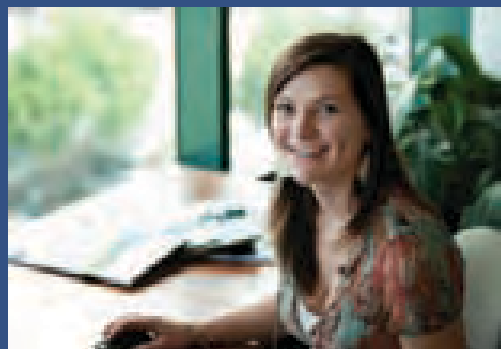
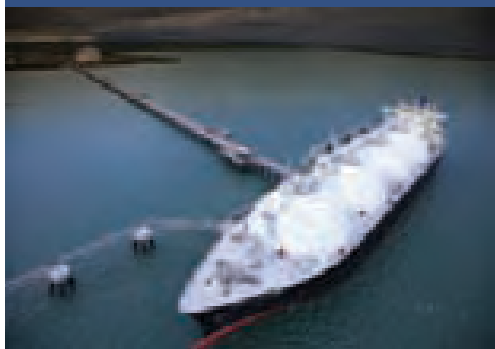




Northern
Territory
Government

DEPARTMENT OF THE CHIEF MINISTER

Annual Report 2009–10





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ISSN: 978-0-9808599-0-4

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LETTER FROM THE CHIEF EXECUTIVE

The Hon Paul Henderson MLA
Chief Minister
Parliament House
Darwin NT 0800

Dear Chief Minister

In accordance with the provisions of the *Public Sector Employment and Management Act*, I am pleased to submit the 2009–10 Annual Report on the activities and achievements of the Department of the Chief Minister.

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

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

Yours sincerely



Mike Burgess
Chief Executive

17 September 2010

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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 2009–10 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 summary of the department's progress in achieving its planned outcomes, as outlined in the 2009–10 Budget, and an insight into future directions.

TARGET AUDIENCE

This Annual Report provides information to a range of stakeholders on the department's activities and achievements for the 2009–10 financial year. It is tabled in the Northern Territory Legislative Assembly as an accountability reporting mechanism for the department's respective ministers and the parliament. The Annual Report is a finalisation of the department's achievements, income and financial expenditure from the Northern Territory Treasurer's 2009–10 Budget.

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 provides a summary of the department's services and activities. This Annual Report also formally acknowledges the achievements of the department's employees, and provides useful information for prospective employees.

CHIEF EXECUTIVE'S OVERVIEW



The 2009–10 year was largely focused on achieving stability following a period characterised by challenge and change. The global economy commenced recovering from the deepest

economic downturn since World War II. While Australia and the Northern Territory proved remarkably resilient, neither escaped unscathed, with the Territory economy affected by slower demand and lower GST revenue.

The government announced important new strategies for the future, including *Territory 2030*, a 20-year strategic plan, and the *Working Future* strategy for Indigenous Territorians. These resulted in changes to the structure of the NTPS, and the Department of the Chief Minister, to enable effective implementation across the Territory. The Office of Indigenous Policy and the Service Delivery Coordination Unit moved from the Department of the Chief Minister to the new Department of Housing, Local Government and Regional Services, and the Territory Growth Planning Unit moved to the new Department of Lands and Planning. At the same time, the

Territory 2030 Implementation Unit was established in the Department of the Chief Minister, as was a new Energy and Climate Change Unit to lead the implementation of the Northern Territory Climate Change Strategy and energy policy development.

The department's role in assisting government to position the interests of the Northern Territory at the local, national and international levels was again highlighted successfully in a number of areas: continued coordination of Council of Australian Governments (COAG) arrangements through National Partnership Agreements, coordination of the Northern Territory Government's response to the Australian Government's stimulus packages, and coordination of regional development initiatives including implementation of the Alice Springs Transformation Plan (ASTP).

The release of the Northern Territory's first climate change policy and the ground-breaking work being undertaken by the Green Energy Taskforce are noteworthy achievements.

Other strategic initiatives driven by the department during 2009–10 included progressing major offshore and onshore gas-based developments, supporting the INPEX announcement of Darwin as its preferred site for a \$23 billion gas project, commencing a new five-year

international trade strategy with a focus on the Territory's location as a gateway to Asia, and coordinating strategies and major events to ensure the Territory remains a great place to live and work.

Preparing for the resulting effects of such growth developments across the community and government will require substantial coordination and commitment, particularly during 2010–11.

The department's results from the NTPS Employee Survey noted several areas for improvement, for which my Executive Management Team and I have developed an action plan to implement positive responses over 2010–11.

Our department occupies a leadership position in the NTPS and we value our capabilities in ensuring that government priorities are delivered efficiently and effectively, while at the same time in accordance with our departmental values of innovation, professionalism and respect.

Over 2010–11, key priorities will include: coordinating implementation of *Territory 2030*, coordinating implementation of the Northern Territory's green energy and climate change initiatives, facilitating major projects such as downstream gas-based developments including a new Marine Supply Base, coordinating effective processes to support the COAG

framework, and coordinating regional development initiatives including the implementation of the ASTP.

I would like to thank all staff for their efforts and contributions to the department's outcomes over the last year and look forward to working with our staff as we move forward to deliver the challenging work program ahead during 2010–11.



Mike Burgess
Chief Executive

30 September 2010



ABOUT THE DEPARTMENT

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

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

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

VALUES

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

Innovation

Identifying opportunities and developing creative solutions in a rapidly changing environment.

Professionalism

Building positive relationships, demonstrating leadership and delivering effective outcomes.

Respect

Encouraging and valuing the contributions of our people, diversity, teamwork and a balanced workplace.

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.

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.

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



ABOUT THE DEPARTMENT ... CONT

In building on a number of strategies commenced during 2009–10, the department's key priorities for 2010–11 include:

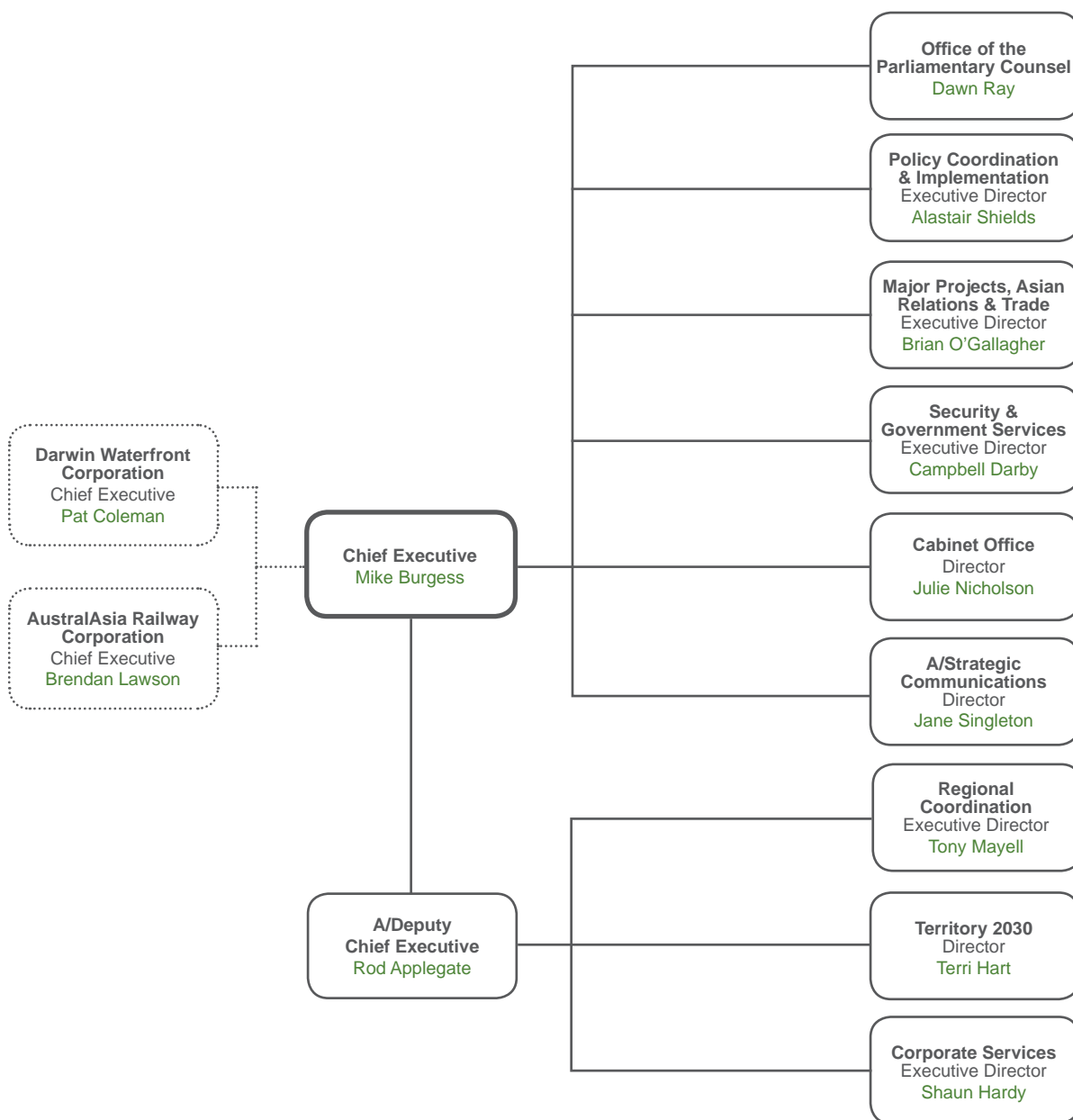
- coordinating implementation of *Territory 2030* to guide future growth and sustainability
- coordinating implementation of the Northern Territory's green energy and climate change initiatives
- developing business and trade opportunities and creating jobs for Territorians through the facilitation of 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 COAG framework
- coordinating regional development initiatives including the implementation of the ASTP
- preserving and building a strong Territory community and promoting its image as a great place to live, work and invest.

EXPENDITURE AT A GLANCE

Output Group/Output	2009–10 Actual \$000	2010–11 Budget \$000
Policy Advice and Public Sector Coordination	12 919	25 244
Policy Advice and Coordination	7 399	5 878
Multicultural Advancement	1 564	1 880
Alice Springs Transformation Plan	3 956	17 486
Territory Development	24 756	24 246
Major Projects	2 532	2 734
Asian Relations and Trade	3 450	3 471
Management of the Darwin Waterfront	18 774	18 041
Government Business Support	31 704	28 039
Support to Ministers and Leader of the Opposition	26 519	22 900
Legislation Production	1 974	1 949
Support to Administrator and Government House	3 211	3 190
Community Support	8 596	8 811
Community Support	8 596	8 811
Total Expenses	77 976	86 340

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



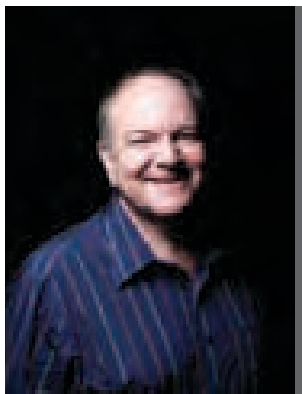
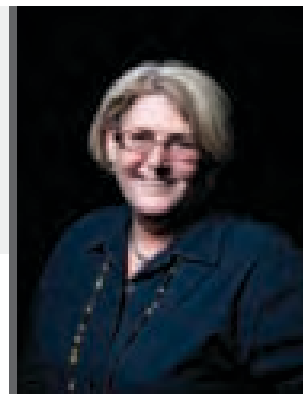
MIKE BURGESS
Chief Executive



ROD APPLGATE
A/Deputy Chief Executive



DAWN RAY
Office of the Parliamentary Counsel



ALASTAIR SHIELDS
Executive Director, Policy Coordination & Implementation



BRIAN O'GALLAGHER

Executive Director, Major Projects, Asian Relations and Trade



CAMPBELL DARBY

Executive Director, Security and Government Services



JULIE NICHOLSON

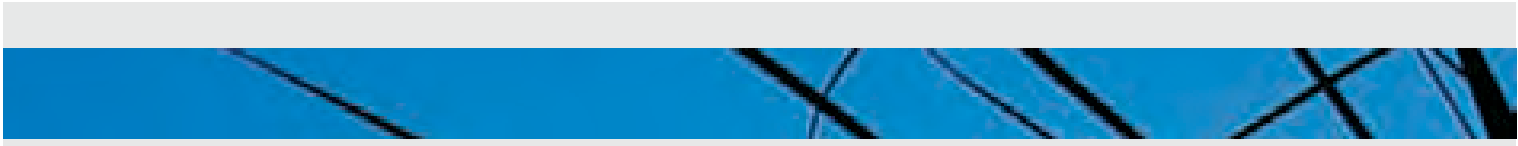
Director, Cabinet Office



JANE SINGLETON

A/Director, Strategic Communications

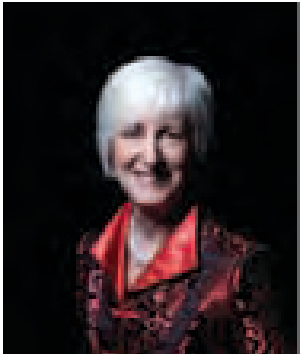




TONY MAYELL
Executive Director, Regional Coordination



TERRI HART
Director, Territory 2030



SHAUN HARDY
Executive Director, Corporate Services



PHIL VIVIAN
Chief Financial Officer



ZELMA COLLINS
Director, Human Resources



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 legislative requirements (conformance).

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



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

GOVERNANCE FRAMEWORK ... CONT

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.

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 objective
- 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, Policy Coordination and Implementation
 Executive Director, Major Projects, Asian Relations and Trade
 Executive Director, Executive Support Southern Region
 Executive Director, Security and Government Services
 Executive Director, Corporate Services
 Parliamentary Counsel
 Director, Strategic Communications
 Director, Cabinet Office
 Director, Human Resources
 Chief Financial Officer

The committee meets monthly.

STRATEGIC POLICY COMMITTEE

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

The committee's functions include:

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

Membership

Chair: Chief Executive

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

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

Observers: Chief Financial Officer
Auditor-General's
representative

The committee meets quarterly.

COMMITTEES STRUCTURE ... CONT

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
Director, Strategic
Communications
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.

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

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

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

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

Membership

The committee comprises representatives from designated work groups, in line with *WHS* 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 2009–10, the department was subject to one external audit of grants by the Northern Territory Auditor General's Office. The audit covered grant transactions during the financial year ended 30 June 2009 and drew several issues to the department's attention.

The table below summarises the audit issues identified and the department's response.

Audit Issue	Department's Response
Grants were paid without evidence of a signed grant agreement.	The department will ensure that appropriate grant agreements are in place. Advice on this issue is being sought from the Department of Justice.
Deficiencies were noted in the grant agreements.	Suggestions for improvements to grant agreements will be incorporated into the changes currently being discussed with the Department of Justice.
Acquittals are not being received on a timely basis.	The need for timely acquittals is fully agreed.
The department has no overarching grants policy.	An overarching grants policy will be developed as part of current steps being taken to implement a range of improvements to the management of the department's grants program.

Two internal audits on petty cash and corporate credit card administration were conducted by an independent firm in January 2010.

The auditor determined that except for a minor observation the current control environment for petty cash and credit cards is adequate to ensure compliance with the relevant legislative requirements and current policies, procedures and guidelines are adequate.

Other forms of external scrutiny during 2009–10 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.

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

Applications must be written and:

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

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

Director, Information and Office Services

Department of the Chief Minister

PO Box 4396

Darwin NT 0801

Facsimile: 08 8999 7404

Email: foi.dcm@nt.gov.au

Requests for Access to Information in 2009–10

A total of 21 applications for access to information were received in 2009–10. As the table below indicates, last year's significant increase in the number of requests for information under the Act has been maintained. Seven requests for review were received and no complaints were submitted to the Information Commissioner.

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

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 commenced 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*
- *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) Regulation
- 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 report.

For the Department of the Chief Minister, the primary performance measure for quality is client satisfaction, which is assessed through client surveys. As forecast in last year's 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 of over 85% per cent. A number of useful suggestions were received to further improve client services and relationships, and these will be acted upon by relevant business units during 2010–11.

The Department of the Chief Minister's output structure for 2009–10 follows:

Output Group/Output

Policy Advice and Public Sector Coordination

- Policy Advice and Coordination
- Indigenous Policy*

Major Projects, Asian Relations and Trade

- Major Projects, Asian Relations and Trade
- Growth Planning†
- Management of the Darwin Waterfront

Government Business Support

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

Community Support

- Multicultural Advancement
- Support to Community Organisations and Events

* During 2009–10, the Indigenous Policy Output transferred to the Department of Housing, Local Government and Regional Services.

† During 2009–10, the Growth Planning Output, excluding Territory 2030 Implementation, transferred to the Department of Lands and Planning.



POLICY ADVICE AND PUBLIC SECTOR COORDINATION

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

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

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

OUTPUT: POLICY ADVICE AND COORDINATION

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

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

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to provide policy advice and coordinate government priorities*	\$9.86M	\$10.48M	\$6.25M	\$7.40M
Quality				
Client satisfaction	>80%	>80%	>80%	>85%
Timeliness				
Advice provided within required timeframes	>80%	>80%	>80%	>80%

* The variation between the 2009-10 estimate and the 2009-10 actual is primarily attributable to unbudgeted expenditure related to the Child Protection Inquiry.

Executive

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

A collegiate culture is encouraged across the 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 2009–10

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



... from Executive

Future Priorities 2010–11

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

Policy Coordination and Implementation

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

Its objectives are to:

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

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

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

Key Achievements 2009–10

- Completed the government's Climate Change Strategy, and established the Green Energy Taskforce.
- Consolidated the government's position at COAG and Council for the Australian Federation (CAF) and coordinated effort to formalise a range of National Partnership Agreements.
- Developed and coordinated Anti-Social Behaviour initiatives.
- Established the Office of the Coordinator General and Stimulus Action Squads in agencies.
- Implemented regulatory reform.
- Provided policy advice across a range of issues.

... from Policy Coordination and Implementation

Future Priorities 2010–11

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

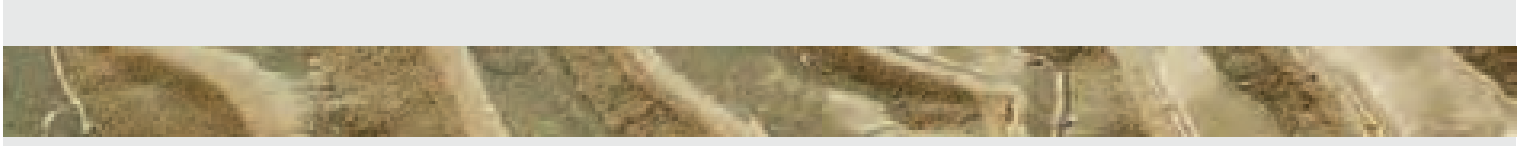
Snapshot: Climate Change

On Friday 18 December 2009 the Northern Territory Climate Change Policy was launched by the Chief Minister and the Minister for Climate Change at Powercorp, located in the Darwin Business Park at East Arm. The policy was developed over a two-year period in consultation with business, industry, community, and environment and Indigenous groups. A whole-of-government approach, through the Northern Territory Government Climate Change Steering Committee, provided valuable input into this often challenging and complex issue. The headline actions in the policy are to:

- make the Northern Territory Government carbon neutral by 2018
- remove four million tonnes of carbon from the atmosphere by 2020 through improved land management

- make the Territory a low land clearing jurisdiction
- make the Territory a world-leading generator of renewable and lower emissions power in remote communities by 2020
- protect our priceless coastal wetlands from rising sea levels.





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 management in the Northern Territory, and to represent the interests of the Northern Territory in the broader national security and emergency management context.

The unit is responsible for the implementation of measures to:

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

Key Achievements 2009–10

- Led the Territory's participation in improving national coordination arrangements and capability in emergency management and security.
- Revised Territory Crisis Coordination Centre arrangements.
- Held the second 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 recovery action arising from emergency and security incidents.
- Commenced a program of facilitation and support for the development of regional and local recovery plans across the Territory.

