

Northern Territory Electoral Commission



Annual Report 2006 – 07

TABLE OF CONTENTS

(i)	LETTER OF TRANSMISSION	1
(ii)	STATEMENT OF ACCOUNTABLE OFFICER	2
(iii)	ELECTORAL COMMISSIONER'S FOREWORD	3
1.	THE NORTHERN TERRITORY ELECTORAL COMMISSION	1
1.1	PURPOSE AND FUNCTIONS.....	1
1.2	VISION, MISSION AND VALUES.....	2
1.3	CHALLENGES FOR THE COMMISSION	2
1.4	LEGISLATIVE BASE.....	2
1.5	ORGANISATIONAL STRUCTURE (AS AT 30 JUNE 2007).....	3
1.6	NATIONAL REPRESENTATION	4
1.7	PARTNERSHIP WITH THE AUSTRALIAN ELECTORAL COMMISSION	4
1.8	PROGRESS ON MAJOR TASKS	6
2.	KEY RESULT AREA 1 - ENROLMENT	8
2.1	JOINT ROLLS ARRANGEMENT	8
2.2	ROLL PRODUCTION.....	8
2.3	ROLL REVIEWS.....	9
2.4	SAF AUDIT	9
2.5	ENROLMENT PROGRAMS	9
2.6	ENROLMENT TRANSACTIONS.....	12
2.7	THE IMPACT OF COMMONWEALTH AMENDMENTS ON THE NT ROLL.....	15
3.	KEY RESULT AREA 2 – EDUCATION & INFORMATION	17
3.1	SCHOOL VISITS AND EDUCATION PROGRAMS IN REMOTE AREAS	17
3.2	PRESENTATIONS TO OTHER GROUPS	17
3.3	RESEARCH	18
3.4	REPORTS	18
3.5	POLITICAL PARTY REGISTRATION	18
3.6	DISCLOSURE	19
3.7	REDISTRIBUTION OF ELECTORAL BOUNDARIES	19
3.8	STATEHOOD	20
4.	KEY RESULT AREA 3 – ELECTIONS	21
4.1	LEGISLATIVE ASSEMBLY ELECTIONS	21
4.2	MUNICIPAL COUNCIL ELECTIONS.....	21
4.3	COMMUNITY GOVERNMENT COUNCIL ELECTIONS	22
4.4	OTHER ELECTIONS	24
4.5	FEE FOR SERVICE ELECTIONS.....	24
4.6	ASSISTANCE WITH INTERSTATE ELECTIONS	25
5.	KEY RESULT AREA 4 – CORPORATE GOVERNANCE.....	26
5.1	CORPORATE IMAGE	26
5.2	STRATEGIC PLANNING	26
5.3	ALICE SPRINGS OFFICE	26
5.4	HUMAN RESOURCE MANAGEMENT	27
5.5	REPORT UNDER SECTION 7 OF THE CARERS RECOGNITION ACT	30
5.6	RECORDS MANAGEMENT	30
5.7	IT DIRECTIONS	30
6	FINANCIAL REPORT.....	31
6.1	FINANCIAL STATEMENT OVERVIEW.....	31
6.2	CERTIFICATION OF FINANCIAL STATEMENTS	32

(i) LETTER OF TRANSMISSION



NORTHERN TERRITORY OF AUSTRALIA

Northern Territory Electoral Commission

Internet Address:
www.ntec.nt.gov.au

E-Mail Address:
mail.ntec@nt.gov.au

ABN No: 84085734992

Location: Second Floor
AANT Building
79 Smith Street
Darwin

Postal: GPO BOX 2419
DARWIN NT 0801

Telephone: (08) 8999 5617
Facsimile: (08) 8999 5845

The Hon. Jane Aagaard MLA
Speaker
Northern Territory Legislative Assembly
Parliament House
Darwin NT 0800

Madam Speaker

I am pleased to provide the fourth Annual Report of the Northern Territory Electoral Commission.

The report details the performance, key achievements and outlook for the Commission for the year ending 30 June 2007. It has been prepared in accordance with the *Public Sector Employment and Management Act 1993* and the *Financial Management Act 2003*.

Additional copies have been provided for the tabling of the report in the Legislative Assembly within three sitting days after its receipt.

A handwritten signature in cursive script that reads "Jane Peace".

JANE PEACE
A/Electoral Commissioner

1 October 2007

(ii) STATEMENT OF ACCOUNTABLE OFFICER

As the Accountable Officer, I hereby advise that to the best of my knowledge and belief:

- (a) proper records of all transactions affecting the Agency are kept and that employees under my control observe the provisions of the *Financial Management Act*, the Financial Management Regulations, and Treasurer's Directions;
- (b) procedures within the Electoral Commission afford proper internal control and a current description of such procedures is recorded in the accounting and property manual which has been prepared in accordance with the requirements of the *Financial Management Act*;
- (c) no indication of fraud, malpractice, major breach of legislation or delegation, major error in or omission from accounts and records exists;
- (d) in accordance with section 15 of the *Financial Management Act*, the internal audit capacity available to the Agency is adequate and results of internal audits have been reported to me;
- (e) the financial statements included in the annual report have been prepared from proper accounts and records and are in accordance with Treasurer's Directions; and
- (f) all Employment Instructions issued by the Commissioner for Public Employment have been satisfied.



BILL SHEPHEARD
ELECTORAL COMMISSIONER

14 August 2007

(iii) ELECTORAL COMMISSIONER'S FOREWORD

During the 2006-07 reporting year the Northern Territory Electoral Commission conducted:

- One Legislative Assembly by-election;
- One municipal town council by-election;
- 27 community government elections;
- 13 community association elections;
- 6 fee for service elections; and
- Enrolment and public awareness activities in 42 remote locations, 8 schools and one other community organisation.

It also

- Tabled two reports;
- Reviewed forms for community and fee for service elections; and
- Drafted a manual for fee for service elections.

It considered its strategic direction, corporate badging and structure as it moves towards the next cycle of local government and parliamentary elections in 2008 and 2009.

Legislative issues were a part of its agenda – recommendations for amendments to the Electoral Act were outlined in the Report on the 2005 Legislative Assembly elections tabled during the year. They were formulated as a consequence not only of refinements felt necessary to the administrative arrangements in the Northern Territory Act but also amendments to the Commonwealth legislation which require response. Attention was also drawn to the necessity to update local government electoral provisions.

The Commission continued to foster its partnership arrangements with the Australian Electoral Commission and maintained industry links with other State/Territory jurisdictions.

The Commission has a current complement of one statutory and seven permanent positions. During the reporting year short and long-term contract and casual staff supplemented its small workforce for election conduct, enrolment and public awareness activities in municipal and remote locations. They also gave critical input to the addressing of corporate issues. The Commission thanks all staff for their commitment and contribution.



JANE PEACE
A/ELECTORAL COMMISSIONER

1. THE NORTHERN TERRITORY ELECTORAL COMMISSION

1.1 PURPOSE AND FUNCTIONS

The Northern Territory Electoral Commission (NTEC) commenced operations on 15 March 2004, following assent to the *Electoral Act 2004*. It assumed all the responsibilities of its predecessor, the Northern Territory Electoral Office, and new functions, including the promotion of public awareness of electoral matters, the conduct of electoral research and the administration of party registration and financial disclosure by political parties, political entities, candidates and donors.

The NTEC provides an independent, professional and accessible electoral service to the people of the Northern Territory, the Northern Territory Legislative Assembly and various client groups, including municipal councils, community government councils and other organisations.

The functions of the Commission are prescribed under Section 309 of the *Electoral Act 2004*:

- To maintain rolls and conduct elections under the Electoral Act;
- To advise the Minister on election matters and consider, and report to the Minister, on election matters referred to it by the Minister;
- To promote public awareness of matters relating to elections and the Legislative Assembly by conducting education and information programs;
- To provide information and advice on matters relating to elections to the Legislative Assembly, the Executive Council/Committee of the Executive Council, Cabinet/Committee of Cabinet, the head of an agency, Territory authorities, political parties, Members of the Legislative Assembly and candidates at elections;
- To conduct and promote research into matters relating to elections or other matters relating to its functions;
- To publish material on matters relating to its functions;
- To provide, for a fee, electoral goods and services to persons or organisations, using information or material in its possession or expertise acquired in the exercise of its functions; and
- To conduct ballots for persons and organisations.

The Electoral Commissioner sits on both the Redistribution and the Augmented Redistribution Committees, which review and contribute to the determination of electoral boundaries for the Legislative Assembly.

The NT Electoral Commission performs both its public enrolment and awareness functions in conjunction with the Australian Electoral Commission.

1.2 VISION, MISSION AND VALUES

The vision of the NTEC is to be recognised widely for its expertise and performance excellence in electoral administration.

To achieve this vision, its mission is to provide high quality and accessible electoral services that are fair and impartial, effective, efficient and in accordance with the law.

The following corporate values are considered vital to our success:

- Integrity;
- Impartiality;
- Transparency and accountability;
- Commitment to high standards of service delivery;
- Commitment to continuous improvement; and
- Respect for the law.

