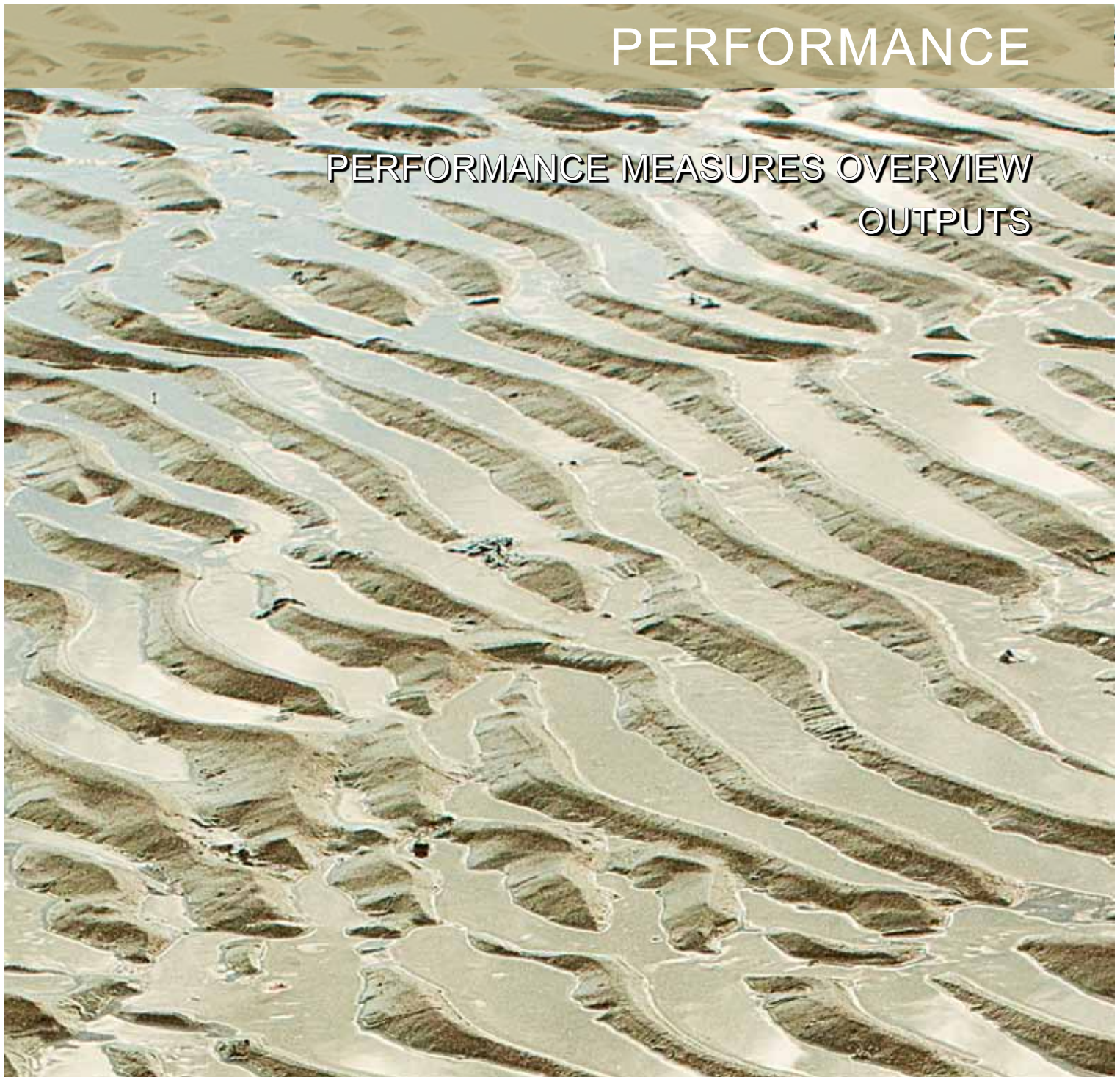
- *AustralAsia Railway Corporation (Investment) Regulations*
- *AustralAsia Railway (Special Provisions) Regulations*
- *Inquiries (Witnesses' Expenses) Regulations*
- *Parks and Reserves (Framework for the Future) Regulations*
- *Referendums Regulations*

The department is also responsible for the Administrative Arrangements Order, made by the Administrator of the Northern Territory acting with the advice of the Executive Council.

The Administrative Arrangements Order sets out the departments legislation and principal areas of government for which ministers are responsible.

PERFORMANCE

PERFORMANCE MEASURES OVERVIEW
OUTPUTS





PERFORMANCE MEASURES OVERVIEW

The Northern Territory's financial management framework is based on outputs and accrual budgeting, accounting and reporting, with performance management as a central platform. As required by the *Financial Management Act*, performance measures for each output are recorded in the categories of:

- **quantity** – relates to the number or amount of services provided and is generally a volume measurement, except for policy and advisory services where the overall capacity to provide the service is more meaningful
- **quality** – relates to the calibre of an output and generally reflects service standards based on client need
- **timeliness** – relates to the time taken to produce the output and provides an indication of the service or processing speed and efficiency.

Actual performance levels are measured and assessed against estimates published in *Budget Paper No. 3*, with explanations of significant variations provided in this report.

For the Department of the Chief Minister, the primary performance measure for quality is client satisfaction, which is assessed through client surveys. The department will be conducting its next major client survey during 2009–10, which will assess:

- the levels of satisfaction with existing policy advice and services
- any emerging issues with policy advice and services, including gaps
- any suggestions to better integrate and improve the accessibility of policy advice and services.

The Department of the Chief Minister is responsible for ensuring that government priorities are reflected in policy and implemented effectively by the public sector. The department's output structure for 2008–09 follows:

Output Group/Output

Policy Advice and Public Sector Coordination

Policy Advice and Coordination
Indigenous Policy

Major Projects, Asian Relations and Trade

Major Projects, Asian Relations and Trade
Management of the Darwin Waterfront

Government Business Support

Support to Executive, Ministers and Leader of the Opposition
Legislation Production
Support to Administrator and Government House

Community Engagement

Multicultural Advancement
Support to Community Organisations and Events

POLICY ADVICE AND PUBLIC SECTOR COORDINATION

This output group provides strategic, economic and social policy advice to the Chief Minister, Cabinet and agencies and performs a coordination role in the area of inter-government relations and other areas where a whole-of-government position is required.

The group works with Northern Territory agencies to develop and communicate an overarching framework for whole-of-government strategies and priorities by:

- providing comments to agencies and advice to the Chief Minister on Cabinet submissions
- monitoring the strategic policy issues in areas of primary focus across government agencies
- monitoring and coordinating the implementation of government's strategic directions.



OUTPUT: POLICY ADVICE AND COORDINATION

Policy advice is provided to the Chief Minister, Cabinet and government agencies through:

- advising on Cabinet submissions, including comments to agencies and advice to the Chief Minister and Cabinet
- monitoring the strategic policy issues in areas of primary focus across government agencies
- monitoring and coordinating the implementation of government's strategic directions.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Capacity to provide policy advice and coordinate government priorities	\$12.05M	\$9.86M	\$11.30M	\$10.48M
Quality				
Client satisfaction*	91%	>80%	>80%	>80%
Timeliness				
Advice provided within required timeframes	91%	>80%	>80%	>80%

* Results based on latest available client survey

Executive

The Executive Unit leads the department, providing professional support for the Northern Territory Government and ensuring that the department maintains a strong corporate, strategic and whole-of-government focus. The Executive plays an integral role in whole-of-government and inter-governmental forums and develops key policy strategies designed to promote and protect the long-term interests of the Territory and Territorians.

A collegiate culture is encouraged across the Northern Territory Public

Sector (NTPS) where integrity, honesty, professionalism, commitment and dedication are core values. These values are fundamental to the importance of supporting and developing our people.

The unit also ensures that an effective governance framework is maintained, allowing the department to evaluate competing objectives, allocate resources, assess risks and maximise opportunities, while supporting transparency and accountability.

Key Achievements 2008–09

- Reorganised the operations of the Northern Territory Government Coordination Committee
- Re-focused the department's strategic plan
- Developed a new governance policy and framework.

Future Priorities 2009–10

- Further work to develop a whole-of-government strategic framework for government service delivery and accountability
- Further work with the Commissioner for Public Employment to strengthen the Northern Territory Public Sector.



Policy Coordination and Implementation

The Policy Coordination and Implementation Unit is responsible for coordinating inter-government relations to ensure that policy is implemented. The unit also provides policy advice to the Chief Minister, Cabinet, the Chief Executive and the Deputy Chief Executive.

Its objectives are to:

- monitor and evaluate strategic policy issues and provide policy advice to the Chief Minister, Cabinet and agencies
- provide a central coordination function in inter-government relations and other areas where a whole-of-government position is required

- monitor the implementation of key government priorities across the public sector and coordinate reports to Cabinet on agencies' progress in implementing government policies and risk management.

The division liaises with other agencies on all strategic policy developments and works closely with the Office of Indigenous Policy; the Major Projects, Asian Relations and Trade Unit; and the Cabinet Office. The division also provides support to the Cabinet Budget Sub-Committee.

Key Achievements 2008–09

- Worked on developing the government's Climate Change Strategy
- Consolidated the government's position at COAG and coordinated effort to formalise a range of National Partnership Agreements
- Developed and coordinated Anti-Social Behaviour initiatives
- Established the Office of the Coordinator General and Stimulus Action Squads in agencies
- Implemented regulatory reform
- Provided policy advice across a range of issues
- Hosted the Council of Australian Governments (COAG) meeting in Darwin.

... from Policy Coordination and Implementation

Future Priorities 2009–10

- Implement the government's Climate Change Policy in conjunction with agencies
- Implement the COAG reform agenda in conjunction with government agencies
- Expand support to other agencies in developing policy proposals
- Assist agencies to improve service delivery by providing strategic and risk assessment advice
- Maintain the Northern Territory Government's inter-government agreements
- Work with agencies to develop and communicate a framework for whole-of-government strategies and priorities including Territory 2030
- Assist in coordinating whole-of-government responses to law, order and safety issues



Snapshot: Council of Australian Governments

The Council of Australian Governments (COAG) held its 27th meeting in Darwin on 2 July 2009, which was the first COAG meeting in Darwin for 15 years. The Prime Minister Kevin Rudd and Chief Minister Paul Henderson joined state and territory leaders to discuss key issues including closing the gap of Indigenous disadvantage, improving productivity through skills training for young people and retrenched workers, microeconomic reforms to support economic growth, and dealing with climate change through energy efficiency. The Department of the Chief Minister assisted with arrangements for the meeting, and in particular material for discussions on further closing the gap of Indigenous disadvantage through measures under a *Working Future*.



Security and Emergency Recovery

The Security and Emergency Recovery Unit has a central role within government for coordinating and maintaining a whole-of-government approach to security and emergency management in the Northern Territory. The unit:

- oversees strategic coordination
- facilitates government functions
- delivers policy advice
- develops planning.

The unit is also responsible for the implementation of measures to:

- counter terrorism and its consequences
- support recovery from emergencies
- facilitate implementation of nationally agreed security and emergency initiatives
- strengthen community, business and government resilience and ensure continuity
- build supportive, purposeful and trusting relationships between stakeholders.

Key Achievements 2008–09

- Negotiated the Territory's position on *Hazardous Material Intergovernmental Agreement*
- Assisted in coordinating the response to H1N1
- Led the Territory's participation in improving national coordination arrangements and capability in emergency management security areas
- Established and published Guidelines and a *Framework for Critical Infrastructure Protection* in the Territory
- Conducted briefings on *Critical Infrastructure and Security Risk* through forums for local industry
- Established a single NT website for security and emergency matters (SecureNT)
- Continued to facilitate a whole-of-Territory coordination of emergency and security incidents.

... from Security and Emergency Recovery

Future Priorities 2009–10

- Implement the outcomes of COAG reviews of Natural Disasters Arrangements and Critical Infrastructure Protection
- Represent the security and emergency management interests of the Territory through participation in national forums
- Work with industries and the community to build NT resilience
- Establish a regular program of engagement with owners and operators of critical infrastructure
- Facilitate the conduct and analysis of an assessment of security and emergency risks to the Territory
- Develop a Security and Emergency Strategy document and Capability Development Plan
- Establish a regular program of security and emergency recovery exercises
- Further develop the Territory Crisis Centre capability
- Establish an improved NT emergency call centre capability
- Facilitate and support the development of regional and local recovery plans across the Territory.



Regional Support

The Regional Support Unit's role is to implement and work in a coordinating capacity with other agencies to facilitate government's priorities and guide policy implementation in the Southern Region.

The unit provides professional advice to the Chief Minister, the Minister for Central Australia and other government departments on matters specifically affecting Central Australia. The unit also coordinates public sector activities, ensuring that a whole-of-government

approach is maintained, particularly with projects of critical importance to Central Australia such as the Alice Springs Youth Action Plan.

In addition, the unit supports regional services provided by other departmental units, supports other departmental representatives in Tennant Creek, Katherine and Nhulunbuy and provides an access point to government for all regional sectors, including business.

Key Achievements 2008–09

- Represented government in public forums and at meetings of local industry groups on matters including crime prevention, regional spending and removing constraints to economic and social development
- Engaged in community consultations on the development of Alice Springs including issues surrounding residential land release and the re-development of the Alice Springs CBD
- Coordinated whole-of-government efforts relating to the Alice Springs Youth Action Plan and the Tasking and Coordination Group
- Worked in close collaboration with the Australian Government on the Northern Territory Emergency Response
- Supported Alice Springs Town Council with the expansion of closed circuit television (CCTV) in hot spots around the town centre.

... from Regional Support

Future Priorities 2009–10

- Strengthen relationships and lead government agencies represented in the regions in the delivery of outcomes
- Continue to work with the regional economic committees to support development initiatives for communities
- Continue to achieve the goals of the Alice Springs Youth Action Plan
- Make the Alice Springs community safer through child and family support
- Work collaboratively with the Australian Government on the Alice Springs Transformational Plan to improve life for Aboriginal residents and visitors
- Improve conditions in town camps
- Reduce homelessness through housing and infrastructure upgrades and the provision of suitable support services
- Strengthen relationships across regions to build strong regional Territory communities
- Strengthen relationships with Central Australian Indigenous organisations.



Strategic Communications

Strategic Communications provides corporate communication services to the Department of the Chief Minister and the Office of the Commissioner for Public Employment. In addition, the division is involved in the development of strategic communication policy and has a coordination role within the strategic whole-of-government framework. The division is responsible for:

- providing support, advice and coordination on all matters relating to media management
- online communications management

- brand management
- sponsorship
- strategic marketing
- social media
- internal and external communications.

The division supports business areas within the department, particularly in engaging staff and in consulting with stakeholders and the broader community on key issues. The division facilitates the communication of agency initiatives and outcomes within government and to the broader community.

Key Achievements 2008–09

- Kept the Territory public and stakeholders informed about *Closing the Gap of Indigenous Disadvantage: A Generational Plan of Action* through regular media releases and a dedicated website
- Implemented the *Skilled Worker* campaign to attract skilled workers to the Territory and raise awareness of the Territory's employment and lifestyle opportunities
- Implemented the *Great Territory Jobs* recruitment and marketing campaign to encourage Territorians to take up careers in policing, nursing and teaching
- Kept the public informed about government issues and strategies on projects such as:
 - the *Moving Alice Ahead* public information program
 - the Federal Court's Blue Mud Bay decision on recreational fishing permits
 - the suite of government initiatives to combat anti-social behaviour
 - the implementation of the *Territory 2030* plan
 - the *Growing the Territory* strategy

... from Strategic Communications

Key Achievements 2008–09

- the *Housing the Territory* strategy
- the *Working Future* framework
- Coordinated communications following the announcement by INPEX of Darwin as the preferred location to develop an onshore Liquefied Natural Gas processing plant
- Developed and implemented the *Buy Territory, Territory Jobs First* campaign.

Future Priorities 2009–10

- Communicate a whole-of-government crisis communications framework, including one central website for the public to access information during and after a crisis
- Coordinate the development of a whole-of-government recruitment marketing framework
- Inform the Territory public about progress of the *Territory 2030* plan
- Communicate the Territory's Climate Change Strategy
- Inform Territory public service employees and stakeholders of the *Reform and Revitalisation* initiatives being coordinated by the Office of the Commissioner for Public Employment
- Implement the *Working Future* communications strategy to inform residents of the 20 growth towns, outstations, homelands and stakeholders of the progress of government initiatives.



OUTPUT: INDIGENOUS POLICY

The department takes a coordinated whole-of-government approach to developing strategic Indigenous policy by providing advice in all areas of Indigenous affairs, including:

- coordinating the development of policies and strategies to resolve Indigenous land issues
- improving social wellbeing and living conditions for Indigenous Territorians
- enabling effective governance and capacity building to develop sustainable Indigenous communities
- consulting with Indigenous communities across the Territory
- communicating government policies to Indigenous and wider communities
- strengthening remote service delivery.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Capacity to provide strategic advice and policy on Indigenous affairs	\$1.69M	\$2.21M	\$2.23M	\$2.35M
Quality				
Client satisfaction*	85%	>80%	>80%	>80%
Timeliness				
Advice provided within required timeframes	81%	>80%	>80%	>80%

* Results based on latest available client survey

Office of Indigenous Policy

The Office of Indigenous Policy has a lead role in developing, supporting and implementing strategic policy advice on Indigenous affairs. In particular, the office coordinates, monitors, evaluates and reports on the progress of implementing *Closing the Gap of Indigenous Disadvantage: A Generational Plan of Action*.

Key Achievements 2008–09

- Negotiated and finalised partnership agreements with the Australian Government through the COAG process including the Remote Service Delivery National Partnership under the National Indigenous Reform Agreement
- Continued coordination and implementation of Northern Territory Government measures to close the gap of Indigenous disadvantage
- Supported the development of the *Working Future* policy initiative to strengthen the growth of regional townships and improve service delivery to remote areas
- Produced the:
 - Closing the Gap Progress Report
 - Homelands and Outstations Policy discussion paper
- Launched the *Working Future* policy initiative.



Snapshot: Working Future

A Working Future framework was released on 20 May 2009 as a targeted strategy to improve the lives of Territorians living in remote areas. The six part plan includes the development of 20 Territory Growth Towns, outstations and homelands measures, remote service delivery, employment and economic development, a remote transport strategy, and closing the gap targets and evaluation. The Department of the Chief Minister is the lead agency in the development and implementation of the strategy, which aims to lift development, create jobs and bring more Indigenous Territorians into the broader economic development environment.



... from Office of Indigenous Policy

Future Priorities 2009–10

- Establish delivery mechanisms for *Working Future* policy initiatives and strategies
- Oversee and report on measures to close the gap of Indigenous disadvantage
- Establish new joint-government service delivery
- Develop and implement a comprehensive Northern Territory Government policy on town camps
- Develop, manage and sustain inter-government relations through the COAG, the Ministerial Council on Aboriginal and Torres Strait Islander Affairs (MCATSIA) and the Standing Committee on Aboriginal and Torres Strait Islander Affairs
- Progress the Overarching Agreement on Indigenous Affairs between the Australian and Northern Territory governments and schedules determined through agreements
- Develop and implement the Northern Territory Government position on reforms to CDEP and other employment programs
- Coordinate and lead Indigenous land and sea policy including those associated with the *Aboriginal Land Rights (Northern Territory) Act* and native title issues
- Work with agencies to develop a framework for engagement with new shires and municipal councils.

MAJOR PROJECTS, ASIAN RELATIONS AND TRADE

The Major Projects, Asian Relations and Trade output group develops and facilitates major economic and resource development projects, attracts investment in the Territory, and promotes trade and business opportunities.

