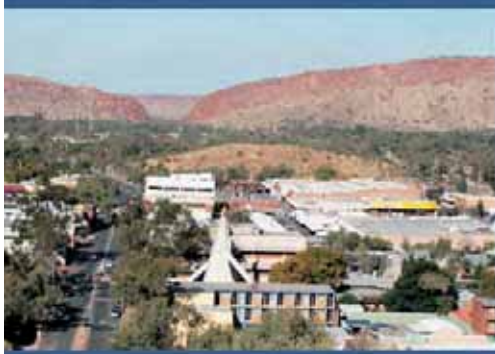
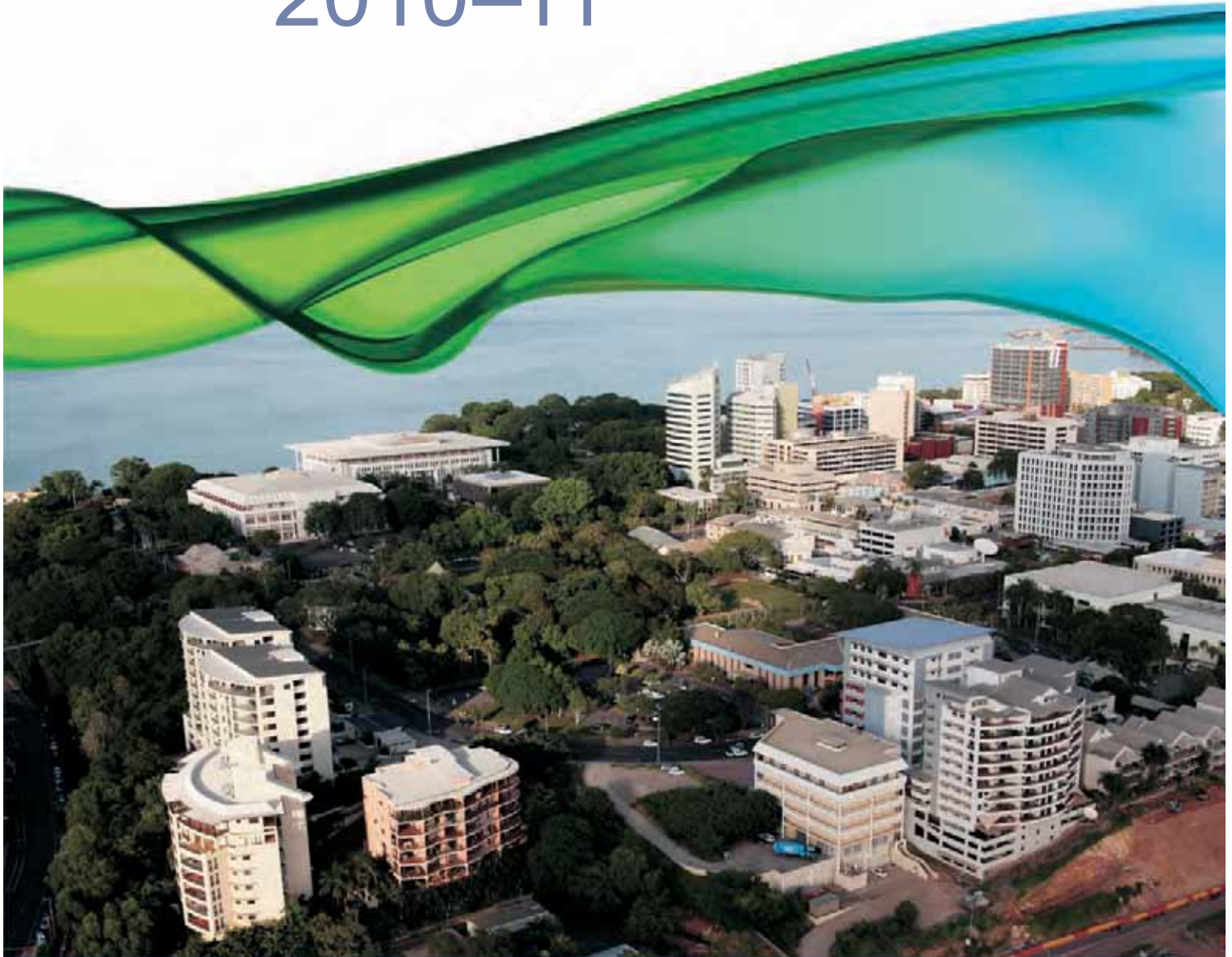




Northern  
Territory  
Government

DEPARTMENT OF THE CHIEF MINISTER

# Annual Report 2010–11





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Enquiries should be made to:  
Department of the Chief Minister  
GPO Box 4396  
DARWIN NT 0801  
Telephone: (08) 8999 6738  
Fax: (08) 8999 6733

# 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 2010–11 annual report on the activities and achievements of the Department of the Chief Minister.

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

- (a) Proper records of all transactions affecting the department are kept and the employees under my control observe the provisions of the *Financial Management Act*, the Financial Management Regulations and the Treasurer's Directions.
- (b) Procedures within the department afford proper internal control, and these procedures are recorded in the Accounting and Property Manual, which has been prepared in accordance with the requirements of the *Financial Management Act*.
- (c) There is no indication of fraud, malpractice, major breach of legislation or delegation, major error in, or omission from, the accounts and records.
- (d) The internal audit capacity available to the department is adequate and the results of internal audits have been reported to me.
- (e) The financial 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 in compliance with the *Information Act*.

Yours sincerely



**Mike Burgess**  
Chief Executive

September 2011

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# 1

## INTRODUCTION AND OVERVIEW



PURPOSE OF THE REPORT  
TARGET AUDIENCE  
CHIEF EXECUTIVE'S OVERVIEW  
ABOUT THE DEPARTMENT  
ORGANISATIONAL STRUCTURE



## PURPOSE OF THE REPORT

This annual report provides a record of the Department of the Chief Minister's achievements for the 2010–11 financial year. In line with Section 28 of the *Public Sector Employment and Management Act*, the report aims to inform parliament, Territorians and other stakeholders of:

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

The report provides a wide range of stakeholders with a summary of the department's progress in achieving its planned outcomes, as outlined in 2010–11 Budget Paper No.3, and an insight into future directions.



## TARGET AUDIENCE

This annual report provides information to a range of audiences on the department's activities and achievements for the 2010–11 financial year. It is also a finalisation of the department's income and financial expenditure from the Northern Territory Treasurer's 2010–11 Budget. The annual report is tabled in the Northern Territory Legislative Assembly as an accountability reporting mechanism for the department's respective ministers and the parliament.

The Department of the Chief Minister is responsible for ensuring government priorities are reflected in policy and implemented effectively by the public sector. It provides whole-of-government policy advice and leadership in coordinating approaches to priority issues throughout the Northern Territory Public Sector (NTPS).

The department's primary contribution to the strategic direction of government is through the coordination of coherent, rigorous and evidence-based advice to the Chief Minister and Cabinet. The department also engages extensively with the Australian and state and territory governments, industry and community sectors.

For such wide-ranging stakeholders, this annual report summarises the range of the department's services and activities. It also formally acknowledges the achievements of the department's employees, and provides useful information for prospective employees.

## CHIEF EXECUTIVE'S OVERVIEW



The 2010–11 year has been pleasing from a number of perspectives. The year has seen strong results in providing whole of government leadership and coordination

of key priorities, as well as growth in the strength of the agency's internal leadership.

The department's achievements in assisting government to position the interests of the Territory at the local, national and international levels were again highlighted during 2010–11.

The importance of the Territory 2030 framework as a tool to progress evidence-based policy and program design across government has been particularly pleasing.

The department took on secretariat responsibilities to support the Chief Minister who chaired the Council for the Australian Federation (CAF), with first ministers pursuing a range of national policy issues, including disaster resilience, health reform and the regulation of the higher education sector.

During the year, the department continued cross-agency coordination of Council of Australian Governments

(COAG) matters, bedding in new arrangements through National Partnership Agreements and broader sector reforms. The Chief Executives Coordination Committee, also made good progress, both collectively and through the work of sub-committees focusing on key issues including economic development, improving remote service delivery, and developing policy options for government to improve social outcomes such as the significant decisions taken by the Territory Government to improve the child protection system and addressing alcohol abuse.

While nationally and internationally, the impacts of the global financial crisis continue to be felt, the Territory continues to lead the nation in key economic measures including growth prospects and unemployment rates. The development of gas resources in the Timor Sea and Browse Basin will underpin this position and the importance of Darwin's strategic location and industrial capability will grow. The \$25 billion Ichthys liquefied natural gas project is in its closing stages before final investment decision. The efforts of departmental officers in ensuring that the Northern Territory maintained a professional working relationship with the project proponents has been outstanding. The department also facilitated a tender to develop a Marine Supply Base at East Arm, which will establish the Territory as an oil and gas

supply hub, and assisted in the approval of the North Australia Centre for Oil and Gas at Charles Darwin University, a cutting edge research and training facility to support future capability and employment outcomes.

Our work implementing the International Trade Strategy 2009-2013 continued with key achievements including the Chief Minister's hosting of Territory Week at the Shanghai World Expo in August 2010, promoting investment and trade opportunities particularly the minerals, education, tourism and indigenous arts and craft sectors. The Confucius Institute was established at the Charles Darwin University, and a number of Ministerial delegations and business missions proved successful, furthering our relationships with our key trading partners.

Closer to home, the Alice Springs Transformation Plan (ASTP) has continued to deliver extremely successful programs to improve life outcomes and reduce homelessness through housing and infrastructure upgrades and expanded support services. The Territory and Australian governments are working in partnership with the community sector, particularly Aboriginal organisations, to assist delivering sustainable improvements in service delivery. The department is also supporting the development of a Community Action Plan in Alice Springs to address seasonal occurrences of anti-social behaviour.

Implementation of the Northern Territory Climate Change Policy is also progressing well, with 41 actions already achieved and progress on track for the remainder.

Other noteworthy activities during the year included celebrations for the 100 year centenary of the Northern Territory, and other major events such as the V8 Supercars, Australian Superbikes, Hottest 7s Rugby, Bass in the Grass, The Concert, Finke Desert Race and Masters Games, which continue to enrich the Territory as a place to live and visit.

Of course, we were also faced with many challenges during the year, none more so than the emergency and recovery coordination in the wake of Cyclone Carlos, the Daly River Floods, Cyclone Yasi and the Queensland Floods. The collaborative responses from across the Northern Territory Government were extraordinary, and highlight the great strides the agency has made in recent years in developing robust frameworks for disaster recovery arrangements.

As foreshadowed in my report last year, my Executive Management Team developed an action plan to implement positive responses to results from the NTPS Employee Survey. Following a series of consultative workshops, we developed and commenced implementation of the DCM Leadership Roadmap 2010–2012, which establishes key targets and actions to enhance our leadership capabilities and behaviours,



in line with our values of innovation, professionalism and respect. I am happy to report favourable qualitative feedback from staff, with over 90% of staff regarding the department as a good place to work, and a renewed focus on providing quality leadership at every level in the organisation.

Over 2011–12, key priorities will include: coordinating implementation and communication of Territory 2030; proactively engaging in emerging policy reforms through the COAG framework; supporting regional development initiatives including the implementation of the Alice Springs transformation Plan (ASTP) and Territory Growth Towns; facilitating trade, investment and employment opportunities from major onshore and offshore oil and gas projects; monitoring the implementation of the Northern Territory's green energy and climate change initiatives; improving government service delivery frameworks; coordinating whole of

government consultation with the Australian Government during the final year of the NT Emergency Response; and continuing our internal leadership capability and development program.

I congratulate and thank staff across the department for their efforts and contributions in responding to our challenging work program over the last year, and look forward as we continue to implement the priorities of government during 2011–12.

Mike Burgess  
Chief Executive



September 2011

## ABOUT THE DEPARTMENT

The Department of the Chief Minister plays a crucial role in 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 is responsible for ensuring that government priorities are reflected in policy and implemented effectively by the public sector. It provides whole-of-government policy advice and leadership in coordinating approaches to priority issues throughout the Northern Territory Public Sector.

The department's primary contribution to the government's strategic direction is through the coordination of coherent,

rigorous and evidence-based advice to the Chief Minister and Cabinet.

### Core Business

- Position the interests of the Northern Territory at Territory, 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 government, including Territory 2030
- Support the processes and functions of executive government
- drive improved outcomes for all Territorians.

### Values

The department's values guide our actions and integrity, and assist us to be resilient. They influence the way we work together, the way we interact with our clients and the way we engage with the global community. In essence, our values define who we are.

|   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Innovation</li> </ul>      | <ul style="list-style-type: none"> <li>• Identifying opportunities and developing creative solutions in a rapidly changing environment.</li> </ul>         |
| <ul style="list-style-type: none"> <li>• Professionalism</li> </ul> | <ul style="list-style-type: none"> <li>• Building positive relationships, demonstrating leadership and delivering effective outcomes.</li> </ul>           |
| <ul style="list-style-type: none"> <li>• Respect</li> </ul>         | <ul style="list-style-type: none"> <li>• Encouraging and valuing the contributions of our people, diversity, teamwork and a balanced workplace.</li> </ul> |

## 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, including Territory 2030. Our Strategic Plan explains those priorities and how they are being achieved, progress of which is monitored by the Executive Management Group.

| Strategic priorities  | Major strategies  |
|---|---|
| <ul style="list-style-type: none"><li>• Position the Territory for the future</li></ul> | <ul style="list-style-type: none"><li>• Articulate the government's vision for the Northern Territory, Territory 2030.</li><li>• Maximise opportunities for the Northern Territory arising out of national policy initiatives.</li><li>• Lead intergovernmental frameworks and broader engagement to promote the Northern Territory's interests and objectives.</li></ul> |
| <ul style="list-style-type: none"><li>• Build a strong Territory community</li></ul>    | <ul style="list-style-type: none"><li>• Support regional development through strong leadership and coordination.</li><li>• Support and promote improvements to the diverse Territory lifestyle.</li><li>• Build a safe, secure and resilient Northern Territory.</li></ul>  |
| <ul style="list-style-type: none"><li>• Grow the Territory economy</li></ul>            | <ul style="list-style-type: none"><li>• Identify and facilitate key economic opportunities for the Northern Territory.</li><li>• Attract investment and develop new trade opportunities.</li></ul>  |
| <ul style="list-style-type: none"><li>• Improve government service delivery</li></ul>   | <ul style="list-style-type: none"><li>• Support strong executive government frameworks.</li><li>• Ensure the department has the ongoing capability to deliver its priorities and services.</li><li>• Refine the frameworks for improved delivery of and access to government services.</li></ul>  |

In building on a number of strategies that commenced during 2010–11, and in line with Territory 2030, the department's key priorities for 2011–12 include:

## **Society**

- Coordinating the implementation of the Territory's long-term strategic plan, Territory 2030, including prioritising, monitoring and reporting on Territory 2030 targets across all core areas and agencies and coordinating the biennial Territory 2030 Survey and Territory 2030 Scorecard
  - Proactively engaging in emerging issues through the Council of Australian Governments, Council of Australian Federation and other national frameworks to ensure optimal outcomes across all policy areas
  - Supporting regional development through leadership of the Chief Executive's Coordination Committee, engagement with municipal councils and shires, monitoring initiatives in Territory Growth Towns and coordinating the implementation of the Alice Springs Transformation Plan
  - Delivering relevant Territory 2030 conferences and workshops, providing support to the Northern Territory Major Events Company to deliver major events, advancing the Northern Territory Multicultural Policy and facilitating the Northern Territory social inclusion and responsibility initiatives
- Developing Northern Territory security arrangements aligned with national frameworks, facilitating consistent whole-of-government emergency planning and response procedures and coordinating whole-of-government responses to priority community issues.

## **Economic Sustainability**

- Identifying and facilitating key economic opportunities for the Territory by coordinating and facilitating a whole-of-government approach to major projects, and engaging proactively with the business community and other stakeholders to ensure business confidence, provide support and monitor the implementation of strategies to cater for growth.
- Attracting investment and new trade opportunities through developing Darwin as an onshore gas-based processing hub, establishing the Marine Supply Base, promoting local industry capacity to national and international markets, developing and maintaining strong international relationships with priority countries and markets and leading the implementation of the Growing International Trade 2009–2013 strategy.



## ABOUT THE DEPARTMENT...CONT

### **Environment**

- Maximising opportunities for the Territory arising out of national and broader Territory policy initiatives by leading the implementation of the Northern Territory Climate Change Policy, energy security and green energy initiatives.

### **Knowledge, Creativity and Innovation**

- Improving government service delivery by supporting strong executive governance frameworks, ensuring the agency has the ongoing capability to deliver its priorities and services and refining the frameworks for improved delivery of, and access to, government services.



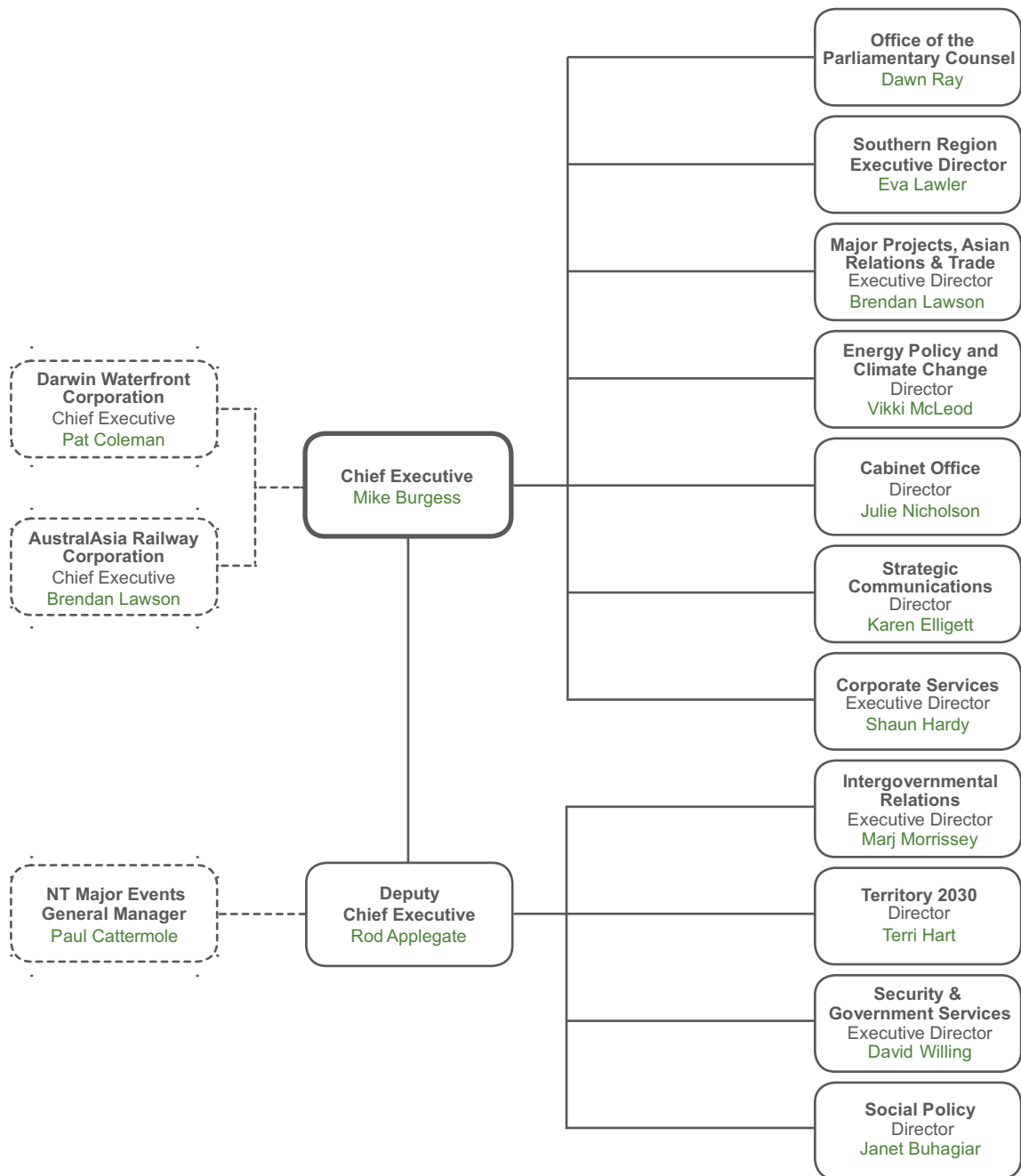
## Expenditure at a Glance

| Output Group/Output                                 | 2010–11<br>Actual<br>\$000 | 2011–12<br>Budget<br>\$000 |
|---|----------------------------|----------------------------|
| <b>Policy Advice and Public Sector Coordination</b> | <b>25 326</b>              | <b>25 319</b>              |
| Policy Advice and Coordination                      | 7 357                      | 6 275                      |
| Multicultural Advancement                           | 1 757                      | 1 881                      |
| Alice Springs Transformation Plan                   | 16 212                     | 17 163                     |
| <b>Territory Development</b>                        | <b>27 471</b>              | <b>7 800</b>               |
| Major Projects                                      | 24 202                     | 4 953                      |
| Asian Relations and Trade                           | 3 269                      | 2 847                      |
| <b>Government Business Support</b>                  | <b>33 124</b>              | <b>27 888</b>              |
| Support to Ministers and Leader of the Opposition   | 27 297                     | 22 289                     |
| Legislation Production                              | 2 197                      | 2 345                      |
| Support to Administrator and Government House       | 3 630                      | 3 254                      |
| <b>Community Support</b>                            | <b>27 871</b>              | <b>26 128</b>              |
| Community Support                                   | 27 871                     | 26 128                     |
| <b>Total Expenses</b>                               | <b>113 792</b>             | <b>87 135</b>              |

2011–12 Staffing: 271

# ABOUT THE DEPARTMENT...CONT

## Organisational Structure



# CORPORATE GOVERNANCE



EXECUTIVE MANAGEMENT GROUP  
GOVERNANCE FRAMEWORK  
COMMITTEES STRUCTURE  
EXTERNAL SCRUTINY  
ACCESS TO INFORMATION  
LEGISLATIVE FRAMEWORK

## EXECUTIVE MANAGEMENT GROUP



Mike Burgess  
Chief Executive



Rod Applegate  
Deputy Chief Executive



Dawn Ray  
Office of Parliamentary Council



Janet Buhagiar  
Director, Social Policy

EXECUTIVE MANAGEMENT GROUP...CONT



Marj Morrissey

Executive Director, Intergovernmental Relations



Brendan Lawson

Executive Director, Major Projects, Asian Relations and Trade



David Willing

Executive Director, Security and Government Services



Julie Nicholson

Director, Cabinet Office



## EXECUTIVE MANAGEMENT GROUP



Karen Elligett

Director, Strategic Communications



Eva Lawler

Executive Director, Southern Region



Terri Hart

Director, Territory 2030



Shaun Hardy

Executive Director, Corporate Services

EXECUTIVE MANAGEMENT GROUP...CONT



Phil Vivian  
Chief Financial Officer



Zelma Collins  
Director, Human Resources



Vikki McLeod  
Director, Energy, Policy And Climate Change





## GOVERNANCE FRAMEWORK

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

The department's policy and framework is guided by better practice principles as advocated by the Australian National Audit Office (ANAO).

### Governance Principles

- **Accountability** – being answerable for decisions and having meaningful mechanisms in place to ensure the agency adheres to all applicable standards
- **Transparency** – having clear roles and responsibilities and clear procedures for making decisions and exercising power
- **Integrity** – acting impartially, ethically and in the interests of the agency, and not misusing information acquired through a position of trust
- **Stewardship** – using every opportunity to enhance the value of the public assets and institutions that have been entrusted to care
- **Efficiency** – ensuring the best use of resources to further the aims of the organisation, with a commitment to evidence-based strategies for improvement
- **Leadership** – achieving an agency-wide commitment to good governance through leadership from the top.

A useful tool that the department has used in the application of better practice principles is the ANAO's House of Public Sector Governance.



## GOVERNANCE FRAMEWORK...CONT

## ANAO House of Public Sector Governance



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

Over 2010–11, the Department of the Chief Minister focused on reinforcing the basic building blocks, as reflected in the ANAO's House of Public Sector Governance, with a particular emphasis on leadership capabilities and culture across the organisation (see DCM Leadership Roadmap featured in this annual report).

Stakeholder relationships, which are vital to the coordination role of DCM, were monitored via the department's major client survey conducted in 2009–10. Notwithstanding high levels of satisfaction

(over 85%), responses were developed for areas where there was room for improvement.

Work has commenced in the building blocks of ethical principles and strengthening planning and performance monitoring frameworks, which will continue during 2011–12. Additional areas of focus will include risk management, and conformance and accountability, in particular the overseeing of the department's audit program activities (see External Scrutiny in this chapter).

## COMMITTEES STRUCTURE

### Executive Management Group

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

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

### Membership

Chair: Chief Executive

Members: Deputy Chief Executive  
Executive Director, Intergovernmental Relations  
Executive Director, Major Projects, Asian Relations and Trade  
Executive Director, Southern Region  
Executive Director, Security and Government Services  
Executive Director, Corporate Services  
Parliamentary Counsel  
Director, Social Policy  
Director, Energy Policy and Climate Change  
Director, Strategic Communications  
Director, Cabinet Office  
Director, Human Resources  
Director, Territory 2030  
Chief Financial Officer

The committee meets monthly.

## COMMITTEES STRUCTURE...CONT

### 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, Intergovernmental Relations  
Parliamentary Counsel  
Manager, Energy Policy and Climate Change

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, records and knowledge management practices.

#### Membership

Chair: Executive Director, Corporate Services

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

The committee meets quarterly.

## COMMITTEES STRUCTURE...CONT

### Occupational Health and Safety Committee

The Occupational Health and Safety Committee (OH&S) provides advice to the Chief Executive through the EMG 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 (WHSA)*, 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 committee comprises representatives from designated work groups, in line with *WHSA* requirements.

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 2010–11, the department was subject to two external audits by the Northern Territory Auditor General's Office: Ministerial Travel Compliance and Agency Compliance.

The Ministerial Travel Compliance Audit found that the control procedures examined as part of the audit provided reasonable assurance that payments made in relation to ministerial travel during the period 1 July 2009 to 30 June 2010 complied with the requirements of the Remuneration Tribunal Determinations. However, recommendations were made around several minor matters to help further improve controls and processes, which were agreed to by the department and are being actioned.

The Agency Compliance Audit found that, in general, the accounting and

control procedures examined provide reasonable assurance that the responsibilities of the Accountable Officer, as set out in the Treasurer's Directions and Procurement Regulations and Guidelines, will be met if those systems continue to operate in the manner identified in the audit. Again, recommendations for minor improvements to controls and processes were agreed by the department and are being actioned.

Other forms of external scrutiny during 2010–11 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
- attendance by department officials before the Council for Territory Cooperation
- 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](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](mailto:foi.dcm@nt.gov.au)

### Requests for Access to Information in 2010–11

The table below shows that a total of eight applications for access to information were received in 2010–11. An additional four applications were carried over from 2009–10. In addition, four requests for an internal review of decisions were carried over from 2009–10. There were no complaints submitted to the Information Commissioner.

| Information Act Requests                                   | 2003–04 | 2004–05 | 2005–06 | 2006–07 | 2007–08 | 2008–09 | 2009–10 | 2010–11 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|
| Applications carried over from the previous year           | 0       | 0       | 0       | 2       | 1       | 0       | 4       | 4       |
| Applications to access personal information                | 0       | 0       | 0       | 0       | 2       | 0       | 1       | 0       |
| Applications to access government and personal information | 0       | 0       | 0       | 0       | 0       | 0       | 0       | 1       |
| Applications to access government information              | 5       | 6       | 3       | 6       | 11      | 22      | 20      | 7       |
| Applications transferred                                   | 0       | 2       | 1       | 2       | 0       | 0       | 0       | 1       |
| Requests withdrawn   | 0       | 1       | 0       | 0       | 3       | 1       | 1       | 1       |
| Responses completed  | 5       | 6       | 1       | 5       | 13      | 17      | 17      | 7       |
| Applications on hand as at 30 June                         | 0       | 0       | 2       | 1       | 0       | 4       | 4       | 3       |
| Internal reviews   | 0       | 0       | 0       | 0       | 1       | 1       | 7       | 4       |
| Complaints to Information Commissioner                     | 0       | 0       | 0       | 0       | 0       | 1       | 0       | 0       |

## 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 in 2010–11.

## Records and Archives Management

The department complies fully 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 NTPS agencies to manage records in compliance with the Northern Territory Government records management standards.

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


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

## Legislative Framework

The 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*

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- *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 department's legislation and principal areas of government for which ministers are responsible.





