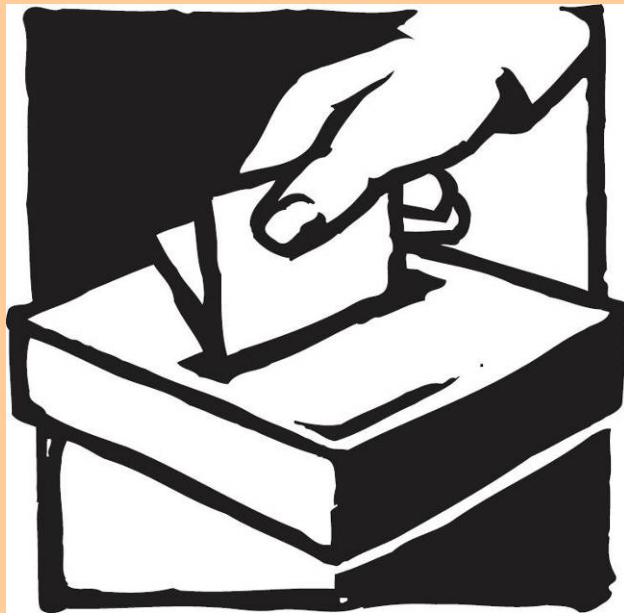


NORTHERN
TERRITORY
ELECTORAL
COMMISSION



**ANNUAL REPORT
2004 – 2005**

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(i) LETTER OF TRANSMISSION



NORTHERN TERRITORY OF AUSTRALIA

Northern Territory Electoral Commission

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

Madam Speaker

In accordance with *Section 313* of the *Electoral Act 2004*, I am pleased to provide the second 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 2005 and has been prepared in accordance with *Section 28* of the *Public Service Employment and Management Act 1993* and *Section 11* of the *Financial Management Act 2003*.

As you are aware, the *Electoral Act* requires you to table the report in the Legislative Assembly within 3 sitting days after its receipt and additional copies have been provided for this purpose.

A handwritten signature in black ink, appearing to read 'B. Shephard'.

BILL SHEPHEARD
Electoral Commissioner

14 December 2005

(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 are such that they 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) there is no indication of fraud, malpractice, major breach of legislation or delegation, major error in or omission from accounts and records;
- (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 statement included in the Annual Report has been prepared from proper accounts and records and is in accordance with Treasurer's Directions Part 2 Section 5;
- (f) all Employment Instructions issued by the Commissioner for Public Employment have been satisfied; and
- (g) in respect of my 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*.



BILL SHEPHEARD
ELECTORAL COMMISSIONER

31 August 2005

(iii) ELECTORAL COMMISSIONER'S FOREWORD

The NT Electoral Commission was created by the *Electoral Act 2004* and commenced its operations as an independent statutory body in March 2004.

In its inaugural Annual Report last year, the then Acting Electoral Commissioner foreshadowed a busy year ahead for the Commission in respect to its establishment as an independent statutory body and its ongoing operational commitments. In particular, he identified the main tasks for the Commission as being its first Redistribution, the uptake of a range of new functions for the agency and the need to conduct a Legislative Assembly General Election before the end of 2005.

From an operational point of view, the year has indeed proven to be both a demanding and productive one. The Chairman of the Augmented Redistribution Committee was appointed in September 2004 and the long redistribution process culminated with the gazettal of new Legislative Assembly electoral boundaries in November 2004. Once gazetted, many electors had to be reassigned to new Divisions and advised of their new electorates.

The year also saw the conduct of a Local Government By-election in Katherine, 28-community government and 11 miscellaneous elections by the agency. These polls included arranging attendance elections at many remote locations throughout the length and breadth of the Northern Territory.

However, the major event for the financial year was, of course, the conduct of the Legislative Assembly General Election. This poll was announced on 31 May 2005 and demanded the undivided attention of the resources of the Commission in the months that followed. Despite its significance, however, the event itself will not be reported in great detail in this Annual Report, as it is the subject of a separate, comprehensive report that will be tabled in Parliament in the near future.

Although the significant operational demands have been clearly met over the past year, the establishment of the Northern Territory Electoral Commission and the introduction of additional activities in line with its new functions have not quite gone to plan. An Electoral Commissioner was appointed in August 2004; however, he later resigned due to injuries sustained whilst working on electoral duties overseas. The position had to then be readvertised and my appointment did not come into effect until April 2005, only a matter of weeks before the calling of the Legislative Assembly General Election. As a consequence, progress with many tasks associated with the establishment of the new entity became protracted and, naturally, needed to be virtually shelved during the course of the General Election.

Due largely to these setbacks, the coming year will see the Commission's establishment tasks being revisited as a matter of priority. As part of this exercise, a comprehensive strategic plan will need to be developed and the Commission's resources and service delivery models will need to be critically examined to ensure that

the agency is well placed and equipped to deliver its programs in the future, especially in relation to those tasks associated with the new functions assigned to it under the Electoral Act 2004.

In addition, the agency will need to commence reviewing its own legislation and procedures, especially in the light of the operational experience gained at the 2005 Legislative Assembly General Election. It is also likely to be significantly involved in any review of the Local Government Act in respect to the election provisions contained therein.

Also, in due course, the Commission can be expected to become noticeably more active in enrolment, public awareness and research activities in response to its new charter. Moreover, it will need to continue to develop, establish and refine many of its administrative arrangements associated with these and other new functions, especially in relation to the administration of the financial disclosure provisions of the Electoral Act and its corporate responsibilities as an independent agency.

Finally, the future will also see this agency building on its working relationship with the Australian Electoral Commission, in the spirit of a whole of government approach and in an effort to ensure our mutual goals are achieved in the most seamless and cost efficient way.



BILL SHEPHEARD
ELECTORAL COMMISSIONER

1. ABOUT THIS REPORT

1.1 PURPOSE

This Annual Report provides an overview of the agency and its functions, an operational and financial record of its performance over the 2004-05 financial year and an insight into its future directions.

1.2 STRUCTURE

The report contains 3 main components, namely:

1. A corporate report;
2. An operations report; and
3. Financial statements.

1.3 TARGET AUDIENCE

The report has been prepared for tabling in the NT Legislative Assembly.

It has also been compiled to meet the needs of other NT Electoral Commission stakeholders, including:

- Eligible electors and the general public;
- The Chief Minister as responsible minister;
- Political Parties and interest groups;
- Members of the media;
- Other electoral authorities;
- Students, teachers and researchers; and
- Northern Territory Electoral Commission staff.

2. ABOUT THE COMMISSION

2.1 HISTORY

The Northern Territory Electoral Commission commenced operations on 15 March 2004, following assent being given to the *Electoral Act 2004*.

Before the establishment of the Commission, electoral administration was performed by the Northern Territory Electoral Office, a Unit of the Department of the Chief Minister.

Under the *Electoral Act 2004*, the Commission assumed all of the responsibilities of the former Northern Territory Electoral Office. In addition, it was also charged with new responsibilities, 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.

2.2 PURPOSE AND FUNCTIONS

The Northern Territory Electoral Commission has the responsibility to provide an independent, professional and accessible electoral service to the people of the Northern Territory, the Northern Territory Legislative Assembly and various client groups that include Municipal Councils, Community Government Councils and other organisations.

The functions of the Electoral Commission are prescribed under *section 309* of the *Electoral Act 2004*, namely:

- To maintain rolls and conduct elections under the Electoral Act;
- To advise the Chief Minister on matters relating to elections;
- To consider, and report to the Chief Minister on matters relating to elections referred to it by the Chief Minister;
- To promote public awareness of matters relating to elections and the Legislative Assembly by conducting education and information programs and in any other way it chooses;
- 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, on payment of a fee decided by it, goods and services to persons or organisations, to the extent that it is able to do so by 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 also sits on both the Redistribution Committee and Augmented Redistribution Committee, bodies that are involved in the task of determining the redistribution of electoral boundaries for the Legislative Assembly.

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

2.3 VISION, MISSION AND VALUES

The vision of the NT Electoral Commission 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:

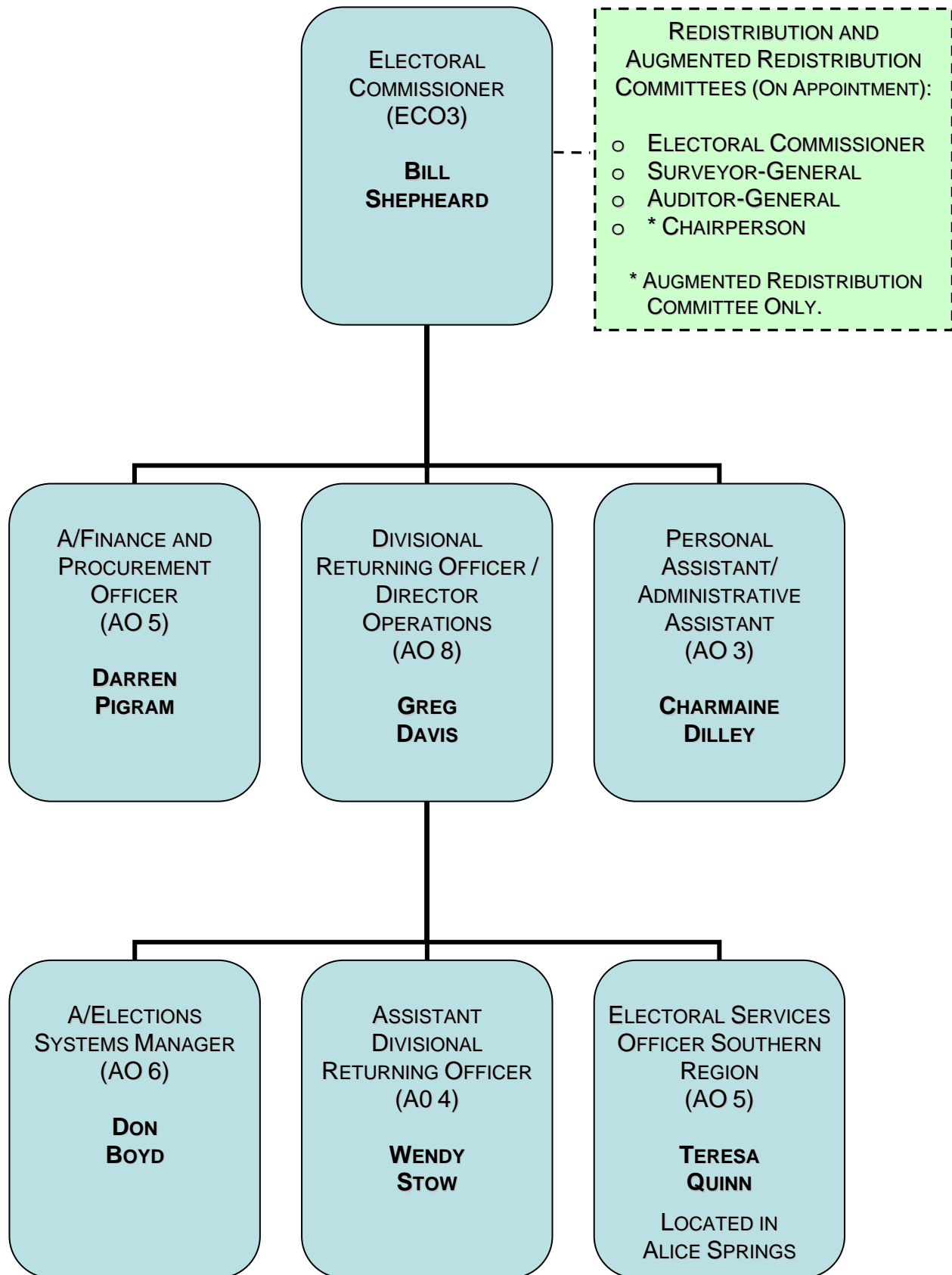
- Integrity;
- Impartiality;
- Transparency and Accountability;
- Commitment to high standards of service delivery;
- Commitment to continuous improvement; and
- Respect of the law.

2.4 LEGISLATIVE BASE

The following Acts and Regulations are administered by the NT Electoral Commission:

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

2.5 ORGANISATIONAL STRUCTURE (AS AT 30 JUNE 2005)



As required under section 28 of the *Public Sector Employment and Management Act*, a comparison of the Commission's staffing profile at 30 June 2004 and 30 June 2005 is as follows:

DESIGNATION	ACTUAL STAFF 30 JUNE 2004	ACTUAL STAFF 30 JUNE 2005
EXECUTIVE CONTRACT OFFICER 3	1	1
ADMINISTRATIVE OFFICER 8	1	1
ADMINISTRATIVE OFFICER 6	1	1
ADMINISTRATIVE OFFICER 5	0	2
ADMINISTRATIVE OFFICER 4	1	1
ADMINISTRATIVE OFFICER 3	1	1
TOTAL	5	7

The Northern Territory Electoral Commission established a full time officer in Alice Springs on 14 April 2005 to enhance the level of service to electors in the southern region of the Northern Territory.

The NTEC officer took up duty in the previously unmanned Australian Electoral Commission office in Alice Springs under interim joint office arrangements, which will be subject to review in 2006.

The Alice Springs Office is now destined to become increasingly important as a management hub for all future Central Australian polls.

There were also three staff employed on a temporary full time basis, from May 2005 to undertake a range public awareness activities on behalf of the Commission in the lead up and conduct of the 2005 Legislative Assembly General Election. A trainee has also been employed for the last 5 months of the financial year in the Darwin office.

During the election period the Commission also employed 396 casual staff to undertake a range of duties associated with the election. The length of employment of these staff ranged from one day (eg. static polling staff) up to 4 weeks (eg. postal voting staff who were then available for the recount of votes). A few of these staff were seconded from both the Territory and Commonwealth government departments while most were local people engaged in temporary employment.

2.6 NATIONAL REPRESENTATION

The NT Electoral Commission is a member of the Electoral Council of Australia (ECA).

The ECA is a consultative council of principal electoral officers from all State/Territories and senior electoral officials from the Commonwealth. It generally meets quarterly, timing these meetings with the conduct of State and Federal General Elections, wherever possible.

The ECA provides a forum to deal with issues related to the maintenance of the joint electoral rolls, the implementation of new electoral legislation and issues of common interest and 'best practice' in the management of elections.

3. OPERATIONS REPORT

3.1 YEAR AT A GLANCE & FUTURE OUTLOOK

The following is a chronological summary of the significant events of the past year:

AUGUST 2004	Appointment of Kerry Heisner as Electoral Commissioner
SEPTEMBER 2004	Appointment of Barry Chambers as Chair of the Augmented Redistribution Committee
OCTOBER 2004	Resignation of Electoral Commissioner
NOVEMBER 2004	Gazettal of Legislative Assembly Electoral Boundaries
DECEMBER 2004	Katherine Municipal Council Aldermanic By-Election
APRIL 2005	Appointment of Bill Shephard as Electoral Commissioner
JUNE 2005	Legislative Assembly General Election

In regard to the upcoming year or so, the following tasks and projects are expected to feature heavily on the Commission's agenda:

- Compilation of a comprehensive Election Report in respect to the 2005 Legislative Assembly General Election;
- Development of a comprehensive Strategic Plan for the NTEC;
- Review of the organisational structure of the NTEC;
- Review of the operational and property arrangements with the AEC in relation to the Alice Springs office;
- Review of the *Electoral Act* in light of operational experience at the 2005 Legislative Assembly Elections;
- Review of the *Referendums Act* to bring it into line with the provisions of the new *Electoral Act*;
- Provision of advice in respect to the proposed review of the Local Government legislation related to electoral provisions;
- Renegotiation of a new Joint Rolls Arrangement with the Commonwealth;
- Development of programs and support materials to raise public awareness on electoral matters;
- Research on relevant electoral topics and issues;
- Review of the planning, support tools and policy related to election management; and
- Development of the NT Electoral Commission's website.

3.2 ROLL MANAGEMENT

3.2.1 BACKGROUND

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.

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 and provides the AEC with relevant elector/geographic information and 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 monitor and report on the service delivery, planning, performance and emerging roll maintenance issues.

3.2.2 ENROLMENT ACTIVITY

On 30 June 2005 there were 112,095 electors on the Territory roll, an increase of 3,616 (or 3.3%) during the course of 2004-05.

Enrolment transactions processed were quite high during the year, with increased enrolment being generated by additional field activity, several enrolment initiatives, increased mail-outs and the conduct of the Federal and Legislative Assembly General Elections.

The names of a total of 16,653 electors were added to the NT roll whilst the names of 13,042 electors were removed.

A further 13,390 changes of address were also processed in respect to NT electors who had moved within the Northern Territory.

Interstate transfers registered a net gain of 759 electors.

Overall, the number of enrolment forms processed during the year increased by 37.79% on the previous year.

A comparative table covering transactions that generated either additions or deletions from the joint electoral roll over the past two years follows:

ENROLMENT AT START OF FINANCIAL YEAR	2003-04	2004-05
	108,334	108,479
PLUS ADDITIONS TO THE ROLL		
NEW ENROLMENTS	2,835	4,609
RE-ENROLMENTS	2,953	4,548
RE-INSTATEMENTS	73	189
INTERSTATE TRANSFERS TO NT	6,224	7,307
TOTAL ADDITIONS	12,085	+ 16,653
LESS DELETIONS TO THE ROLL		
REMOVAL BY OBJECTION	4,621	5,493
DEATHS	562	796
DUPLICATIONS	56	205
INTERSTATE TRANSFERS FROM NT	6,700	6,548
TOTAL DELETIONS	11,939	- 13,042
ADJUSTMENT (FEDERAL ONLY ENROLMENT, PROVISIONAL ENROLMENT AND OTHER REASONS).	- 1	+ 5
TOTAL ADJUSTMENTS	- 1	+ 5
ENROLMENT AT FINISH OF FINANCIAL YEAR	108,479	112,095

NOTES:

- **NEW ENROLMENTS** include electors enrolling who have not been enrolled previously on any State/Territory roll (and includes provisional electors who turn 18 years of age);
- **RE-ENROLMENTS** include 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** include electors who were removed for an address, by objection or another reason, but whose enrolment for that address was later reinstated following receipt of additional information;

- **INTERSTATE TRANSFERS TO NT** are electors enrolled for an interstate address who changed their address to an NT address;
- **INTERSTATE TRANSFERS FROM NT** are electors enrolled in the NT who changed their address to an interstate address;
- **REMOVED BY OBJECTION** are electors who have failed to provide just cause as to why their name should not be removed from the roll for their enrolled address;
- **DUPLICATIONS** are cases of removal of an elector's name on 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** are electors who qualify for Commonwealth enrolment 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** include electors who are enrolled on the Christmas and Cocos (Keeling) Islands which forms part of the Federal roll for the Division of Lingjari but not the Northern Territory Legislative Assembly roll and transfer to or from an address within the Territory.

However, 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 are notifying a change of address within their current NT Division or to another NT Division. In addition, there are other cases where electors submit an enrolment card or an amendment card is internally generated 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 two years follows:

ENROLMENT TRANSACTIONS	2003-04	2004-05
TRANSFERS BETWEEN DIVISIONS	8,029	8,028
CHANGES WITHIN DIVISIONS	4,710	5,362
NO CHANGE/AMENDMENTS	3,880	4,621
TOTAL TRANSACTIONS	16,619	18,011

The vast majority of enrolment transactions are generated through Continuous Roll Update mail-outs from data exchange arrangements and by electors simply picking up forms from the Post Office.