The government's key objective is to deepen and diversify the Territory's economic base, maximise local industry participation and increase employment opportunities for Territorians.

Major Projects facilitates major economic development in the strategic interest of the Northern Territory including:

- resource development and other major development projects
- onshore gas industry developments
- strategic mineral development proposals
- facilitating coordination on the Capital City Committee.

Asian Relations and Trade perform core functions including:

- promoting international trade
- increasing investment opportunities in the Territory
- strengthening relationships with countries of strategic interest in the Asian region.

Key priorities include:

- Coordinating Northern Territory Government involvement in major projects of significance to the Territory including the development of Timor Sea and Browse Basin gas resources
- Investigating opportunities for the development of new strategic resource projects in the Territory and assisting proponents to reach investment decisions
- Positioning Darwin as Australia's Asian gateway
- Developing the Territory's long-term relationship in the region
- Developing international trading markets such as Japan, China and Indonesia and building increased capacity in niche sectors such as mining supply and servicing
- Attracting, expanding and marketing investment in the Territory.



OUTPUT: MAJOR PROJECTS, ASIAN RELATIONS AND TRADE

This output facilitates, supports and encourages:

- major economic and resource development projects
- investment in the Territory
- developments in trade and business opportunities in the Territory, across Australia and throughout the wider Asian region.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Capacity to facilitate projects and provide strategic advice*	\$5.82M	\$13.92M	\$6.63M	\$7.90M
Quality				
Client satisfaction**	95%	85%	>80%	85%
Timeliness				
Advice provided within required timeframes**	92%	85%	>80%	85%

* Excludes payments to Darwin Waterfront Corporation (DWC) for management of the precinct, convention centre and community infrastructure. Information reported in DWC Annual Report.

** Results based on latest available client survey

... from Major Projects, Asian Relations and Trade

Key Achievements 2008–09

- Facilitated the Ichthys LNG Project towards making positive investment decisions for the Darwin option including:
 - signed Project Development Agreement
 - developed and enacted project legislation
 - coordinated government interaction with INPEX
- Facilitated major projects including:
 - ConocoPhillips proposal for an expanded LNG Plant at Wickham Point
 - Wonarah Phosphate Project
 - Bonaparte Gas Pipeline
 - Blacktip Gas Project
 - Tennant Creek Minerals Hub
- Coordinated ministerial missions to promote trade, investment and strengthen bilateral relations including:
 - Chief Minister – Japan, China, the USA (January 2009) and Timor-Leste (May 2009)
 - Minister for Asian Relations and Trade – Indonesia, Singapore, Vietnam and Japan (May 2009)
- Facilitated growth of the Territory's petroleum and mining supply and service sector, through leading missions to major industry expositions, including:
 - AustralAsian Oil and Gas (Perth)
 - Offshore South East Asia (Singapore)
 - Ozmine '09 (Jakarta)
 - Balikpapan Mining Petroleum Expo (Balikpapan)

These missions provide local companies with new business opportunities, generated new business leads and promoted inward investment
- Coordinated inter-agency activities for the SEAAOC 2008 and APPEA 2009 oil and gas conferences in Darwin to promote the Northern Territory's current and potential capacity as an investment location for oil and gas exploration, development and petroleum supply and service capability
- Commenced preparations for the Territory's participation in the Australian Pavilion at the Shanghai World Expo 2010 and established the Northern Territory as a silver sponsor
- Facilitated an investment mission to address the Japanese business community in Sydney, led by the Chief Minister.



... from Major Projects, Asian Relations and Trade

Key Achievements 2008–09

- Promoted the Territory as an investment location through coordination of the following inbound and outbound missions:
 - Japan Oil, Gas and Metals Corporation exploring a potential 'gas to liquids' project in Darwin
 - inbound missions of buyers from America and Europe for Indigenous arts and crafts
 - joint outbound missions with Charles Darwin University to promote the Territory as a preferred education destination
 - inbound and outbound missions to promote the development of live cattle exports to Vietnam and the establishment of allied infrastructure such as feedlots and abattoirs
- Strengthened the Trade Support Scheme and supported the Chief Minister's Export and Industry Awards
- Strengthened relations with Timor-Leste through:
 - delivering the inaugural round of the Timor Cup (Soccer)
 - supporting capacity building initiatives
 - facilitating the Northern Territory and Timor-Leste Ministerial Forum.



Snapshot: Inpex

Inpex announced their decision of Darwin as the site for an onshore gas processing facility on 26 September 2008. Proposed to be built at Blaydin Point on Middle Arm Peninsula, the project is estimated to cost \$23 billion and will employ up to 2,000 people at the peak of construction and 300 during operation. The plant will be commissioned in stages, with a final investment decision on schedule for 2010, and first exports expected in 2015. The Department of the Chief Minister is the lead agency in coordinating negotiations for the project, which will have a significant impact on growth and development into the future.

... from Major Projects, Asian Relations and Trade

Future Priorities 2009–10

- Continue facilitation of Ichthys and Sunrise LNG Projects, Wonarah Phosphate Project, Tennant Creek Minerals Hub and other Cabinet designated projects
- Secure additional LNG and value-added gas projects by promoting the Territory's competitive advantages
- Promote Northern Territory trade and investment opportunities at the Shanghai World Expo 2010
- Facilitate growth of the Territory's petroleum and mining supply and service sector through various industry expositions, including Australia Asian Oil and Gas (Perth) and Mining Indonesia (Jakarta)
- Promote Darwin as a mining supply and service centre for Northern Australia and Eastern Indonesia
- Release a new International Trade Strategy to improve the Territory's trade performance
- Work with the Darwin Port Corporation and Land Development Corporation to identify future infrastructure development required to meet demand
- Facilitate inbound and outbound industry missions to develop the Northern Territory's petroleum supply and service capability including:
 - outbound missions to industry centres such as Singapore and Aberdeen
 - inbound missions such as the planned Energy Industry Council UK mission
- Continue to consolidate relationships through ministerial visits and hosting officials and dignitaries
- Continue to strengthen the Territory's relationship with Timor-Leste
- Support urban development through the Capital City and Palmerston committees.



Growth Planning

The Territory Growth Planning Unit provides specialist advice on planning for future growth and development in the Northern Territory and demand for services. The unit has a major role in ensuring the development of a growth planning model that will meet the needs of Territory communities. A central part of the growth planning model incorporates a strategic housing plan that will support

and improve access to affordable housing for Territorians.

The key priority for this unit is to implement the Northern Territory's strategic plan, *Territory 2030*, which will provide a framework for guiding the Territory's direction over the next two decades.

Key Achievements 2008–09

- Established the Territory Growth Planning Unit
- Established a partnership with Charles Darwin University to provide demographic and social policy services
- Developed *Territory 2030*, including the draft, final strategies, and secretariat services to the Steering Committee and two rounds of community consultation
- Coordinated the new strategy for Housing the Territory
- Developed early stage growth models for Darwin and Alice Springs.

Future Priorities 2009–10

- Develop the final *Territory 2030* strategy to be released by government
- Develop the performance monitoring system for *Territory 2030*, support for the Cabinet Sub-Committee
- Coordinate the suite of projects under Housing the Territory
- Develop growth models for Territory Towns
- Build greater capacity in demographic, economic and social policy advice.



TERRITORY 2030

Snapshot: Territory 2030

The first draft of the Territory 2030 Plan was delivered to the Chief Minister on 27 April 2009. Territory 2030 is a long-term strategic plan that sets out a vision for the Northern Territory's future, with targets and goals for one priority area (education) and five focus areas (society, prosperity, health and wellbeing, environment, and knowledge, creativity and innovation). The first draft followed extensive consultation Territory-wide and 77 formal submissions. The Department of the Chief Minister leads the development of Territory 2030, under the guidance of an independent steering committee.



GOVERNMENT BUSINESS SUPPORT

The Government Business Support output group provides administrative and protocol support to the Administrator of the Northern Territory, the Chief Minister, ministers and the Leader of the Opposition. The support group provides

secretariat services to Executive Council and Cabinet, drafts legislation, provides publishing services and is responsible for the maintenance and upkeep of Government House.

OUTPUT: SUPPORT TO EXECUTIVE, MINISTERS AND LEADER OF THE OPPOSITION

The output includes operational advice, administrative support, hospitality services and providing advice and information on protocol matters to the Chief Minister, ministers and the Leader of the Opposition. The group also provides secretariat services to Executive Council and Cabinet.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Capacity to provide support	\$19.34M	\$21.20M	\$22.45M	\$23.22M
Official hospitality and ceremonial events	192	200	170	180
Hosted visits	21	25	21	18
Quality				
Client satisfaction*	93%	80%	>80%	>95%
Timeliness				
Advice provided within required timeframes*	92%	80%	>80%	>95%

* Results based on latest available client survey

Cabinet Office

The Cabinet Office provides secretariat services to the Northern Territory Cabinet, the Executive Council, the Department of the Chief Minister and the Remuneration Tribunal.

The office also advises ministers and Northern Territory Public Sector agencies on the machinery of government. The office takes a coordinated approach, managing all government databases and monitoring government's commitments.

The office provides content for the news feature and website, *In Your Parliament*. *In Your Parliament* is designed as an

informative feature explaining core activities of the Northern Territory Legislative Assembly, such as legislation, ministerial statements and ministerial reports.

The Cabinet Office administers the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*, provides assistance, and produces information guides to support government agencies in administering government boards and committees.

Key Achievements 2008–09

- Developed documentation for announcing the Northern Territory General Election, August 2008
- Documented and prepared arrangements for swearing in new ministers on 18 August 2008, and 4 and 9 February 2009
- Prepared corresponding new Administrative Arrangements Orders for the Northern Territory Government
- Opened the 1978 Cabinet records under the *Information Act* on 1 January 2009: the first Self-Government Cabinet records to enter the open access period at NT Archives
- Produced the first of six-monthly Election Commitments Progress Reports planned for Parliament (November 2008)
- Developed a Machinery of Government training course for Territory public servants, in partnership with Charles Darwin University
- Prepared arrangements for the triennial strategic review of the Northern Territory Auditor-General's Office
- Assisted the Remuneration Tribunal Inquiry into levels of sitting fees and other entitlements of members of statutory bodies
- Amended the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act* to empower the Remuneration Tribunal to determine 'capacity' entitlements for MLAs
- Enhanced performance reporting from Cabinet and ministerial liaison databases.



... from Cabinet Office

Future Priorities 2009–10

- Enhance various Cabinet Office databases to improve the quality of executive government reporting and records management
- Implement electronic document transfer for ministerial correspondence
- Release the 1979 Cabinet records under the *Information Act*
- Prepare Election Commitments Progress Reports for Parliament
- Implement the NTPS Machinery of Government training course with Charles Darwin University
- Develop the revised Cabinet submission template to include guidance for preparation of submissions, and the periodic review of the Cabinet handbook
- Update the *Government Boards and Committees* handbook
- Coordinate informal training and information sessions for agency secretariat staff on executive government topics
- Review the TRIM ministerial tracking database to improve reporting functions for the department and ministerial offices.

Protocol

The Protocol Unit is the primary source of advice and information on all areas of official protocol. The unit is responsible for initiating, implementing and monitoring strategic programs that will protect the dignity and integrity of the Government of the Northern Territory. The unit effectively promotes the Northern Territory nationally and internationally.

The unit provides informed authoritative advice on the day-to-day management of:

- ministerial hospitality
- government ceremonial activities
- major special events and promotional activities.

The unit maintains effective working relationships with the Consular and Diplomatic Corps and initiates, plans, develops and implements programs for high level officials, diplomats, heads of state and business leaders to visiting the Northern Territory.

In addition, the unit manages the procedures and protocols of state funerals, advises the community on general protocol matters, on congratulatory messages, state emblems, flags and national symbols and some aspects of the Australian system of honors and awards. The unit also manages the government's VIP vehicle fleet.

Key Achievements 2008–09

- Arranged programs for official visits by 18 foreign dignitaries and VIPs in addition to ensuring their safety and security
- Coordinated more than 180 functions hosted by the Northern Territory Government
- Provided hospitality and support for the 2008 Masters Games, 2009 Arafura Games and V8 Supercars
- Continued resource savings in all core business output capacities through improving accounting transparency and reporting processes
- Provided VIP transport services to the Chief Minister, ministers, Leader of the Opposition, Supreme Court judges and visiting dignitaries
- Organised festivities for Territory Day in all major population centres with fireworks displays, flag raisings and official receptions.



... from Protocol

Future Priorities 2009–10

- Support major Northern Territory activities including:
 - Vice-Regal visit, July 2009
 - visit by the Prime Minister of Mongolia, August 2009
 - Alice Springs Sitings, November 2009
 - V8 Supercars
 - Darwin Cup
- Continue cross-training exercises and practical support for official visits and hospitality
- Continue consultations with stakeholders to ensure ongoing evaluation of unit performance and output in line with implemented strategies to improve budget and operational efficiency
- Maintain effective public communication of protocols, standards and principles.

OUTPUT: LEGISLATION PRODUCTION

This output provides legislation drafting services, including the drafting of bills for Acts, subordinate legislation and statutory instruments. Advice about legislation is provided to government and members of the Legislative Assembly and legislation is published to make it accessible to government and community members.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Pages of legislation drafted	1 759	1 864	3 000	3 636
Quality				
Client satisfaction*	90%	85%	>80%	92%
Timeliness				
Deadlines met	100%	100%	100%	100%
Legislation available online within five working days	95%	100%	>80%	99%
Cost				
Average cost per page of legislation drafted	\$830	\$887	\$579	\$425

* Results based on latest available client survey.



Office of the Parliamentary Counsel

The Office of the Parliamentary Counsel provides legislative drafting services and advice about legislation to the government, members of the Legislative Assembly and statutory authorities. The office drafts:

- bills for introduction in the Legislative Assembly that, when passed and assented to, become Acts of the Northern Territory
- subordinate legislation for making by the Administrator, judges and magistrates, councils and other statutory authorities

- statutory instruments for signing by the Administrator, ministers and statutory office holders.

The office prepares Northern Territory legislation and related documents for publication in hard copy form and publishes Northern Territory legislation electronically.

Key Achievements 2008–09

- Prepared and introduced 41 Government Bills (1039 pages)
- Prepared and introduced five Private Member Bills (17 pages)
- Made 48 items of settled subordinate legislation (751 pages)
- Settled 647 statutory instruments (1829 pages)
- Updated 222 entries of Current Legislation Database
- Sent 51 reprints to Government Printer (3940 pages)
- Various legislative drafters and an editorial officer attended the IT Drafting Forum and 5th Australasian Legislative Drafting Conference held in Brisbane under auspices of the Australasian Parliamentary Counsel Committee (PCC)
- Three drafters attended the Legislative Drafting Conference held in Hong Kong by the Commonwealth Association of Legislative Counsel (partial sponsorship only)
- The Parliamentary Counsel attended PCC meetings about national legislative proposals
- Delivered various presentations by legislative drafters, on request, about legislative drafting
- Participated in Law Week, 11–15 May, through daily sessions on Accessing NT Legislation Databases held at the Territory Library, Parliament House.

... from Office of the Parliamentary Counsel

Future Priorities 2009–10

- Continue to meet increasing demands for legislative drafting services and legislation publications, including for Private Members Bills and committee stage amendments
- Continue to improve office systems to support high quality services
- Continue to build capacity of legislative drafters and editors while providing career paths and succession planning.

OUTPUT: SUPPORT TO ADMINISTRATOR AND GOVERNMENT HOUSE

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

Performance Measures	2006-07 Actuals	2007-08 Actuals	2008-09 Estimate	2008-09 Actuals
Quantity				
Capacity to provide support to the Administrator	\$2.61M	\$2.06M	\$1.63M	\$1.82M
Cost of maintaining Government House buildings and grounds	\$0.71M	\$0.77M	\$1.22M	\$1.18M
Quality				
Client satisfaction*	> 95%	80%	>80%	100%
Timeliness				
Advice provided within required timeframes*	> 95%	80%	>80%	80%

* Results based on latest available client survey.

Government House

Government House provides support to the Administrator of the Northern Territory enabling him to perform statutory, ceremonial, representational and public duties associated with the office. Government House also promotes and raises community awareness of the Territory's past, the current official role of the Administrator and the historical significance of Government House.

On behalf of the Territory, Government House provides an official hospitality venue as well as a service for the Administrator to host official visits from national and international dignitaries and prominent business representatives.

Government House conducts investitures and ceremonies for the presentation of honours and awards to citizens who have been recognised for merit, bravery, services or personal achievement and presents the Administrator's Medals and other awards for high achievement.

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

Key Achievements 2008–09

- Conducted three investiture ceremonies throughout the NT for a total of 21 Northern Territory recipients of Australian Honours and Awards and Bravery Decorations
- Held four Government House Open Days
- The Administrator hosted 62 events, attended 242 events, received 59 courtesy calls, delivered 74 speeches, conducted six swearing-in ceremonies and delivered the opening address of the 11th Assembly
- Travelled to remote communities, regional centres, organisations, schools, businesses and cattle stations including an eight-day Darwin-to-Alice Springs road trip, and hosted receptions
- The Administrator presided over nine Executive Council meetings and three Special Executive Council meetings
- The Administrator assented to 22 proposed laws under Section 7 of the *Northern Territory (Self Government) Act 1978*.



... from Government House

Future Priorities 2009–10

- Identify and implement new event management and diary software
- Continue the development and execution of an appropriate program for the Administrator, recognising his statutory, ceremonial and representational duties in order to continue to engage the greater NT community
- Manage the Government House Programmable Works schedule against allocated Minor New Works funds.

COMMUNITY ENGAGEMENT

This output group provides grants, donations and sponsorships in support of community group activities and promotes participation and civic awareness. Activities include those by the Australia Day Council and Northern Territory show societies.

Support is also provided for a number of high-profile Territory events through the Northern Territory Major Events Company including the V8 Supercars, BASSINTHEGRASS, BASSINTHEDUST, the Arafura Games and the Masters Games.



OUTPUT: MULTICULTURAL ADVANCEMENT

This output engages the community and government agencies in events that are designed to ensure a coordinated approach to implementing government policy priorities for the multicultural community.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Capacity to manage and deliver programs and activities for multicultural advancement	\$1.15M	\$0.64M	\$0.70M	\$0.71M
Grants issued	120	120	120	143
Grants paid	\$1.16M	\$1.12M	\$2.10M	\$2.18M
Quality				
Client satisfaction*	85%	98%	80%	98%
Timeliness				
Advice provided within required timeframes*	87%	98%	80%	98%

* Results based on latest available client survey.

Office of Multicultural Affairs

The Office of Multicultural Affairs (OMA) engages with community groups and other government agencies for the purpose of supporting multicultural activities. The office takes a coordinating approach to the implementation of government's policy priorities for the multicultural community and develops

and delivers policy initiatives to improve and promote multicultural participation within the wider Territory community. In addition, the office performs a facilitating function by encouraging contributions by multicultural groups to government decision-making processes.

Key Achievements 2008–09

- Conducted two multicultural forums on the shared usage of ethnic community facilities
- Completed 30 formalised engagement meetings with discrete ethnic community executive committees, in addition to regular and less formal community engagement
- Undertook a review of the Multicultural Policy and the Multicultural Grants Program
- Secured Australian Government funding for National Action Plan activities and facilitated development of community projects in Darwin and Alice Springs
- Published *People of the Northern Territory*: a compilation of ethno-specific data from the 2006 Census
- Developed and published religious fact sheets and ethnic community profiles
- Facilitated and developed a whole of Northern Territory Government submission to the Australian Government on the Humanitarian Settlement Program for 2009–10 and the review of the Adult Migrant English Program
- Chaired a Northern Territory Settlement Planning Committee sub-group on planning for future humanitarian settlement locations in Darwin and Palmerston
- Undertook 90 assessments of overseas qualifications in addition to enquiries by phone, email or in person.