PERFORMANCE REPORTING



PERFORMANCE REPORTING OVERVIEW

OUTPUTS

INPUTS



## PERFORMANCE REPORTING 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 annual report.

For the Department of the Chief Minister, the primary performance measure for quality is client satisfaction, which is assessed through client surveys. As reported in last year's annual report, the department conducted a major client survey during the 2009–10 financial year, which assessed:

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

The feedback provided by clients reflected a high level of overall satisfaction: over 85 per cent. A number of useful suggestions were received to further improve client services and relationships, and implementation of these commenced in the relevant business units during 2010–11.

The Department of the Chief Minister's output structure for 2010–11 follows:

**Policy Advice and Public Sector Coordination**

- Policy Advice and Coordination
- Multicultural Advancement
- Alice Springs Transformation Plan

**Territory Development**

- Major Projects
- Asian Relations and Trade

**Government Business Support**

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

**Community Support**

- Community Support



## 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 intergovernmental relations and other areas where a whole-of-government position is required.

- monitoring the strategic policy issues in areas of primary focus across government agencies
- monitoring and coordinating the implementation of government's strategic directions.

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

### Output: Policy Advice and Coordination

This output group works with Northern Territory Government agencies to develop and guide implementation of whole-of-government strategies and priorities by providing:

- leadership and coordination in the development and implementation of initiatives to advance government's strategic priorities
- monitoring of key policy issues across government and nationally.
- advice to agencies and the Chief Minister on Cabinet submissions

| Key Deliverables                         | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|--|-------------------|-------------------|---------------------|-------------------|
| Client Satisfaction                      | >80%              | >85%              | >80%                | >85%              |
| Advice provided within agreed timeframes | >80%              | >80%              | >80%                | >80%              |

## Executive

The Executive Unit leads the department, providing professional support to 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 intergovernmental 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 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 2010–11

- Led coordination and support for whole of government committees, working groups and taskforces
- Refocused priorities and arrangements for regional coordination committees
- Directed development and implementation of DCM Leadership Roadmap initiatives
- Commenced enhancements to business processes, and planning and reporting frameworks.

### Future Priorities 2011–12

- Maximising benefits to the Territory from the \$25 billion Ichthys liquefied natural gas project and Marine Supply Base
- Coordinating whole-of-government consultation with the Australian Government during the final year of the NT Emergency Response
- Expanding partnerships with non-government organisations, to assist delivering improvements in service delivery, social inclusion and social responsibility
- Working with the Commissioner for Public Employment to strengthen the Northern Territory Public Sector.



## Intergovernmental Relations

The Department of the Chief Minister's structure was adjusted in November 2010 to give the agency a greater ability to respond more directly to emerging priorities.

As a result, Intergovernmental Relations was formed to engage proactively in emerging and existing issues, particularly through the Council of Australian Governments (COAG) and the Council for the Australian Federation (CAF).

Intergovernmental Relations coordinates intergovernmental relations and provides policy advice to the Chief Minister, Chief Executive and Deputy Chief Executive. Its objectives are to:

- perform a coordination role in intergovernmental relations, including

with COAG and CAF, and other areas where a whole-of-government position is required

- monitor strategic policy issues and provide high-level policy and technical advice to the Chief Minister, Cabinet and agencies
- monitor the implementation of key government priorities across the public service
- support Northern Territory Government agencies in policy development and implementation
- liaise closely with other agencies in relation to strategic policy development and, within the department, work closely with other business units.

## Key Achievements 2010–11

- Provided advice and monitored the implementation of National Partnership Agreements and Health Sector Reforms
- Engaged proactively on emerging issues through COAG and CAF
- Coordinated Northern Territory responses and inputs regarding treaty actions, trade agreements and periodic reporting for United Nations conventions and Committees
- Participated in, and coordinated, Northern Territory responses to national enquiries and reform processes
- Provided advice on Cabinet submissions, Executive Council matters and ministerial correspondence
- Participated and assisted in the resolution of issues, the development of policies and the implementation of whole-of-government strategies
- Supported the department and other Northern Territory Government agencies in governance and policy implementation.

### Future Priorities 2011–12

- Provide advice and monitor the implementation of National Partnership Agreements
- Engage proactively on emerging issues through COAG and CAF, including sustainability, disability care and support, and mental health
- Coordinate and participate in the resolution of emerging issues, the development of new policies and the implementation of current and future strategies.

### SNAPSHOT

In 2011 the Chief Minister of the Northern Territory assumed the role of Chair of the Council for Australian Federation (CAF) for one year. The Council comprises the First Ministers of the States and Territories and serves to further the shared interests of state jurisdictions in the development of national policies and reforms.

The Chief Minister is supported in this role by a CAF Secretariat located in the Intergovernmental Relations Division of DCM and this role is funded by the member states. The Secretariat facilitated discussions and negotiations between the states on policies put forward by the Commonwealth and supported the efforts of the states to raise matters of importance with the Commonwealth, particularly in the context of Council of Australian Government meetings.



In the first half of 2011, CAF played a significant role in advancing the interests of the states in its negotiations with the Commonwealth in concluding a national health reform agreement. The CAF Secretariat has also supported discussions between the states on tax reform, climate change policy, national transport regulation and the proposed National Disability Insurance Scheme.



## Social Policy

The Social Policy Division was also established in the department's structure adjustment in November 2010 to allow the agency to generate a better coordinated approach to social priorities within the community.

Its objectives are to:

- provide whole-of-government advice on current and emerging social policy issues and initiatives to promote improved social outcomes

- monitor the implementation of key government priorities across the public sector
- facilitate research to inform an evidence-based understanding of social policy issues and initiatives.

The division liaises with other agencies on strategic social policy developments and works closely with the Social Responsibility Subcommittee of COORD. The division also provides support to the Community Safety Sub-Committee of Cabinet.

## Key Achievements 2010–11

- Provided policy advice across a range of social policy issues, including alcohol reforms, child protection, community safety, homelessness and youth.
- Assisted NTG agencies to implement initiatives to improve government service delivery.
- Assisted in developing whole-of-government responses to social issues to promote improved social outcomes.



### Future Priorities 2011–12

- Work with agencies to develop and communicate a framework for whole-of-government social inclusion strategies and priorities
- Expand support to other agencies in developing whole-of-government social policy outcomes
- Continue working with Non- Government Organisations and government agencies in capacity building initiatives that will strengthen partnerships and service delivery.
- Assist in the development of a University Capital strategy in partnership with Charles Darwin University and Darwin City Council
- Continue to support the Social Responsibility Subcommittee of COORD
- Assist in the development and launch of an NT Volunteering Awards program to celebrate voluntary activities within the Territory community.

### Energy Policy and Climate Change Unit

The Energy Policy and Climate Change Unit was established in the Department of the Chief Minister on 1 January 2010 in conjunction with the release of the NT Climate Change Policy.

The role of the Energy Policy and Climate Change Unit is to:

- provide strategic, coordinated responses, advice and analysis to the Chief Executive, Chief Minister and the Minister for Climate Change on climate change and energy policy, including liaison with the Australian Government
- coordinate, monitor and report on the implementation of the NT Climate Change Policy
- maximise opportunities for the Territory arising from national and international developments in climate change and energy policy, such as the proposed Australian Government's Carbon Price Mechanism and the Renewable Energy Target.



## Key Achievements 2010–11

- Coordinated the implementation of the Northern Territory Climate Change Policy. Progress achieved on all nine key elements and 40 targets; 89 of the 118 actions achieved. Established a reporting framework to monitor progress.
- Published the progress report on the implementation of the NT Climate Change Policy (in its first six months), which was presented by the Minister for Climate Change, Mr Karl Hampton MLA, in Alice Springs and via webcast
- Convened and supported the Green Energy Taskforce in the preparation of the first “Roadmap to Renewable and Low Emission Energy in Remote Communities” which was presented to the Chief Minister in 2010
- Coordinated preparation of the Green Energy Taskforce’s second report “An Evaluation of the relative merits, feasibility and likely costs of the potentially available renewable energy technologies to be used in the NT, including Geo-thermal, solar, biomass and tidal”.
- Coordinated the NT Government’s response to Australian Government energy and climate change policy developments. Participated in national forums covering energy, energy security, energy efficiency, carbon markets, national compliance and reporting.
- Supported the establishment of the NT carbon offset industry
- Established the Centre for Renewable Energy at Charles Darwin University.
- Worked in partnership with Charles Darwin University on climate change and renewable energy through the new Research Institute for the Environment and Livelihoods (RIEL) and the Centre for Renewable Energy, including the development of the 2011 Charles Darwin Symposium on Climate Change.

### Future Priorities 2011–12

- Continue to implement the Northern Territory Climate Change Policy
- Deliver to government an updated Energy Policy for the Northern Territory
- Deliver a whole-of-government Climate Change Adaptation Action Plan for the Territory
- Coordinate the NTG response to the recommendations from the Green Energy Taskforce second report
- Deliver to government strategies to displace diesel for electricity generation in NT remote communities
- The development of leading edge energy efficiency applications in business and industry
- Deliver to government a strategy for the development of Northern Territory renewable energy resources
- Implement the Climate Change Community Grants Program (funded by the new NT Government Travel Levy)
- Successfully stage the 2011 Charles Darwin University/NT Government Climate Change Symposium
- Facilitate and leverage government and private investment in major renewable energy projects.

### Security and Emergency Recovery

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

The unit is responsible for the implementation of measures to:

- coordinate and support recovery from emergencies
- facilitate the implementation of nationally agreed security and emergency initiatives
- strengthen government, business and community resilience
- build supportive, purposeful and trusting relationships between stakeholders.



### Key Achievements 2010–11

- Led the Territory's participation in improving national coordination arrangements and capability in emergency management and security
- The Territory Crisis Coordination Centre participated in a national counter terrorism exercise called 'Mercury 10'
- Held the third annual Northern Territory Critical Infrastructure Protection Forum
- Conducted briefings on critical infrastructure and security risk through forums for local industry
- Continued to facilitate whole-of-Territory coordination of emergency and security incidents. Examples of this were the coordination of the recovery from Cyclone Carlos, supporting evacuees and the restoration of Nauiyu post flooding and providing support to isolated communities across the Top End, particularly in Arnhem Land, during the extended wet season
- Worked with the Local Government Association of the NT (LGANT) to facilitate emergency management and recovery planning with all local governments across the Territory.

### Future Priorities 2011–12

- Continue to represent the security and emergency management interests of the Territory through participation in national forums such as the National Counter Terrorism Committee, the National Emergency Management Committee, the National Critical Infrastructure Resilience Committee and the National Oil Supply Emergency Committee
- Commence a review of the NT Disasters Act.
- Review and update the NT Emergency Recovery Management Plan
- Ensure recovery is incorporated or considered in all NT security and emergency management exercises
- Work with NT Emergency Services, LGANT and local counter disaster committees to incorporate recovery arrangements into regional and local counter disaster plans across the Territory
- Develop emergency accommodation plans covering the NT
- Develop a Temporary Accommodation Guide for potential emergency accommodation providers
- Develop a post-cyclone recovery plan for the Greater Darwin Region

### Output: Multicultural Advancement

This output coordinates, monitors and reports on government services and programs for the multicultural community, develops and delivers

initiatives that promote multicultural participation and facilitates the contribution of multicultural groups to government decision making.

| Key Deliverables                              | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|---|-------------------|-------------------|---------------------|-------------------|
| Value of grants paid                          | \$2.18M           | \$1.01M           | \$1.00M             | \$1.07M           |
| Grants issued                                 | 143               | 110               | 100                 | 102               |
| Forums, workshops and consultations conducted | N/A               | 75                | 41                  | 45                |



## 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 performs a facilitating function by encouraging contributions by diverse multicultural groups to government decision-making processes.

### Key Achievements 2010–11

- Completed formalised engagement meetings with discrete multicultural community executive committees, in addition to regular and less formal community engagement
- Facilitated and developed a whole-of-government submission to the Australian Government on the Humanitarian Settlement Program for 2011–12 onwards
- Undertook 66 assessments of overseas qualifications in addition to enquiries by phone, email or in person
- Contributed to the development of the draft International Student Strategy for Australia as a member of the Council Of Australian Governments (COAG) Working Group
- Administered 105 grants and awards for the purpose of multicultural advancement in the Northern Territory
- Hosted the annual National Conference on Overseas Skills Recognition in Darwin
- Facilitated government response and activity to intercommunity tensions that arose temporarily during the year
- Developed the inaugural Charles See Kee Leadership Awards and Chief Minister's Medal for Outstanding Service
- Organised the inaugural Harmony Day Soiree at the Darwin Waterfront
- Commenced distribution of the OMA newsletter in electronic format across government and broader stakeholder groups
- Facilitated the voluntary shared usage of facilities by multicultural community groups.

## Future Priorities 2011–12

- Release and implement the multicultural policy and associated grants program
- Review the funding for the delivery of services to the multicultural community of the Northern Territory
- Implement strategies to increase the number of Territorians from diverse backgrounds in leadership positions, such as the Charles See Kee Leadership Awards
- Promote the Northern Territory as an inclusive society that embraces cultural diversity
- Implement an online grants application system and online events calendar
- Support the settlement of new refugees
- Continue the Harmony Day festival in conjunction with the Darwin Waterfront precinct
- Provide assistance and support towards the re-establishment of multicultural radio.



## Output: Alice Springs Transformation Plan

This output is focussed on reducing homelessness and overcrowding in Alice Springs, particularly in town camps,

and increasing access to services for Indigenous residents and visitors.

| Key Deliverables   | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|--|-------------------|-------------------|---------------------|-------------------|
| Beds provided for Indigenous residents and visitors to Alice springs | N/A               | N/A               | 150                 | 150               |
| Value of projects funded   | N/A               | N/A               | \$16.2M             | \$16.2M           |
| Client satisfaction  | N/A               | N/A               | >80%                | >90%              |
| Grant payments paid within agreed timeframes                         | N/A               | N/A               | >80%                | >80%              |

### Regional Coordination

The department's Regional Coordination Unit's role is to work with other agencies to implement and facilitate the directions and priorities of government in the Southern Region.

The unit coordinates public sector activities to ensure a whole-of-government approach and progresses vital projects and initiatives, including Territory 2030,

the Alice Springs Transformation Plan (ASTP) and the Alice Springs Youth Action Plan.

Further functions include providing advice to the Chief Minister, the Minister for Central Australia and government departments on matters affecting Central Australia.



## Key Achievements 2010–11

- Represented government in key public forums, meetings and on committees of significance to the Southern Region. This included the Solar City Board, Desert Knowledge Australia, Indigenous Education and Employment Taskforce, ASTP Joint Steering Committee, Alice Springs Youth Coordination Committee and Tourism of Central Australia
- Provided whole-of-government advice to agencies and the community sector on matters related to improving access to services in regional centres
- Facilitated the coordination of significant whole-of-government responses and ongoing monitoring of community issues such as the resolution of the Yuendumu dispute, the impact of Cyclone Yasi on the region and Alice Springs and Tennant Creek, and issues surrounding crime and anti-social behaviour in Alice Springs through installation of temporary lighting and increased interagency policing
- Coordinated whole-of-government efforts in achieving better outcomes for Alice Springs with the Alice Springs Youth Action Plan, the ASTP and the Interagency Tasking Coordination Group
- Provided continued support to reduce crime and anti-social behaviour through increased and improved CCTV for Alice Springs and increased Integrated Service Delivery Model (ISDM) exercises in hot spot areas, including town camps
- ASTP key milestones included the opening of the Apmere Mwerre Visitor Park, the completion and opening of Aherlkeme Village Transitional Housing Village, completion of additional beds at the Salvation Army Hostel for homeless men and the completion of 60 new houses completed in Alice Springs town camps
- Under the ASTP, committed more than \$14 million to a range of social support services. These programs target alcohol rehabilitation, expanded family support, family violence services, safety and security, early childhood facilities, tenancy management, life-skills support and intensive case management
- Supported the development of an Alice Springs Community Action Plan to outline the community's goals, aspirations and roles in creating a better community.



### Future Priorities 2011–12

- Support the development of a community led Alice Springs Community Action Plan
- Continue to support and monitor the implementation of Northern Territory whole-of-government projects and initiatives such as Territory 2030 and the Alice Springs Youth Action Plan
- Continue to work with regional economic committees to support development initiatives for regional communities
- Continue to progress all key projects and initiatives that form part of Territory 2030
- Continue to strive for the realisation of the goals of the ASTP: to improve life outcomes for Aboriginal residents and visitors in Alice Springs, particularly in town camps, and to reduce homelessness through housing and infrastructure upgrades and the provision of suitable support services
- Strengthen relationships with Central Australian Indigenous organisations.

## TERRITORY DEVELOPMENT

The Major Projects, Asian Relations and Trade output groups develop and facilitate major economic and resource development projects, attract foreign investment into the Territory and promote international 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 strategic infrastructure projects
- onshore gas industry developments
- strategic mineral development proposals.

Asian Relations and Trade perform the following core functions:

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

Key priorities for the division include:

- coordinating Northern Territory Government support for major projects of significance to the Territory, including the INPEX project and development of Timor Sea and Browse Basin gas resources
- pursuing opportunities to develop new strategic economic projects in the Territory and assisting proponents to reach investment decisions, including Darwin's Marine Supply Base
- positioning Darwin as Australia's 'gateway to Asia' for international trade
- strengthening the Territory's long-term relationships with countries in the region
- developing international trade markets such as Japan, China and Indonesia and building increased capacity in niche sectors, such as mining supply and servicers.
- attracting, expanding and marketing foreign investment opportunities in the Territory.



## Output: Major Projects

The Major Projects output facilitates major economic, resource development and other projects of strategic interest to the Territory, including onshore gas industry developments, major

mineral developments, Marine Supply Base facilities and coordinating the implementation of the Territory 2030 Strategic Plan across sectors.

| Key Deliverables   | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|--|-------------------|-------------------|---------------------|-------------------|
| Client satisfaction  | 85%               | >85%              | >80%                | >85%              |
| Territory 2030 Strategic Plan stakeholder consultation activities completed within agreed timeframes | N/A               | N/A               | >80%                | >95%              |

### Output: Asian Relations and Trade

The Asian Relations and Trade output promotes international trade and investment opportunities in the Territory

and fosters relationships with countries of strategic interest in the wider Asian region.

| Key Deliverables  | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|---|-------------------|-------------------|---------------------|-------------------|
| Client satisfaction   | 85%               | >75%              | >80%                | >75%              |
| Trade and investment opportunities pursued within agreed timeframes               | N/A               | N/A               | >80%                | >85%              |
| Developments in regional relationships responded to within appropriate timeframes | N/A               | N/A               | >80%                | >85%              |



## Key Achievements 2010–11

- Facilitated the INPEX Ichthys project towards the final investment decision for the Darwin onshore gas processing facility at Blaydin Point, including:
    - coordinating a whole-of-government response to the Environmental Impact Statement (EIS) for the INPEX Ichthys project
    - coordinating site selection for the construction workers' village
    - coordinating government interaction with INPEX
  - Facilitated other major projects, including:
    - Darwin Marine Supply Base
    - Santos / GDF Suez Bonaparte Gulf Floating LNG project
    - Wonarah Phosphate project
    - mineral prospects in the Roper/Gulf region
  - 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 (AOG) Exhibition and Conference (Perth)
    - Offshore South East Asia (Singapore)
    - OZMine (Jakarta)
    - South East Asia Australia Offshore Conference (SEAAOC)
    - Balikpapan Mining Petroleum Expo (Balikpapan)
    - Third Indonesian Mining Forum (Darwin)
    - Australian Petroleum Production and Exploration Association (APPEA) Conference (Perth)
- These missions provided local companies with new commercial outcomes, generated new business leads and promoted inward investment.
- Coordinated interagency activities for the SEAAOC 2010 oil and gas conference 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
  - Implemented the Northern Territory Government's 'Growing International Trade Priority Action Plan 2009–2013', a targeted and focused approach to developing sustainable international trade growth over the next five year period of the plan
  - Attracted new international business events to Darwin in 2011, including the NT Major Projects Conference in November 2010

## Key Achievements 2010–11...cont

- Coordinated ministerial missions to promote trade and investment and to strengthen bilateral relations, including:
  - Chief Minister – Japan and China
  - Minister for Asian Relations and Trade – Japan, Singapore, Indonesia and Timor-Leste
  - Ministerial forum NT/Timor Leste
- Promoted the Territory as an investment location through coordination of the following:
  - the Minister for Trade's business delegation to the Dili Trade Expo in Timor-Leste and waving off of Northern Territory participants in the Tour de Timor September 2010
  - outbound trade mission to 'OZMine 10' in Jakarta, Indonesia – March 2011
  - outbound industry trade mission to the Balikpapan Mining Expo in Indonesia – June 2011
  - regular inbound and outbound missions to promote the development of live cattle exports to Vietnam and the development of an education export market over 2010–11
- Delivered enhancements to the Trade Support Scheme to better assist businesses to engage with the international marketplace
- Sponsored and coordinated the Chief Minister's Export and Industry Awards, which recognises the success of Territory businesses
- Strengthened relations with Timor-Leste through:
  - supporting inbound visits from Timor-Leste ministers and officials
  - coordinating the Chief Minister's and Asian Relations Ministerial visits to Timor-Leste and the Third Ministerial Meeting held in Darwin
  - delivering the third round of the Timor Sea Cup, a trilateral football tournament between Timor-Leste, the Indonesian province of Nusa Tenggara Timur and the Northern Territory, in Dili
  - supporting arrangements to re-establish the Darwin to Dili Yacht Race
  - supporting the Sail Indonesia rally and assisting with the associated visit by the Timor-Leste Minister for Marina Affairs and Fisheries
  - supporting capacity-building initiatives for Timor-Leste, including provision of public service internships and soccer scholarships.



### Key Achievements 2010–11...cont

- Strengthened relations with China and Japan including through:
  - supporting Northern Territory ministerial visits to China
  - Chief Minister's visit to Japan – August 2010
  - Deputy Chief Minister's visit to Japan – November 2010
  - hosting a visit by the Chinese Ambassador
  - Chief Minister's and Minister for Asian Relations and Trade's visit to Shanghai to lead NT Week activities at the Shanghai World Expo – August 2010.

### Future Priorities 2011–12

- Continue facilitation of Ichthys and Sunrise LNG projects, Wonarah Phosphate project and other Cabinet-designated major projects
- Coordinate private sector investment in and development of a dedicated marine supply base in Darwin
- Pursue opportunities for additional LNG and value-added gas projects by promoting the Territory's competitive advantages
- Facilitate growth of the Territory's petroleum and mining supply and service sector through various industry expositions, including Australasian Oil and Gas (Perth) and Mining Indonesia (Jakarta)
- Promote Darwin as a mining supply and service centre for Northern Australia and Eastern Indonesia
- Continue to implement the 'Growing International Trade' Priority Action Plan 2009–2013 to improve the Territory's trade performance
- Continue to consolidate relationships with our Asian neighbours, including through ministerial visits and hosting foreign officials and dignitaries.



### SNAPSHOT – INPEX

INPEX announced its 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 US\$25 billion and will employ up to 2000 people at the peak of construction and 300 during operation. The plant will be commissioned in stages, with a final investment decision scheduled for late 2011, and first exports expected in 2016.

The Department of the Chief Minister is the lead agency in coordinating negotiations for the project, which will have a significant impact on growth, development and job creation for the whole of the Northern Territory into the future.





## Territory 2030 Implementation Unit

The key priority for the Territory 2030 Implementation Unit is to coordinate implementation of the Territory 2030 Strategic Plan across the NTPS and the broader Territory community. The plan provides the framework for guiding the Territory's direction over the next two

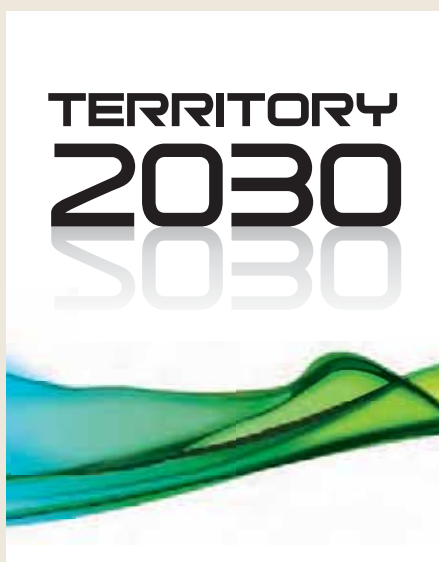
decades. The unit supports the activities of the Territory 2030 Cabinet Sub-Committee and Parliamentary Secretary and engages other stakeholders, internal and external to government, to progress key priorities and targets in the plan.

### Key Achievements 2010–11

- Coordinated the ongoing implementation of Territory 2030 across the NTPS
- Delivered Territory 2030 briefings to a range of key stakeholder groups
- Provided secretariat services to the Territory 2030 Sub-Committee of Cabinet
- Supported the regional activities of the Parliamentary Secretary for Territory 2030
- Commenced reporting on Territory 2030 through snapshots published on the Territory 2030 website
- Coordinated the inaugural Territory 2030 Survey of more than 2000 Territorians
- Led the across-agency team that coordinated the first Chief Ministers Talking Territory 2030 online forum for public servants
- Supported government agencies to align corporate and strategic planning and reporting with Territory 2030
- Delivered a range of presentations and papers to various stakeholder groups, conferences and workshops
- Staff led or contributed to a range of departmental leadership activities.

### Future Priorities 2011–12

- Launch a partners program to recognise the contribution of business, industry, community and other sectors in advancing targets
- Launch a youth-focussed project aimed at engaging middle and senior school students with Territory 2030
- Continue support for the Territory 2030 Sub-Committee of Cabinet and the Parliamentary Secretary
- Publish the first Territory 2030 Scorecard
- Implement the roll-out of an integrated performance reporting database across government.



### SNAPSHOT – Territory 2030

The Territory 2030 strategic plan sets out a vision for the Northern Territory's future, with targets and goals for six areas of importance: education (as the priority) and five linked areas of society, economic sustainability, health and wellbeing, environment, and knowledge, creativity and innovation.



## 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 provides operational advice, administrative support, hospitality services and advice on protocol matters to the Chief Minister, ministers and

Leader of the Opposition, as well as secretariat services to the department, Cabinet and the Executive Council.

| Key Deliverables  | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|---|-------------------|-------------------|---------------------|-------------------|
| Client satisfaction   | >90%              | >90%              | >80%                | >90%              |
| Official functions supported  | 180               | 157               | 168                 | 150               |
| Cabinet, Cabinet sub-committee and Executive Council meetings supported | N/A               | N/A               | 124                 | 116               |
| Advice provided within agreed timeframes                                | 97.5%             | 100%              | >80%                | 100%              |

### 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 NTPS agencies on machinery of government matters. The office has a coordination role in managing a number of whole-of-government databases and monitoring government's commitments.

The office provides content for the newspaper feature and website 'In your

Parliament', an informative feature on legislation and ministerial statements debated in the Northern Territory Legislative Assembly.

The Cabinet Office administers the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*, and provides assistance to government agencies in administering entitlements for members of government boards and committees.

### Key Achievements 2010–11

- Implemented electronic lodgement of Cabinet submissions and electronic distribution of Cabinet decisions to agencies.
- Developed a pilot program for paperless Cabinet meetings.
- Prepared three new Administrative Arrangements Orders for the Northern Territory Government.
- Developed and implemented a new format for the Administrative Arrangements Orders to improve ease of use.
- Prepared amendments to the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act* to link the salary movements for members of the Legislative Assembly to NT Public Sector salary movements.
- Assisted with arrangements for regional Cabinet visits to Groote Eylandt and Wadeye.
- Prepared materials for the 30-year opening of the 1980 Cabinet records under the *Information Act* on 1 January 2011.



### Key Achievements 2010–11...cont

- Assisted the Remuneration Tribunal with inquiries into the entitlements of members of the Legislative Assembly and magistrates
- Enhanced management reporting from the ministerial liaison database
- Engaged a consultant to develop a proposal for transitioning the Cabinet, Executive Council, Boards and Committees and other related databases to new data management platform
- Continued to support Machinery of Government training courses for Territory public servants, in partnership with Charles Darwin University.

### Future Priorities 2011–12

- Implement paperless Cabinet meetings
- Prepare materials for the 30-year opening of the 1981 Cabinet records under the Information Act
- Transition the Cabinet, Executive Council, Boards and Committees and other related databases to new data management platform
- Enhance the reporting capability of the Government's commitments database
- Review and update the Government Boards and Committees Handbook.

## Protocol

The Protocol Unit is responsible for initiating, coordinating and delivering strategic programs that will enhance and protect the dignity of the Northern Territory Government while effectively promoting the Northern Territory nationally and internationally.

It is responsible for administering official ceremonial and hospitality activities and the official visits program for the Northern Territory Government.

The unit provides informed advice on the day-to-day management of the ministers' hospitality agenda, supports

the Chief Minister and other ministers on overseas visits and oversees government ceremonial, major special events and promotional activities. It also maintains and develops relationships with consular and diplomatic corps and develops and implements programs for diplomats, heads of state and business leaders to visit the Northern Territory.