1.3 CHALLENGES FOR THE COMMISSION

The Commission's ongoing challenges are:

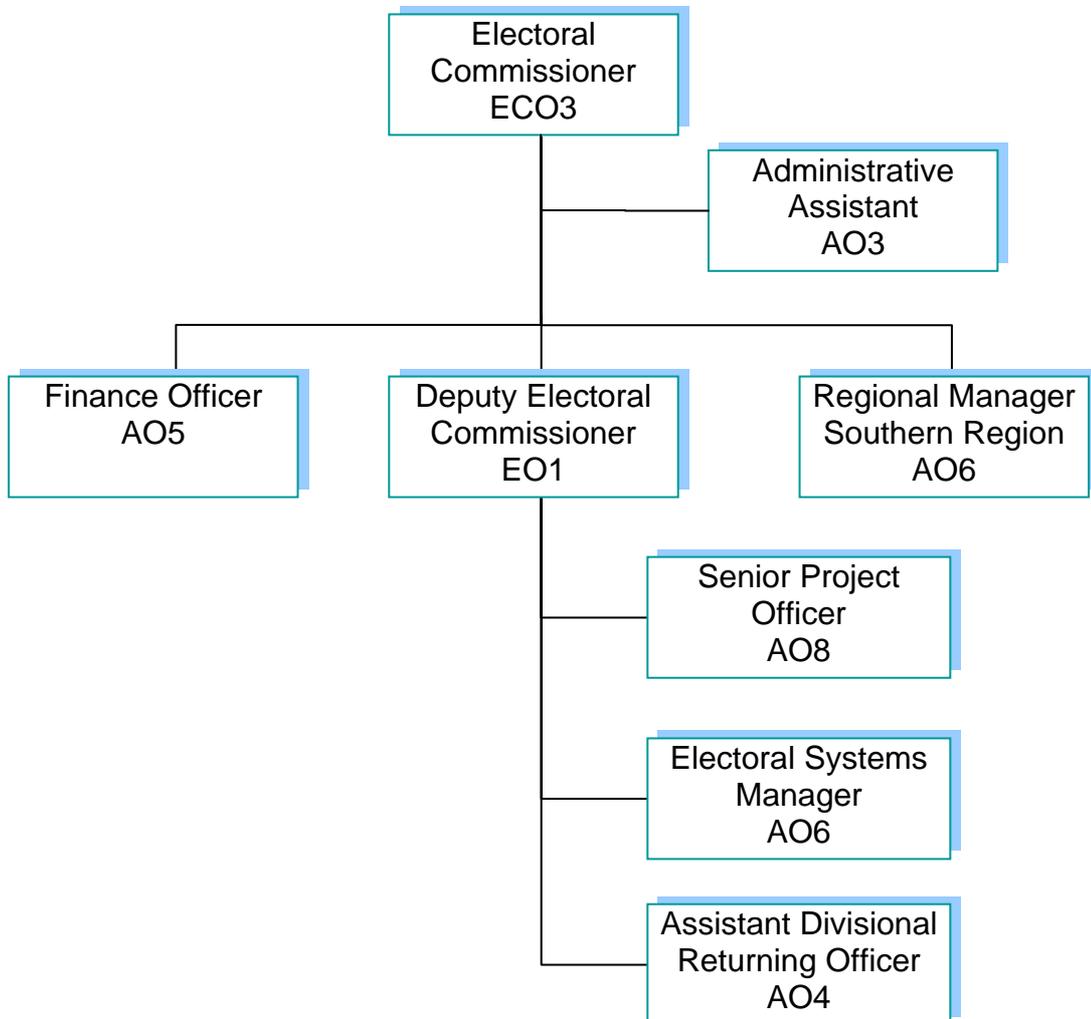
- Providing an appropriate level of service to a small, culturally diverse, dispersed and mobile population;
- Working impartially in a politically sensitive environment;
- Implementing a broad charter and complementary governance structure for the Commission;
- To remain innovative and adopt best practice with a small permanent staff structure that also contends with the demands and uncertain timing of periodic heavy operational requirements; and
- Working productively with the AEC, interstate electoral authorities and other organisations.

1.4 LEGISLATIVE BASE

The following Acts and Regulations are administered by the NTEC:

- *Electoral Act* 2004;
- *Electoral Regulations* 2004;
- *Referendums Act* 2001; and
- *Referendums Regulations* 2003.

1.5 ORGANISATIONAL STRUCTURE (AS AT 30 JUNE 2007)



A comparison of the Commission's staffing profile at 30 June 2006 and 30 June 2007 is provided below:

DESIGNATION	ACTUAL STAFF (INCLUDING CONTRACT)	
	30 JUNE 2006	30 JUNE 2007
EXECUTIVE OFFICER 1	0	1
ADMINISTRATIVE OFFICER 8	1	2
ADMINISTRATIVE OFFICER 6	1	3
ADMINISTRATIVE OFFICER 5	1	3
ADMINISTRATIVE OFFICER 4	1	1
ADMINISTRATIVE OFFICER 3	1	1
ADMINISTRATIVE OFFICER 2	0	1
TOTAL	5	12

Notes:

As at 30 June 2007, additional contract personnel were appointed to:

- A Senior Projects Officer Public Awareness position; and
- Short term positions for procurement (1), financial support (1), Field Officer positions - Electoral Awareness and Education – northern region (2).

1.6 NATIONAL REPRESENTATION

The Commission is a member of the Electoral Council of Australia (ECA), a consultative council of State and Territory Electoral Commissioners and the Commissioner and other senior electoral officials from the Commonwealth. It meets quarterly, where possible scheduled to coincide with the conduct of a major electoral event in one of the jurisdictions.

It is a forum to discuss, share information and progress matters of common interest such as the maintenance of the joint roll, the implementation of new legislation and 'best practice' in the management of elections. During the year, meetings were held in Brisbane, Melbourne and Sydney.

1.7 PARTNERSHIP WITH THE AUSTRALIAN ELECTORAL COMMISSION

Historically a very strong partnership has been maintained between the Electoral Commissions of the Territory and the Commonwealth on roll, public awareness and remote program activities.

A joint working party, the Joint Electoral Services Program (JESP), meets regularly to plan and report on electoral program delivery in the Territory. Major achievements of the program for the reporting period included:

- Delivery of primary/secondary school presentations;
- Shopping centre/market enrolment drives;
- Public awareness activities at major events (Bass in the Grass, V8 Supercars and NT show circuits);
- Public awareness activities conducted prior to by-elections for the division of Stuart and the Katherine Town Council;
- Researching the demographics of electors enrolling at various public awareness activity outlets;
- Continuation of an integrated electoral service field program in remote areas of the Northern Territory;
- Development of consistent evaluation and performance reporting of field activities;
- Attendance at Australian Citizenship ceremonies; and
- A targeted enrolment stimulation project.



Students at Wadeye High School enrolling to vote

1.8 PROGRESS ON MAJOR TASKS

Progress made against tasks identified in last year's Annual Report:

TASK	PROGRESS
Development of programs and support materials to raise public awareness on electoral matters	Power point presentations were prepared for use in public awareness activities by officers in the field. New display stands were purchased and public domain information prepared
Publication of the 2005 Legislative Assembly General Election Report	Tabled in the Legislative Assembly in May 2007
Continued conduct of research on relevant electoral topics and issues.	In-house research was undertaken on informal ballot papers at the 2006 Stuart By-election
Review of the planning, support tools and policy related to election management	Community government and fee for service election forms were reviewed; a draft procedure manual for fee for service ballots was prepared
Commencement of preparations for local government municipal elections in March 2008	Draft timetable and program planning schedules were provided to the Dept of Local Government
Provision of advice for any review of: <ul style="list-style-type: none"> • the <i>Electoral Act</i> in light of operational experience at the 2005 Legislative Assembly Election • the <i>Referendums Act</i> to bring it into line with the provisions of the <i>Electoral Act</i> 2004 	At the reporting year end, the Commission had been in consultation with the Chief Minister's office to explore options for progress
Advice and assistance with any review of local government legislation relating to electoral provisions	Meetings were held with officers of the Dept of Local Government on the possible nature and timing of amendments to local government legislative provisions
Publication of a Strategic Plan for the NT Electoral Commission	The main strategic outcomes for the Commission have been determined; a business plan is being developed
Review of the organisational structure of the NT Electoral Commission	The position of Deputy Electoral Commissioner has been established; further restructuring to be considered
Development of the NT Electoral Commission's Website	Options for updating the website were explored. A decision on 'refreshing' the website to be taken 2007-08 reporting year
Renegotiation of a new Joint Rolls Arrangement with the Commonwealth	The Commonwealth is still to commence negotiations with States/Territories
Commencement of preparations for a Redistribution of Electoral Boundaries	Informal discussions on the timetable were initiated

Noteworthy events and activities with respect to the 2006-07 financial year:

SEPTEMBER 2006	Legislative Assembly Stuart by-election;
OCTOBER 2006	Release of the NTEC's 3 rd Annual Report;
DECEMBER 2006	Publication of the Stuart by-election financial disclosure returns for candidates, their donors, publishers and broadcasters;
FEBRUARY 2007	Publication of the annual financial disclosure returns for registered political parties;
MARCH 2007	Katherine Town Council by-election; and
MAY 2007	Publication of the 2005 Legislative Assembly General Election Report.

The NTEC also conducted 27 elections and by-elections for community government councils in remote areas (see 4.3 of this Report for further details) and six fee for service elections.

Looking to the future

The following tasks are expected to feature heavily on the Commission's agenda during 2007-08:

- Support for the AEC in enrolment stimulation activities in anticipation of a Commonwealth election expected late 2007 and renegotiation of a new Joint Rolls Arrangement with the Commonwealth (if required);
- Further development of programs and support materials to raise public awareness on electoral matters;
- Continued conduct of research on relevant electoral topics and issues;
- Provision of advice for a review of the Electoral and Referendums Acts, and of advice and assistance for any review of the local government electoral provisions;
- Review of the planning, support tools and policies related to local government election management;
- Preparations and implementation of programs for the local government municipal elections in March and planning for expected shire elections in October 2008;
- Publication of a Strategic Plan for the NTEC;
- Consolidation of the review of the NTEC organisational structure;
- Resource allocation to the NTEC's website; and
- Assistance to the Committees conducting the redistribution of electoral boundaries (scheduled to commence in December 2007).

2. KEY RESULT AREA 1 - ENROLMENT

2.1 JOINT ROLLS ARRANGEMENT

The Northern Territory Electoral Commission and the Australian Electoral Commission (AEC) jointly manage the electoral roll for the Northern Territory under a Joint Roll Arrangement between the Governor General and the Administrator of the Territory.

The Arrangement provides for a single joint form for Territory and Commonwealth enrolment, the maintenance of the Territory roll on the AEC's national roll management system (RMANS) and the entry of enrolment data by AEC staff.

The NTEC has on-line access to the national roll database and provides the AEC with relevant elector/geographic information and forwards enrolment forms that it collects in its operations.

When required, the AEC supplies electoral rolls and other roll products to the NTEC.

A local Joint Roll Management Committee made up of senior NT electoral officers from both Commissions meets regularly to establish, monitor and report on local service delivery, planning, performance and any emerging roll maintenance issues.