... from Office of Multicultural Affairs

Future Priorities 2009–10

- Release, implement and then review multicultural policy and grants program
- Devise and release practical strategies to promote participation and engagement, such as the online database for people from the ethnic community to register for government boards and committees
- Engage with new cohorts of refugees
- Adjust the Ethnic Communities Facilities Development Program in line with recommendations from forums
- Review, assess and negotiate new three year funding agreements with peak multicultural groups
- Provide assistance and support towards the re-establishment of ethnic radio.

OUTPUT: SUPPORT TO COMMUNITY ORGANISATIONS AND EVENTS

This output supports a number of high-profile community events and activities by providing support, grants, donations and sponsorship to encourage community groups in the development of activities that benefit the community.

Performance Measures	2006–07 Actuals	2007–08 Actuals	2008–09 Estimate	2008–09 Actuals
Quantity				
Support to community event organisations	\$0.93M	\$1.41M	\$2.29M	\$2.71M
Grants issued	55	69	60	81
Grants paid	\$7.30M	\$5.13M	\$10.89M	\$10.56M
Quality				
Client satisfaction*	99%	100%	80%	80%
Timeliness				
Grant funding provided within required timeframes*	96%	100%	80%	80%

* Results based on latest available client survey.



Northern Territory Major Events Company

The Northern Territory Major Events Company Pty Ltd (NTMEC) provides support for the Territory's largest events. NTMEC was established to encourage, select, organise and market special major events, particularly those that bring substantial economic and social benefits to the Northern Territory.

Key Achievements 2008–09

- Organised the following events:
 - SKYCITY Triple Crown (award winning), Round 5 of the 2009 V8 Supercar Championship Series – over 40 000 attendance over 3 days
 - BASSINTEGRASS Darwin – over 7 000 attendance (sold out)
 - BASSINTHEDUST Alice Springs – over 1 000 attendance
 - Northern Territory Sports Awards
 - 2009 Arafura Games – over 3 000 competitors and officials from over 30 countries, and over 1 000 volunteers and workforce
 - Alice Springs Masters Games – over 4 000 competitors, officials and workforce
- Supported the following events:
 - Tattersall's Finke Desert Race
 - Barkly Muster and Gold Rush
 - Anaconda Mountain Bike Enduro
 - Heineken Hottest 7's in the World Rugby
 - The Global Green Challenge.

Future Priorities 2009–10

- Organise the following events:
 - SKYCITY Triple Crown Round of the 2010 V8 Supercar Championship Series
 - BASSINTEGRASS Darwin
 - BASSINTHEDUST Alice Springs
 - Northern Territory Sports Awards
 - preliminary planning for the next Arafura Games in 2011
 - Alice Springs Masters Games in 2010
- Support the following events:
 - Tattersall's Finke Desert Race
 - Barkly Muster and Gold Rush
 - Anaconda Mountain Bike Enduro
 - Heineken Hottest 7's in the World Rugby
 - The Global Green Challenge.

INPUTS: SERVICES

The services inputs strengthen the capacity of the department to deliver strategic objectives. The Corporate Services Division comprises the Human Resources, Finance and Procurement, and Information and Office Services units. Together, these services support the operational business units and associated entities including the Office of the Chief Minister, the Northern Territory Major Events Company, the Darwin Waterfront Corporation and the Office of the Commissioner for Public Employment. The division also assists with whole-of-government coordination and capabilities.



Human Resources

Key Achievements 2008–09

- Developed agency's milestone Awards and held the inaugural function hosted by the Chief Minister
- Established a successful Performance Review Framework
- Supported five graduates under the Graduate Development Program and four business trainees under the Apprenticeship Program
- Encouraged employee participation with selection panel training
- Developed and implemented Positive Workplace Behaviour awareness sessions.

Future Priorities 2009–10

- Continue to improve the quality of workforce data available to support departmental strategies for workforce planning and better understanding future needs
- Undertake internal review of the Early Career Programs
- Implement a Mentoring Program
- Target support for the Performance Review Framework
- Implement the Equal Employment Opportunity Plan.

Finance and Procurement Services

Key Achievements 2008–09

- Reviewed and updated agency strategic risk assessment framework
- Improved procurement reporting procedures
- Managed a review of the model for government funding of the Northern Territory Show Council
- Implemented SharePoint to streamline preparation of briefs for the Estimates Committee Hearings.

Future Priorities 2009–10

- Streamline budget management and reporting processes for business areas
- Strengthen department procurement policy and planning including new directions
- Further improve grants administration and acquittal processes
- Develop and implement policies in support of compliance and better practice.



Information and Office Services

Key Achievements 2008–09

- Drafted and commenced implementing the DCM ICT Strategic Plan 2009–11
- Implemented the Standard Operating Environment (SOE) retrofit and migration to Microsoft Outlook
- Established offices of the Chief Minister in Alice Springs and Katherine and internal office relocations and modifications in Darwin
- Conducted a full asset stocktake, updated asset registers and undertook disposal action where necessary
- Managed a significant increase in the number of requests for information under the *Information Act* and finalised requirements and user guide for a whole-of-government Freedom of Information reporting system.

Future Priorities 2009–10

- Continue preparations for a staged implementation of Electronic Document and Records Management System (EDRMS)
- Manage the Northern Territory Government's pilot project for Roles Based Access Control
- Develop and implement revisions to departmental policies and procedures including travel, motor vehicles and asset management
- Investigate the application of new information and communications technology tools such as Sharepoint
- Develop a consolidated departmental sustainability policy including implementation of energy efficiency and recycling measures.

OUR PEOPLE

OUR PROFILE

EQUAL EMPLOYMENT OPPORTUNITIES

PERFORMANCE MANAGEMENT FRAMEWORK

OCCUPATIONAL HEALTH AND SAFETY

EMPLOYEE ACHIEVEMENTS





OVERVIEW

The Department of the Chief Minister (DCM) employs a wide cross-section of staff including policy experts, legal professionals, economists, communications coordinators, horticulturalists, function planners and administrative staff. Their professionalism, innovation and enthusiasm are the department's most valuable asset.

The Human Resources (HR) unit is responsible for all employee matters ranging from learning and development, early intervention, professional advice on employment conditions and recruitment through to retention practices. The HR unit supports the department's 2008–11 Strategic Plan to improve public sector performance through innovative recruitment, flexible work practices and programs to retain a skilled workforce.

The department remains firmly committed to employee learning and development. Opportunities to develop are embedded in individual employees' performance agreements. Expanding leadership skills was a particular focus of training in 2008–09, with 13 employees accepted into the NTPS Executive Leadership Development Program.

During the year, employees were encouraged to attend several workshops aimed at promoting physical and mental wellbeing, which included:

- positive workplace awareness
- advice on preventing back pain
- good habits to achieve fitness and health.

Workplace wellbeing was further enhanced through ergonomic assessments of workstations.

The department participates in the Graduate Development Program, the NTPS Apprenticeship Program and the National Indigenous Cadetship Project (NICP). It also takes part in vacation employment programs, which provide work experience opportunities for university students.

The department supports flexible working arrangements for its employees and development opportunities through short-term secondments, both internally and externally. This encourages a greater sense of teamwork, builds DCM and across-government cohesion and increases retention rates.

OUR PROFILE

- At 30 June 2009, there were 276.65 full-time equivalent employees compared with 261.52 at 30 June 2008
- Staff aged between 36 and 55 years represented 52 per cent of employees
- Females represented 58 per cent while males represented 42 per cent
- Ninety-six employees commenced; of these, 33 were male and 63 female; 78 were employed full-time and 18 part-time
- Eighty-five employees separated; of these, 33 were male and 52 female; 71 were employed full-time and 14 part-time.

The table below reflects employee classifications in 2008 and 2009.

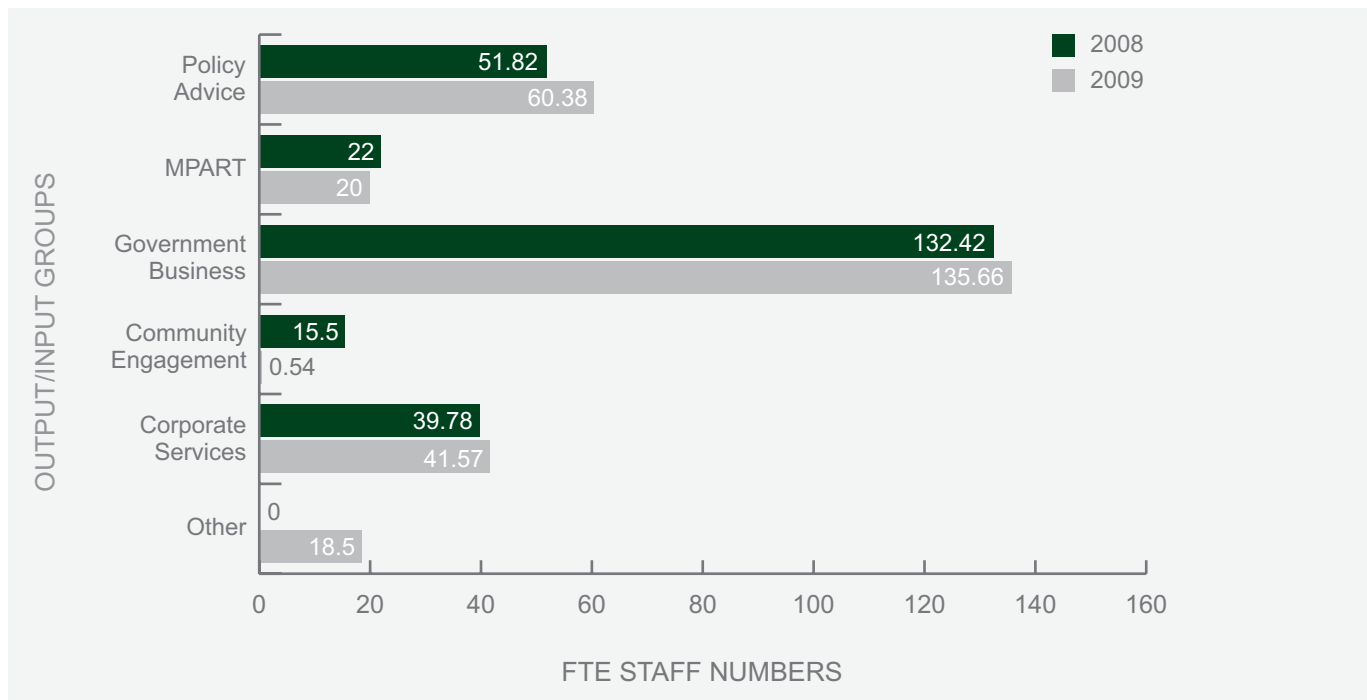
Classification	30 June 2008	30 June 2009
Agency staffing		
Executive Contract Officer 6	1.0	1.0
Executive Contract Officer 5	2.0	2.0
Executive Contract Officer 4	3.0	2.0
Executive Contract Officer 3	4.0	4.0
Executive Contract Officer 2	6.0	10.0
Executive Contract Officer 1	17.0	15.8
Executive Officer 3	0.0	0.0
Executive Officer 2	0.0	1.0
Executive Officer 1	9.8	12.0
Professional 4	2.0	2.0
Professional 3	1.0	1.0
Professional 2	0.0	1.0
Professional 1	0.0	0.0
Technical 4	1.0	1.0
Technical 3	1.0	1.0
Technical 2	0.0	0.0
Technical 1	2.0	2.0



Classification	30 June 2008	30 June 2009
Administrative Officer 8	17.7	17.9
Administrative Officer 7	11.5	14.5
Administrative Officer 6	19.0	24.0
Administrative Officer 5	12.7	16.9
Administrative Officer 4	28.0	24.0
Administrative Officer 3	11.3	12.5
Administrative Officer 2	3.0	1.0
Administrative Officer 1	2.3	1.5
Physical 6	1.0	1.0
Physical 5	1.0	1.0
Physical 4	0.0	1.0
Physical 3	3.5	3.5
Physical 2	4.0	5.0
Graduate Program	5.0	2.0
National Indigenous Cadetship Program	0.0	0.0
NTPS Apprenticeship Program	2.0	4.0
Sub total	171.9	185.5
Ministerial staffing	89.6	91.2
Total	261.5	276.7

Note: Figures are rounded to the nearest FTE.

FULL-TIME EQUIVALENTS AT 30 JUNE 2008 AND 30 JUNE 2009



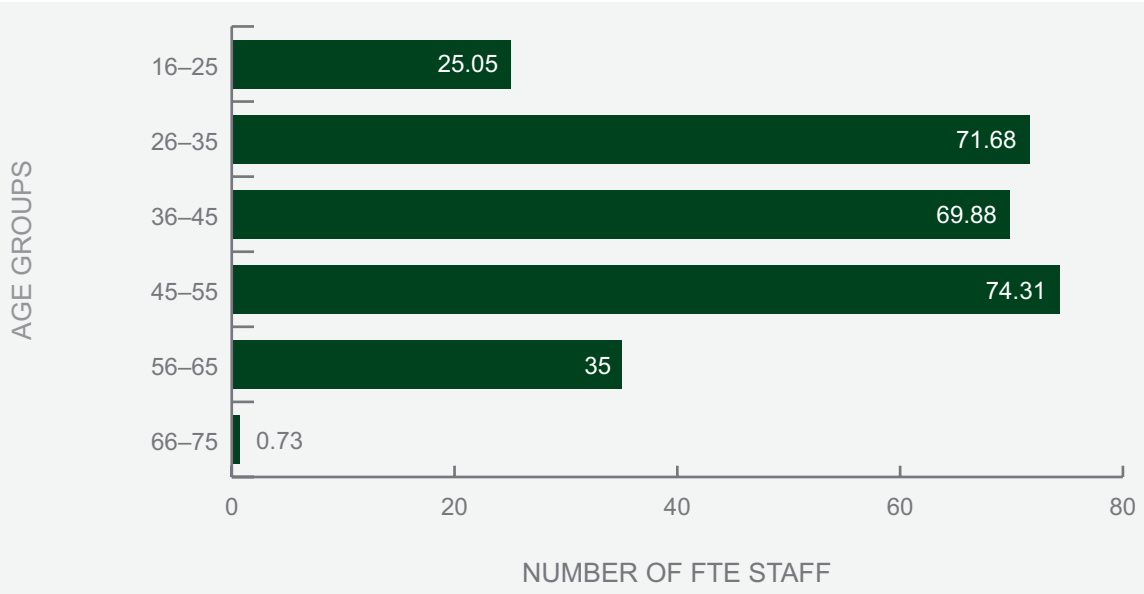
At 30 June 2009, the department employed 276.7 full-time equivalent employees, which compares with 261.5 on 30 June 2008.

Note: Government Business includes ministerial staff for 2008 (89.6) and 2009 (91.2).

Note: Other includes NT Major Events and Darwin Waterfront Corporation.

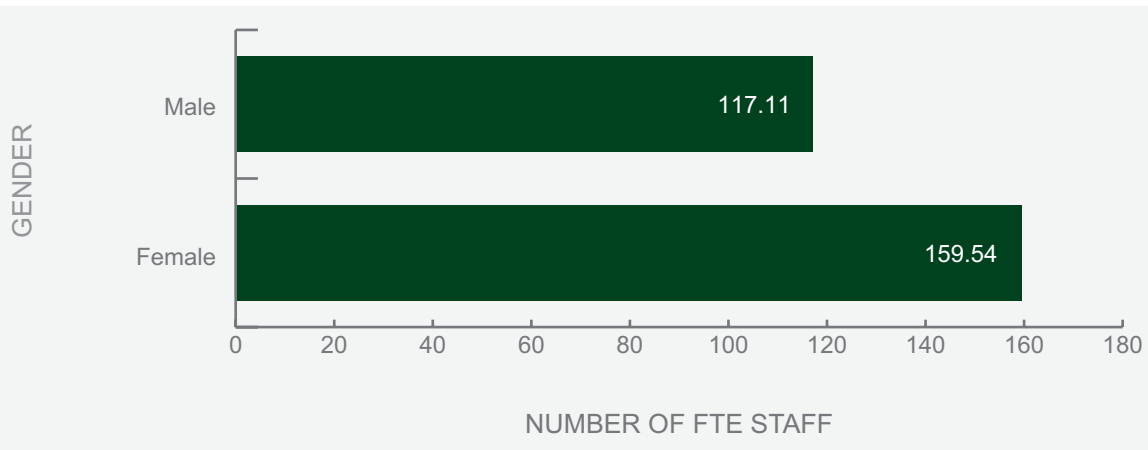


STAFFING BY AGE GROUP



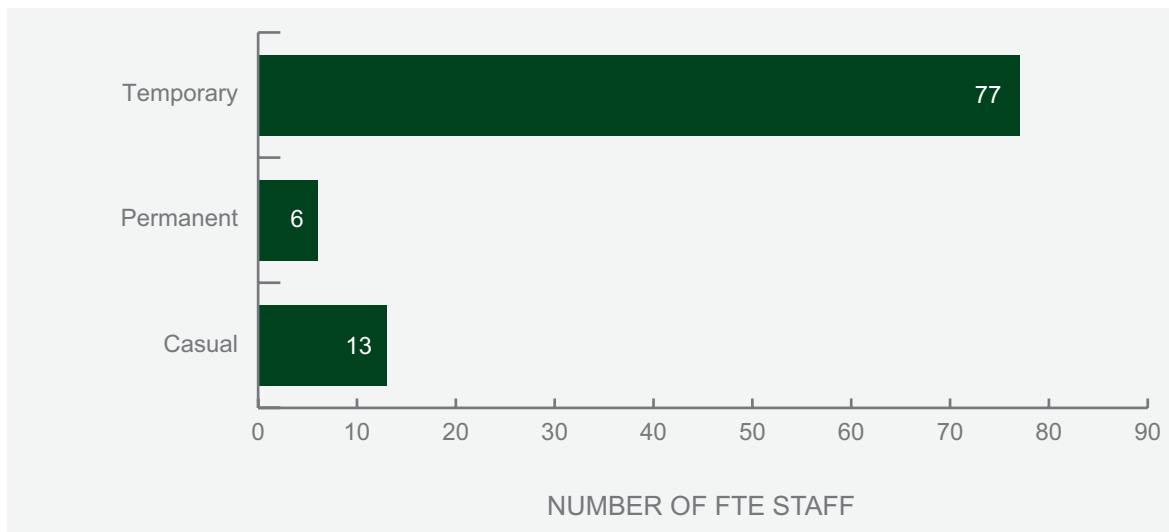
Staff aged between 36 and 55 years represented 52 per cent of the department's employees

STAFFING BY GENDER



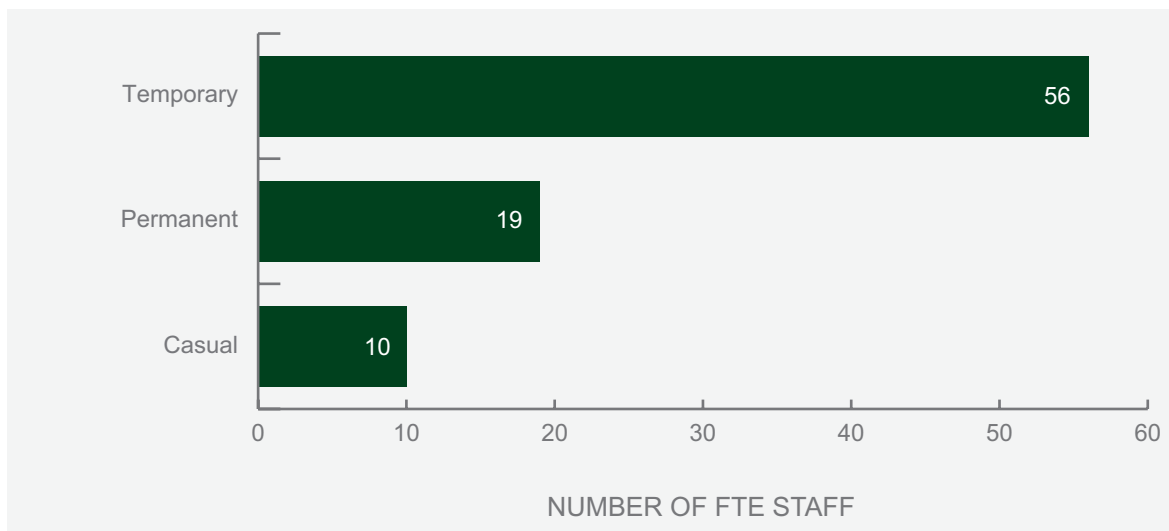
Females represented 58 per cent of the department's employees, while males represented 42 per cent.