The unit also manages state funerals and the government's VIP vehicle fleet and advises the community on general protocol matters, congratulatory messages, state emblems, flags and national symbols.

### Key Achievements 2010–11

- Arranged programs for official visits by 10 foreign dignitaries and VIPs in addition to ensuring their safety and security
- Coordinated more than 138 functions hosted by the Northern Territory Government
- Provided hospitality and support for significant events including the V8 Supercars, Australian Superbikes, the Arafura Games and Darwin Cup
- Facilitated two state funerals
- Continued to provide VIP transport services to the Chief Minister, ministers, Leader of the Opposition, Supreme Court judges and visiting dignitaries
- Continued to identify resource savings in all core business output capacities through improving accounting transparency and reporting processes
- Organised festivities for Territory Day in all major population centres with fireworks displays, flag raisings and official receptions.



### Future Priorities 2011–12

- Support major Northern Territory activities including:
  - AFL and NRL promotional games
  - Alice Springs Sitings
  - V8 Supercars
  - Australian Superbikes
  - Darwin Cup
- Continue to maintain strategic relationships and coordinate special projects and events, including ceremonial and hospitality activities
- Continue cross-training exercises and practical support for official visits and hospitality
- Continue consultations with internal and external stakeholders to ensure unit performance and outputs are in line with implemented strategies to improve both 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, proposed subordinate legislation and settled 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.

| Key Deliverables             | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|------------------------------|-------------------|-------------------|---------------------|-------------------|
| Client satisfaction          | 92%               | >90%              | >80%                | >90%              |
| Pages of legislation drafted | 3636              | 3300              | 3000                | 4794              |
| Legislative deadlines met    | 100%              | 100%              | >80%                | 100%              |

## Office of the Parliamentary Counsel

### Drafting function

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

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

- statutory instruments for signing by the Administrator, ministers and statutory office holders
- bills and subordinate legislation for tabling or distribution as exposure drafts.

### Publication function

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



## Key Achievements 2010–11

- Drafted 4794 legislative pages within timelines agreed with clients, namely:
  - 47 Government bills were introduced (1427 pages)
  - 5 proposed bills were tabled for comment (188 pages)
  - 7 proposed bills were distributed for public comment (687 pages)
  - 12 committee stage amendments were moved by government (29 pages)
  - 6 Private Member Bills were introduced (37 pages)
  - 4 committee stage amendments were moved by Private Members (15 pages)
  - 58 items of proposed subordinate legislation settled for making (1487 pages)
- 3 proposed Regulations settled for distribution for public comment (98 pages)
- 558 statutory instruments settled for making (826 pages)
- Managed publication of legislation by:
  - updating 334 entries in the Current Legislation Database
  - preparing and sending 81 reprints to Government Printer (4205 pages)
- Participated in activities of the Australasian Parliamentary Counsel's Committee
- Delivered various presentations, on request, about OPC and drafting.

## Future Priorities 2011–12

- Meet increasing demands for legislative drafting and publications services, including drafting services for Private Members
- Improve office systems to support high-quality legislative drafting and publications services, including new IT initiatives relating to the three current databases
- Increase capacity of drafters, officers responsible for managing publication of legislation and others within OPC
- Participate in activities of the Australasian Parliamentary Counsel's Committee, especially supporting its IT Forum and Drafting Conference and in relation to legislation of national significance or to be adopted or enacted in the NT.

## 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.

| Key Deliverables   | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|--|-------------------|-------------------|---------------------|-------------------|
| Client satisfaction  | 100%              | 100%              | >80%                | 100%              |
| Number of internal and external hospitality, and ceremonial and statutory events supported | N/A               | N/A               | 490                 | 531               |
| Government House maintenance programs implemented within agreed timeframe                  | N/A               | N/A               | >80%                | >80%              |

### Government House

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

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

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

Government House is maintained at a standard appropriate to the office and for the benefit of the people of the Northern 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 2010–11

- The Administrator hosted 71 events at Government House, officially attended 370 external events, received 90 courtesy calls, delivered 82 official speeches and conducted swearing-in ceremonies for the Chief Justice and a Judge of the Supreme Court of the Northern Territory
- Conducted five investiture ceremonies throughout the Northern Territory for a total of 45 Northern Territory recipients of Australian Honours and Awards and Bravery Decorations
- Held two Government House open days attended by more than 3000 people
- The Administrator visited several remote communities, regional centres, organisations, schools, businesses, public offices and cattle stations throughout the Northern Territory
- The Administrator presided over 12 Executive Council meetings and four Special Executive Council meetings and assented to 46 proposed laws under Section 7 of the *Northern Territory (Self Government) Act 1978*.

### Future Priorities 2011–12

- Coordinate the internal and external requirements of Government House as the 19th Administrator of the Northern Territory completes his term and the 20th Administrator of the Northern Territory assumes office
- Continue the development and execution of an appropriate program for the Administrator, recognising their statutory, ceremonial and representational duties in order to continue to engage the greater Northern Territory community
- Manage the Government House Programmable Works schedule against allocated minor new works funds.

## COMMUNITY SUPPORT

This output group provides grants, donations and sponsorships in support of community group activities and promotes participation and civic awareness, including the Australia Day Council and Northern Territory show societies. Support is also provided for

a number of high-profile events and activities through the Northern Territory Major Events Company, including the V8 Supercars, BASSINTHEGRASS, The Concert, the Finke Desert Race, the Arafura Games and the Masters Games.

### Output: Community Support

#### Community Support

This output supports a number of high-profile community events and activities by providing donations and

sponsorships to encourage community groups in the development of activities that benefit the community.

| Key Deliverables                                 | 2008–09<br>Actual | 2009–10<br>Actual | 2010–11<br>Estimate | 2010–11<br>Actual |
|--|-------------------|-------------------|---------------------|-------------------|
| Number of grants issued                          | 81                | 87                | 92                  | 108*              |
| Value of grants paid to                          |                   |                   |                     |                   |
| - Darwin Waterfront Corporation                  | \$14.6M           | \$17.5M           | \$16.8M             | \$16.8M           |
| - Northern Territory Major Events company        | \$7.5M            | \$4.9M            | \$5.5M              | \$5.5M            |
| - Other organisations                            | \$1.9M            | \$1.3M            | \$1.8M              | \$1.9M            |
| Grant payments provided within agreed timeframes | 80%               | >85%              | >80%                | >85%              |

*\*Higher number of grants paid in part due to one-off Northern Territory Centenary Grant program.*



## Northern Territory Major Events Company

The Northern Territory Major Events Company Pty Ltd provides support for the Territory's largest events. The company 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 2010–11

- Organised the following events:
  - 2010 Alice Springs Masters Games
  - 2010 THE CONCERT (NT Government-sponsored music event, Alice Springs)
  - 2011 Northern Territory Sports Awards
  - 2011 Australian Superbike Championship round, Darwin
  - 2011 Arafura Games Opening Ceremony, Darwin
  - 2011 BASSINTHEGRASS music festival, Darwin
- Tattersall's Finke Desert Race, Alice Springs
- 2011 V8 Supercars Championship, Darwin
- Provided support to the following events:
  - 2010 Barkly Muster and Gold Rush, Tennant Creek
  - 2011 Heineken Hottest 7's in the World Rugby Tournament, Darwin
  - 2011 Ingkerreke Commercial Mountain Bike Enduro, Alice Springs.

## Future Priorities 2011–12

- Organise the following events:
  - 2011 THE CONCERT (NT Government-sponsored music event, Alice Springs)
  - 2012 Northern Territory Sports Awards
  - 2012 Australian Superbike Championship round, Darwin
  - 2012 BASSINTHEGRASS music festival, Darwin
  - 2012 Tattersall's Finke Desert Race, Alice Springs.
  - 2012 V8 Supercars Championship, Darwin
- Provide support to the following events:
  - 2011 World Solar Challenge
  - 2011 Barkly Muster and Gold Rush, Tennant Creek
  - 2012 Heineken Hottest 7s in the World Rugby Tournament, Darwin
  - 2012 Ingkerreke Commercial Mountain Bike Enduro, Alice Springs.



## INPUT: SERVICES

The services inputs strengthen the capacity of the department to deliver strategic objectives. The Corporate Services Division comprises the Strategic Communications, 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.

### **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 unit 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
- whole-of-government issues management
- crisis communications – the provision of public information and whole-of-government strategic coordination
- recovery communications.

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



## Key Achievements 2010–11

- Managed the first NTG online forum with the Territory 2030 Implementation Unit to keep the public sector informed about progress
- Provided advice to agencies across government about the use and application of the Territory 2030 and policy grouping brands
- Developed and coordinated the community engagement activities associated with the Alice Springs Community Action Plan
- Delivered a campaign to highlight the achievements of the Alice Springs Transformation Plan
- Promoted the Territory nationally and internationally, including highlighting Darwin as a growing oil and gas hub
- Initiated and managed national and international marketing activities, such as at the Australian Petroleum Production Exploration Association (APPEA) Conference 2011, South East Asia Australian Offshore Conference (SEAAOC) 2010, Australasian Oil and Gas (AOG) Exhibition and Conference 2011, Offshore South East Asia, Balikpapan Expo 2011 and the Offshore Europe 2011 Oil and Gas Conference and Exhibition
- Coordinated media and communications across government during Cyclone Carlos, the evacuation of the Daly River community and flooding in Arnhem Land
- Introduced Territory Together, the new policy brand framework to highlight government initiatives associated with youth, seniors, women and non-government sector
- Established the Public Information Advisory Committee in conjunction with the introduction of the *Public Information Act 2011*
- Managed and delivered the Territory's Centenary commemoration, including supporting events, administering a community grants program and providing editorial in local publications
- Implemented changes to the Communications Advisory Committee policy in line with the committee's role of providing strategic whole-of-government oversight.



## Future Priorities 2011–12

- Redevelop the Secure NT website as the central point of government information and introduce social media elements prior to the 2011 wet season
- Develop an action plan to promote future opportunities available to Territorians through the growing oil and gas industry
- Assist the Territory 2030 Implementation Unit to develop the biennial Territory 2030 scorecard in 2012
- Continue to inform residents and the wider community about the joint Northern Territory and Australian governments' actions to make fundamental and lasting improvements to the lives and opportunities of the people of Alice Springs
- Initiate and manage national and international marketing activities to support economic attraction and investment in the Territory, such as at the Australian Petroleum Production Exploration Association (APPEA) Conference, South East Asia Australia Offshore Conference (SEAAOC), Australasian Oil and Gas (AOG) Exhibition and Conference, Offshore South East Asia and the Balikpapan Expo
- Establish and introduce new protocols and procedures for managing whole-of-government information during response to and recovery from crisis events
- Deliver whole-of-government marketing campaigns and activities to support key initiatives such as Supporting Territorians, Buy Territory and Secure NT
- Finalise and introduce the NTG's social media policy.
- Review and consolidate NT Government branding (local, national and international)
- Deliver strategic media and issues management.

### Snapshot

In August 2010, the Chief Minister indicated a desire to further engage the Northern Territory Public Sector (NTPS) in the implementation of Territory 2030, to answer questions related to the strategy and to encourage suggestions and ideas from across the sector about how to progress the strategy.

In addition to a series of face-to-face meetings with non-executive level staff, the Office of the Chief Minister requested that an online forum, internal to the NTPS, be held. This was considered an appropriate way to engage and inform public sector employees about Territory 2030 and its implementation and, in line with government's interest in utilising social media. The event, 'Talking Territory 2030', was held on 5 November 2010.

A planning team was established in early October 2010 to project manage Talking Territory 2030. The group included representatives from the Territory 2030 Implementation Unit, Strategic Communications and Corporate Services (Office Services).

Talking Territory 2030 was the first event of its kind involving a Northern Territory minister engaging with public



sector employees via a live internet broadcast. The overall production of the forum was well received and feedback from those that watched online and attended was positive.

The event involved a live audience and an online audience accessing the broadcast via the NTG network and the Department of Education and Training's REACT system, which enabled schools, including those in remote locations, to view the broadcast.

Styled as a 'question and answer' event, all NTPS employees were invited to pre-submit questions and for those who registered to view the live broadcast, to email questions during the event. Questions were also canvassed from the live audience participants during the event. Of the 200 plus questions submitted, 47 were received during the live broadcast.



## Human Resources

### Key Achievements 2011–12

- Implemented a DCM staff survey and analysed and addressed the results
- Significantly built workforce capacity through support and development opportunities
- Implemented 'Our DCM' Leadership Program
- Implemented the DCM Leadership Roadmap 2010-2012
- Incorporated the NTPS Capability Leadership Framework in the department's performance management program and developed a self assessment tool which included comprehensive training to all employees.
- Implemented Post Appointment Survey and strengthened exit interview questionnaire to improve the quality of data
- Developed training and professional development framework
- Implemented a policy on pay progression for the senior classification structure and conducted information sessions.

### Future Priorities 2011–12

- Implement Health and Wellbeing and Positive Workplace Strategies
- Work in collaboration with Charles Darwin University to implement policy development programs across government to build workforce capability
- Develop and implement a workforce planning and succession management framework
- Develop Strategic Thinking training program
- Develop an employee multi skilling program
- Redesign the HR intranet site
- Continue to drive the initiatives under the DCM Leadership Roadmap.

## Finance and Procurement

### Key Achievements 2010–11

- Received the ‘Special Award’ for the Best Reporting of Financial Information from the Institute of Public Administration Australia, NT division for the reporting year 2009–10
- Improved financial governance and contract arrangements
- Strengthened budget management and reporting activities and realigned with business needs
- Developed and implemented improved management reporting and monitoring of key financial and procurement risks.

### Future Priorities 2011–12

- Implement appropriate changes to key financial procedures and corporate systems
- Develop and implement improved management reporting and monitoring of key financial and procurement risks
- Enhance client liaison, service focus and communication.



## Information and Office Services

### Key Achievements 2010–11

#### Information Technology

- Reviewed and updated the DCM Information and Communication Technology (ICT) Strategic Plan for 2010–12
- Developed a policy that outlines the roles and responsibilities of ICT Support staff and business divisions in respect of SharePoint sites
- Conducted a review of unauthorised access to business drives on the Local Area Network, with necessary actions completed
- Rolled out Microsoft Office 2007.
- Replaced the current telephone infrastructure with the new NEC VOIP telephones as part of a whole-of-government project
- Commenced an ICT audit to identify and assess strategic risks associated with ICT business systems, practices and security access within the agency.

#### Environment

Continued contribution to environmentally positive initiatives by using only multi-function devices with power saving functionality, complying with the NTG's Greening the Fleet policy, recognising Earth Hour and increasing awareness of the need to reduce CO2 emissions. In addition:

- Introduced shredding and recycling services in all business units for paper, cardboard, glass and plastic
- Re-established the Recycling Centre for the purpose of mobile phones and accessories, fluorescent light tubes, toner cartridges and batteries
- Circulated green tips and policies throughout NT House
- Installed energy-efficient lighting in NT House
- Encouraged the use of the TelePresence facility for meetings with other Australian Government jurisdictions, to reduce interstate staff travel and greenhouse gas emissions
- Established a Sustainability Committee to identify, implement and promote green initiatives and to provide advice on energy saving, recycling and green initiatives in accordance with the NT Climate Change Policy

## Key Achievements 2010–11...cont

**Office Services**

- Established office accommodation for the Marine Supply Base project team within NT House
- Finalised a policy to outline roles and responsibilities of the TelePresence facility, which was established in conjunction with the Commonwealth Government
- Upgraded the sound proofing in the TelePresence Room
- Reviewed and updated the multi functional device (MFD) replacement program in line with the electronic document records management (EDRM) implementation schedule, ensuring the inclusion of PDF search functionality.

**Travel**

- Revised and updated the travel policy for the purpose of increasing accountability and improving information security
- Converted the Access travel database to an Access front end, SQL back end model for the purpose of improved reporting and in preparation for a GAS interface.

**Records Management**

- Established a quality assurance audit process to ensure access to files and records is authorised
- Upgraded the approval process whereby staff are authorised to access different levels of records and to ensure records are provided the correct security classification
- Continued preparations for the implementation of electronic document records management across the agency
- Provided information sessions on records management to staff.

**Information**

- Reviewed and updated the FOI Information Manual
- Reviewed and updated the statement of information on the DCM internet
- Continued to resolve problems being experienced across NTG agencies with the NTGFOI dataset, created for the recording and reporting of FOI requests.



### Future Priorities 2011–12

- Establish a GAS interface to the DCM travel database
- Coordinate the review and upgrade of the Office of Parliamentary Counsel legislation databases to streamline business processes
- Coordinate the consolidation of 11 Lotus Notes databases currently managed by the Cabinet Office and migrate to a contemporary ICT platform
- Increased collaboration with the Department of Lands and Planning and through the Sustainability Committee in progressing the continued contribution to environmentally positive initiatives
- Fully integrate EDRM across business units in conjunction with the TRIM 7 upgrade
- Review and develop functional disposal authorities
- Appraise records held in secondary storage at the McMinn Street Store for the purpose of disposal.





## OUR PEOPLE

OUR PROFILE  
EQUAL EMPLOYMENT OPPORTUNITIES  
PERFORMANCE MANAGEMENT FRAMEWORK  
DEVELOPMENT AND TRAINING  
EMPLOYEE ACHIEVEMENTS



## OVERVIEW

Our people are our greatest asset and are central to the department achieving effective and sustainable outcomes. Therefore, the success of the department is contingent on maximising and harnessing the potential of our people.

The department remained committed to and made a significant investment in the professional development and general wellbeing of our workforce to ensure all employees are able to achieve their full potential and experience job satisfaction. We also significantly increased staff engagement and consultation, which strengthened commitment to the organisational culture and values.

### Leadership Roadmap 2010-2012

Our commitment to the results of the 2009 Northern Territory Public Sector (NTPS) Staff Survey combined with Human Resources (HR) data and indicators led to the department making a strategic commitment to prioritising workforce development initiatives. This commitment was demonstrated through the development of the Department's Leadership Roadmap 2010-2012 (the Roadmap).

The Roadmap is a three-year plan that focuses strategically on 'growing our own' leaders and managers and ensuring a culture of leadership excellence is achieved with a significant emphasis on employee consultation, professional development and a positive workplace culture. A suite of leadership programs branded 'Our DCM' is a significant feature of the Roadmap and formally recognises the importance of employee contributions at every level in the department.

The Roadmap, developed through an extensive consultation process with employees, links to fundamental people management strategies and commits to the following six key targets:

- efficient and transparent recruitment, selection and induction activities
- a contemporary approach to performance management

- a fair internal review system
- ongoing employee consultation and input
- pursuing a leadership excellence ideal
- creating a positive workplace.

Through the Roadmap, the department accomplished the following major workforce initiatives:

- developed a HR Strategic Plan 2011-2012 that focuses on transformation and innovation, engaging and retaining talent and employee health and wellbeing
- developed and implemented contemporary, outcome-focussed 'Our DCM' leadership programs and invested in the development of leadership capabilities at all levels of the department
- implemented working groups championed by members of the Executive Management Group (EMG) to develop and deliver quality education and training strategies with extensive employee involvement
- implemented the 'Working Smarter Program', which comprise of employee representatives to drive business process improvements on key workforce processes
- integrated quality evidence to ensure best-practice workforce policies and procedures were continually developed and refined with employee input
- researched and commenced the development of contemporary strategies in the areas of Positive Workplaces and Health and Wellbeing
- implemented a comprehensive internal staff survey to measure progress against our key focus areas and measured improvements against the 2009 NTPS Employee Survey
- created a workplace culture where all employees' contributions are valued and recognised and which provides avenues for employees to provide feedback including regular Chief Executive staff forums, a suggestion box, the Post-Appointment Feedback Survey and Whole of Agency staff forum.



The Roadmap presented below exceeded all of its targets, as supported by the internal staff survey conducted in April. There was also evidence the initiatives developed through the Roadmap contributed to a

substantial improvement in workforce capability and engagement, enabling the workforce to successfully deliver government priorities in line with the department's core values of innovation, professionalism and respect.

## DCM Leadership Roadmap 2010 - 2012

To improve government service delivery by ensuring the Department has the ongoing capability to deliver its priorities and services

| Recruitment, Selection and Induction                                    | Performance Management  | Fair Internal Review System   | Employee Consultation and Input               | Quality Leadership  | Positive Workplaces  |
|---|---|---|---|---|--|
| TARGETS   | TARGETS   | TARGETS   | TARGETS                                       | TARGETS   | TARGETS  |
| Attract, recruit and induct the most appropriate and skilled applicants | Participate in Capability Enhancement Planning and Learning and Development | Awareness and confidence in the procedures and processes            | Ongoing communication and consultation        | Confidence in DCM's leaders   | Zero tolerance to bullying and harassment                      |
| Achieve open, transparent and superior processes                        | Contributions are valued and recognised                                     | Managers are skilled to effectively recognise and manage grievances | Contribute to information sessions and forums | Leadership skills and capabilities developed across all employment levels | Awareness and training in procedures, processes and strategies |
| Employees informed of recruitment actions and decisions                 | Managers effectively deal with poor performance                             | Managers provided with contemporary training                        | Contribute to 'Working Smarter' initiative    | Understanding and appreciation of Strategic and Business Planning         | Positive and healthy workplaces                                |

## Our Values

Our values guide the action and integrity of our employees. They influence the way we work together, the way we interact with our clients and the way we engage with communities across the Territory. In essence, they connect everyone through the department and assist us to achieve our business objectives.

*Display Innovation:* by embracing the challenges of a dynamic and rapidly changing environment, and always striving to improve our performance.

*Act Professionally:* by building positive relationships, demonstrating strong leadership and continuously striving for excellence.

*Generate Respect:* by recognising and valuing contributions of each other, embracing diversity and encouraging teamwork and a balanced workplace.

## Our Employee Profile

- At 30 June 2011 there were 268.5 full-time equivalent employees, compared with 287.5 at 30 June 2010.
- Employees aged between 26 and 55 years represented 71.8% of this total figure.
- 79 staff commenced in 2010–11, of which 52 were female and 27 male. 66 were full-time and 13 part-time.
- 68 employees separated in 2010–11, of which 43 were female and 25 male. 59 were full-time and nine part-time. Of these separated employees two retired, 33 resigned and 33 temporary contracts were completed.
- Our Executive Management Group is represented by nine female and six male Executive members.

The table below provides a comprehensive comparison of classifications from June 2010 to June 2011.

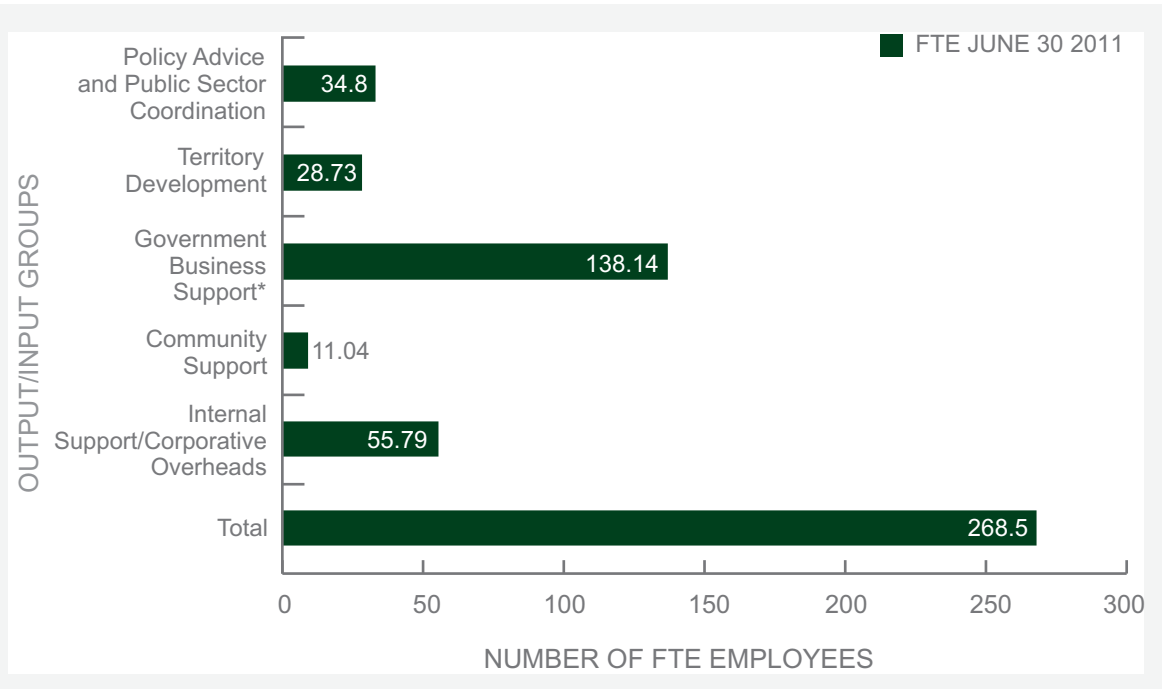
| Classification   | 30 June 2010 | 30 June 2011 |
|--|--------------|--------------|
| <b>Department's employees</b>                            |              |              |
| Executive Contract Officer 6                             | 1.0          | 1.0          |
| Executive Contract Officer 5                             | 2.0          | 2.0          |
| Executive Contract Officer 4                             | 2.0          | 3.0          |
| Executive Contract Officer 3                             | 4.0          | 5.5          |
| Executive Contract Officer 2                             | 10.0         | 12.0         |
| Executive Contract Officer 1                             | 12.5         | 15.8         |
| Executive Officer 3                                      | 2.0          | 1.0          |
| Executive Officer 2                                      | 1.0          | 0.0          |
| Executive Officer 1/ Senior Administrative Officer 2     | 10.5         | 10.5         |
| Professional 4/Senior Professional 1 and 2               | 4.0          | 5.0          |
| Professional 3   | 3.0          | 0.0          |
| Professional 2   | 0.6          | 0.0          |
| Professional 1   | 0.0          | 0.0          |
| Technical 4  | 1.0          | 1.0          |
| Technical 3  | 1.0          | 1.0          |
| Technical 2  | 0.0          | 1.5          |
| Technical 1  | 2.0          | 0.0          |
| Administrative Officer 8/Senior Administrative Officer 1 | 14.6         | 9.0          |
| Administrative Officer 7                                 | 13.2         | 16.9         |
| Administrative Officer 6                                 | 22.5         | 22.9         |
| Administrative Officer 5                                 | 18.0         | 15.0         |
| Administrative Officer 4                                 | 21.8         | 17.4         |
| Administrative Officer 3                                 | 14.6         | 14.5         |
| Administrative Officer 2                                 | 3.9          | 3.0          |
| Administrative Officer 1                                 | 2.5          | 2.5          |
| Physical 6   | 1.0          | 1.0          |

| Classification               | 30 June 2010 | 30 June 2011  |
|------------------------------|--------------|---------------|
| Physical 5                   | 1.0          | 1.0           |
| Physical 4                   | 1.0          | 1.0           |
| Physical 3                   | 4.5          | 3.5           |
| Physical 2                   | 4.8          | 4.0           |
| Graduate Program             | 4.0          | 3.0           |
| Indigenous Cadetship Support | 0.0          | 1.0           |
| NTPS Apprenticeship Program  | 3.0          | 3.0           |
| <b>Sub total</b>             | <b>187.0</b> | <b>178.1</b>  |
| Ministerial employees        | 100.5        | 90.4          |
| <b>Total</b>                 | <b>287.5</b> | <b>268.50</b> |



The chart below provides a breakdown of full-time equivalent employees by output/input groups.

