

# Annual Report



**NORTHERN  
TERRITORY  
ELECTORAL  
COMMISSION**  
*EVERY vote counts!*

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The Hon K Purick MLA  
Speaker  
Northern Territory Legislative Assembly  
Parliament House  
Darwin NT 0800

Madam Speaker

I am pleased to provide the Annual Report of the Northern Territory Electoral Commission for the 2014-15 reporting year.

The report details the performance, key achievements and outlook for the Commission for the year ending 30 June 2015. It was prepared in accordance with the *Public Sector Employment and Management Act*, the *Financial Management Act* and the *Information Act*.

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

**Iain Loganathan**  
**Electoral Commissioner**

30 October 2015



## **ELECTORAL COMMISSIONER'S FOREWORD**

During the 2014-15 financial year, the Commission conducted nine local government by-elections, four fee-for-service elections (including three enterprise agreement ballots) and provided support for six interstate elections and the New Zealand general election.

Additionally, the Casuarina by-election was conducted in October 2014 following the resignation of the sitting member.

A major focus of the Commission has been modernising and refining the mechanisms for disclosing funding and expenditure by political parties, candidates, donors and associated entities. As part of this process, an accounting firm conducted a compliance review of all political disclosure returns for the 2012-13 and 2013-14 financial years.



Electoral reforms for the local government sector included the deferral of the next general election to August 2017. This change allows the Commission to focus on conducting the Legislative Assembly general election in August 2016 and the local government general election a year later.

The NTEC gave support to the redistribution of Legislative Assembly electoral boundaries that commenced in February 2015. Proposed boundaries were released in June 2015 and the process is scheduled to be finalised in September.

In preparation for the 2016 Legislative Assembly general election, the election management system has been redesigned to incorporate online polling official recruitment and training, online lodgement of postal vote applications, the electronic lodgement of political disclosure returns, and upgraded materials and nominations management. Software was also purchased to enable online voting for indicative ballots such as enterprise agreements.

The next 12 months sees the Commission undertaking significant election planning to ensure readiness for the 2016 Legislative Assembly general election.

I would like to thank my staff for their support and dedication throughout the year; in particular, I would like to acknowledge the almost 30 years of service of Mr Greg Davis who left the agency in May 2015.

A handwritten signature in black ink, appearing to read 'Iain Loganathan'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**Iain Loganathan**  
Electoral Commissioner  
30 October 2015



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## GLOSSARY

<b>AAO</b>	Administrative Arrangements Order
<b>AEC</b>	Australian Electoral Commission
<b>ALP</b>	Australian Labor Party NT
<b>CITIZENS ELECTORAL COUNCIL</b>	Citizens Electoral Council (NT Division) political party
<b>CL</b>	Country Liberals (formerly Country Liberal Party)
<b>COMMISSION</b>	Northern Territory Electoral Commission
<b>COMMISSIONER</b>	Electoral Commissioner
<b>DCIS</b>	Department of Corporate and Information Services
<b>DISCLOSURE</b>	The disclosure of detailed financial information to increase transparency and inform the public about the financial dealings of candidates, registered political parties, local branches/sub-party units and their associated entities, donors and other participants in the electoral process.
<b>DLGR</b>	Department of Local Government and Regions
<b>ECANZ</b>	Electoral Council of Australia and New Zealand
<b>EMS</b>	Election Management System
<b>FOI</b>	Freedom of Information
<b>FIRST NATIONS</b>	First Nations Political Party
<b>GREENS</b>	The Greens political party
<b>ICT</b>	Information and Communications Technology
<b>JOINT ROLL</b>	The electoral roll or list of electors eligible to vote for Commonwealth and NT elections, maintained under a formal arrangement between the Governor-General and the Administrator
<b>LAGE</b>	Legislative Assembly General Election
<b>LG</b>	Local Government comprising the third tier of government in Australia: in the NT, 5 municipal and 12 regional councils.
<b>LGA</b>	<i>Local Government Act</i>
<b>LGANT</b>	Local Government Association of the Northern Territory
<b>MLA</b>	Member of the NT Legislative Assembly
<b>MOU</b>	Memorandum of Understanding
<b>NT</b>	Northern Territory
<b>NTEC</b>	Northern Territory Electoral Commission
<b>NTG</b>	Northern Territory Government
<b>NTPS</b>	Northern Territory Public Service
<b>OCPE</b>	Office of the Commissioner for Public Employment
<b>PARTY</b>	A political party registered under the provisions of the <i>Electoral Act</i>
<b>PR</b>	Proportional Representation – vote counting system used for NT LG elections
<b>REDISTRIBUTION</b>	A redistribution of NT parliamentary electoral boundaries
<b>REPRESENTATION REVIEWS</b>	A council must review its structure and representation once in every term so that imbalances in elector numbers that develop over time between council wards can be reviewed in order that all electors and communities have a fair say in council decision-making.
<b>SFP</b>	Shooters and Fishers Party
<b>STEC</b>	State and Territory Electoral Commissioners
<b>WHS</b>	Work, Health and Safety

# 1 THE NORTHERN TERRITORY ELECTORAL COMMISSION

## Mission, values and vision

The mission of the NTEC is to provide impartial, high quality and accessible electoral services to people in the Northern Territory that are effective, efficient and delivered in accordance with the law.

The following values are fundamental to achieving its goals:

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

The objective of the NTEC is to receive wide recognition for expert and excellent electoral administration.

## The NTEC's operating environment

The NTEC operates in an environment that includes:

- A small, culturally diverse, dispersed and mobile population.
- A politically charged and sensitive context.
- A broad and diversified range of agency governance and specialised electoral responsibilities.
- A small permanent staff structure.
- Requirements to remain progressive and implement best practice.
- High operational demands at short notice.
- Close working relationships with the AEC, interstate electoral authorities and other organisations.

## Strategic issues

Key Result Areas (KRAs) set out in the NTEC Corporate Plan 2011-2015 are:

- Enrolment.
- Elections.
- Education and Information.
- Corporate Support.

## Legislative base

The following Acts and Regulations are administered by the Commission:

- *Electoral Act* and Regulations under that Act.
- *Referendums Act* and Regulations under that Act.

From 1 July 2012 an Administrative Arrangements Order (AAO) was signed giving general and financial management responsibility to the NTEC for Chapter 8 of the *Local Government Act* (Elections and Polls). This responsibility includes the Local Government (Electoral) Regulations.

On 23 April 2015, amending legislation took effect that gave councils the option to determine their service provider for the conduct of by-elections. General elections are still the responsibility of the Electoral Commissioner.

Under the *Constitutional Convention (Election) Act*, assented to on 9 September 2014, the NTEC is charged with conducting any election for delegates to a constitutional convention to discuss statehood for the Northern Territory. General and financial management of the Act remains with the Department of the Legislative Assembly.

During the year, the NTEC submitted the 2013-14 Annual Report and a report on the 2014 Blain by-election.

## 1.1 Agency purpose and functions

The Northern Territory Electoral Commission (NTEC) provides independent, impartial, high quality and accessible electoral services to the people of the Northern Territory, the Northern Territory Legislative Assembly (LA), municipal, regional and shire councils and other organisations. Its objective is to receive wide recognition for expert and excellent electoral administration.

The Commission's functions are prescribed under the *Electoral Act* (the Act), section 309. Key responsibilities include:

- Maintaining the joint electoral roll for both the Legislative Assembly and local government in partnership with the AEC.
- Managing parliamentary and non-parliamentary elections including local government and, on request, fee-for-service elections.
- Delivering public electoral awareness programs.
- Providing advice and reports relating to electoral matters to the Legislative Assembly.
- Conducting electoral research.
- Providing support to redistribution committees reviewing Legislative Assembly electoral boundaries and to representation review processes for local councils.