... from Security and Emergency Recovery

Future Priorities 2010–11

- Represent the security and emergency management interests of the Territory through participation in national forums.
- Work with government agencies, industry and the community to build NT resilience.
- Establish a regular program of engagement with owners and operators of critical infrastructure.
- Facilitate the conduct and analysis of an assessment of security and emergency risks to the Territory.
- Develop a Security and Emergency Strategy and a Capability Development Plan.
- Establish a regular program of security and emergency recovery exercises.
- Further develop the Territory Crisis Coordination Centre capability.
- Continue to facilitate and support the development of regional and local recovery plans across the Territory.

Regional Support

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

Primary functions include providing advice to the Chief Minister, the Minister for Central Australia and government departments on matters affecting Central Australia. Other functions include coordinating public sector activities to ensure a whole-of-government approach

and progressing vital projects including the Alice Springs Transformation Plan (ASTP) and the Alice Springs Youth Action Plan.

The office also provides regional services for other departmental units and supports other representatives of the department in Tennant Creek, Katherine and Nhulunbuy. It offers an access point to government for business and the general public.



Key Achievements 2009–10

- Represented government in public forums and at meetings of local industry groups on matters including crime prevention, government regional spending and constraints on economic and social development.
- Engaged in community consultation and discussion with businesses on the development of Alice Springs including residential land release, new property construction and CBD redevelopment.
- 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 the Alice Springs Town Council to facilitate the expansion of closed circuit television (CCTV) and the implementation of foot patrols within the CBD.
- Worked collaboratively with the Australian Government and a range of non-government agencies in the successful implementation of the ASTP.

Future Priorities 2010–11

- Continue to strengthen relationships and provide leadership to Northern Territory Government agencies represented in the regions to deliver high quality outcomes.
- Continue to work with the 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 across regions to build strong regional Territory communities.
- Work collaboratively with the Australian Government and ensure community awareness and understanding of the outcomes of the ASTP by effectively communicating achievements and future endeavours.
- Strengthen relationships with Central Australian Indigenous organisations.

MAJOR PROJECTS, ASIAN RELATIONS AND TRADE

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

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

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 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 servicing
- attracting, expanding and marketing investment in the Territory.

OUTPUT: MAJOR PROJECTS

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

- resource development and other major development projects
- onshore gas industry developments
- strategic mineral development proposals
- coordination of the Capital City and Palmerston City committees.

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to facilitate projects and provide strategic advice*	\$4.64M	\$2.63M	\$2.77M	\$2.53M
Quality				
Client satisfaction	85%	85%	>80%	>85%
Timeliness				
Advice provided within required timeframes	85%	85%	>80%	>100%

* The variation between the 2009-10 estimate and the 2009-10 actual is predominantly due to delays associated with the completion of the Alice Springs Accommodation Park (\$5.38 million project).

OUTPUT: ASIAN RELATIONS AND TRADE

Asian Relations and Trade perform the following core functions:

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

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to facilitate projects and provide strategic advice	\$9.28M	\$5.27M	\$3.61M	\$3.45M
Quality				
Client satisfaction	85%	85%	>80%	>75%
Timeliness				
Advice provided within required timeframes	85%	85%	>80%	>85%



... from Output: Asian Relations and Trade

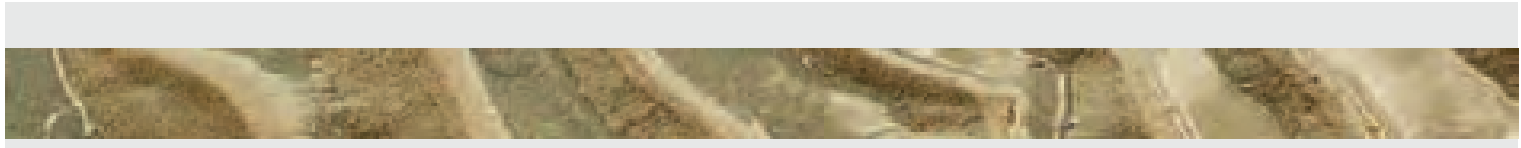
Key Achievements 2009–10

- Facilitated the INPEX Ichthys Project towards making positive investment decisions for the Darwin option 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 major projects including:
 - Darwin Marine Supply Base
 - Santos / GDF Suez Bonaparte Gulf Floating LNG Project
 - Wonarah Phosphate Project
 - Casuarina Square redevelopment.
 - 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)
 - 3rd Indonesian Mining Forum (Darwin)
 - Australian Petroleum Production and Exploration Association (APPEA) Conference.
- These missions provided local companies with new business opportunities, generated new business leads and promoted inward investment.
- Coordinated inter-agency activities for the SEAAOC 2009 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.
 - Released 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 years.
 - Established the Northern Territory as a Silver Sponsor of the Australian Pavilion at the Shanghai World Expo 2010, a sponsorship commitment of \$300 000, and finalised preparations for 'NT Week', 23–27 August 2010, at the Shanghai World Expo.
 - Attracted new international business events to Darwin in 2010, including the Bulky Goods Retailers' Association National Forum.
 - 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.

... from Output: Asian Relations and Trade

Key Achievements 2009–10

- Facilitated investment missions to address the Korean, Japanese and Chinese business communities and Australian bankers in Sydney and Brisbane, led by the Chief Minister.
- Promoted the Territory as an investment location through coordination of the following:
 - outbound trade mission to the Balikpapan Mining Expo in Indonesia
 - outbound trade mission to OZMine 09 in Jakarta, Indonesia, led by the Minister for Trade
 - delivery of the 3rd Indonesian Mining Procurement Forum
 - 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
 - outbound suppliers mission to the Canton Fair in China
 - inbound and outbound missions to promote the development of live cattle exports to Vietnam and the development of an education export market.
- 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 2nd Ministerial Forum
 - delivering the 2nd 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.
- Strengthened relations with China, including through:
 - supporting Northern Territory ministerial visits to China
 - participating in Shanghai World Expo 2010
 - hosting a visit by the Vice-President of China, Mr Xi Jinping.



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 facility is estimated to cost US\$23 billion and will employ up to 2,000 people at the peak of construction and 300 during operation. The plant will be commissioned in stages, with a final investment decision on schedule for late 2011, and first exports expected in 2015.

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

Future Priorities 2010–11

- Continue facilitation of Ichthys and Sunrise LNG Projects, Wonarah Phosphate Project and other Cabinet designated projects.
- Coordinate investment and development of a dedicated marine supply base in Darwin.
- Facilitate Casuarina Square shopping complex precinct developments.
- Secure 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.
- Encourage participation by Asian countries in the Arafura Games 2011, hosted by the Northern Territory.
- Continue to consolidate relationships with our Asian neighbours, including through ministerial visits and hosting foreign officials and dignitaries.
- Support urban development through the Capital City and Palmerston City committees.

TERRITORY 2030 IMPLEMENTATION UNIT

The *Territory 2030* Implementation Unit was established on 11 January 2010, following an across government restructure, to coordinate the implementation of the *Territory 2030* strategic plan. 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.

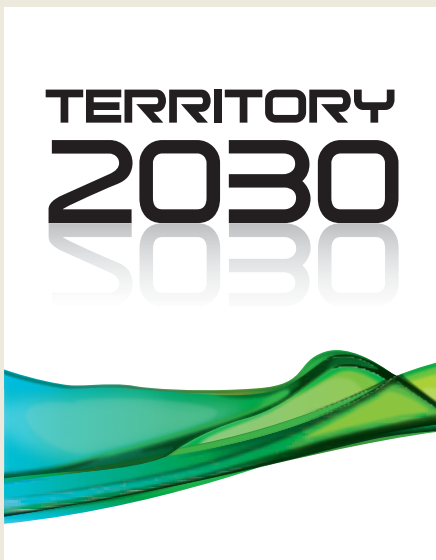
Key Achievements 2009–10

- Supported the *Territory 2030* Steering Committee to finalise the *Territory 2030* strategic plan.
- Coordinated *Territory 2030*'s release by government across the Northern Territory.
- Established the *Territory 2030* Implementation Unit.
- Coordinated the implementation of *Territory 2030* across the NTPS.
- Delivered briefings about the implementation of *Territory 2030* to a range of key stakeholder groups.
- Provided secretariat services to the *Territory 2030* Cabinet Sub-Committee.
- Supported the regional activities of the Parliamentary Secretary for *Territory 2030*.



Future Priorities 2010–11

- Commence regular reporting on *Territory 2030*, including progress against priority targets.
- Develop a household survey for *Territory 2030*.
- Utilise a range of engagement tools to invite involvement by business, community and environment sectors and the broader community to progress key targets.
- Continue supporting the *Territory 2030* Cabinet Sub-Committee and Parliamentary Secretary.
- Scope the first *Territory 2030* Scorecard, due in 2012.



Snapshot: *Territory 2030*

The *Territory 2030* strategic plan was released by government on 3 December 2009. As a whole-of-Territory plan, *Territory 2030* 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. A new sub-committee of Cabinet was established to oversight the implementation of *Territory 2030* and to monitor progress and a Parliamentary Secretary was appointed. The Department of the Chief Minister leads the implementation of the plan.

GOVERNMENT BUSINESS SUPPORT

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

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

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

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to provide support	\$21.20M	\$23.21M	\$23.61M	\$26.52M
Official hospitality and ceremonial events	200	180	180	157
Hosted visits	25	18	15	17
Quality				
Client satisfaction	80%	97.5%	>80%	>90%
Timeliness				
Advice and support provided within required timeframes	80%	97.5%	>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 the machinery of government processes. The office takes a coordinated approach, managing a number of whole-of-government databases and monitoring government's commitments.

The office coordinates a range of parliamentary liaison activities on behalf

of the government. This includes providing content for the news feature and website 'In your Parliament', which is designed as 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*, provides assistance, and produces information guides to support government agencies in administering government boards and committees.

Key Achievements 2009–10

- Arranged swearing-in of new ministries on 6 August and 4 December 2009.
- Prepared corresponding Administrative Arrangements Orders for the Northern Territory Government following appointment of each new ministry.
- Prepared materials for the 30-year opening of the 1979 Cabinet records under the *Information Act* on 1 January 2010.
- Implemented Machinery of Government training courses for Territory public servants, in partnership with Charles Darwin University.
- Enhanced the government's Cabinet Submission template and developed new guidance materials for Cabinet Submission preparation.
- Amended the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act* to enable the Remuneration Tribunal to determine 'capacity' entitlements for Members of the Legislative Assembly (MLAs) and to clarify the tribunal's power to determine entitlements for former MLAs who retire involuntarily.
- Prepared regulations for the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act* to prescribe the entitlement for former members who retire involuntarily and exceptions to the tribunal's power for MLA entitlements.
- Assisted with arrangements for regional Cabinet visits to Borroloola and Yuendumu.

... from Output: Support to Executive, Ministers and Leader of the Opposition

Key Achievements 2009–10

- Assisted the Remuneration Tribunal with its annual inquiries into the entitlements of MLAs and magistrates.
- Enhanced performance reporting from Cabinet and ministerial liaison databases.
- Prepared a new remuneration determination for government boards and committees and coordinated the process of classifying statutory boards and committees across government for the purposes of the new determination.
- Delivered training and information sessions for agency secretariat staff on executive government topics.

Future Priorities 2010–11

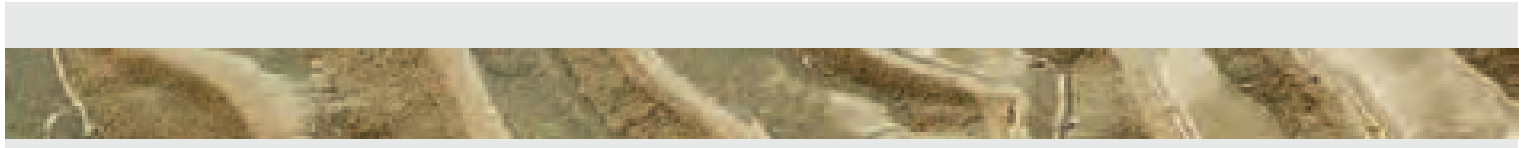
- Implement electronic distribution of Cabinet Decisions to NTPS agencies.
- Implement electronic document management for Cabinet meetings.
- Prepare materials for the 30-year opening of the 1980 Cabinet records under the *Information Act*.
- Update the *Government Boards and Committees* handbook.
- Commence arrangements for transition of Cabinet, Executive Council, Boards and Committees and other related databases to new data management platform.

Protocol

The Protocol Unit is responsible for initiating, implementing and monitoring 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 ceremonial occasions and the official visits program for the Northern Territory Government.

The unit provides informed authoritative advice on the day-to-day management of the ministers' hospitality, support services to the government relating to overseas visits by the Chief Minister, and government ceremonial, major special events and promotional activities. It maintains and further develops an effective working relationship with consular and diplomatic corps, and initiates, develops and implements programs for high level diplomats, heads of state and business leaders to the Northern Territory. The unit liaises extensively with ministerial offices, consular and diplomatic representatives, other state and Commonwealth departments and private sector organisations.



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

Key Achievements 2009–10

- Arranged programs for official visits by 18 foreign dignitaries and VIPs in addition to ensuring their safety and security.
- Coordinated more than 160 functions hosted by the Northern Territory Government.
- Facilitated the official visit by the Vice President of China, Mr Xi Jinping, and his delegation of 80 officials.
- Provided hospitality and support for the V8 Supercars, Australian Superbikes and National Sprintcar Championship.
- Facilitated two regional state funerals, one at Gunbalanya and one in Alice Springs.
- Provided VIP transport services to the Chief Minister, ministers, Leader of the Opposition, Supreme Court judges and visiting dignitaries.
- Continued 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 raising ceremonies and official receptions.

Future Priorities 2010–11

- Support major Northern Territory activities including:
 - Masters Games, Alice Springs, October 2010
 - Alice Springs Sittings, March 2011
 - V8 Supercars
 - Darwin Cup.
- Continue to maintain strategic relationships, and initiate 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 stakeholders to ensure ongoing evaluation of unit performance and output in line with implemented strategies to improve budget and operational efficiency.
- Maintain effective public communication of protocols, standards and principles.

OUTPUT: LEGISLATION PRODUCTION

This output provides legislation drafting services, including the drafting of Bills for Acts, 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.

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Pages of legislation drafted	1864	3636	3000	3300
Quality				
Client satisfaction	85%	92%	>80%	>90%
Timeliness				
Deadlines met	100%	100%	100%	100%
Legislation available online within five working days	100%	99%	>80%	90%
Cost				
Average cost per page of legislation drafted.	\$887	\$425	\$660	\$598

Office of the Parliamentary Counsel

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

- Bills for introduction into the Legislative Assembly that, when passed and assented to, become Acts of the Northern Territory
- 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.

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



Key Achievements 2009–10

- Drafted 3300 legislative pages, namely:
 - 44 Government Bills that were introduced (1032 pages)
 - 8 committee stage amendments for government that were moved. (19 pages)
 - 17 Private Member Bills that were introduced (130 pages)
 - 37 items of proposed subordinate legislation (1184 pages)
 - 519 statutory instruments (935 pages).
- Managed publication of legislation by:
 - updating 207 entries in the Current Legislation Database
 - preparing and sending 54 reprints to Government Printer (2853 pages).
- The Parliamentary Counsel or other drafters:
 - attended meetings of the Australasian Parliamentary Counsel's Committee
 - delivered various presentations, on request, about legislative drafting.

Future Priorities 2010–11

- Meet increasing demands for legislative drafting and publications services, including services for Private Members.
- Improve office systems to support high quality legislative drafting and publications services, including new IT initiatives.
- Participate effectively in work of the Australasian Parliamentary Counsel's Committee in relation to national legislation.
- Build capability of legislative drafters and publishers while providing career paths and succession planning.
- Contribute to building capability within the public sector in relation to legislative proposals.

OUTPUT: SUPPORT TO ADMINISTRATOR AND GOVERNMENT HOUSE

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

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to provide support to the Administrator	\$2.06M	\$1.82M	\$1.74M	\$1.62M
Cost of maintaining Government House buildings and grounds	\$0.77M	\$1.18M	\$1.53M	\$1.83M
Quality				
Client satisfaction	80%	100%	>80%	100%
Timeliness				
Advice and support provided within required timeframes	80%	80%	>80%	100%

Government House

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

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

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

Government House is maintained at a standard appropriate to the office and for the benefit of the people of the 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 2009–10

- Conducted six investiture ceremonies throughout the Northern Territory for a total of 25 Northern Territory recipients of Australian honours and awards and bravery decorations.
- Held two Government House open days.
- The Administrator hosted 80 events, attended 331 events, received 94 courtesy calls, delivered 90 official speeches, and conducted six swearing-in ceremonies of government ministries, Supreme Court judges and statutory appointments.
- Visited several remote communities, regional centres, organisations, schools, businesses and cattle stations throughout the Northern Territory.
- The Administrator presided over 11 Executive Council meetings and four Special Executive Council meetings.
- The Administrator assented to 44 proposed laws under Section 7 of the *Northern Territory (Self Government) Act 1978*.

Future Priorities 2010–11

- Continue the development and execution of an appropriate program for the Administrator, recognising his statutory, ceremonial and representational duties in order to continue to engage the greater Northern Territory community.
- Manage the Government House Programmable Works schedule against allocated Minor New Works funds.
- Produce a manual for all Government House procedures and instructions for incumbent staff.

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: MULTICULTURAL ADVANCEMENT

This output develops and delivers initiatives that support multicultural participation in the community. It engages both the community and government agencies to ensure a coordinated approach to implementing government policy priorities for the multicultural community.

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Capacity to manage and deliver programs and activities for multicultural advancement*	\$0.64M	\$0.70M	\$0.83M	\$0.55M
Grants issued	120	143	100	110
Forums, workshops and consultations conducted	-	-	35	75
Grants paid	\$1.12M	\$2.18M	\$1.05M	\$1.01M
Quality				
Client satisfaction	98%	98%	>80%	>85%
Timeliness				
Advice and support provided within required timeframes	98%	98%	>80%	>85%

* Variance is predominantly due to some positions not being filled.



Office of Multicultural Affairs

The Office of Multicultural Affairs (OMA) engages with community groups and other government agencies for the purpose of multicultural advancement. 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 multicultural groups to government decision-making processes.

Key Achievements 2009–10

- Completed formalised engagement meetings with discrete multicultural community executive committees, in addition to regular and less formal community engagement.
- Secured Australian Government funding for National Action Plan activities and facilitated development of community projects in Darwin and Alice Springs.
- Facilitated and developed a whole-of-government (NT) submission to the Australian Government on the Humanitarian Settlement Program for 2010–11 onwards.
- Represented the department on the Northern Territory Settlement Planning Committee and subsequent committees regarding employment, cohesive communities and housing.
- Undertook 168 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 COAG Working Group.
- Administered the provision of 75 grants for the purpose of multicultural advancement.
- Participated in the national mapping of settlement support services to migrant and refugee communities.
- Hosted a meeting of the Standing Committee for Immigration and Multicultural Affairs in Darwin.
- Facilitated government response and activity to inter-community tensions that arose temporarily during the year.
- Represented the department on the Police Ethnic Advisory Group.
- Contributed to the national working group on settlement issues and the national Research Advisory Council.

... from Output: Multicultural Advancement

Future Priorities 2010–11

- Release and implement the multicultural policy and associated grants program, including the continuation of the Multicultural Facilities Grants Program for three years.
- Review the services provided by peak bodies funded by the department, the needs of the multicultural community and the interaction between multicultural organisations.
- Implement strategies to increase the number of Territorians from diverse backgrounds in leadership positions, such as the Charles See Kee Leadership Award.
- Promote the Northern Territory as an inclusive society that embraces cultural diversity.
- Implement an on-line grants application system, on-line events calendar and electronic newsletter.
- Support the settlement of new refugees.
- Facilitate voluntary shared usage of facilities by multicultural community groups.
- Develop a Harmony Day festival in conjunction with the Darwin Waterfront precinct.
- Provide assistance and support towards the re-establishment of multicultural radio.
- Host the Overseas Qualifications Network national conference.
- Continue participation on the national working group on settlement issues and the Research Advisory Council.
- Finalise triennial funding agreements with peak bodies in Darwin and Alice Springs.