STAFFING PROFILE OF COMMENCEMENTS



Ninety-six employees commenced with the department during 2008–09; of these, 33 were male and 63 female; 78 were employed full-time and 18 part-time.

STAFFING PROFILE OF SEPARATIONS



Eighty-five employees separated from the department during 2008–09; of these, 33 were male and 52 female; 71 were employed full-time and 14 part-time.



EMPLOYEE ACHIEVEMENTS

- The NT Major Events Company received a distinction in the 2008 V8 Supercars Gala Awards, with Darwin named as the V8 Supercars Event of the Year against competition from the Gold Coast and Bathurst.
- A partnership between the NT Government and Charles Darwin University (CDU) led to the department and CDU becoming finalists in the Chief Minister's Awards for Excellence in the Public Sector 2008, in the category of Government Collaboration.
- Employees raised \$2 685.50 in the 2009 'World's Greatest Shave' for the Leukaemia Foundation.

PERSONAL ACHIEVEMENTS

The agency fosters a culture of respect and individual recognition. Personal achievements are publicly recognised in the fortnightly employee newsletter *DCMatters*. Notable personal achievements in 2008–09 included:

- Tammy White, from the Office of Indigenous Policy, completed a Masters in International Management
- former Graduate Development Program participant Gemma Benn received an award for her community involvement as a young Indigenous person. During NAIDOC Week 2008 Gemma was awarded the 2008 Youth of the Year award in recognition of her achievements.



*Gemma Benn
with her
2008 Youth of
the Year award.*





Melanie Hall represented Australia in the 2008 Beijing Paralympics.

- Melanie Hall from Finance and Procurement represented Australia in the women's wheelchair basketball team at the 2008 Beijing Paralympics and earned a bronze medal.
- Barbara Vos from Government House participated in the 2008 Darwin to Ambon Yacht Race. She and her fellow crew were placed fourth in the 12.20m *Sea Fox II*.
- Rachel Fox from the Territory Growth Planning Unit was a member of the Northern Territory team competing in the Australian Clay Target Association's 2009 Trap Championships.
- Rachael Shanahan from the Climate Change Unit won the Darwin Cup Carnival Ladies Day Best Dressed award.



Rachael Shanahan on the catwalk.



- Owen Samuels from Office Services participated in the 2009 Ten Pin Bowling Australia National Disability Championship in Melbourne and won four medals.



*Owen Samuels
wearing his medals.*



EQUAL EMPLOYMENT OPPORTUNITIES (EEO)

	Aboriginal and Torres Strait Islander	Non-English Speaking Background	People with Disability
Male	3	7	5
Female	8	5	2
Total	11	12	7
As a percentage of total staff	4%	4%	2%

Four per cent of departmental employees identified as being Aboriginal or Torres Strait Islander, four per cent were of a non-english speaking background and two per cent have a disability. EEO data obtained from the NTPS Personnel Integrated Payroll System (PIPS) showed that nine per cent of staff had not recorded their EEO details.



PERFORMANCE MANAGEMENT FRAMEWORK

ANNUAL PERFORMANCE REVIEWS

The department recognises that its people are its greatest asset. As such, the performance agreement and feedback process undertaken by all staff is one of focused goals and continuous learning, so that high performance standards can be achieved.

The Performance Management Framework (PMF) enables the achievement of departmental strategic priorities and employees to reach their full potential. The PMF supports continuity of planning, and coaching employees as individuals and team contributors for the department.

Through individual Learning and Development Plans, employee training needs are identified and incorporated into the department's training calendar.

DEVELOPING AND TRAINING

LEARNING AND PROFESSIONAL DEVELOPMENT

In 2008–09, a majority of employees undertook one or several training activities with departmental expenditure totalling \$229,000.

EXECUTIVE LEADERSHIP DEVELOPMENT STRATEGY

The Executive Leadership Development Strategy is designed to create a source of qualified, experienced and skilled leaders from within the NTPS. It is expected that these people will have the capacity to take on future leadership roles. Thirteen employees took part in the Executive Leadership Development Program conducted by the Office of the Commissioner for Public Employment (OCPE).

An additional feedback process also identified individual strengths and future potential across the department.

LEADERSHIP PROGRAMS FOR WOMEN

Linda Brooks (Alice Springs) and Christine Gray (Darwin) successfully completed 'Discovery: Women as Leaders', a 15-day intensive leadership program that provides women with unique opportunities to develop personal and leadership skills.

AUSTRALIAN AND NEW ZEALAND SCHOOL OF GOVERNMENT (ANZSOG)

Alastair Shields, Executive Director, Policy Coordination and Implementation, commenced an Executive Masters of Public Administration Program at ANZSOG. This program brings together emerging public sector leaders from Australia and New Zealand and strengthens their knowledge and ability to drive improved public sector performance.

GLOBAL LEADERSHIP PRACTICES PROGRAM

Brian O'Gallagher, Executive Director, Major Projects, Asian Relations and Trade, participated in the Global Leadership Practices Program, designed to enhance leadership skills, particularly in a cross-cultural context.



PUBLIC SECTOR MANAGEMENT PROGRAM

Jean Doherty, Senior Policy Officer, completed the Public Sector Management Program and was awarded a Graduate Certificate in Public Sector Management from Flinders University. Jean was dux of her course and achieved a high distinction average.

SELECTION PANEL TRAINING

The department's recruitment policy requires that all selection panel members must have completed accredited training. During 2008–09, 161 employees completed the relevant training program.

TECHNICAL TRAINING

To ensure employees Information Technology and procedural skills are up to date, various training courses were undertaken including:

- Microsoft Office Word, Excel and PowerPoint
- Tower Records Information Management
- Government Accounting System
- Procurement of Goods and Services.

STUDY ASSISTANCE

The department provided study assistance to 10 employees during 2008–09, at a total cost of \$17,550. The areas of study were as follows:

- Master of Tropical Environmental Management, Charles Darwin University
- Master of Public Governance, Charles Darwin University
- Bachelor of Business, Charles Darwin University
- Diploma of Business and Human Resources
- Diploma of Government (Financial Services)
- Certificate III in Food Processing and Retail Baking, Charles Darwin University
- Certificate III in Horticulture, Charles Darwin University
- Certificate IV in Government (Financial Services)
- Certificate IV in Frontline Management.

INDUCTION

The quarterly employee induction program was again well received in 2008–09. The half-day induction consists of an overview of the department, presented by the Chief Executive, and an overview of each business division, presented by executives. During 2008–09, 47 employees completed the induction program.

CROSS-CULTURAL AWARENESS

A cross-cultural awareness session accompanies each induction program. These sessions are available for all departmental employees and are facilitated by a suitably qualified provider.



CONFERENCES AND SEMINARS

Various conferences and seminars attended by departmental staff during 2008–09 included:

- NT Emergency Response
– an update
- NT Recycling, Waste and Climate Change
- Engineers Australia Leadership
- Australian Geoscience and Exploration
- Hong Kong Drafting Conference
- Managing Multiple Projects, Objectives and Deadlines
- Public Sector Service Delivery
- Excelling as a First-Time Manager or Supervisor
- Australian Human Resources Institute National Convention
- Health Promotion Network forum
- OCPE HR forums/workshops.

EARLY CAREER PROGRAMS

The department participates in all early career programs employing graduates, apprentices, Indigenous cadets and school-based apprentices as well as the Vacation Employment Scheme. These programs support the department's broader recruitment strategy.

GRADUATE DEVELOPMENT PROGRAM

Five graduates were accepted into the Graduate Development Program in 2008 and two in 2009. Graduates undertake an intensive induction program and receive individual team management profiles and ongoing training throughout the year. The graduates are placed in several divisions to expand their knowledge and learning opportunities.

In 2008–09, three graduates remained in the NTPS, one graduate gained employment in the private sector and one returned to further study.



Graduate Comments

The 2008 DCM Graduate Program has broadened my understanding of the Northern Territory Public Service. The program was a great opportunity for me to gain experience in a variety of different work units, including Strategic Communications; the Darwin Waterfront; and Major Projects, Asian Relations and Trade. I would recommend the program to any graduate who wants to enter the Northern Territory Public Service.

Christopher Stewart



The DCM Graduate Program was an enlightening introduction to the NTPS. During the 12-month period, I had the opportunity to observe and contribute to the work of four divisions: Policy Coordination and Implementation; Major Projects, Asian Relations and Trade; Indigenous Policy; and the Territory Growth Planning Unit. The practical experience and insight I gained during these placements contributed significantly to my professional development and understanding of government policy and the Northern Territory. The program is a useful learning process for young professionals interested in the public sector.

Margarida de Araujo



GRADUATE
DEVELOPMENT PROGRAM
PARTICIPANTS 2009



*Andrea Videion
and Sarah Debney.*





NTPS APPRENTICESHIP PROGRAM

Two apprentices commenced with the department in August 2008 and three in February 2009 as part of the NTPS Apprenticeship Program. As part of their on-the-job training, apprentices are required to take up to four work placements in different areas of the department during their 12-month placement. The department assists apprentices developing their skills and knowledge to strengthen their chances of longer-term employment within the NTPS.

The following work areas participated in the apprenticeship program:

- Territory Growth Planning Unit
- Major Projects, Asian Relations and Trade
- Corporate Services
- Policy Coordination and Implementation
- Security and Government Services
- NT Major Events Company
- Ministerial Offices.

Rita Roberts completed her apprenticeship in June 2009 and subsequently secured a position with the payroll unit at the Department of Business and Employment. Kiani Anderson also secured employment within government.



*Rita Roberts
and Kiani Anderson.*

Charleann Reid completed a Certificate III in Tourism (Meetings and Events) in February 2009 whilst placed with the NT Major Events Company.

Of the three apprentices who commenced in February 2009, one resigned to take up an apprenticeship outside of government while Emily Hoyne and Siwa Boonmanee will complete the program in February 2010.



My apprenticeship with the Northern Territory is an experience I will never forget. It has expanded my knowledge and broadened my opportunities, both professionally and personally. I recommend the program to anyone wanting to enter the NTPS or considering a future in business. It is one of the best decisions I have ever made.

Emily Hoyne



The NTPS Apprenticeship Program is a golden opportunity for me to experience employment in government. When I began I was very nervous, not knowing what to expect. Within a short time, I understood protocol and my confidence has increased. I feel like I have been here for years and now know the people and the daily duties. I recommend the program to anyone wanting a career in government.

Siwa Boonmanee



SCHOOL-BASED APPRENTICESHIP PROGRAM

Bianca Erlandson is a school-based apprentice in Executive Support Southern Region (Alice Springs) who completed a Certificate III in Business and Certificate II in Business Administration. Bianca won the Group Training NT School-based Apprentice of the Year award for 2008 and went on to achieve nomination for the NT Training Awards 2009.



Bianca Erlandson with Tony Mayell Executive Director, Executive Support Southern Region, at the 2008 Group Training NT Awards.

NATIONAL INDIGENOUS CADETSHIP PROJECT (NICP)

The department continued its successful participation in the National Indigenous Cadetship Project (NICP). The NICP provides financial assistance and work experience to Indigenous students for the duration of their tertiary studies. Three cadets have placements in the department in both Darwin and Alice Springs and are studying:

- Bachelor of Psychology,
Australian National University
- Bachelor of International
Studies / Bachelor of Arts,
University of Adelaide
- Bachelor of Social Work,
Deakin University.



*National Indigenous
Cadetship Program
participant Rekeesha Fry.*



WORK EXPERIENCE

During 2008–09, students from Kormilda and St John’s Colleges undertook work experience with Government House horticulturalists and with the Major Projects, Asian Relations and Trade Division.



*St John’s College students
Michael James and Nathaniel Hasset.*



*Maria Jimmy and Virginia Farrar
with horticulturalist John Grant.*

VACATION EMPLOYMENT SCHEME

Four university students participated in the Vacation Employment Scheme: two students were placed in the Office of the Chief Minister and two in the Policy Coordination and Implementation Division.

INDIGENOUS EMPLOYMENT PILOT PROGRAM

The department participated in the Indigenous Employment Pilot Program. Participants in this program are required to successfully complete a Certificate II in Business at Charles Darwin University before securing an employment placement.



Students participating in the pilot Indigenous Employment Program in the virtual office at Charles Darwin University.

RECOGNITION OF SERVICE

The Official Recognition of Service Policy publicly recognises long-serving employees. Official milestones are achieved at 10, 20, 30 and 40 years of continuous service within the NTPS.

In March 2009, 80 employees were recognised at the inaugural Recognition of Service Milestones ceremony at Parliament House, hosted by the Chief Minister. Of particular note, the employee milestones celebrated included:

- Jim Wyatt for more than 40 years in the public service (29 of these have been with DCM)
- Garry Wilkshire for more than 40 years service (Garry joined DCM's VIP Drivers Fleet in 1979)
- Brian Webb for more than 40 years service
- Jan Wilschefski for more than 35 years service.



Recipients of the Certificate of Recognition with the Chief Minister, The Hon Paul Henderson, MLA.

EQUITY AND DIVERSITY

Human Resources works to ensure the representation of distinct community groups including Indigenous Australians, people from culturally diverse backgrounds, people with disabilities, youth, and mature-aged workers.

The department bases its EEO plan on the principle of merit to ensure fair and equitable treatment in recruitment.

FLEXIBLE WORKING PRACTICES

Flexible work practices ensures the best possible alignment between the interests of the department and the personal responsibilities and obligations of employees. Seven employees accessed flexible working agreements during 2008–09.

ARAFURA GAMES

Four employees were seconded to the Northern Territory Major Events Company for the 2009 Arafura Games. They filled positions as Paralympic Sports Assistant, Games Workforce Assistant, Official Scorer (shooting events) and Venue Manager (basketball).



OCCUPATIONAL HEALTH AND SAFETY

OH&S COMMITTEE

The Occupational Health and Safety (OH&S) Committee is responsible to the Chief Executive for the implementation, maintenance and review of health and safety policies and practices. All issues that could impact on the health and safety of employees, contractors and visitors are considered, as are requirements under the new *Workplace Health and Safety Act*. The committee meets quarterly with representatives from every division.

FIRST AID

The agency has 11 qualified first-aid officers, with three employees undertaking a first-aid course during 2008–09.

WORKERS COMPENSATION

Workers Compensation Claims	2007–08	2008–09
Claims as at 1 July	8	3
New claims	6	1
Claims resolved	11	4
Claims as at 30 June	3	0

REPORTED INCIDENTS

Three incidents were reported during 2008–09 compared with seven in 2007–08. The three injuries resulted from:

- impact from a moving object
- repetitive movement
- mental stress factors.

EARLY INTERVENTION

There are several early intervention strategies employed by the department, including flu vaccinations, ergonomic workstation assessments and directions to the Employee Assistance Program, which are made available to all employees.

EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program provided support to 34 employees affected by personal, family or work related issues during 2008–09 through two providers: the Employee Assistance Service and Darwin Consultant Psychologists.

NATIONAL YOUTH WEEK

The department facilitated two events for National Youth Week during 2009. The first was participation by employees in St Vincent de Paul's charity youth stall in Goyder Square, Palmerston, on Saturday 28 March. The second was a lawn bowls social event with two teams from the department and OCPE participating.

GRIEVANCES/PROMOTION APPEALS

There were no formal grievances lodged during 2008–09, which is a reflection of the department's proactive approach in addressing performance, recruitment and workplace issues.



REPORTING AGAINST EMPLOYMENT INSTRUCTIONS

1. RECRUITMENT

The department's Recruitment and Selection Policy requires that all employees participating on selection panels are appropriately trained. In 2008–09, 161 employees were trained.

2. PROBATION

The department's Probation Policy, available to all employees, was revised during the reporting period. The department established a system to monitor the timeliness and status of probation reports.

3. NATURAL JUSTICE

The rules of natural justice are observed and were reinforced in 2008–09.

4. PERFORMANCE MANAGEMENT

The Performance Management Policy and User Guide was reviewed and implemented during 2008–09 with positive feedback highlighting the clarity of the process and increased enthusiasm to complete the process. Corporate training needs were identified and a learning and development calendar was developed.

11. EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PROGRAMS

Cross-Cultural Awareness training forms part of the department's Induction Program with approximately 50 employees attending in 2008–09. The Equal Employment Opportunity Plan was developed and will be implemented in 2009–10. Human Resources continues to work with Project Employment to manage and employ people with disabilities.

13. CODE OF CONDUCT

Our values guide the actions and integrity of the department and are embedded into our performance management discussions and business plans. They influence the way we work together and the way we interact with our clients. New employees are introduced to our values and the NTPS Code of Conduct, which are reinforced throughout the year.

14. PART-TIME EMPLOYMENT

Achieving a work–life balance is strongly encouraged. Whether working part-time or employed in home-based work, the initiative enables employees to balance their personal obligations with their work needs. Managers have a key role in employee work–life balance initiatives and are kept informed of available options.



FINANCIAL REPORTING

INTRODUCTION

OPERATING STATEMENT

BALANCE SHEET

STATEMENT OF CHANGES IN EQUITY

CASH FLOW STATEMENT

FINANCIAL REPORT: APPENDIX A

FOR THE YEAR ENDED 30 JUNE 2009

The 2008–09 financial statements and notes for the Department of the Chief Minister have been prepared on an accrual basis consistent with the adoption of the Australian equivalent to the International Financial Reporting Standards (IFRS). The statements provide information on the operating statement, balance sheet, statement of changes in equity and cash flow statement of the department for the financial year ended 30 June 2009.

OPERATING STATEMENT

The Operating Statement provides information on the financial performance of the department during the reporting period. The surplus or deficit for the year is calculated by subtracting the expense items from the revenue items.

For the year ended 30 June 2009, the department recorded a surplus of \$34.08 million: the budgeted surplus at the beginning of the year was \$10.96 million and the revised deficit published in the 2009–10 budget was \$546 000.

Surplus

The primary reason for the large surplus variation was a \$36 million grant from the Commonwealth Government for the Alice Springs Transformation Plan. The grant was received in late June and no related expenditure was incurred for the 2008–09 financial year. Expenditure for this program is scheduled to continue until 2011.