2.2 ROLL PRODUCTION

Output in respect to roll closures/production runs for the 2006-07 financial year can be summarised as follows:

REQUIREMENT FOR ROLL RUN 2006-07	NO. PRODUCTION RUNS	% PRODUCTION DEADLINES MET
Legislative Assembly By-election	1	100
Local Government By-election	1	100
Community Government Elections (2 per election)	54	100
Jury Rolls	2	100
Monthly Updates for MLAs and Registered Parties	12	100
Medical Research (at EC discretion)	0	-

Note: *Some production runs of electoral rolls are provided in electronic format.*

2.3 ROLL REVIEWS

The electoral roll is under constant review, primarily through various mail dispatches, data mining activities and personal visits that include:

- Data exchange and database cross-checks with certain federal government departments, Australia Post and the NT's Department of Education, Employment and Training and the Motor Vehicle Registry;
- Mail-outs to houses where there are no electors enrolled and addresses with multiple family listings;
- Targeted and general door-knocking;
- Objection processing with respect to Return to Sender mail;
- Remote community visits and remote electoral agent reviews; and
- The conduct of an annual Sample Audit Fieldwork (SAF) door-knock.

2.4 SAF AUDIT

In March each year over a period of about 10 days, the AEC undertakes a national audit of the electoral roll through the random sampling of addresses in urban areas. In the NT, approximately 30% of its urban addresses are door-knocked as part of that annual exercise.

The NT results of the March 2007 SAF audit are set out in the following table:

PERFORMANCE MEASURES	%
ROLL COMPLETENESS (% electors confirmed as enrolled at audit)	93.0
ROLL ACCURACY (% electors confirmed as enrolled correctly at audit)	87.1
ADDRESS REGISTER ACCURACY (% addresses accurately recorded on Address Register at audit)	98.2

2.5 ENROLMENT PROGRAMS

The NT Electoral Commission undertakes most of its enrolment programs in partnership with the Australian Electoral Commission. The joint activities undertaken in this reporting period included:

- An enrolment drive in shopping centres during February 2007 in conjunction with a television advertising campaign;
- An additional shopping centre enrolment drive in June 2007;
- Market stalls during 2007 at Mindil Beach, Palmerston, Rapid Creek, Nightcliff and Parap;
- A stall at the 2006 show in major centres in the Territory;

- Other Special events –
 - Nightcliff Sea Breeze festival;
 - Bass in the Grass (photo adjacent);
 - Defence ‘Expos’;
 - Barunga Festival;
 - Citizenship ceremonies; and
 - Charles Darwin University orientation week.



Enrolment stimulation activities by the NTEC complemented the AEC program. Significant increases were recorded in the number of enrolment cards collected during the 2006 show circuit (135% - 273 to 642) and the 2007 February shopping centre (73% - 299 to 516) enrolment drives, due primarily to a more prominent presence at most locations.

In addition to the major television advertising campaign conducted in conjunction with the February shopping centre drive, television enrolment advertising was promoted for the September 2006 Stuart Legislative Assembly by-election.

Youth enrolment has been a major focus for both the NT and Federal Electoral Commissions. Information and enrolment forms were sent to 1800 Year 12 students with their end of year results.

A major precursor of the many community government and community association elections conducted by the Commission is the enrolment drive to ensure the roll for the election is as accurate as possible.

In addition, a major enrolment drive is conducted every year during the dry season. Two temporary officers were recruited in April 2007 for a three month period to conduct enrolment and education programs in the northern region of the Territory. One officer was recruited to undertake the same duties in June for the southern region where recruitment has proved to be difficult.

The northern region field officers visited 42 communities, collecting 317 enrolment forms and making 1152 notations for action on the electoral roll. The officers made presentations to students at 8 remote schools and to a further 10 students in Darwin. An awareness session was also held for members of the Milingimbi Council.

The following table details the activities undertaken by the field officers.

COMMUNITIES VISITED APRIL - JUNE 2007	ENROLLMENTS			NOTATED ROLL				SCHOOLS VISITED						
	Collected	NEW ≤ 25	CHANGES = >25 Address Name	Dups	Deceased	Prison	Not known	In div	Out div	Unknown	TOTAL	Name	Students	Others
BULMAN	2		2		2	1	10	9	8		30	St Josephs Katherine	50	
BAFFETTI	6	3					8	41	1		56	NTEC, Darwin	10	
BARUNGGA	6	6		2	2	3	6	1	11		20	Umbakumba	12	
WEEMOL							8	15	3		28	Milingimbi Council		10
MANYALLALUK							7	25	3		49	Ngukun	10	
WUGULARR (BESWICK)	1	15	1	1	2	10	3	25	3		54	Bulman School	20	
LAJAMANU	19		4		2	11	44	59	19		154	Minyerr School	30	
LARRIMAH							2				2	Lajamanu	16	
DAILY WATERS							1	1			2	Jilkminggan School	15	
DUNIMARRA	1		1				1	2			2	Darguragu School	26	
RENNER SPRINGS							3	3			3	Total	189	10
NEWCASTLE WATERS							7	7	1		8			
ELLIOTT	5		4	1	1	1	26	28			56			
DAGURAGU (KALKARINDI)	27	24	1			1	4	17			30			
WARUBURRU	34	16	3		1		10	8	6		44			
YUPUNGALLA	2		2				3	2			3			
NGUKURR	19	17	2	4	3	3	20	11	2		71			
MILINGIMBI	44	25	2		11		50	20			95			
BORROLOOLA	2	2			6	1	76	8			108			
ROBINSON RIVER	34	14	1		6	2	101	12			138			
KANA (collective)														
KING ASH BAY														
BULL RUSH STATION														
KALANO	31	20	5	2	5		1				8			
WALPURI (collective)														
ROCKHOLE														
BINJARI														
UMBAKUMBA	23	13	6	1	5	2	3	44	11		66			
ANGURUGU	8	5	1		1	4	2	14	28		49			
ALYANGULA	1		1				2	3	33		38			
BIKERTON ISLAND						1	2	13	5		21			
YAN BAKWA					1		1				2			
YED KBAH														
BAR TALUMBA BAY							1	1			2			
MALUKALA							1	2			3			
KYBROOK FARM	12	2	3	2				12			14			
DJARRUNG OUTSTATION	1		1											
PINE CREEK							2	2	3		9			
MATARANKA							4	9	2		15			
JILKMIN GOAN	5	5	N/A			1	8	17			26			
MINYERRI	34	N/A	N/A	N/A										
MT CATTIBARAPUNTA														
TOTAL	317	167	43	72	15	46	40	324	296	92	1152			

2.6 ENROLMENT TRANSACTIONS

On 30 June 2007 there were 112 313 electors on the Territory roll, representing an increase of 1983 (or 1.8%) during 2006-07. The table below compares the yearly enrolment transactions since 2004-05.

ENROLMENT AT START OF FINANCIAL YEAR	2004-05		2005-06		2006-07	
		108 479		112 095		110 330
PLUS ADDITIONS TO THE ROLL						
NEW ENROLMENTS	4 609		2 135		3 266	
RE-ENROLMENTS	4 548		1 746		2 923	
RE-INSTATEMENTS	189		18		176	
INTERSTATE TRANSFERS TO NT	7 307		3 986		6 020	
TOTAL ADDITIONS		+ 16 653		+ 7 885		+12 385
LESS DELETIONS TO THE ROLL						
REMOVAL BY OBJECTION	5 493		3 533		3 135	
DEATHS	796		743		795	
DUPLICATIONS	205		88		115	
INTERSTATE TRANSFERS FROM NT	6 548		5 282		6 359	
TOTAL DELETIONS		- 13 042		- 9 646		-10 404
ADJUSTMENT (FEDERAL ONLY ENROLMENT, PROVISIONAL ENROLMENT AND OTHER REASONS)						
	+5		- 4		+2	
TOTAL ADJUSTMENTS		+ 5		- 4		+2
ENROLMENT AT CLOSE OF FINANCIAL YEAR		112 095		110 330		112 313

NOTES:

- **NEW ENROLMENTS** - includes electors who have not been enrolled previously on any State/Territory roll (and provisional electors who have not yet turned 18 years of age);
- **RE-ENROLMENTS** - includes electors enrolling who are not currently on any State/Territory roll but who have been enrolled on a State/Territory roll in the past;
- **RE-INSTATEMENTS** - includes electors who were removed for an address, by objection or other reason, but whose enrolment for that address was later reinstated following receipt of additional information;

- **INTERSTATE TRANSFERS TO NT** - electors enrolled for an interstate address who changed to an NT address;
- **INTERSTATE TRANSFERS FROM NT** - electors enrolled in the NT who relocated to an interstate address;
- **REMOVED BY OBJECTION** - electors who failed to provide just cause as to why their name should not be removed from the roll for their enrolled address;
- **DUPLICATIONS** - an elector's name removed from the roll when it is found that he/she is enrolled more than once, usually because of the use of maiden names, alternative names, etc;
- **FEDERAL ONLY ENROLMENT** - electors who qualify for Commonwealth but not Territory enrolment;
- **PROVISIONAL ENROLMENT** - includes electors who enrol when they are 17 and obtain full enrolment and voting rights on their 18th birthday; and
- **OTHER REASONS** includes electors who are enrolled on the Christmas and Cocos (Keeling) Islands which form part of the Federal roll for the Division of Lingiari but not the Northern Territory Legislative Assembly roll and transfer to or from an address within the Territory.

Enrolment transactions are not limited to those cases where a name is either added or deleted from the electoral roll in the Northern Territory. Enrolment cards are also received from electors who:

- Notify a change of address within their current NT Division or to another NT Division; and
- Submit an enrolment card or an amendment card that leaves an elector's current enrolled address unchanged whilst updating personal information.