OUTPUT: SUPPORT TO COMMUNITY ORGANISATIONS AND EVENTS

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

Performance Measures	2007–08 Actuals	2008–09 Actuals	2009–10 Estimate	2009–10 Actual
Quantity				
Support to community event organisations	\$1.41M	\$2.71M	\$2.59M	\$2.71M
Grants issued	69	81	80	87
Grants paid*	\$5.13M	\$10.56M	\$5.86M	\$6.23M
Quality				
Client satisfaction	100%	80%	>80%	>80%
Timeliness				
Grant funding provided within required timeframes	100%	80%	>80%	>85%

* Grants paid includes Community Service Grants, NT Major Events and Australia Day Council funding. The variation between the 2009-10 estimate and the 2009-10 actual is predominantly due to the operational costs associated with the running of the Australian Superbikes Championship Round.

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.

... from Output: Support to Community Organisations and Events

Key Achievements 2009–10

Organised the following events:

- 2009 The Concert music event, Alice Springs, sponsored by the Northern Territory Government
- 2010 Northern Territory Sports Awards
- 2010 BASSINTHEGRASS music festival, Darwin
- 2010 Australian Superbike Championship round
- SKYCITY Triple Crown event of the 2010 V8 Supercar Championship Series
- Tattersall's Finke Desert Race, Alice Springs.

Supported the following events:

- Tattersall's Finke Desert Race, Alice Springs
- Barkly Muster and Gold Rush, Tennant Creek
- Red Centre Mountain Bike Enduro, Alice Springs
- Heineken Hottest 7s in the World Rugby Union Tournament.

Future Priorities 2010–11

Organised the following events:

- 2010 The Concert music event, Alice Springs, sponsored by the Northern Territory Government
- 2010 Alice Springs Masters Games
- 2011 Northern Territory Sports Awards
- 2011 Australian Superbike Championship round
- 2011 Arafura Games Opening Ceremony
- 2011 Arafura Games Closing Ceremony
- 2011 BASSINTHEGRASS music festival, Darwin

- SKYCITY Triple Crown round of the 2011 V8 Supercar Championship Series
- Tattersall's Finke Desert Race, Alice Springs.

Support the following events:

- Barkly Muster and Gold Rush, Tennant Creek
- Red Centre Mountain Bike Enduro, Alice Springs
- Heineken Hottest 7s in the World Rugby Union Tournament
- World Solar Challenge / World Eco Challenge.



INPUTS: SERVICES

The services inputs strengthen the capacity of the department to deliver strategic objectives.

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

Strategic Communications

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

- providing support, advice and coordination on all matters relating to media management
- online communications management
- brand management
- sponsorship
- strategic marketing
- social media
- internal and external communications.

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

... from Inputs: Services

Key Achievements 2009–10

- Launched *Territory 2030* and kept the public informed about progress.
- Introduced new frameworks to keep the public informed about government issues and strategies including the:
 - *Greening the Territory* strategy
 - *Safe Territory* strategy
 - *Smart Territory* framework
 - *Healthy Territory* framework
 - *Great Territory Lifestyle* framework
 - *Open Government* framework.
- Initiated and managed 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 2010, South East Asia Australian Offshore Conference (SEAAOC) 2009, Australasian Oil and Gas (AOG) Exhibition and Conference, Offshore South East Asia, Balikpapan Expo 2010 and Shanghai World Expo 2010.
- Communicated the Territory's Climate Change Strategy.
- Communicated a whole-of-government crisis communications framework including Secure NT, a central website where the public may access information during and after a crisis.

Future Priorities 2010–11

- Promote the Territory nationally and internationally, including highlighting Darwin as a growing oil and gas hub.
- Keep Territorians informed about progress towards achieving *Territory 2030* target.
- Implement the ASTP communication strategy 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.
- Provide advice to agencies across government about the use and application of the *Territory 2030* and policy groupings brands.
- 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.



HUMAN RESOURCES

Key Achievements 2009–10

- Improved the quality of workforce data available to support departmental strategies for workforce planning and better understanding future needs.
- Targeted support and reviewed the Performance Review Framework.
- Developed an Equal Employment Opportunity Plan.
- Analysed and addressed the NTPS Employee Survey results and developed a Leadership Development Program for all department employees to be implemented in 2010–11.

Future Priorities 2010–11

- Continue to address the NTPS Employee Survey results.
- Implement the Leadership Development Program.
- Implement the Capability Leadership Framework.
- Develop and implement workforce planning.
- Review, develop and implement the OH&S Management System.

FINANCE AND PROCUREMENT

Key Achievements 2009–10

- Managed financial outcomes within approved budget parameters.
- Conducted a re-write of the ledger to improve alignment to output structure and management reporting.
- Conducted a budget reprioritisation, which identified and reallocated operational savings to higher priority activities.

Future Priorities 2010–11

- Review all key financial procedures and implement appropriate changes to policy.
- Strengthen budget management and reporting activities and realign with business needs.
- Provide improved financial management support to the Darwin Waterfront Corporation and the AustralAsia Railway Corporation.
- Develop and implement improved management reporting and monitoring of key financial and procurement risks.
- Implement the department's 2010–11 Procurement Management Plan.
- Improve financial governance and contract arrangements.



INFORMATION AND OFFICE SERVICES

Key Achievements 2009–10

Information Technology

- In conjunction with the service provider and DBE, managed the roll out of the retrofit (part of the transformation project) 2009 and the implementation of the Distributed File System Replication.
- Managed and coordinated the creation of a Telepresence facility and meeting room in conjunction with the Commonwealth Government .
- Rationalised agency business applications, creating 8 gb of space on the LAN and reducing storage costs significantly.

Environment

- Continued contribution to environmentally positive initiatives by establishing a centralised recycling service, trialling energy efficient globes, 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.

Accommodation

- Established new offices for the Office of the Chief Minister in Katherine, Alice Springs and Palmerston; the Council of Territory Cooperation; the Child Protection Unit; and managed office modifications in Parliament House, NT House and the Greatorex building.
- Facilitated the relocation of Territory Growth Planning Unit, Office of Indigenous Policy and Service Delivery Coordination Units to their new agencies.

Travel

- Commenced the conversion of the Access Travel Database to SQL and establishment of GAS Interface for the purpose of improved efficiency, timeliness and reporting.

Records Management

- Implemented the TRIM 6.2.4 upgrade, which required a complete review of TRIM data and security.
- Commenced a staged implementation of the Electronic Document and Records Management System (EDRM) across business units, including the establishment of business rules, special arrangements for continued use of the LAN and training.

... from Information and Office Services

Key Achievements 2009–10 (...CONT)

Information

- Procured and coordinated training in Freedom of Information awareness and search processes for departmental and ministerial staff.
- Commenced an improved process for reviewing information security in TRIM.
- Revised official information delegations, covering ICT systems, hardware and software, information security, email management, freedom of information and privacy, records disposal and transfer.

Future Priorities 2010–11

- Manage an ICT risk audit.
- Oversight the roll-out of Microsoft 2007 and Microsoft 2010.
- Review security groups to ensure authorised access to LAN directories.
- Implement SysAid, a system for the logging, tracking and reporting of office services requests.
- Due to increased demand, implement a recycling and confidential waste disposal service for all floors of buildings occupied by the department.
- Finalise the travel system conversion and GAS interface.
- Revise and update overseas travel policy, with particular emphasis on travel security.
- Finalise the implementation of EDRM across the department.



OUR PEOPLE

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



OVERVIEW

Our people are the foundations to our success and our success relies heavily on developing, recruiting and retaining a talented, diverse and motivated workforce.

The Department of the Chief Minister (DCM) remains committed to ensuring our people reach their full potential, achieve job satisfaction and maximise their opportunities and contribution.

The agency has experienced changes in the last year with the addition of a new Energy and Climate Change Unit.

Throughout the year we have:

- developed and implemented a marketing program to support our annual performance reviews so that ongoing conversations occur on a regular basis to benefit employees
- reviewed selection panel training to incorporate Equal Employment Opportunity principles and continued to deliver training to all employees within the agency
- continued to support flexible working arrangements for a number of employees.

A total of 110 employees participated in the NTPS Employee Survey, which resulted in identified areas for improvement. These are currently being progressed by the agency

including an Executive Management Team action plan to improve communication and employee leadership capabilities. Feedback was sought from employees on all aspects of employment and the working environment through employee focus groups and in 2010–11 internal surveys and feedback will be introduced.

The development of our people is a priority in maximising our performance. The agency is currently investing in providing a variety of internal and external programs, such as the Leadership Development Program and programs aimed at developing the skills of new and emerging managers.

OUR VALUES

- display innovation
- act professionally
- generate respect.

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

OUR EMPLOYEES IN PROFILE

- At 30 June 2010 there were 287.5 full-time equivalent employees, compared with 276.7 at 30 June 2009.
- Employees aged between 36 and 55 years represented 48 per cent of this total figure.
- Ninety employees commenced, of which 33 were male and 57 female, and 76 were full-time and 14 part-time.
- Seventy employees separated, of which 25 were male and 45 female, and 55 were full-time and 15 part-time.

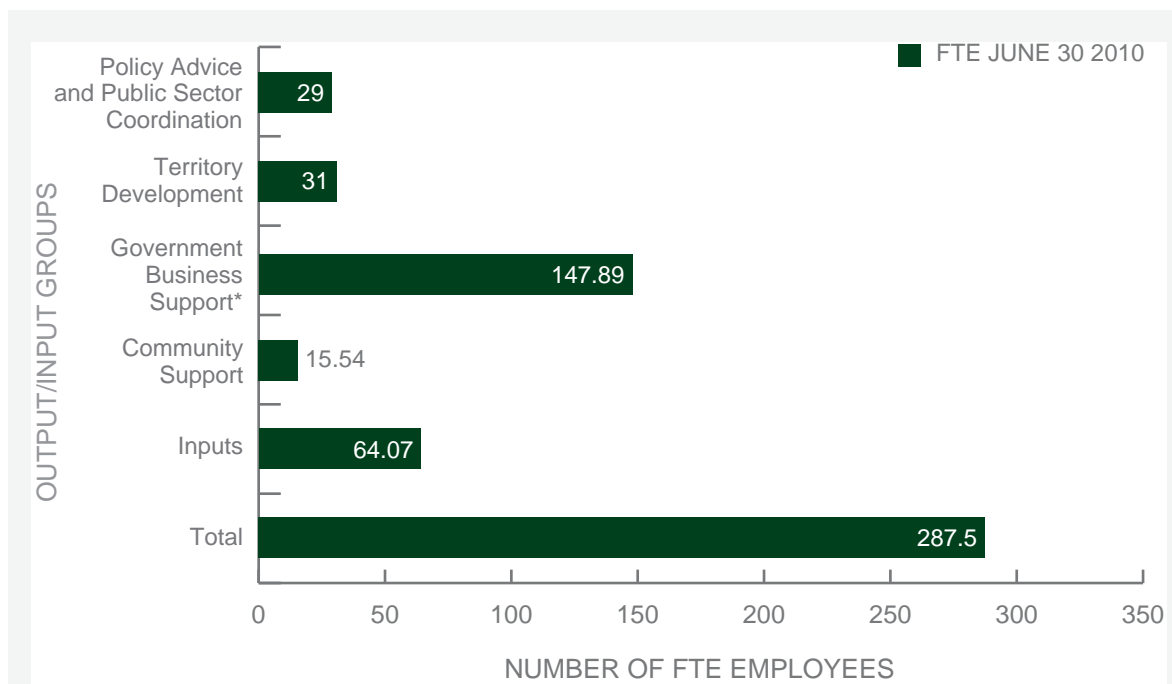
The table below provides a comprehensive comparison of classifications from June 2009 to June 2010.

Classification	30 June 2009	30 June 2010
Agency staffing		
Executive Contract Officer 6	1.0	1.0
Executive Contract Officer 5	2.0	2.0
Executive Contract Officer 4	2.0	2.0
Executive Contract Officer 3	4.0	4.0
Executive Contract Officer 2	10.0	10.0
Executive Contract Officer 1	15.8	12.5
Executive Officer 3	0.0	2.0
Executive Officer 2	1.0	1.0
Executive Officer 1	12.0	10.5
Professional 4	2.0	4.0
Professional 3	1.0	3.0
Professional 2	1.0	0.6
Professional 1	0.0	0.0
Technical 4	1.0	1.0
Technical 3	1.0	1.0
Technical 2	0.0	0.0
Technical 1	2.0	2.0

Classification	30 June 2009	30 June 2010
Administrative Officer 8	17.9	14.6
Administrative Officer 7	14.5	13.2
Administrative Officer 6	24.0	22.5
Administrative Officer 5	16.9	18.0
Administrative Officer 4	24.0	21.8
Administrative Officer 3	12.5	14.6
Administrative Officer 2	1.0	3.9
Administrative Officer 1	1.5	2.5
Physical 6	1.0	1.0
Physical 5	1.0	1.0
Physical 4	1.0	1.0
Physical 3	3.5	4.5
Physical 2	5.0	4.8
Graduate Program	2.0	4.0
National Indigenous Cadetship Program	0.0	0.0
NTPS Apprentice	4.0	3.0
Sub total	185.5	187.0
Ministerial employees	91.2	100.5
Total	276.7	287.5

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

FULL-TIME EQUIVALENTS AT 30 JUNE 2010

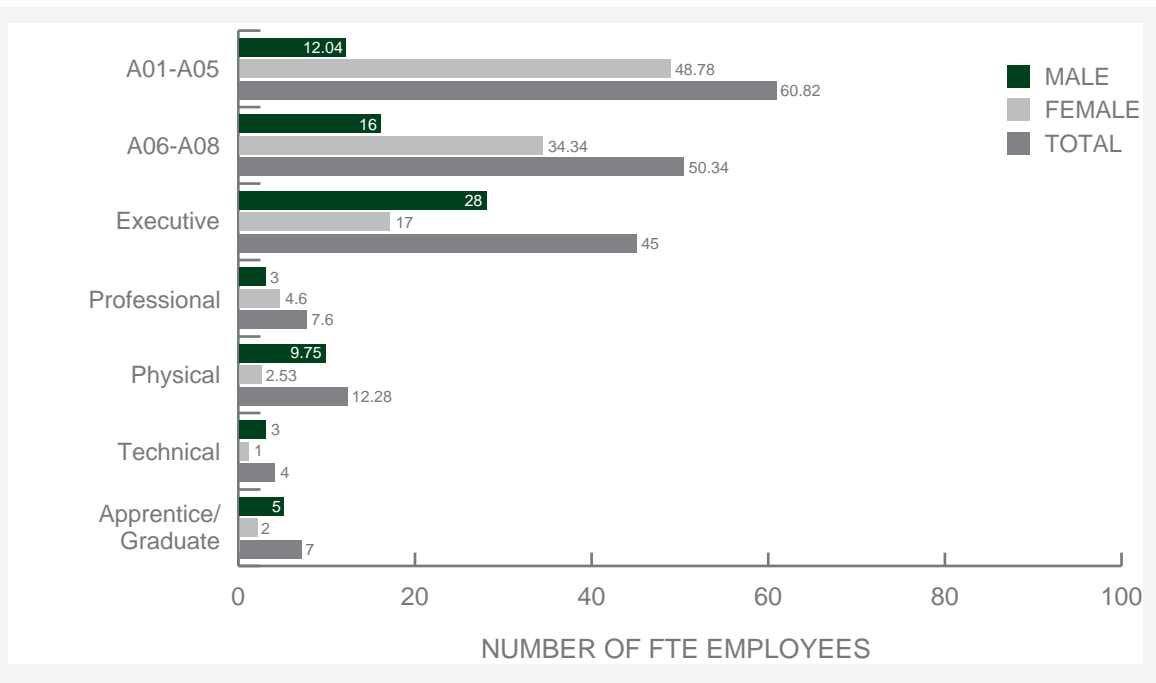


* Note: Output Group Government Business Support includes Ministerial Employees.



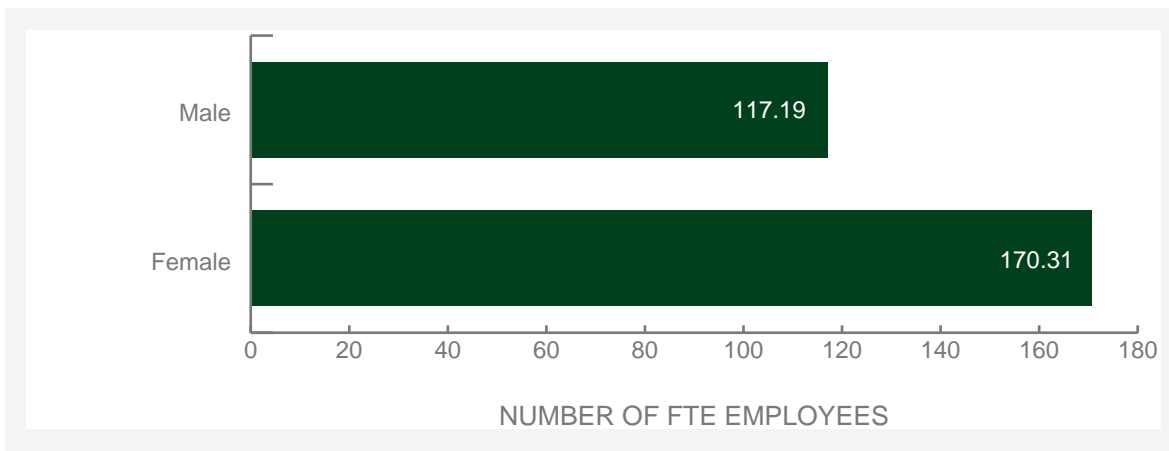
The chart below provides a breakdown of agency employees by gender and classification. A majority of employees are classified between AO1 and AO5 with 60.82 full-time equivalents in this category as at 30 June 2010.

EMPLOYEE GENDER BY CLASSIFICATION AT 30 JUNE 2010



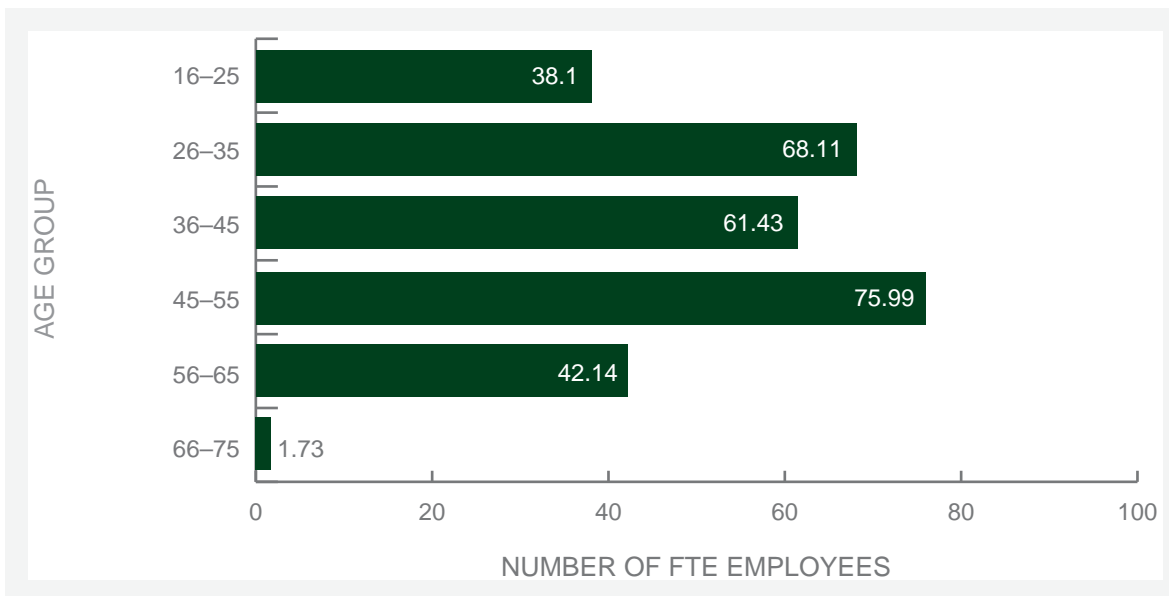
The chart below indicates the number of male and female employees within the agency as at 30 June 2010.

EMPLOYEES BY GENDER 2009–10



The following chart provides a breakdown of agency employees by age group as at 30 June 2010. 48 per cent of agency employees were aged between 36 and 55, while 13 per cent were aged between 16 and 25.