	2006–07 (\$'000)	2007–08 (\$'000)	2008–09 (\$'000)
Revenue	54 797	56 483	114 035
Expenses	56 181	62 319	79 951
Surplus/(Deficit)	(1 384)	(5 836)	34 084

Revenue

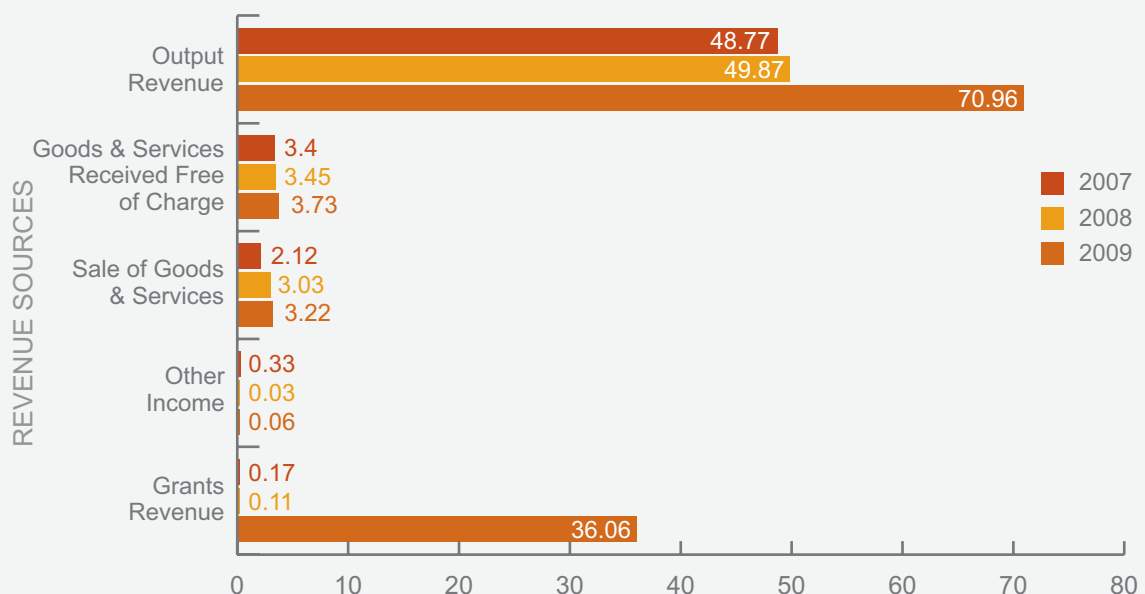
The department was funded principally through Northern Territory Parliamentary appropriation (\$70.96 million) with additional revenue provided through grants from the Australian Government (\$36.06 million). Revenue of \$3.22 million to recover costs was received from:

- the Northern Territory Major Events Company (\$1.83 million)
- the Darwin Waterfront Corporation (\$530 000)
- the Office of the Commissioner for Public Employment (\$430 000)
- various other departments for whole-of-government marketing campaigns.

In addition, the department recognises notional revenue (\$3.73 million) through the Department of Business and Employment for services received free of charge, which includes Information Technology, Procurement and Payroll. This revenue is offset by notional expenditure to the same value.

Overall operating revenue in 2008–09 increased by \$57.55 million when compared to 2007–08. Major contributors were increases in appropriation revenue (\$21.09 million) to \$70.96 million, Commonwealth Grants revenue (\$35.95 million) and an increase in notional goods and services received free of charge (\$279 000) to \$3.73 million.

Revenue Sources (in \$M)



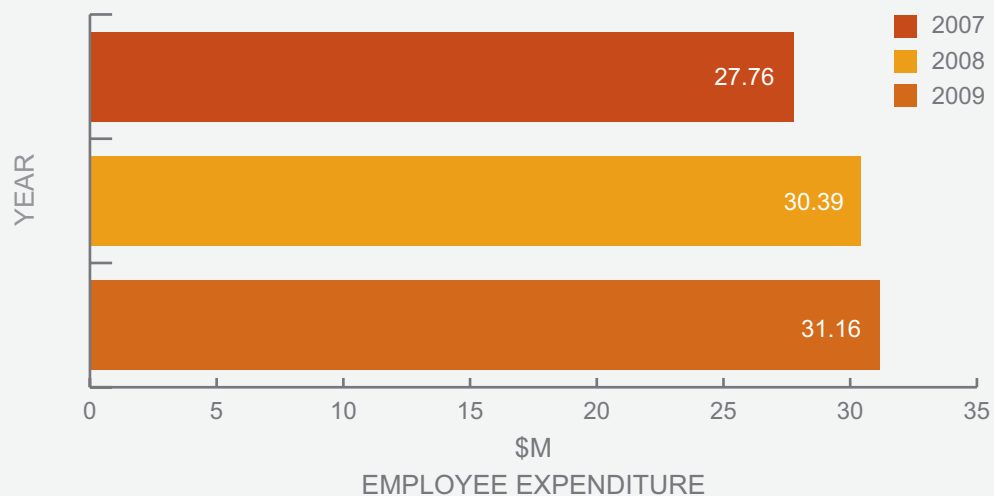
Expenses

Overall expenses increased by \$17.65 million over 2007–08 in all three major classifications: Employee, Administrative, and Grants. Explanations of the variations are detailed below.

Employee Expenses

Employee expenditure increased by \$763 000 over 2007–08. The increase in expenditure was primarily due to the creation of the new Territory Growth Planning Unit and an increase in salary rates for employees under the Northern Territory Public Sector Enterprise Bargaining Agreement.

Employee Expenses (in \$M)



Administrative Expenses

Purchases of goods and services for 2008–09 increased by \$2.29 million over 2007–08. Major increases included:

- consultants (\$781 000)
- hospitality (\$489 000)
- information technology (\$231 000)
- legal (\$221 000)
- airfares (\$172 000)
- support to Boards and Committees (\$137 000)
- training and study (\$96 000)
- repairs and maintenance (\$84 000).

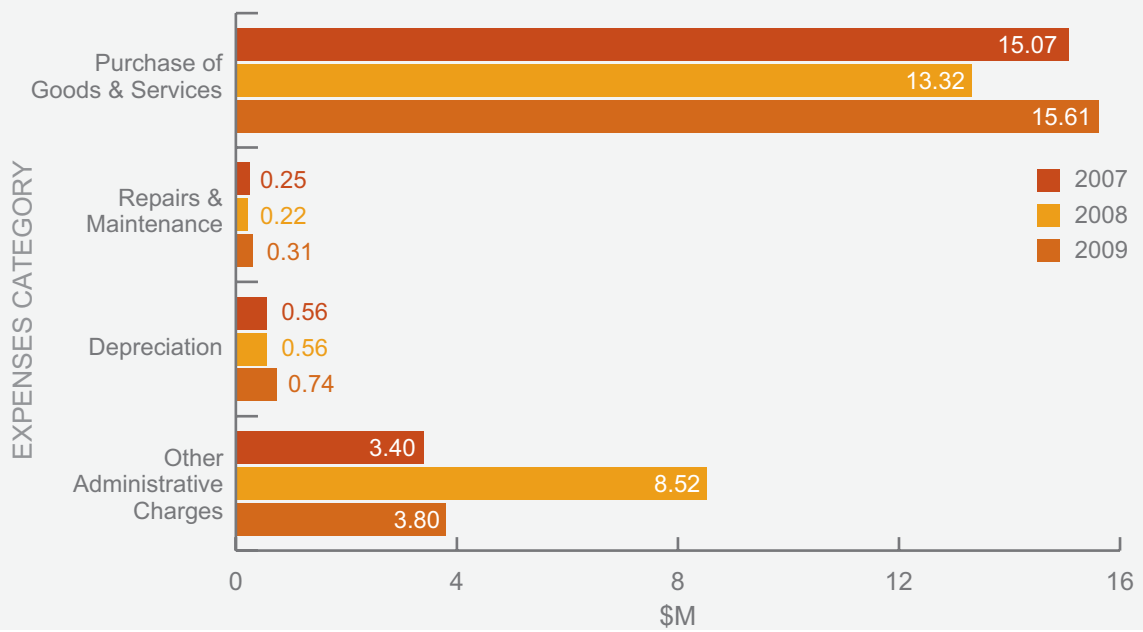
An increase in consultancy expenses was due largely to the development of the Northern Territory Government Climate Change Strategy, while hospitality expenses increased primarily due to two V8 Supercar events scheduled during the financial year.

Other administrative expenses in 2008–09 comprised primarily of services received free of charge from the Department of Business and Employment. The significant reduction observed was due to the creation of a \$5.05 million provision (for doubtful debts in 2007–08) related to the AustralAsia Railway Project. The Northern Territory Government, through the department, holds investments in the AustralAsia Railway Project.

The Australian Government contributed 50 per cent of the funding for the investments and is therefore entitled to a 50 per cent return on any investments recovered by the Northern Territory Government. Given the unlikely return of investments from the railway project to the Northern Territory Government, the department provided for the write-down of investments of \$10.10 million in the project in 2007–08 in accordance with accepted accounting principles. This provision was also applied to the \$5.05 million liability to repay the Australian Government's contribution to the project.



Administrative Expenses (in \$M)

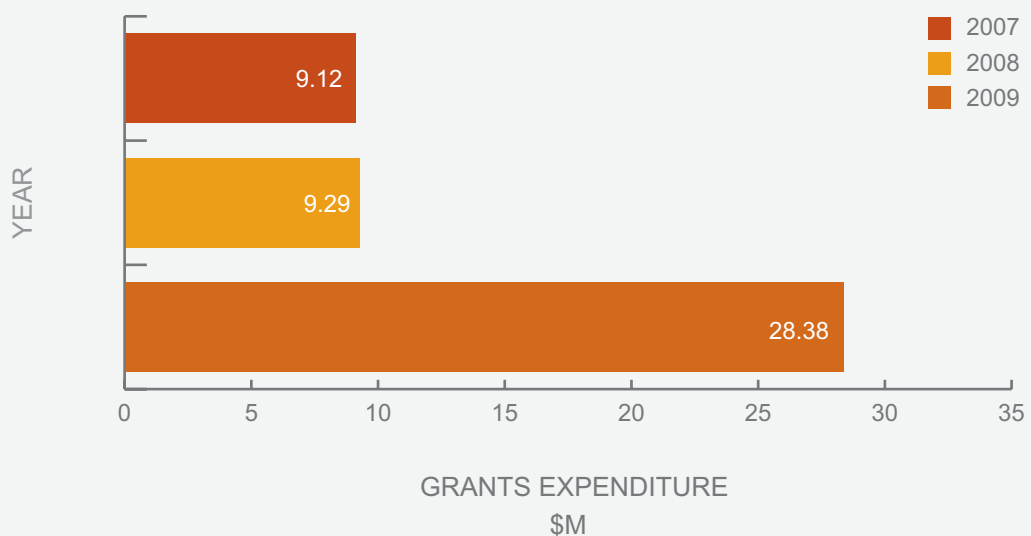


Grants Expenses

Grants expenditure increased significantly during 2008–09. Major increases included contributions towards:

- the Darwin Waterfront Corporation (\$12.15 million)
- the Northern Territory Major Events Company (\$3.43 million)
- multicultural advancement (\$1.07 million)
- capital contributions towards the purchase of a closed-circuit television system in Alice Springs (\$1.10 million)
- support to community organisations and events (\$895 000)
- capital contribution towards the Commonwealth Government's secure video conferencing system TelePresence (\$297 000)

Grants Expenses (in \$M)



BALANCE SHEET

The Balance Sheet provides a summary of the department's total assets (what it owns or controls) and its liabilities (what it owes). Subtraction of liabilities from assets results in a balance that is the department's net worth (or equity).

During 2008–09 the department's total assets increased from \$42.25 million to \$77.25 million. The \$35 million increase

is attributable to a transfer from the Commonwealth Government for the Alice Springs Transformation Plan and the corresponding increase in the cash at bank. Liabilities have increased slightly as a result of increases in employee provisions.

	2006–07 (\$'000)	2007–08 (\$'000)	2008–09 (\$'000)
Assets	47 924	42 250	77 252
Liabilities	13 848	7 238	7 398
Surplus/(Deficit)	34 076	35 011	69 853

STATEMENT OF CHANGES IN EQUITY

The Statement of Changes in Equity reports movements in equity balances during the year.

Equity increased by \$34.84 million to \$69.85 million as a result of equity injections (\$757 000) and the \$34.08 million surplus for the year.

CASH FLOW STATEMENT

The Cash Flow Statement reports on total cash payments and receipts during the financial year.

Overall, the department increased its cash held by \$35.45 million as a result of the grant payment from the Commonwealth Government for the Alice Springs Transformation Plan.

	2006–07 (\$'000)	2007–08 (\$'000)	2008–09 (\$'000)
Cash at start of year	810	3 247	570
Net movement	2 437	(2 677)	35 446
Equity	3 247	570	36 016



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 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 2009 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.



Ken Davies
Acting Chief Executive



Karl Dyason
Chief Finance Officer

31 August 2009

DEPARTMENT OF THE CHIEF MINISTER OPERATING STATEMENT

FOR THE YEAR ENDED 30 JUNE 2009

	NOTE	2009 \$'000	2008 \$'000
INCOME			
<i>Grants and Subsidies Revenue</i>			
Current		36 060	107
Output Revenue		70 959	49 867
Sales of Goods and Services		3 223	3 031
Goods and Services Received Free of Charge	4	3 731	3 452
Gain on Disposal of Assets		-	-
Other Income		62	26
TOTAL INCOME	3	114 035	56 483
EXPENSES			
Employee Expenses		31 156	30 393
<i>Administrative Expenses</i>			
Purchases of Goods and Services	6	15 612	13 323
Repairs and Maintenance		305	221
Depreciation and Amortisation	10	704	560
Loss on Disposal of Assets	5	13	12
Other Administrative Expenses		3 785	8 519
<i>Grants and Subsidies Expenses</i>			
Current		25 756	8 942
Capital		2 620	349
TOTAL EXPENSES	3	79 951	62 319
NET SURPLUS/(DEFICIT)	16	34 084	(5 836)

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

DEPARTMENT OF THE CHIEF MINISTER BALANCE SHEET

AS AT 30 JUNE 2009

	NOTE	2009 \$'000	2008 \$'000
ASSETS			
<i>Current Assets</i>			
Cash and Deposits	7	36 016	570
Receivables	8	1 262	1 595
Prepayments		39	43
Total Current Assets		37 317	2 208
<i>Non-Current Assets</i>			
Property, Plant and Equipment	10	39 820	39 925
Heritage and Cultural Assets	11	114	117
Total Non-Current Assets		39 934	40 042
TOTAL ASSETS		77 252	42 250
LIABILITIES			
<i>Current Liabilities</i>			
Payables	12	(2 239)	(2 265)
Provisions	14	(3 539)	(3 178)
Other Liabilities	15	-	(204)
Total Current Liabilities		(5 778)	(5 647)
<i>Non-Current Liabilities</i>			
Borrowings and Advances	13	-	-
Provisions	14	(1 620)	(1 591)
Total Non-Current Liabilities		(1 620)	(1 591)
TOTAL LIABILITIES		(7 398)	(7 238)
NET ASSETS	16	69 853	35 011
EQUITY			
Capital		(59 915)	(59 159)
Reserves		(2 061)	(2 061)
Accumulated Funds		(7 877)	26 207
TOTAL EQUITY		(69 853)	35 011

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

DEPARTMENT OF THE CHIEF MINISTER
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2009

	NOTE	2009 \$'000	2008 \$'000
BALANCE OF EQUITY AT 1 JULY		35 011	34 076
<i>Capital</i>	16		
Balance at 1 July		59 157	52 387
Equity Injections		926	6 772
Equity Withdrawals		(168)	-
Balance at 30 June		59 915	59 159
<i>Reserves</i>	16		
Balance at 1 July		2 061	2 061
Balance at 30 June		2 061	2 061
<i>Accumulated Funds</i>	16		
Balance at 1 July		(26 207)	(20 372)
Surplus/(Deficit) for the Period		34 084	(5 836)
Balance at 30 June		7 877	(26 207)
BALANCE OF EQUITY AT 30 JUNE		69 853	35 011
Total Income and Expense Recognised Directly to Equity		-	-

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

DEPARTMENT OF THE CHIEF MINISTER

CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2009

	NOTE	2009 \$'000	2008 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Operating Receipts</i>			
<i>Grants and Subsidies Received</i>			
Current		36 060	107
Output Revenue		70 959	49 867
Receipts From Sales of Goods And Services		6 158	4 259
Total Operating Receipts		113 177	54 223
<i>Operating Payments</i>			
Payments to Employees		(30 721)	(29 883)
Payments for Goods and Services		(18 729)	(17 666)
<i>Grants and Subsidies Paid</i>			
Current		(25 756)	(8 942)
Capital		(2 620)	(349)
Total Operating Payments		(77 826)	(56 840)
Net Cash From/(Used In) Operating Activities	17	35 351	(2 617)
CASH FLOWS FROM INVESTING ACTIVITIES			
<i>Investing Receipts</i>			
Proceeds from Asset Sales	5	1	4
Repayment of Advances			
Sales of Investments			
Total Investing Receipts		1	4
<i>Investing Payments</i>			
Purchases of Assets		(301)	(456)
Advances and Investing Payments			
Total Investing Payments		(301)	(456)
Net Cash From/(Used In) Investing Activities		(300)	(452)

DEPARTMENT OF THE CHIEF MINISTER
 CASH FLOW STATEMENT ... CONT
 FOR THE YEAR ENDED 30 JUNE 2009

	NOTE	2009 \$'000	2008 \$'000
CASH FLOWS FROM FINANCING ACTIVITIES			
<i>Financing Receipts</i>			
Proceeds of Borrowings			
Deposits Received		-	(3)
Capital Appropriation		395	395
Commonwealth Appropriation			
Other Equity Injections			
Total Financing Receipts		395	392
<i>Financing Payments</i>			
Finance Lease Payments	19	-	1
Equity Withdrawals	16	1	
Total Financing Payments		394	393
Net Cash From/(Used In) Financing Activities			
Net Increase/(Decrease) in Cash Held		35 446	(2 677)
Cash at Beginning of Financial Year		570	3 247
CASH AT END OF FINANCIAL YEAR	7	36 016	570

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

DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2009

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1. OBJECTIVES AND FUNDING

As a central department, the Department of the Chief Minister develops frameworks to support the government's social, economic and development policies. The department ensures government priorities are implemented effectively across the Northern Territory Public Sector.

The department provides leadership and facilitation in attracting investment to the Northern Territory and in coordinating whole-of-government approaches to issues across the Northern Territory Public Sector.

The department is predominantly funded by parliamentary appropriations. The Financial Statements encompass all funds through which the department controls resources to carry on its functions.

In the process of reporting on the department as a single agency, all intra-agency transactions and balances have been eliminated.

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


2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Accounting

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

- i. certification of the financial statements
- ii. operating statement
- iii. balance sheet
- iv. statement of changes in equity
- v. cash flow statement
- vi. applicable explanatory notes to the financial statements.

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

b) Department and Territory Items

The financial statements of the Department of the Chief Minister include income, expenses, assets, liabilities and equity over which the Department of the Chief Minister has control (department items). Certain items, while managed by the department, are controlled and recorded by the Territory rather than the department (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 departments as well as certain Territory liabilities that are not practical or effective to assign to individual departments 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 department's financial statements. However, the department is accountable for certain Territory items managed on behalf of government. The Department of the Chief Minister does not hold any Territory items.

c) Comparatives

Where necessary, comparative information for the 2007–08 financial year has been reclassified to provide consistency with current year disclosures.

d) 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.

e) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2008–09 as a result of management decisions.

f) Accounting Judgements and Estimates

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


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

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

- Employee Benefits – Note 2(p) and Note 13: 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
- Depreciation and Amortisation – Note 2(m), Note 10: Property, Plant and Equipment and Note 11.

g) 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.

h) Income Recognition

Income encompasses both revenue and gains.