### Full Time Equivalent at 30 June 2011



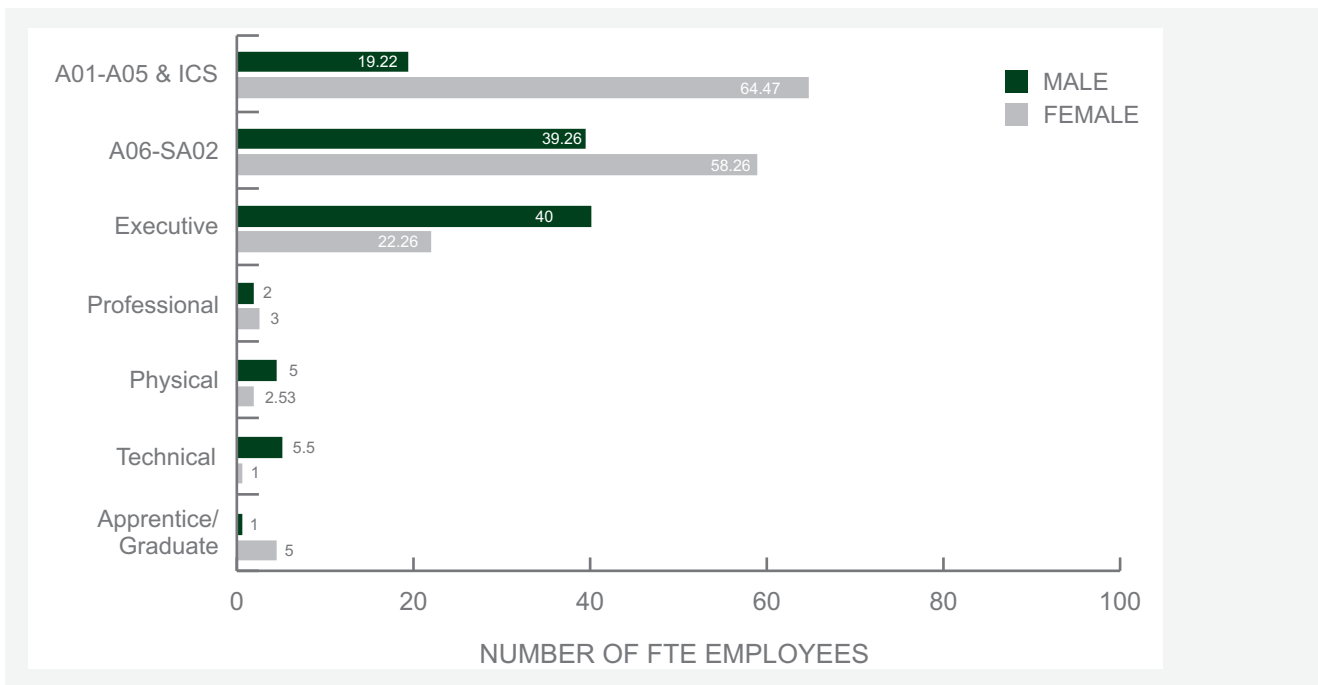
Note: The output group Government Business Support includes Ministerial employees, 90.42 for 2011.



The chart below provides a breakdown of the department's employees by gender and classification stream.

Employees classified between AO6 to SAO2 made up 97.52 full-time equivalents at 30 June 2011.

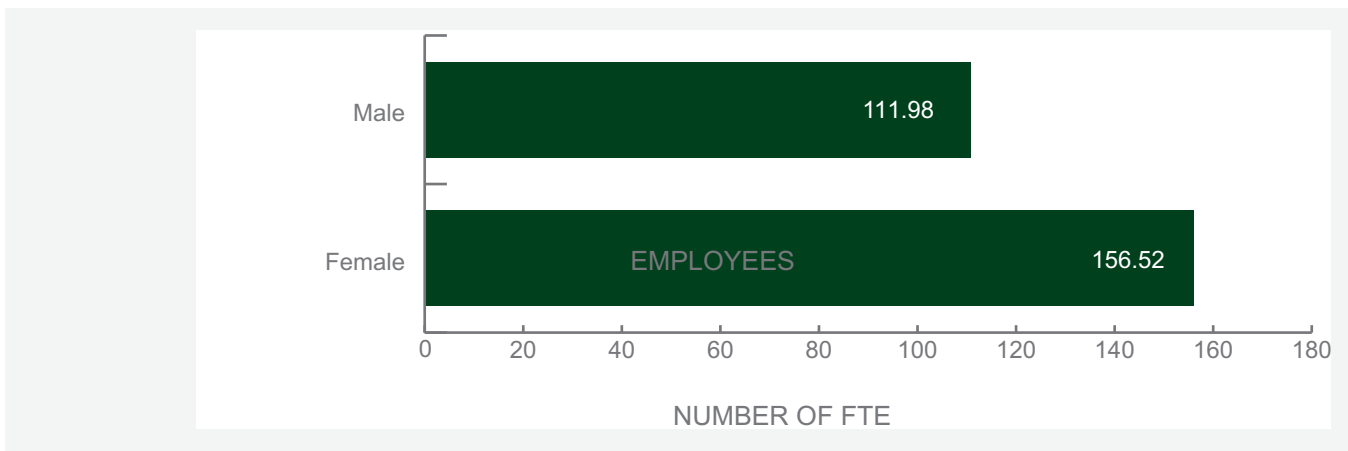
Employees Gender by Classification





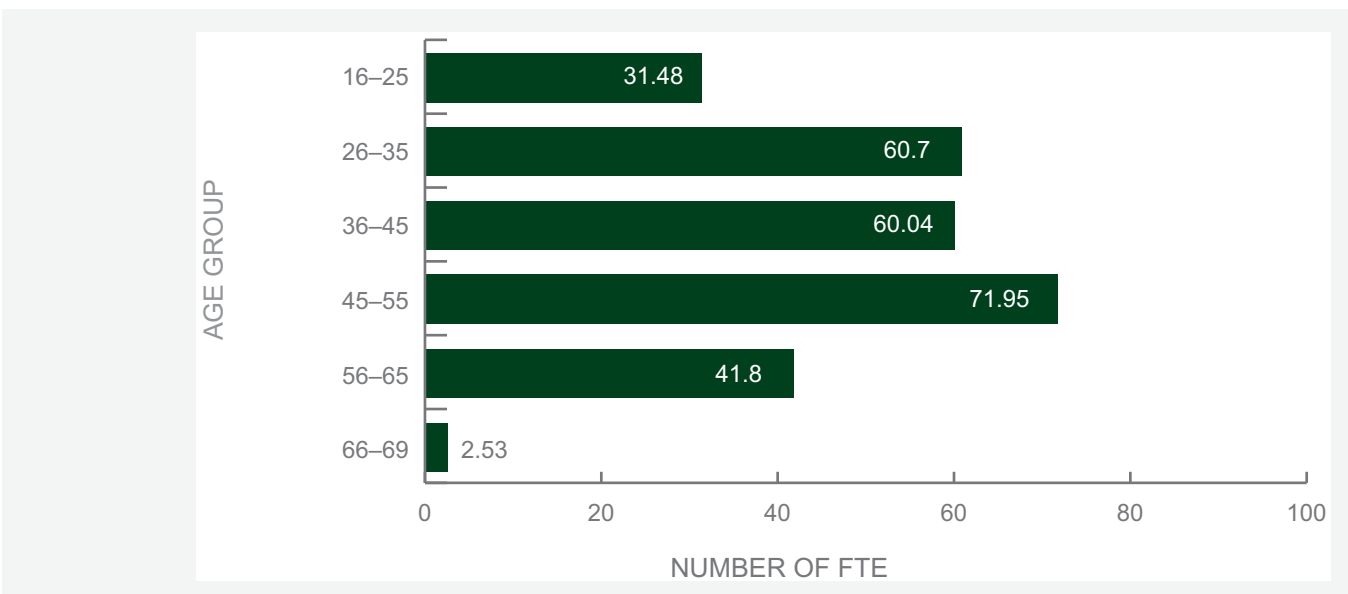
The chart below indicates the number of male and female employees within the department as at 30 June 2011.

### Employees by Gender 2010/11



The chart below provides a breakdown of the department's employees by age group as at 30 June 2011.

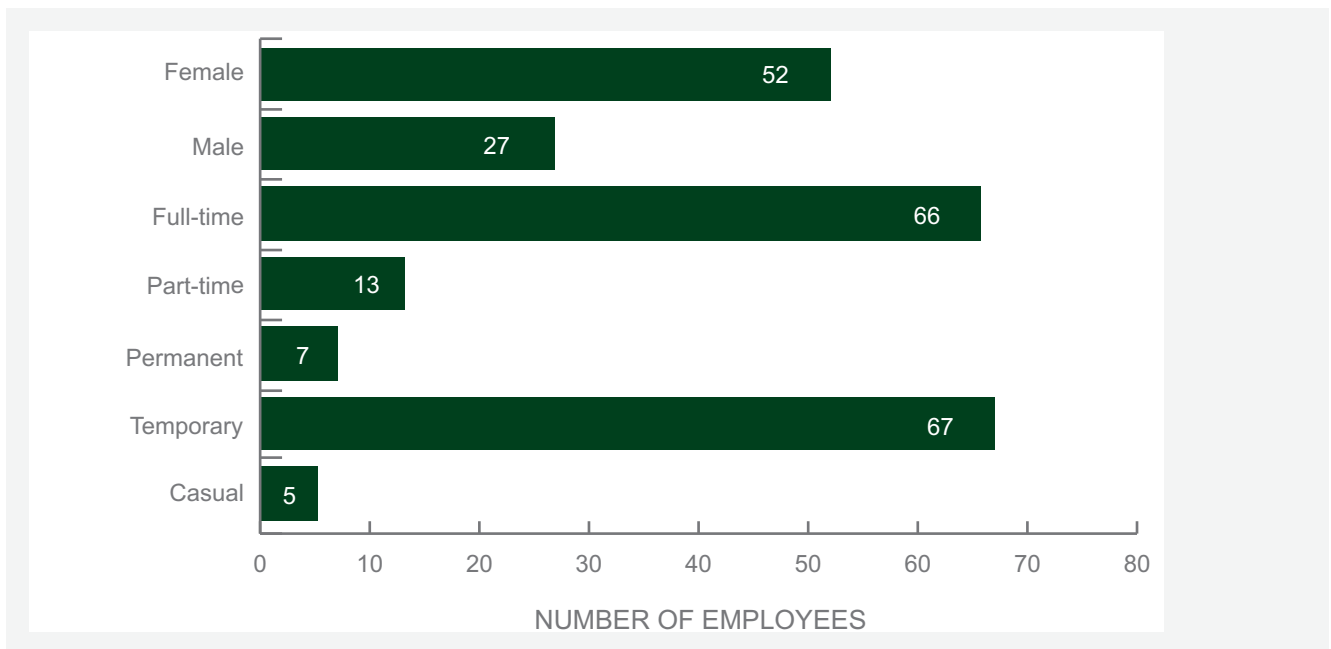
### Employees by Age Group



### Demographics

79 staff commenced in 2010–11, of which 52 were female and 27 male. 66 were full-time and 13 part-time.

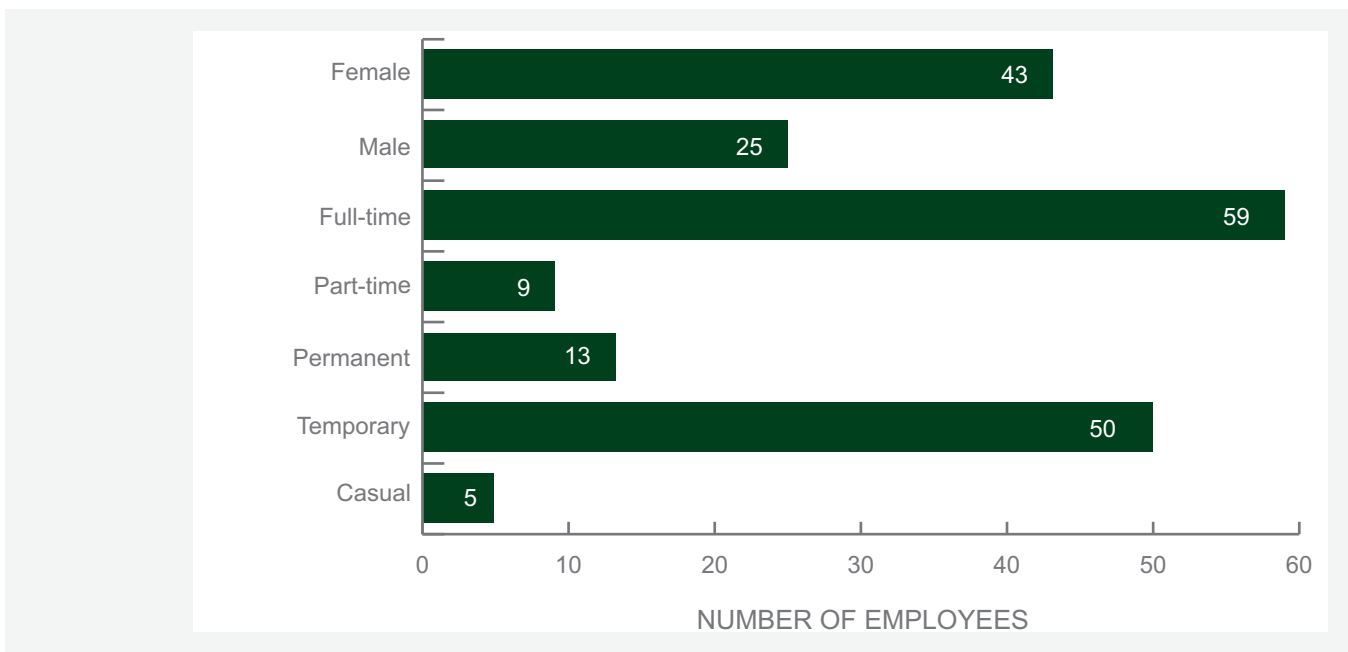
### Employee Commencement Profile





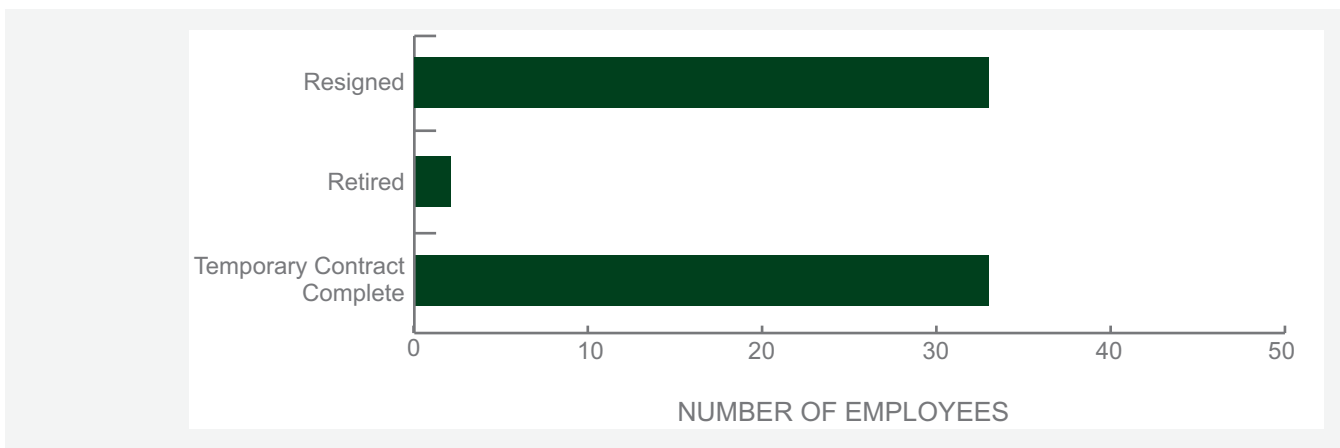
68 employees separated in 2010–11, of which 43 were female and 25 male. 59 were full-time and nine part-time.

### Employee Separation Profile



The chart below represents the number of employees separating and the reason in 2010/11.

### Reason for Employees Separating



## EQUAL EMPLOYMENT OPPORTUNITY (EEO) – ENHANCING DIVERSITY

Our strategic priorities included building a capable workforce that represents the Northern Territory's unique diversity.

The department's Equal Employment Opportunity (EEO) Plan was endorsed during the reporting year. Our plan incorporates initiatives to promote the department as an open and inclusive workplace where all employees are treated fairly and with respect.

In addition to quarterly Cross-Cultural Awareness training, Executive Contract Officers reported annually on their contributions to Indigenous employment initiatives. This reporting is a central component of their performance reviews and reiterates leadership commitment to Indigenous employment.

### **Cross-Cultural Awareness Training**

The department delivered Cross-Cultural Awareness training on a quarterly basis. During the year 21 employees participated in Cross-Cultural Awareness training.

### **National Aborigines and Islanders Day Observance Committee (NAIDOC) Week**

We celebrated the richness of Indigenous culture and heritage during National Aborigines and Islanders Day Observance Committee (NAIDOC) week from 4 – 11 July 2010. Employees' patronage of activities was encouraging and demonstrated our ongoing commitment to cultural inclusion. The department also took the opportunity to actively promote the NTPS Indigenous mentoring program.



## International Day of People with Disability

The department joined the rest of the world to celebrate International Day of People with Disability on 3 December 2010. The day recognised the achievements, contributions and abilities of people with a disability.

The department hosted a gold coin donation morning tea to mark the celebrations. \$622 was raised through a raffle and donated to Autism Northern Territory, a non-profit organisation.



*Winner of the raffle, Amanda Brimson with Jenny Dignan, President of Autism NT.*

The following table provides an indication of self-identified EEO groups in the department as at 30 June 2011.

|                                    | Aboriginal and Torres Strait Islander | Non-English Speaking Background | People with a Disability |
|------------------------------------|---------------------------------------|---------------------------------|--------------------------|
| Male                               | 4                                     | 10                              | 4                        |
| Female                             | 12                                    | 5                               | 3                        |
| Total                              | 16                                    | 15                              | 7                        |
| As a percentage of total employees | 5.4%                                  | 5.1%                            | 2.4%                     |



## OUR FOCUS - THE ROADMAP IN ACTION

### ***Recruitment, Selection and Induction***

#### Highlights

- 79 employees joined the department
- 44 attended the induction program
- 42 attended Selection Panel training
- a welcome letter was introduced during the year.

We are committed to attracting, recruiting and retaining quality candidates that make an excellent organisational fit through:

- fair and transparent recruitment and selection processes
- ongoing Selection Panel and Chairperson training in the use of our contemporary recruitment processes
- maintaining and enhancing our positive reputation of attracting high-calibre employees.

#### **Selection Panel Training**

- Our selection panel training is evaluated on an ongoing basis and was modified throughout the year to include the role of the Chairperson. This reflects our ongoing commitment to ensuring best practice, efficient and transparent recruitment and selection processes are maintained.

- A review of our Selection Policy, Guidelines and Templates also commenced to ensure they are contemporary and meet the changing needs of our organisation.

#### **New Employee Induction**

In line with our commitment to continuous improvement, we reviewed our new employee engagement strategy and updated the 'Welcome Pack', which provides general information about the department as well as information on employment conditions and a commencement checklist.

A 'welcome letter' was introduced to welcome new employees to the department and provide information on induction and cross-cultural programs. Since its introduction in May 2011, 19 new employees have received the welcome letter.

We continued to conduct quarterly induction sessions for new employees. The induction is led by the Chief Executive Officer and new employees are given an overview of the activities of each division as well as a tour of Government House. Since the induction program commenced in 2008, 243 employees have participated.



## A Contemporary Approach to Performance Management

### Highlights

- Capability Enhancement Framework (CEF) Policy, User Guide and Templates enhanced
- tailored training program developed and attended by 125 employees
- Northern Territory Public Sector (NTPS) Capability and Leadership Framework (CLF) Self Assessment tool developed and implemented
- Professional Learning and Development Framework developed and implemented.

We are committed to all employees participating in the CEF with clear alignment to the department's strategic objectives and values to ensure:

- quality conversations occur between managers, employees and teams on a regular basis
- employee contributions are valued and recognised
- employee training and development is nurtured and aligned to the department's needs.

### Capability Enhancement Framework

This year we revamped our CEF to incorporate the NTPS CLF and developed an online, interactive NTPS CLF self-assessment tool. The

tool ensured a focus on developing employee capabilities against the CLF. The revamped CEF was developed in consultation with staff and implemented with a tailored training program to ensure employees were provided with the skills and knowledge to maximise the benefits of the CEF. According to the 2011 staff survey, 77% of employees reported having participated in a formal performance management conversation with their manager compared to 51% who reported in the 2009 NTPS Employee Survey: an increase of 26%.

### Professional Learning and Development Framework

Throughout the year we implemented a Professional Learning and Development Framework, which provides a range of learning and development options that strategically focus on the department's current and future needs aligned to the CLF. This assisted employees in the development of their Capability Enhancement Learning and Development Plans.

Throughout the year we also supported six employees to undertake study in the areas of:

- Certified Practising Accountant
- Certificate III in Horticulture
- Bachelor of Law/Bachelor of Commerce
- Master of the Arts in Public Sector Leadership

- Bachelor of Accounting
- Bachelor of Law

A policy and procedure on pay progression for the Senior Classification Structure and Professional Excellence Guidelines was also developed and implemented, along with supporting information sessions, which were attended by 39 employees.

We continued to invest in employee training and development, with agency expenditure totalling \$287 000.

### **A Fair Internal Review System**

#### Highlights

- Fair Interview Review System incorporated into 'Our DCM' leadership programs
- tailored training program developed with employee input.

Our commitment to the fair internal review system during the reporting period involved:

- a focus on education and awareness to maintain the confidence of our employees in the internal review procedures
- extensive consultation with employees on the review of our grievance policy and procedure
- a focus on ensuring our managers received ongoing training in management of complaints.

During the year we engaged extensively with staff to revamp our policy and procedures on the fair internal review system and build knowledge and confidence in the system. We established regular opportunities to educate staff on the system through staff meetings, leadership training and information sessions. We also actively sought feedback from employees through formal and informal consultation processes and prioritised commitment to the process through an agreed set of actions developed by the Executive Management Group.

### **A Commitment to Ongoing Employee Consultation and Input**

#### Highlights

- DCM Leadership Roadmap 2012-2012 developed
- Whole of Agency Forum led by Chief Executive Officer conducted in June with 97 employees attending
- inaugural internal staff survey implemented in April with 64% of staff responding
- six Executive Management Group members appointed as champions to drive employee-initiated working groups.

Engaging and consulting with employees was a key focus during the year and ensured:

- workforce development initiatives were developed with employees, maximising their potential and flow-on benefits
- relationships were strengthened across divisions
- employees were empowered to contribute to developing and refining policies, procedures, communication mechanisms, training programs and working groups, ensuring the best ideas were captured and implemented.

#### ***Consultation and Input***

- Significant emphasis was placed on ensuring an inclusive workplace culture was achieved. Employees were regularly consulted about new and existing policy development and reviews and given extensive opportunities to provide feedback through staff meetings, workforce development forums and a suggestion box.
- Employees were also involved in developing and evaluating training programs, resulting in a number of great ideas from employees which were implemented through the Leadership Roadmap. The Chief Executive Officer also commenced monthly staff forums giving employees the opportunity to interact and provide feedback.

#### ***DCM Staff Survey***

The inaugural staff survey was administered with 64% of employees responding. The survey will be administered annually and results examined in conjunction with other plans and activities underway in the department and the broader NTPS context.

The survey focussed on the following eight areas:

- the department
- quality leadership
- employment based on merit
- employee consultation and input
- performance management
- workload
- fair internal review system
- appropriate workplace behaviour.

The survey built on the evidence gained through the 2009 NTPS Employee Survey and assisted in measuring the effectiveness of the workforce development initiatives that were implemented after the survey.



### Highest scoring questions

87% of survey questions received an aggregated agreement rating above 80%. The nine survey questions listed below received an aggregated agreement rating of 90% and above.

|  |     |
|--|-----|
| I work in a consultative work unit where my feedback and input is encouraged | 90% |
| I am familiar with DCM's 2010-2012 Strategic Plan                            | 90% |
| I use DCMatters as a regular source of information                           | 93% |
| I promote DCM as a good place to work  | 94% |
| I find it easy to incorporate DCM's Values into my job                       | 96% |
| I am aware of DCM's internal policies and procedures and how to access these | 96% |
| My work is challenging and satisfying  | 90% |
| Flexible work practices are an option in my work unit                        | 92% |
| I am made aware when a new employee is commencing in my work unit            | 91% |

The table below represents a comparison of the 2011 staff survey results compared to the 2009 NTPS staff survey, which demonstrates that

significant improvements have been made with 16 areas achieving an increase in rating by employees. 2011

#### DCM Staff Survey results compared to the 2009 NTPS Staff Survey results

| 2011 DCM Staff Survey   | % agree | 2009 NTPS Staff Survey   | % agree |
|---|---------|--|---------|
| I have confidence in DCM's recruitment procedures and processes                               | 87%     | My organisation has good procedures and processes for selecting employees  | 62%     |
| The recruitment process results in DCM recruiting the most appropriate and skilled applicants | 87%     | My workplace selects people with the right knowledge, skills and abilities to fill job vacancies   | 61%     |
| My manager gives me regular feedback to ensure that I understand outcomes required            | 87%     | My manager gives me enough feedback on my performance to ensure that I understand the results he or she requires   | 65%     |
| I have completed a Capability Enhancement Plan (CEP) with my manager in the past 12 months    | 77%     | I have had a formal sit-down performance management discussion with my manager that followed the process outlined in my organisation's performance management system | 51%     |
| My manager keeps the people in my work unit adequately informed about what is going on        | 89%     | My manager keeps the people in my workplace informed about what is going on  | 66%     |
| I feel valued and recognised for the work I undertake and contributions I make                | 86%     | In my workplace, good work performance is recognised   | 67%     |
| My workload allows me to maintain a healthy work/life balance                                 | 81%     | My workplace culture supports people to achieve a good work/life balance   | 63%     |
| I have confidence in the procedures and processes used to resolve employee grievances         | 82%     | I have confidence in the procedures and processes used to resolve employee grievances  | 44%     |

2011 DCM Staff Survey results compared to the 2009 NTPS  
Staff Survey results...cont

| 2011 DCM Staff Survey  | %<br>agree | 2009 NTPS Staff Survey   | %<br>agree |
|--|------------|--|------------|
| I am confident that if I needed to lodge a grievance I would not be adversely affected                   | 62%        | I feel confident that if I lodge a grievance, I will not suffer any negative consequences              | 34%        |
| I would be comfortable approaching my manager to discuss a workplace grievance                           | 83%        | I would be comfortable approaching my manager to discuss a workplace grievance or dispute              | 67%        |
| My manager is skilled to deal with grievances promptly and appropriately                                 | 79%        | My manager is skilled enough to effectively resolve grievances and disputes that arise in my workplace | 58%        |
| My capabilities are developed and supported by my manager through training and development opportunities | 89%        | My workplace encourages the professional development of its employees                                  | 72%        |
| My work provides me with the opportunity to achieve my full potential                                    | 86%        | My job provides me with the opportunity to work to my full potential                                   | 65%        |
| My manager is good at managing people  | 83%        | My manager is good at managing people  | 62%        |
| Leadership in my work unit is of a high standard   | 85%        | The leadership in my workplace is of a high standard   | 63%        |
| My work unit is committed to employee health and safety  | 95%        | My workplace is committed to employee health and safety  | 84%        |

### ***Employee Working Groups***

Working groups led by Executive champions were formed to drive education and training strategies with extensive staff involvement to:

- capture and capitalise on the vast skills and knowledge of staff
- develop a forum for communities of practice and special interest groups to share knowledge and expertise
- develop an innovation framework to encourage innovative work practices along with structured guidelines to assist staff to multi-skill
- formalise a framework for employees to hold 'staff-initiated' forums on special-interest topics and identify solutions for making the department an even better place to work.

The Working Smarter Program was also formed and provided a formal training opportunity to committee members in business process improvement techniques. This was then translated to project groups that examine business processes and identify ways that the department can improve the way it conducts its business. This will be ongoing into 2011–12.

### ***Pursuing a Leadership Excellence Ideal***

#### Highlights

- 143 employees participated in 'Our DCM' leadership program
- 14 employees participated in the Future and Executive leadership programs
- two employees participated in the Australian and New Zealand School of Government (ANZSOG) Masters program
- improvement in the quality of leadership from 67% in 2009 to 87% in 2011.

The department made an ongoing commitment to maintain employees' confidence in leadership by investing in the development of leadership capabilities at all levels. An investment was also made in developing an appreciation and better understanding of strategic and business planning and the crucial link to employees' Capability Enhancement Plans.



## Our DCM Leadership Programs

Leaders exist in every level of the department and empowering our employees to lead positive change underpinned the implementation of 'Our DCM' leadership programs. Specifically designed and tailored, the leadership programs comprised:

- learning outcomes to build our capacity by engaging our people in our goals
- interactive adult learning activities linked to contemporary leadership theories to strengthen personal performance
- a focus on self awareness using the Hermann Brain Dominance Index (HBDI) profiling tool, which led the way in forming a common understanding of individual profiles and their impact on leadership styles
- key note presentations by Executive members
- group discussion using case studies aligned to the department's policies and procedures to promote good governance and accountability
- the development of group action plans that committed to a set of strategic workforce development priorities incorporated into the Leadership Roadmap.

Leadership capacity of employees was developed through the following programs:

- 14 employees participated in the Future and Executive leadership programs
- two employees completing the ANZSOG Masters program
- one employee completed the Accelerated Development for Emerging Leaders through the Melbourne Business School
- one employee completed the Discovery – Women as Leaders program
- eight employees attended the Regional Leadership Journey facilitated by Women Leadership Australia

During the year at least 20 of the Roadmap initiatives were dedicated to nurturing leadership excellence. They included:

- implemented and engaged employees through 'Our DCM' leadership program
- implemented the NTPS Capability Leadership Framework into the department's Capability Enhancement Framework
- Whole of Agency forum conducted
- implemented the Professional Learning and Development Framework



- launched the 2010-2012 Strategic Plan through staff information sessions
- members of EMG developed individual action plans that formed a collective action plan providing employees with an overview of the department's direction and commitment
- supported 10 employees to attend ANZSOG professional development programs
- developed and launched a Managers' toolkit
- implemented professional excellence guidelines
- implemented CEO's staff forums.