NTEC activities include:

- Development and implementation of roll register reviews and enrolment stimulation strategies to raise roll quality and elector participation for Legislative Assembly and council elections.
- Planning and implementation of programs to conduct fixed term Legislative Assembly and local government general elections and periodic by-elections in the required timeframe and according to best practice principles.
- Development and management of electoral awareness programs for school students and the general public, including minority groups, so they are aware of their electoral rights and responsibilities.
- Provision of support for parliamentary electoral redistribution and council representation reviews and then, in conjunction with the AEC, coordinating and verifying changes on the national electoral roll following gazettal of changes.
- Development of structures and nurturing of inter-agency relationships to support the NTEC's core business of election management in an environment that demands specialist knowledge and impartiality in service delivery.

Since 23 May 2015, local government councils have the option of appointing their own service provider to conduct by-elections or conducting a by-election themselves. The Electoral Commissioner remains the prescribed provider for electoral services for local government general elections.

The NTEC may conduct ballots for persons, government and non-government organisations on a fee-for-service basis.

The NT Electoral Commissioner, the chief executive of the agency, is an independent officer. Appointment to the position is by the Administrator following consultation by the responsible Minister with the leader of each political party represented in the Legislative Assembly and all members of the Legislative Assembly (MLAs) who are not affiliated with a political party. The Commissioner sits on both the Redistribution and the Augmented Redistribution Committees that review and determine electoral boundaries for the Legislative Assembly.

## 1.2 Noteworthy events 2004 to 2015

Year	Milestones
2004	<p>February: The <i>Electoral Act</i> 2004 was passed in the Legislative Assembly, setting up a separate electoral agency (previously an Office within the Department of the Chief Minister); the statutory position of Electoral Commissioner; an Augmented Redistribution Committee to review objections to proposed electoral boundaries; the registration of political parties; financial disclosure by political parties, entities and candidates; new functions for promoting public awareness of electoral matters and the conduct and promotion of electoral research</p> <p>March: The <i>Electoral Act</i> 2004 and Regulations received assent</p> <p>15 March: An independent Northern Territory Electoral Commission was established</p> <p>April: A redistribution of electoral boundaries commenced and a report gazetted in November</p> <p>29 May: Municipal elections</p> <p>August: Appointment of Electoral Commissioner who resigned before taking office due to ill-health</p>
2005	<p>April: Appointment of Bill Shephard as Electoral Commissioner</p> <p>18 June: Legislative Assembly elections</p>
2006	<p>Submission to the Joint Standing Committee on Electoral Matters (JSCEM) on the adequacy of electoral and civics education</p> <p>Establishment of a Joint Electoral Services Program (JESP) with the AEC for delivering electoral services and programs. Field visits commenced, during community government election periods and in conjunction with AEC officers, to review the roll, encourage voting and providing electoral awareness</p> <p>23 September: By-election LA Division of Stuart</p>
2007	<p>May: Tabling of report on 2005 LA general elections</p> <p>24 July: By-election LA Division of Greatorex</p> <p>December: Commencement of redistribution of electoral boundaries</p>
2008	<p>Strategic plan 2007-11 released, new logo and branding introduced</p> <p>29 March: Municipal elections; report submitted to councils in June</p> <p>June: Redistribution of electoral boundaries report gazetted</p> <p>1 July: Creation of new shire councils for non-metropolitan areas to replace, in the main, community government councils; common electoral principles were applied to all council elections.</p> <p>9 August: Legislative Assembly elections; website upgraded, public awareness advertising revamped</p> <p>25 October: Inaugural shire and rural council elections</p>
2009	<p>March: An <i>Electoral Act</i> amendment provided for four year fixed parliamentary terms and increased the election timetable October Establishment of MyVote Central office in Alice Springs</p> <p>November: Tabling of report on 2008 LA elections</p> <p>December: Lodgement of report to the Minister on the 2008 shire and rural council elections</p>
2010	<p>Printing of ballot papers from emailed templates allowing in-house production on day nominations close</p> <p>Implementation of a database program to facilitate postal voting</p>
2011	<p>Consultation over council representation reviews</p> <p>May: Relocation of NTEC Darwin office from AANT building, Smith St (its office of 30 years) to the TCG building Mitchell Street, followed by office refurbishment</p> <p>July: Redistribution of electoral boundaries gazetted, effective first fixed term LA elections</p> <p>Corporate Plan 2011-15 released</p> <p>Release of youth sector materials, 48 page comic book in the Territory genre and electoral fact sheets</p> <p>July onwards: Quality Roll (QR) 12 program to stimulate and cleanse the roll was implemented</p> <p>December: Legislative amendments to parliamentary and local government legislation received assent; provisions included revised party registration and nomination requirements, LG and LA harmonising sections e.g. strengthening advertising provisions, modification of formality provisions and requirements for a postal vote</p>
2012	<p>24 March: Inaugural whole of LG elections; new election management systems and concepts for public awareness election programs</p> <p>1 May: The Electoral Commissioner appointed as sole provider for local government elections</p> <p>June: Launch of SharePoint website</p> <p>25 August: LA elections - first electronic display of results at tally room</p>
2013	<p>16 February: By-election LA Division of Wanguri</p> <p>December: Tabling of report on 2012 LG elections</p>
2014	<p>12 April: By-election LA Division of Blain</p> <p>April: Appointment of Iain Loganathan as Electoral Commissioner</p> <p>May: Tabling of report on 2012 LA elections</p> <p>July to December: Implementation of Quality Roll (QR) 14 program to improve the accuracy of the NT roll</p> <p>18 October: By-election LA division of Casuarina</p>

Year	Milestones
2015	23 April: Local Government gave councils the option to appoint a returning officer for by-elections other than the Electoral Commissioner.

### 1.3 Noteworthy events in the 2014-15 reporting year

#### Enrolment

The Quality Roll 2014 (QR14) program was implemented prior to the commencement of the 2015 redistribution of the NT LA electoral boundaries. The program, beginning in July 2014 and concluding in November 2014, was conducted to help improve the accuracy of the roll and targeted electors in both remote and urban areas. See section 2.3 for information on the program.

#### Election Management

The Casuarina LA by-election (18 October 2014) and nine council by-elections were conducted.

Early voting services were provided in Darwin and MyVote Central for five interstate jurisdictions: general elections in New South Wales, Queensland and Victoria, a Legislative Assembly by-election in Western Australia and two House of Assembly by-elections in South Australia. Services were also provided for the September 2014 general election in New Zealand. Four other elections were conducted: three enterprise agreements and one fee-for-service election.

In December 2014, the accounting firm BDO Pty Ltd conducted a compliance review of all political disclosure returns submitted for the 2012-13 and 2013-14 financial years. See section 3.3.6 for information on the review.

#### Education and Information

A public awareness campaign was implemented in support of the QR14 program as well as the Casuarina by-election in October 2014 and the nine council elections.

A total of 135 electoral education sessions were held involving 3599 participants.

### 1.4 Progress on major tasks identified in the 2013-14 Annual Report

Task	Progress
Implement the 2014 urban and rural/remote quality roll (QR) program, analyse the data ready for the 2015 redistribution committees and note any impact for ongoing enrolment activities.	The program targeted electors in both remote and urban areas including remote communities, town camps, new suburbs and areas with a transient population. It was completed by November 2014.
Complete testing of mapping software.	In February two staff were trained.
Assist councils with their representation reviews.	Enrolment data provided to councils to assist with mapping reviews.
Monitor the debate on disclosure in various jurisdictions.	Ongoing. An investigation into compliance was implemented for returns from 2012-13, 2013-14. The McGuinness Report was tabled in Parliament on 28 April 2015 that reviewed political donations in the NT.
Continue the impetus for election program planning, including software testing, the use of the roll in electronic format and update models for mobile polling, staff recruitment and training.	Ongoing with further planning and development to occur in 2015.
Incorporate the outcomes of the Keelty report into the WA Senate election within NTEC operations.	A number of recommendations from the report have been implemented. See section 3.6 for further details.
Conduct indicative ballots using newly acquired electronic software.	One ballot was conducted using the software.