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

Grants and Other Contributions

Grants, donations, gifts and other non-reciprocal contributions are

recognised as revenue when the department 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 department for the outputs they provide and is calculated as the net cost of department outputs after taking into account funding from department income. It does not include any allowance for major non-cash costs such as depreciation.

Commonwealth appropriation is new to 2008–09, and follows from the Intergovernmental Agreement on Federal Financial Relations. It has resulted in Special Purpose Payments and National Partnership Payments being made by the Commonwealth Treasury to state treasuries, in a manner similar to arrangements for GST payments. These payments are received by Treasury on behalf of the Central Holding Authority and then passed on to the relevant departments as Commonwealth appropriation.

Revenue in respect of appropriations is recognised in the

period in which the department 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 department 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 department
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of Services

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

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

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 department obtains control of the asset or contribution. Contributions are recognised at the fair value received or receivable.

i) Repairs and Maintenance Expense

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

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:

j) 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.

	2009	2008
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.

k) Interest Expense

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

l) 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. Cash at bank includes monies held in the Accountable Officer's Trust Account (AOTA) that are ultimately payable to the beneficial owner – refer also to Note 21.

m) Inventories

Inventories include assets held either for sale (general inventories) or for distribution at no or nominal consideration in the ordinary course of business operations.

General inventories are valued at the lower of cost and net realisable value, while those held for distribution are carried at the lower of cost and current replacement cost. Cost of inventories includes all costs associated with bringing the inventories to their present location and condition. When inventories are acquired at no or nominal consideration, the cost will be the current replacement cost at date of acquisition.

The cost of inventories is assigned using a mixture of first-in, first-out or weighted average cost formula or using specific identification of their individual costs.

Inventories held for distribution are regularly assessed for obsolescence and loss.

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 department 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 18: Financial Instruments. Reconciliation of changes in the allowance accounts is also presented.

Accounts receivable are generally settled 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 \$5 000 are recognised in the year of acquisition and depreciated as

outlined below. Items of property, plant and equipment below the \$5 000 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 department 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 Planning and Infrastructure is responsible for managing general government

capital works projects on a whole-of-government basis. Therefore appropriation for capital works is provided directly to the Department of Planning and 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 department.

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.

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

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

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

Impairment of Assets

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

Non-current physical and intangible department assets are assessed for indicators of impairment on an annual basis. If an indicator of impairment exists, the department 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 Operating Statement 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 Reserve for that class of asset to the extent that an available balance exists in the Asset Revaluation Reserve.

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 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 Reserve. Note 15 provides additional information in relation to the Asset Revaluation Reserve.

q) Assets Held for Sale

Assets held for sale consist of those assets which management has determined are available for immediate sale in their present condition, and their sale is highly probably 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 department assumes substantially all the risks and rewards of ownership of an asset are classified as finance leases. Other leases are classified as operating leases.

Finance Leases

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

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

Operating Leases

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

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 department. Accounts payable are normally settled within 30 days.

t) Employee Benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries and recreation leave. Liabilities arising in respect of wages and salaries and recreation leave and other employee benefit liabilities that fall due within 12 months of reporting date are classified as current liabilities and are measured at amounts expected to be paid. Non-current employee benefit liabilities that fall due after 12 months of the reporting date are measured at present value, calculated using the government long-term bond rate.

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

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

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

As part of the *Financial Management Framework*, the Central Holding Authority assumes the long service leave liabilities of

government agencies, including the Department of the Chief Minister, and as such no long service leave liability is recognised in department financial statements.

u) Superannuation

Employees' superannuation entitlements are provided through the:

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

The department 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 department financial statements.

v) Contributions by and Distributions to Government

The department may receive contributions from government where the government is acting

as owner of the department. Conversely, the department 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 department as adjustments to equity.

The Statement of Changes in Equity and Note 16 provide 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 and are consistent with the requirements contained in AASB 101, AASB 116 and AASB 117.

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

3. OPERATING STATEMENT BY OUTPUT GROUP

	Policy Advice and Trade and Major Projects		Public Sector Coordination		Government Business Support		Community Engagement		Total	
NOTE	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000	2009 \$'000	2008 \$'000
INCOME										
Taxation Revenue										
<i>Grants and Subsidies Revenue</i>										
Current	36 005	18	4	6	17	45	34	38	36 060	107
Appropriation										
Output	12 180	10 724	20 579	7 799	24 257	22 078	13 943	9 266	70 959	49 867
Sales of Goods and Services	482	569	606	734	286	313	1 849	1 415	3 223	3 031
Goods and Services Received Free of Charge	4	767	809	515	283	2 032	294	328	3 731	3 452
Gain on Disposal of Assets	5	-	-	-	-	-	-	-	-	-
Other Income	13	3	10	15	32	8	7	-	62	26
TOTAL INCOME	49 447	12 123	21 715	8 837	26 746	24 476	16 127	11 047	114 035	56 483
EXPENSES										
Employee Expenses	6 967	7 717	4 446	3 586	17 315	16 218	2 428	2 872	31 155	30 393
<i>Administrative Expenses</i>										
Purchases of Goods and Services	4 295	3 290	3 137	2 154	7 690	6 967	491	912	15 612	13 323
Repairs and Maintenance	18	24	7	2	276	171	5	25	305	221
Depreciation and Amortisation	57	67	184	174	313	294	151	25	704	560
Other Administrative Expenses	767	809	515	5 350	2 155	2 032	348	328	3 785	8 519
<i>Grants and Subsidies Expenses</i>										
Current	425	157	14 208	2 647	-	-	11 123	6 138	25 756	8 942
Capital	298	-	702	-	-	-	1 620	349	2 620	349
Loss on Disposal of Assets	5	6	-	-	7	12	-	-	13	12
TOTAL EXPENSES	12 832	12 064	23 199	13 913	27 754	25 694	16 166	10 649	79 951	62 319
NET SURPLUS/(DEFICIT)	16	36 615	59 (1 484)	(5 076)	(1 008)	(1 218)	(38)	398	34 084	(5 836)

The Operating Statement by Output Group is to be read in conjunction with the notes to the financial statements.

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2009

	2009 \$'000	2008 \$'000
4. GOODS AND SERVICES RECEIVED FREE OF CHARGE		
Corporate and Information Services	3 731	3 452
	3 731	3 452
5. LOSS ON DISPOSAL OF ASSETS		
Net proceeds from the disposal of non-current assets	1	(4)
Less: Carrying value of non-current assets disposed	(14)	(8)
Loss on the disposal of non-current assets	(13)	(12)
6. PURCHASES OF GOODS AND SERVICES		
The net surplus/(deficit) has been arrived at after charging the following expenses:		
Consultants ⁽¹⁾	1 498	719
Advertising ⁽²⁾	2	-
Marketing and Promotion ⁽³⁾	2 152	2 350
Document Production	409	271
Legal Expenses ⁽⁴⁾	268	46
Recruitment ⁽⁵⁾	212	238
Training and Study	229	133
Official Duty Fares	1 962	1 790
Travelling Allowance	156	177
(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.		

	2009 \$'000	2008 \$'000
7. CASH AND DEPOSITS		
Cash on Hand	11	11
Cash at Bank	36 006	559
	36 016	570
8. RECEIVABLES		
Current		
Accounts Receivable	422	541
Less: Allowance for Impairment Losses	-	(1)
	422	540
GST Receivables	573	228
Other Receivables	267	827
	840	1 055
Total Receivables	1 262	1 595
9. ADVANCES AND INVESTMENTS		
Advances	-	-
Investments		
Railway Project Investments	42 817	42 817
Less: Allowance for Doubtful Advances	42 817	42 817
Total Advances and Investments	-	-
10. PROPERTY, PLANT AND EQUIPMENT		
Land		
At Fair Value	10 985	10 985
	10 985	10 985
Buildings		
At Fair Value	10 019	9 610
Less: Accumulated Depreciation	(3 404)	(3 272)
	6 615	6 338

	2009 \$'000	2008 \$'000
Infrastructure		
At Fair Value	21 993	16 495
Less: Accumulated Depreciation	(846)	(702)
	<u>21 147</u>	<u>15 793</u>
Construction (Work in Progress)		
At Capitalised Cost	118	5 907
Plant and Equipment		
At Fair Value	2 177	2 074
Less: Accumulated Depreciation	(1 290)	(1 230)
	<u>887</u>	<u>844</u>
Computer Software		
At Fair Value	80	63
Less: Accumulated Depreciation	(18)	(5)
	<u>62</u>	<u>58</u>
Transport Equipment		
At Fair Value	10	-
Less: Accumulated Depreciation	(5)	-
	<u>5</u>	<u>-</u>
Cultural Assets		
At Capitalised Cost	116	118
Less: Accumulated Depreciation	(2)	(2)
	<u>114</u>	<u>116</u>
Total Property, Plant and Equipment	<u>39 934</u>	<u>40 042</u>

Property, Plant and Equipment Valuations

The fair value of these assets was determined based on any existing restrictions on asset use. Where reliable market values were not available, the fair value of department assets was based on their depreciated replacement cost.

Impairment of Property, Plant and Equipment

Department property, plant and equipment assets were assessed for impairment as at 30 June 2009. No impairment adjustments were required as a result of this review.

10. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

2009 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2008–09 is set out below:

	Land \$'000	Buildings \$'000	Infrastructure \$'000	Construction (Work in Progress) \$'000	Plant & Equipment \$'000	Computer Software \$'000	Transport Equipment \$'000	Heritage & Cultural Assets \$'000	Total \$'000
Carrying Amount as at 1 July 2008	10 985	6 338	15 793	5 907	844	58	0	116	40,042
Additions	-	93	12 186	(11 911)	443	46	10	-	867
Disposals	-	-	-	-	(14)	-	-	-	(14)
Depreciation and Amortisation	-	(172)	(144)	-	(368)	(14)	(5)	(2)	(704)
Additions/ (Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-	-
Additions/ (Disposals) from Asset Transfers	-	356	(6 049)	6 049	(18)	(28)	-	-	310
Revaluation Increments/ (Decrements)	-	-	-	-	-	-	-	-	-
Impairment Losses	-	-	-	-	-	-	-	-	-
Impairment Losses Reversed	-	-	-	-	-	-	-	-	-
Carrying Amount as at 30 June 2009	10 985	6 615	21 147	118	887	62	5	114	39 934

10. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

2008 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2007–08 is set out below:

	Land	Buildings	Infrastructure	Construction (Work in Progress)	Plant & Equipment	Computer Software	Heritage & Cultural Assets	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	2008 \$'000
Carrying Amount as at 1 July 2007	4 800	6 295	15 936	5 724	913	0	118	33 786
Additions	6 185	-	-	143	227	49	-	6 604
Disposals	-	-	-	-	(31)	(5)	-	(36)
Depreciation and Amortisation	-	(141)	(143)	-	(273)	-	(2)	(560)
Additions/ (Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-
Additions/ (Disposals) from Asset Transfers	-	184	-	-	8	14	-	206
Revaluation Increments/ (Decrements)	-	-	-	-	-	-	-	-
Impairment Losses	-	-	-	-	-	-	-	-
Impairment Losses Reversed	-	-	-	-	-	-	-	-
Other Movements	-	-	-	40	-	-	-	40
Carrying Amount as at 30 June 2008	10 985	6 338	15 793	5 907	844	58	116	40,042

	2009	2008
	\$'000	\$'000

11. HERITAGE AND CULTURAL ASSETS

Carrying amount

At Capitalised Cost – 1 July	116	118
Less: Accumulated Depreciation	(2)	(2)
Written-down value – 30 June	<u>114</u>	<u>116</u>

Reconciliation of movements

Carrying Amount at 1 July	116	118
Depreciation	(2)	(2)
Carrying Amount as at 30 June	<u>114</u>	<u>116</u>

Heritage and Cultural Assets Valuation

Heritage and Cultural assets are valued at original cost. Department heritage and cultural assets were assessed for impairment as at 30 June 2009. No impairment adjustments were required as a result of this review.

12. PAYABLES

Accounts Payable	1 379	1 178
Accrued Expenses	860	1 087
Other Payables		
Total Payables	<u>2 239</u>	<u>2 265</u>

13. BORROWINGS AND ADVANCES

Non-Current		
Commonwealth Advances	21 400	21 400
– Railway Project Investments		
Less: Allowance for Doubtful Advances	<u>21 400</u>	<u>21 400</u>
Total Borrowings and Advances	<u>-</u>	<u>-</u>

	2009 \$'000	2008 \$'000
14. PROVISIONS		
Current		
<i>Employee Benefits</i>		
Recreation Leave and Airfares	2 446	2 348
Leave Loading	225	210
	2 671	2 558
<i>Other Current Provisions</i>		
Fringe Benefits Tax	195	160
Payroll Tax	268	262
Superannuation	405	198
	868	620
Non-Current		
<i>Employee Benefits</i>		
Recreation Leave and Airfares	1 620	1 591
	1 620	1 591
Total Provisions	5 160	4 769
Reconciliations of Provisions		
Annual Leave and Airfares		
Balance as at 1 July 2008	2 348	2 313
Additional Provisions Recognised	3 381	2 466
Reductions Arising from Payments	(3 283)	(2 431)
Balance as at 30 June 2009	2 446	2 348
Leave Loading		
Balance as at 1 July 2008	210	259
Additional Provisions Recognised	320	157
Reductions Arising from Payments	(304)	(206)
Balance as at 30 June 2009	225	210

	2009 \$'000	2008 \$'000
14. PROVISIONS ... CONT		
Fringe Benefits Tax		
Balance as at 1 July 2008	160	163
Additional Provisions Recognised	1 481	624
Reductions Arising from Payments	(1 446)	(627)
Balance as at 30 June 2009	195	160
Payroll Tax		
Balance as at 1 July 2008	262	297
Additional Provisions Recognised	564	-
Reductions Arising from Payments	(559)	(35)
Balance as at 30 June 2009	268	262
Superannuation		
Balance as at 1 July 2008	198	0
Additional Provisions Recognised	219	198
Reductions Arising from Payments	(12)	-
Balance as at 30 June 2009	405	198
Reconciliations of Provisions – Non Current		
Annual Leave		
Balance as at 1 July 2008	1 591	1 358
Additional Provisions Recognised	698	233
Reductions Arising from Payments	(669)	-
Balance as at 30 June 2009	1 620	1 591

The department employed 276.7 employees as at 30 June 2009 (261.5 employees as at 30 June 2008).

	2009 \$'000	2008 \$'000
15. OTHER LIABILITIES		
Current		
Unearned revenue	-	204
	<u>-</u>	<u>204</u>

16. EQUITY

Equity represents the residual interest in the net assets of the Department of the Chief Minister. The Government's ownership interest in the department is held in the Central Holding Authority as described in note 2(b).

Capital

Balance as at 1 July	59 157	52 386
<i>Equity Injections</i>		
Capital Appropriation	395	556
Equity Transfers In	530	6 215
Other Equity Injections		
Specific Purpose Payments		
National Partnerships Payments		
<i>Equity Withdrawals</i>		
Capital Withdrawal		(91)
Equity Transfers Out	(167)	91
Balance as at 30 June	<u>59 915</u>	<u>59 157</u>

Reserves**Asset Revaluation Reserve**

The Asset Revaluation Reserve 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 Reserve.

Balance as at 1 July	2 061	2 061
Balance as at 30 June	<u>2 061</u>	<u>2 061</u>

	2009 \$'000	2008 \$'000
16. EQUITY (CONTINUED)		
Accumulated Funds		
Balance as at 1 July	(26 207)	(20 371)
Surplus/(Deficit) for the Period	34 084	(5 836)
Balance as at 30 June	7 877	(26 207)

17. NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Cash

The total of department Cash and Deposits of \$36,016,215 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

Net Surplus/(Deficit)	34 084	(5 836)
<i>Non-Cash Items:</i>		
Depreciation and Amortisation	704	561
Bad Debts Expense		5 067
Asset Write-Offs/Write-Downs	54	
Asset Donations/Gifts		
(Gain)/Loss on Disposal of Assets	13	12
<i>Changes in Assets and Liabilities:</i>		
Decrease/(Increase) in Receivables	333	(826)
Decrease/(Increase) in Inventories		-
Decrease/(Increase) in Prepayments	3	(37)
Decrease/(Increase) in Other Assets		
(Decrease)/Increase in Payables	(26)	(2 141)
(Decrease)/Increase in Provision for Employee Benefits	143	219
(Decrease)/Increase in Other Provisions	247	160
(Decrease)/Increase in Other Liabilities	(204)	204
Net Cash From Operating Activities	35 351	(2 617)

Non-Cash Financing and Investing Activities

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 Department of the Chief Minister include cash and deposits, receivables, payables and finance leases. The Department of the Chief Minister has limited exposure to financial risks as discussed below.

(a) Credit Risk

The department has limited credit risk exposure (risk of default). In respect of any dealings with organisations external to government, the department has adopted a policy of only dealing with credit worthy organisations 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 department's maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.

Receivables

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

	2009 \$'000	2008 \$'000
Ageing of Receivables		
Not Overdue	284	1498
Overdue for less than 30 Days	62	-
Overdue for 30 to 60 Days	76	-
Overdue for more than 60 Days	-	97
Total Receivables	421	1595

(b) Liquidity Risk

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

The following tables detail the undiscounted cash flows payable by the department by remaining contractual maturity for its financial liabilities. It should be noted that as these are undiscounted, totals may not reconcile to the carrying amounts presented in the Balance Sheet.

2009 Maturity Analysis for Financial Liabilities

	Fixed Interest Rate				Non Interest Bearing	Total	Weighted Average
	Variable Interest	Less than a Year	1 to 5 Years	More than 5 Years			
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
Deposits Held					36 016	36 016	
Receivables					1 262	1 262	
Payables					(2 239)	(2 239)	
Borrowings and Advances							
Net Financial Assets (liabilities)					35 039	35 039	

2008 Maturity Analysis for Financial Liabilities

	Fixed Interest Rate				Non Interest Bearing	Total	Weighted Average
	Variable Interest	Less than a Year	1 to 5 Years	More than 5 Years			
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
Cash & Deposits Held					570	570	
Receivables					1 595	1 595	
Payables					(2 265)	(2 265)	
Net Financial Assets (liabilities)					(100)	(100)	

(c) 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. The primary market risk that the department may be exposed to is interest rate risk.

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

(d) Net Fair Value

The carrying amount of financial assets and financial liabilities recorded in the financial statements approximates their respective net fair values. Where differences exist, these are not material.

2009	2008
\$'000	\$'000

19. COMMITMENTS**(i) Operating Lease Commitments**

The department leases property under non-cancellable operating leases expiring from 1 to 5 years. Leases generally provide the department with a right of renewal at which time all lease terms are renegotiated. The department 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	4	11
Later than one year and not later than five years	17	6
Later than five years		
	21	17

(ii) Finance Lease Commitments

The department has no current finance leases.

20. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

a) Contingent Liabilities

Several indemnities and guarantees have been provided in support of the Adelaide to Darwin Railway Project.

The AustralAsian Railway Corporation (AARC), the Northern Territory and South Australian governments have entered into a concession arrangement for the design, construction, operation and maintenance of the Alice Springs to Darwin Railway on a Build Own Operate and Transfer basis.

Unquantifiable contingent liabilities of the Territory, and possibly this department, in relation to the project arise from the following:

a. joint guarantee of the obligations of the AARC

b. indemnities granted in relation to title over the railway corridor (title is secure but the indemnity continues)

c. indemnities in favour of the Commonwealth for the Commonwealth's financial contribution.

For all of the events that would give rise to the liabilities, there are comprehensive risk management procedures in place.