## Creating Positive Workplaces

### Highlights

- commenced the development of a Health and Wellbeing and Positive Workplace strategy
- commenced the development of a Positive Workplace training program
- reviewed the Appropriate Workplace Behaviour and Review of Grievance policies
- implemented a 'Generations in the Workplace' guide.

The department continued its commitment to fostering a work environment that nurtures and maximises the potential of its employees. We continued to support flexible working arrangements for a number of employees, including flexible working hours, home-based work and part-time employment. We also commenced work on the implementation of a Health and Wellbeing and Positive Workplace strategies to reiterate the department's commitment to:

- employees maintaining a healthy work/life balance
- employees making informed decisions regarding flexible work arrangements
- fostering a workplace that is supportive of diversity

- ensuring there is fair and accessible programs and processes with continuous education of policies, procedures and avenues available to employees
- a zero tolerance to bullying and harassment.

Health and wellbeing initiatives were driven by employees through the year, which resulted in the formation of a committee to develop the Health and Wellbeing Strategy, due for implementation in the 2011–12 financial year. The purpose of the strategy will be to educate, motivate and inspire employees to make healthier and better informed choices to positively impact upon their personal health, work productivity and overall quality of life.

## INITIATIVES TO IMPROVE THE QUALITY OF WORKFORCE DEVELOPMENT DATA

The department continues to develop a number of strategies that improve the quality and quantity of evidence available to support workforce development including:

### **NTPS Staff Survey**

The department made a significant commitment to the findings of the 2009 NTPS Employee Survey, particularly in the areas of leadership development, communication and consultation and a positive workplace. Through the Roadmap, the department committed specifically to respond to the staff survey findings and measured achievements through the 2011 internal staff survey.

### **Post-Appointment Feedback Survey**

The online Post-Appointment Feedback Survey was developed and implemented and invites new employees to provide feedback three months after they commence with the department. The feedback obtained through the survey measures how well our recruitment and selection processes are perceived by new employees and how well an employee was supported during their recruitment and induction period and whether their job expectations are being met.

The survey also captured valuable workforce planning data, including why people were attracted to a position with the department, where they were previously employed and what level of education (if any) they have completed.

Reporting on the survey findings is conducted half yearly and delivered to the Executive Management Group, ensuring the department continually develops and improves processes and strategies to attract and retain quality talent.

### **Exit Interviews**

The Exit Interview questionnaire was reviewed in 2011 to improve the quality of reporting.



## OUR EARLY CAREERS PROGRAMS

The department supports NTPS Early Career programs by employing graduates, apprentices, Indigenous cadets, Workplace Integrated Learning Scholarships (WILS) participants and current university students via the Vacation Employment scheme.

### **Graduate Development Program**

Three graduates who commenced the Graduate Development Program in January 2010 completed the program in January 2011. One subsequently obtained employment with Charles Darwin University, one gained a temporary promotion within the NTPS and the other a permanent position within the private sector.

Four graduates were accepted into the Graduate Development Program in January 2011. They are qualified in Human Resource Management, Marketing and Management and International Business.



*2011 graduates (left to right):  
Stuart Cook, Rosadel Rasing,  
Katherine Rutkowski and  
Trent Ovens.*

### Comments from the 2011 graduates

*The graduate program has given me a fantastic opportunity to kick start my career in Human Resources (HR) following the completion of my degree. It has provided me with valuable experience in areas of HR such as workforce development and industrial relations, which will hold me in good stead for my future endeavours. Working alongside such knowledgeable people has really fast-tracked my learning and I feel my professional development gained from the program will open up many opportunities beyond its completion.*

Trent Ovens

*My placements throughout the graduate program at DCM have provided me with a better understanding of government politics, policies and processes and the important role they play within the public sector. This knowledge has been beneficial to my understanding of government operations when organising events, projects and writing reports, as I am now aware of what influences and concerns require consideration in the planning and implementation of projects and reports.*

*...I feel confident that the skills, knowledge and networks that I have acquired will present me with numerous promising career opportunities once the Graduate program concludes.*

Katherine Rutkowski

*Working at DCM has broadened my understanding of the government system. What I enjoy most about working for a central agency is working with passionate people who are driven to promote the Northern Territory's interest...The work here is dynamic, relevant, stimulating, challenging yet rewarding. Working for various divisions has helped me develop stronger analytical skills and a higher level of professionalism. My mentors have been tremendously supportive and at the same time they have inspired me to endeavour towards a particular career path.*

Rosadel Raising



*Comments from the 2011 graduates...cont*

*The graduate program has given me a great opportunity to apply the theory I learned at university in a real working environment with real implications...I have developed my skills in areas such as report and ministerial composition, project planning and time management. This has given me the confidence to work with external stakeholders and other government agencies knowing the work I am doing is contributing to the bigger picture. As this is my first real job since completing my degree, I feel as though the graduate program will provide me with the tools I need for a successful career*

Stuart Cook



### **NTPS Apprenticeship Program**

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

The department hosted a total of seven apprentices during the reporting period.

### **Successful Completions**

Five apprentices completed their program with the department during the reporting period.

Jessie Gilmour and Laura Smith completed their program in August 2010, followed by Jacob Ferns and Winsome Philpott in February 2011. Tori King commenced the apprenticeship program in August 2010 and successfully completed ahead of schedule. All the apprentices have secured employment within the NTPS.



*Laura Smith and Jessie Gilmour at the 2010 Apprentice Graduation Ceremony.*



*Commissioner for Public Employment Ken Simpson presenting Jacob Ferns with his Graduation certificate.*



**Commencements**

Georgia Tomazos and Emily McLean commenced in February 2011 and have undertaken work placements in Information and Office Services,

Intergovernmental Relations, Finance and Procurement and Strategic Communications.



*Georgia Tomazos and Emily McLean*



*Tori King*





### **Indigenous Cadetship Support (ICS) Program**

The department continues to support the ICS program, which assists Indigenous university students by paying for university course fees and text books while providing annual work placements during inter-semester breaks.

During the reporting period, two cadets completed the program. Rekeesha Fry completed her studies in Arts and International Relations and Alexis Postans completed her degree in Psychology. Both have secured employment with the Australian Government.



Zelma Collins (left) HR Director and Rod Applegate Deputy Chief Executive presenting Rekeesha Fry (centre) with a farewell gift following the completion of her Indigenous Cadetship.

### **2011 ICS Program**

Brionee Noonan commenced the ICS program in 2011 and is placed with the Intergovernmental Relations Unit. Brionee is studying a Graduate Diploma in Indigenous Knowledges at Charles Darwin University.

### **Work Integrated Learning Scholarship (WILS)**

WILS is an initiative of the Charles Darwin University – Northern Territory Government Partnership Agreement to address skills shortages and help recruit graduates to the NTPS.

WILS combines full-time tertiary education and work experience within a department for a period of 6-12 weeks per year for the duration of the scholarship.

The department continued to support WILS participant, Anastasia Kouilainos, during the reporting period. Anastasia is completing a Bachelor of Commerce.

### **Vacation Employment**

In 2010–11, the department provided vacation employment opportunities for seven university students. Five placements were undertaken with ministerial offices and the other two were undertaken with the Energy Policy and Climate Change and the Strategic Communications Unit.



## Work Experience

The department continues to show commitment to giving high school students an opportunity to gain work experience and fine tune their career choices.

In September we hosted three year 10 work experience students from St John's College. One student was placed with Information and Office Services and two students were placed with Government House.



*Work experience student busy at Government House.*

## HEALTH AND WELLBEING

### Early Intervention Strategies

Preventative strategies throughout the year included flu vaccinations, ergonomic workstation assessments, office massages and the utilisation of the Employee Assistance Program (EAP).

Employee patronages of these initiatives in 2010–11 were as follows:

- 96 employees received flu vaccinations
- five workstation ergonomic assessments were undertaken in three divisions, with a number of recommendations being made and all implemented in the reporting period
- 29 employees received office massages, which are held on a monthly basis
- 37 employees and/or their family members utilised the Employee Assistance Program

### Forthcoming Intervention Strategies

Under development are two new strategies to further strengthen our early intervention suite of initiatives. They are the:


- Health and Wellbeing Strategy
- Positive Workplace Strategy.

The Health and Wellbeing Strategy will focus on educating our employees about health issues while encouraging them to make healthier life choices.

The Positive Workplace Strategy will incorporate a suite of initiatives that support a positive work climate. It will involve awareness initiatives on the workplace flexibility options available to employees.

The following programs were accessed by employees as part of these initiatives:

- 16 attended 'Mental Health in the Workplace'
- 22 attended 'Dealing with the Tough Stuff'
- 9 attended 'Upbeat' by Lifeline
- 5 attended 'Accidental Counsellor' by Lifeline
- 9 attended an eight-week 'Yogalates' program
- 13 participated in 'Activate' - NT Healthy Lifestyle Challenge
- 4 teams participated in the Life. Be In It Corporate Challenges in soccer, netball, archery and kickball.



### **Occupational Health and Safety (OH&S)**

The department continued to improve efforts to protect the health and safety of employees.

The Occupational Health and Safety Committee met quarterly throughout the year and initiated activities that included:

- further development/auditing of our OHS Management System
- election of Health and Safety Representatives (HSR)
- development of a 'Work Group Agreement'
- training for fire wardens and first aid officers
- development of a range of guidelines including: First Aid Checklist, Workplace/Workstation inspections, Incident Management.

### **Injuries: Reported Incidents**

A total of nine incidents were reported in 2010–11. They include:

- body stressing
- slips, trips and falls
- being hit by objects
- environmental factors.

### **Workers' Compensation**

Four Workers' Compensation claims were submitted by employees in the reporting period.

### **Comparison of Workers' Compensation Claims**

| <b>Workers' Compensation Claims</b> | <b>2009–2010</b> | <b>2010–2011</b> |
|-------------------------------------|------------------|------------------|
| Claims at 1 July                    | 2                | 1                |
| New claims                          | 0                | 4                |
| Claims resolved                     | 1                | 3                |
| Claims at 30 June                   | 1                | 2                |

By working together and meeting our responsibilities, employees enjoyed a safe and healthy workplace.

## EMPLOYEE ACHIEVEMENTS

### Milestones Awards (Recognition of Service)

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

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

- eight employees received an award for 10 years of service
- two for 20 years of service
- two for 30 years of service
- one for 40 years of service.



*Milestone award recipients at the 2010 ceremony*



### **Other Employee Achievements**

The department values the individual and collective contributions and achievements of its employees and is committed to ongoing recognition of these achievements through regular updates on our intranet.

Notable achievements in the 2010–11 year include:

- Wayne Fan's completion of the Accelerated Development for Emerging Leaders through the Melbourne Business School
- Jaimie Brunton's completion of the Discovery - Women as Leaders Program.

### **National Youth Week**

National Youth Week is the largest celebration of young people in Australia. This year Youth Week took place from 1 – 10 April 2011 and the theme was 'Own It!'. Well done to the department's youth who organised a fantastic quiz night and volunteers' information session as part of the Youth Week celebrations.



*Youth Week Quiz Night*



*Employees (from left to right- Sankara Walden, Mendes Lay, Katherine Ruthkowski, Christine Gray and Claudia Cameirao) at the quiz night.*



*Our organising team.*





*Volunteers' information session*



*Attentive participants at the volunteers' information session*

### Personal Achievements

Owen Samuels from Information and Office Services and his team were, for the fifth consecutive time, triumphant at the Australian Disability Championships held in Adelaide. Owen received three gold, two silver and one bronze medal for his efforts. Well done Owen!



*Owen brings home the medals again!*

## EMPLOYMENT INSTRUCTIONS

The table below gives a snapshot view of our organisational activities against the following obligations under the Employment Instructions.

| Employment Instructions  | The Department's Action(s)   |
|--|--|
| <p><b>1. Advertising, Selection Appointment, Transfer and Promotion</b><br/>           Department to develop procedures on recruitment and selection for internal use. Chief Executive Officer to report annually on the number of employees in each designation and variations since the last report.</p> | <p>The department's Recruitment and Selection Policy and Guidelines were updated throughout the year and made available to all employees. Selection Panel training incorporated the role of the Chairperson and is mandatory for all employees who participate on selection panels.</p>  |
| <p><b>2. Probation</b><br/>           Chief Executive Officer to develop a probationary process for their department and convey details of the process to employees within their first week of reporting for duty.</p>   | <p>The department's Probation Policy is reviewed every two years and is included in the welcome pack for new employees. During this reporting period, a system was implemented to ensure timely finalisation of probation reports.</p> <p>Through our leadership training and CEP, managers are encouraged to give timely and useful feedback to employees.</p>  |
| <p><b>3. Natural Justice</b><br/>           The rules of natural justice to be observed in all dealings with employees.</p>  | <p>The principles of natural justice are observed in all dealings with employees.</p>  |
| <p><b>4. Performance Management</b><br/>           Chief Executive Officer to report annually on management training and staff development programs. Chief Executive Officer to develop and implement performance management systems for their department.</p>   | <p>The department's Capability Enhancement Framework is founded on effective, ongoing performance conversations between employees and their managers. Information is available to all employees on the intranet site.</p> <p>The benefits of the program were highlighted through a formal training program and are reinforced to divisions in April, who are encouraged to complete the process by the end of July.</p> |

## EMPLOYMENT INSTRUCTIONS...CONT

| Employment Instructions   | The Department's Action(s)  |
|---|---|
| <p><b>5. Medical Incapacity</b><br/>No agency action or reporting requirements.</p>   | <p>Advice is provided to divisions.</p>   |
| <p><b>6. Inability to Discharge Duties</b><br/>Chief Executive Officer to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the department. Chief Executive may establish procedures regarding this Employment Instruction within their department.</p> | <p>No action during the reporting period.</p>   |
| <p><b>7. Discipline</b><br/>Chief Executive Officer to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the department. Chief Executive Officer may establish procedures regarding discipline within their department.</p>                             | <p>The policy is available to all employees via the intranet. No disciplinary action was taken during the reporting period.</p> |

## EMPLOYMENT INSTRUCTIONS...CONT

| Employment Instructions  | The Department's Action(s)   |
|--|--|
| <p><b>8. Management of Grievances</b><br/>Chief Executive Officer to establish written grievance settling procedures for the department that are available to employees and outline process for dealing with grievances.</p>   | <p>The grievance policy has been reviewed in consultation with staff and is accessible via the intranet.</p> <p>One grievance was lodged and finalised during the reporting period.</p>  |
| <p><b>10. Employee Records</b><br/>Agencies to maintain appropriate employee records and implement procedures for maintaining and accessing these records.</p>   | <p>Employee records are securely maintained. The department's policy for accessing and maintaining employees' records is available via the intranet.</p>   |
| <p><b>11. Equal Employment Opportunity (EEO) Management Programs</b><br/>Chief Executive Officer to devise and implement programs to ensure equal employment opportunities and outcomes are achieved. Chief Executive Officer to report annually on programs and initiatives the department has developed. Report to include details on specific action in relation to Indigenous employment and career development, and measures to enable employees to balance work and family responsibilities.</p> | <p>The department's EEO Plan was implemented during the year and regular status updates provided to Executive Management Group. The department also incorporates EEO awareness into its Selection Panel and Chairperson training to ensure fairness in recruitment.</p> <p>All job descriptions require applicants to demonstrate their ability to interact effectively with people of diverse backgrounds.</p> <p>We support flexible working arrangements to accommodate the needs of our employees.</p> |

## EMPLOYMENT INSTRUCTIONS...CONT

| Employment Instructions   | The Department's Action(s)  |
|---|---|
| <p><b>12. Occupational Health and Safety Programs</b><br/>           Chief Executive Officer will develop programs to ensure employees and their representatives are consulted in the development and implementation of occupational health and safety programs in the department.</p> <p>A Chief Executive Officer must:</p> <ul style="list-style-type: none"> <li>• report annually on occupational health and safety programs in their department and keep appropriate OH&amp;S records.</li> </ul> | <p>The OH&amp;S Committee continues to meet on a quarterly basis and the following has occurred during the reporting period:</p> <ul style="list-style-type: none"> <li>• reached preliminary agreement with employees about the formation of work groups</li> <li>• held elections for Health and Safety Representatives (HSRs) for each of those work groups</li> <li>• drafted a Work Group Agreement, which will soon be endorsed by the Chief Executive and HSRs</li> <li>• commenced the coordination of training for HSRs</li> <li>• developed new workplace and workstation inspection checklists and commenced the process of implementing those inspection programs</li> <li>• ensured that all employees are provided with information about OH&amp;S policies and their obligations through:               <ul style="list-style-type: none"> <li>- OH&amp;S Committee meetings</li> <li>- intranet (and soon to be an OH&amp;S Sharepoint site)</li> <li>- safety boards</li> <li>- induction program, which includes information on OH&amp;S.</li> </ul> </li> </ul> <p>DCM reports annually on OH&amp;S programs. Workplace and workstation checklists have been developed and are in the process of being implemented. These programs will include records of risk assessments and maintenance of control measures.</p> <p>DCM also keeps OH&amp;S records on DCMatters, in TRIM files and soon on an OH&amp;S Sharepoint site. These OH&amp;S records cover:</p> <ul style="list-style-type: none"> <li>• OHS Information provided to all DCM employees</li> <li>• OHS Induction for new staff</li> <li>• Training for First Aid Officers, Fire Wardens and soon for Health and Safety Representatives.</li> </ul> |



## EMPLOYMENT INSTRUCTIONS...CONT

| Employment Instructions  | The Department's Action(s)  |
|--|---|
| <p><b>13. Code of Conduct</b><br/>Chief Executive Officer may issue guidelines regarding acceptance of gifts and benefits to employees. Chief Executive Officer may issue a department-specific Code of Conduct.</p> | <p>Our induction process introduces all new employees to the NTPS Code of Conduct. Regular awareness sessions are conducted by Human Resources. The department maintains and promotes a professional workplace culture and employees contribute to our Values.</p>  |
| <p><b>14. Part Time Employment</b><br/>Chief Executive Officer to advise unions on a six-monthly basis of the number of part-time employees by salary stream.</p>  | <p>Achieving work-life balance is promoted within the department. Well-implemented, flexible working arrangements, including part-time work, working from home and adaptable hours, are known to improve employee productivity, retention and health. All employees are encouraged to discuss the possibility of flexible workplace arrangements with managers, who are aware of business unit needs and the various options available.</p> |





# 5



## FINANCIAL REPORTING

OVERVIEW

OPERATING STATEMENT

BALANCE SHEET

STATEMENT OF CHANGES IN EQUITY

CASH FLOW STATEMENT

# FINANCIAL STATEMENT OVERVIEW

FOR THE YEAR ENDED 30 JUNE 2011

## OVERVIEW

The 2010–11 financial statements for the Department of the Chief Minister have been prepared on an accrual basis in accordance with the Territory Financial Management Framework and the Australian Accounting Standards. The department's financial performance in 2010–11 and comparatives for 2009–10 are reported in four financial statements: the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity and Cash Flow Statement.

## COMPREHENSIVE OPERATING STATEMENT

The operating statement provides information on the financial performance of the department during the year

For the year ended 30 June 2011, the department recorded an operating deficit of \$18.92 million, due to lower income and higher expenses in 2010–11 compared with 2009–10. This was primarily the result of a one-off write down of the Railway Corridor asset of \$18.03 million, bringing the recognition of the asset in line with Australian Accounting Standards and Treasurer's Directions.

The table below shows the agency's financial performance for the past three years:

|                            | 2008–09<br>(\$'000) | 2009–10<br>(\$'000) | 2010–11<br>(\$'000) |
|----------------------------|---------------------|---------------------|---------------------|
| Operating income           | 114 035             | 102 940             | 89 511              |
| Operating expenses         | 79 951              | 77 976              | 113 792             |
| Other comprehensive income | -                   | 5 189               | 5 357               |
| Surplus/(deficit)          | 34 084              | 30 153              | (18 924)            |

## Revenue

The department's main source of revenue was output appropriation from the Central Holding Authority (79 per cent or \$70.56 million) and grants revenue from the Commonwealth Government (12 per cent or \$10.97 million). Goods and Services revenue of \$3.68 million to recover costs was received from the following:

- the Northern Territory Major Events Company (\$1.27 million)
- the Darwin Waterfront Corporation (\$0.95 million)
- the Office of the Commissioner for Public Employment (\$0.42 million)
- the Darwin Port Corporation for the Marine Supply Base project (\$0.67 million)
- the Council of Australian Federation (\$0.13 million).

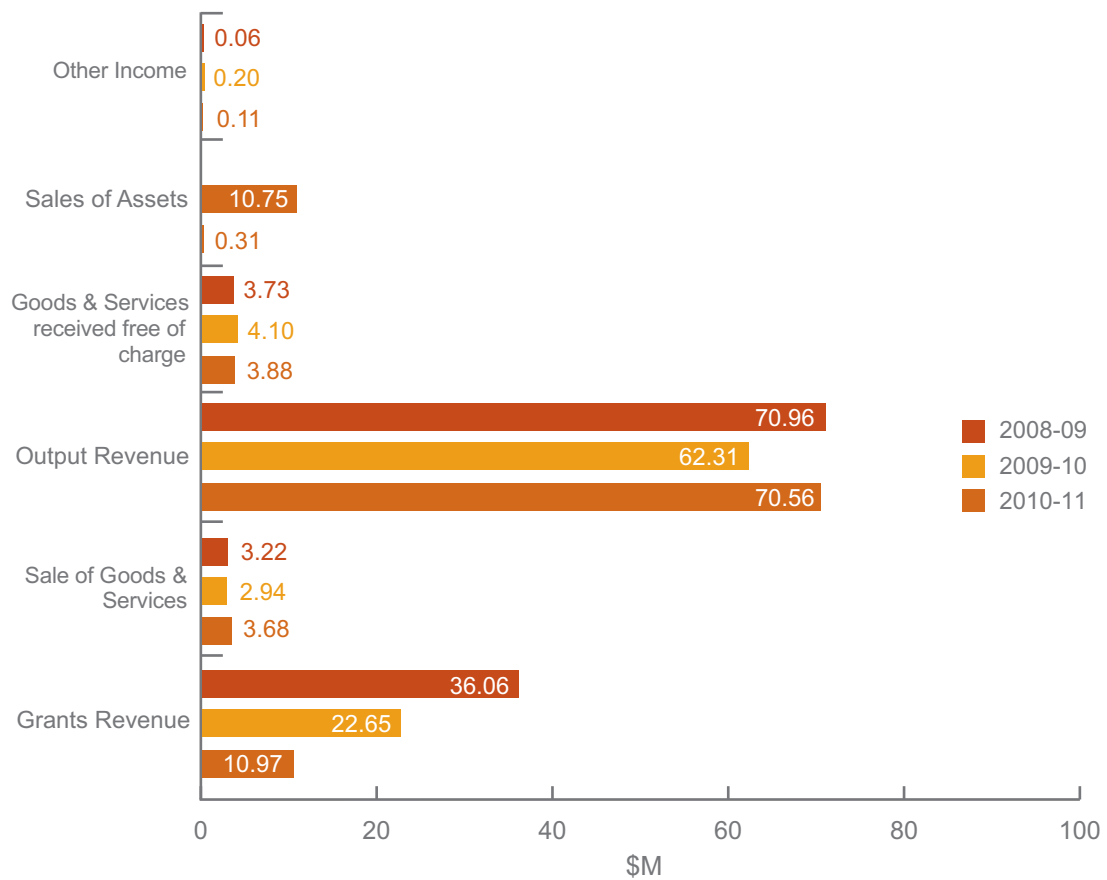
The department also recognises notional revenue of \$3.88 million for goods and services received free of charge from the Department of

Business and Employment, such as Information Technology, Procurement and Payroll. This revenue is offset by notional expenditure to the same value to the Department of Business and Employment.

A gain on the disposal of assets of \$0.32 million was recorded in the financial year relating to the sale proceeds of five units from the Darwin Waterfront Wharf One project (Wharf One).

Overall, total income decreased by \$13.43 million to \$89.51 million. The major contributors were a decrease in Commonwealth Government grants revenue by \$11.67 million, resulting from lower funding for the Alice Springs Transformation Plan, which was partially offset by higher funding for Remote Indigenous Housing, and a decrease in Wharf One unit sales revenue by \$10.44 million, due to the majority of Wharf One units being sold in 2009–10. The overall decrease in total income was partially offset by an increase in Output Appropriation of \$8.25 million to \$70.56 million.

### Revenue by Source (in \$M)



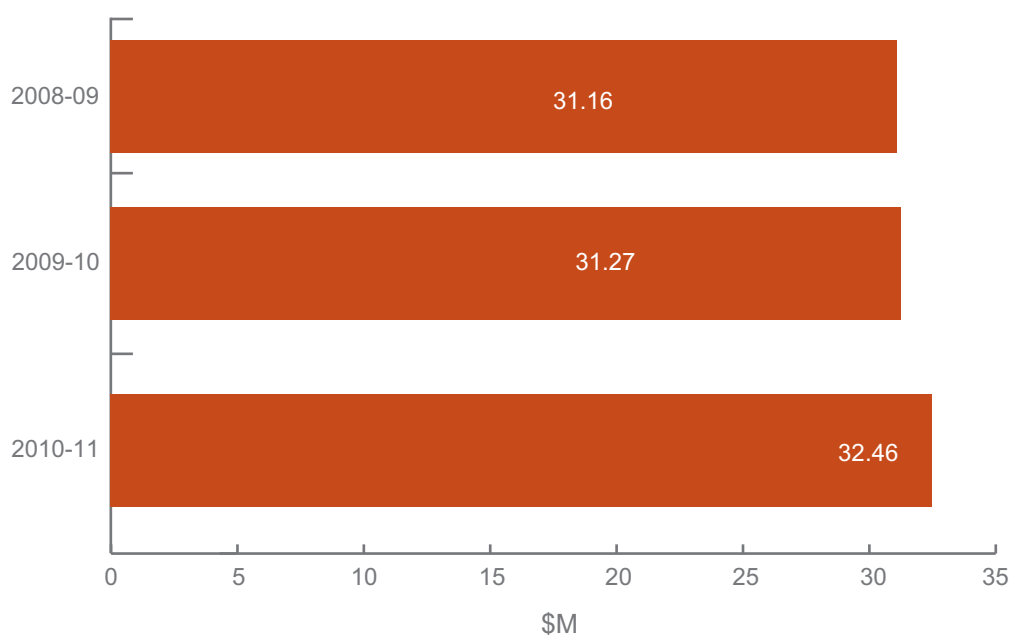
## Expenses

Expenses increased by \$35.82 million from the previous year. Expenses increased in the employee and administrative classifications and increased in the grants classification. Explanations of the variations are detailed below.

## Employee Expenses

Employee expenses increased by \$1.17 million to \$32.45 million (3.7 per cent). The increase was mainly the result of the Northern Territory Public Sector Enterprise Bargaining Agreement (EBA) annual salary increase of three percent.

**Employee Expenditure (in \$M)**



## Administrative Expenses

Administrative expenses increased by \$27.89 million to \$49.12 million. Significant movements in administrative expenses are disclosed below.