Task	Progress
Provide information and materials to promote support for the QR14 project and encourage participation.	The enrolment program was advertised by radio, television, newspapers and Facebook. Stalls on the show circuit also promoted enrolment and awareness of the 2015 redistribution.
Review the education content on the website for its responsiveness to student and teacher needs.	Not implemented. Deferred to 2016-17.
Appraise the education programs for primary and secondary students, especially in remote areas.	Not implemented. Deferred to 2016-17.
Implement the recommendations from the 2014 compliance audit.	Completed.
Update the corporate plan for 2015-2019.	Completed. Effective from 1 July 2015.
Oversee QR 14, redistribution, by-election and ballot budgets, prepare financial estimates for the next LA and LG general election events and assess and improve the election costing and monitoring models to provide more accurate estimates of election expenditure.	Completed.
Facilitate the timely refresh of hardware and software for the next election cycle.	Commenced. Further work scheduled in 2015-16.
Maintain contact with the pool of experienced casual electoral staff and explore opportunities to co-opt new recruits at by-elections, and to up-skill staff in preparation for major elections.	Commenced. Further work scheduled in 2015-16.

## 1.5 National representation

The Electoral Council of Australia and New Zealand (ECANZ), a consultative council of Electoral Commissions from the electoral authorities of the Commonwealth, States and Territories and New Zealand met four times in 2014-15 with the NT Electoral Commissioner attending meetings in Wellington, New Zealand (September 2014) and Sydney (March 2015). Matters discussed included political disclosure compliance, remote area objection policy, enrolment participation and internet voting.

The State and Territory Electoral Commissioners (STEC) forum is designed to encourage collaboration and cooperation between the Commissions. STEC meetings take place prior to ECANZ. Outcomes include entering into an arrangement with the ACT Electoral Commission to have access to their election management system, as the system used by the NTEC had become redundant, and entering into an arrangement to have access to netbooks for elections in the NT.

## 1.6 Partnership with the Australian Electoral Commission (AEC)

The enrolment stimulation exercise Quality Roll 2014 (QR14) was conducted with the assistance of the AEC to improve the accuracy of the electoral roll prior to the commencement of the NT redistribution, see section 2.3 for further details.

## 1.7 Looking to the future 2015-16

The corporate plan, including the key result areas, was revised in the 2014-15 reporting year. The targets for the next reporting year reflect these changes.

### Enrolment

- Implement boundary changes from the 2015 redistribution of the NT LA electoral boundaries.
- Develop a joint strategy with the AEC to improve enrolment participation for the elections scheduled in 2016.

## Elections

- Consider recommendations from the McGuinness report and BDO report on political disclosure compliance.
- Finalise and implement election plans.
- Finalise the redevelopment of election systems.
- Review the operational model for the recruitment and training of local assistants and interpreters, including political neutrality vetting and procedures.
- Develop online training content for delivering polling official training.

## Public Awareness

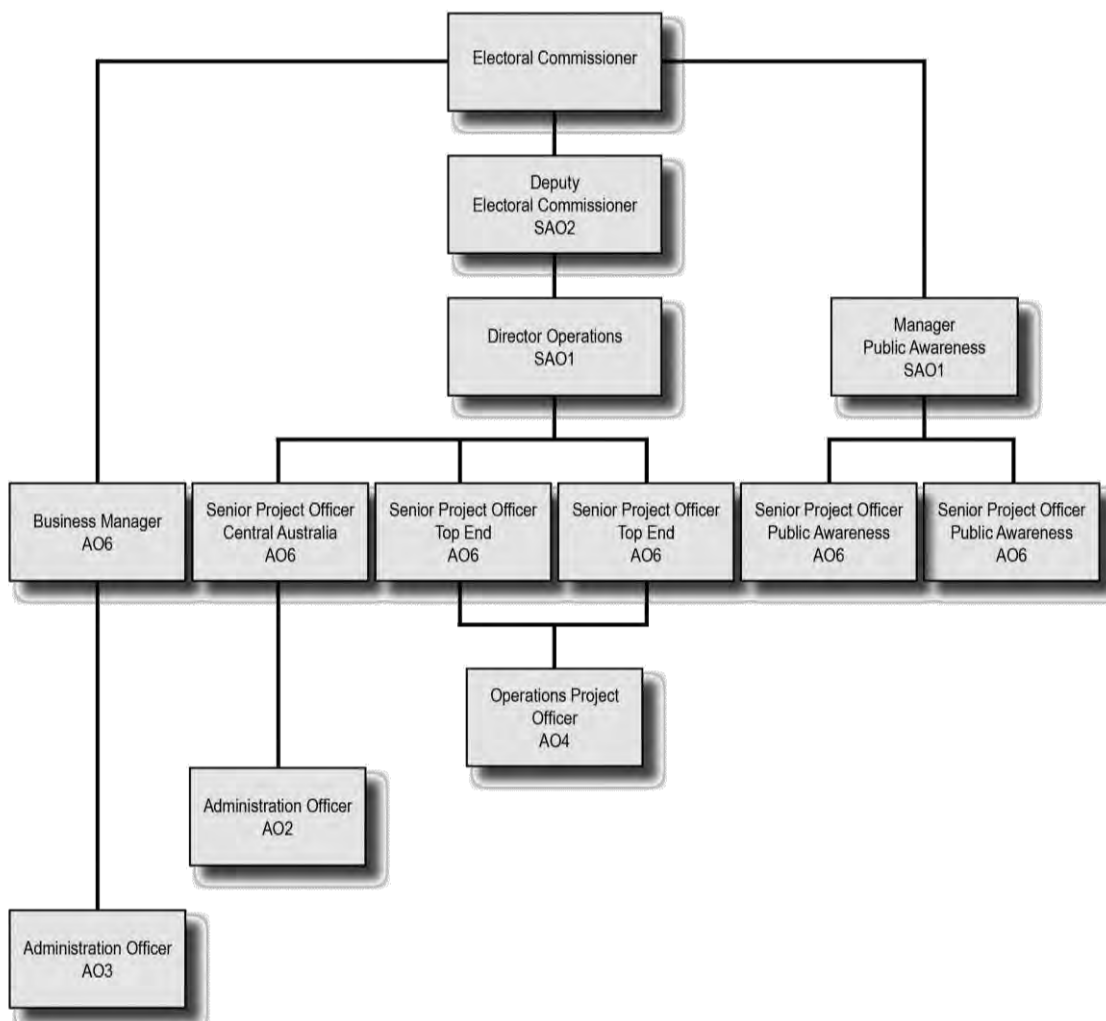
- Review NTEC branding prior to the next cycle of general election events in 2016 and 2017.
- Develop and implement a revised advertising and communication strategy for the 2016 LA election.
- Review and develop the structure and content of the 2016 LA election website.
- Review the education content on the NTEC website.

## Corporate

- Conduct a recruitment campaign for the 2016 LA election.
- Finalise a filing structure and standardise titling conventions in preparation for Electronic Document and Records Management (EDRM).

## 1.8 Organisational structure and staffing at 30 June 2015

The organisation structure as at 30 June 2015 is shown below.