A table summarising these particular transactions effected over the course of the past three years follows:

ENROLMENT TRANSACTIONS	2004-05	2005-06	2006-07
TRANSFERS BETWEEN DIVISIONS	8 028	4 550	5 907
CHANGES WITHIN DIVISIONS	5 362	2 751	3 148
NO CHANGE/AMENDMENTS	4 621	909	1 175
TOTAL TRANSACTIONS	18 011	8 210	10 230

The relatively slow growth in the roll over the last two years is due to:

- An absence of major electoral events in the NT to stimulate Territory wide enrolments;
- The actioning of objections following the Legislative Assembly election; and

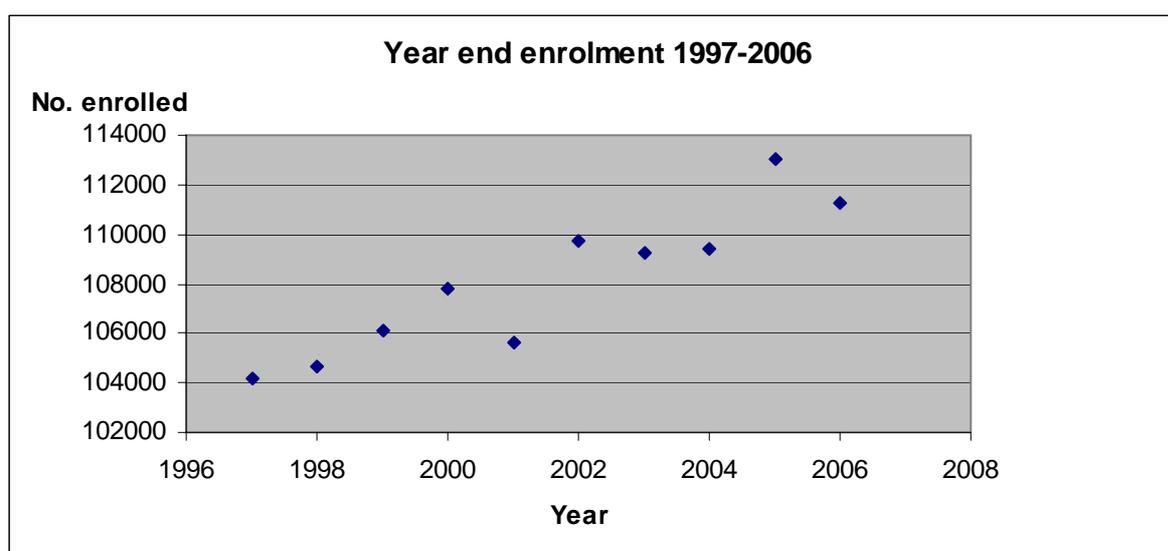
- State elections in Queensland, Victoria and NSW over nine months that would have generated transfers of enrolments off the NT roll.

An estimated 81% of eligible persons in the NT, as at 30 June 2007, were currently enrolled compared to a national average of 91%, with an estimated 63% of eligible persons aged 18 – 25 enrolled, national average of 78%. The lower levels in the NT compared to the rest of Australia are partly a consequence of:

- The younger average age of the eligible population and their high mobility (ABS estimate 25% move at least once per year);
- The difficulties of obtaining enrolments and keeping the roll up to date in remote areas; and
- Reduced reliability in the estimate of eligible electors.

Some variation in enrolment activity was noted over the reporting period. For the nine months to the end of March 2007, activity was subdued with additions to the roll just keeping ahead of deletions (including 2856 objections and 4706 interstate transfers out). With the introduction of the new 'proof of identity' enrolment procedures in mid April, enrolment activity showed a 50% increase on a monthly basis and particularly for additions to the roll (new and re-enrolments). It is noted that, from April 2007, the AEC undertook fieldwork at 7300 NT addresses backed up with an extensive national enrolment campaign, an additional factor in the jump in enrolments.

The graph below shows the enrolment at 30 June from 1997 to 2006. The main stimulus to enrolments are electoral events with the federal elections in 1998, 2001, 2004, a federal referendum in 1999 and Territory elections in 1997, 2001 and 2005 boosting total enrolments.



2.7 THE IMPACT OF COMMONWEALTH AMENDMENTS ON THE NT ROLL

In mid 2006, changes were made to the *Commonwealth Electoral Act 1918* (CEA). These changes included:

- The requirement for proof of identity (POI) with enrolment;
- The removal of voting rights from prisoners; and
- The introduction of demand powers on Territory agencies for the supply of data for POI and roll review purposes.

In accordance with section 14 of the *Northern Territory (Self Government) Act 1978*, the provisions of the CEA also applied to Territory legislation.

2.7.1 Proof of Identity (POI)

Since 16 April 2007, applicants are required to provide POI at the time of enrolment by quoting their driver's licence number, or proving their identity by showing another prescribed ID document to a witness from a prescribed group.

If an applicant has no prescribed form of ID, then their enrolment can be witnessed by two enrolled persons who have known the applicant for one month.

The new enrolment form was widely distributed by the NTEC and the AEC. The AEC commenced an advertising campaign in late May to encourage enrolment and the NTEC engaged in complementary enrolment awareness activities.

Initial informal feedback on the introduction of the new provisions is that:

- Most applicants are able to provide a licence number in support of their application with the number of claims based on the third tier (two witnesses) highest in remote areas; and
- Due to the need to include lists of POI documents and prescribed witnesses, the form is now a more complex two sided A3 document.

Enrolment activity has been maintained since the introduction of the new enrolment procedures, most likely due to the additional roll review and public awareness activities. It is apparent that the POI requirements do make it harder for applicants who do not hold a driver's license (estimated at 25% in the NT), particularly for those in remote communities, to enrol. The new enrolment form takes some time to fill in which is an obvious disincentive to complete at stalls and civic events, even when the applicant has a driver's licence.

2.7.2 Removal of Voting Rights for Prisoners

The provisions of the *Commonwealth Electoral Act* to remove voting rights from prisoners came into effect in mid 2006. Prisoners did not vote at the Stuart by-election. It did not however impact on voter turnout, as the AEC obtained data from the NT Government (Department of Justice) under their new demand powers and took the necessary action to delete the names from the electoral roll for the election.

2.7.3 Demand Powers

In late 2006, the AEC made applications to the NT Power and Water Corporation and the Department of Education for name and change of address information for the purposes of roll review, with data supply due to commence by mid to late 2007. Separate application was made to the Motor Vehicle Registry for on-line access to NT license data held on NEVDIS (the national licence data base) for the purpose of an enrolment POI check.

3. KEY RESULT AREA 2 – EDUCATION & INFORMATION

3.1 SCHOOL VISITS AND EDUCATION PROGRAMS IN REMOTE AREAS

The NTEC and the AEC work collaboratively to deliver education sessions to school students. Youth are the electors of tomorrow and one of the major target groups for public awareness activities. The following electoral education topics are usually covered in these sessions:

- Role of the NTEC and the AEC;
- The three levels of government;
- Enrolment and the electoral roll;
- Marking a ballot paper correctly;
- Voting obligations;
- Voting systems; and
- Voting services.



Presentation on the three levels of government

In 2006-07, 48 education sessions were carried out, three sessions (5.9%) fewer than in 2005-06. However, an additional 141 students (7.1%) attended sessions. Primary and secondary schools in the major urban areas of the Northern Territory, schools in rural and remote areas were visited, the latter as part of the council election process and general field work programs. Rural and remote areas visited included Umbakumba, Ngukurr, Bulman, Minyerri, Lajamanu, Jilkminggan and Daguragu. House Captain and Student Representative Council elections were also conducted at various schools early in the year which enabled students to participate in democratic processes that are meaningful to them.

LOCATION TYPE	NUMBER OF SESSIONS	NUMBER OF STUDENTS
URBAN	35	1736
RURAL	2	90
REMOTE	11	315
TOTAL	48	2141

3.2 PRESENTATIONS TO OTHER GROUPS

A joint presentation by the AEC and the NTEC was made to members of the University of the Third Age at their November 2006 meeting. Questions were taken from members with topics ranging from voting systems to the process for the redistribution of electoral boundaries.

3.3 RESEARCH

A case study was undertaken internally by the Commission, with assistance from the AEC, into the participation of Stuart Division electors at the 2005 Legislative Assembly General Election. The Division had the lowest participation rate (59%) at the 2005 Legislative Assembly Election, and has a history of low participation rates compared with other NT Divisions. It is also notable as being the only division that has no static polling places.

The case study mostly focused on non-voters at the 2005 poll. It attempted to identify and measure causes for the comparatively low turnout and ways in which services may be improved in the future. Field trips were organised to:

- Review the electoral roll for each community;
- Canvas major organisations and authorities within the community; and
- Receive feedback from a sample of individuals, particularly those who failed to vote at the 2005 general and past elections.

The completed report on the case study will be placed on the Commission's website.

Following the Stuart Legislative Assembly and the Katherine Town Council by-elections, research was undertaken on informal ballot papers. The details of the Katherine Town Council by-election ballot paper research is published in this report, while the Stuart by-election research will be published in the report on the conduct of the by-election.

3.4 REPORTS

The Commission presented its 3rd Annual Report (2005-06) to the Assembly in October 2006.

The 2005 Legislative Assembly Election Report was tabled in the 2007 May sittings of the Legislative Assembly.

Copies of these reports and details of financial disclosure returns were published on the Commission's website.

At quarterly intervals throughout the year, the AEC and NTEC jointly published the *Ballot Box Banter* for stakeholders, focusing on electoral news of a topical interest.

3.5 POLITICAL PARTY REGISTRATION

During the financial year, no new political parties were registered and no previously registered political party was deregistered. Changes with respect to party 'Registered Officer' details were made to the public records.

3.6 DISCLOSURE

All registered political parties are required to lodge disclosure returns with the Commission within sixteen weeks of the end of the financial year. The return requires parties to disclose their donations above \$1500 and expenditure during the past year.

Donors to political parties are also required to furnish the Commission with a return within 20 weeks of the end of the financial year. It is the political party's responsibility to advise their donors of the requirement to furnish a return to the Commission. All necessary returns were lodged by registered parties and their donors.

Further requirements to lodge disclosure returns with the Commission occur whenever a Legislative Assembly election or by-election is held. Publishers and broadcasters are required to lodge returns within eight weeks and candidates and their donors (above \$200) have 15 weeks to lodge their returns from polling day. Details of these returns are contained in each election or by-election report.

The financial disclosure provisions of the *Electoral Act 2004* were originally designed to mirror those of the *Commonwealth Electoral Act 1918*. The nexus was broken by the changes to the Commonwealth Electoral Act and the appropriateness of re-establishing that nexus needs consideration including:

- The abolition of returns by publishers and broadcasters;
- An extension to the definition of associated entity to include members of a registered political party (or those acting on behalf of such persons) and persons who have voting rights in a registered political party (or persons acting on behalf of such persons);
- The introduction of annual returns for third parties and their donors; and
- An increase to the standard reporting disclosure threshold from \$1500 to above \$10 000 (indexed annually and rounded) for both candidates and registered political parties.