EMPLOYEES BY AGE GROUP 2009–10

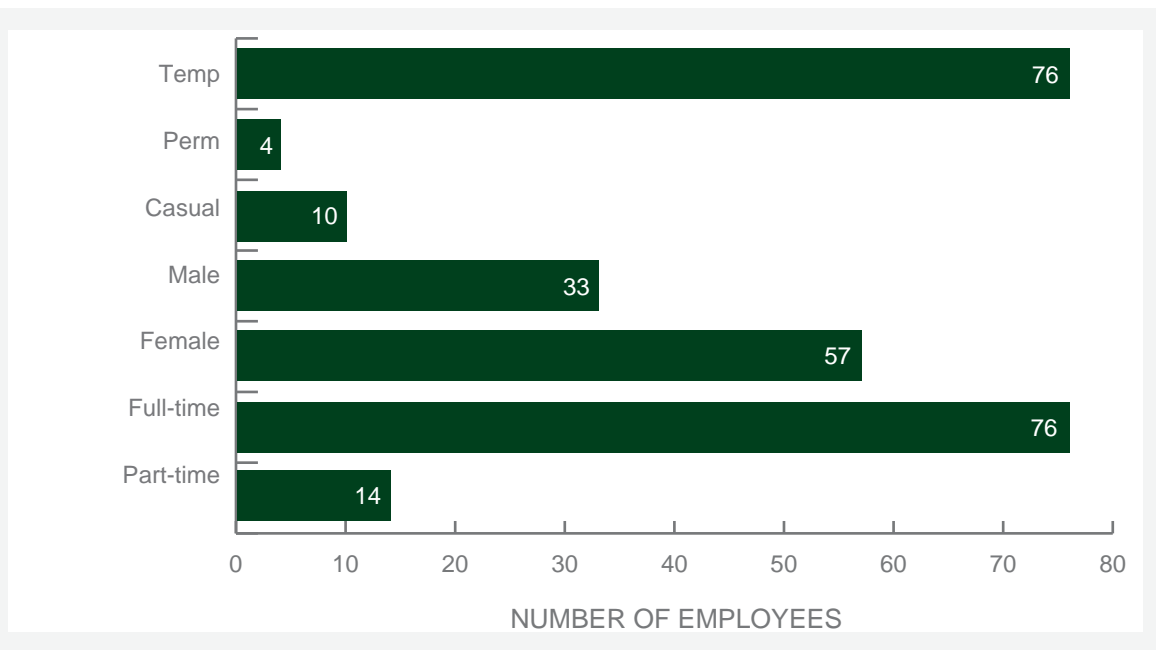




Demographics

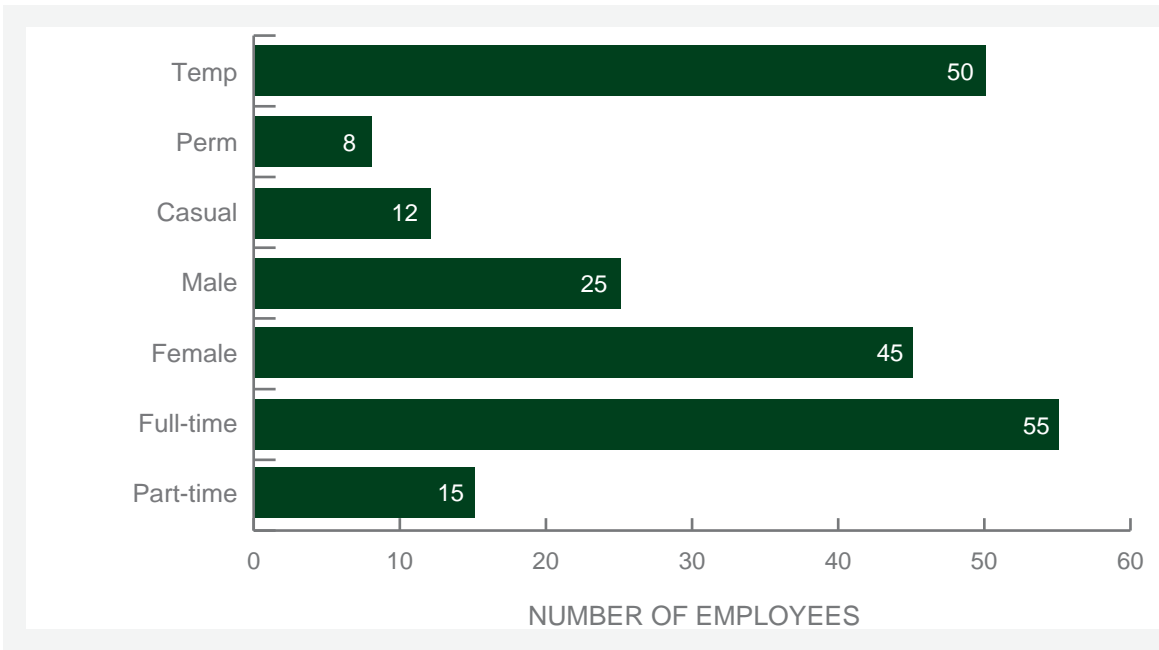
90 employees commenced with the agency during 2009–10, 33 of which were male and 57 female, and 76 were full-time and 14 part-time.

EMPLOYEE COMMENCEMENT PROFILE



70 employees separated from the agency during 2009–10, 25 of which were male and 45 female, and 55 were full-time and 15 part-time.

EMPLOYEE SEPARATION PROFILE





IMPROVING DIVERSITY

We continue to review our Equal Employment Opportunity (EEO) initiatives and drafted an EEO plan that is linked to our business and strategic priorities.

Our EEO plan aims to educate our people about diversity in today's workplace and how a range of ideas and experiences can result in innovation and benefit to the agency. The plan will be implemented in 2010–11.

EEO ACTIVITIES

During the reporting period the agency promoted and actively participated in a number of EEO activities, including:

NAIDOC Week

All employees were encouraged to celebrate NAIDOC week, which fell between 7 and 11 July 2009.

Equal Opportunity Employment (EEO) Census Day

An Equal Employment Opportunity Census Day was held on Friday 3 June 2010 and all employees were encouraged to ensure their personal information and EEO data was up to date and accurate. A total of 154 employees updated their details.

International Day of People with Disability

In supporting employees with a disability, the agency celebrated the International Day of People with Disability on 3 December 2009. The day recognises the achievements, contributions and abilities of people with disability.

Human Resources hosted a morning tea with other activities and raised over \$500, which was donated to the Variety Club – The Children's Charity NT.



Brian O'Gallagher and Terri Hart helping to raise funds during the International Day of People with Disability.

Equal Employment Opportunity details as at 30 June 2010

	Aboriginal and Torres Strait Islander	Non-English Speaking Background	People with Disability
Male	4	9	5
Female	9.9	10	2
Total	13.9	19	7
As a percentage of total employees	4.85%	8.14%	2.44%



CAPABILITY ENHANCEMENT FRAMEWORK

The agency reviewed its performance management framework, which resulted in the implementation of the Capability Enhancement Framework.

The Capability Enhancement Framework is designed to provide employees with the knowledge and tools to support effective performance conversations and a fair performance appraisal process.

To reinforce the values of the Capability Enhancement process an internal marketing campaign was developed and conducted to ensure all employees were aware of the benefits of the program and could equip themselves and their managers with the information necessary to prepare for conversations.

DEVELOPMENT AND TRAINING

LEARNING AND DEVELOPMENT

The agency takes great pride in its employees and aims to improve their skills through training and development wherever possible. During 2009–10, a majority of employees undertook one or more training activities, with the agency expenditure totalling \$132 226.

Training activities and focus areas included:

Machinery of Government

The Machinery of Government course developed by the agency in conjunction with Charles Darwin University and the Office of the Commissioner for Public Employment won the Cross-Government

Collaboration category of the 2009 Chief Minister's Awards for Excellence in the Public Sector.

Workshops take both academic and practical perspectives and cover topics such as models of government, the rule of law, the separation of powers between the courts, parliament and executive government, the role of the public sector, policy-making, and the budget cycle.

The workshops also look at governance issues and the role of institutions such as the Auditor-General and Ombudsman.

Agency employees contributing to development of the project were Julie Nicholson and Zelma Collins.



Julie Nicholson, Zelma Collins and Nuala Murphy with the Chief Minister's Award for Excellence in Cross-Government Collaboration.



Leadership Discovery Program

Mischa Cartwright from Alice Springs participated in the Leadership Discovery Program, which aims to improve confidence, develop contemporary leadership skills, and build valuable support and business networks.

Three female employees participated in the Conference for Women, which provides female employees with advice for gaining and improving leadership and project management skills, a positive attitude and passion for work, and networking opportunities.

Tools of Communication

The agency recognises the importance of good communication in facilitating excellent customer service and working relationships, and employees accessed several courses focusing on communication skills. These included a Tools of Communication workshop, How to Become a Better Communicator seminar, and Working with People of Refugee Background course.

Building Positive Workplaces

Throughout the year, the agency conducted workshops that addressed the key elements of productive and positive workplaces and sought to enhance individual levels of awareness and understanding of appropriate and inappropriate behaviours and how they contribute to the quality of life experienced in the workplace. 29 employees participated in the sessions.

National Youth Week

The agency participated in National Youth Week between 10 and 18 April 2010. The event, entitled 'Live it Now', was aimed at youth between the ages of 16 and 25. A Youth Leadership Program targeting potential leaders was also held, as was a two-day First Aid workshop. Eight agency employees participated in the leadership program and one in the First Aid workshop.

Induction

The agency's induction program is conducted quarterly and provides an overview of each division, with 46 new employees attending during the year.

Cross-Cultural Awareness

Cross Cultural Awareness training was provided as part of the induction program, with 27 employees attending in 2009–10.

Selection Panel Training

The agency requires all employees participating on selection panels to undertake an agency-specific training course to ensure recruitment processes are to a high standard. During 2009–10 four courses were conducted and a total of 32 employees attended, bringing the total number of participating employees since inception in 2008 to 202.

Information and Technology

The agency ensures it continues to invest in the development of employees' IT skills, and held the following courses during the reporting period:

- Microsoft Office including Word, Excel Access, Outlook and PowerPoint
- Electronic Document Records Management (EDRM)
- Electronic Card Management Systems
- Procure Goods and Services
- Design and Build your own Website.

Study Assistance

The agency supported employees with study assistance totalling \$4 208 during 2009–10. Areas of study were:

- Foundations in Human Resources
- Certificate III in Horticulture
- Master of Arts (Journalism)
- Bachelor of Law
- Advanced Auditing and Assurance
- Bachelor of Accounting
- Diploma of Management.

Conferences and Seminars

Employees are encouraged to attend relevant and useful conferences and seminars that impact positively on the agency as a whole. During the reporting period employees participated in the following:

- Legal Aspects and Judicial Review
- Fair Work Savvy
- Innovative Workforce
- Job Evaluation System
- Australian Human Resource Institute Leadership Conference
- Evidence for Decision and Policy Making
- National Security Executive Development Pilot Program
- 4th Indigenous Economic Development Forum
- Global Economic Asia Tourism Conference
- Public Sector Social Media Planning
- Better Communicator
- Effective Torres Strait Islander Service Delivery Forum
- various AHRI seminars.

EARLY CAREERS PROGRAMS

As part of the agency's recruitment strategy, it participates in all Early Career programs employing graduates, apprentices, Indigenous cadets, Workplace Integrated Learning Scholarships (WILS) participants and current students via the Vacation Employment Scheme.

GRADUATE DEVELOPMENT PROGRAM

Agency graduates undergo an extensive induction and are placed in various business units during the program depending on their qualifications, skills and interest. Each graduate is provided

with structured management plans throughout the program and participates in training and development opportunities offered through the Finance Officer in Training (FOIT) program, Machinery of Government and other relevant programs.

Two graduates commenced in 2009, with one obtaining a position at the Northern Land Council and the other gaining a temporary promotion with the NTPS.

Three graduates were accepted into the Graduate Development Program in January 2010. Their degrees are in the areas of International Trade and Finance, Economics, Commerce and Marketing.



2010 graduates (left to right): Simone Mancini, Greg Sharley and Jack Schafer.

Comments from the 2010 Graduates

The 2010 Graduate Development Program has given me a comprehensive introduction to the public sector and an opportunity to experience various types of work across the agency. So far I have been given the opportunity to work within the Major Projects, Asian Relations and Trade Division as well as the Territory 2030 Implementation Unit. The highlight so far has been hearing Tony Abbott address the APPEA conference in Brisbane. The graduate program has allowed me to identify the types of careers that interest me within the public sector and I can recommend the program to any graduates unsure of what a career in the public sector entails.

Jack Schafer

DCM's Graduate Development Program has been an excellent opportunity to get a broad overview of the work of government. It's given me the chance to work on the projects that I like while developing useful skills for my career. Fresh out of university, I was unsure of which career path to take. The graduate program has helped me by giving me the opportunity to work in different units and on different projects. I have learnt a lot in a small period of time thanks to my supportive colleagues and DCM's positive work environment.

Simone Mancini

NTPS APPRENTICESHIP PROGRAM

The NTPS Apprenticeship Program combines practical, paid employment with structured training, and results in participants gaining a nationally recognised qualification. The program aims to provide Territorians with the opportunity to gain experience and training in the NT Public Sector whilst completing a qualification.

In August 2009 and February 2010, two apprentices commenced for each intake. One apprentice, Jasmine Long, who commenced the program in February 2008, graduated in August 2009 with her Certificate III in Business.



Jasmine Long presented with her graduation certificate from the Hon Chris Burns.



*DCM apprentices for 2009–10 (from left to right)
Siwa Boonmanee, Jacob Ferns, Winsome Philpott,
Jessie Gilmour and Laura Smith*



FEBRUARY 2009 COMMENCEMENTS

Siwa Boonmanee, Emily Hoyne and Jay Peters commenced with the agency in February 2009 and graduated from the program in February 2010. Siwa Boonmanee has secured a permanent position with the agency, Emily Hoyne remains within the NTPS and Jay Peters resigned to undertake a trade apprenticeship.

AUGUST 2009 COMMENCEMENTS

Jessie Gilmour and Laura Smith commenced in August 2009 and will finish their apprenticeship in the 2010–11 reporting period.

FEBRUARY 2010 COMMENCEMENTS

Jacob Ferns and Winsome Philpott commenced in February 2010 and are current participants in the program.

INDIGENOUS CADETSHIP SUPPORT (ICS) PROGRAM

The agency continues to support the ICS program, formerly the National Indigenous Cadetship Program (NICP), which assists Indigenous university students with university course fees and text books, as well as providing work placements throughout the year.

During the reporting period the agency has maintained three cadets. Jodie Satour completed her Bachelor in Social Work (Honours) through Deakin University and finished with the agency in January 2010. Rekeesha Fry is currently undertaking study towards a double degree in Arts and International Relations, and Alexis Postans is completing a degree in Psychology.



*Indigenous Cadetship
Support Program
participant Rekeesha Fry.*

VACATION EMPLOYMENT SCHEME

One university student participated in the Vacation Employment Scheme during 2009–10 and was placed with the Policy Coordination and Implementation Division.

WORK INTEGRATED LEARNING SCHOLARSHIP (WILS)

The Work Integrated Learning Scholarship is an initiative of the Charles Darwin University – Northern Territory Government Partnership Agreement to address skills shortages and help recruit graduates into the NTPS.

WILS combines full-time tertiary education and work experience within an agency for a period of six to 12 weeks per year for the duration of the scholarship holder's degree (usually three years). The work experience component takes place during semester breaks.

In 2010 Anastasia Kouilainos, who is studying towards a Bachelor of Commerce, joined the agency's WILS program and has completed her first placement.



*Anastasia Kouilainos
with Leigh Eldridge,
Policy Coordination and
Implementation Division.*

RECOGNITION OF SERVICE

MILESTONES AWARDS

The agency continues to hold yearly milestones awards to recognise employees who have completed 10 or more years of continuous service within the agency and NTPS, following the success of the inaugural milestones function in 2008–09.

A function hosted by the Chief Minister was held at Parliament House in November 2009 and 15 employees received a certificate in recognition of service milestones. Nine employees received an award for 10 years of service, four for 20 years of service and three for 30 years of service.



Milestone award recipients at the 2009 ceremony.



FLEXIBLE WORK PRACTICES

A healthy, productive workplace and happy family lifestyle are encouraged by the agency. It enables employees to meet the right balance between work and personal life by fostering flexible working arrangements and ensuring employees are informed of their options through current policies and website promotion.

During the reporting period six employees accessed flexible working arrangements, including flexible working hours, home-based work and part-time employment.

OCCUPATIONAL HEALTH AND SAFETY (OH&S)

We continue to improve our efforts to create a positive safety culture.

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

- an audit of First Aid officers and Fire Wardens
- training for one fire warden and seven First Aid officers
- replenishment of First Aid kits
- a non-ionising radiation assessment of NT House.

Towards further improvement, we are finalising a new OH&S Management System, which is due for implementation during 2010–11.

HEALTH AND WELLBEING

Throughout the year we provided a range of resources to educate our employees about health issues while encouraging them to make healthier life choices. The following courses were offered:

- Mental Health in the Workplace, with 31 attendees
- Mental Health in the Workplace Forum 2009, with three attendees
- cancer awareness sessions, with 15 attendees
- 'Life Be In It' programs, attended by a number of employees.

REPORTED INCIDENTS

Four incidents were reported in 2009–10 with injuries reported as:

- body stressing
- slips, trips and falls.

EARLY INTERVENTION

The agency's Early Intervention strategies included flu vaccinations, ergonomic workstation assessments, office massages and the utilisation of the Employee Assistance Program (EAP). In 2009–10:

- flu vaccinations were received by 69 employees
- workstation ergonomic assessments were undertaken in three divisions, with a number of recommendations being made and all being implemented
- office massages were received by 28 employees
- EAP was utilised by 24 employees and their family members.

WORKERS' COMPENSATION

Two workers compensation claims were submitted in the reporting period.