## 2 ENROLMENT

### Objective

**A complete, accurate and securely maintained roll of Northern Territory electors that meets the requirements of stakeholders**

### 2.1 Roll maintenance

The enrolment provisions of the *Commonwealth Electoral Act 1918* (unchanged during the reporting year) apply for NT purposes, so that if an eligible person resident in the Territory is enrolled on the Commonwealth roll, he/she is automatically enrolled for Legislative Assembly (LA) and local government (LG) elections. This is in accordance with the *Northern Territory (Self-Government) Act 1978* and the *NT Electoral Act*. The *Electoral Act* section 20 provides that the Administrator may enter into an Arrangement with the Governor-General for the maintenance of the joint Territory and Commonwealth Roll. The present arrangement has been in place since 1994.

The roll is maintained by the AEC and provided to the NTEC on request, in accordance with the Joint Roll Arrangement (JRA). A total of \$163 000 was provided to the AEC in the 2014-15 financial year under the JRA. Enrolment stimulation and roll review activities at the local level are, on occasion, agreed between the NTEC and AEC.

### 2.2 Roll status

During the reporting period, the NT roll decreased by 1765 electors to a total of 128 172 as at 30 June 2015.

The Northern Territory's participation rate in relation to enrolment and voting is consistently 10% to 15% below that of most interstate jurisdictions and of the national average. This is due in part to the younger average age of the eligible population, the high level of mobility in the community and the difficulties of maintaining the roll in remote areas of the Territory, where enrolment and voting rates are significantly lower than urban areas.

**Table 1:** Estimated eligible participation on the roll - 2008, 2010, 2012, 2014 and 2015

Participation rates for 2008, 2010, 2012, 2014 and 2015 <sup>1</sup>			
Year	Area	% Total Enrolment	% 18-25 enrolment
2008	NT	83.3	68.3
	National	92.2	82.0
2010	NT	74.5	52.0
	National	89.7	77.5
2012	NT <sup>#</sup>	78.9	56.0
	National	90.6	73.0
2014	NT	80.8	60.8
	National	92.3	78.5
2015	NT	78.5	60.2
	National	92.8	80.4

<sup>#</sup> Figures are before the close of the roll for the NT LA elections on 8 August 2012.

<sup>1</sup> Electoral Management Information System, Australian Electoral Commission

The NTEC has access to the national roll database (RMANS) and provides the AEC with geographic and elector information used for roll maintenance. Data from enrolment stimulation and review programs conducted by the NTEC, as well as enrolment forms collected from the public in community settings and at elections are provided to the AEC for processing.

## Direct enrolment

The Federal Direct Enrolment Update (FDEU) program was introduced nationally in June 2012 and rolled out in the Northern Territory in February 2013.

The process involves the AEC receiving advice of a person's name and address details from a reliable and trusted source - currently the Commonwealth Department of Human Resources and NT Motor Vehicle data.

- The person's details are checked against the electoral roll and where the person is not correctly enrolled a letter is mailed to the person.
- If the person is not qualified to be enrolled at the address, the person is asked to advise the AEC.
- If no advice is received, the person is enrolled for the address provided by the reliable and trusted source.

As the FDEU program depends on electors having a reliable mail address, the program does not operate in rural and remote areas of the Northern Territory, including Tennant Creek.

A total of 11 087 direct enrolment records were applied to the roll during the year representing a 19.5% increase from 2013-14. Table 2 shows the details of FDEU transactions during the year.

**Table 2: NT Federal Direct Enrolment Update transactions 2014-15**

Transaction	Direct Enrol and Update *	Direct Enrol Other #	Total
New enrolments	1 724	42	<b>1 766</b>
Re-enrolments	753	16	<b>769</b>
Changes	8 260	292	<b>8 552</b>
<b>Total NT</b>	<b>10 737</b>	<b>350</b>	<b>11 087</b>

\* Direct Enrol and Direct Update are enrolment transactions processed generated by sections 103A & B of the *Commonwealth Electoral Act 1918*. These are made up of enrolment transactions processed at the end of the notification period, as well as direct enrolment transactions processed as a result of a returned direct enrolment or update letter of intent within this period. Enrolment transactions may occur outside of the source state as a result of advice from the elector provided within the notification period.

# Direct Enrol Other includes enrolments which were prompted by a direct enrol or direct update letter of intent, but which resulted in a claim for enrolment by the elector (section 98 of the *Commonwealth Electoral Act 1918*).

## Online enrolment

During the reporting period, 29% of enrolment transactions in the NT were completed online through the AEC's website, compared to 32% nationally. This represented a 10% decrease in the percentage of online enrolment compared to the 2013-14 reporting year, due mainly to a high number of hard copy forms collected in the QR14 program. Table 3 shows enrolment by division as at 30 June 2015.

**Table 3: Enrolment by Legislative Assembly Division 30 June 2015**

Division		Division		Division	
Arafura	5 380	Drysdale	5 774	Nelson	4 544
Araluen	4 336	Fannie Bay	5 632	Nhulunbuy	4 038
Arnhem	4 909	Fong Lim	4 827	Nightcliff	5 202
Barkly	4 931	Goyder	5 435	Port Darwin	5 306
Blain	6 401	Greatorex	4 113	Sanderson	5 417
Braitling	4 172	Johnston	5 300	Stuart	4 532
Brennan	6 080	Karama	5 076	Wanguri	5 677
Casuarina	5 382	Katherine	5 021	<b>Total</b>	<b>128 172</b>
Daly	5 423	Namatjira	5 264		

## **2.3 Roll stimulation activities and initiatives**

### **Quality Roll 2014 (QR14)**

A program was implemented to improve the quality of the electoral roll prior to the commencement of the NT LA redistribution. An accurate electoral roll is of particular importance for the redistribution as NT divisions are small, consisting of an average of just over 5000 electors.

The program was designed to target electors in both remote and urban areas where roll data showed under enrolment, e.g. remote communities, town camps, new suburbs and transient areas.

The program commenced in July 2014 and was completed in November 2014 resulting in:

- A review of the enrolment status of 23 166 electors in 83 remote communities and 22 town camps.
- A review of the enrolment status of 26 385 electors in urban residences.
- A total of 4303 hard copy enrolment forms collected and 3765 online enrolments.
- A total of 5388 electors being referred to the AEC for objection action. Of these, 959 electors updated their enrolment, objection action instigated against the enrolment of 4429 electors, with 3506 electors being objected from the electoral roll.

#### **Remote area program**

Five remote area mobile teams visited 83 communities throughout the Northern Territory in order to verify enrolment, identify electors no longer living at their enrolled address and identify any duplicate enrolments. Three teams operated out of Darwin and two teams from Alice Springs during the eight week field program during July and August 2014. Local assistants, sourced from the Australian Government's Remote Jobs and Communities Program (RJCP), were engaged at each community to assist with updating enrolment.

#### **Urban area program**

The urban program included a mail-out to all electors and targeted door-knocking based on Return-to-Sender (RTS) mail and vacant address information. A full door-knock was undertaken in Alice Springs (including the Town Camps) due to enrolment trends showing a decline in elector numbers in that region. A full door-knock was also conducted in Nhulunbuy to update the roll following the closure of the bauxite processing plant.

#### **Enrolment promotion**

General advertising in the print media, radio and television was undertaken at the commencement of the program and a targeted enrolment promotion using Facebook was also conducted to encourage young people to enrol.

#### **NT show circuit**

As part of the QR14 program, information and enrolment stands were set up at the Alice Springs, Darwin, Freds Pass, Katherine and Tennant Creek shows. Several enquiries were made at the shows and a total of 266 enrolment forms were either collected or provided to electors to complete and return.