Several other minor indemnities have been provided by the department, however, none of these is considered significantly material.

b) Contingent Assets

The Department of the Chief Minister does not have any contingent assets.

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. ACCOUNTABLE OFFICER'S TRUST ACCOUNT

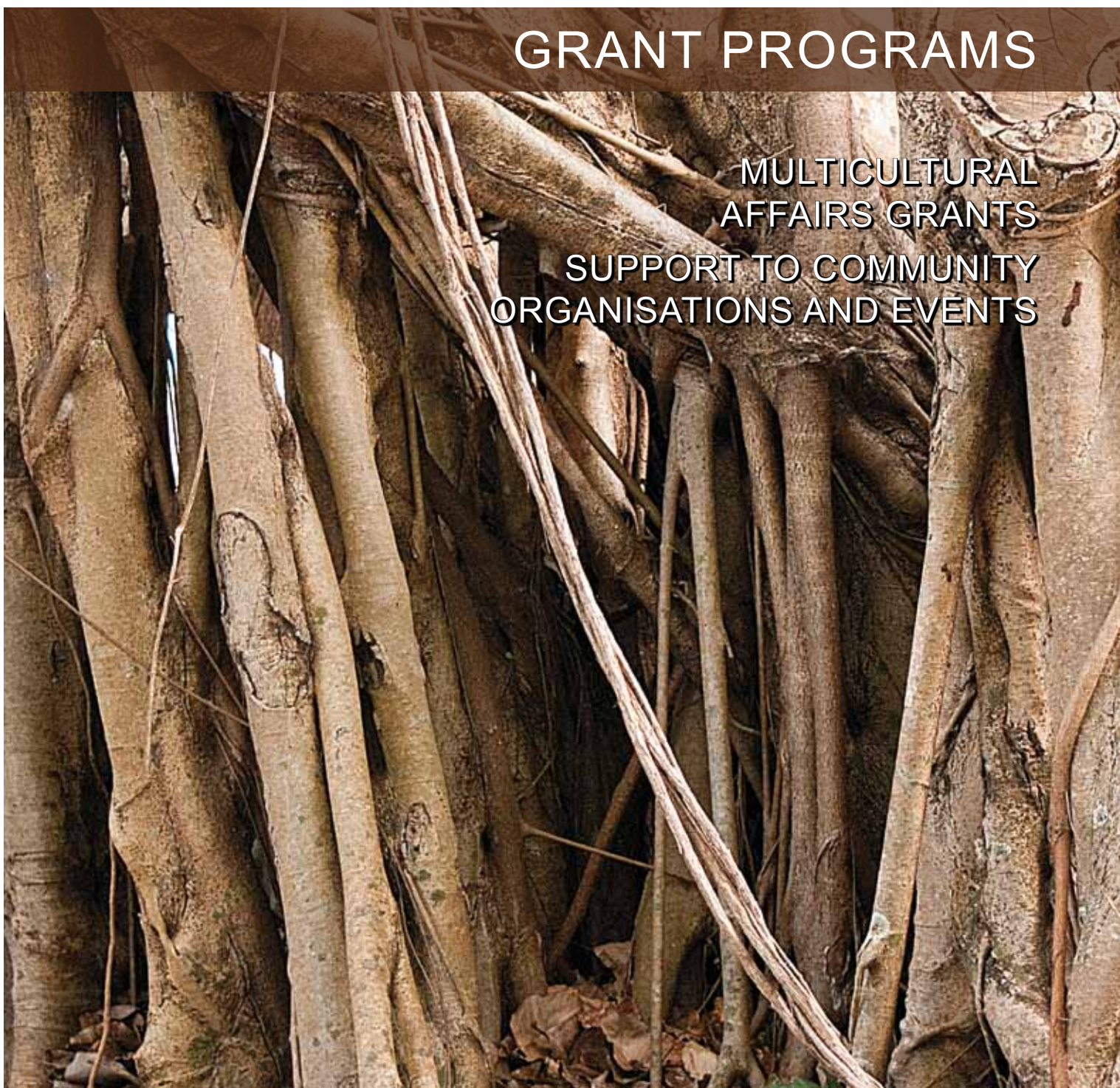
The Department of the Chief Minister does not have an Accountable Officer's Trust Account.

23. WRITE-OFFS, POSTPONEMENTS AND WAIVERS

	Department		Department	
	2009 \$'000	No. of Trans.	2008 \$'000	No. of Trans.
Write-offs, Postponements and Waivers Under the <i>Financial Management Act</i>				
Represented by:				
<u>Amounts written off, waived and postponed by delegates</u>				
Irrecoverable amounts payable to the Territory or an agency written off				
Losses or deficiencies of money written off				
Public property written off	54	1	-	-
Waiver or postponement of right to receive or recover money or property				
Total written off, waived and postponed by delegates	54	1	-	-
<u>Amounts written off, postponed and waived by the Treasurer</u>				
Irrecoverable amounts payable to the Territory or an agency written off				
Losses or deficiencies of money written off				
Public property written off				
Waiver or postponement of right to receive or recover money or property				
Total written off, postponed and waived by the Treasurer				
Write-offs, Postponements and Waivers Authorised Under Other Legislation	54	1		

GRANT PROGRAMS

MULTICULTURAL
AFFAIRS GRANTS
SUPPORT TO COMMUNITY
ORGANISATIONS AND EVENTS





MULTICULTURAL AFFAIRS

HARMONY DAY GRANTS 2008–09

Alawa Primary School Council	550
Anula Primary School Council	600
Anzac Hill High School Council Inc.	600
Anzac Hill High School Council Inc.	650
Australian Early Childhood Association (NT Branch) Inc.	800
Berry Springs School Council	700
Bradshaw Primary School Council Inc.	700
Braitling Primary School	600
Centralian Senior Secondary College	700
Clyde Fenton Primary School	700
Coomalie Community Government Council	600
Corrugated Iron Youth Arts Inc.	500
Darwin Middle School Council Inc.	600
Dragon Boat NT Inc.	1 000
Fiji Association NT Inc.	600
Filipino Australian Association of the NT	3 500
Gillen School Council	500
Girraween Primary School	600
Gray School	700
Happy Migrant Learning Centre	450
Holy Family Primary School	600
Holy Spirit School	900
Howard Springs School Council	600
InCite Youth Arts Inc.	500
Indian Cultural Society NT Inc.	700
Jingili School Community School Council	700
Karama School Council	650
Katherine Filipino Australian Association of the NT Inc. (KFAANT)	850
Life Without Barriers	990
MacFarlane Primary School	600

... from Harmony Day Grants 2008–09

Melaleuca Refugee Centre Torture and Trauma Survivors Service of the NT Inc.	650
Millner Primary School	600
Moulden Primary (reimbursement)	-825
Multi Ethnic Social Group	500
Multicultural Community Services of Central Australia Inc.	1 610
Nakara Primary School	650
Nemarluk School Council	600
Nhulunbuy High School Council Inc.	800
Nhulunbuy Primary School Council	800
Nightcliff Primary School Council	600
North Australian Aboriginal Justice Agency Ltd	600
O'Loughlin Catholic College	414
Our Lady of the Sacred Heart College	2 200
Pakistan Association of the NT Inc.	600
Papua New Guinea Australia Social and Cultural Group Inc.	800
St. Mary's Football, Sporting and Social Club Inc.	800
Stuart Park Primary School	600
Tennant Creek High School Council	800
The Alliance of Congolese in the NT Inc.	750
The Australian-Japanese Association of the NT Inc.	900
The Essington School Darwin Ltd	700
The Hindu Society of NT Inc.	700
The Tamil Society of the NT Inc.	600
YWCA of Darwin Inc.	700
Wagaman Primary School	600
Wanguri Primary School	400
Total	\$40 889



CHARLES SEE KEE AWARDS

Mr Adam Lowe	Charles See Kee Award	500
Mr John Nicolakis	Charles See Kee Award	500
Mrs Lourdes Valles	Charles See Kee Award	500
Total		\$1 500

MULTICULTURAL AFFAIRS SPONSORSHIP PROGRAM

Africa Australia Friendship Association NT Inc.	Vision for our Children	1 000
Africa Australia Friendship Association NT Inc.	Annual Dinner Dance	1 500
African Community Council of the NT	Building a Stronger United African Community	1 500
Alice Springs School of the Air	Harmony Day 2008–09 Quilt Culture	500
Australian–Japanese Association of the NT	Cultural Day	3 000
Australian Karen Organisation NT Chapter	Karen New Year celebration 27/12	2 000
Australian–Burma Friendship Association	Thin Yan Water Festival	1 000
Brown's Mart Community Arts	Assistance CulturFest 2008	4 683
Catholic Diocese of Darwin	Funding for Community Support Services	38 000
Chung Wah Society	Senior Citizens multiple projects	2 550
Chung Wah Society	Lion Dance Alice Springs	6 050
Chung Wah Society	Chinese Community Support Services	34 500
Council on the Ageing	Multiple projects	7 000
Council on the Ageing	Senior Citizens multiple projects	7 000
Council on the Ageing	Timorese Community multiple projects	7 000
Cultural Village of the NT	Cultural Production for 2008 Darwin Festival	7 000
Cyprus Community of the NT	Cyprus Food and Wine Festival	16 000

GRANT PROGRAMS

6

... from Multicultural Affairs Sponsorship Program

Darwin Festival Association Inc.	Dancing in the Sand	7 000
Fiji Association NT Inc.	Traditional Welcoming Ceremony	700
Fiji Association NT Inc.	Language and Culture Hindi Class 09	1 000
Fiji Association of NT Inc.	Fiji Independence Day	3 000
Filipiniana Senior Citizens Association	Senior Citizens Multiple projects	6 000
Filipino–Australian Association of the NT Inc.	Barrio Fiesta	12 000
Filipino Club Darwin Inc.	Assistance with multicultural extravaganza event	2 000
Friends of Vanuatu, Papua New Guinea and Australia	Youth and mothers dancing	4 000
Greek Orthodox Community of North Australia Inc.	Assistance with travel for lecturers	15 000
Greek Orthodox Community of Northern Australia	Greek Glenti	36 000
Greek Orthodox Community of Northern Australia	Community support – multiple projects	43 500
Happy Migrant Learning Centre	Teaching English to Adults Program	6 500
Hindu Society of the NT Inc.	Demo artist to youth group	500
InCite Youth Arts Inc.	Art project	2 000
Indian Cultural Society NT Inc.	Marrara Sports Stadium – sports carnival	1 000
Indian Cultural Society NT Inc.	Diwali Festival of Light	4 000
Indian Cultural Society NT Inc.	India at Mindil	27 000
Italingua NT	Italian dance and drama workshop	3 000
Language Teachers Association of NT	Writing competition	2 500
Latino NT Association Inc.	Latin American Film Festival	2 500
Latino NT Association Inc.	Assist with major latin – American cultural event	6 400
Liberian Progressive Women in the NT	Liberian Womens Plan 2008–09	600
Mabuhay Multicultural Association of Alice Springs	108th Philippine Independence Day	4 700
Melaleuca Refugee Centre	Rent subsidy for 2008–09	27 000



... from Multicultural Affairs Sponsorship Program

Multicultural Broadcasting Council of the NT Inc.	Rd1 2008–09 ethnic radio b/cast	18 000
Multicultural Community Services of Central Australia (MCSCA) Inc.	Operational funding	67 500
Multicultural Community Services of Central Australia (MCSCA) Inc.	Growing up in Alice Springs	3 500
Multicultural Community Services of Central Australia (MCSCA) Inc.	12 month Pilot Project	25 000
Multicultural Council of the NT	Assistance for 2009 Nepalese New Year	762
Multicultural Council of the NT (MCNT)	Sewing for success	5 000
Multicultural Council of the NT (MCNT)	Operational funding	203 000
Multilingual Broadcasting Council of the NT Inc.	Operational funding for administration costs	7 000
Nungalinya College Inc.	Crossing Borders with Colours	2 500
Papua New Guinea-Australia Social and Cultural Group Inc.	Celebrating 38 years of independence	1 600
Sudanese Australian Organisation	Sudanese Independence and New Year Celebrations	1 500
The Mediterranean Greek Cultural Dance Group of the NT Inc.	New costumes from Greece	3 754
Total		\$697 299

CULTURAL & LINGUISTICS AWARDS

African Charity Choir – Administered by Sudanese Australian Association of the Northern Territory, Australia (Santa) Inc.	4 500
Alliance Francaise de Darwin Inc.	6 500
Australian Darwin Cantonese Opera Association	6 500
Friends of the Pacific An Stalia Inc.	8 000
Hindu Society of the NT Inc.	3 500
Indian Cultural Society Northern Territory Inc.	8 000
Pakistan Association of the NT Inc.	3 300
The Filipino–Australian Association of the NT Inc.	7 000
The Islamic Society of Darwin Inc.	8 000
Total	\$55 300



FUNDING UNDER ETHNIC COMMUNITIES FACILITIES DEVELOPMENT

Buddhist Society of the NT Inc.	Construction of two new room accommodation	10 000
Chung Wah Society	For assistance towards paving and landscaping around the tennis court, reducing scouring of site by rain water and repositioning fence between the tennis court and temple	48 000
Cyprus Community of the NT Inc.	Cyprus Food and Wine Festival	15 000
Cyprus Community of the NT Inc.	For assistance towards a security grill, shelving for storage, portable stage and wood fire ovens	66 000
Cyprus Community of the NT Inc.	Renovations and upgrades to the community hall	100 000
Filipino–Australian Association of the NT Inc.	Barrio Fiesta	15 000
Filipino–Australian Association of the NT Inc.	For assistance towards small amenities upgraded and enclose an open veranda	35 000
Greek Orthodox Community of Northern Australia – Greek Hall	Major refurbishment and renovations to the Greek Hall at Smith Street, Darwin	180 000
Greek Orthodox Community of Northern Australia – Greek School	Assistance towards replacing air conditioners, upgrading the kitchen and replacing the oval surface at the Greek Orthodox School	166 000
Greek Orthodox Community of Northern Australia – Greek School	Upgrades and renovations to the Greek School in Nightcliff	40 000
Hindu Society of the NT Inc.	For assistance towards expanding the car park and building a hall at 44 Patterson Street, Malak	180 000

... from Funding Under Ethnic Communities Facilities Development

Islamic Society of the NT	Purchase and installation of air-conditioning system and floor tiling for community hall	100 000
Italian Sports and Social Club Inc.	Replacement of Italian Club roof and extension of side awning	90 000
Melaleuca Refugee Centre Torture and Trauma Survivors Service of the NT	Welcome to Our Country	5 500
Melaleuca refugee centre torture and trauma survivors service of the NT	Operational funding to cover rent for the premises	27 000
Multicultural Council of the NT	To upgrade their computer server	10 000
Portuguese & Timorese Social club Inc.	For assistance towards the removal of demountables from Lot 3139 Batten Road, Mararra and renovate the men's toilets in the community hall.	64 000
Thai Theravada Association	For assistance towards constructing a multipurpose hall at Lot 5793 Batten Road, Mararra	200 000
Total		\$1,351,500

NATIONAL ACTION PLAN

Alice Springs Islamic Society Inc.	2008–09 Getting to Know Each Other	14 000
Islamic Society of the NT	2008–09 Islamic Awareness Week	22 000
Total		\$36 000

SUPPORT TO COMMUNITY ORGANISATIONS AND EVENTS

During 2008–09, a total of \$1,899,924 was provided for miscellaneous grants, donations and sponsorships to support community groups and events. In addition, the Northern Territory Major Events Company was provided with \$7,711,000 to assist with the running of events such as the V8 Supercar Championship, BASSINTHEGRASS, BASSINTHEDUST, the Arafura Games and the Alice Springs Masters Games.

Miscellaneous Grant Recipients	Purpose	
Ian Davidson Flying School	8 Wing Aust Air Force Cadets	5 000
Adelaide River Show Society	CM Bell open draft (35th Annual Show)	3 000
Australian Institute of Management	Management Excellence Awards	8 000
Alice Springs Beanie Festival	2009 Alice Springs Beanie Festival	900
Alice Springs Turf Club	Chief Ministers Cup	1 000
Alzheimer's Australia	Dementia Awareness Week	1 000
Arunga Park Speedway Association Inc.	Neil Anderson Memorial Burnout 09	500
Casuarina Football Club Inc.	Friendly Match – CFC Women's v Timor-Leste Women's	10 000
Central Australian Show Society Inc.	Free bus service at the Alice Springs Show	600
Charles Darwin University	CM Science Award	1 000
Christmas in Darwin Association	Carols by Candlelight & Festivities 2008	5 000
Community Broadcasting Association (CBAA)	Gold Sponsor of the CBAA	30 000
Coomalie Community Government Council	Adelaide River Anzac Day Service	5 000
Darwin Lions Beer Can Regatta Association Inc.	Beer Can Regatta 2009	10 000
Darwin Community Legal Service	Human Rights Art Awards	500
Darwin Festival	Darwin Festival 2008	1 500

... from Support to Community Organisations and Events

Miscellaneous Grant Recipients	Purpose	
Darwin Greyhound Association	Chief Minister's Cup Race	1 650
Darwin Pet Expo	Pet Expo 2009	1 000
Dinah Beach Cruising Yacht Association	Sponsorship Darwin to Ambon Race	10 000
Fannie Bay Equestrian Club Inc.	Replacing tractor and Slasher	25 000
Finke Desert Race Inc.	2009 Tattersall's Finke Desert Race	4 000
Friends of NT Railway	Friends of NT Railway Sponsorship	2 500
Garden Point Association	20th Anniversary grant funds	5 000
Government House Foundation	Funding for annual events	20 000
Greek Orthodox Community	Glenti Festival	55 000
Greek Orthodox Community	Purchase vehicle for Greek School	27 000
Greek Orthodox School of the NT	Installation of Computers	5 000
Hakka Association of the NT	History research and documentation	20 000
Hellenic Macedonian Association NT Inc.	Greek CDU Students Study Tour	10 000
Henley On Todd Inc. Association	Henley on Todd Regatta	2 500
Injalak Arts and Crafts	Flood relief payment – Cyclone Ingrid	20 000
Jaywon Aboriginal Association	Barunga Festival	6 000
Katherine Filipino Australian Association NT	Maintenance of 'Mabuhay Hall'	4 000
Kormilda Colleague	Kormilda College 2009 Solar Challenge	1 000
Kristie Langford	Art Award Prize	500
Latino NT Association Inc.	2009 Annual Dinner Dance	3 500
Lions Club of Alice Springs	Camel Cup	825
Liquor Hospitality & Misc Union	LHMU Delegates Convention 2009	2 000
Litchfield Orchid Club	NT Orchid Spectacular	1 200
Mark Leedham	Assistance to Victorian Bushfire airfares	1 614
Multihull Association NT	2009 Darwin Multihull Regatta	3 500



... from Support to Community Organisations and Events

Miscellaneous Grant Recipients	Purpose	
Neighbourhood Watch	Safety House Party	500
Nhulunbuy Community	Upgrade to community facilities	120 000
Northern Land Council	IMALU Football Club – Dream Time Game MCG	8 636
NT Show Council Inc.	Funding for NT show societies	330 000
NT Stolen Generations Aboriginal Corporation	National Apology celebration dinner	3 500
NT Stolen Generations Aboriginal Corporation	Sorry Day	1 000
NT Writers Centre	Literature Award	5 000
Nursery & Garden Industry NT	Tropical Garden Spectacular 08	50 000
Parap Primary School	50th Anniversary Project	1 000
Pinoy Aussie Society Inc.	18th Anniversary St Mary's Football Club	1 000
Relationships Australia	National Families Week Alice Springs	500
Returned Services League of Australia	ANZAC Day Events	5 000
Rotary Club of Darwin	2008 Motor Extravaganza	20 000
Rotary Club of Darwin North	Darwin Rodeo	20 000
Rotary Club of Stuart	Annual Territorian Dinner	2 000
Royal Agricultural Society	Steward of the Year	300
Royal Agricultural Society	Roofing and guttering assistance grant	62 500
SA Motor Sport Board	Global Green Challenge	150 000
Special Children's Christmas Party	Special Children's Christmas Party 2008	5 000
St Martin de Porres	20 Year Celebration Grant	2 000
Starlight Children's Foundation	Darwin Star Ball	5 000
Tennant Turf Club	St Patrick's Day Race	1 500
Tennant Turf Club	Tennant Cup	1 000