The NTEC brought the government's attention to these issues.

A private member's bill was introduced (Electoral Amendment Bill 2007, Serial 76) on 2 May 2007 to require registered parties to disclose monies spent on each of their endorsed candidates at any election. The Bill was not debated by the end of the reporting year.

3.7 REDISTRIBUTION OF ELECTORAL BOUNDARIES

The next redistribution is required to commence in December 2007 with an expected completion date before the end of the 2007-08 reporting year.

3.8 STATEHOOD

The public awareness campaign on statehood, driven by a Statehood Steering Committee, continued with a focus on issues such as a constitution for the Territory, representation at the Commonwealth level, indigenous land rights, mining and uranium resources, national parks and marine protected areas, financial and legal arrangements – all politically sensitive issues.

The NTEC usually runs enrolment and public awareness stalls at the Show Circuit with the AEC; however, this year the AEC undertook to conduct a mock statehood ballot at the request of the Statehood Committee.

Given the sensitivities of the ballot and the need for the NTEC to maintain the perception of impartiality on this issue at a Territory level, the AEC ran the 2007 show circuit stalls and gave electoral input to the ballot being promoted at the adjacent Statehood stalls.

In return the NTEC played a more active role in enrolment promotion at community stalls to maintain its contribution to the partnership.

The Referendums Act was enacted for the 1998 Statehood Referendum but has not since been revised. In the latter part of the reporting year, the NTEC brought the government's attention to the desirability of changing a number of electoral provisions in the Referendums Act to mirror changes to the Electoral Act updated in 2004.

4. KEY RESULT AREA 3 – ELECTIONS

4.1 LEGISLATIVE ASSEMBLY ELECTIONS

A writ for a by-election for the Division of Stuart was issued on Tuesday, 5 September 2006, following the resignation of Dr Peter Toyne. Polling day was Saturday 23 September 2006. The writ for the by-election was returned on Wednesday 4 October 2006 with Mr Karl Hampton, (endorsed by the Australian Labor Party) named as the new member for Stuart.

A detailed election report is being prepared and scheduled for tabling during the next reporting year. Performance indicators for the by-election include:

- Voter turnout – 53.9%;
- Informality – 13.6%;
- Number of candidates – 6; and
- Cost - \$109 894.

4.2 MUNICIPAL COUNCIL ELECTIONS

The Commission conducted an election for two aldermen for the Katherine Town Council on 17 March 2007. Enrolment and public awareness activities conducted by the Commission, in conjunction with the by-election, had a positive impact on voter turnout when compared to the previous Katherine by-election in December 2004. However, costs for the by-election were marginally higher. The following table provides a comparison between the performance indicators for the two by-elections.

PERFORMANCE INDICATORS	DECEMBER 2004	MARCH 2007
Voter turnout %	53.2	63.4
Informality %	4.5	4.5
Cost of the by-election \$	15 301	22 000
Cost per elector \$	3.32	5.01
Cost per voter \$	5.89	7.91

Informality at the by-election remained static at 4.5% when compared to the previous by-election. The following table details the information obtained from the informal vote research.

KATHERINE TOWN COUNCIL BY ELECTION 17 MARCH 2007

Informal ballot papers

CATEGORY OF BALLOT PAPER	No.	%		
Totally blank	29	21.3	Apparent Intentional Informal	49 (36%)
Scribble, slogans, protest votes	15	11.0		
Other symbols, alpha, zeros	5	3.7		
Number 1 only	9	6.6	Apparent Unintentional Informal	87 (64%)
Number 1, 2 only	11	8.1		
Number 1, 2, 3 only	1	0.7		
Number 1, 2, 3, 4 only	5	3.7		
One tick or cross	0	0.0		
More than one tick or cross	16	11.8		
All ticks or crosses	4	2.9		
Non sequential numbers	20	14.7		
Illegible numbers	18	13.2		
1 and cross, tick etc	0	0.0		
More than one number	0	0.0		
Numbers outside box & not aligned	2	1.5		
Voter identified	1	0.7		
TOTAL	136	100.0		

4.3 COMMUNITY GOVERNMENT COUNCIL ELECTIONS

During the year, Commission staff undertook elections and by-elections for community government councils. A summary of the elections conducted follows:

TYPE OF ELECTION	No.
Council General Elections	10
Council By-elections	9
Elections where insufficient nominations were received to fill vacancies	8
TOTAL	27

The elections conducted this reporting period were seven (20.6%) less than the number of elections conducted in 2005-06. Community government councils have differing election terms and this cyclic approach, combined with the unpredictability of by-elections for resignations and other reasons, deliver a fluctuation in election numbers from year to year.

Community government council elections conducted during the 2006-07 reporting year

NAME	POLL DATE	VACANCY TYPE	CANDIDATE: VACANCY	NO. ELECTORS		No.	VOTING % (CONTESTED ELECTIONS)
				ON ROLL	CONTESTED ELECTIONS		
Ltyentye Apurte	20.07.2006	President	13:1	293	293	118	40.3
		V. President	14:1				
		Female Members	13:6				
		Male Members	13:6				
Yugul Mangi	27.09.2006	Ngukurr Council Mem	13:6	594	594	185	31.1
		Ngukurr Mgt Bd Mem	3:3				
		Warliburra Council Mem	4:4	275			
		Warliburra Mgt Bd	0:10				
		Yupungalla Council Mem	0:2	52			
		Yupungalla Mgt Bd Mem	0:10				
Tapatjatjaka	30.09.2006	Members	23:9	135	135	85	63.0
Watiyawanu	26.10.2006	President	2:1	134	134	55	41.1
		Members	12:11				
Alpururrulam	28.03.2007	Members	0:12	279			
Naiyu Nambiyu	18.04.2007	Members	14:7	258	258	124	48.1
Lajamanu	31.05.2007	Members	0:9	469			
Alpururrulam	02.05.2007	Members	16:12	289	289	127	43.0
Wallace Rockhole	31.05.2007	Members	8:8	72			
Lajamanu	14.06.2007	Members	16:9	481	481	179	37.2
Cox Peninsula	16.06.2007	Members	12:7	299	299	176	58.9
Yuendumu Willowra*	21.06.2007	Yuendumu Members	16 M, 6F:12	559	559	139	24.9
		Yuendumu Mgt Bd	22:8				
		Willowra Members	6M, 7F:12	216	216	44	20.4
		Willowra Mgt Bd	13:4				
Uncontested	Failed						

Community government council by-elections conducted during the reporting year

NAME	POLL DATE	VACANCY TYPE	CANDIDATE: VACANCY	NO. ELECTORS		No.	VOTING % (CONTESTED ELECTIONS)
				ON ROLL	CONTESTED ELECTIONS		
Mataranka	26.08.2006	Council Member	0:1	115			
Belyuen	12.08.2006	Council Member	0:3M	142			
Belyuen	17.10.2006	Council Member	0:3M	142			
Borroloola	26.10.2006	Mara Ward Member	1:2	77			
		New Subdivision Ward member	2:2	107			
		Old Town Ward Member	1:1	71			
		Yanyula Ward Member	1:1	82			
Yugul Mangi	06.12.2006	Ngukurr Mgt Bd	1:9	603			
		Warliburra Mgt Bd	0:10	275			
		Yupangalla Council Memb	2:2	54			
		Yupangalla Mgt Bd	0:10				
Belyuen	12.12.2006	Council Member	0:3	149			
Anmatjere	08.02.2007	Pumara	0:1	135			
		Nturiya	0:1	84			
Coomalie	17.02.2007	Bachelor Town Ward	3:1	73	73	42	57.5
Timber Creek	27.02.2007	Town Ward	3:2	62	62	22	35.5
Jilkminggan	06.03.2007	Council Member	1:1	158			
Yugul Mangi	02.05.2007	Ngukurr Ward	1:1	596			
		Warliburra Ward	1:2	275			
Belyuen	08.05.2007	Council Member	5:5	147			
Anmatjere	16.05.2007	Nturiya	0:1	84			
		Pumara	0:1	135			
		Alyuen	2:2	21			
Elliott	22.6.2007	Council member	2:1	277	277	138	49.8
Jilkminggan	22.6.2007	Council member	1:1	163	0		
Uncontested	Failed						

4.4 OTHER ELECTIONS

The Commission conducted thirteen elections, an increase of four from the previous year, for community councils which are incorporated associations and constituted under the *Northern Territory Associations Act 2004* or the *Commonwealth Aboriginal Councils and Associations Act 1976*.

Community council association elections conducted during the reporting year

NAME	POLL DATE	VACANCY TYPE	CANDIDATE: VACANCY	NO. ELECTORS		VOTING %	
				ON ROLL	CONTESTED ELECTIONS	No.	(CONTESTED ELECTIONS)
Imanpa	19.07.2006	Council	10:9	109	109	47	43.1
Kaltuktjara	07.09.2006	Council	18:12	190	190	56	29.5
Gwalwa Daraniki	4.10.2006	President	2:1	77	77	13	16.9
		V.President	3:1				
		Secretary	4:1				
		Treasurer	3:1				
		Members	7:5				
Ikuntji	24.10.2006	Members	8:8	116			
Papunya	25.10.2006	Members	13:9	269	269	89	33.1
Minjilang	6.11.2006	Members	8:8	172			
Bagot	8.11.2006	President	8:1	109	109	58	53.2
		V.Pres	8:1				
		Members	24:10				
Nyirripi	28.11.2006	Members	10:13	162			
Yuelamu	29.11.2006	President	1:1	165			
		V.President	1:1				
		Secretary	0:1				
		Treasurer	0:1				
Warruwi*	6.12.2006	Members	5:5				
		Guniwingu	3:3	246			
		Maung	3:3				
		Walung	5:3			15	
		Mixed	6:3			6	
Gapuwiyak	19.12.2006	Members	15:9	441	441	104	23.5
Ramingining	4.04.2007	President	1:1	525			
		V.President	1:1				
Milingimbi	20.06.07	Council members	19:7	646	646	174	26.9
Uncontested	Failed						

The Commission also provided the roll and advice to officers of the Nhulunbuy Town Corporation for their council election.