However, the NTEC also distributes enrolment forms through a network of Territory agencies and also collects forms during its own electoral events. In fact, it is

estimated that over 4,600 enrolment forms were collected by the NT Electoral Commission through these efforts over the past year.

3.2.3 ELECTORAL ROLL REVIEWS

The Joint Roll Arrangement with the Commonwealth requires that regular reviews by mail and other means take place to maintain the accuracy of the roll.

A program known as Continuous Roll Update (CRU) provides for joint management of activities, with all processing being done by the Australian Electoral Commission.

During 2004-05, ranges of roll review activities were undertaken as part of the CRU program. These activities included the following:

- Mailing of 15,055 enrolment reminders to persons who had notified a change of address with a range of agencies;
- Mailing of 6,762 review letters based on existing roll and address data to check the enrolment details of residents. These letters comprised 3362 letters to houses that had no electors enrolled, 3091 letters to addresses with a record of a high turnover of electors (e.g. units and defence housing, etc.), 309 letters to addresses that had an excessive number of electors enrolled and a further 1214 letters for other various reasons;
- A background match of the roll against external data sources to confirm the accuracy of current enrolments; and
- The regular processing of Registrar of Birth, Deaths and Marriages data (including checks against the national Fact of Death File to remove deceased persons from the roll).

Following the 2004 redistribution, 1994 electoral boundaries letters were sent to electors affected by the changes, advising them of their new electoral division. The exercise was also used to review the roll by seeking confirmation from those electors involved.

3.3 ELECTIONS MANAGEMENT

3.3.1 OVERVIEW

Despite the need to postpone some Community Government and other organisation elections because of the 2005 NT Legislative Assembly General Election, the number of elections conducted by the NT Electoral Commission continued to increase this financial year.

A comparative table summarising the break up of the elections conducted over the past three years follows:

TYPE OF ELECTION	2002-03	2003-04	2004-05
LEGISLATIVE ASSEMBLY SEATS	0	1	25
MUNICIPAL COUNCILS *	0	15	1
COMMUNITY GOVERNMENT COUNCILS *	24	30	28
OTHER ORGANISATIONS	19	14	11
TOTAL	43	60	65

*** NOTE:**

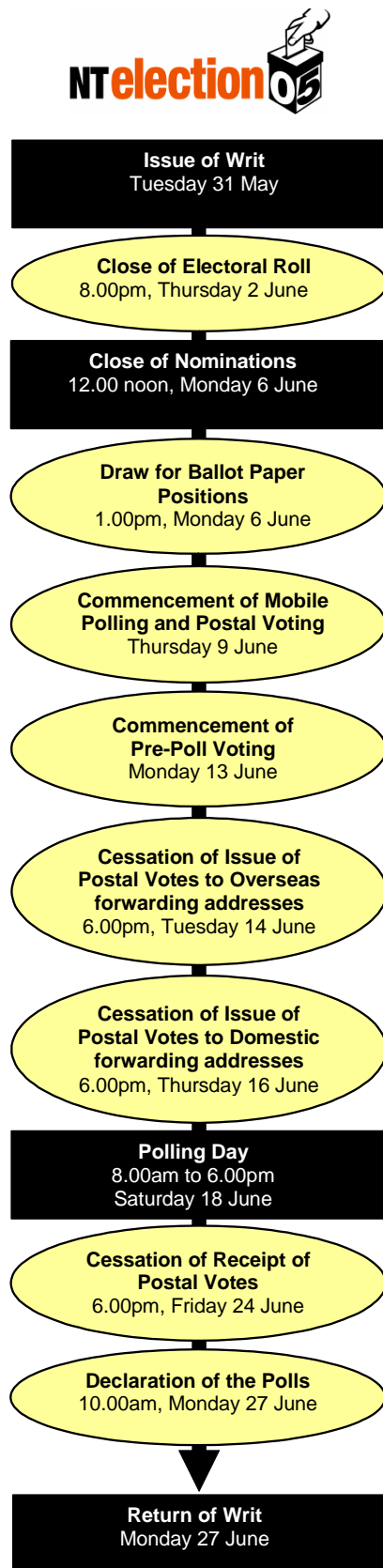
Where Municipal and Community Councils conduct elections by ward, the ward elections are counted individually in the above table.

In addition to the elections enumerated above and in accordance with reciprocal arrangements between States/Territories, the Northern Territory Electoral Commission also provided postal/pre-poll services to several State jurisdictions in respect to the conduct of their General and By-elections.

All deadlines and legislative requirements were met in respect to the polls conducted by the Commission.

3.3.2 2005 NT LEGISLATIVE ASSEMBLY GENERAL ELECTION - KEY MILESTONES AND OPERATIONAL DEADLINES.

The following chart outlines the Key Milestones and Operational Deadlines for the 2005 NT Legislative Assembly General Election:



TIMETABLE REQUIREMENTS UNDER THE ELECTORAL ACT 2004

Issue of Writ (Sect. 27)

The writ authorises the Northern Territory Electoral Commission to conduct the election in accordance with the *Electoral Act 2004*.

The Writ sets the date for the close of nominations, Polling Day and the return of the Writ.

The date of the Writ directly or indirectly triggers all other key milestones and operational deadlines.

Nominations must close at 12 noon 6 days after the issue of the Writ.

Polling Day must be 18 days after the issue of the Writ.

Close of Electoral Roll (Sect. 8)

The electoral roll is closed during the period starting at 8 pm 2 days after the date of the issue of a writ for an election and ending at the close of polling for the election.

Draw for Ballot Paper Positions (Sect. 28(a))

A draw for ballot paper positions is conducted as soon as practicable after the close of nominations.

Mobile Voting (Sect. 3)

Mobile Polling facilities may be provided in remote areas and special institutions.

Mobile polling may start 9 days after the date of the issue of the writ for the election and must end no later than 6 pm on Polling Day.

Postal Voting (Sect. 62, Sect. 112)

Postal votes may be dispatched 9 days after the date of the issue of the Writ.

An elector may cast a postal vote at any time during the postal voting period which concludes at 6 pm on Polling Day.

Postal votes must be received by 6pm on the Friday following Polling Day in order to be included in the count.

Pre-Poll Voting (Sect. 3)

Pre-polling starts 13 days after the date of the issue of the writ and ends at 6 pm on the day before polling day.

Declaration of the Polls (Sect. 131)

Results of the election are required to be publicly declared as soon as practicable after they have been determined.

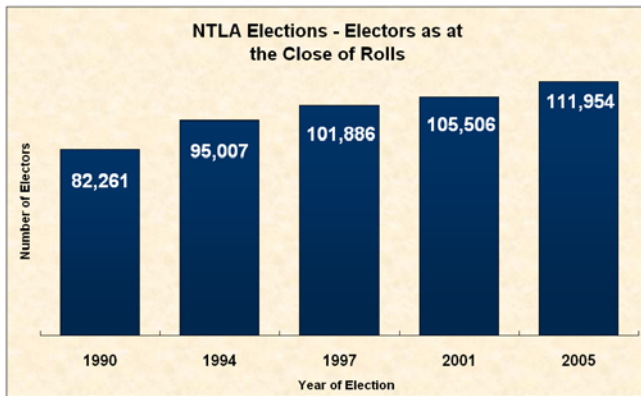
Return of the Writ (Sects. 133, 134)

The Writ traditionally sets out a date for its return, which is usually about 5 weeks after Polling Day.

Disputed Returns (Sect. 236)

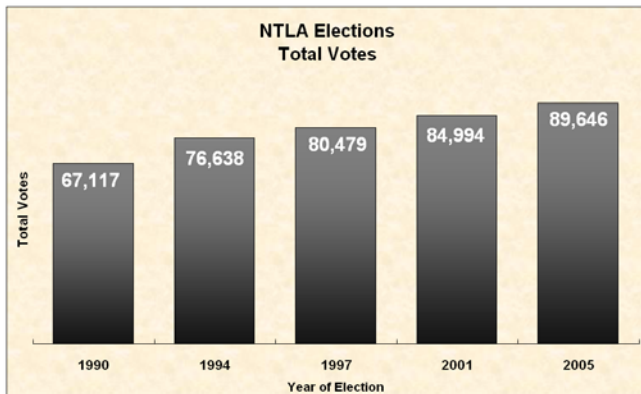
An application to dispute the validity of an election must be made to the Supreme Court no later than 21 days after date fixed for the return of the Writ.

The following tables provide comparison data on various general performance indicators at NT Legislative Assembly General Elections:



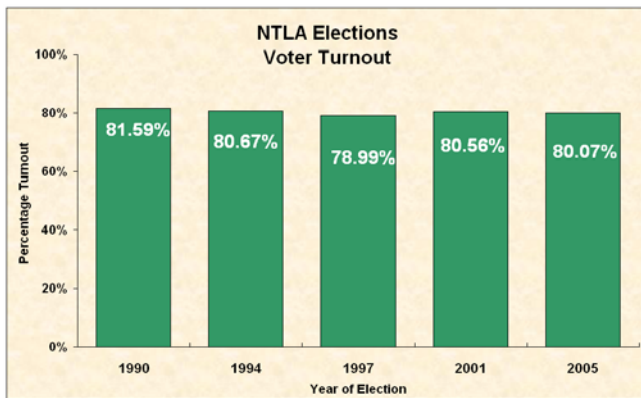
ELECTORS AS AT THE CLOSE OF ROLL

The number of electors enrolled at NT Legislative Assembly General Elections shows consistent and continual growth.