## Budget

A breakdown of expenditure for the QR14 program is shown below:

Item	\$
Salary costs	401 414
Travel costs	118 081
Advertising/Marketing	34 481
Postage	49 027
Printing, stationery and consumables	26 852
Freight and IT	785
<b>TOTAL</b>	<b>630 640</b>

Additionally, in accordance with the Joint Roll Arrangement (JRA), the NTEC contributes to roll maintenance by undertaking enrolment stimulation activities in the lead up to any Legislative Assembly and/or local government general and by-election and by maintaining a regular presence at public awareness events such as the show circuit, and defence orientation days.

The Alice Springs office continued to serve as a shopfront for enrolment and other electoral enquiries from the public. The office is also the base for regular enrolment activities at public venues, schools and communities within the town and in Central Australia generally, including assistance with enrolment at citizenship ceremonies in Alice Springs.

**Table 4: NT enrolment activity 1 July 2014 - 30 June 2015**

Enrolment Activity for NT LA Divisions - 1 July 2014 – 30 June 2015		
Transactions	1 July 2014 – 30 June 2015	Roll at 1 July 2014 129 878
<b>Additions</b>		
New enrolments	4 267	
Re-enrolments	1 483	
Re-instatements	75	
Transfers from interstate	7 155	+12 980
<b>Movements within NT</b>		
Transfers between division	8 622	
Changes within division	3 741	
No change enrolments	2 264	
<b>Deletions</b>		
Objections	4 126	
Deaths	903	
Duplications	225	
Cancellations	46	
Transfers interstate	9 386	-14 686
		Enrolment as at 30 June 2015 128 172

**Table 5: Enrolment transactions - Additions, deletions and transfers for the NT roll since 2011-2012**

Enrolment at Start of Financial Year	2011-12		2012-13		2013-14		2014-15	
		120 950		121 749		125 979		129 878
Plus additions to the roll								
New enrolments	3 474		4 077		5 207		4 267	
Re-enrolments	2 089		2 706		2 373		1 483	
Re-instatements	682		32		155		75	
Interstate transfers to NT	6 508		7 813		8 469		7 155	
<b>Total Additions</b>		<b>+12 753</b>		<b>+14 628</b>		<b>+16 204</b>		<b>+12 980</b>
No change to total								
Transfers within NT								
Transfer between divisions	8 394		7 877		8 730		8 622	
Changes within division	5 252		4 822		4 127		3 741	
Amendments to elector details	2 010		2 926		3 228		4 237	
Less - Deletions to the roll								
Removal by objection	3 946		1 811		1 653		4 126	
Deaths	730		697		852		903	
Duplications	112		218		156		225	
Cancellations					14		46	
Interstate transfers from NT	7 166		7 674		9 638		9 386	
<b>Total Deletions</b>		<b>-11 954</b>		<b>-10 400</b>		<b>-12 313</b>		<b>-14 686</b>
Net adjustments				2		8		
<b>Enrolment at Close of Financial Year</b>		<b>121 749</b>		<b>125 979</b>		<b>129 878</b>		<b>128 172</b>

**Notes:**

- **New enrolments** - all electors who enrolled for the first time.
- **Re-enrolments** - re-enrolling electors who previously had been enrolled.
- **Re-instatements** - the re-instatement of electors to the roll removed previously based on the receipt of new information that they still reside at their earlier enrolled address.
- **Interstate transfers to NT** - transfers of enrolment to an NT address from interstate.
- **Interstate transfers from NT** - electors previously enrolled in the NT transferring their enrolment to another jurisdiction.
- **Transfers within NT** - electors notifying a change of address to another NT LA division or within same division. Transfers within NT do not alter total enrolment.
- **Amendment** - changes to enrolment details other than name or enrolled address e.g. amendment to mail delivery address, council re-numbering of street addresses.
- **Removed by objection** - electors removed from the roll, generally on the ground that they are apparently no longer resident at their enrolled address.
- **Duplication** - removal of a duplicate entry on the roll due to an official error e.g. a transfer of enrolment not matched to an existing enrolment.
- **Cancellations** - removals of individuals from the electoral roll who have not maintained their eligibility status for enrolment under the Electoral Act.
- **Provisional enrolment** - includes electors who enrol when they are 16 (the latter applies since July 2010) or 17 and obtain full enrolment and voting rights on their 18th birthday.
- **Adjustments** - variations to statistics arising from processing amendments.

Electoral events took place as follows:

- 2009-10 to 2010-11: roll integrity and objection activities following major electoral events e.g. Araluen LA by-election, Alice Springs and Palmerston whole of council by-elections.
- 2011-12: NT LG elections 24 March 2012.
- 2012-13: NT LA election 25 August 2012, Wanguri LA by-election 16 February 2013.
- 2013-14: Federal Election September 2013, Blain LA by-election 12 April 2014.
- 2014-15: Casuarina LA by-election 18 October 2014.

## 2.4 Supply of roll data

In accordance with the JRA, roll data was extracted from RMANS for the following:

- The roll for the Casuarina by-election – 1 October 2014 roll close.
- Rolls for nine LG by-elections.
- Monthly updates of roll changes for supply to members of the Legislative Assembly and registered parties.
- To support the NT Redistribution – 11 February and 16 April 2015.

The AEC met the performance standards set out in the JRA for the management of the close of rolls for the elections and was responsive to requests for ad-hoc data extracts.

## 2.5 Redistributions and electoral representation reviews

Redistributions of electorate boundaries are undertaken in all Australian jurisdictions in accordance with the relevant legislation and are carried out by independent commissions or, where specified, local government boundary adjustment panels and boards.

### Redistribution of Legislative Assembly boundaries

In accordance with s138 of the *Electoral Act*, a redistribution of LA divisions is required to commence two years and six months after the last election.

The Electoral Commissioner sits as chair on the Committee that examines suggestions for the redistribution of LA boundaries effective at the next general election and issues a report containing proposed boundary changes.

The following tasks were undertaken for the 2015 Redistribution Committee:

- Acquired MapInfo, a GIS software product used for mapping.
- Approached the Victorian Electoral Commission (VEC) to use BoundaryMaker, a software tool designed by the VEC to use in conjunction with MapInfo to facilitate the process of modelling electoral boundaries.
- Arranged for the production of maps of current LA division showing the revised Australian Bureau of Statistics (ABS) geography (Statistical Areas Level 1). The maps were made available in hard copy and on the website.
- Engaged the ABS to produce enrolment projections as at 27 August 2016, the scheduled date for the next LA general election.
- Arranged for the extraction of roll data and the preparation of enrolment trends by division and region for use by the Committee and stakeholders for the preparation of their suggestions.
- Provided resources to assist the Committee, including office space, staff and website hosting.
- Disseminated regular redistribution bulletins to stakeholders on behalf of the Committee.

Following the commencement of the redistribution on 25 February 2015, the Redistribution Committee completed the following:

- Invited public suggestions and comments on those suggestions. A total of seven submissions were received. Following the publication of the suggestions, 12 comments were submitted.
- Considered all suggestions and comments and, using projected enrolment data and other administrative data on housing growth, prepared proposed divisions and names in accordance with s143 of the Act.
- Gazetted and advertised the proposed boundaries on 16 June 2015. The closing date for the receipt of objections was set for 16 July 2015.

It is expected that the redistribution will be decided and Gazetted in September 2015. The Electoral Commissioner continues as a member of the Augmented Redistribution Committee that makes the determination of the final boundaries. The NTEC will provide ongoing administrative support to the Augmented Committee until the release of the final report and the Gazettal of the final boundaries.