4.5 FEE FOR SERVICE ELECTIONS

Section 309(h) of the *Electoral Act 2004* allows the NTEC to negotiate a fee to provide electoral services to persons or organisations. Under this provision the Commission conducts 'fee for service' elections for organisations requiring endorsement of enterprise agreements, the election of office holders and the holding of plebiscites etc.

The following table details the fee for service elections conducted by the NTEC during 2006-07.

ORGANISATION	POLL DATE	BALLOT		VOTING METHOD	No. ELECTORS
		TYPE	No. POSITIONS		
NT Timorese Chinese Association	10.9.06	Election	8	FPTP	290
Multicultural Association of NT	22.9.06	Election	11	FPTP	70
Nguiu Ullintjini Assoc	28.11.06	Election	7	FPTP	877
*NT Water Ski Association	10.12.06	Election	4	FPTP	1400
Public Sector Nurses (<i>Count only</i>)	15.1.07	EBA	-	Y/N	1066
NT Prison Officers Association	25.1.07	Election	11	FPTP	310
Warte Alparayetye Aboriginal Corp.	28.3.07	Election	12	FPTP	281
Public Sector Nurses	3.5.07	EBA	-	Y/N	2024
TOTAL			53		6318

*Uncontested FPTP First Past the Post Y/N Yes/No

4.6 ASSISTANCE WITH INTERSTATE ELECTIONS

Under a reciprocal arrangement with other State/Territory electoral authorities, the Commission provides interstate voting services for electors from other jurisdictions at its Darwin and Alice Springs offices. The following table details the level of assistance provided during the reporting period.

JURISDICTION	POLL DATE	ELECTION TYPE	CHAMBER	DISTRICT/DIVISION	VOTES ISSUED		
					DARWIN	ALICE SPRINGS	TOTAL
Queensland	09.09.2006	GE	LA	All	559	211	770
Victoria	25.11.2006	GE	LA + LC	All	419	90	509
Western Australia	03.02.2007	By	LA	Peel	1	-	1
New South Wales	24.03.2007	GE	LA + LC	All	157	65	222
Tasmania	05.05.2007	GE	LC	Nelson & Pembroke	-	-	-

GE General Election By By-election
 LA Legislative Assembly LC Legislative Council

5. KEY RESULT AREA 4 – CORPORATE GOVERNANCE

5.1 CORPORATE IMAGE

The Commission commenced work on its own corporate branding, including a logo. The branding should be finalised early in the 2007-08 reporting period for use at the municipal elections to be held in March 2008.

5.2 STRATEGIC PLANNING

A consultant facilitated a strategic planning and team building workshop for the Commission over two days. The outcomes from the workshop formed the basis of the development of the Commission's strategic plan which will focus on four key areas:

- Enrolment;
- Education and information;
- Elections; and
- Corporate governance.

Further staff meetings will be held in 2007-08 to complete the plan.

5.3 ALICE SPRINGS OFFICE

Since early 2005, the NTEC has employed a full time officer in Alice Springs to better manage public awareness, community and local government elections in the southern region and provide a shop front service to the public and stakeholders.

The permanent staffing of the office has resulted in operational efficiencies for the NTEC but there have been difficulties in attracting and retaining an experienced officer. As a single person office, it requires temporary closures during out-of-office activities and it was not possible to provide the full range of electoral services on an ongoing basis. A summary of services provided in 2006-07 include:

- Enrolment and roll review undertaken in communities with elections;
- Enrolment stimulation and electoral information stalls held at the Alice Springs civic venues;
- Educational presentations undertaken at schools and other settings;
- Over the counter electoral services to the public including enrolment, information and access to the public roll as well as voting services to interstate electors;
- Six community government general elections and one by-election;
- Five community association elections;
- The Stuart by-election;
- One fee for service election (Warte Alparayetye Aboriginal Corporation); and
- Absent and postal voting facilities for three interstate general elections.

Over the reporting period, the office has been staffed by officers on short-term contracts which have further highlighted the need to finalise a revised feasibility plan for the Alice Springs office. A more clearly defined role, larger premises, an enlarged staffing structure and better integration of service delivery with the AEC are required to meet the special needs of electors in central Australia.

5.4 HUMAN RESOURCE MANAGEMENT

5.4.1 Equal Opportunity

The NTEC employs merit based employment criteria for the selection of staff. The Commission has a central employment strategy for the selection of casual staff for static polling places and mobile polling team leaders and members at elections.

Mobile polling manuals outline clearly the criteria for the recruitment of electoral assistants in communities. These include requirements for a gender balance to facilitate the dialogue and appropriate interactions that are necessary with both male and female electors in polling and public awareness activities.

5.4.2 Management Training

No management training was undertaken.

5.4.3 Staff Development

During the reporting period, operational staff attended 'Bridge' training, on electoral processes, and 'Proof of Identity' presentations by the AEC.

All staff of the Commission attended a strategic planning and team workshop over two days facilitated by a consultant.

No formal performance management development (PMD) program exists. The Commission will be examining the opportunities for course attendance to upgrade skills of all staff in the next reporting year.

5.4.4 Occupational Health and Safety (OHS)

OH&S is mentioned in all training manuals for team leaders and members and features in training sessions. During the year, advantage was taken of an equipment review to purchase lightweight signage and more readily transportable tables and chairs for field activities in remote areas.

Mobile polling and Commission staff travelling in remote areas by vehicle are given satellite phones and an emergency positioning radio beacon; 4WD service levels are maintained.

The Commission will also be looking at the OH&S criteria recommended by Government for electrical appliance testing.

5.4.5 Flexible Work Practices

Staff operate from 7.30am using flexitime arrangements and utilise carers leave. Commitment by staff in response to tight timeframes and ad-hoc elections is recognised by reasonable support of personal needs for time-off in core business hours.

5.4.6 Equity and Diversity

The NTEC serves a diverse community located over a geographically wide area. It has an obligation to ensure that the personal skills and characteristics of its staff enable them to communicate and interact with that community, regardless of language, ethnicity/indigeneity, gender, disadvantage or any physical or other impairment.

It seeks to acknowledge and recognise that diversity in its training programs and materials and employment practices.

5.4.7 Recruitment and Retention

During the year, an additional executive level position was created and filled. A senior supernumerary position and a regional coordinator position in Alice Springs were supported to provide further management level input to the agency. Short-term positions were created and filled for enrolment and public awareness work (2), financial support (1) and procurement (1).

A number of casual short-term community assistants were engaged for field work.

Retention rates amongst permanent staff are high.

5.4.8 Policies /Practices

Currently the NTEC is reliant on NT public sector wide legislation, instructions and guidelines and OCPE advice on implementation of HR policies and practices. It has no dedicated HR professional.

5.4.9 Employee Development Activities 2006-07 reporting year

CRITERIA		2006-07
1	Formal training activity expenditure \$	5000
2	No. employee hours spent on training activities	148
3	Expenditure on training for remote area employees \$	None
4	No. training hours for remote employees	None
5	No. graduate trainees/cadets/apprentices currently employed	None

1. The NTEC incorporated a team building component into its strategic planning exercise and engaged a consultant to implement the activities. IT/finance professional staff received system update training at no cost to the agency.
2. The Commission used two field officers, employed from April to June 2007 for its public awareness program in remote communities, to draft a Field Officer Program guide as part of their evaluation activities.
3. The Regional Coordinator in Alice Springs is brought to Darwin every two months to touch base with Darwin office, staff, work programs and plan work activities for the ensuing months.
4. Assistants of both genders are employed in communities to facilitate enrolment and electoral awareness with community members. They are given on-the-job training to allow them to carry out their duties, which is incorporated in the remuneration paid.
5. At times when opportunities to recruit trainees have been advertised across government, the Commission has been fully committed to operational activities and unable to assign a supervisory officer to develop, implement and monitor a suitable program.
6. The NTEC commenced a mentoring /development program for a young indigenous employee, designed to expose the staff member to electoral procedures both in Darwin and the field. Under the guidance of experienced electoral officers, the officer is expected to further develop electoral expertise and, it is hoped, make a valuable contribution to municipal and shire elections in 2008. Support documentation was produced and duty scope was expanded in progressive stages. An induction package and session was prepared and implemented in the second half of the reporting year.
7. Key focus areas for training:
 - Reinforcement of leadership capacities for certain positions in the Commission's emerging structure;
 - The small team requires all employees to be conversant with the agency's business and the promotion of open, positive and regular communication to encourage business understanding and cross/multi-skilling of staff;
 - The evaluation of training techniques and materials for parliamentary and local government electoral officials; and
 - The further development of team leader and team member training programs for static, mobile and regionally based polling officials.
8. Highlights for the year included team building, moves towards constructive work appraisal and a no-blame culture when addressing errors.

9. Future training and development challenges include:

- Building electoral expertise in the casual election workforce;
- Enhancing the skill sets of existing employees in the limited windows of opportunity afforded by ad-hoc elections;
- Electoral expertise is a specialist area and many development opportunities are only afforded from inter-jurisdiction secondments which are not regularly available;
- Preparation of training materials in electronic format as an alternative delivery mode; and
- Rotating project allocations in election programs to expand staff knowledge base.

5.5 REPORT UNDER SECTION 7 OF THE *CARERS RECOGNITION ACT*

Two staff members of the Commission requested and were granted carers leave during the reporting year.

Since 1995, the Electoral Act has provided that carers of people who are unable to attend a polling place on polling day are eligible to apply for a postal vote. The carer may apply for a single election or on an ongoing basis as a registered postal voter.

The Commission plans to contact Carers NT to ensure this service is offered to all carers before the next election.

5.6 RECORDS MANAGEMENT

In respect of the Commissioner's responsibilities pursuant to Section 131 of the *Information Act*, the agency has implemented processes to achieve compliance with the archives and records management provisions as prescribed in Part 9 of the *Information Act*.

5.7 IT DIRECTIONS

The 2005 Legislative Assembly Election Report, identified that the Commission's website and election management system would need upgrading prior to the next Legislative Assembly election.

The goal is to fully integrate both systems and deliver real time dynamic information to the public during peak election periods.