COMPARISON OF WORKERS' COMPENSATION CLAIMS

Workers Compensation Claims	2008-09	2009-10
Claims at 1 July	3	2
New claims	1	0
Claims resolved	4	1
Claims at 30 June	0	1

EMPLOYMENT INSTRUCTIONS

Employment Instructions and Agency Requirements	Agency Action
<p>1. Advertising, Selection Appointment, Transfer and Promotion</p> <p>Agency to develop procedures on recruitment and selection for internal use. Chief Executive to report annually on the number of employees in each designation and variations since the last report.</p>	<p>The agency's Recruitment and Selection Policy is available to all employees on the staff intranet. It is a requirement that all staff participating on selection panels undertake agency-specific training. An ongoing program is in place and this is reviewed on a regular basis.</p>
<p>2. Probation</p> <p>Chief Executive to develop a probationary process for their agency and convey details of the process to employees within their first week of reporting for duty.</p>	<p>The agency's Probation Policy is available to all employees and information is also available in the agency's Welcome Pack.</p> <p>A system that ensures the timely receipt and completion of probation reports has been implemented.</p>
<p>3. Natural Justice</p> <p>The rules of natural justice to be observed in all dealings with employees.</p>	<p>The principles of natural justice are required to be observed in all dealings with employees.</p>
<p>4. Performance Management</p> <p>Chief Executive to report annually on management training and staff development programs. Chief Executive to develop and implement performance management systems for their agency.</p>	<p>The agency'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. The benefit of the program is reinforced to divisions commencing in April and completing the process at the end of July.</p>

EMPLOYMENT INSTRUCTIONS ... CONT

Employment Instructions and Agency Requirements	Agency Action
<p>5. Medical Incapacity</p> <p>No agency action or reporting requirements.</p>	<p>Advice is provided to divisions.</p>
<p>6. Inability to Discharge Duties</p> <p>Chief Executive to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the agency. Chief Executive may establish procedures regarding this Employment Instruction within their agency.</p>	<p>No action has been commenced during the reporting period.</p>
<p>7. Discipline</p> <p>Chief Executive to provide the Office of the Commissioner for Public Employment with information on the extent to which this Employment Instruction has been used by the agency. Chief Executive may establish procedures regarding discipline within their agency.</p>	<p>The policy is available to all employees via the intranet. No disciplinary action was taken during the reporting period.</p>
<p>8. Management of Grievances</p> <p>Chief Executive to establish written grievance settling procedures for the agency that are available to employees and outline process for dealing with grievances.</p>	<p>The agency encourages all employees to communicate openly with their managers. A review of the policy was conducted in the reporting period and is expected to be implemented in 2010–11.</p> <p>One grievance was lodged and finalised during the reporting period.</p>
<p>9. (Incorporated into Employment Instruction 1.)</p>	

Employment Instructions and Agency Requirements	Agency Action
<p>10. Employee Records</p> <p>Agencies to maintain appropriate employee records and implement procedures for maintaining and accessing these records.</p>	<p>Appropriate employee records are securely maintained. The agency's policy for accessing and maintaining employees records is available via the intranet.</p>
<p>11. Equal Employment Opportunity Management Programs</p> <p>Chief Executive to devise and implement programs to ensure equal employment opportunities and outcomes are achieved. Chief Executive to report annually on programs and initiatives the agency has developed. Report to include details on specific action in relation to Indigenous Employment and Career Development, and measures to enable employees to balance work and family responsibilities.</p>	<p>The agency's Equal Employment Opportunity Plan was reviewed in 2009–10 and includes initiatives from the Indigenous Employment and Career Development Strategy 2010–2012 and the Willing and Able Strategy 2009–2012.</p> <p>The agency participated in NAIDOC Week and the International Day for People with Disability during the reporting period. Two agency employees with disability receive support from Project Employment. The agency's participation in early careers programs assists in employment of youth and Indigenous people.</p>
<p>12. Occupational Health and Safety Programs</p> <p>Chief Executive to develop programs to ensure employees are consulted in the development and implementation of Occupational Health and Safety programs. Chief Executive to report annually on Occupational Health and Safety programs. Records must be kept on risk assessment, maintenance control and information, instruction and training provided to employees.</p>	<p>The Occupational Health and Safety Committee continued its efforts to improve awareness and best practice across the agency. Employees are consulted in the development of Occupational Health and Safety programs and access to information is available via the intranet. Appropriate risk assessment, maintenance control and information, and training records are maintained.</p>



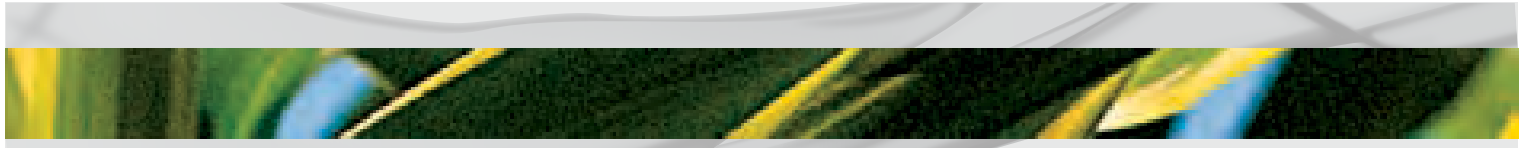
Employment Instructions and Agency Requirements	Agency Action
<p>13. Code of Conduct</p> <p>Chief Executive may issue guidelines regarding acceptance of gifts and benefits to employees. Chief Executive may issue an agency-specific Code of Conduct.</p>	<p>All new employees are advised of the NTPS Code of Conduct upon commencement through the induction process and regular awareness sessions conducted by Human Resources. The agency maintains and promotes a professional workplace culture and employees contribute to our values.</p>
<p>14. Part Time Employment</p> <p>Chief Executive 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 agency. 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>

EMPLOYEE ACHIEVEMENTS

The agency fosters a culture of respect and recognition, with personal achievements being identified regularly through the intranet site.

Notable achievements for the 2009–10 year are as follows:

- Julie Nicholson was awarded the Public Service Medal on 26 January 2010 in the 2010 Australia Day Honours List for outstanding public service. The Public Service Medal recognises outstanding service by employees of the Australian Government and state, territory and local governments.
- Jodie Satour completed her Indigenous Cadetship Program in January 2010, graduating with honours in a Bachelor of Social Work through Deakin University. Jodie was born and raised in Alice Springs and has managed to juggle family, study and work placements whilst completing her four-year degree. During the program Jodie completed placements with the Tangentyere Council and the Northern Territory Council of Social Services / NT Shelter.
- Alastair Shields, Executive Director Policy and Coordination, participated in the Executive Masters of Public Administration program with the Australian and New Zealand School of Government (ANZOG). The program aims to strengthen knowledge and ability to drive improved public sector performance.
- Three employees were mentioned in the Chief Minister's adjournment speech for their 40-plus years of service:
 - Bruce West commenced his government career in 1969 and joined the Department of the Chief Minister in 1985 where he contributed to the implementation of effective governance frameworks strengthening risk management.
 - Garry Wilkshire commenced in government in 1966 and has worked as a VIP driver since that time.
 - Jim Wyatt commenced in government in 1963 within NT Stores, and has been employed with the Department of the Chief Minister since early 1980.
- Jean Doherty was awarded a scholarship by the Northern Territory branch of the Institute of Public Administration Australia (IPAA) to attend the 2009 IPAA Annual National Conference in Brisbane from 19 to 20 November 2009. The conference was an opportunity to hear from a range of eminent speakers in public sector management on key issues and trends affecting the public sector. Jean was one of six scholarship holders from the NTPS who participated in the conference.
- Dianne Campbell completed a Diploma of Management through the Darwin Human Resource and Computer Academy.
- Four teams made up of agency employees participated in the 2009–10 NTPS Golf Day on 25 June 2010. The Golf Day was yet another successful event and raised \$9 122 for Camp Quality.



*DCM golfers (left to right):
Richard Jackson, Siwa Boonmanee
and Joel Carter.*

PERSONAL ACHIEVEMENTS

- Owen Samuels from Office Services participated in the 2010 Ten Pin Bowling Australia National Disability Championship in Perth and won five medals.



Owen Samuels wearing his medals.



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 2010

The 2009–10 financial statements and notes for the Department of the Chief Minister have been prepared on an accrual basis and are consistent with the adoption of the Australian equivalent to the International Financial Reporting Standards. The statements provide information on the operating statement, balance sheet, statement of changes in equity and cash flow statement of the department for the financial year ended 30 June 2010.

OPERATING STATEMENT

The operating statement provides information on the financial performance of the department during the year. The surplus or deficit for the year is

calculated by subtracting the expense items from the revenue items.

For the year ended 30 June 2010, the department recorded a surplus of \$30.15 million. This significant improvement on the budget estimate of \$3.73 million was due to unbudgeted Commonwealth receipts of \$22.65 million for the Alice Springs Transformation Plan (ASTP). These grants were received late in the financial year and will be expended as part of the ASTP implementation through to 2013. Other comprehensive income of \$ 5.19 million was predominantly achieved through the revaluation of land at the Darwin Waterfront (\$1.09 million) and land and buildings at Government House (\$4.1 million).

	2007–08 (\$'000)	2008–09 (\$'000)	2009–10 (\$'000)
Revenue	56 483	114 035	102 940
Expenses	62 319	79 951	77 976
Other comprehensive income	-	-	5 189
Surplus/(Deficit)	(5 836)	34 084	30 153

Revenue

The department was funded primarily through Northern Territory Parliamentary appropriation (\$62.31 million) and grants revenue from the Commonwealth Government (\$22.65 million). Goods and services revenue of \$2.94 million to recover costs was received from:

- the Northern Territory Major Events Company (\$1.36 million)
- the Darwin Waterfront Corporation (\$0.86 million)
- the Office of the Commissioner for Public Employment (\$0.42 million)
- various agencies for whole-of-government marketing campaigns.

The department also recognises notional revenue (\$4.10 million) through the Department of Business and Employment for goods and services received free of charge, such as Information Technology, Procurement and Payroll. This revenue is offset by notional expenditure to the same value.

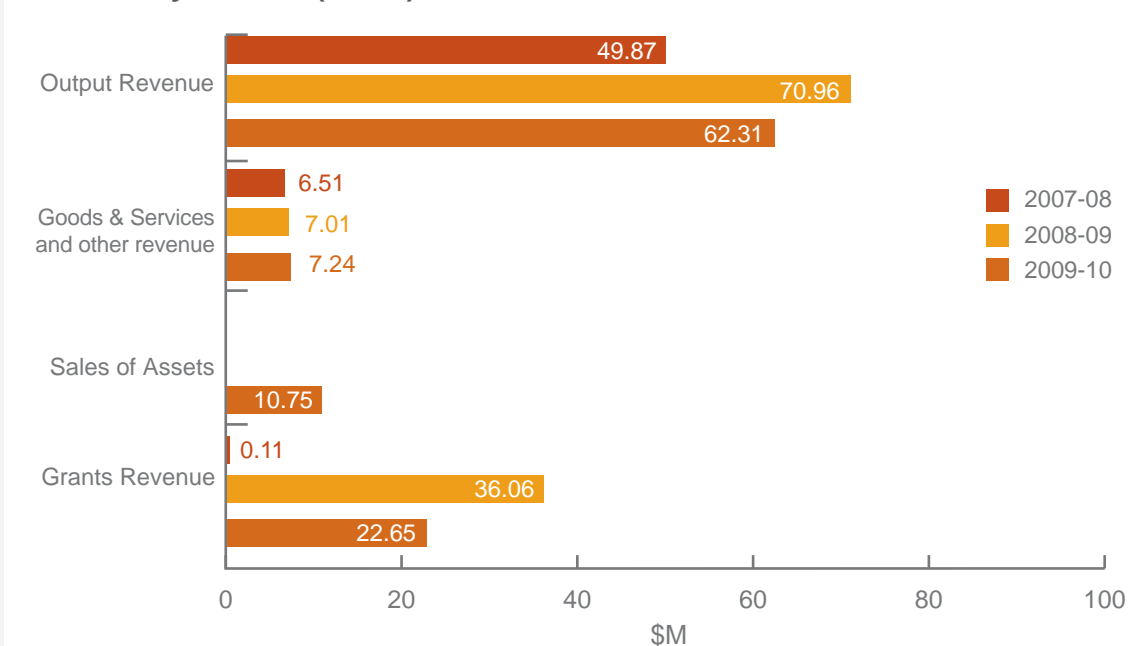
A gain on the disposal of assets of \$10.75 million was recorded in the financial year due to proceeds from 143 units (as at 30 June) from the Wharf One project in the Darwin Waterfront.

Overall total income decreased by \$11.10 million to \$102.94 million. The major contributors were decreases in

appropriation by \$8.65 million, from \$70.96 million (due to Administrative Arrangement changes and the transfer of programs to other agencies).

Commonwealth grants revenue decreased by \$13.42 million to \$22.65 million due to the variability and individual nature of each of these grants for the ASTP. Goods and services revenue decreased by \$0.29 million to \$2.94 million. The decreases were partially offset by the gain on disposal of assets of \$10.75 million.

Revenue by Source (in \$M)



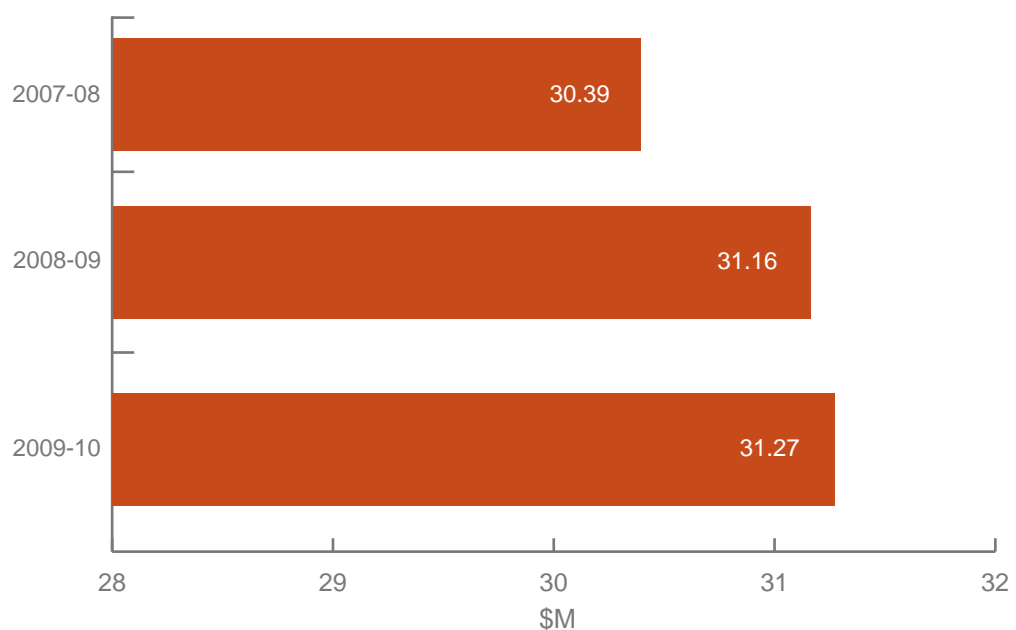
Expenses

Expenses decreased by \$1.98 million from the previous year. Expenses increased in the employee and administrative classifications and decreased in the grants classification. Explanations of the variations are detailed below.

Employee Expenses

Employee expenses increased slightly by \$0.12 million to \$31.27 million. The result was due to annual Northern Territory Public Sector Enterprise Bargaining Agreement salary increases that have been offset by changes in Northern Territory Government Administrative Arrangements. The new Administrative Arrangements included transfer of the Office of Indigenous Policy and the Service Delivery Coordination Unit to the Department of Housing, Local Government and Regional Services, and the Growth Planning Unit to the Department of Lands and Planning.

Employee Expenditure (in \$M)



Administrative Expenses

Purchases of goods and services increased by \$0.42 million to \$15.33 million. Major variances from the previous year were as follows after balancing the net effect of the less notable expenditure changes:

- agent service arrangements (up by \$3.19 million) – these relate to payments made to other Northern Territory Government agencies for implementation of ASTP initiatives
- communications (down by \$0.20 million)
- consultants' fees (down by \$0.96 million) – primarily due to once off expenditure increases in 2008–09 for the development of the Northern Territory Government Climate Change Strategy
- legal expenses (down by \$0.23 million)
- marketing and promotions (down by \$0.59 million)
- official duty fares (down by \$0.22 million)
- document production (down by \$0.14 million)
- entertainment/hospitality (down by \$0.17 million).

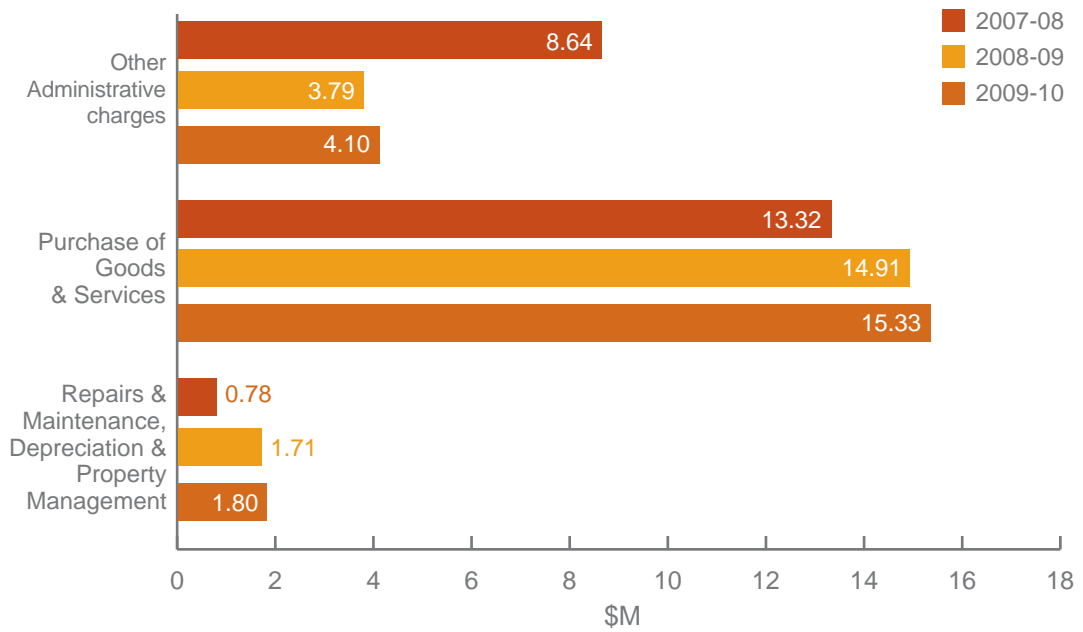
Property management increased by \$0.28 million to \$0.98 million.

A significant proportion is due to new arrangements at the Centerpoint building in Alice Springs.

Depreciation decreased by \$0.19 to \$0.52 million, due mainly to depreciation reductions pending the revaluation of some railway assets.

Other administrative expenses increased by \$0.31 million to \$4.10 million. The increase is predominantly notional services received free of charge from the Department of Business and Employment.

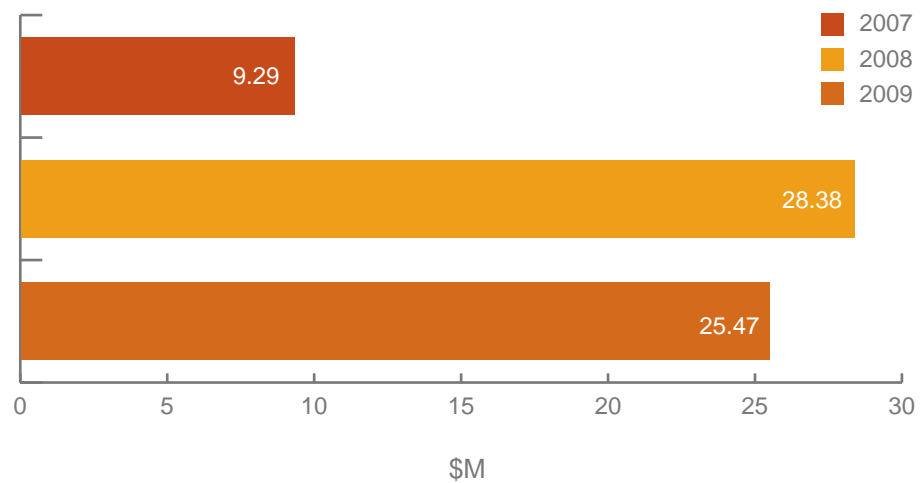
Administrative Expenses (in \$M)



Grants Expense

A complete explanation and listing of grant payments for the financial year are included in this Annual Report. Overall, there were reductions in current grants of \$1.1 million and capital grants of \$1.79 million.

Grants Expenses (in \$M)



BALANCE SHEET

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

During 2009–10 the department's total assets increased from \$77.25 million to \$96.77 million. The \$19.52 million

increase is mainly attributable to the receipt of Commonwealth Government grants revenue for the ASTP and the corresponding increase in cash and deposits. Liabilities decreased slightly (\$0.18 million), mainly due to decreases in payables.

	2007–08 (\$'000)	2008–09 (\$'000)	2009–10 (\$'000)
Assets	42 250	77 252	96 767
Liabilities	7 238	7 398	7 215
Surplus/(Deficit)	35 011	69 853	89 552

STATEMENT OF CHANGES IN EQUITY

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

Equity increased by \$19.70 million to \$89.55 million. Equity movements were:

- equity injections of \$1.13 million
- an increase in the asset revaluation reserve for land at both the Darwin Waterfront (by \$1.09 million) and Government House (by \$6.32 million)
- the building at Government House decreased by \$2.22 million
- a surplus of \$24.96 million for the year
- capital withdrawal to the Central Holding Authority of \$11.58 million.

CASH FLOW STATEMENT

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

Overall the department increased its cash held by \$13.69 million.