Purchases of goods and services increased by \$9.66 million to \$24.99 million due to the following:

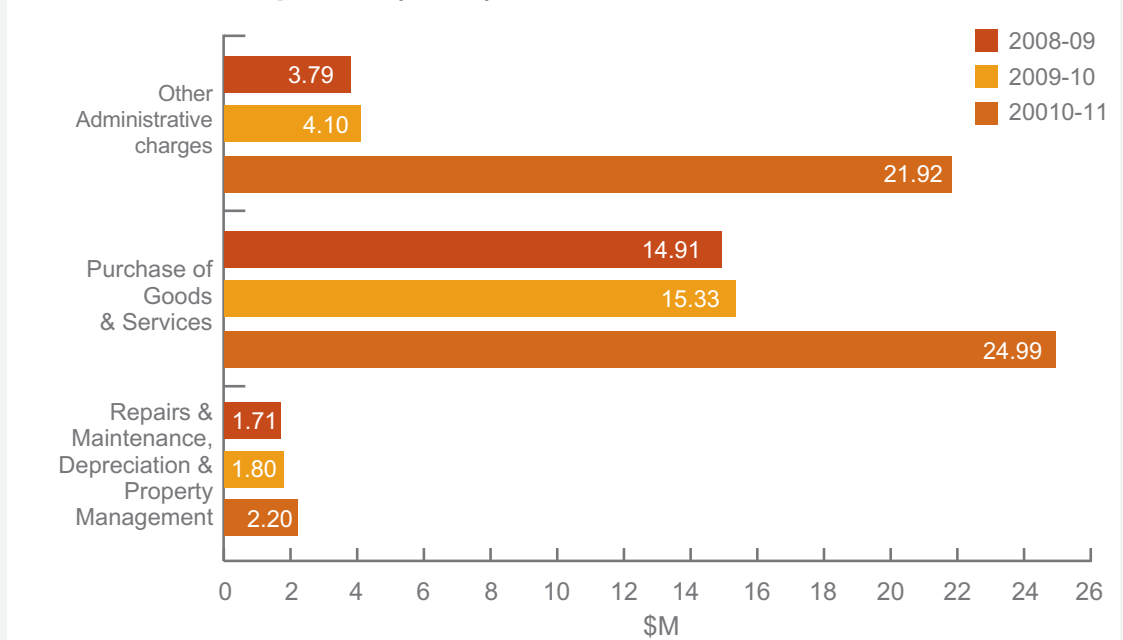
- agent service arrangements (\$5.27 million) – these relate to payments made to other Northern Territory Government Agencies for implementation of Alice Springs Transformation Plan initiatives

- consultants' fees (\$1.57 million) – primarily due to the Marine Supply Base project implementation phase in 2010–11
- legal expenses (\$1.7 million) – largely relating to the Marine Supply Base project
- official duty fares (\$0.27 million) – mainly due to an increase in overseas on-duty fares to attend events such as the 2010 Asia World Expo

- training and study expenses (\$0.24 million) – increased staff training and development.

Property management expenses increased by \$0.18 million to \$1.16 million due to new building leases required for the Inquiry into the Child Protection System (\$0.06 million) and Ministerial Offices (\$0.05 million) in the 2010–11 financial year.

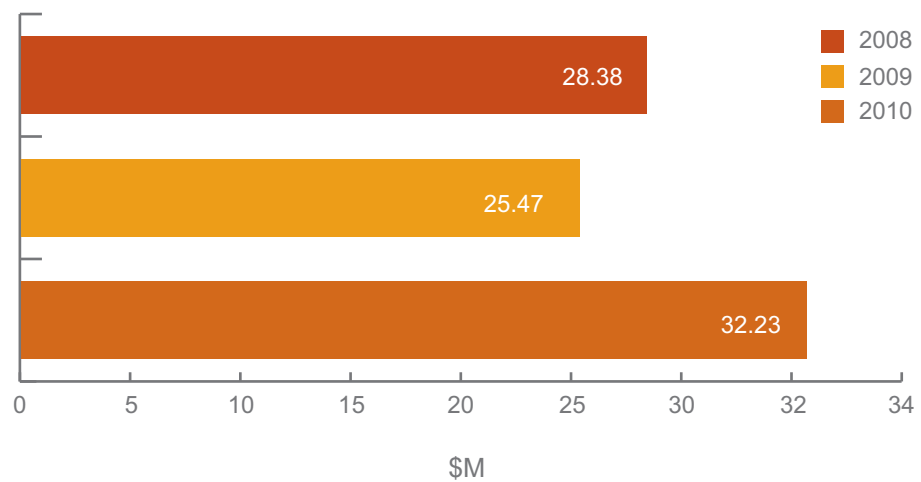
### Administrative Expenses (in \$M)



### Grants Expenses

A complete explanation and listing of grant payments for the financial year are included in part six of this annual report. Overall, there were increases in current grants of \$6.32 million and capital grants of \$0.44 million.

Grants Expenses (in \$M)



## BALANCE SHEET

The Balance Sheet provides a summary of the department's total assets and liabilities.

During 2010–11, the department's total assets decreased from \$96.77 million

to \$78.57 million. The \$18.2 million decrease is mainly attributable to the Railway Corridor asset write down of \$18.03 million.

|             | 2008–09<br>(\$'000) | 2009–10<br>(\$'000) | 2010–11<br>(\$'000) |
|-------------|---------------------|---------------------|---------------------|
| Assets      | 77 252              | 96 767              | 78 571              |
| Liabilities | 7 398               | 7 215               | 6 876               |
| Equity      | 69 853              | 89 552              | 71 695              |



## STATEMENT OF CHANGES IN EQUITY

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

Equity decreased by \$17.86 million to \$71.7 million. Equity movements were as follows:

- equity injections of \$1.14 million

- an increase of \$4.58 million in the asset revaluation reserve for land for the Administrator's Building and \$0.78 million for the Administrator's Building
- a deficit of \$24.28 million for the year.

## CASH FLOW STATEMENT

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

Overall the department decreased its cash held by \$4.76 million to \$44.95 million.

|                           | 2008–09<br>(\$'000) | 2009–10<br>(\$'000) | 2010–11<br>(\$'000) |
|---------------------------|---------------------|---------------------|---------------------|
| Cash at beginning of year | 570                 | 36 016              | 49 709              |
| Net movement              | 35 446              | 13 693              | (4 759)             |
| Cash at end of year       | 36 016              | 49 709              | 44 950              |



## CERTIFICATION OF THE FINANCIAL STATEMENTS

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

We further state that the information set out in the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2011 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.



**Mike Burgess**  
Chief Executive

31 August 2011



**Diem Tang**  
Acting Chief Financial Officer

31 August 2011

## DEPARTMENT OF THE CHIEF MINISTER COMPREHENSIVE OPERATING STATEMENT

FOR THE YEAR ENDED 30 JUNE 2011

|  | NOTE     | 2011<br>\$'000  | 2010<br>\$'000 |
|--|----------|-----------------|----------------|
| <b>INCOME</b>                                |          |                 |                |
| <i>Grants and Subsidies Revenue</i>          |          |                 |                |
| Current                                      |          | 10 972          | 22 645         |
| <i>Appropriation</i>                         |          |                 |                |
| Output                                       |          | 70 556          | 62 311         |
| Sales of Goods and Services                  |          | 3 684           | 2 936          |
| Interest Revenue                             |          | 15              | 100            |
| Goods and Services Received Free of Charge   | 4        | 3 879           | 4 095          |
| Gain on Disposal of Assets                   | 5        | 314             | 10 750         |
| Other Income                                 |          | 91              | 103            |
| <b>TOTAL INCOME</b>                          | <b>3</b> | <b>89 511</b>   | <b>102 940</b> |
| <b>EXPENSES</b>                              |          |                 |                |
| Employee Expenses                            |          | 32 446          | 31 274         |
| <i>Administrative Expenses</i>               |          |                 |                |
| Purchases of Goods and Services              | 6        | 24 992          | 15 327         |
| Repairs and Maintenance                      |          | 404             | 301            |
| Property Management                          |          | 1 161           | 984            |
| Depreciation and Amortisation                | 11, 12   | 640             | 519            |
| Other Administrative Expenses <sup>(1)</sup> | 7        | 21 920          | 4 096          |
| <i>Grants and Subsidies Expenses</i>         |          |                 |                |
| Current                                      |          | 30 958          | 24 644         |
| Capital                                      |          | 1 271           | 830            |
| Community Service Obligations                |          |                 |                |
| Interest Expenses                            |          |                 |                |
| <b>TOTAL EXPENSES</b>                        | <b>3</b> | <b>113 792</b>  | <b>77 976</b>  |
| <b>NET SURPLUS/(DEFICIT)</b>                 |          | <b>(24 281)</b> | <b>24 964</b>  |

# DEPARTMENT OF THE CHIEF MINISTER COMPREHENSIVE OPERATING STATEMENT

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|   | NOTE | 2011<br>\$'000  | 2010<br>\$'000 |
|---|------|-----------------|----------------|
| <b>OTHER COMPREHENSIVE INCOME</b>       |      |                 |                |
| Asset Revaluation Reserve               |      | 5 357           | 5 189          |
| Changes in Accounting Policies          |      | -               | -              |
| Correction of Prior Period Errors       |      | -               | -              |
| <b>TOTAL OTHER COMPREHENSIVE INCOME</b> |      | <b>5 357</b>    | <b>5 189</b>   |
| <b>COMPREHENSIVE RESULT</b>             |      | <b>(18 924)</b> | <b>30 153</b>  |

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

<sup>1</sup> Includes \$3.88 million for DBE service charges and \$18.03 million write down of the Railway Corridor Asset

## DEPARTMENT OF THE CHIEF MINISTER BALANCE SHEET

AS AT 30 JUNE 2011

|  | NOTE | 2011<br>\$'000  | 2010<br>\$'000  |
|--|------|-----------------|-----------------|
| <b>ASSETS</b>                                  |      |                 |                 |
| <b>Current Assets</b>                          |      |                 |                 |
| Cash and Deposits                              | 8    | 44 950          | 49 709          |
| Receivables                                    | 9    | 1 034           | 2 104           |
| Prepayments                                    |      | 180             | 7               |
| <b>Total Current Assets</b>                    |      | <b>46 164</b>   | <b>51 820</b>   |
| <b>Non-Current Assets</b>                      |      |                 |                 |
| Advances and Investments                       | 10   | -               | -               |
| Property, Plant and Equipment                  | 11   | 32 267          | 44 805          |
| Heritage and Cultural Assets                   | 12   | 140             | 142             |
| <b>Total Non-Current Assets</b>                |      | <b>32 407</b>   | <b>44 947</b>   |
| <b>TOTAL ASSETS</b>                            |      | <b>78 571</b>   | <b>96 767</b>   |
| <b>LIABILITIES</b>                             |      |                 |                 |
| <b>Current Liabilities</b>                     |      |                 |                 |
| Payables                                       | 13   | (1 624)         | (2 025)         |
| Provisions                                     | 15   | (3 577)         | (3 581)         |
| <b>Total Current Liabilities<sup>(1)</sup></b> |      | <b>(5,200)</b>  | <b>(5 606)</b>  |
| <b>Non-Current Liabilities</b>                 |      |                 |                 |
| Borrowings and Advances                        | 14   | -               | -               |
| Provisions                                     | 15   | (1 676)         | (1 609)         |
| <b>Total Non-Current Liabilities</b>           |      | <b>(1 676)</b>  | <b>(1 609)</b>  |
| <b>TOTAL LIABILITIES</b>                       |      | <b>(6 876)</b>  | <b>(7 215)</b>  |
| <b>NET ASSETS</b>                              |      | <b>71 695</b>   | <b>89 552</b>   |
| <b>EQUITY</b>                                  |      |                 |                 |
| Capital  |      | (50 528)        | (49 461)        |
| Reserves                                       | 16   | (12 607)        | (7 250)         |
| Accumulated Funds                              |      | (8 560)         | (32 841)        |
| <b>TOTAL EQUITY</b>                            |      | <b>(71 695)</b> | <b>(89 552)</b> |

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

<sup>(1)</sup> Rounding discrepancy, refer to note 2 (e)

# DEPARTMENT OF THE CHIEF MINISTER STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2011

|  | NOTE | Equity at<br>1 July<br>\$'000 | Comprehensive<br>result<br>\$'000 | Transactions<br>with owners<br>in their<br>capacity as<br>owners<br>\$'000 | Equity at<br>30 June<br>\$'000 |
|--|------|-------------------------------|-----------------------------------|--|--------------------------------|
| <b>2010-11</b>                               |      |                               |                                   |  |                                |
| <b>Accumulated Funds</b>                     |      |                               |                                   |  |                                |
| Changes in Accounting Policy                 |      | 32 841                        | (24 281)                          | -  | 8 560                          |
| Correction of Prior Period Errors            |      | -                             | -                                 | -  | -                              |
|  |      | <b>32 841</b>                 | <b>(24 281)</b>                   |  | <b>8 560</b>                   |
| <b>Reserves</b>                              |      |                               |                                   |  |                                |
| Asset Revaluation Reserve                    | 16   | 7 250                         | -                                 | -  | 7 250                          |
|  |      | -                             | 5 357                             | -  | 5 357                          |
|  |      | <b>7 250</b>                  | <b>5 357</b>                      |  | <b>12 607</b>                  |
| <b>Capital - Transactions with Owners</b>    |      |                               |                                   |  |                                |
| Equity Injections                            |      | 49 461                        | -                                 | -  | 49 461                         |
| Capital Appropriation                        |      | -                             | -                                 | 395  | 395                            |
| Equity Transfers In                          |      | -                             | -                                 | 672  | 672                            |
| Other Equity Injections                      |      | -                             | -                                 | -  | -                              |
| Equity Withdrawals                           |      | -                             | -                                 | -  | -                              |
| Capital Withdrawal                           |      | -                             | -                                 | -  | -                              |
| Equity Transfers Out                         |      | -                             | -                                 | -  | -                              |
|  |      | <b>49 461</b>                 | <b>-</b>                          | <b>1 067</b>   | <b>50 528</b>                  |
| <b>Total Equity at End of Financial Year</b> |      | <b>89 552</b>                 | <b>(18 924)</b>                   | <b>1 067</b>   | <b>71 695</b>                  |

## DEPARTMENT OF THE CHIEF MINISTER STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | NOTE | Equity at<br>1 July<br>\$'000 | Comprehensive<br>result<br>\$'000 | Transactions<br>with owners<br>in their<br>capacity as<br>owners<br>\$'000 | Equity at<br>30 June<br>\$'000 |
|--|------|-------------------------------|-----------------------------------|--|--------------------------------|
| <b>2009-10</b>   |      |                               |                                   |  |                                |
| <b>Accumulated Funds</b>                                   |      |                               |                                   |  |                                |
| Changes in Accounting Policy                               |      | 7 877                         | 24 964                            | -  | 32 841                         |
| Correction of Prior Period Errors                          |      | -                             | -                                 | -  | -                              |
|  |      | 7 877                         | 24 964                            | -  | 32 841                         |
| <b>Reserves</b>  |      |                               |                                   |  |                                |
| Asset Revaluation Reserve                                  | 16   | 2 601                         | -                                 | -  | 2 061                          |
|  |      | -                             | 5 189                             | -  | 5 189                          |
|  |      | 2 061                         | 5 189                             | -  | 7 250                          |
| <b>Capital - Transactions with Owners</b>                  |      |                               |                                   |  |                                |
| Equity Injections  |      | 59 915                        |                                   |  | 59 915                         |
| Capital Appropriation                                      |      | -                             | -                                 | 395  | 395                            |
| Equity Transfers In  |      | -                             | -                                 | 644  | 644                            |
| Other Equity Injections                                    |      | -                             | -                                 | 96   | 96                             |
| Equity Withdrawals   |      |                               |                                   |  |                                |
| Capital Withdrawal   |      | -                             | -                                 | (11 583)   | (11 583)                       |
| Equity Transfers Out                                       |      | -                             | -                                 | (7)  | (7)                            |
|  |      | 59 915                        | -                                 | (10 454)   | 49 461                         |
| <b>Total Equity at End of Financial Year<sup>(1)</sup></b> |      | <b>69 853</b>                 | <b>30 153</b>                     | <b>(10 454)</b>  | <b>89 552</b>                  |

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

<sup>(1)</sup> Rounding discrepancy, refer to note 2 (e)

# DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2011

|   | NOTE | 2011<br>\$'000  | 2010<br>\$'000  |
|---|------|-----------------|-----------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>                       |      |                 |                 |
| <b>Operating Receipts</b>   |      |                 |                 |
| Taxes Received  |      |                 |                 |
| <i>Grants and Subsidies Received</i>                              |      |                 |                 |
| Current   |      | 10 972          | 22 645          |
| Appropriation   |      |                 |                 |
| Output  |      | 70 556          | 62 311          |
| Receipts From Sales of Goods and Services                         |      | 9 496           | 13 622          |
| Interest Received   |      | 15              | 100             |
| <b>Total Operating Receipts</b>                                   |      | <b>91 039</b>   | <b>98 678</b>   |
| <b>Operating Payments</b>   |      |                 |                 |
| Payments to Employees   |      | (32 446)        | (31 053)        |
| Payments for Goods and Services                                   |      | (31 628)        | (28 412)        |
| <i>Grants and Subsidies Paid</i>                                  |      |                 |                 |
| Current   |      | (30 958)        | (24 644)        |
| Capital   |      | (1 271)         | (830)           |
| <b>Total Operating Payments</b>                                   |      | <b>(96 303)</b> | <b>(84 939)</b> |
| <b>Net Cash From/(Used In) Operating Activities<sup>(1)</sup></b> | 17   | <b>(5 263)</b>  | <b>13 739</b>   |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>                       |      |                 |                 |
| <b>Investing Receipts</b>   |      |                 |                 |
| Proceeds from Asset Sales   | 5    | 324             | 11 470          |
| <b>Total Investing Receipts</b>                                   |      | <b>324</b>      | <b>11 470</b>   |
| <b>Investing Payments</b>   |      |                 |                 |
| Purchases of Assets   |      | (214)           | (426)           |
| <b>Total Investing Payments</b>                                   |      | <b>(214)</b>    | <b>(426)</b>    |
| <b>Net Cash From/(Used In) Investing Activities</b>               |      | <b>110</b>      | <b>11 044</b>   |




## DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2011

|   | NOTE | 2011<br>\$'000 | 2010<br>\$'000  |
|---|------|----------------|-----------------|
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>         |      |                |                 |
| <b>Financing Receipts</b>                           |      |                |                 |
| <i>Equity Injections</i>                            |      |                |                 |
| Capital Appropriation                               |      | 395            | 395             |
| Other Equity Injections                             |      | -              | 96              |
| <b>Total Financing Receipts</b>                     |      | <b>395</b>     | <b>491</b>      |
| <b>Financing Payments</b>                           |      |                |                 |
| Equity Withdrawals                                  |      | -              | (11 583)        |
| <b>Total Financing Payments</b>                     |      | <b>-</b>       | <b>(11 583)</b> |
| <b>Net Cash From/(Used In) Financing Activities</b> |      | <b>395</b>     | <b>(11 091)</b> |
| Net Increase/(Decrease) in Cash Held                |      | (4 759)        | 13 692          |
| Cash at Beginning of Financial Year                 |      | 49 709         | 36 016          |
| <b>CASH AT END OF FINANCIAL YEAR</b>                | 8    | <b>44 950</b>  | <b>49 709</b>   |

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

<sup>(1)</sup> Rounding discrepancy, refer to note 2 (e)



DEPARTMENT OF THE CHIEF MINISTER  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2011

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## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### 1. OBJECTIVES AND FUNDING

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

Strategic priorities for the department in 2010–11 included the following:


- coordinating implementation of the long-term strategic plan for the Territory, Territory 2030, to guide future growth and sustainability
- coordinating implementation of the Northern Territory's green energy and climate change initiatives
- developing business and trade opportunities and creating jobs for Territorians through the facilitation of major projects such as downstream gas-based developments, the Australasia Trade Route and private sector investment in key infrastructure projects
- maximising opportunities for the Northern Territory arising out of

National Partnership Agreements with the Commonwealth

- coordinating effective processes to support maintenance of intergovernmental relationships through the Council of Australian Governments (COAG) framework
- coordinating regional development initiatives including the implementation of the Alice Springs Transformation Plan
- preserving and building a strong Territory community and promoting its image as a great place to live, work and invest.

The department provides annual grant funding to the Darwin Waterfront Corporation, a statutory authority established by the Northern Territory Government to develop, manage and service the Waterfront precinct for the benefit of the community. It manages the financial agreement with the Darwin Convention Centre, and promotes the precinct as a place of residence, tourism and business, and a venue for events and entertainment.

Also, the department supports, through the Northern Territory Major Events Company, a number of high-profile events including the V8 Supercars, Australian Superbikes, BASSINTHEGRASS concert, The Concert in Alice Springs, the World Solar Challenge and Hottest 7s in the World rugby tournament.



## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011...CONT

The AustralAsia Railway Corporation is a statutory body established under the *AustralAsia Railway Corporation Act 1996* and supported by South Australia through complementary legislation. The corporation was established in 1997 by the Northern Territory and South Australian Governments to manage the awarding of Build, Own, Operate and Transfer contractual arrangements, and to enter into negotiations with the successful consortium.

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

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

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

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### 2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

#### a) Basis of Accounting

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

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

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

financial statements, all intra agency transactions and balances have been eliminated.

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

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

*AASB 2009-5 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 5, 8, 101, 107, 117, 118, 136 & 139]*

A number of amendments are largely technical, clarifying particular terms or eliminating unintended consequences. Other changes include current/non-current classification of convertible instruments, the classification of expenditure on unrecognised assets in the Cash Flow Statement and the classification of leases of land and buildings. The Standard does not impact the Financial Statements.

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

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

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

| Standard/<br>Interpretation   | Summary  | Effective<br>for annual<br>reporting<br>periods<br>beginning on<br>or after | Impact on financial<br>statements   |
|---|--|---|---|
| AASB 2010-4<br>Further<br>Amendments<br>to Australian<br>Accounting<br>Standards arising<br>from the Annual<br>Improvements<br>Project [AASB 1,<br>7, 101 & 134 and<br>Interpretation 13] | Key<br>amendments<br>include<br>clarification<br>of content of<br>Statement<br>of Changes<br>in Equity<br>(AASB 101)<br>and Financial<br>Instrument<br>Disclosures<br>(AASB 7) | 1 Jan 2011  | <p>Changes to equity arising from changes to other comprehensive income are no longer itemised in the reconciliation between the opening balance of equity to the closing balance.</p> <p>An analysis of each item of other comprehensive income is required either in the statement of changes in equity or in the notes.</p> <p>Information relating to financial instruments held by the Department of the Chief Minister better enables users to evaluate risk exposure</p> |

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### c) Agency and Territory Items

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

#### **Central Holding Authority**

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

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

The Central Holding Authority also holds certain Territory assets not assigned to Agencies as well as certain Territory liabilities that are not practical or effective to assign to individual Agencies such as

unfunded superannuation and long service leave.

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the department's financial statements. However, as the department is accountable for certain Territory items managed on behalf of Government, these items have been separately disclosed in note 23 - Schedule of Territory Items.

### d) Comparatives

Where necessary, comparative information for the 2009–10 financial year has been reclassified to provide consistency with current year disclosures.

### e) Presentation and Rounding of Amounts

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

### f) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2010–11 as a result of management decisions.

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

## **g) Accounting Judgements and Estimates**

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

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

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

- Employee Benefits – Note 2(t) and Note 15: Non-current liabilities in respect of employee benefits are measured as the present value of estimated future cash outflows based on the appropriate Government bond rate, estimates of future salary and wage levels and employee periods of service
- Contingent Liabilities – Note 20: The present value of material quantifiable contingent liabilities are calculated using a discount rate based on the published 10-year government bond rate
- Allowance for Impairment Losses – Note 2(n), 9: Receivables & 18: Financial Instruments
- Depreciation and Amortisation – Note 2(k), Note 11: Property, Plant and Equipment and Note 12.

## **h) Goods and Services Tax**

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



## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

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

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

### i) **Income Recognition**

Income encompasses both revenue and gains.

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

#### ***Grants, Donations, Gifts and Other Contributions***

Grants, donations, gifts and other non-reciprocal contributions are recognised as revenue when the Agency obtains control

over the assets comprising the contributions. Control is normally obtained upon receipt.

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

#### ***Appropriation***

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

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations, resulting in Special Purpose Payments and National Partnership payments being made by the Commonwealth Treasury to State Treasuries, in a manner similar to arrangements for GST payments. These payments are received by Treasury on behalf of the Central Holding Authority and then on-passed to the relevant agencies as Commonwealth Appropriation.

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

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

## ***Sale of Goods***

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

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

## ***Rendering of Services***

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

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

## ***Interest Revenue***

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

## ***Goods and Services Received Free of Charge***

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

## ***Disposal of Assets***

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

## ***Contributions of Assets***

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

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### j) Repairs and Maintenance Expense

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

but excluding land, have limited useful lives and are depreciated or amortised using the straight-line method over their estimated useful lives.

Amortisation applies in relation to intangible non-current assets with limited useful lives and is calculated and accounted for in a similar manner to depreciation.

### k) Depreciation and Amortisation Expense

Items of property, plant and equipment, including buildings

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

|                              | 2011      | 2010      |
|------------------------------|-----------|-----------|
| 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.

on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash.

### l) Interest Expense

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

### n) Receivables

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

### m) Cash and Deposits

For the purposes of the Balance Sheet and the Cash Flow Statement, cash includes cash

The allowance for impairment losses represents the amount of receivables the agency estimates are likely to be uncollectible and are

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

considered doubtful. Analyses of the age of the receivables that are past due as at the reporting date are disclosed in an aging 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 and other receivables within 30 days.

## **o) Property, Plant and Equipment**

### ***Acquisitions***

All items of property, plant and equipment with a cost, or other value, equal to or greater than \$10,000 are recognised in the year of acquisition and depreciated as outlined below. Items of property, plant and equipment below the \$10,000 threshold are expensed in the year of acquisition.

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

### ***Complex Assets***

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

### ***Subsequent Additional Costs***

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

### ***Construction (Work in Progress)***

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

## **p) Revaluations and Impairment**

### ***Revaluation of Assets***

Subsequent to initial recognition, assets belonging to the following classes of non-current assets are re-valued with sufficient regularity

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

to ensure that the carrying amount of these assets does not differ materially from their fair value at reporting date:

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

Fair value is the amount for which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an 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 agency assets are assessed for indicators of impairment on an annual basis. If an indicator of impairment exists, the agency determines the asset's recoverable amount. The asset's recoverable

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

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

In certain situations, an impairment loss may subsequently be reversed. Where an impairment loss is subsequently reversed, the carrying amount of the asset is increased to the revised estimate of its recoverable amount. A reversal of an impairment loss is recognised in the Comprehensive Operating Statement as income, unless the asset is carried at a re-valued amount, in which case the impairment reversal results in an increase in the Asset Revaluation Surplus. Note 16 provides additional information in relation to the Asset Revaluation Surplus.

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

## q) **Assets Held for Sale**

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

These assets are measured at the lower of the asset's carrying amount and fair value less costs to sell. These assets are not depreciated. Non-current assets held for sale have been recognised on the face of the financial statements as current assets.

## r) **Leased Assets**

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

### ***Finance Leases***

Finance leases are capitalised. A 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 agency. Accounts payable are normally settled within 30 days.

## t) **Employee Benefits**

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

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

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 agency financial statements.

### u) Superannuation

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

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

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

### v) Contributions by and Distributions to Government

The agency may receive contributions from Government where the Government is acting as owner of the agency. Conversely, the agency may make distributions to Government. In accordance with the *Financial Management Act* and Treasurer's Directions, certain types of contributions and



## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

distributions, including those relating to administrative restructures, have been designated as contributions by, and distributions to, Government. These designated contributions and distributions are treated by the agency as adjustments to equity.