### **Reviews of representation by councils**

Local government in the NT comprises five municipal councils, nine regional councils, two community government councils and one shire council. Five of the councils do not have a ward structure (Alice Springs, Katherine, Palmerston, Wagait and Belyuen). Additionally, there are three privately incorporated bodies managing the towns of Alyangula, Nhulunbuy and Yulara. Persons resident in the Darwin Waterfront area are in unincorporated land and are represented by the statutory authority The Darwin Waterfront Corporation.

Imbalances in elector numbers between wards develop over time and need to be reviewed so that all electors and communities have a fair say in council decision-making. Under the *Local Government Act* (LGA) and Local Government (Electoral) Regulations (LGER), a council must:

- Review its structure and representation once in every four year term [LGA s23(2)] and [LGER r63].
- Prepare a plan for the council's composition, taking into account population change, geography and community interests; community feedback may be sought before finalising the plan.
- Consult with the NTEC during the process [LGER r63 (4)].
- Complete the review 12 months before the next scheduled general election [LGER r63(5)].

Amendments to the *Local Government Act* in April 2015 resulted in a change to the timing of the conduct of the next LG general election to 2017 (and every four years after that), consequently changing the date by which councils must complete their representation reviews from March 2015 to August 2016. Prior to these amendments, a number of councils had already commenced their representation reviews, with elector numbers and comments on draft representation plans provided by the Commission.

As a result of the reviews that had already commenced, five councils made no changes (Alice Springs Town Council, Central Desert Regional Council, City of Darwin, Katherine Town Council and MacDonnell Regional Council). In addition, four councils had submitted reports to the Minister (City of Palmerston, Roper Gulf Regional Council, Tiwi Islands Regional Council and Victoria Daly Regional Council).

Following the completion of all representation reviews and subject to Ministerial approval, any changes to council boundaries will be applied to the electoral roll in conjunction with the AEC, which maintains the roll.

## **2.6 Targets 2015-16**

- Implement boundary changes from the 2015 redistribution of the NT LA electoral boundaries.
- Continue to promote enrolment through staff attendance at civic events, royal shows and by providing information on the NTEC website.
- Develop a joint strategy with the AEC to improve enrolment participation for the 2016 LA general election. This strategy will target specific groups including defence personnel, pastoralists, remote electors, youth, and recent arrivals to the Northern Territory.

## **3 ELECTIONS**

### **Objective**

#### **Efficient and effective conduct of elections**

### **3.1 Legislation**

There were no changes to the NT *Electoral Act* in the reporting period. The NTEC provided further comments on the recommendations from the 2012 NT General Election Report to the Department of the Chief Minister which was coordinating a review of the NT *Electoral Act*.

A review based on the recommendation for the 2012 NT council elections by the Department of Local Government and Community Services resulted in the following amendments to the *Local Government Act* and Local Government (Electoral) regulations:

- Change the timing of the next periodic general election to 2017 (and every four years after that) and fixes the polling day for the 4th Saturday in August.
- Extend the period in which casual vacancies can be filled by appointment, rather than a by-election, to 18 months before a general election.
- Provide councils with the flexibility to choose to conduct by-elections themselves, engage an external electoral service provider or use the services of the Northern Territory Electoral Commission.
- Allow municipal councils to choose to conduct by-elections solely by postal voting.
- Municipal councils can choose to fill the office of the principal member by appointment or election.
- Expand postal voting and early voting services to all voters.
- Absentee voting services to be provided on polling day only at designated polling places.
- Change the time by which postal votes must be received from 6pm on the 6th day after polling day to 12 noon on the 6th day after polling day.
- Provide the Electoral Commissioner with the power, in relation to by-elections, to set polling hours on polling day.
- Allow the amalgamation of ballot papers in single member vacancy vote counts.
- Transfer the jurisdiction of the Local Government Tribunal to the Northern Territory Civil and Administrative Tribunal.

### **3.2 Electoral services**

During the year, the NTEC conducted the Casuarina LA by-election, nine council by-elections, provided inter-jurisdiction support for the New Zealand national election, the New South Wales, Queensland and Victorian State elections, one West Australian and two South Australian by-elections, and managed four fee-for-service elections, including three enterprise agreement ballots.

### **3.3 Parliamentary elections**

#### **3.3.1 Legislative Assembly by-election for the division of Casuarina**

The Casuarina by-election was held on Saturday 18 October 2014 following the resignation of the sitting member, Mr Kon Vatskalis, who had held the seat since 2001. Casuarina is an urban division that includes the suburbs of Alawa, Brinkin, Lee Point, Nakara, Tiwi, the Royal Darwin hospital precinct and parts of Casuarina and Lyons.

The writ for the election was issued on 29 September 2014. Seven candidates contested the by-election: George Mamouzellous (Independent), Trevor Jenkins (Independent), Jack Childers Henderson (Independent), Trudy Campbell (Citizens Electoral Council), Lauren Moss [Australian Labor Party (NT)], Harry Kypreos (Country Liberals) and Michael Connard (Greens).

Lauren Moss [Australian Labor Party (NT)] was declared elected on 20 October 2014.

A full report on the by-election will be forwarded to the Speaker.

**Table 6:** Election milestones

Close of roll	8pm Wednesday 1 October 2014
Close of nominations	12 noon Friday 3 October 2014
Polling day	Saturday 18 October 2014
Return of writ	Monday 20 October 2014

**Table 7:** Polling summary

<b>Postal voting 6pm close</b>	192 ballot papers counted (4.9%)
	Monday 6 October 2014 to Thursday 16 October 2014 (Overseas close Tuesday 14 October 2014 )
Deadline for return	Tuesday 22 April 2014 (following Easter Monday)
<b>Early voting</b>	272 ballot papers counted (7.0%)
NTEC offices Darwin, Alice Springs	Monday 6 October 2014 to Friday 17 October 2014
<b>Mobile polling (hospitals) – 1 team</b>	5 ballot papers counted (0.1%)
Royal Darwin and Darwin Private Hospitals	Friday 17 October 2014
<b>Other declaration voting</b>	0 votes counted (0.0%)
<b>Static polling 8am-6pm - 2 polling places</b>	
Dripstone Middle School (Tiwi)	3 418 ballot papers counted (87.9%)
Nakara Primary School (Nakara)	

**Table 8:** Election outcomes

Election Component	August 2012 LAGE	April 2014 By-election
Electors on roll	5 031	5 481
Electors voting	4 325 (86.0%)	3 887 (70.9%)
Informal ballot papers	89 (2.1%)	133 (3.4%)
Two candidate preferred (2CP)	59.3% ALP; 40.7% CL	55.2% ALP; 44.8% CL
Election costs	N/A	\$90 144
Cost per elector	N/A	\$16.45

**Notes:**

- Voter participation is usually higher at a general election due to the increased media coverage.
- Informality was higher at the by-election due to the number of candidates increasing from two to seven.

### 3.3.2 Assistance for inter-jurisdiction elections

An early voting service in both the Darwin and Alice Springs offices is provided for interstate and New Zealand electors visiting the Northern Territory at the time parliamentary elections are taking place in their own jurisdiction.

**Table 9:** Inter-jurisdictional support provided during 2014-15

Jurisdiction	Poll date	Election type	Chamber	District/Division	Electors Voting		
					Darwin	A/S	Total
New Zealand	19.09.2014	General			85	34	119
Western Australia	18.10.2014	By-election	LA	Vasse	3	0	3
Victoria	28.11.2014	General	LA, LC		407	158	565
South Australia	05.12.2014	By-election	HA	Fisher	2	1	3
Queensland	31.01.2015	General	LA		382	66	448
South Australia	31.01.2015	By-election	HA	Davenport	4	0	4
New South Wales	28.03.2015	General	LA, LC		20	8	28

A/S Alice Springs Office                      N/A Not Appointed  
 By By-election                                      LA Legislative Assembly  
 HA House of Assembly                          LC Legislative Council  
 HoR House of Representatives

### 3.3.3 NT Statehood and election for delegates to a Constitutional Convention

A decision on the conduct of a delegates' election for a Constitutional Convention and any associated timing remains unresolved. The legislation now allows flexibility in its application.