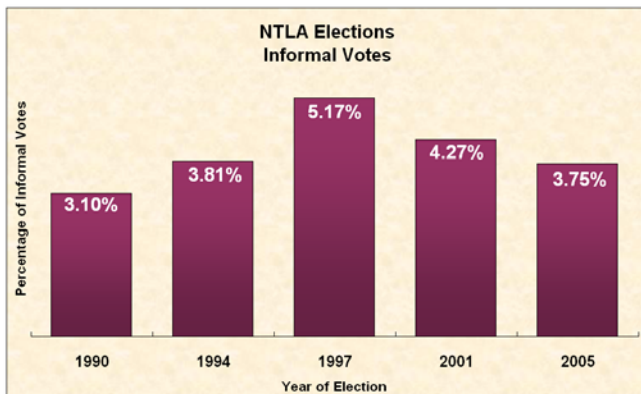
TOTAL VOTES

The number of electors casting a vote at NT Legislative Assembly General Elections also shows similar consistent and continual growth.



VOTER TURN-OUT

The voter turnout percentage at NT Legislative Assembly General Elections has varied very little over recent events; however, this is considerably lower than in other jurisdictions.



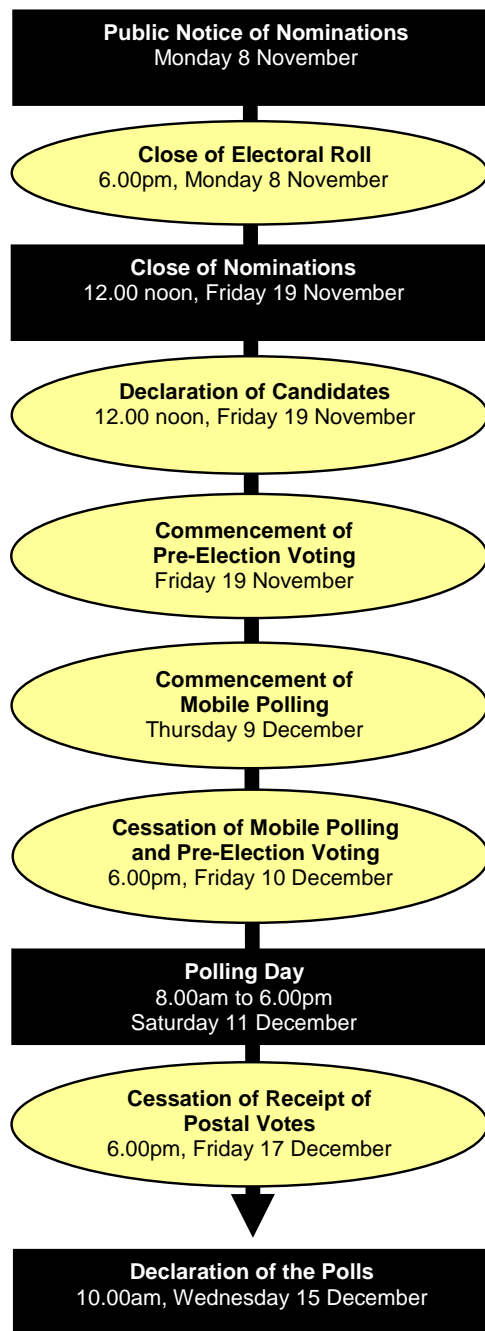
INFORMAL VOTES

A general trend of a rising informal vote seems to have taken a positive turn. The impact of a change to legislation that allowed an elector requiring assistance to complete a ballot paper to nominate someone other than a polling official to provide that help will be fully explored in the 2005 Legislative Assembly General Election Report.

A comprehensive Election Report on the 2005 Legislative Assembly General Election will be tabled in the Assembly in early 2006.

3.3.3 KATHERINE TOWN COUNCIL BY-ELECTION

A By-Election for the position of Alderman for the Katherine Town Council was conducted on Saturday 11 December 2004. Relevant key activities and deadlines were as follows:



TIMETABLE REQUIREMENTS UNDER THE *Local Government Act 2004* and the *Local Government (Electoral) Regulations*.

Public Notice of Nominations (Reg. 11)

A returning officer shall invite nominations for an election by giving public notice and shall invite nominations by publishing a notice in a newspaper circulating in the municipality.

Close of Electoral Roll (Reg. 10)

The Commission shall, for the purpose of an election, close the roll at 6.00pm on the day on which the returning officer publishes a notice, or the first of such notices, under regulation 11.

Close of Nominations (Sect. 46)

Nomination day, in the case of a by-election, is the first Friday after the expiration of 10 days after the date of the last publication of the notice inviting nominations for the election.

Declaration of Candidates (Reg. 15)

At 12.00 noon on nomination day, the returning officer shall, publicly declare the names and addresses of all candidates nominated.

Mobile Voting (Reg. 29(1A))

A returning officer may use mobile polling teams to service the voting needs of a class of voters, such as the in-patients or inmates in a hospital or institution.

Postal Voting (Reg. 19)

Electors may apply for a postal ballot paper if they are unable to attend a polling place. Postal votes must reach the returning officer no later than 6.00pm on the Friday following Polling Day.

Pre-Poll Voting (Reg. 28A)

Pre-Poll voting commences after the close of nominations up to 6.00pm on the day before the Polling Day.

Polling Day (Sect. 40)

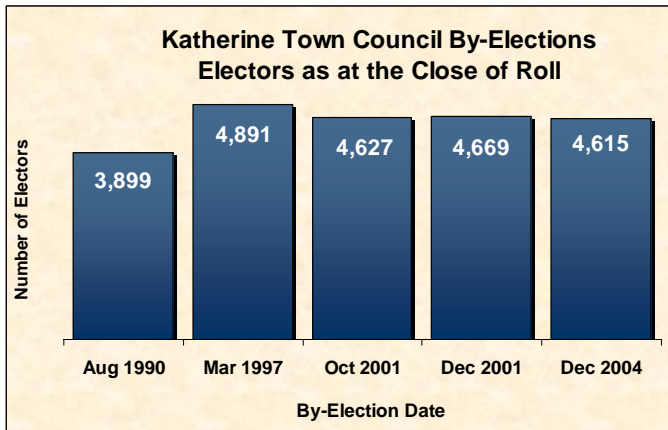
The date for holding a by-election shall be the fourth Saturday following nomination day. The hours of polling are 8.00am to 6.00pm.

Declaration of Poll (Reg. 71)

Results of the election are required to be publicly declared as soon as practicable after they have been determined.

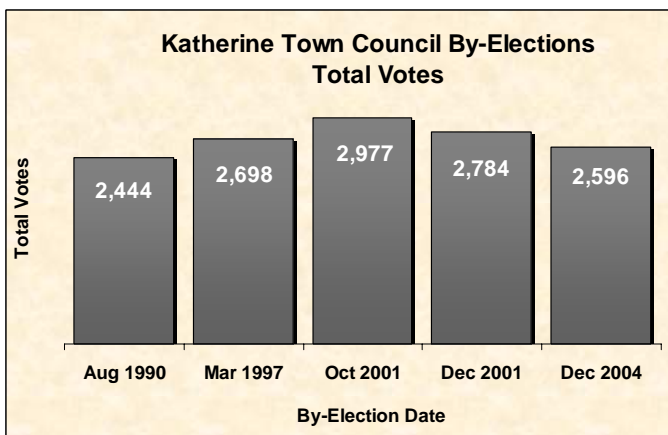
NOTE: In this case the Poll was declared on 15 December, as the votes outstanding could not have influenced the results.

The following tables provide comparison data on various general performance indicators at previous By-Elections for the Katherine Town Council:



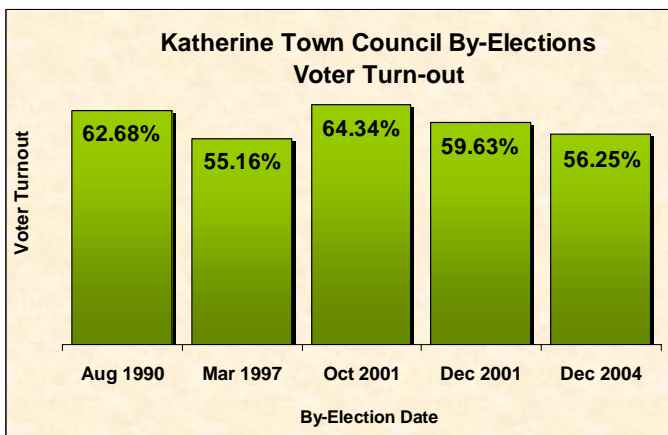
**ELECTORS AS AT THE
CLOSE OF ROLL**

Numbers on the roll have not varied very much over the past few by-elections.



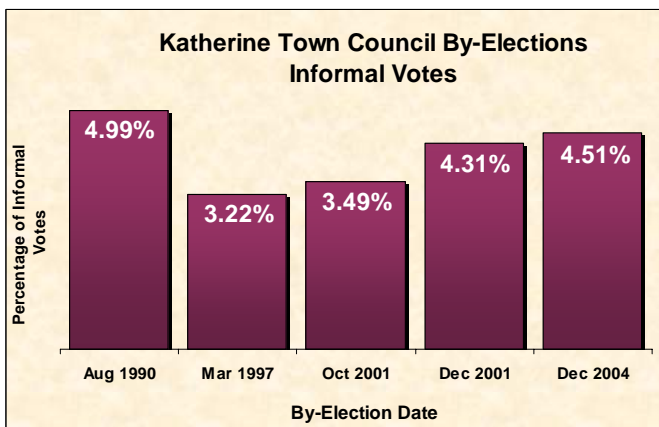
TOTAL VOTES

Numbers of voters casting a vote have shown some decline at the past few by-elections.



VOTER TURN-OUT

Turnout rates are showing a marginal decline in more recent times. Although turnout at by-elections is expected to be lower than at General elections, this turnout rate does not compare particularly well with other local government authorities during the same period.