	2007–08 (\$'000)	2008–09 (\$'000)	2009–10 (\$'000)
Cash at start of year	3 247	570	36 016
Net movement	(2 677)	35 446	13 693
Equity	570	36 016	49 709

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 2010 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 2010



Phil Vivian
Chief Finance Officer

31 August 2010

DEPARTMENT OF THE CHIEF MINISTER COMPREHENSIVE OPERATING STATEMENT

AS AT 30 JUNE 2010

	NOTE	2010 \$'000	2009 \$'000
INCOME			
Grants and Subsidies Revenue			
Current		22 645	36 060
Appropriation			
Output		62 311	70 959
Sales of Goods and Services		2 936	3 223
Interest Revenue		100	-
Goods and Services Received Free of Charge	4	4 095	3 731
Gain on Disposal of Assets	5	10 750	-
Other Income		103	62
TOTAL INCOME	3	102 940	114 035
EXPENSES			
Employee Expenses		31 274	31 156
Administrative Expenses			
Purchases of Goods and Services	6	15 327	14 909
Repairs and Maintenance		301	305
Property Management		984	703
Depreciation and Amortisation	10, 11	519	704
Loss on Disposal of Assets		-	13
Other Administrative Expenses		4 096	3 785
Grants and Subsidies Expenses			
Current		24 644	25 756
Capital		830	2 620
TOTAL EXPENSES	3	77 976	79 951
NET SURPLUS/(DEFICIT)		24 964	34 084

DEPARTMENT OF THE CHIEF MINISTER COMPREHENSIVE OPERATING STATEMENT

AS AT 30 JUNE 2010 ... CONT

	NOTE	2010 \$'000	2009 \$'000
OTHER COMPREHENSIVE INCOME			
Asset Revaluation Reserve	10, 15	5 189	-
TOTAL OTHER COMPREHENSIVE INCOME		5 189	-
COMPREHENSIVE RESULT		30 153	34 084

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

DEPARTMENT OF THE CHIEF MINISTER BALANCE SHEET

AS AT 30 JUNE 2010

	NOTE	2010 \$'000	2009 \$'000
ASSETS			
Current Assets			
Cash and Deposits	7, 17	49 709	36 016
Receivables	8, 17	2 104	1 262
Prepayments		7	39
Total Current Assets		51 820	37 317
Non-Current Assets			
Advances and Investments	9	-	-
Property, Plant and Equipment	10	44 805	39 820
Heritage and Cultural Assets	11	142	114
Total Non-Current Assets		44 947	39 935
TOTAL ASSETS		96 767	77 252
LIABILITIES			
Current Liabilities			
Payables	12, 17	(2 025)	(2 239)
Provisions	14	(3 581)	(3 539)
Total Current Liabilities		(5 606)	(5 778)
Non-Current Liabilities			
Borrowing and Advances	13	-	-
Provisions	14	(1 609)	(1 620)
Total Non-Current Liabilities		(1 609)	(1 620)
TOTAL LIABILITIES		(7 215)	(7 398)
NET ASSETS		89 552	69 854
EQUITY			
Capital		(49 461)	(59 915)
Reserves	15	(7 250)	(2 061)
Accumulated Funds		(32 841)	(7 877)
TOTAL EQUITY		(89 552)	(69 853)

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

DEPARTMENT OF THE CHIEF MINISTER STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2010

	NOTE	Equity at 1 July \$'000	Comprehensive result \$'000	Transactions with owners in their capacity as owners \$'000	Equity at 30 June \$'000
2009–10					
ACCUMULATED FUNDS		7 877	24 964	-	32 841
Changes in Accounting Policy		-	-	-	-
Correction of Prior Period Errors		-	-	-	-
		7 877	24 964	-	32 841
ASSET REVALUATION RESERVE	15	2 061			2 061
Revaluation Increment		-	5 189		5 189
		2 061	7 250	-	7 250
CAPITAL		59 915			59 915
- TRANSACTIONS WITH OWNERS					
Equity Injections					
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)
		-	-	(10 454)	49 461
Total Equity at End of Financial Year⁽¹⁾		69 853	30 153	(10 454)	89 552

DEPARTMENT OF THE CHIEF MINISTER STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	NOTE	Equity at 1 July \$'000	Comprehensive result \$'000	Transactions with owners in their capacity as owners \$'000	Equity at 30 June \$'000
2008-09					
ACCUMULATED FUNDS					
Surplus for the Period		(26 207)	34 084	-	7 877
Transfers from Reserves					
Other Movements Directly to Equity		(26 207)	34 084	-	7 877
RESERVES					
Asset Revaluation Reserve	15	2 061	-	-	2 061
		2 061	-	-	2 061
CAPITAL					
- TRANSACTIONS WITH OWNERS					
Equity Injections		59 157			59 157
Capital Appropriation		-	-	395	395
Equity Transfers In		-	-	530	530
Equity Withdrawals					
Capital Withdrawal		-	-	(1)	(1)
Equity Transfers Out		-	-	(167)	(167)
		59 157	-	758	59 915
Total Equity at End of Financial Year⁽¹⁾		35 011	34 084	758	69 853

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

(1) Rounding discrepancy, refer to note 1 (e)

DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2010

	NOTE	2010 \$'000	2009 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Operating Receipts			
Taxes Received			
Grants and Subsidies Received			
Current		22 645	36 060
Appropriation			
Output		62 311	70 959
Commonwealth			
Receipts From Sales of Goods And Services		13 622	6 158
Interest Received		100	-
Total Operating Receipts		98 678	113 177
Operating Payments			
Payments to Employees		(31 053)	(30 721)
Payments for Goods and Services		(28 412)	(18 728)
Grants and Subsidies Paid			
Current		(24 644)	(25 756)
Capital		(830)	(2 620)
Total Operating Payments		(84 939)	(77 826)
Net Cash From/(Used In) Investing Activities	16	13 739	35 351
CASH FLOWS FROM INVESTING ACTIVITIES			
Investing Receipts			
Proceeds from Asset Sales	5	11 470	1
Repayment of Advances			
Sales of Investments			
Total Investing Receipts		11 470	1
Investing Payments			
Purchases of Assets		(426)	(301)
Advances and Investing Payments			
Total Investing Payments		(426)	(301)
Net Cash From/(Used In) Investing Activities⁽¹⁾		11 045	(300)

DEPARTMENT OF THE CHIEF MINISTER CASH FLOW STATEMENT

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	NOTE	2010 \$'000	2009 \$'000
CASH FLOWS FROM FINANCING ACTIVITIES			
Financing Receipts			
Equity Injections			
Capital Appropriation		395	395
Other Equity Injections		96	-
Total Financing Receipts		491	395
Financing Payments			
Equity Withdrawals		(11 583)	(1)
Total Financing Payments		(11 583)	394
Net Cash From/(Used In) Financing Activities⁽¹⁾		(11 091)	394
Net Increase/(Decrease) in Cash Held		13 693	35 446
Cash at Beginning of Financial Year		36 016	570
CASH AT END OF FINANCIAL YEAR	7	49 709	36 016

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

(1) Rounding discrepancy, refer to note 1 (e)

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010

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DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... 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 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 2009–10 included:

- providing strategic policy advice and facilitating implementation of government priorities across the NTPS
- coordinating effective processes to support maintenance of intergovernmental relationships through the COAG framework
- developing business and trade opportunities and creating jobs for Territorians through the facilitation of major projects such as the AustralAsia Trade Route, downstream gas-based developments and private sector investment in key infrastructure projects
- working with the Commonwealth to close the gaps in social and economic outcomes for Indigenous Territorians, with a strong focus on coordinating the implementation of Closing the Gap

- delivering initiatives that promote multicultural participation in the community
- developing the Northern Territory's response to climate change
- preserving and building a cohesive Northern Territory and promoting its image as a great place to live, work and invest.

Additional information in relation to the Department of the Chief Minister and its principal activities is 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.

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

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... 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 department financial statements is to include:

- (i) a Certification of the Financial Statements
- (ii) a Comprehensive Operating Statement
- (iii) a Balance Sheet
- (iv) a Statement of Changes in Equity
- (v) a Cash Flow Statement
- (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-departmental transactions and

balances have been eliminated.

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

The form of the department's 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 101 Presentation of Financial Statements (September 2007), AASB 2007-8 Amendments to Australian Accounting Standards arising from AASB 101, AASB 2007-10 Further Amendments to Australian Accounting Standards arising from AASB 101.

The Standard has been revised and introduces a number of terminology changes as well as changes to the structure of the Comprehensive Operating Statement and Statement of Changes in Equity. Other comprehensive income is now disclosed in the Comprehensive Operating Statement and the Statement of Changes in Equity discloses owner changes in equity separately from non-owner changes in equity.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

AASB 2009-2 Amendments to Australian Accounting Standards – Improving Disclosures about Financial Instruments

The Standard amends AASB 7 Financial Instruments: Disclosures to require enhanced disclosures about fair value measurements. It establishes a three-level hierarchy for making fair value measurements, requiring those financial instruments measured at fair value in the Balance Sheet to be categorised into levels.

Interpretation 15 Agreements for the Construction of Real Estate

The Interpretation addresses how entities should determine whether an agreement for the construction of real estate is within the scope of AASB 111 Construction Contracts or AASB 118 Revenue and when revenue from the construction of real estate should be recognised. The Interpretation does not impact the financial statements.

b) Australian Accounting Standards and Interpretations issued but not yet effective

At the date of authorisation of the financial statements, there were a number of Standards and Interpretations in issue but not yet effective. They have no impact on the financial statements.

c) Agency and Territory Items

The financial statements of the Department of the Chief Minister include income, expenses, assets, liabilities and equity over which the Department of the Chief Minister has control (agency items). Certain items, while managed by the department, 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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

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 21 – Schedule of Territory Items. As at 30 June 2010 the Department of the Chief Minister does not hold any Territory items.

d) Comparatives

Where necessary, comparative information for the 2008–09 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. This can on occasion cause slight anomalies in financial statements subtotals.

f) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2009–10 as a result of management decisions.

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 of making the judgements about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

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

- Employee Benefits – Note 2(u) and Note 14: Non-current liabilities in respect of employee benefits are measured as the present value of estimated future cash outflows based on the appropriate government bond rate, estimates of future salary and wage levels and employee periods of service.
- Contingent Liabilities – Note 19: The present value of material quantifiable contingent liabilities are calculated using a discount rate based on the published 10-year government bond rate.
- Doubtful Debts – Note 2(n), Note 8: Receivables and Note 17: Financial Instruments.
- Depreciation and Amortisation – Note 2(k), Note 10: Property, Plant and Equipment and Note 11.

h) Goods and Services Tax

Income, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred on a purchase of goods

and services is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

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

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

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.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

Grants and Other Contributions

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

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

Appropriation

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

Commonwealth appropriation 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 department gains control of the funds.

Sale of Goods

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

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

Rendering of Services

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

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

Interest Revenue

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

Goods and Services Received Free of Charge

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

Disposal of Assets

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

Contributions of Assets

Contributions of assets and contributions to assist in the acquisition of assets, being non-reciprocal transfers, are recognised, unless otherwise determined by government, as gains when the

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

j) Repairs and Maintenance Expense

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

k) Depreciation and Amortisation Expense

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

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

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

	2010	2009
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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

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

l) Interest Expense

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

m) Cash and Deposits

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

n) Receivables

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

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

Accounts receivable are generally settled within 30 days.

o) Property, Plant and Equipment

Acquisitions

All items of property, plant and equipment with a cost or other value equal to or greater than \$5 000 are recognised in the year of acquisition and depreciated as outlined below. Items of property, plant and equipment below the \$5 000 threshold are expensed in the year of acquisition.

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

Complex Assets

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

Subsequent Additional Costs

Costs incurred on property, plant and equipment subsequent to initial acquisition are capitalised when it is probable that future economic benefits in excess of the originally assessed performance of the asset will flow to the department in future years. Where these costs represent separate components of a complex

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

asset, they are accounted for as separate assets and are separately depreciated over their expected useful lives.

Construction (Work in Progress)

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

p) Revaluations and Impairment

Revaluation of Assets

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

- Land
- Buildings
- Infrastructure Assets
- Heritage and Cultural Assets.

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

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

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

Impairment of Assets

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

Non-current physical and intangible department assets are assessed for indicators of impairment on an annual basis. If an indicator of impairment exists, the department determines the asset's recoverable amount. The asset's recoverable amount is determined as the higher of the asset's depreciated replacement cost and fair value less costs to sell. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

Impairment losses are recognised in the Comprehensive Operating Statement unless the asset is

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

carried at a revalued amount. Where the asset is measured at a revalued amount, the impairment loss is offset against the Asset Revaluation Surplus for that class of asset to the extent that an available balance exists in the Asset Revaluation Surplus.

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

q) **Assets Held for Sale**

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

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

the financial statements as current assets.

r) **Leased Assets**

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

Finance Leases

Finance leases are capitalised. A leased asset and a lease liability equal to the present value of the minimum lease payments are recognised at the inception of the lease. Lease payments are allocated between the principal component of the lease liability and the interest expense. The Department of the Chief Minister does not have financial leases.

Operating Leases

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

s) Payables

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

t) Employee Benefits

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

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

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

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

As part of the Financial Management Framework, the Central Holding Authority assumes the long service leave liabilities of government agencies, including the Department of the Chief Minister, and as such no long service leave liability is recognised in the department's financial statements.

u) Superannuation

Employees' superannuation entitlements are provided through the:

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

The department makes superannuation contributions on behalf of its employees to the Central Holding Authority or non-government employee-nominated schemes. Superannuation liabilities related to government superannuation schemes are held

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

by the Central Holding Authority and as such are not recognised in the department's financial statements.

v) **Contributions by and Distributions to Government**

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

These designated contributions and distributions are treated by the department as adjustments to equity.

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

w) **Commitments**

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

Commitments are those contracted as at 30 June 2010 where the amount of the future commitment can be reliably measured.

3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

	NOTE	Policy Advice and Public Sector Coordination		Territory Development		Government Business Support		Community Support		Total
		2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000	2010 \$'000	2009 \$'000	
INCOME										
Grants and Subsidies Revenue										
Current		22 579	36 005	9	4	52	17	5	34	22 645
Appropriation										
Output		14 786	12 180	12 737	20 579	28 026	24 257	6 762	13 943	62 311
Sales of Goods and Services ⁽²⁾		160	482	972	606	410	286	1 396	1 849	2 936
Interest Revenue		-	-	100	-	-	-	-	-	100
Goods and Services Received Free of Charge	4	615	767	475	515	2 723	2 155	282	294	4 095
Gain on Disposal of Assets	5	-	-	10 750	-	-	-	-	-	10 750
Other Income		13	13	23	10	64	32	2	7	103
TOTAL INCOME		38 152	49 447	25 069	21 715	31 272	26 746	8 447	16 167	102 940
EXPENSES										
Employee Expenses		5 272	6 967	4 233	4 446	20 078	17 315	1 691	2 428	31 274
Administrative Expenses										
Purchases of Goods and Services	6	5 436	4 295	2 263	3 137	8 254	7 690	359	491	16 312
Repairs and Maintenance		19	18	29	7	247	276	6	5	301
Depreciation and Amortisation	10, 11	27	57	82	184	400	313	10	151	519
Other Administrative Expenses ⁽¹⁾		614	767	475	515	2 725	2 155	282	348	4 096
Grants and Subsidies Expenses										
Current		1 552	425	16 844	14 208	-	-	6 249	11 123	24 644
Capital		-	298	830	702	-	-	-	1 620	830
Interest Expenses	18	-	6	-	-	-	7	-	-	13
TOTAL EXPENSES		12 919	12 832	24 756	23 199	31 704	27 754	8 596	16 166	77 976
NET SURPLUS/(DEFICIT)		25 233	36 615	313	(1 484)	(432)	(1 008)	(149)	(38)	24 964
OTHER COMPREHENSIVE INCOME										
Asset realisation Reserve		-	-	1 092	-	4 097	-	-	-	5 189
TOTAL OTHER COMPREHENSIVE INCOME		-	-	1 092	-	-	-	-	-	5 189
COMPREHENSIVE RESULT		25 233	36 615	1 405	(1 484)	3 665	(1 008)	(149)	(38)	30 153
										34 084

¹ Includes DBE service charges.

² Rounding discrepancy, refer to note 1 (e)

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
4. GOODS AND SERVICES RECEIVED FREE OF CHARGE		
Department of Business and Employment	4 095	3 731
	4 095	3 731
5. GAIN ON DISPOSAL OF ASSETS		
Net proceeds from the disposal of non-current assets	11 470	1
Less: Carrying value of non-current assets disposed	(720)	(14)
Gain on the disposal of non-current assets	10 750	(13)

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
6. PURCHASES OF GOODS AND SERVICES		
The net surplus has been arrived at after charging the following expenses:		
Goods and Services Expenses:		
Consultants ⁽¹⁾	540	1 498
Advertising ⁽²⁾	8	2
Marketing and Promotion ⁽³⁾	1 560	2 152
Document Production	265	409
Legal Expenses ⁽⁴⁾	39	268
Recruitment ⁽⁵⁾	171	212
Training and Study	136	229
Official Duty Fares	1 744	1 962
Travelling Allowance	181	156
Agent Service Arrangements	3 684	495
Entertainment/Hospitality	1 123	1 294
Information Technology Charges	1 820	1 858
Motor Vehicle Expenses	1 312	1 365
Communications	727	931
Accommodation	406	496
Other	1 611	1 582
	<u>15 327</u>	<u>14 909</u>

⁽¹⁾ Includes marketing, promotion and IT consultants.

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

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

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

⁽⁵⁾ Includes recruitment related advertising costs.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
7. CASH AND DEPOSITS		
Cash on Hand	8	10
Cash at Bank	49 701	36 006
	49 709	36 016
8. RECEIVABLES		
Current		
Accounts Receivable	1 313	422
Less: Allowance for Impairment Losses	-	-
	1 313	422
GST Receivables	493	573
Other Receivables	298	267
	791	840
Total Receivables	2 104	1 262
9. ADVANCES AND INVESTMENTS		
Investments		
Railway Project Investment	42 817	42 817
Less; Allowance for Doubtful Advances	(42 817)	(42 817)
	-	-
Total Advances and Investments	-	-

DEPARTMENT OF THE CHIEF MINISTER
NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
10. PROPERTY, PLANT AND EQUIPMENT		
Land		
At Fair Value	17 681	10 985
	10 985	10 985
Buildings		
At Fair Value	12 952	10 019
Less: Accumulated Depreciation	(8 337)	(3 404)
	<u>4 615</u>	<u>6 615</u>
Infrastructure		
At Fair Value	21 993	21 993
Less: Accumulated Depreciation	(874)	(846)
	<u>21 119</u>	<u>21 147</u>
Construction (Work in Progress)		
At Capitalised Cost	94	118
Plant and Equipment		
At Fair Value	2 783	2 177
Less: Accumulated Depreciation	(1 590)	(1 290)
	<u>1 192</u>	<u>887</u>
Computer Software		
At Capitalised Cost	148	80
Less: Accumulated Depreciation	(44)	(18)
	<u>104</u>	<u>62</u>
Transport Equipment		
At Fair Value	10	10
Less: Accumulated Depreciation	(10)	(5)
	<u>-</u>	<u>5</u>
Total Property, Plant and Equipment	<u>44 805</u>	<u>39 820</u>



DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

Land Valuation

During 2009–10 the Australian Valuation Office was engaged to value land that has been committed to the Waterfront development. The basis and date of valuation is the unimproved capital value, as it was at the date of commitment to the consortium development i.e. 30 June 2005. The valuation resulted in an increment of \$1.23 million over the previous carrying value of the land. Unit sales during the financial year have reduced this valuation increment to \$1.09 million as the relevant associated land holdings are apportioned to each sale.

The Australian Valuation Office also conducted a valuation of the land and buildings at Government House as at 30 June 2010. The valuation resulted in an increment of \$6.32 million on the land and a decrement of \$2.21 million on the building. No other impairments were recorded against the department's property, plant and equipment.