A project plan has been developed to deliver an enhanced website. The next phase will concentrate on the integration of a new election management system with the enhanced website for the next Legislative Assembly election.

6 FINANCIAL REPORT

6.1 FINANCIAL STATEMENT OVERVIEW

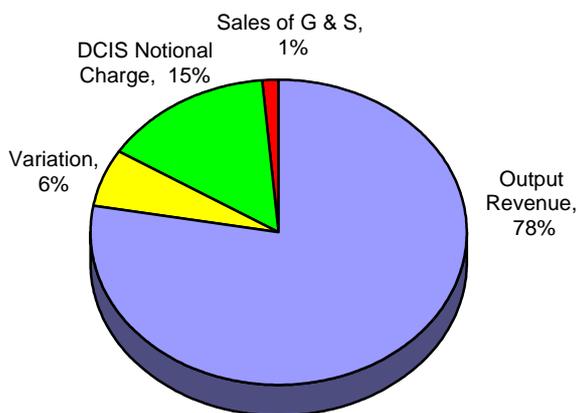
NORTHERN TERRITORY ELECTORAL COMMISSION FINANCIAL STATEMENT OVERVIEW FOR THE YEAR ENDED 30 JUNE 2007

The Commission's total revenue for the year was \$1.77 million (rounded), compared with the budgeted amount of \$1.57 million. This increase was due to a one-off budget variation of \$0.11 million to cover the cost incurred for the 2006 Stuart Legislative Assembly by-election, a notional revenue increase of \$0.06 million to cover additional charges from the Department of Corporate and Information Services (DCIS) and the agency's own source revenue of \$0.02 million from conducting a municipal council by-election, for which full cost recovery was made.

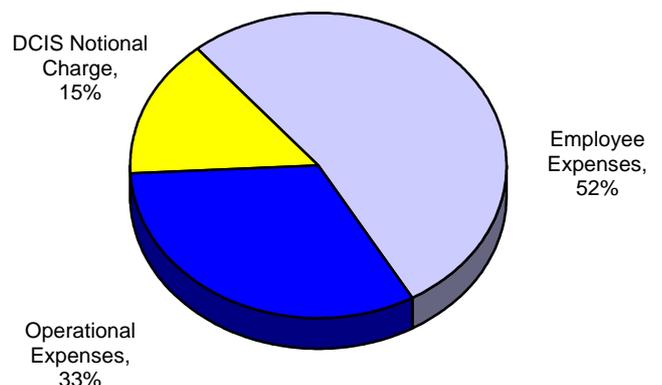
The Commission's total Operating Expenses of \$1.78 million (rounded) comprised \$0.95 million for employee costs and \$0.84 million for administrative expenditure. Total administrative costs include a notional amount of \$0.26 million for services received from DCIS.

For the year ended 30 June 2007, the Commission recorded a deficit of \$0.01 million due to the purchase of election equipment late in the reporting year.

Revenue Distribution



Expenses Distribution



6.2 CERTIFICATION OF FINANCIAL STATEMENTS

NORTHERN TERRITORY ELECTORAL COMMISSION CERTIFICATION OF FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

We certify that the attached financial statements for the Northern Territory Electoral Commission have been prepared from proper accounts and records in accordance with the prescribed format, the *Financial Management Act* and Treasurer's Directions.

We further state that the information set out in the Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2007 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.



Jane Peace
A/Electoral Commissioner
1 October 2007



Michael Kyr
FINANCE OFFICER
1 October 2007

NORTHERN TERRITORY ELECTORAL COMMISSION
OPERATING STATEMENT
For the year ended 30 June 2007

	NOTE	2007 \$'000	2006 \$'000
INCOME			
Taxation Revenue			
<i>Grants and Subsidies Revenue</i>			
Current			
Capital			
Output Revenue		1,487	1,766
Sales of Goods and Services		24	46
Interest Revenue			
Goods and Services Received Free of Charge	4	261	199
Gain on Disposal of Assets			
Other Income		1	(1)
TOTAL INCOME		<u><u>1,772</u></u>	<u><u>2,011</u></u>
EXPENSES			
Employee Expenses		946	830
<i>Administrative Expenses</i>			
Purchases of Goods and Services	5	570	861
Repairs and Maintenance		1	2
Depreciation and Amortisation	8	4	3
Other Administrative Expenses ⁽¹⁾		261	200
<i>Grants and Subsidies Expenses</i>			
Current			
Capital			
Community Service Obligations			
Interest Expenses	13		
TOTAL EXPENSES		<u><u>1,783</u></u>	<u><u>1,897</u></u>
NET SURPLUS/(DEFICIT)	11	<u><u>(11)</u></u>	<u><u>115</u></u>

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

¹ Includes DCIS service charges.

NORTHERN TERRITORY ELECTORAL COMMISSION
BALANCE SHEET
As at 30 June 2007

	NOTE	2007 \$'000	2006 \$'000
ASSETS			
<i>Current Assets</i>			
Cash and Deposits	6	2	53
Receivables	7	17	8
Inventories			
Advances and Investments			
Prepayments			
Other Assets			
Total Current Assets		19	60
<i>Non-Current Assets</i>			
Receivables			
Advances and Investments			
Property, Plant and Equipment	8	30	7
Prepayments			
Other Assets			
Total Non-Current Assets		30	7
TOTAL ASSETS		49	68
LIABILITIES			
<i>Current Liabilities</i>			
Deposits Held		6	5
Payables	9	38	60
Borrowings and Advances			
Provisions	10	137	123
Other Liabilities			
Total Current Liabilities		180	188
<i>Non-Current Liabilities</i>			
Borrowings and Advances			
Provisions			
Other Liabilities			
Total Non-Current Liabilities			
TOTAL LIABILITIES		180	188
NET ASSETS		(131)	(120)
EQUITY			
Capital		(281)	(281)
Reserves			
Accumulated Funds		150	161
TOTAL EQUITY		(131)	(120)

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

**NORTHERN TERRITORY ELECTORAL COMMISSION
STATEMENT OF CHANGES IN EQUITY
For the year ended 30 June 2007**

	NOTE	2007 \$'000	2006 \$'000
BALANCE OF EQUITY AT 1 JULY		<u>(120)</u>	<u>(41)</u>
<i>Capital</i>	11		
Balance at 1 July		<u>(281)</u>	<u>(87)</u>
Equity Injections			
Equity Withdrawals		<u>0</u>	<u>(194)</u>
Balance at 30 June		<u>(281)</u>	<u>(281)</u>
<i>Accumulated Funds</i>	11		
Balance at 1 July		<u>161</u>	<u>47</u>
Changes in Accounting Policies			
Correction of Prior Period Errors			
Surplus/(Deficit) for the Period		<u>(11)</u>	<u>115</u>
Gains/(Losses) Recognised Directly in Equity			
Balance at 30 June		<u>150</u>	<u>161</u>
BALANCE OF EQUITY AT 30 JUNE		<u>(131)</u>	<u>(120)</u>

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

NORTHERN TERRITORY ELECTORAL COMMISSION
CASH FLOW STATEMENT
For the year ended 30 June 2007

	NOTE	2007 \$'000 (Outflows) / Inflows	2006 \$'000 (Outflows) / Inflows
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Operating Receipts</i>			
Taxes Received			
<i>Grants and Subsidies Received</i>			
Current			
Capital			
Output Revenue Received		1,487	1,766
Receipts From Sales of Goods And Services		69	139
Interest Received			
Total Operating Receipts		1,556	1,905
<i>Operating Payments</i>			
Payments to Employees		(930)	(816)
Payments for Goods and Services		(651)	(1,052)
<i>Grants and Subsidies Paid</i>			
Current			
Capital			
Community Service Obligations			
Interest Paid			
Total Operating Payments		(1,581)	(1,867)
Net Cash From/(Used In) Operating Activities	12	25	37
CASH FLOWS FROM INVESTING ACTIVITIES			
<i>Investing Payments</i>			
Purchases of Assets	8	27	
Advances and Investing Payments			
Total Investing Payments		27	
Net Cash From/(Used In) Investing Activities		(27)	
CASH FLOWS FROM FINANCING ACTIVITIES			
<i>Financing Receipts</i>			
Proceeds of Borrowings			
Deposits Received		1	(11)
<i>Equity Injections</i>			
Capital Appropriation	11		
Other Equity Injections			
Total Financing Receipts		1	(11)
<i>Financing Payments</i>			
Repayment of Borrowings			
Finance Lease Payments			
Equity Withdrawals	11	0	(194)
Total Financing Payments		0	(194)
Net Cash From/(Used In) Financing Activities		1	(205)
Net Increase/(Decrease) in Cash Held		(51)	(167)
Cash at Beginning of Financial Year		53	220
CASH AT END OF FINANCIAL YEAR	6	2	53

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

INDEX OF NOTES TO THE FINANCIAL STATEMENTS

1. Objectives and Funding
2. Statement of Significant Accounting Policies
3. Operating Statement by Output Group
- INCOME**
4. Goods and Services Received Free of Charge
- EXPENSES**
5. Purchases of Goods and Services
- ASSETS**
6. Cash and Deposits
7. Receivables
8. Property, Plant and Equipment
- LIABILITIES**
9. Payables
10. Provisions
- EQUITY**
11. Equity
- OTHER DISCLOSURES**
12. Notes to the Cash Flow Statement
13. Financial Instruments
14. Commitments
15. Contingent Liabilities and Contingent Assets
16. Events Subsequent to Balance Date
17. Accountable Officer's Trust Account
18. Write-offs, Postponements and Waivers
19. Schedule of Territory Items

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

1. OBJECTIVES AND FUNDING

The Northern Territory Electoral Commission was established in March 2004 to support government by providing a fair, impartial and professional electoral service and ensuring there is an opportunity for the people of the Northern Territory to participate in free and democratic elections. The Commission is responsible for conducting elections for the Legislative Assembly, local government, community government, and other organisations in an efficient and cost-effective manner, consistent with legislative requirements.

The Commission is predominantly funded by, and is dependent on the receipt of, Parliamentary appropriations. The financial statements encompass all funds through which the Agency controls resources to carry on its functions and deliver outputs.