INFORMAL VOTES

Informal voting in the jurisdiction is showing a trend for growth, albeit marginal at by-elections.

3.4 PUBLIC AWARENESS

Mr Steve Kennedy was seconded from the Australian Electoral Commission for six weeks from 23 February 2005 to survey stakeholders on public awareness issues. Information gathered was used to outline a public awareness and advertising campaign for use at the Legislative Assembly General Election.

In conjunction with the Australian Electoral Commission, significant resources of the NT Electoral Commission were directed to conducting field operations designed to raise awareness about the new electoral boundaries, the pending General Election and enrolment/voting obligations.

Three temporary public awareness officers were appointed by the NT Electoral Commission to assist with field operations in the lead up to the June 2005 Legislative Assembly General Election. These Officers delivered electoral education sessions and were involved in roll maintenance activities across the Northern Territory. They were also heavily involved in preparation and delivery of joint initiatives with the Australian Electoral Commission on the NT show circuit and stalls at community events.

Up to the close of the rolls for the General Election, the public awareness officers visited 39 remote and rural communities to update enrolment, provide electoral information and gather intelligence that would assist in election planning. They were also involved in public awareness activities with other target groups and attended major community gatherings and events in regional and remote centres. Following the close of rolls for the Legislative Assembly General Election, these officers then visited a further 47 communities to encourage participation and publicise election arrangements

Full details of the public awareness drive associated with the General Election will be provided in the report on the 2005 Legislative Assembly General Election.

3.5 REDISTRIBUTION OF ELECTORAL BOUNDARIES

The new Act (*Electoral Act 2004*) came into force on 15 March 2004. It prescribed that the first redistribution must start as soon as practicable after its commencement and subsequent redistributions would occur as soon as practicable after 2 years and 6 months after the Polling Day for the last General Election.

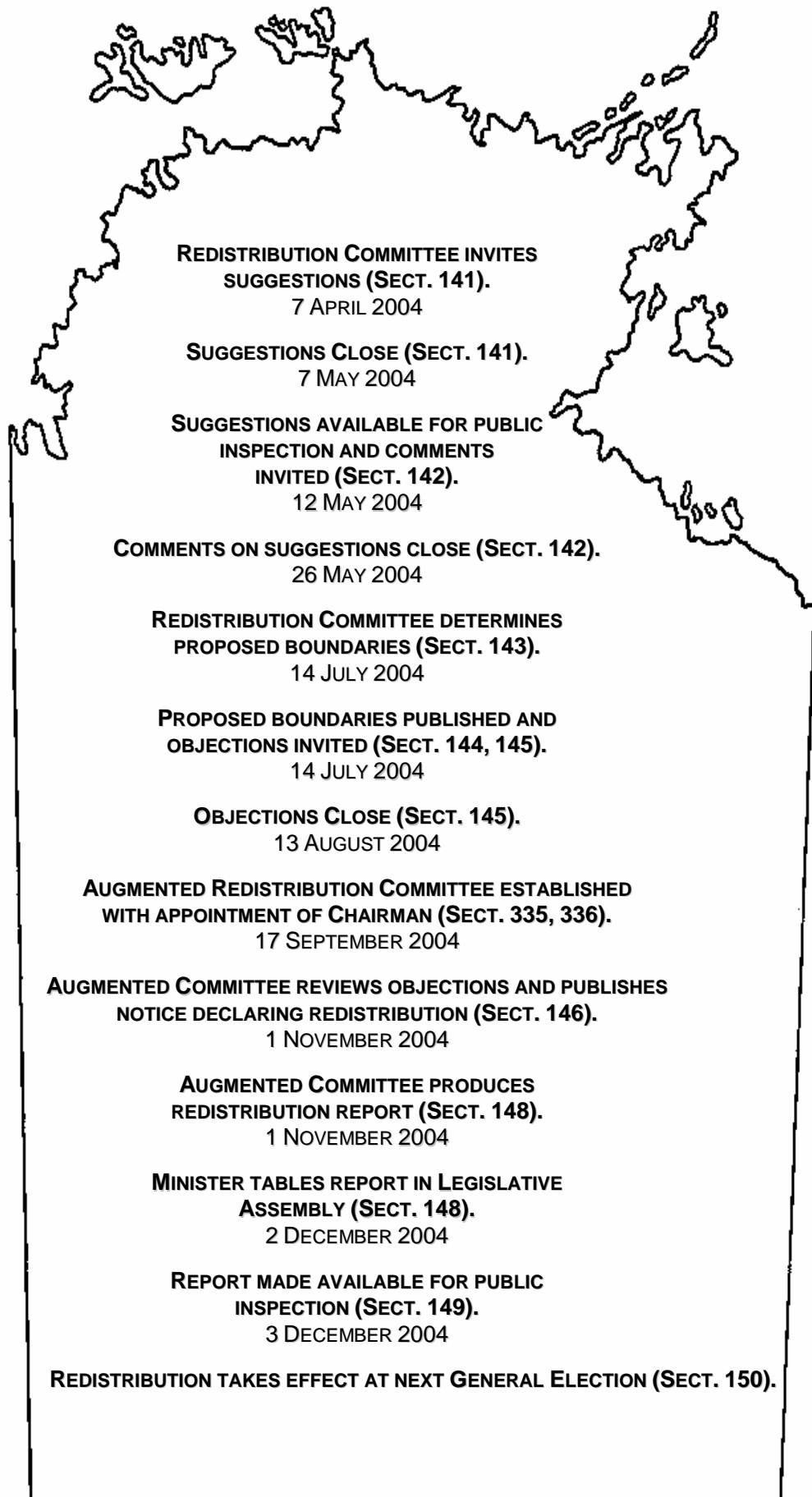
A redistribution of electoral boundaries was therefore commenced by the Redistribution Committee in 2003/04 and continued into this financial year.

Mr Barry Chambers was appointed by the Administrator as the Chairman of the Augmented Redistribution Committee in September 2004.

The Augmented Redistribution Committee gazetted the new electoral boundaries on 1 November 2005. A total of 1944 letters were forwarded to households where electors had been transferred to a new Division.

The gazetted boundaries came into effect at the June 2005 Legislative Assembly General Election.

THE TIMELINE FOR THE 2004 REDISTRIBUTION WAS AS FOLLOWS:



The following table compares the enrolment figures for each Division following the 2000 Redistribution with the pre and post 2004 Redistribution:

ELECTORAL DIVISION	ENROLMENT 2000 DISTRIBUTION	ENROLMENT 23.09.2004	ENROLMENT 23.09.2004	PERCENTAGE +/-
	26.04.2000	PRE- DISTRIBUTION	POST- DISTRIBUTION	QUOTA
ARAFURA	4,510	4,599	4,599	+ 3.5
ARALUEN	4,381	4,498	4,498	+ 1.2
ARNHEM	4,475	4,709	4,709	+ 5.9
BARKLY	3,910	3,933	4,190	- 5.7
BLAIN	4,253	4,490	4,490	+ 1
BRAITLING	4,469	4,557	4,383	- 1.4
BRENNAN	4,279	5,366	4,513	+ 1.5
CASUARINA	4,280	4,206	4,206	- 5.4
DALY	3,900	4,113	4,633	+ 4.2
DRYSDALE	4,316	4,858	4,448	+ 0.1
FANNIE BAY	4,327	4,249	4,646	+ 4.5
GOYDER	4,095	4,741	4,472	+ 0.6
GREATOREX	4,478	4,726	4,567	+ 2.7
JOHNSTON	4,337	4,293	4,293	- 3.4
KARAMA	4,417	4,304	4,304	- 3.2
KATHERINE	4,353	3,921	4,705	+ 5.8
MACDONELL	4,352	4,444	4,444	0
MILLNER	4,403	4,433	4,433	- 0.3
NELSON	4,024	4,273	4,501	+ 1.3
NHULUNBUY	4,570	4,480	4,480	+ 0.8
NIGHTCLIFF	4,523	4,487	4,487	+ 0.9
PORT DARWIN	4,172	4,788	4,391	- 1.2
SANDERSON	4,495	4,381	4,381	- 1.4
STUART	3,856	4,028	4,104	- 7.7
WANGURI	4,321	4,253	4,253	- 4.3
TOTALS	107,496	111,130	111,130	
QUOTA	4,300		4,445	

Copies of the committee's report are available from the Commission's website or from its offices.

A comparative table that includes the activity levels of the past two Legislative Assembly Redistribution processes follows:

CATEGORY	2000 REDISTRIBUTION	2004 REDISTRIBUTION
NO. OF DIVISIONS	25	25
NO. OF SUBMISSIONS LODGED	5	17
NO. OF COMMENTS ON SUBMISSIONS LODGED	20	11
NO. OF OBJECTIONS LODGED	21	10
DURATION OF REDISTRIBUTION	6 MONTHS	7 MONTHS

3.6 PROVISION OF ELECTORAL ADVICE

The NT Electoral Commission responded to all ad hoc enquiries from stakeholders this financial year, especially during the 2005 Legislative Assembly General Election. During the lead up to the General Election, staff from the Commission fielded a large number of enquiries from the public regarding a range of electoral matters including candidacy issues. Candidate's Packs, often accompanied by verbal advice, were provided to all those people who sought them.

Many community associations sought advice regarding holding elections and changes to be incorporated into their revised constitutions in line with the changes required by the Territory's *Associations Act*.

3.7 ELECTORAL COUNCIL OF AUSTRALIA

The Northern Territory Electoral Commission attended all meetings of the Electoral Council of Australia during 2004-05.

The ECA continued to focus heavily on Continuous Roll Update (CRU) strategies, methodologies and performance outcomes during this financial year.