... from Support to Community Organisations and Events

Miscellaneous Grant Recipients	Purpose	
The Railway Club	Railway Club grant payment	200 000
Unions NT	May Day Concert	40 000
United Nations Youth Association of Australia	THIMUN Delegation – P McCann & G Morris	1 500
Victorian Government	Bushfire appeal donation	500 000
Vietnam Veterans Motor Cycle Club	ANZAC weekend AGM Alice Springs	3 000
Yothu Yindi Foundation	Garma Festival	20 000
Young Professionals Network NT	Young Professionals cocktail party	2 200
Australia Day Council NT Inc.	Australia Day regional grants	22 000
Total		\$1,899,925



... from Support to Community Organisations and Events

OTHER GRANTS

Charles Darwin University	Contribution to Symposia Series	10 000
	Scholarship for L McClintock	5 000
	2009 Charles Darwin Symposium	90 000
Alice Springs Town Council	Assistance with purchase of closed circuit television vision (CCTV) – Alice Springs Town Council	1 100 000
	Maintenance of CCTV Alice Springs	70 000
Chamber of Commerce	Chief Ministers Export Awards	40 000
Darwin Waterfront Corporation	Operational assistance grant	14 620 000
Marngarr Resource Centre Aboriginal Corporation	Establishment of East Arnhem Delak Representative Forum	250 000
NT Railway	Operational grant	100 000
Department of Finance and Deregulation	Capital contribution towards TelePresence	297 868
Total		\$16,582,868

APPENDICES

NORTHERN TERRITORY MINISTRY
MINISTERIAL EXPENDITURE
COMPLIANCE WITH THE
CARERS RECOGNITION ACT
ANNUAL INSURANCE
REPORTING REQUIREMENTS
REPRESENTATION ON
COMMITTEES AND FORUMS
FEEDBACK FORM



NORTHERN TERRITORY MINISTRY

AT 30 JUNE 2009

PAUL RAYMOND HENDERSON

Chief Minister
Minister for Police, Fire and
Emergency Services
Minister for Major Projects, Employment
and Economic Development
Minister for Education and Training
Minister for Climate Change
Minister for Territory–Federal Relations
Minister for Multicultural Affairs

DELIA PHOEBE LAWRIE

Treasurer
Minister for Justice and Attorney-General
Minister for Planning and Lands
Minister for Infrastructure

CHRISTOPHER BRUCE BURNS

Minister for Business
Minister for Tourism
Minister for Trade
Minister for Asian Relations
Minister for Defence Support

KONSTANTINE VATSKALIS

Minister for Health
Minister for Primary Industry,
Fisheries and Resources
Minister for Racing, Gaming and Licensing
Minister for Alcohol Policy

DANIEL ROBERT KNIGHT

Minister for Housing
Minister for Local Government
Minister for Essential Services
Minister for Public Employment

MALARNDIRRI MCCARTHY

Minister for Children and Families
Minister for Child Protection
Minister for Statehood
Minister for Senior Territorians
Minister for Young Territorians
Minister for Women’s Policy
Minister assisting the Chief Minister
on Multicultural Affairs and Education

ALISON ANDERSON

Minister for Natural Resources,
Environment and Heritage
Minister for Parks and Wildlife
Minister for Arts and Museums
Minister for Indigenous Policy

KARL RIO HAMPTON

Minister for Regional Development
Minister for Sport and Recreation
Minister for Information, Communications
and Technology Policy
Minister assisting the
Chief Minister on Major Projects
and Economic Development
Minister for Central Australia

GERALD FRANCIS MCCARTHY

Minister for Transport
Minister for Correctional Services

2008–09 MINISTERIAL EXPENDITURE

Minister	Total expenses (\$'000)
The Hon P Henderson (Chief Minister)	2481
Employee Expenses	1 333
Operating Expenses	1 148
The Hon D Lawrie	1264
Employee Expenses	906
Operating Expenses	358
Dr C Burns	1077
Employee Expenses	798
Operating Expenses	279
The Hon K Vatskalis	1466
Employee Expenses	942
Operating Expenses	524
The Hon R Knight	893
Employee Expenses	649
Operating Expenses	244
The Hon M McCarthy	699
Employee Expenses	538
Operating Expenses	162
The Hon A Anderson	750
Employee Expenses	571
Operating Expenses	179

... from 2008–09 Ministerial Expenditure

Minister	Total expenses (\$'000)
Mr K Hampton	1239
Employee Expenses	902
Operating Expenses	337
The Hon G McCarthy	378
Employee Expenses	302
Operating Expenses	76
Office of Central Australia	560
Employee Expenses	331
Operating Expenses	229
Katherine Office	56
Employee Expenses	35
Operating Expenses	21
Tennant Creek Office	0
Employee Expenses	0
Operating Expenses	0
Ministerial Support Unit	2304
Employee Expenses	2020
Operating Expenses	284
CM Palmerston Office	304
Employee Expenses	225
Operating Expenses	78

... from 2008–09 Ministerial Expenditure

Minister	Total expenses (\$'000)
The Hon M Scrymgour	726
Employee Expenses	463
Operating Expenses	263
The Hon C Natt	84
Employee Expenses	30
Operating Expenses	54
The Hon L Kiely	27
Employee Expenses	3
Operating Expenses	24
The Hon M Bonson	35
Employee Expenses	0
Operating Expenses	35
Mr T Mills (Leader of the Opposition)	1 607
Employee Expenses	1 081
Operating Expenses	526
Independent Members	108
Employee Expenses	94
Operating Expenses	14
Total Expenses	16 060
Employee Expenses	11 223
Operating Expenses	4 837



COMPLIANCE WITH THE *CARERS RECOGNITION ACT*

Under Section 7 of the *Carers Recognition Act*, departments are required to provide a statement of compliance in the annual report.

The Department of the Chief Minister has complied with the requirements as follows:

ORGANISATION'S OBLIGATION

In January 2007, the department sent a corporate communication to all staff alerting them of the commencement of the Act. Staff were advised of their responsibility to have an awareness and understanding of the NT Carers Charter and to act in accordance with the charter while providing services. This corporate communication also advised of the requirement to consult with carers about program development and planning and is available on the department's intranet.

COMPLIANCE WITH THE ACT AND CHARTER

The department has provided information sessions about obligations under the *Carers Recognition Act* and the NT Carers Charter to all staff that are involved with policy development and implementation, or who have regular contact with the public.

Business units responsible for creating or implementing policies and strategies have reviewed all published policy, internal procedures and all service agreements with non-government organisations and funding programs to ensure they comply with the Act.

The department's grant agreements have also been amended to include the following clause:

In accordance with the Northern Territory Government's Carers Charter (Carers Recognition Act), wherever necessary relevant grant recipients need to consider the needs and roles of carers in the activities they provide.

The Multicultural Policy and Youth Framework were reviewed to assess their impact on carers and were amended accordingly.

ANNUAL INSURANCE REPORTING REQUIREMENTS

On 4 November 2008, the Treasurer issued a Direction for Insurance Arrangements as part of the Insurable Risk Framework. Under Direction R2.1 – Insurance Arrangements, the Department of the Chief Minister is required to report insurance related information in its annual report. While the department did not have adequate processes in place to capture relevant information for the full financial year, relevant systems and processes are now in place for future reporting.

As part of its Risk Management Framework, the department has developed a strategic risk assessment based on its strategic goals, which is reviewed by the department's Executive Management Group.

The department reports the following information for the financial year ended 30 June 2009:

SELF INSURANCE CLAIMS

Motor Vehicle Claims	2007–08	2008–09
Claims as at 30 June *	10	5
Value of Claims	\$16 658	\$10 885
Average Claim	\$1 666	\$2 177

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

Workers Compensation Claims	2007–08	2008–09
Claims as at 1 July	8	3
New Claims	6	1
Claims Resolved	11	4
Claims as at 30 June	3	0
Cost of New Claims	\$81 779	\$434
Current Financial Year Costs	\$276 915	\$26 919
Average New Claim Costs	\$13 629	\$434

Travel Insurance Claims	2007–08	2008–09
Claims as at 30 June	2	0
Value of Claims	\$1 528	0
Average Claim	\$764	0

- Travel Insurance Premium of \$2 722 was paid in 2008–09 (\$2 707 in 2007–08)



REPRESENTATION ON COMMITTEES AND FORUMS

NATIONAL

Australian Bravery Decorations Council

Australian Emergency Management
Committee

Australian Government Marketing
Policy Group

Citizens Service Officers Working Group

Council of Australian Governments
(COAG) Senior Officials Group

Council for the Australian Federation

COAG Optimising Service Delivery
Sub-Group

COAG Building the Evidence Base
Sub-Group

COAG Infrastructure Working Group

COAG Housing Working Group

COAG Indigenous Housing Sub-Group

COAG Human Capital Reform
Working Group

COAG Education Skills, Schools
and Early Childhood Development
Working Group

COAG Productivity Agenda,
Infrastructure Working Group

COAG Health and Ageing Working
Group

COAG Climate Change and Water
Working Group

COAG Renewable Energy Sub-Group

COAG Energy Efficiency Sub-Group

COAG Natural Disasters Arrangements
Working Group

COAG Critical Infrastructure Protection
Review Working Group

COAG FIFA World Cup Bid Sub-Group

COAG Indigenous Reform Working
Group

COAG Business Regulation and
Competition Working Group

COAG Senior Officials Treaties
Working Group

COAG Senior Officials National
International Student Strategy Working
Group

Council of Australian Federation
Senior Officials Group

Council for the Order of Australia

Cross Jurisdictional Review Forum
(Mutual Recognition and Trans-Tasman
Mutual Recognition Agreement)

Desert Knowledge Australia Board

Events Consultative Panel
(coordinated by Tourism Australia)

Ministerial Council on
Education, Employment, Training,
Youth Affairs Taskforce

Ministerial Council on International Trade

Ministerial Council on Immigration
and Multicultural Affairs

National Aboriginal and Torres Strait
Islander Women's Gathering

... from Representation on Committees and Forums (National)

National Committee for Critical Infrastructure Protection	Northern Territory / Australian Government Working Group – Gas Manufacturing Industry Development
National Counter terrorism Committee (NCTC)	Parliamentary Counsel's Committee
National Dignitary Protection Committee	Public Information Sub-Committee of the National Counter terrorism Committee
National Emergency Call Centre Surge Capacity Working Group	Senior Officials Forum on Population Ageing
National Emergency Warning System High Level Group	Senior Trade Officials Group
National Emergency Warning Systems Steering Committee	Standing Committee on Immigration and Multicultural Affairs
National Investment Advisory Board	Standing Committee on Immigration and Multicultural Affairs Working Party on Settlement Issues
National Safety Taskforce	Standing Committee on Treaties
Natural Disaster Relief and Recovery Arrangements Stakeholders	State, Territory, Commonwealth Volunteering Officials Group
NCTC Capability Review and Development Program Working Group	Steering Committee for the Review of the Commonwealth State Service Provision
NCTC Crisis Centre Management Forum	Steering Committee for the Report on Government Services (ROGS)
NCTC Crisis Coordination and Communications Capability Sub-Committee (4CSC)	Treaties Working Group
NCTC Exercise Management Forum	V8 Supercars Australia – Promoter and Organisers Conference
NCTC Exercise Mercury Steering Group	White Ribbon Day Leadership Group
NCTC National Counter Terrorism Alert Levels Working Group	
NCTC Public Information Capability Sub-Committee	
NCTC Recovery Policy Working Group	
NCTC Support Portal User Group	
Official Secretaries Conference	

NORTHERN TERRITORY

(Alice Springs Town Camp Teleconference) between FaHCSIA & NTG Alcan Gove Taskforce

Alcohol and Other Drugs Interagency Group

Alcohol Reference Panel

Alice Solar City Coordination Committee

Alice Solar City Executive Committee

Alice Solar City Joint Advisory & Coordination Committee

Alice Springs Airport Security Committee

Alice Springs Hospital Project Control Group

Alice Springs Social Plan Steering Committee

Alice Springs Transformation Plan (Action Groups / Reference Groups)

Alice Springs Transformation Plan Joint Steering Committee

Alice Springs Transformation Plan Local Implementation Group

Alice Springs Transformation Plan Tiger Team

Asian Engagement Coordination Group

Asia-Pacific Economic Cooperation Security Working Group

AustralAsia Trade Route Task Force

Australia-China Business Council

Australia-Indonesia Business council

Australia-Japan High Level Working Group

Australia and Global Connections Sub Committee (CDU-NTG Partnership Agreement)

Australian Tourism Export Council

Barkly Region Coordination Committee

BITE-NTG Partnership Agreement

Blacktip Social Impact Management Committee

Bonaparte Pipeline Task Force

Border Protection (Off-shore) Joint Coordination Committee

Cameco Angela Community Reference Group

Capital City Committee

CCTV Steering Committee

Central Australian Education & Training Network (CAETN)

Centrepont Tenancy / OH&S Committee

Charles Darwin University-Northern Territory Government Partnership Agreement

Chief Executive's Taskforce on Indigenous Affairs

Chief Financial Officers Forum

Chief Ministers Active Living Council

Climate Change Steering Committee

Closing the Gap Operational Group

Cohesive Communities Working Group

... from Representation on Committees and Forums (Northern Territory)

Cohesive Communities Working Group	DKA Project Management
Combined Australian and Northern Territory Government Consultative Committee	Domestic and Family Violence Advisory Council
Common Cause Taskforce	East Arnhem Regional Coordination Committee
Communications Advisory Committee	Environmental Assessment Forum
Community Safety Working Group (CSWG)	Environmental Protection Agency Interdepartmental Committee
Compass Resources 'Browns Project' Task Force	Executive Coordination Committee
Coordination Committee	Executive Information Committee
Cross Government Advisory Group for Northern Territory Disability Services	Finance Managers Forum
Darwin Airport Security Committee	Financial Management Committee (established under the <i>Legal Professions Act</i>)
Darwin and Rural Workers With Youth Network	Finke Desert Race Committee
Darwin Central Business District Urban Planning Forum	Funds Management Committee
Darwin Clean Fuels Task Force	Government House, House and Gardens Committee
Darwin Convention Centre – Opening Event Working Group	Groote Eylandt Regional Partnership Agreement Steering Committee
Defence of Darwin Museum Advisory Committee	Healthy Country – Healthy People Working Group
Defence of Darwin Museum Steering Committee	Human Resource Network
Defence Support Industries Task Force	Identity and Access Management Sub-Group of NTG Information Management Committee
Desert Knowledge Australia (DKA) Indigenous Education and Employment and Training (IEET)	Interagency Non-Government Organisations
DKA Leadership Reference Group	Interagency Alcohol & Other Drugs
DKA Precinct Management	International Business Council Executive Committee



... from Representation on Committees and Forums (Northern Territory)

International Women's Day Organising Committee	Northern Territory Government Marketing Directors' Group
Investment Attraction and Facilitation Task Force	Northern Territory Government Office Accommodation
Jabiru Interdepartmental Committee	Northern Territory Government Procurement User Group
Katherine Regional Coordination Committee	Northern Territory Government Senior Reference Group on Multicultural Affairs
Litter Management Committee	Northern Territory Government – Ichthys LNG High Level Steering Committee
Major Projects Group	Northern Territory Hazardous Materials Coordination Working Group
Marine Industry Working Group	Northern Territory Indigenous Economic Development Taskforce
MindMatters Reference Group	Northern Territory Major Events Company Board
Mobility Research Committee	Northern Territory Operations Group
Multicultural Youth Issues Reference Group	Northern Territory Pandemic Influenza Planning Committee and Sub-Group Planning Committee
Museums and Art Galleries of the Northern Territory	Northern Territory Senior Officers' Advisory Group
Nolans Project Working Group	Northern Territory Settlement Planning Committee
Northern Territory Aviation Committee	Northern Territory Settlement and Planning Committee Housing Working Group
Northern Territory Business and Skilled Migration Working Group	Northern Territory Spatial Information for National Security Working Group
Northern Territory Counter Disaster Council	Northern Territory Transport Security Committee
Northern Territory Counter Terrorism Capability Managers Forum	Occupational Health and Safety Committee
Northern Territory Counter Terrorism Exercise Steering Committee	
Northern Territory Cyclone Shelters Working Group	
Northern Territory Government Executive Procurement Group	
Northern Territory Government Information Management Committee	

... from Representation on Committees and Forums (Northern Territory)

Onshore Gas Development Task Force	Social Responsibility Sub-Committee
Palmerston City Committee	Special Events Committee
Peak Group, Batchelor Institute of Indigenous Tertiary Education – Northern Territory Government Partnership Agreement	State Square Enhancement Committee
Peak Group, Charles Darwin University – Northern Territory Government Partnership Agreement	State Square Security Committee
Police Ethnic Advisory Group	Strategic Management Group
Public Safety Tasking Coordination Group	Strategic Policy Committee
Public Trustee Investment Board	Strategic Workforce Issues Action Group (SWiAG)
Red Centre National Landscapes Steering Committee	Strengthening Tourism for Alice Springs (Red Centre Steering Committee)
Refugee and Migrant Settlement Services	Territory Housing Board
Refugee Support Network	Tiwi Islands Economic Development Committee
Region 1 Counter Disaster Committee	Top End Education and Training Network
Region 5 Counter Disaster Committee	Tourism Central Australia Executive Committee
Regional Coordination Committee	Town Camps Implementation Steering Committee
Regional Development Interdepartmental Committee	Uluru – Kata Tjuta National Park Board
Regulation Impact Committee	West MacDonnell Visitor Steering Committee
Remote Service Delivery Sub-Committee of Coord	Willowra Tasking Coordination Group
Representative for government at Chamber of Commerce meeting	Wonarah Phosphate Project and Tennant Creek Common User Facility Taskforce
Review of facilities within the Department of Primary Industry Fisheries and Mines	Youth Tasking Coordination Group
Rio Tinto Alcan Taskforce	



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

Nhulunbuy

Arnhem Village Shopping Centre
Arnhem Road
Nhulunbuy NT 0880

PO Box 346
Nhulunbuy NT 0881

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

Katherine

5 First Street
Katherine NT 0850

PO Box 1171
Katherine NT 0851

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

Alice Springs

Greatorex Building
Corner Bath and Parsons Streets
Alice Springs NT 0870

PO Box 2605
Alice Springs NT 0871

Telephone: (08) 8951 5521
Fax: (08) 8951 5361

Tennant Creek

Ground Floor Barkly House
99 Patterson Street
Tennant Creek NT 0860

PO Box 696
Tennant Creek NT 0861

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

FEEDBACK FORM

The Department of the Chief Minister welcomes your feedback on the 2008–09 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 ROLE IN READING THIS REPORT?

- Business interests Student
 Employee Local resident
 Contractor/ Supplier Member of community group
 Other (please specify) Member of 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

Or alternatively submit your feedback electronically on the DCM website at www.dcm.nt.gov.au

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