### 3.3.4 Party registration

The Australian Electoral Commission (AEC) deregistered the Australian Sex Party on 4 May 2015 as the party had failed to demonstrate the 500 members required to maintain registration. The Australian Sex Party's registration in the NT was reliant on them maintaining party registration with the AEC. Accordingly the Australian Sex Party was deregistered on 8 June 2015 under section 161(4) of the Act.

On 2 June 2015, the Palmer United Party submitted an application to cancel the registration of the party. On 8 June 2015, in accordance with section 160 (1) of the Act, the Palmer United Party's registration was cancelled.

The NT had six registered parties as at 30 June 2015.

**Table 10:** NT registered political parties

Political Party	Date of Registration
Australian Labor Party NT (ALP)	18 April 2005
Citizens Electoral Council (NT Division)	6 March 2013
Country Liberals	27 January 2010*
First Nations Political Party	25 May 2011
The Greens	23 March 2005
Shooters and Fishers Party	27 February 2015

\* First registered 30 March 2005 as the Northern Territory Country Liberal Party.

### **3.3.5 Disclosure**

Whilst NT electoral legislation does not provide for the funding of political parties, the *Electoral Act* Part 10 requires annual disclosure by registered parties and their associated entities, and election specific disclosure returns from candidates, publishers and broadcasters. There are no funding or disclosure requirements for local government elections.

The original alignment between Commonwealth and Territory disclosure requirements ceased when the then Commonwealth Government significantly increased the threshold limits for disclosure in 2006. Therefore the NT parties effectively cannot submit a Commonwealth return for NT purposes.

In May 2014 the Australian Labor Party NT (ALP) lodged a complaint alleging that Foundation 51 was an associated entity of the Country Liberals and failed to comply with the disclosure obligations of the Act.

The NTEC conducted a preliminary investigation and reached the view that there had been a possible breach of the compliance provisions, based on information collected through the investigation and also legal advice from the Solicitor-General for the Northern Territory. In April 2015 information collected from the investigation was referred to the Northern Territory Police for further consideration.

In August 2014 the Australian Labor Party NT (ALP) lodged another complaint alleging inaccuracies in the Country Liberals 2008-09 annual return. Following enquiries into this allegation, a late donor return was received from Mr Norman McCleary and an amended 2008-09 Annual Party Return from the Country Liberals.

#### **McGuinness report**

In late 2014 the NT parliament appointed Frank McGuinness to conduct an investigation into existing donation legislation and the process of political donations in the Northern Territory. The McGuinness Report was tabled in Parliament on 28 April 2015 with the NTEC providing comments to the Department of Chief Minister on the report's recommendations.

### **3.3.6 Compliance review**

In December 2014, the accounting firm BDO Pty Ltd was appointed to conduct a compliance review of all political disclosure returns submitted for the 2012-13 and 2013-14 financial years. The scope of the review was to establish whether registered political parties, donors and associated entities had complied with the disclosure provisions pursuant to Part 10 of the Act.

The disclosure provisions under the Act have been in place for over a decade and this is the first compliance review conducted. The review identified a number of instances of non-compliance, mainly due to the failure to maintain accurate records. A copy of the BDO report was placed on the NTEC website.

### 3.4 Council elections

#### 3.4.1 By-elections

Nine council elections were conducted.

**Table 11:** Summary of council by-elections conducted 2014-15

Council	Election Descriptors								
	Scheduled Polling Day	Election Type	Ward	No. on Roll	No. vacancies	Nominations Received			C/U
						M	F	Total	
City of Darwin	25.10.2014	By-M	Waters	10 348	1	4	1	5	C
Wagait Shire	15.11.2014	By-S	n/a	297	1	2	0	2	C
Tiwi Islands	25.09.2014	By-R	Wurankuwu	26	1	0	0	0	U
Tiwi Islands	30.10.2014	Supp	Wurankuwu	26	1	1	0	1	U
West Daly	04.12.2014	By-R	Nganmariyanga	194	1	1	0	1	U
West Arnhem	19.03.2015	By-R	Maningrida	1 844	1	3	0	3	C
West Arnhem	19.03.2015	By-R	Barrah	414	1	1	0	1	U
Roper Gulf	19.03.2015	By-R	South West Gulf	926	1	2	1	3	C
Wagait Shire	09.05.2015	By-S	n/a	293	1	1	0	1	U

Legend

By By-election  
 Supp Supplementary Election  
 By-M Municipal  
 By-R Regional  
 By-S Shire  
 M Male  
 F Female  
 C Contested election  
 U Uncontested election

**Table 12:** By-elections conducted 2010-15

Reporting year	No. By-elections		No. Supplementary Elections		Total Elections	No. Elections Contested	
	Municipal	Shire/Regional Council	Municipal	Shire/Regional Council		No.	%
2010-11	3	9	-	1	13	9	69.2
2011-12	-	-	-	6	6	3	50.0
2012-13	-	8	-	3 (inc. 1 failed)	11	3	27.3
2013-14	4	7	-	-	11	6	54.5
2014-15	1	7	-	1	9	4	44.4
<b>Total</b>	<b>10</b>	<b>46</b>	<b>-</b>	<b>13</b>	<b>81</b>	<b>34</b>	<b>41.9</b>

### 3.4.2 By-election details 2013-14

The following pages contain details of the nine council by-elections for ordinary members conducted during the reporting year, in chronological order.

**Tiwi Islands Regional Council – Wurankuwu Ward**



**City of Darwin – Waters Ward**



**Tiwi Islands Regional Council – Wurankuwu Ward**



**Wagait Shire Council**



**West Daly Regional Council – Nganmariyanga Ward**



**West Arnhem Regional Council – Maningrida Ward**



**West Arnhem Regional Council – Barrah Ward**



**Roper Gulf Regional Council – South West Gulf Ward**



**Wagait Shire Council**





## Election Services

Postal voting (6pm close)	Friday 3 October 2014 to Thursday 23 October 2014		
	(Overseas close Tuesday 21 October 2014)		
	Return deadline Friday 31 October 2014		
Early voting	Friday 3 October 2014 to Friday 24 October 2014	Darwin, Alice Springs	
Mobile polling	Thursday 23 and Friday 24 October 2014	Darwin Correctional, Darwin Private Hospital and Royal Darwin Hospital	
Static polling	Saturday 25 October 2014 8am-6pm	4 polling places	
Electors voting	Formally 5 277 (92.4%)	Informally 9 437 (7.6%)	Total voting 5 714 (55.2%)
Election costs (GST inc.)	\$48 603		

CITY OF DARWIN - WATERS WARD BY ELECTION								
Election of 1 Alderman								
25 October 2014								
Electors on roll: 10348							31.10.14	
Polling Place/Declaration Type	1st Preference Votes for each Candidate					Ballot Papers Counted		
	JENKINS, Trevor	GLOVER, Justine	LAWRENCE, Robin	HENDERSON, Jack Childers	WYATT, Paul	Formal	Informal	Total
Berrimah	14	67	11	3	39	134	22	156
Eaton	21	138	10	6	78	253	30	283
Karama	191	1287	199	75	561	2313	215	2528
Sanderson	143	1043	171	65	600	2022	143	2165
Early Voting Centre - Darwin	29	237	48	14	118	446	25	471
Postal 1	9	60	8	2	30	109	2	111
Postal 2 (EVC A/S(3) , Mobile (6) Dec(2))	12	51	9	0	18	90	4	94
Ballot Papers Counted	419	2883	456	165	1444	5367	441	5808
%	7.8	53.7	8.5	3.1	26.9	92.4	7.6	