The major tasks and issues addressed this year by the ECA included:

- Redesign of the joint enrolment forms to facilitate intelligent character recognition scanning of enrolment forms;
- A review and redesign of the CRU correspondence to electors (with the new letters entering production in January 2005);
- A national survey of public access to electoral roll personal information;
- Discussion of the federal government's proposal to upgrade the proof of identity requirements for persons claiming electoral enrolment;
- Agreement to recommence the purchase of Australia Post change of address data following a reduction in the price of the supply of this information; and
- Sponsorship of a 3-year research scholarship at the Australian National University.

3.8 RESEARCH

An informal vote survey was commenced in this financial year. Its findings will be included in the 2005 NT Legislative Assembly Election Report.

No other research projects have been commenced in this financial year.

3.9 POLITICAL PARTY REGISTRATION

Following the establishment of party registration requirements, the NT Electoral Commission produced various handbooks and forms for use by the relevant authorities of political parties.

An invitation was extended to all federally registered political parties to attend an information presentation on party registration. The presentation was held on 23 February 2005 and 3 parties attended the event. Handbooks and registration forms were supplied to attendees and mailed to parties not in attendance.

Party registration action was curtailed for the election period on the issue of the Writ for the 2005 Legislative Assembly General Election. At that point, four parties had registered namely:

- The Greens;
- Northern Territory Country Liberal Party;
- Australian Labor Party NT (ALP); and
- Socialist Alliance.

Details of registered parties, handbooks and forms are available from the offices of the NT Electoral Commission or the Commission's website.

3.10 FINANCIAL DISCLOSURE

Following the establishment of financial disclosure requirements, the NT Electoral Commission produced various handbooks and forms for use by candidates, political parties, political party entities and donors.

At the request of the Country Liberal Party Members of the Legislative Assembly, the Commission conducted a presentation on obligations of candidates. All CLP Members of the Legislative Assembly attended the presentation.

Although the Legislative Assembly General Election was held in this financial year, candidates (and their donors), broadcasters and publishers have until 3 October 2005 to lodge their individual returns and political parties have until 5 December 2005 to submit their annual return.

Handbooks and forms are available at any office of the NT Electoral Commission or on the Commission's website.

At the appropriate time, copies of all returns will be made available at offices of the NT Electoral Commission and a summary will also be provided on the Commission's website.

4. FINANCIAL REPORT

4.1 FINANCIAL STATEMENT OVERVIEW

NORTHERN TERRITORY ELECTORAL COMMISSION FINANCIAL STATEMENT OVERVIEW FOR THE YEAR ENDED 30 JUNE 2005

The 2004-05 Annual Financial Report presents the Northern Territory Electoral Commission's second annual Financial Statements as a separate Agency under the Administrative Arrangements Order. The financial report has been prepared in accordance with the requirements of the *Financial Management Act*, Treasurer's Directions and, the *Public Sector Employment and Management Act*. As this is the second year the Commission has operated as a separate Agency, the statements contain comparative information for the 2004-05 and 2003-04 financial years.

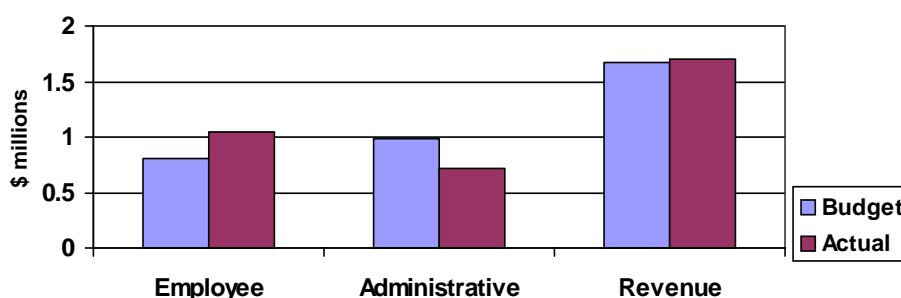
STATEMENT OF FINANCIAL PERFORMANCE

For the year ended 30 June 2005, the Commission recorded a net operating deficit of \$0.07 million in comparison to a budgeted net deficit of \$0.13 million. This positive year end result was attributed to higher than expected Agency source revenue and a slight under spend in Agency expenses.

The Commission's total revenue for the year was \$1.70 million in comparison to the budgeted amount of \$1.67 million. The Commission's main revenue source is Output Revenue totaling \$1.57 million. The balance of \$0.13 million is comprised of a notional revenue amount of \$0.1 million being for services received free of charge from Department of Corporate and Information Services and Agency own source revenue of \$0.03 million.

Total Operating Expenses of \$1.77 million comprised of \$1.05 million for employee costs and \$0.72 million for administrative expenditure. Total administrative costs include a notional amount of \$104,000 for services received free of charge from the Department of Corporate and Information Services.

Performance VS Actuals



Employee costs for the Commission were over budget for the financial year as the Commission was required to conduct the Northern Territory Legislative Assembly election late in the financial year. The result of running the election caused funding for other operational projects to be redirected to account for the increase in employee costs.

STATEMENT OF FINANCIAL POSITION

The net asset position for the Commission at 30 June 2005 was negative \$0.04 million compared to the net position of \$0.11 million at the commencement of the year. This decrease was largely attributed to the net operating deficit for the financial year.

The Commission's deficit was largely attributed to a reduction in Agency Receipts, from returning unearned revenue held for conducting Municipal Council elections.

4.2 CERTIFICATION OF FINANCIAL STATEMENTS

NORTHERN TERRITORY ELECTORAL COMMISSION CERTIFICATION OF FINANCIAL STATEMENTS FINANCIAL REPORT

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 Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes to and forming part of the financial statements, presents fairly the financial performance for the year ended 30 June 2005 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.



BILL SHEPHEARD
ELECTORAL COMMISSIONER

31 August 2005



DARREN PIGRAM
FINANCE & PROCUREMENT OFFICER

31 August 2005

4.3 STATEMENT OF FINANCIAL PERFORMANCE

**NORTHERN TERRITORY ELECTORAL COMMISSION
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2005**

	NOTE	2005 \$000	2004 \$000
OPERATING REVENUE			
SALES OF GOODS AND SERVICES			
OUTPUT REVENUE		1 566	1 016
OTHER AGENCY REVENUE		22	218
INTEREST REVENUE			
MISCELLANEOUS REVENUE		4	0
SERVICES RECEIVED FREE OF CHARGE	14	104	60
TOTAL OPERATING REVENUE	2	1 696	1 294
OPERATING EXPENSES			
EMPLOYEE EXPENSES		1 048	626
ADMINISTRATIVE EXPENSES	3		
PURCHASES OF GOODS AND SERVICES		609	489
REPAIRS AND MAINTENANCE		1	0
DEPRECIATION AND AMORTISATION	6	3	3
OTHER ADMINISTRATIVE EXPENSE		104	60
TOTAL OPERATING EXPENSES	2	1 765	1 178
NET OPERATING SURPLUS/ (DEFICIT)	13	(69)	116
TOTAL REVENUES, EXPENSES AND VALUATION ADJUSTMENTS RECOGNISED DIRECTLY IN ACCUMULATED FUNDS			
		0	0
TOTAL CHANGES IN ACCUMULATED FUNDS FROM NON-OWNER RELATED TRANSACTIONS			
		0	0

*THE STATEMENT OF FINANCIAL PERFORMANCE IS TO BE READ IN CONJUNCTION WITH THE NOTES TO
THE FINANCIAL STATEMENTS.*

4.4 STATEMENT OF FINANCIAL POSITION

NORTHERN TERRITORY ELECTORAL COMMISSION STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED 30 JUNE 2005

	NOTE	2005 \$000	2004 \$000
ASSETS			
CURRENT ASSETS			
CASH AND DEPOSITS	4	220	371
RECEIVABLES	5	10	11
TOTAL CURRENT ASSETS		230	382
NON-CURRENT ASSETS			
RECEIVABLES	5		
PROPERTY, PLANT AND EQUIPMENT	6	11	14
TOTAL NON-CURRENT ASSETS		11	14
TOTAL ASSETS		241	396
LIABILITIES			
CURRENT LIABILITIES			
DEPOSITS HELD	19	16	0
PAYABLES	7	157	61
PROVISIONS	9	109	82
OTHER LIABILITIES	8		144
TOTAL CURRENT LIABILITIES		282	287
NON-CURRENT LIABILITIES			
BORROWING'S AND ADVANCES			
PROVISIONS	9		
OTHER LIABILITIES	8		
TOTAL NON CURRENT LIABILITIES			
TOTAL LIABILITIES		282	287
NET ASSETS		(41)	109
EQUITY			
CAPITAL	10	(88)	(7)
ACCUMULATED FUNDS	10	47	116
TOTAL EQUITY		(41)	109