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

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

The form of Agency financial statements is consistent with the accrual budget format and the requirements of Australian Accounting Standards, including AASB 101, AASB 107 and AAS 29. The format also requires additional disclosures specific to Territory Government entities.

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

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

(b) Agency and Territory Items

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

Central Holding Authority

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

The Central Holding Authority also records all Territory items, such as income, expenses, assets and liabilities controlled by the Government and managed by Agencies on behalf of the Government. The

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

main Territory item is Territory income, which includes taxation and royalty revenue, Commonwealth general purpose funding (such as GST revenue), fines, and statutory fees and charges.

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

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the Agency's financial statements. However, as the Agency is accountable for certain Territory items managed on behalf of Government, these items have been separately disclosed in Note 19 - Schedule of Territory Items.

(c) Comparatives

Where necessary, comparative information for the 2005-06 financial year has been reclassified to provide consistency with current year disclosures.

(d) Presentation and Rounding of Amounts

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

(e) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2006-07 as a result of management decisions.

(f) Goods and Services Tax

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

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

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

(g) Income Recognition

Income encompasses both revenue and gains.

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

Output Revenue

Output revenue represents Government funding for Agency operations and is calculated as the net cost of Agency outputs after taking into account funding from Agency income. The net cost of Agency outputs for Output Appropriation purposes does not include any allowance for major non-cash costs such as depreciation.

Revenue in respect of this funding is recognised in the period in which the Agency gains control of the funds.

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

Grants and Other Contributions

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

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

Sale of Goods

Revenue from the sale of goods is recognised (net of returns, discounts and allowances) when control of the goods passes to the customer and specified conditions associated with the sale have been satisfied.

Rendering of Services

Revenue from rendering services is recognised on a stage of completion basis.

Interest Revenue

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

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.

Contributions of Assets

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

(h) Repairs and Maintenance Expenses

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

(i) Interest Expenses

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

(j) Cash and Deposits

For the purposes of the Balance Sheet and the Cash Flow Statement, cash includes cash on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash. Cash at bank includes monies held in the Accountable Officer's Trust Account (AOTA) that are ultimately payable to the beneficial owner – refer also to Note 13.

(k) Inventories

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

(l) **Receivables**

Receivables include accounts receivable and other receivables and are recognised at fair value less any allowance for uncollectible amounts. The collectibility of receivables is reviewed regularly, and part of this process is to assess, at reporting date, whether an allowance for doubtful debts is required.

Accounts receivable are generally settled within 30 to 45 days.

(m) **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 Agency in future years. Where these costs represent separate components of a complex asset, they are accounted for as separate assets and are separately depreciated over their expected useful lives.

Construction (Work in Progress)

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

Depreciation and Amortisation

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.

Assets Held for Sale

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

Impairment of Assets

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

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

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

In certain situations, an impairment loss may subsequently be reversed. Where an impairment loss is subsequently reversed, the carrying amount of the asset is increased to the revised estimate of its recoverable amount. A reversal of an impairment loss is recognised in the Operating Statement as income, unless the asset is carried at a revalued amount, in which case the impairment reversal results in an increase in the Asset Revaluation Reserve. Note 9 provides additional information in relation to the Asset Revaluation Reserve.

(n) Leased Assets

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

Finance Leases

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

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

Operating Leases

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

However as the lease expenses are generally paid by the Department of Corporate and Information Services on behalf of Agencies the lease incentive is recognised as a lease incentive benefit (revenue) over the term of the lease.

Payables

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

(o) 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 twelve months of reporting date are classified as current liabilities and are measured at amounts expected to be paid. Non-current employee benefit liabilities that fall due after twelve months of the reporting date are measured at present value, calculated using the Government long term bond rate.

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

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

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

As part of the *Financial Management Framework*, the Central Holding Authority assumes the long service leave liabilities of Government Agencies, including the Northern Territory Electoral Commission, and as such no long service leave liability is recognised in Agency financial statements.

(p) Superannuation

Employees' superannuation entitlements are provided through the:

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

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

(q) Contributions by and Distributions to Government

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

The Statement of Changes in Equity and Note 9 provide additional information in relation to contributions by, and distributions to, Government.

(r) Commitments

Disclosures in relation to capital and other commitments, including lease commitments are shown at Note 14 and are consistent with the requirements contained in AASB 101, AASB 117 and AAS 29.

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

3. OPERATING STATEMENT BY OUTPUT GROUP

As the Commission only has the one Output Group, Electoral Services, reference should be made to the Commission's Operating Statement.

	2007 \$'000	2006 \$'000
4. GOODS AND SERVICES RECEIVED FREE OF CHARGE		
Corporate and Information Services	261	199
	261	199

5. PURCHASES OF GOODS AND SERVICES

The net surplus/(deficit) has been arrived at after charging the following expenses:

Goods and Services Expenses:

Consultants ⁽¹⁾	6	0
Advertising ⁽²⁾	33	1
Marketing and Promotion ⁽³⁾	11	61
Document Production	11	26
Legal Expenses ⁽⁴⁾	10	6
Recruitment ⁽⁵⁾	9	1
Training and Study	5	0
Official Duty Fares	39	109
Travelling Allowance	37	19

(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.

6. CASH AND DEPOSITS

Cash on Hand	11	11
Cash at Bank	(9)	42
	2	53

7. RECEIVABLES

Current		
Other Receivables	17	8
	17	8
Total Receivables	17	8

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

	2007 \$'000	2006 \$'000
8. PROPERTY, PLANT AND EQUIPMENT		
Plant and Equipment		
At Cost	66	39
Less: Accumulated Depreciation	<u>(36)</u>	<u>(32)</u>
Total Property, Plant and Equipment	<u>30</u>	<u>7</u>

Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2006-07 is set out below:

	Plant & Equipment \$'000
Carrying Amount as at 1 July 2006	7
Disposals	27
Depreciation and Amortisation	(4)
Carrying Amount as at 30 June 2007	30

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2005-06 is set out below:

	Plant & Equipment \$'000
Carrying Amount as at 1 July 2005	11
Disposals	0
Depreciation and Amortisation	(4)
Carrying Amount as at 30 June 2006	7

	2007 \$'000	2006 \$'000
9. PAYABLES		
Accounts Payable	31	50
Other Payables	6	10
	37	60
10. PROVISIONS		
Current		
<i>Employee Benefits</i>		
<i>Recreation Leave</i>	108	97
<i>Leave Loading</i>	14	14
<i>Other Employee Benefits</i>	3	12
<i>Other Current Provisions</i>		
<i>Other Provisions</i>	12	
Total Provisions	<u>137</u>	<u>123</u>

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

	2007 \$'000	2006 \$'000
11. EQUITY		
Equity represents the net deficiency in the Commission's liabilities over net assets. This deficiency in liabilities over assets is recorded in the Central Holding Authority as described in note 2(b).		
Capital		
Balance as at 1 July	(281)	(87)
<i>Equity Withdrawals</i>		(194)
Balance as at 30 June	(281)	(281)
Accumulated Funds		
Balance as at 1 July	161	47
Surplus/(Deficit) for the Period	(11)	115
Balance as at 30 June	150	161
12. NOTES TO THE CASH FLOW STATEMENT		
Reconciliation of Cash		
The total of Agency Cash and Deposits of \$2,000 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/(Deficit)	(11)	115
<i>Non-Cash Items:</i>		
Depreciation and Amortisation	4	3
Asset Write-Offs/Write-Downs		
Asset Donations/Gifts		
(Gain)/Loss on Disposal of Assets		
<i>Changes in Assets and Liabilities:</i>		
– Decrease/(Increase) in Receivables		2
– Decrease/(Increase) in Inventories		
Decrease/(Increase) in Prepayments		
Decrease/(Increase) in Other Assets		
(Decrease)/Increase in Payables	(31)	(50)
(Decrease)/Increase in Provision for Employee Benefits	(125)	(114)
(Decrease)/Increase in Other Provisions	(12)	(9)
(Decrease)/Increase in Other Liabilities		
Net Cash From Operating Activities	(175)	(53)

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

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

(a) Credit Risk

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

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

(b) 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.

(c) Interest Rate Risk

The Commission is not exposed to interest rate risk as Agency financial assets and financial liabilities are non-interest bearing. Finance lease arrangements are established on a fixed interest rate and as such do not expose the Commission to interest rate risk.

14. COMMITMENTS

As at reporting date the Commission did not have any commitments under the following categories:

- Capital expenditure commitments
- Non - Cancellable Operating Lease Expense Commitments
- Finance lease payment commitments
- Other Non – Cancellable Contract Commitments.

15. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

The Commission had no contingent liabilities or contingent assets as at 30 June 2006 or 30 June 2007.

16. 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.

17. ACCOUNTABLE OFFICER'S TRUST ACCOUNT

In accordance with section 7 of the *Financial Management Act*, an Accountable Officer's Trust Account has been established for the receipt of money to be held in trust. A summary of activity is shown below:

Nature of Trust Money	Opening Balance 1 July 2006	Receipts	Payments	Closing Balance 30 June 2007
Nomination money	\$5,000	\$1,200	\$200	\$6,000

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30 June 2007

18. **ACCOUNTABLE OFFICER'S TRUST ACCOUNT**

The Commission had no write offs, postponements or waivers in 2005-06 and 2006-07.

19. **SCHEDULE OF TERRITORY ITEMS**

The following Territory items are managed by the Commission on behalf of the Government and are recorded in the Central Holding Authority (refer note 2(b)).

	2007 \$'000	2006 \$'000
TERRITORY INCOME AND EXPENSES		
<i>Income</i>		
Other Income (fines)	0.5	27
Total Income	0.5	27

Contact Information

1. Northern Territory Electoral Commission
2nd Floor, AANT Building
79 Smith St
DARWIN NT 0800

Postal: GPO Box 2419
DARWIN NT 0801

Phone: (08) 8999 5617
Fax: (08) 8999 5845

2. Electoral Services Centre
Suite 4, Leichhardt Building
16 Leichhardt Tce
ALICE SPRINGS NT 0870

Postal: PO Box 2304
ALICE SPRINGS NT 0871

Phone: (08) 8951 5838
Fax: (08) 8953 0702

Email: ntec@nt.gov.au

Web Site: www.ntec.nt.gov.au

ISSN 1835-0356 (Print)
ISSN 1835-0364 (Online)