10. 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:

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

10. PROPERTY, PLANT AND EQUIPMENT ...CONT

2009 Property, Plant and Equipment Reconciliations

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

	Land Buildings		Infrastructure		Construction (Work in Progress)		Plant & Equipment		Computer Software		Transport Equipment		Total \$'000
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Carrying Amount as at													
1 July 2008	10 985	6 338	15 793	5 907	844	58	0	39 926					
Additions	-	93	12 186	(11 911)	443	46	10	867					
Disposals	-	-	-	-	(14)	-	-	(14)					(14)
Depreciation	-	(172)	(144)	-	(368)	(14)	(5)	(704)					
Additions/(Disposals) from Administrative Restructuring	-	-	-	-	-	-	-	-					
Additions/(Disposals) from Asset Transfers	-	356	(6 049)	6 049	(18)	(28)	-	310					
Revaluation Increments/ (Decrements)	-	-	-	-	-	-	-	-					
Impairment Losses	-	-	-	-	-	-	-	-					
Impairment Losses Reversed	-	-	-	-	-	-	-	-					
Other Movements	-	-	(639)	73	-	-	-	(566)					
Carrying Amount as at													
30 June 2009	10 985	6 615	21 147	118	887	62	5	39 820					

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
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11. HERITAGE AND CULTURAL ASSETS

Carrying amount

At Capitalised Cost – 1 July 2009	144	116
Less: Accumulated Depreciation	(2)	(2)
Written down value – 30 June 2010	<u>142</u>	<u>114</u>

Reconciliation of movements

Carrying Amount at 1 July 2009	114	116
Additions	30	-
Disposals	-	-
Depreciation	(2)	(2)
Carrying Amount as at 30 June 2010	<u>142</u>	<u>114</u>

Impairment of Heritage and Cultural Assets

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

12. PAYABLES

Accounts Payable	997	1 379
Accrued Expenses	1 028	860
Other Payables		
Total Payables	<u>2 025</u>	<u>2 239</u>

13. BORROWINGS AND ADVANCES

Non-Current

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

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
14. PROVISIONS		
Current		
<i>Employee Benefits</i>		
Recreation Leave and Airfares	2 498 ⁽¹⁾	2 446
Leave Loading	254	225
	2 752	2 671
<i>Other Current Provisions</i>		
Fringe Benefits Tax	146	195
Payroll Tax	283	268
Superannuation	400	405
	829	868
Total Current	3 581	3 539
Non-Current		
<i>Employee Benefits</i>		
Recreation Leave	1 609	1 620
	1 609	1 620
Total Provisions	5 190	5 159
Reconciliations of Provisions		
Annual Leave and Airfares		
Balance as at 1 July 2009	2 446	2 348
Additional Provisions Recognised	6 151	3 381
Reductions Arising from Payments	(6 100)	(3 283)
Balance as at 30 June 2010	2 497⁽¹⁾	2 446
Leave Loading		
Balance as at 1 July 2009	225	210
Additional Provisions Recognised	597	320
Reductions Arising from Payments	(568)	(304)
Balance as at 30 June 2010	254	225

⁽¹⁾ Rounding discrepancy, refer to note 1 (e)

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
14. PROVISIONS ...CONT		
Fringe Benefits Tax		
Balance as at 1 July 2009	195	160
Additional Provisions Recognised	2596	1 481
Reductions Arising from Payments	(2 645)	(1 446)
Balance as at 30 June 2010	146	195
Payroll Tax		
Balance as at 1 July 2009	268	262
Additional Provisions Recognised	382	564
Reductions Arising from Payments	(367)	(559)
Balance as at 30 June 2010	283	267
Superannuation		
Balance as at 1 July 2009	405	198
Additional Provisions Recognised	570	219
Reductions Arising from Payments	(575)	(12)
Balance as at 30 June 2010	400	405
Reconciliations of Provisions – Non Current		
Balance as at 1 July 2009	1 620	1 591
Additional Provisions Recognised	2 013	698
Reductions Arising from Payments	(2 024)	(669)
Balance as at 30 June 2010	1 609	1 620
Total Provisions	5 190	5 159

The agency full-time equivalent staffing (FTE) as at 30 June 2010 was 291.5 (276.7 FTE as at 30 June 2009).

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
15. RESERVES		
Asset Revaluation Surplus		
(i) Nature and Purpose of the Asset Revaluation Surplus		
The Asset Revaluation Surplus includes the net revaluation increments and decrements arising from the revaluation of non-current assets. Impairment adjustments may also be recognised in the Asset Revaluation Surplus.		
(ii) Movements in the Asset Revaluation Surplus		
Balance as at 1 July 2009	2 061	2 061
Increment – Land	7 411	
Increment – Buildings	(2 222)	-
Balance as at 30 June 2010 ⁽¹⁾	7 250	2 061

⁽¹⁾ Rounding discrepancy, refer to note 1 (e)

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
16. NOTES TO THE CASH FLOW STATEMENT		
Reconciliation of Cash		
The total of department Cash and Deposits of \$49 709 000 recorded in the Balance Sheet is consistent with that recorded as cash in the Cash Flow Statement.		
Reconciliation of Net Surplus / (Deficit) to Net Cash From Operating Activities		
Net Surplus	24 964	34 084
Non-Cash Items:		
Depreciation and Amortisation	519	704
Asset Write-Offs/Write-Downs	-	54
(Gain)/Loss on Disposal of Assets	(10 750)	13
Changes in Assets and Liabilities:		
Decrease/(Increase) in Receivables	(842)	333
Decrease/(Increase) in Prepayments	32	3
(Decrease)/Increase in Payables	(214)	(26)
(Decrease)/Increase in Provision for Employee Benefits	70	143
Decrease)/Increase in Other Provisions	(39)	247
(Decrease)/Increase in Other Liabilities	-	(204)
Net Cash From Operating Activities	13 739	35 351

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
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17. FINANCIAL INSTRUMENTS

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments held by the Department of the Chief Minister include cash and deposits, receivables and payables. 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's financial assets and liabilities by category are disclosed in the table below.

Financial Assets

Cash and deposits	49 709	36 016
Loans and receivables	2 104	1 262

Financial Liabilities

Payables	(2 025)	(2 239)
----------	---------	---------

(b) Credit Risk

The department has limited credit risk exposure (risk of default). In respect of any dealings with entities external to government, the department has adopted a policy of only dealing with credit worthy entities 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. An aging analysis of receivables is presented below. There have been no impairment losses during the year.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

17. FINANCIAL INSTRUMENTS ...CONT

	Aging of Receivables \$000	Aging of Impaired Receivables \$000	Net Receivables \$000
2009-10			
Not Overdue	2 066	-	2 066
Overdue for less than 30 Days	-	-	-
Overdue for 30 to 60 Days	-	-	-
Overdue for more than 60 Days	38	-	38
Total	2 104	-	2 104
2008-09			
Not Overdue	284	-	284
Overdue for less than 30 Days	62	-	62
Overdue for 30 to 60 Days	76	-	76
Overdue for more than 60 Days	-	-	-
Total	422	-	422

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

17. FINANCIAL INSTRUMENTS ...CONT

(c) Liquidity Risk

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

Maturity analysis for financial assets & liabilities

	Fixed Interest Rate				Non Interest Bearing	Total	Weighted Average
	Variable Interest	Less than a Year	1 to 5 Years	More than 5 Years			
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
2010							
Assets							
Cash and deposits					(49 709)	49 709	
Receivables					2 104	2 104	
Total Financial Assets:					51 813	51 813	
Liabilities							
Payables					(2 025)	(2 025)	
Total Financial Liabilities:					(2 025)	(2 025)	
Net Financial Assets (Liabilities)					49 788	49 788	
2009							
Assets							
Cash and deposits					36 016	36 016	
Receivables					1 262	1 262	
Total Financial Assets:					37 278	37 278	
Liabilities							
Deposits Held							
Payables					(2 239)	(2 239)	
Total Financial Liabilities:					(2 239)	(2 239)	
Net Financial Assets (Liabilities)					35 039	35 039	

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

17. FINANCIAL INSTRUMENTS ...CONT

(d) Market Risk

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

i) Interest Rate Risk

The Department of the Chief Minister is not exposed to interest rate risk as its 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 carrying amount of financial assets and financial liabilities recorded in the financial statements approximates their respective net fair values. Where differences exist, these are not material.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

	2010 \$'000	2009 \$'000
18. COMMITMENTS		
The department leases property under non-cancellable operating leases expiring from zero to five years. Leases generally provide the department with a right of renewal at which time all lease terms are renegotiated. Future operating lease commitments not recognised as liabilities are payable as follows:		
Within one year	262	4
Later than one year and not later than five years	359	17
Later than five years	621	21

Note: The information above includes the department's commitments to entities external to the Northern Territory Government.

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

19. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

a) Contingent Liabilities

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

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

Unquantifiable contingent liabilities of the Territory, and possibly 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 the indemnity continues)
- c. indemnities in favour of the Commonwealth for the Commonwealth's financial contribution.

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

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

b) Contingent Assets

The Department of the Chief Minister does not have any Contingent Assets

20. EVENTS SUBSEQUENT TO BALANCE DATE

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

21. SCHEDULE OF TERRITORY ITEMS

The Department of the Chief Minister does not have any Territory Items [see Note 2 (c)].

DEPARTMENT OF THE CHIEF MINISTER NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010 ... CONT

22. WRITE-OFFS, POSTPONEMENTS AND WAIVERS

	2010 \$'000	No. of Trans.	2009 \$'000	No. of Trans.
Write-offs, Postponements and Waivers Under the <i>Financial Management Act</i>				
Represented by:				
<u>Amounts written off, waived and postponed by Delegates</u>				
Losses or deficiencies of money written off	1	1	-	-
Waiver or postponement of right to receive or recover money or property			54	1
Total written off, waived and postponed by Delegates	1	1	54	1
<u>Amounts written off, postponed and waived by the Treasurer</u>				
Losses or deficiencies of money written off	-	-	-	-
Waiver or postponement of right to receive or recover money or property	-	-	-	-
Total written off, postponed and waived by the Treasurer	-	-	-	-
Write-offs, Postponements and Waivers Authorised Under Other Legislation	-	-	-	-



6

GRANT PROGRAMS



MULTICULTURAL AFFAIRS
SUPPORT TO COMMUNITY
ORGANISATIONS AND EVENTS



MULTICULTURAL AFFAIRS

HARMONY DAY GRANTS 2009–10

Recipient	Amount
Acacia Hill School Council	450
Africa–Australia Friendship Association	500
Anula Primary School Council	800
Australian–Japanese Association of the NT Inc.	800
Batchelor Area School Council Inc.	700
Bradshaw Primary School Council Inc.	600
Clyde Fenton Primary School Council	600
Coomalie Community Government Council	700
Corrugated Iron Youth Arts Inc.	1,000
Darwin Middle School Council Inc.	800
Dragon Boat NT Inc.	800
Fiji Association NT Inc.	700
Filipino–Australian Association of the NT Inc.	4,000
Girraween Primary School	600
Good Beginnings Australia Limited	500
Gray School Council	800
Happy Migrant Learning Centre	500
Howard Springs School Council	700
Humpty Doo Primary School Council Inc.	700
Indian Cultural Society Northern Territory Inc.	600
Jingili Primary School Council Inc.	400
Karama School Council	700
Katherine High School Council Inc.	600
Living Waters Lutheran School Inc.	600
MacFarlane Primary School	700
Manunda Terrace Primary School Council Inc.	800
Melaleuca Refugee Centre Torture and Trauma Survivor Service of the NT Inc.	800
Moil Primary School Council	800
Moulden Park School Council Inc.	600

... from Harmony Day Grants 2009–10

Recipient	Amount
Multicultural Community Services of Central Australia Inc.	700
Nakara School Council Inc.	800
Nemarluk School Council Inc.	500
Nhulunbuy High School	600
Nightcliff Primary School Council Inc.	700
Our Lady of the Sacred Heart College	1,000
Palmerston High School Council Inc.	500
Papua New Guinea Australia Social and Cultural Group Inc.	700
Persatuan Indonesia - Darwin Inc.	800
Sanderson Middle School Council	600
St Mary's Primary School Council	600
Stuart Park Primary School Council Inc.	600
Taminmin High School Council	800
The Tamil Society of the NT Inc.	1,500
Wagaman Primary School Council Inc.	700
Wanguri Primary School Council	600
Wulagi School Council	700
Total	35,250

CHARLES SEE KEE AWARDS

Recipient	Purpose	Amount
Mr Kevin Kadirgamer	Award for the Individual under 25.	500
Total		500

MULTICULTURAL AFFAIRS SPONSORSHIP PROGRAM

Recipient	Purpose	Amount
Africa–Australia Friendship Association	Annual African dinner dance	2,000
African Community Council of the Northern Territory Inc.	Cultural education classes	2,500
The Alliance of the Congolese in the NT Inc.	49th Independence Day	1,800
Australia Burma Friendship Association	Thingyan Water Festival	1,500
Australian Indonesian Cultural Centre	Teach Indonesian dancing, batik and cooking	5,000
Australia-China Friendship Association	Purchase costumes for performances	1,200
Australian Cantonese Opera Association	Cantonese Opera	9,300
Australian Japanese Association	Establish a Darwin-based Taiko drumming group	5,000
Australian Karen Organisation NT Chapter	Karen New Year celebrations	1,639
Balai Indonesia Inc.	Indonesian Independence Day	4,000
Bangladesh Association of Darwin Inc.	Bangladeshi cultural evening	1,700
Bhutanese Community of the Northern Territory	Bhutanese cultural evening	800
The Catholic Church of the Diocese of Darwin Property Trust	Italian and Timorese community support worker	38,000
Chinese Dance Troupe	Conduct workshops for the dance troupe members	3,500
Chung Wah Society Inc.	Lion Dance Troupe to Alice Springs	6,050
Chung Wah Society Inc.	Chung Wah 60th Anniversary	15,000
Chung Wah Society Inc.	Chinese community support worker	38,000
Council on the Ageing (Northern Territory) Inc.	Timorese/Portuguese seniors support	7,000

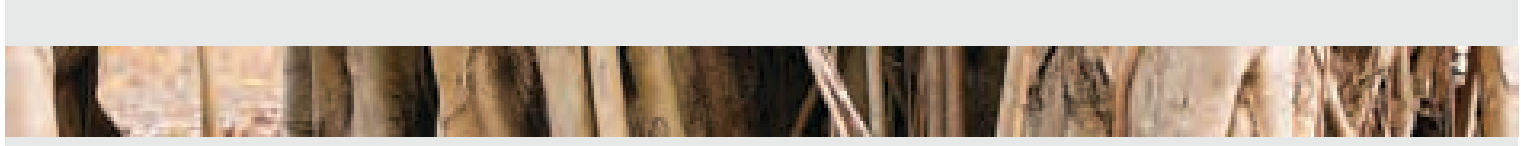
Recipient	Purpose	Amount
Council on the Ageing (Northern Territory) Inc.	Italian seniors support	7,000
Cyprus Community of the Northern Territory Incorporated	Cyprus Food and Wine Festival	15,000
Darwin Community Arts Inc.	Frontline Project	4,000
Fiji Association NT Inc.	Fiji Independence Day	4,000
Filipiniana Senior Citizens Association Inc.	Weekly seniors meetings and activities	7,000
The Filipino–Australian Association of the NT Inc.	New costumes	2,000
The Filipino-Australian Association of the NT Inc.	Barrio Fiesta	15,000
Flobamora Indonesia Association of the Northern Territory Inc.	Persona Indonesia	15,000
Greek Orthodox Community of North Australia Inc.	Greek Glenti	40,000
Greek Orthodox Community of North Australia Inc.	Greek community support worker	45,000
Happy Migrant Learning Centre	Teach migrants English	6,000
Indian Cultural Society Northern Territory Inc.	Sports carnival	4,500
Indian Cultural Society Northern Territory Inc.	Diwali Festival of Lights	6,000
Indian Cultural Society Northern Territory Inc.	India @ Mindil	30,000
The Katherine Filipino Australian Association (NT) Inc.	Independence Day and Barrio Fiesta	2,000
Language Teachers Association of the NT Inc.	Territory-wide language speaking competition	2,500
Melaleuca Refugee Centre	Larrakia traditional welcome, cultural orientation between local Indigenous and refugee communities	5,500
Melaleuca Refugee Centre	Operational funding for rent and other outgoings	27,000



Recipient	Purpose	Amount
Multicultural Community Services of Central Australia (MCSCA)	Operational funding and other projects	69,500
Multicultural Council of the Northern Territory Inc.	International Human Rights Day	4,000
Multicultural Council of the Northern Territory Inc.	Sewing for Success	4,000
Multicultural Council of the Northern Territory Inc.	Operational funding	209,900
Multicultural Council of the Northern Territory Inc.	European Union Chopin Recital 2009/10	1,700
Multicultural Council of the Northern Territory Inc.	2010 The Dream Voice Dancers	2,000
Multicultural Youth Northern Territory	Workshops, soccer tournament, awards night/ Liberian cultural celebration and performances, food and music.	1,500
Multicultural Youth Northern Territory	MYNT Youth Festival	1,200
Nepalese Association	New Year celebrations	1,500
Papua New Guinea Australia Social and Cultural Group	Papua New Guinea cultural evening	2,000
Portuguese–Timorese Social Club Inc.	New Year celebrations	1,000
Portuguese–Timorese Social Club Inc.	Timor Day 2009/10	1,500
Portuguese–Timorese Social Club Inc.	Portuguese Day 2009/10	1,500
Red Hot Arts Central Australia Inc.	Alice Desert Festival Flair Flag Project	2,700
Sri Lankan–Australian Friendship Association Inc.	30th Anniversary of Sri Lanka Australia Friendship Assoc	4,000
Sudanese–Australian Association	Sudan Independence Day and New Year Celebrations	1,500
Total		690,989

CULTURAL AND LINGUISTIC AWARDS

Recipient	Purpose	Amount
African Charity Choir	Cultural singing and dancing event	8,535
Australian Dance Council Ausdance (NT) Inc.	Dance Expo	14,665
Australian-Japanese Association of the NT Inc.	Bunka No Hi – Japanese Cultural Day	2,100
Bangladesh Association of Darwin Inc.	Bangladesh workshops and festival	6,500
Fiji Association NT Inc.	Fijian and Hindi language classes	6,550
The Filipino–Australian Association of the NT Inc.	Teach new cultural dances for the Philippine Independence Day and the Barrio Fiesta	5,250
Indian Cultural Society Northern Territory Inc.	Teach cultural dance and music to take part in India @ Mindil	6,400
Total		50,000



FUNDING UNDER ETHNIC COMMUNITIES FACILITIES DEVELOPMENT

Recipient	Purpose	Amount
Alice Springs Islamic Society	Upgrade to prayer building, car park, driveway access	130,000
Buddhist Society of the NT Inc.	Upgrade to facilities	56,000
Total		186,000

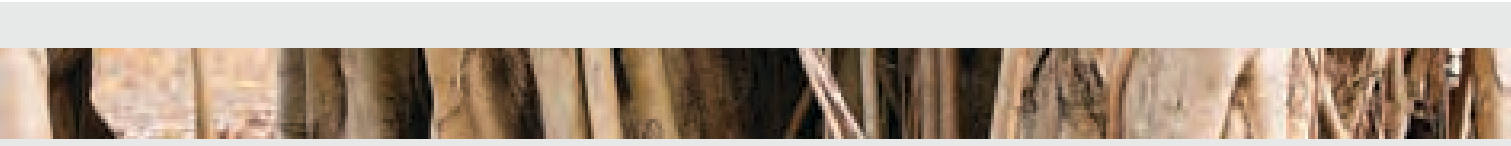
NATIONAL ACTION PLAN

Recipient	Purpose	Amount
Islamic Society of the NT	Nation Action Plan	50,000
Total		50,000

SUPPORT TO COMMUNITY ORGANISATIONS AND EVENTS

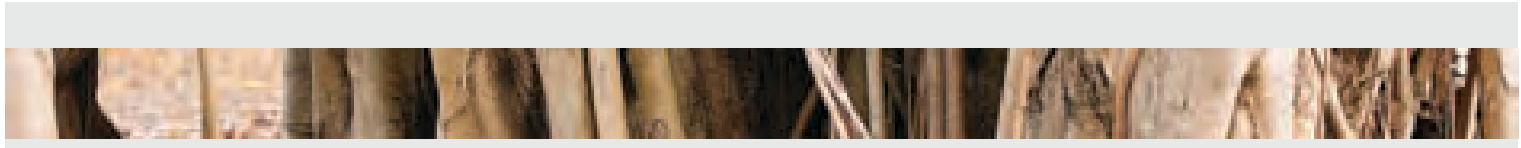
During 2009–10, a total of \$1,268,087 was provided for miscellaneous grants, donations and sponsorships to support community groups and events. In addition, the Northern Territory Major Events Company was provided with \$4,957,521 to assist with the running of events such as the V8 Supercar Championship, Australian Superbike Championship, Arafura Games and Alice Springs Masters Games, BASSINTHEGRASS and The Concert.