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

### **w) Commitments**

Disclosures in relation to capital and other commitments, including lease commitments are shown at Note 19 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. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

|  | Policy Advice and Public Sector Coordination |               | Territory Development |               | Government Business Support |               | Community Support |              | Total           |                |
|--|--|---------------|-----------------------|---------------|-----------------------------|---------------|-------------------|--------------|-----------------|----------------|
|  | 2011 \$'000                                  | 2010 \$'000   | 2011 \$'000           | 2010 \$'000   | 2011 \$'000                 | 2010 \$'000   | 2011 \$'000       | 2010 \$'000  | 2011 \$'000     | 2010 \$'000    |
| <b>INCOME</b>                                |  |               |                       |               |                             |               |                   |              |                 |                |
| <i>Grants and Subsidies Revenue</i>          |  |               |                       |               |                             |               |                   |              |                 |                |
| Current                                      | 1 412  | 22 579        | -                     | 9             | -                           | 52            | 9 560             | 5            | 10 972          | 22 645         |
| Appropriation                                | 9 629  | 14 786        | 8 104                 | 12 737        | 27 875                      | 28 026        | 24 948            | 6 762        | 70 556          | 62 311         |
| Output                                       | 218  | 160           | 773                   | 972           | 416                         | 410           | 2 277             | 1 396        | 3 684           | 2 936          |
| Sales of Goods and Services <sup>(2)</sup>   | -  | -             | -                     | 100           | -                           | -             | 15                | -            | 15              | 100            |
| Interest Revenue                             | 576  | 615           | 360                   | 475           | 2 577                       | 2 723         | 366               | 282          | 3 879           | 4 095          |
| Goods and Services Received Free of Charge   | (3)  | -             | -                     | 10 750        | 1                           | -             | 316               | -            | 314             | 10 750         |
| Gain on Disposal of Assets                   | 26   | 13            | 7                     | 23            | 52                          | 64            | 6                 | 2            | 91              | 103            |
| Other Income                                 |  |               |                       |               |                             |               |                   |              |                 |                |
| <b>TOTAL INCOME</b>                          | <b>11 858</b>                                | <b>38 152</b> | <b>9 244</b>          | <b>25 069</b> | <b>30 921</b>               | <b>31 272</b> | <b>37 488</b>     | <b>8 447</b> | <b>89 511</b>   | <b>102 940</b> |
| <b>EXPENSES</b>                              |  |               |                       |               |                             |               |                   |              |                 |                |
| Employee Expenses                            | 5 748  | 5 272         | 3 419                 | 4 233         | 20 561                      | 20 078        | 2 718             | 1 691        | 32 446          | 31 274         |
| <i>Administrative Expenses</i>               |  |               |                       |               |                             |               |                   |              |                 |                |
| Purchases of Goods and Services              | 11 032                                       | 5 436         | 5 354                 | 2 263         | 9 193                       | 8 254         | 574               | 359          | 26 153          | 16 312         |
| Repairs and Maintenance                      | 23   | 19            | 24                    | 29            | 345                         | 247           | 12                | 6            | 404             | 301            |
| Depreciation and Amortisation                | 43   | 27            | 148                   | 82            | 432                         | 400           | 17                | 10           | 640             | 519            |
| Other Administrative Expenses <sup>(1)</sup> | 577  | 614           | 18 392                | 475           | 2 583                       | 2 725         | 368               | 282          | 21 920          | 4 096          |
| <i>Grants and Subsidies Expenses</i>         |  |               |                       |               |                             |               |                   |              |                 |                |
| Current                                      | 7 608  | 1 552         | 134                   | 16 844        | 10                          | -             | 23 206            | 6 249        | 30 958          | 24 644         |
| Capital                                      | 295  | -             | -                     | 830           | -                           | -             | 976               | -            | 1 271           | 830            |
| <b>TOTAL EXPENSES</b>                        | <b>25 326</b>                                | <b>12 919</b> | <b>27 471</b>         | <b>24 756</b> | <b>33 124</b>               | <b>31 704</b> | <b>27 871</b>     | <b>8 596</b> | <b>113 792</b>  | <b>77 976</b>  |
| <b>NET SURPLUS/(DEFICIT)</b>                 | <b>(13 468)</b>                              | <b>25 233</b> | <b>(18 227)</b>       | <b>313</b>    | <b>(2 203)</b>              | <b>(432)</b>  | <b>9 617</b>      | <b>(149)</b> | <b>(24 281)</b> | <b>24 964</b>  |
| <b>OTHER COMPREHENSIVE INCOME</b>            |  |               |                       |               |                             |               |                   |              |                 |                |
| Asset Revaluation Reserve                    | -  | -             | -                     | 1 092         | 5 358                       | 4 097         | (1)               | -            | 5 357           | 5 189          |
| <b>TOTAL OTHER COMPREHENSIVE INCOME</b>      | <b>-</b>                                     | <b>-</b>      | <b>-</b>              | <b>1 092</b>  | <b>5 358</b>                | <b>4 097</b>  | <b>(1)</b>        | <b>-</b>     | <b>5 357</b>    | <b>5 189</b>   |
| <b>COMPREHENSIVE RESULT</b>                  | <b>(13 468)</b>                              | <b>25 233</b> | <b>(18 227)</b>       | <b>1 405</b>  | <b>3 155</b>                | <b>3 665</b>  | <b>9 616</b>      | <b>(149)</b> | <b>(18 924)</b> | <b>30 153</b>  |

NOTE

<sup>(1)</sup> Includes \$3.88 million for DBE service charges and \$18.03 million write down of the Railway Corridor Asset.

<sup>(2)</sup> Rounding discrepancy, refer to note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>4. GOODS AND SERVICES RECEIVED<br/>FREE OF CHARGE</b> |                |                |
| Department of Business and Employment                    | 3 879          | 4 095          |
|  | <b>3 879</b>   | <b>4 095</b>   |
| <b>5. GAIN ON DISPOSAL OF ASSETS</b>                     |                |                |
| Net proceeds from the disposal of non-current assets     | 324            | 11 470         |
| Less: Carrying value of non-current assets disposed      | ( 9)           | (720)          |
| Gain on the disposal of non-current assets               | <b>315</b>     | <b>10 750</b>  |

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>6. PURCHASES OF GOODS AND SERVICES</b>                                  |                |                |
| The net surplus has been arrived at after charging the following expenses: |                |                |
| <b>Goods and Services Expenses:</b>  |                |                |
| Consultants <sup>(1)</sup>   | 2 104          | 540            |
| Advertising <sup>(2)</sup>   | -              | 8              |
| Marketing and Promotion <sup>(3)</sup>                                     | 1 587          | 1 560          |
| Document Production  | 181            | 265            |
| Legal Expenses <sup>(4)</sup>  | 1 747          | 39             |
| Recruitment <sup>(5)</sup>   | 111            | 171            |
| Training and Study   | 376            | 136            |
| Official Duty Fares  | 2 015          | 1 744          |
| Travelling Allowance   | 169            | 181            |
| Agency Service Arrangements <sup>(6)</sup>                                 | 8 956          | 3 684          |
| Entertainment/Hospitality  | 1 183          | 1 123          |
| Information Technology Charges   | 1 901          | 1 820          |
| Motor Vehicle Expenses   | 1 375          | 1 312          |
| Communications   | 801            | 727            |
| Accommodation  | 499            | 406            |
| Other  | 1 987          | 1 611          |
|  | <b>24 992</b>  | <b>15 327</b>  |

<sup>(1)</sup> Includes marketing, promotion and IT consultants and Marine Supply Base.

<sup>(2)</sup> Does not include recruitment advertising or marketing and promotion advertising.

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

<sup>(4)</sup> Includes legal fees, claim and settlement costs.

<sup>(5)</sup> Includes recruitment related advertising costs.

<sup>(6)</sup> Increase of \$5.272M relates to payments made to other Northern Territory Government agencies for implementation of Alice Springs Transformation Plan initiatives.

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>7. OTHER ADMINISTRATIVE EXPENSES</b>    |                |                |
| Assets Written Down <sup>(1)</sup>         | 18 032         |                |
| Assets Donated and Gifted                  | 9              |                |
| Doubtful Debt Expense                      | (42 817)       |                |
| Write offs and Losses                      | 42 817         | 1              |
| Goods and Services Received Free of Charge | 3 879          | 4 095          |
|  | <b>21 920</b>  | <b>4 096</b>   |

<sup>1</sup> Write down of the Railway Corridor Asset

DEPARTMENT OF THE CHIEF MINISTER  
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|                                       | 2011<br>\$'000 | 2010<br>\$'000 |
|---------------------------------------|----------------|----------------|
| <b>8. CASH AND DEPOSITS</b>           |                |                |
| Cash on Hand                          | 7              | 8              |
| Cash at Bank                          | 44 943         | 49 701         |
|                                       | <u>44 950</u>  | <u>49 709</u>  |
| <b>9. RECEIVABLES</b>                 |                |                |
| Current                               |                |                |
| Accounts Receivable                   | 376            | 1 313          |
| Less: Allowance for Impairment Losses | -              | -              |
|                                       | <u>376</u>     | <u>1 313</u>   |
| GST Receivables                       | 357            | 493            |
| Other Receivables                     | 302            | 298            |
|                                       | <u>659</u>     | <u>791</u>     |
| Total Receivables                     | <u>1 035</u>   | <u>2 104</u>   |
| <b>10. ADVANCES AND INVESTMENTS</b>   |                |                |
| <b>Investments<sup>(1)</sup></b>      |                |                |
| Railway Project Investment            | -              | 42 817         |
| Less: Allowance for Doubtful Advances | -              | (42 817)       |
|                                       | <u>-</u>       | <u>-</u>       |
| Total Advances and Investments        | <u>-</u>       | <u>-</u>       |

<sup>1</sup> Write off relating to Adelaide and Darwin Railway.

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>11. PROPERTY, PLANT AND EQUIPMENT</b> |                |                |
| Land                                     |                |                |
| At Fair Value                            | 23 075         | 17 681         |
| Buildings                                |                |                |
| At Fair Value                            | 13 958         | 12 952         |
| Less: Accumulated Depreciation           | (8 193)        | (8 337)        |
|  | 5 765          | 4 615          |
| Infrastructure                           |                |                |
| At Fair Value                            | 2 478          | 21 993         |
| Less: Accumulated Depreciation           | (300)          | (874)          |
|  | 2 178          | 21 119         |
| Construction (Work in Progress)          |                |                |
| At Capitalised Cost                      | -              | 94             |
|  | -              | 94             |
| Plant and Equipment                      |                |                |
| At Fair Value                            | 3 038          | 2 783          |
| Less: Accumulated Depreciation           | (1 897)        | (1 590)        |
|  | 1 141          | 1 192          |
| Computer Software                        |                |                |
| At Capitalised Cost                      | 198            | 148            |
| Less: Accumulated Depreciation           | (90)           | (44)           |
|  | 108            | 104            |
| Computer Hardware                        |                |                |
| At Capitalised Cost                      | 8              | 8              |
| Less: Accumulated Depreciation           | (8)            | (8)            |
|  | -              | -              |

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|                                     | 2011<br>\$'000 | 2010<br>\$'000 |
|-------------------------------------|----------------|----------------|
| Leased Plant and Equipment          |                |                |
| At Capitalised Cost                 | 12             | 12             |
| Less: Accumulated Depreciation      | (12)           | (12)           |
|                                     | -              | -              |
| Transport Equipment                 |                |                |
| At Fair Value                       | 10             | 10             |
| Less: Accumulated Depreciation      | (10)           | (10)           |
|                                     | -              | -              |
| Total Property, Plant and Equipment | <u>32 267</u>  | <u>44 805</u>  |

### Property, Plant and Equipment Valuations

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

## 11. PROPERTY, PLANT AND EQUIPMENT...cont

### 2011 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2010–11 is set out below:

|   | Land          | Buildings    | Infrastructure | Construction       | Plant & Equipment | Computer Software | Total         |
|---|---------------|--------------|----------------|--------------------|-------------------|-------------------|---------------|
|   | \$'000        | \$'000       | \$'000         | (Work in Progress) | \$'000            | \$'000            | \$'000        |
| <b>Carrying Amount as at 1 July 2010</b>                  | <b>17 681</b> | <b>4 615</b> | <b>21 119</b>  | <b>94</b>          | <b>1 192</b>      | <b>104</b>        | <b>44 805</b> |
| Additions   | -             | 8            | -              | -                  | 156               | 50                | 214           |
| Disposals   | (6)           | -            | -              | -                  | (3)               | -                 | (9)           |
| Depreciation <sup>(2)</sup>                               | -             | (122)        | (81)           | -                  | (388)             | (46)              | (637)         |
| Additions/(Disposals) from Administrative Restructuring   | -             | -            | -              | -                  | -                 | -                 | -             |
| Additions/(Disposals) from Asset Transfers <sup>(1)</sup> | 827           | 480          | (18 859)       | (94)               | 183               | -                 | (17 463)      |
| Revaluation Increments/(Decrements)                       | 4 574         | 783          | -              | -                  | -                 | -                 | 5 357         |
| Other Movements   | -             | -            | -              | -                  | -                 | -                 | -             |
| <b>Carrying Amount as at 30 June 2011<sup>(2)</sup></b>   | <b>23 075</b> | <b>5 765</b> | <b>2 178</b>   | <b>-</b>           | <b>1 141</b>      | <b>108</b>        | <b>32 267</b> |

<sup>(1)</sup> Includes \$18.03 million write down of the Railway Corridor Asset

<sup>(2)</sup> Rounding discrepancy, refer to note 2 (e)



## 11. PROPERTY, PLANT AND EQUIPMENT...cont

### 2010 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2009–10 is set out below:

|  | Land          |              | Buildings     |            | Infrastructure |            | Construction<br>(Work in<br>Progress) |               | Plant &<br>Equipment |        | Computer<br>Software |        | Transport<br>Equipment |        | Total<br>\$'000 |
|--|---------------|--------------|---------------|------------|----------------|------------|---------------------------------------|---------------|----------------------|--------|----------------------|--------|------------------------|--------|-----------------|
|  | \$'000        | \$'000       | \$'000        | \$'000     | \$'000         | \$'000     | \$'000                                | \$'000        | \$'000               | \$'000 | \$'000               | \$'000 | \$'000                 | \$'000 |                 |
| <b>Carrying Amount as at<br/>1 July 2009</b>                 | <b>10 985</b> | <b>6 615</b> | <b>21 147</b> | <b>118</b> | <b>887</b>     | <b>62</b>  | <b>5</b>                              | <b>39 820</b> |                      |        |                      |        |                        |        |                 |
| Additions  | -             | 160          | -             | -          | 189            | 68         | -                                     | 417           |                      |        |                      |        |                        |        |                 |
| Disposals  | (716)         | -            | -             | -          | (4)            | -          | -                                     | (720)         |                      |        |                      |        |                        |        |                 |
| Depreciation   | -             | (143)        | (28)          | -          | (316)          | (26)       | (5)                                   | (519)         |                      |        |                      |        |                        |        |                 |
| Additions/(Disposals) from<br>Administrative Restructuring   | -             | -            | -             | -          | -              | -          | -                                     | -             |                      |        |                      |        |                        |        |                 |
| Additions/(Disposals) from<br>Asset Transfers                | -             | 205          | -             | -          | 435            | -          | -                                     | 641           |                      |        |                      |        |                        |        |                 |
| Revaluation Increments/<br>(Decrements)                      | 7 411         | (2 222)      | -             | -          | -              | -          | -                                     | 5 189         |                      |        |                      |        |                        |        |                 |
| Other Movements  | -             | -            | -             | (24)       | -              | -          | -                                     | (24)          |                      |        |                      |        |                        |        |                 |
| <b>Carrying Amount as at<br/>30 June 2010 <sup>(1)</sup></b> | <b>17 681</b> | <b>4 615</b> | <b>21 119</b> | <b>94</b>  | <b>1 192</b>   | <b>104</b> | <b>-</b>                              | <b>44 805</b> |                      |        |                      |        |                        |        |                 |

<sup>(1)</sup> Rounding discrepancy, refer to note 2 (e)

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>12. HERITAGE AND CULTURAL ASSETS</b>    |                |                |
| <b>Carrying amount</b>                     |                |                |
| At valuation                               | 290            | 290            |
| Less: Accumulated Depreciation             | (150)          | (148)          |
| Written down value – 30 June               | <b>140</b>     | <b>142</b>     |
| <b>Reconciliation of movements</b>         |                |                |
| Carrying amount at 1 July                  | 142            | 114            |
| Additions                                  | -              | 30             |
| Additions/(Disposals) from Asset Transfers | (2)            | (2)            |
| Carrying Amount as at 30 June              | <b>140</b>     | <b>142</b>     |

**Heritage and Cultural Assets Valuation**

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

**13. PAYABLES**

|                       |              |              |
|-----------------------|--------------|--------------|
| Accounts Payable      | 369          | 997          |
| Accrued Expenses      | 1 255        | 1 028        |
| Other Payables        | -            | -            |
| <b>Total Payables</b> | <b>1 624</b> | <b>2 025</b> |

**14. BORROWINGS AND ADVANCES**

|                                       |          |          |
|---------------------------------------|----------|----------|
| Non-Current                           |          |          |
| Commonwealth Advances                 | -        | 21 400   |
| Railway Project Investments           | -        | (21 400) |
| Less: Allowance for Doubtful Advances | -        | -        |
| <b>Total Borrowings and Advances</b>  | <b>-</b> | <b>-</b> |

DEPARTMENT OF THE CHIEF MINISTER  
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|                                 | 2011<br>\$'000 | 2010<br>\$'000 |
|---------------------------------|----------------|----------------|
| <b>15. PROVISIONS</b>           |                |                |
| <b>Current</b>                  |                |                |
| <i>Employee Benefits</i>        |                |                |
| Recreation Leave and Airfares   | 2 628          | 2 498          |
| Leave Loading                   | 257            | 254            |
|                                 | <b>2 885</b>   | <b>2 752</b>   |
| <i>Other Current Provisions</i> |                |                |
| Fringe Benefit Tax              | 150            | 146            |
| Payroll Tax                     | 297            | 283            |
| Superannuation                  | 245            | 400            |
|                                 | <b>692</b>     | <b>829</b>     |
| <b>Total Current</b>            | <b>3 577</b>   | <b>3 581</b>   |
| <b>Non-Current</b>              |                |                |
| <i>Employee Benefits</i>        |                |                |
| Recreation Leave                | 1 676          | 1 609          |
|                                 | <b>1 676</b>   | <b>1 609</b>   |
| <b>Total Provisions</b>         | <b>5 252</b>   | <b>5 190</b>   |

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|                                      | 2011<br>\$'000 | 2010<br>\$'000 |
|--------------------------------------|----------------|----------------|
| <b>15. PROVISIONS...CONTD</b>        |                |                |
| <b>Reconciliations of Provisions</b> |                |                |
| <b>Fringe Benefit Tax</b>            |                |                |
| Balance as at 1 July 2010            | 146            | 195            |
| Additional Provisions Recognised     | 1 486          | 2 596          |
| Reductions Arising from Payments     | (1 482)        | (2 645)        |
| <b>Balance as at 30 June 2011</b>    | <b>150</b>     | <b>146</b>     |
| <b>Payroll Tax</b>                   |                |                |
| Balance as at 1 July 2010            | 283            | 268            |
| Additional Provisions Recognised     | 688            | 382            |
| Reductions Arising from Payments     | (674)          | (367)          |
| <b>Balance as at 30 June 2011</b>    | <b>297</b>     | <b>283</b>     |
| <b>Superannuation</b>                |                |                |
| Balance as at 1 July 2010            | 400            | 405            |
| Additional Provisions Recognised     | 769            | 570            |
| Reductions Arising from Payments     | (924)          | (575)          |
| <b>Balance as at 30 June 2011</b>    | <b>245</b>     | <b>400</b>     |

The agency employed 268.5 full-time equivalent employees as at 30 June 2011 (291.5 employees as at 30 June 2010).

*Rounding discrepancy, refer to note 2 (e)*

DEPARTMENT OF THE CHIEF MINISTER  
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000 | 2010<br>\$'000 |
|--|----------------|----------------|
| <b>16. RESERVES</b>  |                |                |
| <b>Asset Revaluation Surplus</b>   |                |                |
| <i>(i) Nature and Purpose of the Asset Revaluation Surplus</i>   |                |                |
| The asset revaluation surplus includes the net revaluation increments and decrements arising from the revaluation of non-current assets. Impairment adjustments may also be recognised in the Asset Revaluation Surplus. |                |                |
| <i>(ii) Movements in the Asset Revaluation Surplus</i>   |                |                |
| <b>Balance as at 1 July 2010</b>   | <b>7 250</b>   | <b>2 061</b>   |
| Increment/(Decrement) – Land   | 4 574          | 7 411          |
| Increment/(Decrement) – Buildings  | 783            | (2 222)        |
| <b>Balance as at 30 June 2011</b>  | <b>12 607</b>  | <b>7 250</b>   |

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

|  | 2011<br>\$'000  | 2010<br>\$'000 |
|--|-----------------|----------------|
| <b>17. NOTES TO THE CASH FLOW STATEMENT</b>  |                 |                |
| <b>Reconciliation of Cash</b>  |                 |                |
| The total of Agency Cash and Deposits of \$44 950 000 recorded in the Balance Sheet is consistent with that recorded as 'cash' in the Cash Flow Statement. |                 |                |
| <b>Reconciliation of Net Surplus/(Deficit) to Net Cash From Operating Activities</b>   |                 |                |
| <b>Net Surplus/(Deficit)</b>   | <b>(24 281)</b> | <b>24 964</b>  |
| <i>Non-Cash Items:</i>   |                 |                |
| Depreciation and Amortisation  | 640             | 519            |
| Asset Write-Offs/Write-Downs   | 60 850          | -              |
| Asset Donations/Gifts  | 9               | -              |
| (Gain)/Loss on Disposal of Assets  | (314)           | (10 750)       |
| R&M Minor New Works – Non Cash   | 94              | -              |
| Doubtful Debts Expense - other   | (42 817)        | -              |
| <i>Changes in Assets and Liabilities:</i>  |                 |                |
| Decrease/(Increase) in Receivables   | 1 070           | (842)          |
| Decrease/(Increase) in Prepayments   | (173)           | 32             |
| (Decrease)/Increase in Payables  | (401)           | (214)          |
| (Decrease)/Increase in Provision for Employee Benefits   | 198             | 70             |
| (Decrease)/Increase in Other Provisions  | (137)           | (39)           |
| (Decrease)/Increase in Other Liabilities   |                 |                |
| <b>Net Cash From Operating Activities<sup>(1)</sup></b>  | <b>(5 263)</b>  | <b>13 739</b>  |

<sup>(1)</sup>Rounding discrepancy, refer to note 2 (e)

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

2011  
\$'000

2010  
\$'000

### 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) *Categorisation of Financial Instruments*

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

##### **Financial Assets**

|                       |        |        |
|-----------------------|--------|--------|
| Cash and deposits     | 44 950 | 49 709 |
| Loans and receivables | 1 034  | 2 104  |

##### **Financial Liabilities**

|          |         |         |
|----------|---------|---------|
| Payables | (1 624) | (2 025) |
|----------|---------|---------|

#### (b) *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.

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

## 18. FINANCIAL INSTRUMENTS...CONTD

|                               | Ageing of<br>Receivables<br>\$000 | Ageing of<br>Impaired<br>Receivables<br>\$000 | Net<br>Receivables<br>\$000 |
|-------------------------------|-----------------------------------|---|-----------------------------|
| <b>2010–11</b>                |                                   |   |                             |
| Not Overdue                   | 509                               | -   | 509                         |
| Overdue for less than 30 Days | 116                               | -   | 116                         |
| Overdue for 30 to 60 Days     | -                                 | -   | -                           |
| Overdue for more than 60 Days | 53                                | -   | 53                          |
| <b>Total</b>                  | <b>678</b>                        | <b>-</b>                                      | <b>678</b>                  |
| <b>2009–10</b>                |                                   |   |                             |
| Not Overdue                   | 1 573                             | -   | 1 573                       |
| Overdue for less than 30 Days | -                                 | -   | -                           |
| Overdue for 30 to 60 Days     | -                                 | -   | -                           |
| Overdue for more than 60 Days | 38                                | -   | 38                          |
| <b>Total</b>                  | <b>1 611</b>                      | <b>-</b>                                      | <b>1 611</b>                |



## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT


### 18. FINANCIAL INSTRUMENTS...CONTD

#### (c) Liquidity risk

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

#### Maturity analysis for financial assets and liabilities

|   | Interest Bearing     |                                  |                           |                                   | Non<br>Interest<br>Bearing<br>\$'000 | Total<br>\$'000 | Weighted<br>Average<br>% |
|---|----------------------|----------------------------------|---------------------------|-----------------------------------|--------------------------------------|-----------------|--------------------------|
|   | Fixed or<br>Variable | Less<br>than a<br>Year<br>\$'000 | 1 to 5<br>Years<br>\$'000 | More<br>than 5<br>Years<br>\$'000 |                                      |                 |                          |
| 2011                                    |                      |                                  |                           |                                   |                                      |                 |                          |
| <b>Assets</b>                           |                      |                                  |                           |                                   |                                      |                 |                          |
| Cash and deposits                       |                      |                                  |                           |                                   | 44 950                               | 44 950          |                          |
| Receivables                             |                      |                                  |                           |                                   | 1 034                                | 1 034           |                          |
| <b>Total Financial<br/>Assets:</b>      |                      |                                  |                           |                                   | <b>45 984</b>                        | <b>45 984</b>   |                          |
| <b>Liabilities</b>                      |                      |                                  |                           |                                   |                                      |                 |                          |
| Payables                                |                      |                                  |                           |                                   | (1 624)                              | (1 624)         |                          |
| <b>Total Financial<br/>Liabilities:</b> |                      |                                  |                           |                                   | <b>(1 624)</b>                       | <b>(1 624)</b>  |                          |
| 2010                                    |                      |                                  |                           |                                   |                                      |                 |                          |
| <b>Assets</b>                           |                      |                                  |                           |                                   |                                      |                 |                          |
| Cash and deposits                       |                      |                                  |                           |                                   | 49 709                               | 49 709          |                          |
| Receivables                             |                      |                                  |                           |                                   | 2 104                                | 2 104           |                          |
| <b>Total Financial<br/>Assets:</b>      |                      |                                  |                           |                                   | <b>51 813</b>                        | <b>51 813</b>   |                          |
| <b>Liabilities</b>                      |                      |                                  |                           |                                   |                                      |                 |                          |
| Payables                                |                      |                                  |                           |                                   | (2 025)                              | (2 025)         |                          |
| <b>Total Financial<br/>Liabilities:</b> |                      |                                  |                           |                                   | <b>(2 025)</b>                       | <b>(2 025)</b>  |                          |



# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2011...CONT

## 18. FINANCIAL INSTRUMENTS...CONTD

### (d) *Market Risk*

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

#### i) Interest Rate Risk

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

#### ii) Price Risk

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

#### iii) Currency Risk

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

### (e) *Net Fair Value*

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

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

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

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

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### 18. FINANCIAL INSTRUMENTS...CONTD

|                                     | Total<br>Carrying<br>Amount<br>\$'000 | Net Fair<br>Value<br>Level 1<br>\$'000 | Net Fair<br>Value<br>Level 2<br>\$'000 | Net Fair<br>Value<br>Level 3<br>\$'000 | Net Fair<br>Value<br>Total<br>\$'000 |
|-------------------------------------|---------------------------------------|--|--|--|--------------------------------------|
| 2011                                |                                       |  |  |  |                                      |
| <b>Financial Assets</b>             |                                       |  |  |  |                                      |
| Cash and deposits                   | 44 950                                | 44 950                                 | -                                      | -                                      | 44 950                               |
| Receivables                         | 1 034                                 | 1 034                                  | -                                      | -                                      | 1 034                                |
| <b>Total Financial Assets:</b>      | <b>45 984</b>                         | <b>45 984</b>                          | <b>-</b>                               | <b>-</b>                               | <b>45 984</b>                        |
| <b>Financial Liabilities</b>        |                                       |  |  |  |                                      |
| Payables                            | (1 624)                               | (1 624)                                | -                                      | -                                      | (1 624)                              |
| <b>Total Financial Liabilities:</b> | <b>(1 624)</b>                        | <b>(1 624)</b>                         | <b>-</b>                               | <b>-</b>                               | <b>(1 624)</b>                       |
| 2010                                |                                       |  |  |  |                                      |
| <b>Financial Assets</b>             |                                       |  |  |  |                                      |
| Cash and deposits                   | 49 709                                | 49 709                                 | -                                      | -                                      | 49 709                               |
| Receivables                         | 2 104                                 | 2 104                                  | -                                      | -                                      | 2 104                                |
| <b>Total Financial Assets:</b>      | <b>51 813</b>                         | <b>51 813</b>                          | <b>-</b>                               | <b>-</b>                               | <b>51 813</b>                        |
| <b>Financial Liabilities</b>        |                                       |  |  |  |                                      |
| Payables                            | (2 025)                               | (2 025)                                | -                                      | -                                      | (2 025)                              |
| <b>Total Financial Liabilities:</b> | <b>(2 025)</b>                        | <b>(2 025)</b>                         | <b>-</b>                               | <b>-</b>                               | <b>(2 025)</b>                       |

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

DEPARTMENT OF THE CHIEF MINISTER  
 NOTES TO THE FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED 30 JUNE 2011...CONT

2011  
\$'000

2010  
\$'000

19. COMMITMENTS

**Operating Lease Commitments**

The agency leases property under non-cancellable operating leases expiring from zero to three years. Leases generally provide the agency with a right of renewal at which time all lease terms are renegotiated. The agency also leases items of plant and equipment under non-cancellable operating leases. Future operating lease commitments not recognised as liabilities are payable as follows:

|   |            |            |
|---|------------|------------|
| Within one year                                   | 213        | 262        |
| Later than one year and not later than five years | 161        | 359        |
| Later than five years                             | -          | -          |
|   | <u>374</u> | <u>621</u> |

**Grant Commitments**

Grant commitments not provided for in the financial statements primarily represents tied funding that must be applied to designated services or functions as follows:

|   |               |          |
|---|---------------|----------|
| Within one year                                   | 28 510        | -        |
| Later than one year and not later than five years | 22 993        | -        |
|   | <u>51 503</u> | <u>-</u> |

## DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

### 20. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

Several other minor indemnities have been provided by the department; however, none of these is considered significantly material as at 30 June 2011.

For the year ended 30 June 2010, the Department of the Chief Minister had several indemnities and guarantees that were in place to provide for the Adelaide to Darwin Railway Project.

The AustralAsia Railway Corporation (AARC), the Northern Territory and South Australian governments 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 the 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 in 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.

This contingency has materialised and has been recorded against the fully provided provision in the Department of the Chief Minister's books in the 2010–11 financial year.