*THE STATEMENT OF FINANCIAL POSITION IS TO BE READ IN CONJUNCTION WITH THE NOTES TO
THE FINANCIAL STATEMENTS*

4.5 STATEMENT OF CASH FLOWS

NORTHERN TERRITORY ELECTORAL COMMISSION STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2005

	NOTE	2005 \$000	2004 \$000
CASH FLOWS FROM OPERATING ACTIVITIES		(OUTFLOWS)/ INFLOWS	(OUTFLOWS)/ INFLOWS
OPERATING RECEIPTS			
<i>RECEIPTS FROM SALES OF GOODS AND SERVICES</i>			
OUTPUT REVENUE RECEIVED		1566	1 016
OTHER AGENCY RECEIPTS		(118)	362
RECEIPT OF GOODS AND SERVICES TAX		58	11
TOTAL OPERATING RECEIPTS		1506	1 389
OPERATING PAYMENTS			
PAYMENTS TO EMPLOYEES		(967)	(530)
SUPERANNUATION BENEFITS PAID		(52)	(38)
PAYMENTS FOR GOODS AND SERVICES		(516)	(429)
PAYMENTS FOR GOODS AND SERVICES TAX		(57)	(22)
TOTAL OPERATING PAYMENTS		(1 592)	(1 019)
NET CASH FROM/(USED IN) OPERATING ACTIVITIES	11	(86)	370
CASH FLOWS FROM INVESTING ACTIVITIES			
INVESTING RECEIPTS			
PROCEEDS FROM ASSET SALES			
TOTAL INVESTING RECEIPTS			
INVESTING PAYMENTS			
PURCHASE OF ASSETS	6		(17)
ADVANCES AND INVESTING PAYMENTS			
TOTAL INVESTING PAYMENTS			(17)
NET CASH FROM/(USED IN) INVESTING ACTIVITIES			(17)
CASH FLOWS FROM FINANCING ACTIVITIES			
FINANCING RECEIPTS			
DEPOSITS RECEIVED	19	16	
EQUITY INJECTION	12		17
TOTAL FINANCING RECEIPTS		16	17
FINANCING PAYMENTS			
REPAYMENT OF BORROWING			
FINANCE LEASE PAYMENTS			
EQUITY WITHDRAWALS	10	(81)	
TOTAL FINANCING PAYMENTS		(81)	
NET CASH FROM/(USED IN) FINANCING ACTIVITIES		(65)	17
NET INCREASE IN CASH HELD			
NET INCREASE/(DECREASE) IN CASH HELD		(151)	370
CASH AT BEGINNING OF FINANCIAL YEAR		371	1
CASH AT END OF FINANCIAL YEAR	4	220	371

THE STATEMENT OF CASH FLOWS IS TO BE READ IN CONJUNCTION WITH THE NOTES TO
THE FINANCIAL STATEMENTS

4.6 NOTES TO FINANCIAL STATEMENTS

NORTHERN TERRITORY ELECTORAL COMMISSION NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

(a) 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 Parliamentary appropriations. The Financial Statements encompass all funds through which the Commission controls resources to carry on its functions.

(b) 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. Territory items are revenues, expenses, assets and liabilities controlled by the Government and managed by Agencies on behalf of the Government. The main Territory item is Territory revenue, 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 long service leave.

TERRITORY ITEMS

The Central Holding Authority is the body that recognises all Territory items. During the 2004-05 financial year, the Commission did not administer or manage any Territory items on behalf of Government.

(c) BASIS OF ACCOUNTING

The Financial Statements have been prepared in accordance with the requirements of the *Financial Management Act* and Treasurer's Directions.

Except where stated the Financial Statements have been prepared in accordance with the historical cost convention.

These Financial Statements do not comply with Australian Equivalents to International Financial Reporting Standards, as Australia is not adopting these requirements until reporting periods commencing on or after 1 January 2005. However the potential impact on accounting policies that will arise from the transition to AASB equivalents of IASB pronouncements is disclosed in note 19.

The following is a summary of the material accounting policies, which have been adopted in the preparation of the Financial Statements.

**NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005**

(d) CHANGES IN ACCOUNTING POLICIES

The accounting policies adopted are consistent with those of the pervious year.

(e) REVENUE RECOGNITION

Revenue is recognised at fair value of the consideration received net of the amount of Goods and Services Tax (GST). Exchanges of goods or services of the same nature and value without any cash consideration are not recognised as revenues.

OUTPUT REVENUE

Output Revenue represents Government funding for the Commission's operations and is calculated as the net cost of the Commission's outputs after taking into account funding from the Commission's revenue.

The net cost of the Commission's 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 Commission gains control of the funds.

GRANTS AND OTHER CONTRIBUTIONS

Grants, donations, gifts and other non-reciprocal contributions are recognised as revenue when the Commission 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.

RENDERING OF SERVICES

Revenue from rendering services is recognised in proportion to the stage of completion of the contract.

SALE OF NON-CURRENT ASSETS

The profit or loss on disposal of non-current asset sales is included as revenue at the date control of the asset passes to the buyer, usually when an unconditional contract of sale is signed.

The profit 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.

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

(f) GOODS AND SERVICES TAX

Revenues, 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 an item 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 payable in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis. The GST components of cash flows arising from investing and financing activities which is 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 from, or payable to, the ATO.

(g) INTEREST EXPENSES

Interest expenses include interest and finance lease charges and are expensed as incurred.

(h) CASH AND CASH EQUIVALENTS

For the purpose of the Statement of Financial Position and the Statement of Cash Flows, cash includes cash on hand, cash at bank and cash equivalent assets controlled by the Commission. Cash equivalents are highly liquid short-term investments that are readily convertible to cash.

(i) RECEIVABLES

The collectibility of debtors or receivables is assessed at balance date and specific provision is made for any doubtful accounts.

(j) 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. Property, plant and equipment below the \$5,000 threshold are expensed in the year of acquisition.

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

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

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

	PERIOD	2005	2004
BUILDINGS	YEARS	50	50
INFRASTRUCTURE ASSETS	YEARS	50	50
PLANT AND EQUIPMENT	YEARS	5	5
LEASED PLANT AND EQUIPMENT	YEARS	5	5
CULTURAL ASSETS	YEARS	100	100
INTANGIBLES	YEARS	3	3

Assets are depreciated or amortised from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and held ready for use.

(k) LEASED ASSETS

Leases under which the Agency assumes substantially all the risks and benefits of ownership 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 recorded 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 lease property.

(l) PAYABLES

Liabilities for trade creditors 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. Trade creditors are normally settled within 30 days.

(m) 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 annual leave expected to be settled within twelve months of the reporting date are measured at their nominal amounts based on remuneration rates which are expected to be paid when the liability is settled.

No provision has been made for sick leave, which is non-vesting, as the anticipated pattern of future sick leave to be taken indicates that accumulated sick leave will never be paid.

Employee benefits expenses are recognised in respect of the following categories:

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

As a part of the introduction for Working for Outcomes, the Central Holding Authority assumed the long service leave liabilities of Government Agencies, including the Northern Territory Electoral Commission.

(n) SUPERANNUATION

Employees' Superannuation entitlements are provided through the NT Government and Public Authorities Superannuation Scheme (NTGPASS), Commonwealth Superannuation Scheme (CSS) and non-government employee nominated schemes for those employees commencing on or after 10 August 1999.

The Commission makes superannuation contributions on behalf of its employees to the Central Holding Authority or the non-government employee nominated schemes. Any liability for government superannuation is met directly by the Central Holding Authority and the Commission has and will continue to have no direct superannuation liability.

(o) ROUNDING OF AMOUNTS

Amounts in the Financial Statements and notes to the financial statements have been rounded to the nearest thousand dollars.

(p) COMPARATIVES

Where necessary, comparatives have been reclassified and repositioned for consistency with current year disclosures

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

2. STATEMENT OF FINANCIAL PERFORMANCE BY OUTPUT GROUP

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

	2005 \$000	2004 \$000
3. OPERATING EXPENSES		
THE NET OPERATING SURPLUS HAS BEEN ARRIVED AT AFTER CHARGING THE FOLLOWING EXPENSES:		
ADMINISTRATIVE EXPENSES:		
CONSULTANTS (1)	7	30
ADVERTISING (2)	0	26
MARKETING AND PROMOTION (3)	43	25
DOCUMENT PRODUCTION	81	38
LEGAL FEES	0	2
RECRUITMENT (4)	1	0
TRAINING AND STUDY	0	2
OFFICIAL DUTY FARES	103	29
TRAVELLING ALLOWANCE	37	12
(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 RECRUITMENT RELATED ADVERTISING COSTS.		
4. CASH AND DEPOSITS		
CASH ON HAND	11	1
CASH AT BANK	209	370
TOTAL	220	371
5. RECEIVABLES		
CURRENT		
GST RECEIVABLE	10	11
TOTAL	10	11

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

	2005 \$000	2004 \$000
6(a) PROPERTY, PLANT AND EQUIPMENT		
PLANT AND EQUIPMENT		
AT COST	39	39
LESS ACCUMULATED DEPRECIATION	(28)	(25)
TOTAL	11	14

6(b) PROPERTY, PLANT AND EQUIPMENT (CONTINUED)**RECONCILIATIONS**

RECONCILIATIONS OF THE CARRYING AMOUNTS OF PROPERTY, PLANT AND EQUIPMENT FOR THE CURRENT FINANCIAL YEAR ARE SET OUT BELOW:

	PLANT & EQUIPMENT \$000	TOTAL \$000		PLANT & EQUIPMENT \$000	TOTAL \$000
30 JUNE 2005			30 JUNE 2004		
COST/VALUATION			COST/VALUATION		
BALANCE AT THE BEGINNING OF THE YEAR	39	39	BALANCE AT THE BEGINNING OF THE YEAR	0	0
ADDITIONS	0	0	ADDITIONS	17	17
DISPOSALS	0	0	DISPOSALS		
TRANSFERS (NET)	0	0	TRANSFERS (NET)	22	22
REVALUATION (NET)	0	0	REVALUATION (NET)		
BALANCE AT THE END OF YEAR	39	39	BALANCE AT THE END OF YEAR	39	39
ACCUMULATED DEPRECIATION			ACCUMULATED DEPRECIATION		
BALANCE AT THE BEGINNING OF THE YEAR	(25)	(25)	BALANCE AT THE BEGINNING OF THE YEAR	0	0
DEPRECIATION & AMORTISATION	(3)	(3)	DEPRECIATION & AMORTISATION	(3)	(3)
DISPOSALS			DISPOSALS		
TRANSFERS			TRANSFERS	(22)	(22)
BALANCE AT THE END OF YEAR	(28)	(28)	BALANCE AT THE END OF YEAR	(25)	(25)
WRITTEN DOWN VALUE			WRITTEN DOWN VALUE		
BALANCE AT THE BEGINNING OF THE YEAR	14	14	BALANCE AT THE BEGINNING OF THE YEAR	NIL	NIL
BALANCE AT THE END OF YEAR	11	11	BALANCE AT THE END OF YEAR	14	14