Recipient	Purpose	Amount
12 Field Regiment (Vietnam) Association	104 Battery Reunion Darwin 2010	2,000
ABC Amateur Race Club	100 Celebration of ABC Races in 2010	70,000
Alice Springs Town Council	One Night Stand Concert – grant for bottled water	5,000
Alice Springs Turf Club	GST adjustment	50
Apex Club of Central Australia	Ladies Breast Cancer Golf Day 2008 & 2009	1,220
Apex Club of Central Australia	Apex SA/NT State Convention	5,000
Assistance for arson victim	Assistance with accommodation costs	1,500
Australian Institute of Policy and Science	Tall Poppy Campaign 2010	5,000
Australian Red Cross	Filipino Flood Relief Fund	10,000
Australian Red Cross	Padang Earthquake Relief Fund	10,000
Australian Red Cross	Samoa Tsunami Relief Fund	10,000
CanTeen SA/NT	Grant for Darwin-based CanTeen program	16,000



Recipient	Purpose	Amount
CEPU Electrical Division	ETU Workshops (Electrical Trades Union) – venue hire for information workshops	500
Charles Darwin University	Chinese in Country Language Program	10,000
Charles Darwin University	CM Science Award 2010	1,000
Charles Darwin University Foundation	CDU Point Exhibition	500
Christ Church Cathedral Darwin	Restoration and renovation of Christ Church Cathedral	150,000
Christmas in Darwin Association	Carols by Candlelight & festivities	8,000
Coomalie Community Government Council	Adelaide River Anzac Day Service	5,000
Cruising Yacht Association NT	Darwin Dili Yachting Event funding	25,000
Darwin Beer Can Regatta Assoc.	Beer Can Regatta 2009	10,000
Darwin Community Church	Retta Dixon Home Reunion	5,000
Darwin Community Legal Service	Human Rights Art Awards and Exhibition	550
Darwin Festival	Darwin Festival 2009	1,500
Darwin Parachute Club	30th REL Week Skydiving Festival 2009	7,500
Darwin Patchworkers & Quilters Inc.	10th Territory Quilts Exhibition	1,500
ASH Drivers	Assistance for ASH Drivers to attend National Awards	600
Dinah Beach Cruising Yacht Association	Sponsorship for Darwin to Ambon Race	10,000

Recipient	Purpose	Amount
Down Syndrome Association of the NT	World Down Syndrome Congress 2009	3,000
Epilepsy Association of SA & NT Inc.	Grant for provision of services in NT	25,000
Fannie Bay History & Heritage Society Inc.	Catering for commemorative event	650
Filipino Club Darwin	Super Gala Night	1,500
Football Federation NT Inc.	Dili visit to discuss Timor Sea Cup	3,000
Football Federation NT Inc.	NTIS Visitor Scholarship Timor-Leste	10,000
Ford Dynasty Pty Ltd T/A Lasseter's Hotel Casino	Alice Springs ice skating rink funding	50,000
Fred's Pass Rural Show	Inaugural Ausaxe Super Series Woodchop Event	10,000
Government House Foundation	GHF annual events	20,000
Greek Orthodox Community	Extra funding for Glenti Festival 2009	29,000
Greek Orthodox Community	Glenti Festival 2010	80,000
Hellenic Macedonian Association NT Inc.	Greek In Country Program 2010	12,000
Henley-On-Todd Inc	2009 Henley-On-Todd Regatta	2,500
Katherine Town Council on behalf of Katherine Interagency Tasking and Coordination Group	Assistance with youth notice board	1,000
Katherine Turf Club	Katherine Race Day	2,500
Larrakia Nation Aboriginal Corporation (LNAC)	9th World Indigenous Women and Wellness Conference	50,000

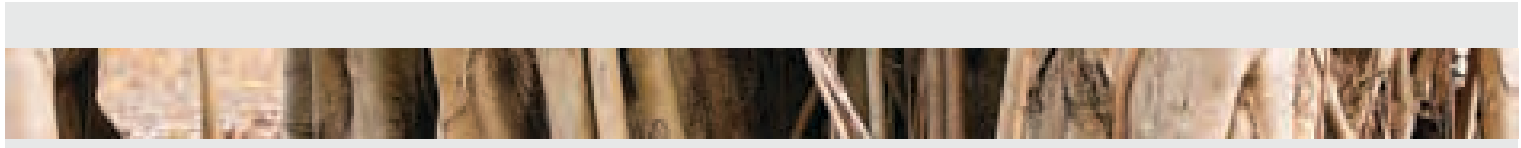


Recipient	Purpose	Amount
Lions Club of Alice Springs	Camel Cup	7,000
Liquor Hospitality & Misc. Union	LHMU Delegates Convention 2010	2,000
Litchfield Orchid Club	20th NT Orchid Spectacular	1,200
Ltyentye Apurte Sports	Santa Teresa Horse Racing Carnival	500
Milne Volunteer Bushfire Brigade Inc.	Grant for power connection	4,000
Nixon's X-ing Campdraft Association	Campdraft 2010	2,000
Northern Territory Softball Association	Top End Storm Masters Softball Team	2,000
NT Fire and Rescue	Tour of Duty, fire fighter run across America in memory of Sept.11	5,000
NT Police Legacy	Commemorative dinner	8,000
NT Show Council Inc.	NT Show Council 2010	220,000
NT Stolen Generations Aboriginal Corporation	NT Stolen Generation Christmas party	1,000
NT Working Women's Centre	National Conference of Women and Industrial Relations	2,000
NT Writers Centre Inc.	Territory Read 2010 – Chief Minister's Prize	5,000
Nursery & Garden Industry NT	Tropical Garden Spectacular 2009	60,000
Palmerston City Council	Laneway management	25,000
Palmerston Game Fishing Club Inc.	Junior Angler Fishing Clinic	2,500
Palmerston High School	Wellbeing Program	1,000

GRANT PROGRAMS

6

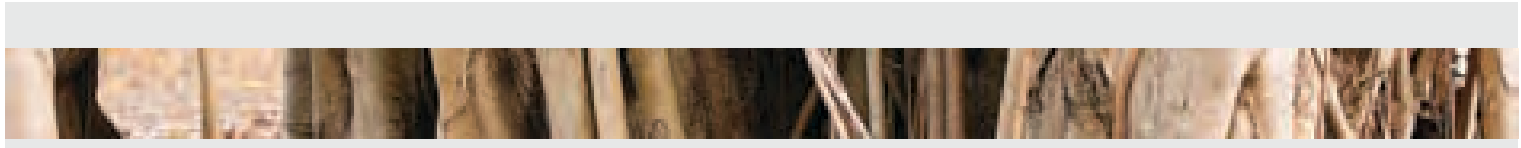
Recipient	Purpose	Amount
Persatuan Indonesia Darwin Inc.	Padang Earthquake Appeal Grant	1,500
Redbacks Softball Team	Assistance for team to compete in the NT Softball Championship	500
Riding for the Disabled Association	Humpty Doo Sand & Soil – sand for Marlows Lagoon	17,500
Rotary Club of Darwin	2010 Motor Extravaganza	20,000
Rotary Club of Darwin North	Darwin Rodeo	20,000
Rotary Club of Stuart	2009 Annual Territorian Dinner	2,000
Royal Agricultural Society	Steward of the Year 2010	300
RSL Darwin Sub-Branch	RSL Darwin ANZAC Day ceremony	5,000
AM Media Consultants Pty Ltd	Special Children's Christmas parties	10,000
Starlight Children's Foundation	Darwin Star Ball	5,000
Surf Life Saving Northern Territory Inc.	Walngawu Djakamirri Surf Life Saving Club	25,000
Tennant Creek Turf Club	St Patrick's Day Races	1,500
Tennant Creek and Barkly	Golden Hearts Awards	3,000
Tennant Creek & District Show Society	Urgent Projects Grant to upgrade facilities	30,000
Top End Aboriginal Bush Broadcasting Association	2009 NAIDOC celebrations	10,000
Top End Catholic Aboriginal Corporation	Assistance for removal of trees	7,500
Top End Pet Expo Inc.	2010 Darwin Pet Expo	1,000



Recipient	Purpose	Amount
Total Recreation	Dancing with the Celebrities Ball	2,000
Unions NT (Trades and Labour Council)	May Day Concert	30,000
United Nations Assoc. of Aust. NT	UN Human Rights Day	1,335
VET (Vocational in Schools Award Winners)	Various awards for vocational training in schools	1,000
Volunteering SA & NT Inc.	Volunteer of the Year Award Sponsorship	182
Yothu Yindi Foundation	2009 Garma Festival	50,000
Young Professionals Network NT	Young Professionals cocktail party	2,000
Yuliana Pascoe	Assistance for 2009 Sydney South Pacific Dancesport Championships	1,000
Total		1,268,087

OTHER GRANTS

Recipient	Purpose	Amount
Darwin Waterfront Corporation	DWC annual grant allocation	17,479,818
Northern Territory Major Events Company Pty Ltd	NTME annual grants allocation	4,957,521
Australia Day Council NT	Australia Day Regional Grants	23,000
Alice Springs Town Council	Dog Control Program (ASTP)	87,110
Drug and Alcohol Services Association Alice Springs Inc.	Aranda House fitout (ASTP)	80,370
Tangentyere Council Inc.	Upgrade 3 Brown St youth facility (ASTP)	56,166
Charles Darwin University	Establish the Centre for Renewable Energy at Charles Darwin University	113,636
Historical Society of the NT	2009 Centenary of Charles Darwin's birth & 150th anniversary of the publication of <i>On the Origin of Species</i>	6,818
Northern Land Council	Kenbi Ranger Program grant	195,000
International Cargo Handling Coord Association Australia National Section (ICHCA)	Platinum Sponsorship ICHCA Conference August 2009	15,000
Skal Club of Darwin	Sponsorship Darwin 40th Anniversary Gala	15,000
Darwin International Airport Pty Limited	Sponsorship Bulky Goods Retailers Association (BGRA) Forum	25,000
Darwin Basketball Association Inc.	Sponsor Shanghai World Expo Tour	10,000
Bentley Drivers Club of WA Inc	Sponsor Welcome Reception for 2010 Rally	5,000
NT Chamber of Commerce and Industry Inc.	NT Winners to attend National Export Awards 2009	4,000
NT Chamber of Commerce and Industry Inc.	2010 Major Sponsorship NT Export & Industry Awards	20,000
AustralAsia Railway Corporation	AARC Operating Contributions Grant 09/10	100,000
Total		23,193,439



APPENDICES

NORTHERN TERRITORY MINISTRY
MINISTERIAL EXPENDITURE
COMPLIANCE WITH THE
CARERS RECOGNITION ACT
INSURABLE RISK
REPRESENTATION ON
COMMITTEES AND FORUMS
FEEDBACK FORM



NORTHERN TERRITORY MINISTRY

AT 30 JUNE 2010

PAUL RAYMOND HENDERSON

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

DELIA PHOEBE LAWRIE

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

CHRISTOPHER BRUCE BURNS

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

KONSTANTINE VATSKALIS

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

DANIEL ROBERT KNIGHT

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

MALARNDIRRI BARBARA ANNE MCCARTHY

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

KARL RIO HAMPTON

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

GERALD FRANCIS MCCARTHY

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

2009–10 MINISTERIAL EXPENDITURE

Minister	Total expenses (\$'000)
The Hon P Henderson (Chief Minister)	1,858
Employee Expenses	999
Operating Expenses	859
The Hon D Lawrie	1,216
Employee Expenses	898
Operating Expenses	317
Dr C Burns	1,173
Employee Expenses	890
Operating Expenses	282
The Hon K Vatskalis	1,363
Employee Expenses	952
Operating Expenses	411
The Hon R Knight	791
Employee Expenses	529
Operating Expenses	262
The Hon M McCarthy	1,131
Employee Expenses	857
Operating Expenses	273
Mr Karl Hampton	1,465
Employee Expenses	1,062
Operating Expenses	404

Minister	Total expenses (\$'000)
The Hon G McCarthy	922
Employee Expenses	700
Operating Expenses	222
Office of Central Australia	366
Employee Expenses	197
Operating Expenses	170
Tennant Creek Office	0
Employee Expenses	0
Operating Expenses	0
Katherine Office	266
Employee Expenses	162
Operating Expenses	104
Palmerston Office	588
Employee Expenses	458
Operating Expenses	130
Ministerial Support Unit	3,044
Employee Expenses	2,672
Operating Expenses	373
The Hon A Anderson	116
Employee Expenses	56
Operating Expenses	60
Mr T Mills (Leader of the Opposition)	1,817
Employee Expenses	1,236
Operating Expenses	582

Minister	Total expenses (\$'000)
Independent Members	214
Employee Expenses	183
Operating Expenses	31
Total Expenses	16,331
Employee Expenses	11,850
Operating Expenses	4,481



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 R2.1 – 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 2010.

DCM SELF INSURANCE CLAIMS

Motor Vehicle Claims	2007–08	2008–09	2009–10
Claims as at 30 June *	10	5	12
Value of Claims	\$16 658	\$10 885	\$16 702
Average Claim	\$1 666	\$2 177	\$1 392

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

Workers' Compensation Claims	2007–08	2008–09	2009–10
Claims as at 1 July	8	3	0
New claims	6	1	2
Claims resolved	11	4	1
Claims as at 30 June	3	0	1
Cost of new claims	\$81 779	\$434	\$1,842
Current financial year costs	\$276 915	\$26 919	\$1,884
Average new claim costs	\$13 629	\$434	\$921



COMMERCIAL INSURANCE PREMIUMS

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

Travel Insurance Claims	2007-08	2008-09	2009-10
Travel Insurance *	\$3,662	\$3,356	\$3,345
Personal Accident Insurance	\$517	\$517	\$517
Professional Indemnity Insurance	\$3,700	\$7,225	\$7,242
Public Liability Insurance	\$17,423	\$6,993	\$6,020
Workers' Compensation Insurance	\$924	\$787	\$812
	\$26,226	\$18,878	\$17,936

* One travel insurance claim was made during the year for \$3550.

REPRESENTATION ON COMMITTEES AND FORUMS

NATIONAL COMMITTEES

Australian Bravery Decorations Council
 Australian Government Marketing Policy Group
 Citizens Service Officers Working Group
 Council of Australian Governments (COAG) Senior Officials Group
 Council for the Australian Federation
 COAG Optimising Service Delivery Sub-Group
 COAG Building the Evidence Base Sub-Group
 COAG Infrastructure Working Group
 COAG Housing Working Group
 COAG Indigenous Housing Sub-Group
 COAG Human Capital Reform Working Group
 COAG Education Skills, Schools and Early Childhood Development Working Group
 COAG Productivity Agenda, Infrastructure Working Group
 COAG Health and Ageing Working Group
 COAG Climate Change and Water Working Group
 COAG Renewable Energy Sub-Group
 COAG Review of the Security of Radiological Sources – Radiological Sources Implementation Advisory Group

COAG Review of the Security of Radiological Sources – Radiological Sources Implementation Advisory Group – Security Background Checking Working Group
 COAG Energy Efficiency Sub-Group
 COAG Natural Disasters Arrangements Working Group
 COAG Critical Infrastructure Protection Review Working Group
 COAG FIFA World Cup Bid Sub-Group
 COAG Indigenous Reform Working Group
 COAG Business Regulation and Competition Working Group
 COAG Senior Officials Treaties Working Group
 COAG Senior Officials National International Student Strategy Working Group
 Council of Australian Federation Senior Officials Group
 Council for the Order of Australia
 Critical Infrastructure Advisory Council
 Cross Jurisdictional Review Forum (Mutual Recognition and Trans-Tasman Mutual Recognition Agreement)
 Desert Knowledge Australia Board
 Events Consultative Panel (coordinated by Tourism Australia)
 Ministerial Council on Education, Employment, Training, Youth Affairs Taskforce



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

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

NORTHERN TERRITORY

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

Alcohol and Other Drugs
Interagency Group

Alcohol Reference Panel

Alice Solar City Coordination Committee

Alice Solar City Executive Committee

Alice Solar City Joint Advisory &
Coordination Committee

Alice Springs Airport Security Committee

Alice Springs Hospital Project Control
Group

Alice Springs Social Plan Steering
Committee

Alice Springs Transformation Plan
(Action Groups / Reference Groups)

Alice Springs Transformation Plan Joint
Steering Committee

Alice Springs Transformation Plan Local
Implementation Group

Alice Springs Transformation Plan Tiger
Team

Asia Engagement Coordination Group

Asia–Pacific Economic Cooperation
Security Working Group

AustralAsia Trade Route Task Force

Australia–China Business Council

Australia–Indonesia Business Council

Australia–Japan High Level Working
Group

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

Australian Tourism Export Council

Barkly Region Coordination Committee

BITE–NTG Partnership Agreement

Blacktip Social Impact Management
Committee

Bonaparte Pipeline Task Force

Cameco Angela Community
Reference Group

Capital City Committee

CCTV Steering Committee

Central Australian Education & Training
Network (CAETN)

Centrepont Tenancy / OH&S Committee

Charles Darwin University–Northern
Territory Government Partnership
Agreement

Chief Executive's Taskforce on
Indigenous Affairs

Chief Financial Officers Forum

Chief Ministers Active Living Council

Climate Change Steering Committee

Closing the Gap Operational Group

Cohesive Communities Working Group

Cohesive Communities Working Group

Combined Australian and
Northern Territory Government
Consultative Committee

Common Cause Taskforce



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

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

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

Katherine Regional Coordination Committee	Northern Territory Government Procurement User Group
Litter Management Committee	Northern Territory Government Senior Reference Group on Multicultural Affairs
Major Projects Group	Northern Territory Government – Ichthys LNG High Level Steering Committee
Marine Industry Working Group	Northern Territory Indigenous Economic Development Taskforce
MindMatters Reference Group	Northern Territory Major Events Company Board
Mobility Research Committee	Northern Territory Marine Pollution Committee
Multicultural Youth Issues Reference Group	Northern Territory Operations Group
Museums and Art Galleries of the Northern Territory	Northern Territory Pandemic Influenza Planning Committee and Sub-Group
Nolans Project Working Group	Northern Territory Planning Committee
Northern Territory Aviation Committee	Northern Territory Senior Officers' Advisory Group
Northern Territory Business and Skilled Migration Working Group	Northern Territory Settlement Planning Committee
Northern Territory Counter-Disaster Council	Northern Territory Settlement and Planning Committee Housing Working Group
Northern Territory Counter Terrorism Capability Managers Forum	Occupational Health and Safety Committee
Northern Territory Counter Terrorism Exercise Steering Committee	Onshore Gas Development Task Force
Northern Territory Cyclone Shelters Working Group	Palmerston City Committee
Northern Territory Government Executive Procurement Group	Peak Group, Batchelor Institute of Indigenous Tertiary Education – Northern Territory Government Partnership Agreement
Northern Territory Government Information Management Committee	Peak Group, Charles Darwin University – Northern Territory Government
Northern Territory Government Marketing Directors' Group	
Northern Territory Government Office Accommodation	



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

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

CONTACT DETAILS

Darwin

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22 Mitchell Street
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GPO Box 4396
Darwin NT 0801

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

Nhulunbuy

Arnhem Village Shopping Centre
Arnhem Road
Nhulunbuy NT 0880

PO Box 346
Nhulunbuy NT 0881

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

Katherine

5 First Street
Katherine NT 0850

PO Box 1171
Katherine NT 0851

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

Alice Springs

Greatorex Building
Corner Bath and Parsons Streets
Alice Springs NT 0870

PO Box 2605
Alice Springs NT 0871

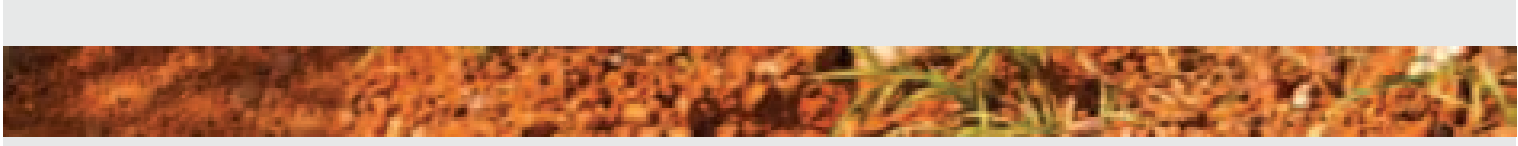
Telephone: (08) 8951 5521
Fax: (08) 8951 5361

Tennant Creek

Ground Floor Barkly House
99 Patterson Street
Tennant Creek NT 0860

PO Box 696
Tennant Creek NT 0861

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



FEEDBACK FORM

The Department of the Chief Minister welcomes your feedback on the 2009–10 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/
Supplier | <input type="checkbox"/> Member of
community group |
| <input type="checkbox"/> Other
(please specify) | <input type="checkbox"/> Member of
environmental group |
-

COMMENTS

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

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.....

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.

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