### 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.

# DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

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

|  | Agency<br>2011 No. of<br>\$'000 Trans. |          | Agency<br>2010 No. of<br>\$'000 Trans. |          |
|--|--|----------|--|----------|
| <b>Write-offs, Postponements and Waivers<br/>Under the <i>Financial Management Act</i></b> |  |          |  |          |
| Represented by:  |  |          |  |          |
| <u>Amounts written off, postponed and waived<br/>by delegates</u>                          |  |          |  |          |
| Irrecoverable amounts payable to the<br>Territory or an agency written off                 | -                                      | -        | 1                                      | 1        |
| Losses or deficiencies of money written off  | -                                      | -        | -                                      | -        |
| Public property written off  | -                                      | -        | -                                      | -        |
| Waiver or postponement of right to receive or<br>recover money or property                 | -                                      | -        | -                                      | -        |
| <b>Total written off, postponed and waived by<br/>delegates</b>                            | <b>-</b>                               | <b>-</b> | <b>1</b>                               | <b>1</b> |
| <u>Amounts written off, postponed and waived<br/>by the Treasurer</u>                      |  |          |  |          |
| Irrecoverable amounts payable to the<br>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<br>recover money or property                 | 42 817                                 | 1        | -                                      | -        |
| <b>Total written off, postponed and waived by<br/>the Treasurer</b>                        | <b>42 817</b>                          | <b>1</b> | <b>1</b>                               | <b>1</b> |

DEPARTMENT OF THE CHIEF MINISTER  
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2011...CONT

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

|   | Agency         |                  | Agency         |                  |
|---|----------------|------------------|----------------|------------------|
|   | 2011<br>\$'000 | No. of<br>Trans. | 2010<br>\$'000 | No. of<br>Trans. |
| <b>Write-offs, Postponements and Waivers<br/>Authorised</b>             |                |                  |                |                  |
| <b>Under Other Legislation</b>  |                |                  |                |                  |
| <b>Gifts Under the <i>Financial Management Act</i></b>                  |                |                  |                |                  |
| <b>Ex Gratia Payments Under the <i>Financial<br/>Management Act</i></b> |                |                  |                |                  |

23. SCHEDULE OF TERRITORY ITEMS

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







6



## GRANT PROGRAMS

MULTICULTURAL AFFAIRS  
SUPPORT TO COMMUNITY  
ORGANISATIONS AND EVENTS



## MULTICULTURAL AFFAIRS

### Harmony Day

| <b>Recipient</b>                                     | <b>Amount</b> |
|--|---------------|
| Australia-China Friendship Society                   | 1,000         |
| Australian Japanese Association of the NT            | 1,000         |
| Bangladesh Association of Darwin                     | 1,000         |
| Batchelor Area School                                | 800           |
| Bees Creek Primary School                            | 800           |
| Burundian Community of Darwin                        | 1,000         |
| Childbirth Education Australia                       | 850           |
| Council of the Ageing                                | 1,000         |
| Darwin Community Arts                                | 235           |
| Dragon Boat NT                                       | 1,000         |
| Dream Voice Dancers Band                             | 500           |
| Filipino Association of the NT                       | 4,000         |
| Filipino Association of the NT                       | 500           |
| Gray Primary School                                  | 800           |
| Happy Migrant Learning Centre                        | 600           |
| Hindu Society of NT                                  | 500           |
| Humpty Doo Primary School                            | 800           |
| Indian Cultural Society Northern Territory           | 850           |
| Jingili School Community                             | 800           |
| Katherine High School                                | 800           |
| Mabuhay Multicultural Association                    | 1,000         |
| Malak Primary School                                 | 800           |
| Manunda Terrace Primary School                       | 800           |
| Multicultural Community Service of Central Australia | 1,000         |
| Multicultural Elders Group                           | 1,000         |
| Nakara Primary School                                | 800           |
| Nemarluk School                                      | 800           |
| Nightcliff Primary School                            | 800           |
| Papua New Guinea Australia Social and Cultural Group | 1,000         |
| Sanderson Middle School                              | 800           |

| Recipient                                    | Purpose | Amount        |
|--|---------|---------------|
| Stuart Park Primary School                   |         | 800           |
| Taminmin College                             |         | 800           |
| Thai Theravada Association of the NT         |         | 1,000         |
| Vietnamese Community in Australia NT Chapter |         | 1,000         |
| Wagaman Primary School                       |         | 800           |
| Wulagi School                                |         | 800           |
| <b>TOTAL</b>                                 |         | <b>32,835</b> |

### Charles See Kee Awards

| Recipient                   | Purpose                                | Amount       |
|-----------------------------|--|--------------|
| Mrs Carine Kapiamba-Tshimbu | Charles See Kee Leadership Scholarship | 3,500        |
| <b>TOTAL</b>                |  | <b>3,500</b> |

## Multicultural Affairs Sponsorship Program

| Recipient                                | Purpose   | Amount |
|--|---|--------|
| Africa-Australia Friendship Association  | Conference  | 5,000  |
| Alliance Francaise De Darwin.            | Three Waiters Show Performance                              | 4,500  |
| Alliance Francaise De Darwin.            | Bastille Ball   | 4,500  |
| Anglicare NT                             | NT Garden World   | 2,000  |
| Australia Burma Friendship Association   | Thingyan Water Festival                                     | 2,000  |
| Australian Dance Council Ausdance (NT)   | Dancing in the Sand performance                             | 5,000  |
| Australia Indonesian Cultural Centre     | Indonesian cooking lessons                                  | 5,000  |
| Australia-China Friendship Association   | Multi-cultural dance night                                  | 5,000  |
| Australian Japanese Association          | Japanese Cultural Day                                       | 2,500  |
| Australian Japanese Association          | Purchase of a drum to teach Taiko                           | 2,000  |
| Australian Japanese Association          | Japanese drum and guitar activities in school               | 2,000  |
| Balai Indonesia                          | Indonesian Independence Day celebrations                    | 2,500  |
| Burmese, Karani, Somali Dance Troupe     | Performance at World Indigenous Women's Wellness Conference | 1,500  |
| Catholic Church of the Diocese of Darwin | Community support worker                                    | 39,178 |
| Chung Wah Society                        | Chung Wah Society Lion Dance Troupe trip to Alice Springs   | 6,050  |
| Chung Wah Society                        | Senior members fortnightly meetings                         | 1,200  |
| Chung Wah Society                        | Chinese community support worker.                           | 39,178 |
| Congolese Community in NT                | 50 <sup>th</sup> Independence Day celebrations              | 1,800  |
| Congolese Community in NT                | New Year's Eve Party celebrations                           | 1,000  |
| Congolese Community in NT                | Various at Harmony Day soiree                               | 1,130  |
| Council on the Ageing NT                 | Timorese/Portuguese seniors support                         | 7,000  |

| Recipient                                   | Purpose   | Amount |
|---|---|--------|
| Council on the Ageing NT                    | Italian seniors support weekly for events                   | 7,000  |
| Cyprus Community of the Northern Territory  | Cyprus Food and Wine Festival 2010                          | 15,000 |
| Cyprus Community of the Northern Territory  | Independence Day celebrations                               | 2,000  |
| Darwin Chorale                              | Northern Voices event                                       | 4,000  |
| Darwin Festival Association                 | African Choir and Liberian performances in Santos Concert   | 5,000  |
| Fiji Association NT                         | Fijian Independence Day celebrations                        | 4,000  |
| Fiji Association NT                         | Welcome function for the Hottest 7's                        | 1,000  |
| Fiji Association NT                         | Harmony Day celebrations                                    | 800    |
| Filipiniana Senior Citizens Association     | Senior Citizens Group recreational funding                  | 7,000  |
| Greek Orthodox Community of North Australia | Greek Glenti 2011   | 40,000 |
| Greek Orthodox Community of North Australia | Greek community support worker                              | 46,395 |
| Happy Migrant Learning Centre               | Support teaching English to ESL Adults                      | 5,000  |
| Indian Cultural Society Northern Territory  | Indian New Year's celebrations                              | 1,000  |
| Indian Cultural Society Northern Territory  | Diwali Festival of Lights celebrations                      | 6,000  |
| Indian Cultural Society Northern Territory  | India @ Mindil  | 30,000 |
| Islamic Society of Darwin*                  | International Food Bazaar                                   | 2,000  |
| Latino NT Association                       | 2010 Major Latin American Cultural Event                    | 6,000  |
| Latino NT Association                       | Carnival Party in Darwin                                    | 2,900  |
| Liberian Youth Organisation in the NT       | Harmony Day 2011  | 1,000  |
| Melaleuca Refugee Centre                    | Swim and Survive swimming lessons                           | 4,165  |
| Melaleuca Refugee Centre                    | Operational funding to assist with rent and other outgoings | 27,000 |



| <b>Recipient</b>  | <b>Purpose</b>                                    | <b>Amount</b>  |
|---|---|----------------|
| Melaleuca Refugee Centre                                      | Welcome to our Country orientation                | 5,500          |
| Melaleuca Refugee Centre                                      | Assistance in UN World Refugee Day                | 1,800          |
| Multicultural Community Services of Central Australia (MCSCA) | Operational funding and other projects.           | 80,000         |
| Multicultural Community Services of Central Australia (MCSCA) | Rent Commercial Premises Hub – March to June 2011 | 6,182          |
| Multicultural Council of the Northern Territory               | Sewing for Success course                         | 5,000          |
| Multicultural Council of the Northern Territory               | Operational funding and other projects            | 220,000        |
| Multicultural Youth Northern Territory                        | YouthSafe Spaces multimedia project               | 2,000          |
| Papua New Guinea Australia Social and Cultural Group          | Independence Day anniversary celebrations         | 1,000          |
| Rince na h'Eireann Darwin Irish Dance Association             | Irish Dance Showcase                              | 2,500          |
| Rince na h'Eireann Darwin Irish Dance Association             | Harmony Day 2011 celebrations                     | 1,000          |
| Tamil Society of the Northern Territory                       | Harmony Day 2011 celebrations                     | 1,000          |
| The Filipino-Australian Association of the NT Incorporated    | 14 <sup>th</sup> Barrio Fiesta                    | 15,000         |
| The Katherine Filipino Australian Association (NT)            | Barrio Fiesta celebrations                        | 1,800          |
| The Katherine Filipino Australian Association (NT)            | Harmony Day celebrations                          | 1,000          |
| Vietnamese Community in Australia NT Chapter                  | Moon Festival celebrations                        | 2,500          |
| Wise Employment   | Short films of Darwin refugees                    | 10,500         |
| <b>TOTAL</b>  |   | <b>714,078</b> |

\* Islamic Society of Darwin paid twice. To be recovered in 2011/12.

### Cultural & Linguistics Awards

| Recipient                                     | Purpose                       | Amount        |
|---|-------------------------------|---------------|
| Hindu Society of NT                           | Overseas dance artists        | 7,500         |
| Fiji Association NT                           | Language and cultural classes | 7,500         |
| The Filipino-Australian Association of the NT | Dance workshop                | 6,000         |
| <b>TOTAL</b>                                  |                               | <b>21,000</b> |

### Funding Under Ethnic Communities Facilities Development

| Recipient                                     | Purpose   | Amount         |
|---|---|----------------|
| Filipino Association of the NT                | Upgrade of dressing rooms and stage ceiling     | 61,000         |
| Islamic Society of Darwin                     | Relocation of toilets and prayer hall           | 150,000        |
| Serbian Orthodox Church Mission of Saint Sava | Repairs and painting of church                  | 19,510         |
| Vietnamese Community in Australia NT Chapter  | Upgrade/construct community hall/library/office | 64,000         |
| <b>TOTAL</b>                                  |   | <b>294,510</b> |



## Support to Community Organisations and Events

During 2010-11, a total of \$1 826 570 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 \$5 512 000 to assist with the running of events such as the V8 Supercar Championship, the Australian Superbike Championship, the Arafura Games and Alice Springs Masters Games, Bass in the Grass and the Concert.

Additionally, in celebration of the Northern Territory's centenary year a Centenary Grant fund of \$345 000 was established. A community pool of \$200 000 was provided to assist community groups to run events in celebration of our centenary year. Grants of \$78 400 were funded prior to 30 June 2011. Government coordinated events such as the Northern Territory Anthem competition, and AFL football participation was funded to the order of \$130 000.

| Recipient                               | Purpose  | Amount  |
|---|--|---------|
| 8 Wing Australian Air force Cadets      | Ian Davidson Flying School                     | 10,909  |
| Australian Institute of Management      | Management Excellence Awards                   | 8,000   |
| Alice Springs Beanie Festival           | Beanie Festival 2010                           | 300     |
| Alola Foundation                        | Strong Women, Strong Nation fundraising dinner | 2,000   |
| Australian Red Cross                    | Pakistan Flood Relief Appeal 2010              | 50,000  |
| Australian Red Cross                    | Red Cross Calling Appeal 2010                  | 5,000   |
| Australian Red Cross-                   | Upgrade Kitchen in Shak Youth Centre           | 10,000  |
| Centenary Grant Support 1               | Centenary grants                               | 78,400  |
| Centenary Grant Support 2               | Centenary grants                               | 130,000 |
| Channel Nine                            | Sports Volunteers                              | 145,000 |
| Charles Darwin University               | Frans Seda English Scholarship                 | 9,900   |
| Charles Darwin University (individuals) | CDU Science Award                              | 1,000   |
| Christmas in Darwin Association         | Carols by Candlelight                          | 8,000   |
| Chung Wah Society                       | Bendigo Festival                               | 7000    |



| Recipient                                    | Purpose                                | Amount  |
|--|--|---------|
| Coomalie Community Government Council        | Adelaide River Anzac Day Service       | 5,000   |
| CYANT  | Darwin to Dili Yacht Race              | 10,000  |
| Darwin Beer Can Regatta Association          | Beer Can Regatta 2010                  | 10,000  |
| Darwin Community Legal Service               | Human Rights Art Awards and Exhibition | 500     |
| Darwin Festival                              | Darwin Festival 2010                   | 1,500   |
| Darwin Greyhound Association                 | Chief Minister's Cup Race              | 2,000   |
| Darwin Railway Sports & Social Club          | Renovations and repairs                | 50,000  |
| Filipino Club                                | 2011 Charity Gala night                | 1,500   |
| Finke Desert Race                            | Helicopter hire                        | 21,780  |
| Friends of the Darwin Botanic Gardens        | Australasian Bromeliad Conference 2011 | 10,000  |
| Greek Orthodox community                     | Glenti Festival 2011                   | 55,000  |
| Gymnastics NT                                | Gymnastic Equipment                    | 18,000  |
| Hellenic Macedonian Association NT           | Greek In Country Program               | 10,000  |
| Henley-On-Todd                               | Henley-On-Todd Regatta 2010            | 2,500   |
| Indian Cultural Society Darwin               | India @ Mindil                         | 10,000  |
| Katherine Regional Arts                      | Katherine Dance Workshops              | 600     |
| Lasseters Casino (Ford Dynasty P/L)          | Alice Springs Ice Skating Rink         | 50,000  |
| Liquor Hospitality & Misc Union              | Delegates Convention 2011              | 2,500   |
| Litchfield Orchid Club                       | NT Orchid Spectacular 2011             | 1,200   |
| Mediterranean Greek Cultural Dance Group     | Attend Greek Dancing seminar           | 2,000   |
| Melanie Hall                                 | Wheelchair Basketball Chair            | 5,000   |
| NT Show Council                              | Funding for NT Show Societies          | 150,000 |
| NT Stolen Generations Aboriginal Corporation | NT Stolen Generation Christmas Party   | 1,000   |



| <b>Recipient</b>                        | <b>Purpose</b>   | <b>Amount</b> |
|---|--|---------------|
| NT Writers Centre                       | Territory Read 2011 - Chief Ministers Prize                      | 5,000         |
| Nursery & Garden Industry NT            | Tropical Garden Spectacular 2011                                 | 60,000        |
| Palmerston Markets                      | Talent quest   | 500           |
| Portuguese and Timorese Social Club     | Performance  | 5,000         |
| Premiers Disaster Relief Appeal         | NT News Queensland Flood Appeal                                  | 14,462        |
| Premiers Disaster Relief Appeal         | NT Government contribution                                       | 500,000       |
| Probus Rendezvous Club of Darwin        | Annual convention  | 5,000         |
| Returned Services League of Australia   | ANZAC Day events   | 5,000         |
| Robin Knox                              | Greenhouse conference  | 800           |
| Rotary Club of Darwin North             | Darwin Rodeo   | 20,000        |
| Rotary Club of Stuart                   | Annual Territorian Dinner 2010                                   | 2,000         |
| Royal Agricultural Society              | Steward of the Year 2011   | 300           |
| Royal Wedding gift donation             | Royal Flying Doctors Service                                     | 1,000         |
| Salvation Army NT                       | 'Out of the Rain' fundraising concert                            | 1,520         |
| Sprintcars NT                           | Australian Sprintcar Championship                                | 40,000        |
| St Panteleimon Philanthropic Foundation | Feasibility study for aged care accommodation on McMillans Road. | 35,000        |
| St. John's College Darwin               | 50th anniversary celebrations                                    | 2,000         |
| Starlight Childrens Foundation          | Darwin Star Ball 2011  | 5,000         |
| Tennant Creek Turf Club                 | Tennant Cup 2011   | 1,500         |
| Top End Pet Expo                        | Pet Expo 2011  | 1,000         |
| Total Recreation                        | Dancing with Celebrities Ball 2010                               | 2,000         |
| Tracy Village Social and Sports Club    | Maintaining sporting facilities                                  | 50,000        |
| Unions NT                               | Training Project   | 25,000        |
| Unions NT (Trades and Labour Council)   | May Day Concert  | 40,000        |

| <b>Recipient</b>               | <b>Purpose</b>               | <b>Amount</b>    |
|--------------------------------|------------------------------|------------------|
| Vet in Schools award winners   | Support for awards           | 600              |
| Volunteering SA & NT           | CM 2011 Volunteer Awards     | 15,000           |
| Wagait Shire Council           | Seniors' Month function      | 800              |
| YILILAAI REMOTE                | Red Flag Dancers             | 48,025           |
| Yothu Yindi Foundation         | Garma Festival               | 50,000           |
| Young Professionals Network NT | Young Professionals function | 2,000            |
| <b>TOTAL</b>                   |                              | <b>1,826,570</b> |



## Other Grants

| <b>Recipient</b>  | <b>Purpose</b>                                 | <b>Amount</b> |
|---|--|---------------|
| Darwin Waterfront Corporation   | DWC Annual Grant Allocation                    | 16,819,045    |
| Northern Territory Major Events Company                                   | NTME Annual Grants Allocation                  | 5,512,000     |
| Australia Day Council NT  | Australia Day Regional Grants                  | 23,000        |
| Alice Springs Town Council  | Dog Control Program (ASTP)                     | 219,740       |
| Department of Families, Housing, Community Services & Indigenous Affairs- | Communities for Children (ASTP)                | 250,000       |
| Department of Health  | Targeted Family Support (ASTP)                 | 522,000       |
| Department of Health  | Family Group Conferencing (ASTP)               | 617,625       |
| Department of Health  | Ready & Willing for School (ASTP)              | 485,333       |
| Department of Health  | Domestic and Family Violence Outreach (ASTP)   | 335,700       |
| Living Waters Lutheran Primary School                                     | Kwatja Etatha (Living Waters) Playgroup (ASTP) | 50,744        |
| Desert Knowledge Australia  | Desert Leadership Program (ASTP)               | 45,455        |
| Centre for Appropriate Technology   | Sustainable Tenancy Models (ASTP)              | 78,655        |
| Aboriginal Hostels Ltd  | Gillen House (ASTP)                            | 262,625       |
| Aboriginal Hostels Ltd  | Visitor Accommodation Park Fit out (ASTP)      | 338,613       |
| Department of Justice   | Liquor Licence – buyback x2 (ASTP)             | 545,455       |
| Department of Housing, Local Government and Regional Services             | Funding agreement (ASTP)                       | 257,554       |
| Department of Housing, Local Government and Regional Services             | Alice Springs Town Camp improvements (ASTP)    | 1,500,000     |
| Department of Housing, Local Government and Regional Services             | Visitor Accommodation Operations (ASTP)        | 804,375       |

| Recipient  | Purpose  | Amount            |
|--|--|-------------------|
| Northern Territory Police, Fire and Emergency Services | Recruitment of Patrol Co-ordinator (ASTP)          | 81,000            |
| Power and Water Corporation                            | Apmere Mwerre Park water mains upgrade             | 109,091           |
| Charles Darwin University                              | Establish the Centre for Renewable Energy          | 254,067           |
| Charles Darwin University                              | Symposium  | 62,000            |
| Department of Health                                   | Casuarina Youth and Community Arts Project         | 12,020            |
| AustralAsia Railway Corporation                        | Operating Contributions Grant                      | 100,000           |
| Step Up Foundation Limited                             | Step Up Program                                    | 10,000            |
| Chamber of Commerce Northern Territory                 | Customer Service Awards                            | 5,000             |
| Chamber of Commerce Northern Territory                 | 2011 Major Sponsorship NT Export & Industry Awards | 25,000            |
| Chamber of Commerce Northern Territory                 | Survey   | 8,030             |
| <b>TOTAL</b>   |  | <b>29,334,127</b> |





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**NORTHERN TERRITORY MINISTRY**  
**MINISTERIAL EXPENDITURE**  
**COMPLIANCE WITH THE**  
***CARERS RECOGNITION ACT***  
**INSURABLE RISK**  
**FEEDBACK FORM**



# NORTHERN TERRITORY MINISTRY

At 30 June 2011

## **Hon Paul Raymond Henderson MLA**

Chief Minister  
Minister for Police, Fire and Emergency Services  
Minister for Major Projects and Economic Development  
Minister for Multicultural Affairs  
Minister for Defence Liaison

## **Hon Delia Phoebe Lawrie MLA**

Deputy Chief Minister  
Treasurer  
Minister for Justice and Attorney-General  
Minister for Racing, Gaming and Licensing  
Minister for Alcohol Policy

## **Dr Christopher Bruce Burns MLA**

Minister for Education and Training  
Minister for Public and Affordable Housing  
Minister for Public Employment

## **Hon Konstantine Vatskalis MLA**

Minister for Health  
Minister for Children and Families  
Minister for Child Protection  
Minister for Primary Industry, Fisheries and Resources

## **Hon Daniel Robert Knight MLA**

Minister for Business and Employment  
Minister for Trade  
Minister for Asian Relations  
Minister for Essential Services  
Minister for Defence Support  
Minister for Senior Territorians  
Minister for Young Territorians

## **Hon Malarndirri Barbara Anne McCarthy MLA**

Minister for Local Government  
Minister for Regional Development  
Minister for Indigenous Development  
Minister for Tourism  
Minister for Women's Policy  
Minister for Statehood

## **Mr Karl Rio Hampton MLA**

Minister for Natural Resources, Environment and Heritage  
Minister for Parks and Wildlife  
Minister for Climate Change  
Minister for Sport and Recreation  
Minister for Information, Communications and Technology Policy  
Minister for Central Australia

## **Hon Gerald Francis McCarthy MLA**

Minister for Lands and Planning  
Minister for Transport  
Minister for Construction  
Minister for Correctional Services  
Minister for Arts and Museums



## 2010–11 Ministerial Expenditure

| <b>Minister</b>        | <b>Total Expenses<br/>(\$'000)</b> |
|------------------------|------------------------------------|
| <b>Hon P Henderson</b> | <b>2,218</b>                       |
| Employee Expenses      | 1,194                              |
| Operating Expenses     | 1,024                              |
| <b>Hon D Lawrie</b>    | <b>979</b>                         |
| Employee Expenses      | 598                                |
| Operating Expenses     | 381                                |
| <b>Dr C Burns</b>      | <b>1,025</b>                       |
| Employee Expenses      | 737                                |
| Operating Expenses     | 288                                |
| <b>Hon K Vatskalis</b> | <b>1,313</b>                       |
| Employee Expenses      | 955                                |
| Operating Expenses     | 358                                |
| <b>Hon D Knight</b>    | <b>1,066</b>                       |
| Employee Expenses      | 708                                |
| Operating Expenses     | 358                                |
| <b>Hon M McCarthy</b>  | <b>1,299</b>                       |
| Employee Expenses      | 822                                |
| Operating Expenses     | 478                                |
| <b>Mr K Hampton</b>    | <b>1,508</b>                       |
| Employee Expenses      | 1,062                              |
| Operating Expenses     | 447                                |

| <b>Minister</b>                               | <b>Total Expenses<br/>(\$'000)</b> |
|---|------------------------------------|
| <b>Hon G McCarthy</b>                         | <b>992</b>                         |
| Employee Expenses                             | 725                                |
| Operating Expenses                            | 267                                |
| <b>Office of Central Australia</b>            | <b>590</b>                         |
| Employee Expenses                             | 362                                |
| Operating Expenses                            | 227                                |
| <b>Chief Minister's Office, Tennant Creek</b> | <b>1</b>                           |
| Employee Expenses                             | 0                                  |
| Operating Expenses                            | 1                                  |
| <b>Chief Minister's Office, Katherine</b>     | <b>182</b>                         |
| Employee Expenses                             | 116                                |
| Operating Expenses                            | 66                                 |
| <b>Chief Minister's Office, Palmerston</b>    | <b>666</b>                         |
| Employee Expenses                             | 505                                |
| Operating Expenses                            | 161                                |
| <b>Ministerial Support Unit</b>               | <b>3,194</b>                       |
| Employee Expenses                             | 2,607                              |
| Operating Expenses                            | 587                                |
| <b>Mr T Mills (Leader of the Opposition)</b>  | <b>1,859</b>                       |
| Employee Expenses                             | 1,455                              |
| Operating Expenses                            | 404                                |

| <b>Minister</b>            | <b>Total Expenses<br/>(\$'000)</b> |
|----------------------------|------------------------------------|
| <b>Independent Members</b> | <b>153</b>                         |
| Employee Expenses          | 98                                 |
| Operating Expenses         | 55                                 |
| <b>Total Expenses</b>      | <b>17,047</b>                      |
| Employee Expenses          | 11,945                             |
| Operating Expenses         | 5,102                              |



## 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

Staff have been 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 advice includes the requirement to consult with carers about program development and planning.

### Compliance with the Act and Charter

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

The department's grant agreements also 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.*

## INSURABLE RISK

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

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 2011

### DCM Self Insurance Claims

| <b>Motor Vehicle Claims</b> | <b>2008-09</b> | <b>2009-10</b> | <b>2010-11**</b> |
|-----------------------------|----------------|----------------|------------------|
| Claims as at 30June*        | 5              | 12             | 10               |
| Value of Claims             | \$10,885       | \$16,702       | \$21,140         |
| Average Claims              | \$2,177        | \$1,392        | \$2,114          |

\* All Motor Vehicle claims relate to accident repairs for NT Fleet vehicles

\*\* Includes Motor Vehicle claims for NT Fleet and third party vehicle accident repairs

| <b>Workers Compensation Claims</b> | <b>2008-09</b> | <b>2009-10</b> | <b>2010-11**</b> |
|------------------------------------|----------------|----------------|------------------|
| Claims as at 1 July                | 3              | 0              | 1                |
| New claims                         | 1              | 2              | 4                |
| Claims resolved                    | 4              | 1              | 3                |
| Claims as at 30 June               | 0              | 1              | 2                |
| Cost of new claims                 | \$434          | \$1,842        | \$49,721         |
| Current financial year claims      | \$26,919       | \$1,884        | \$50,415         |
| Average new claim costs            | \$434          | \$921          | \$12,430         |



## Commercial Insurance Premiums

The Departments commercial insurance premium arrangements are detailed as follows: -

|                                  | 2008-09         | 2009-10         | 2010-11**       |
|----------------------------------|-----------------|-----------------|-----------------|
| Travel Insurance                 | \$3,356         | \$3,345         | \$3,750         |
| Personal Accident Insurance      | \$517           | \$517           | \$1,190         |
| Professional Indemnity Insurance | \$7,225         | \$7,242         | \$1,882         |
| Public Liability Insurance       | \$6,993         | \$6,020         | \$5,385         |
| Workers Compensation Insurance   | \$787           | \$812           | \$739           |
|                                  | <b>\$18,878</b> | <b>\$17,936</b> | <b>\$12,945</b> |

## 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**

Ground Floor  
Centrepoint Building  
Alice Springs

PO Box 2605  
Alice Springs NT 0871

Telephone: (08) 8951 5458  
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 2010–11 Annual Report.

### CONTACT DETAILS (Optional)

Name: .....

Organisation: .....

Postal Address: .....

.....

Email: .....

### DOCUMENT CONTENT

#### *The report met your needs*

Strongly agree    Agree    Disagree    Strongly disagree

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

Strongly agree    Agree    Disagree    Strongly disagree

#### *The report is easy to understand*

Strongly agree    Agree    Disagree    Strongly disagree

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

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

.....

### COMMENTS

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

.....

.....

.....

Once completed please post to:

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

Alternatively, submit your feedback electronically on the DCM website at [www.dcm.nt.gov.au](http://www.dcm.nt.gov.au).





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