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		2005 \$000	2004 \$000
6(c)	PROPERTY, PLANT AND EQUIPMENT (CONTINUED))		
	PURCHASE OF NON-CURRENT ASSETS		
	PAYMENTS FOR CAPITAL WORKS IN PROGRESS		
	PAYMENTS FOR ACQUISITION OF PLANT AND EQUIPMENT	0	17
	PAYMENTS FOR ACQUISITION OF CULTURAL ASSETS		
	TOTAL PURCHASE PROPERTY, PLANT & EQUIPMENT	<u>0</u>	<u>17</u>
7.	PAYABLES		
	TRADE CREDITORS	46	39
	OTHER CREDITORS	111	22
	TOTAL	<u>157</u>	<u>61</u>
8.	OTHER LIABILITIES		
	UNEARNED REVENUE (ELECTION REVENUE RECEIVED IN ADVANCE)	0	144
	TOTAL	<u>0</u>	<u>144</u>
9.	PROVISIONS		
	CURRENT		
	EMPLOYEE PROVISIONS		
	ANNUAL LEAVE & AIRFARES	76	67
	LEAVE LOADING	13	7
	TOTAL CURRENT EMPLOYEE PROVISIONS	<u>89</u>	<u>74</u>
	OTHER PROVISIONS		
	FRINGE BENEFITS TAX	1	1
	PAYROLL TAX	19	7
	TOTAL OTHER PROVISIONS	<u>20</u>	<u>8</u>
	TOTAL PROVISIONS	<u>109</u>	<u>82</u>
(a)	RECONCILIATIONS		
	ANNUAL LEAVE & AIRFARES	67	8
	REDUCTIONS ARISING FROM PAYMENTS/OTHER SACRIFICES OF FUTURE ECONOMIC BENEFITS	(69)	(4)
	ADDITIONAL PROVISIONS RECOGNISED	78	63
	BALANCE AS AT 30 JUNE 2005	<u>76</u>	<u>67</u>
	LEAVE LOADING	7	4
	REDUCTIONS ARISING FROM PAYMENTS/OTHER SACRIFICES OF FUTURE ECONOMIC BENEFITS	(7)	(2)
	ADDITIONAL PROVISIONS RECOGNISED	13	5
	BALANCE AS AT 30 JUNE 2005	<u>13</u>	<u>7</u>
	FRINGE BENEFIT TAX	1	0
	REDUCTIONS ARISING FROM PAYMENTS/OTHER SACRIFICES OF FUTURE ECONOMIC BENEFITS	(4)	(3)
	ADDITIONAL PROVISIONS RECOGNISED	4	4
	BALANCE AS AT 30 JUNE 2005	<u>1</u>	<u>1</u>

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	2005 \$000	2004 \$000
PAYROLL TAX	8	3
REDUCTIONS ARISING FROM PAYMENTS/OTHER SACRIFICES OF FUTURE ECONOMIC BENEFITS	(47)	(27)
ADDITIONAL PROVISIONS RECOGNISED	<u>58</u>	<u>32</u>
BALANCE AS AT 30 JUNE 2005	<u><u>19</u></u>	<u><u>8</u></u>
THE COMMISSION EMPLOYED 9 EMPLOYEES AS AT 30 JUNE 2005 (2004: 5 EMPLOYEES)		
10. EQUITY		
(a) CAPITAL	(7)	
EQUITY AT THE BEGINNING OF YEAR		
EQUITY INJECTIONS		17
EQUITY WITHDRAWALS	(81)	(24)
BALANCE AT THE END OF YEAR	<u>(87)</u>	<u>(7)</u>
(b) ACCUMULATED FUNDS		
BALANCE AT THE BEGINNING OF YEAR	116	
CURRENT YEAR OPERATING SURPLUS / DEFICIT	(69)	116
BALANCE AT THE END OF YEAR	<u>47</u>	<u>116</u>
11. NOTES TO THE STATEMENT OF CASH FLOWS		
<i>RECONCILIATION OF NET OPERATING SURPLUS / DEFICIT TO NET CASH USED IN OPERATING ACTIVITIES.</i>		
NET OPERATING SURPLUS/(DEFICIT)	<u>(69)</u>	<u>116</u>
NON-CASH ITEMS		
DEPRECIATION	3	3
CHANGES IN ASSETS AND LIABILITIES		
(INCREASE) IN RECEIVABLES	(1)	(11)
INCREASE IN ACCOUNTS PAYABLE & ACCRUED EXPENSES	96	50
INCREASE IN UNEARNED REVENUE		144
INCREASE IN PROVISION FOR EMPLOYEES	29	62
INCREASE IN OTHER PROVISIONS	(144)	6
NET CASH FLOWS FROM OPERATING ACTIVITIES	<u>(86)</u>	<u>370</u>
12. SERVICES RECEIVED FREE OF CHARGE		
DEPARTMENT OF CORPORATE AND INFORMATION SERVICES.	<u>104</u>	<u>60</u>

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2005

13. FINANCIAL INSTRUMENTS

A financial instrument is any contract resulting in a financial asset of one Agency and a financial liability of another Agency. Financial assets and liabilities of the Commission include cash, receivables, creditors and borrowings.

(a) INTEREST RATE RISK

The Commission's exposure to interest rate risk and the average interest rate for classes of financial assets and financial liabilities is set out below.

2005 FINANCIAL ASSETS	WEIGHTED AVERAGE INTEREST RATE	VARIABLE INTEREST	FIXED INTEREST MATURITY UNDER 1 YEAR	1 TO 5 YEARS	OVER 5 YEARS	NON INTEREST BEARING	TOTAL
	%	\$000	\$000	\$000	\$000	\$000	\$000
FINANCIAL ASSETS							
CASH ASSETS						220	220
RECEIVABLES						10	10
FINANCIAL LIABILITIES							
ACCOUNTS PAYABLE						157	157
UNEARNED REVENUE						0	0
NET FINANCIAL ASSETS/(LIABILITIES)							73

2004 FINANCIAL ASSETS	WEIGHTED AVERAGE INTEREST RATE	VARIABLE INTEREST	FIXED INTEREST MATURITY UNDER 1 YEAR	1 TO 5 YEARS	OVER 5 YEARS	NON INTEREST BEARING	TOTAL
	%	\$000	\$000	\$000	\$000	\$000	\$000
FINANCIAL ASSETS							
CASH ASSETS						371	371
RECEIVABLES						11	11
FINANCIAL LIABILITIES							
ACCOUNTS PAYABLE						60	60
UNEARNED REVENUE						144	144
NET FINANCIAL ASSETS/(LIABILITIES)							178

(b) CREDIT RISK

The Commission principally deals with Government Agencies, Local Councils, and Community Government organisations. In respect of any dealings with other organisations, the Commission has adopted the policy of only dealing with credit worthy organisations and obtaining sufficient collateral or other security where appropriate, as a means of mitigating the risk of financial loss from defaults.

The carrying amount of financial assets recorded in the Financial Statements, represents the Commission's maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.

(c) NET FAIR VALUE

The carrying amount of financial assets and financial liabilities recorded in the Financial Statements represents their respective net fair values.

NORTHERN TERRITORY ELECTORAL COMMISSION
NOTES TO FINANCIAL STATEMENTS
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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 2004 or 30 June 2005.

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 Officers 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	RECEIPTS	PAYMENTS	CLOSING BALANCE
	01/07/2004	\$	\$	30/06/2005
RETENTION MONEY				
BOND MONEY				
SECURITY DEPOSITS	0	15 600		15 600
UNCLAIMED MONEY				
TOTAL	0	15 600		15 600

18. WRITE OFFS, POSTPONEMENTS AND WAIVERS

The Commission had no write offs, postponements or waivers in 2003-04 and 2004-05.

19. DISCLOSING THE IMPACT OF ADOPTING AUSTRALIAN EQUIVALENTS TO INTERNATIONAL FINANCIAL STANDARDS (IFRS)

AASB 1047 requires Agencies to disclose within their 30 June 2005 financial reports the impact of adopting the Australian equivalents to IFRS.

The Commission is managing the transition through attendances at workshops and seminars. Treasury, through its accounting policy branch, will identify and communicate changes required to Treasurer's Directions and future reporting requirement.

The adoption of the new standards is not likely to have a material effect on the Commission's financial reporting for future years.

4.7 OUTPUT PERFORMANCE

ELECTORAL SERVICES

Provision of electoral services to the Northern Territory including:

- Conducting of Legislative Assembly, local government, community council and other elections; and
- The delivery of electoral awareness programs.

The outcome is that elections are conducted in accordance with legislative requirements and electoral awareness is increased throughout Northern Territory.

PERFORMANCE MEASURES	2004-05 ESTIMATE	2004-05 ACTUAL
<i>QUANTITY</i>		
CAPACITY TO PROVIDE ELECTORAL SERVICES	\$1.800M	\$1.765M
ELECTORS ON THE NORTHERN TERRITORY ELECTORAL ROLL	0.111M	0.113M
ELECTORAL AWARENESS SESSIONS ¹	4	86
ELECTORAL AWARENESS MEDIA CAMPAIGNS ²	1	0
<i>QUALITY</i>		
COMPLIANCE WITH LEGISLATION	100%	100%
VOTER TURN OUT (AT MAJOR ELECTIONS)	>80%	80%
<i>TIMELINESS</i>		
DEADLINES MET	100%	100%
ELECTORAL AWARENESS PROGRAM MET	100%	100%

¹ High number of sessions were recorded due to initiatives associated with the 2005 Legislative Assembly General Election.

² Due to the late start of the awareness program, the election campaign superseded the awareness campaign.

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