Ballot papers counted as a % of enrolment  
= 56.1%

City of Darwin - Waters Ward By-Election 25 October 2014  
Election of 1 Alderman

Total formal ballot papers:										To be elected: 1		Quota: 5367 1 + 1		+ 1 = 2684				
TABLE 1: COUNT OF PREFERENCES AND CALCULATION OF TRANSFERS										TABLE 2: DISTRIBUTION OF THE EFFECTIVE VOTES								
Count No.	Description of next available preference	JENKINS, Trevor	GLOVER, Justine	LAWRENCE, Robin	HENDERSON, Jack Childers	WYATT, Paul	Total ballot papers counted	Transfer value	Votes transferred to Table 2	Count No.	JENKINS, Trevor	GLOVER, Justine	LAWRENCE, Robin	HENDERSON, Jack Childers	WYATT, Paul	Votes lost through fractional remainder	Total votes counted	Remarks
1	1st preference	419	2883	456	165	1444	5367	1		1	419	2883	456	165	1444	0	5367	GLOVER received quota and was elected on first preference votes.



## Wagait Shire Council By-election

The council CEO advised on 2 October 2014 of a vacancy for one ordinary member for the council.

### Election Milestones

Close of roll	5pm Wednesday 29 October 2014
Close of nominations	12 noon Friday 31 October 2014
Polling day	Saturday 15 November 2014
Election declared	10.30am Tuesday 18 November 2014

As there were more nominations than vacancies available, an election was held. Candidates contesting the by-election:

**THORPE, V.J. Elected**

JAMES, Jo-Anne

### Election Services

Postal voting (6pm close)	Friday 31 October 2014 to Thursday 13 November 2014 (Overseas close Tuesday 11 November 2014) Return deadline Friday 21 November 2014	
Early voting	Friday 31 October 2014 to Friday 14 November 2014	Darwin, Alice Springs
Mobile polling	Thursday 23 and Friday 24 October 2014	Darwin Private Hospital and Royal Darwin Hospital
Static polling	Saturday 15 November 2014 8am-6pm	Wagait Beach
Electors voting	Formally 159 (90.9%)   Informally 16 (9.1%)	Total voting 175 (58.9%)
Election costs (GST inc.)	\$5 104	

NT COUNCIL BY-ELECTION 15 NOVEMBER 2014					
WAGAIT SHIRE COUNCIL					
Election of 1 Councillor					
Electors on roll: 297					
Polling Place/Declaration Type	1st Preference Votes for each Candidate		Ballot Papers Counted		
	JAMES, JO-ANNE	THORPE, V.J.	Formal	Informal	Total
Wagait Beach Static	41	118	159	16	175
<b>Ballot Papers Counted</b>	<b>41</b>	<b>118</b>	<b>159</b>	<b>16</b>	<b>175</b>
	%		%		
	25.8	74.2	90.9	9.1	

**Ballot papers counted as a % of enrolment = 58.9%**

## West Daly Regional Council – Nganmariyanga Ward By-election



The council CEO advised on 4 November 2014 of a vacancy for one ordinary member in Nganmariyanga Ward.

### Election Milestones

Close of roll	5pm Monday 17 November 2014
Close of nominations	12 noon Wednesday 19 November 2014
Election declared	Wednesday 19 November 2014

As the number of nominations was the same as the vacancies available, no election was held:

**NARBURUP, Ralph** was elected unopposed

Election costs (GST inc.)	\$448
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## West Arnhem Regional Council – Maningrida Ward By-election

The council CEO advised on 16 January 2015 of a vacancy for one ordinary member for the council.

### Election Milestones

Close of roll	5pm Wednesday 4 March 2015
Close of nominations	12 noon Friday 6 March 2015
Polling day	Thursday 19 March 2015
Election declared	Friday 27 March 2015

As there were more nominations than vacancies available, an election was held. Candidates contesting the by-election:

WOODS, James

**NAMANURKI, Shane** Elected

KERNAN, Julius Clint

### Election Services

Postal voting (6pm close)	Friday 6 March 2015 to Thursday 17 March 2015		
	(Overseas close Tuesday 15 March 2015)		
	Return deadline Friday 26 March 2015		
Early voting	Monday 9 March 2015 to Wednesday 18 March 2015	Darwin, Alice Springs	
Mobile polling	Monday 9 March 2015 to Wednesday 18 March 2015	Maningrida	
Static polling	Thursday 19 March 2015 8am-6pm	1 polling place	
Electors voting	Formally 200 (98.0%)	Informally 4 (2.0%)	Total voting 204 (11.1%)
Election costs (GST inc.)	\$17 425		

MANINGRIDA WARD REGIONAL COUNCIL BY-ELECTION						
Election of 1 Councillor						
19 March 2015						
Electors on roll: <b>1844</b>						
Polling Place/Declaration Type	1st Preference Votes for each Candidate			Ballot Papers Counted		
	WOODS, James	NAMANURKI, Shane	KERNAN, Julius Clint	Formal	Informal	Total
Maningrida	48	67	56	171	3	174
Mobile Team 1	8	12	9	29	1	30
<b>Ballot Papers Counted</b>	<b>56</b>	<b>79</b>	<b>65</b>	<b>200</b>	<b>4</b>	<b>204</b>
	% 28.0	39.5	32.5	98.0	2.0	

**Ballot papers counted as a % of enrolment = 11.1%**

Maningrida Ward Regional Council By-election 19 March 2015														
Election of 1 Councillor														
Determination of Quota and Distribution of Preferences (if required)														
Total formal ballot paper: 200											To be elected: 1	200	+ 1 = 101	
											Quota:	111		
TABLE 1: COUNT OF PREFERENCES AND CALCULATION OF TRANSFERS								TABLE 2: DISTRIBUTION OF THE EFFECTIVE VOTES						
Count No.	Description of next available preference	WOODS, James	NAMANURKI, Shane	KERNAN, Julius Clint	Total ballot papers counted	Transfer value	Votes transferred to Table 2	Count No.	WOODS, James	NAMANURKI, Shane	KERNAN, Julius Clint	Votes lost through fractional remainder	Total votes counted	Remarks
1	1st preferences	56	79	65	200			1	56	79	65	-	200	
2	NAP after Woods	Excluded	38	18		1	56	2	-56	38	18			Woods excluded
			117	83	200				0	117	83		200	Shane Namanurki elected

## West Arnhem Regional Council – Barrah Ward By-election



The council CEO advised on 16 January 2015 of a vacancy for one ordinary member (councillor) in Barrah Ward.

### Election Milestones

Close of roll	5pm Wednesday 4 March 2015
Close of nominations	12 noon Friday 6 March 2015
Election declared	Friday 6 March 2015

As the number of nominations was the same as the vacancies available, no election was held:

**BROWN, Captain** was elected unopposed

Election costs (GST inc.)	\$435
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## Roper Gulf Regional Council – South West Gulf Ward By-election



The council CEO advised on 5 February 2015 of a vacancy for one ordinary member for the council.

### Election Milestones

Close of roll	5pm Wednesday 4 March 2015
Close of nominations	12 noon Friday 6 March 2015
Polling day (if contested)	Thursday 19 March 2015
Election declared	1pm Friday 27 March 2015

As there were more nominations than vacancies available, an election was held. Candidates contesting the by-election:

**MULHOLLAND, Daniel**      **Elected**

ELMY, Trish

### Election Services

Postal voting (6pm close)	Friday 6 March 2015 to Tuesday 17 March 2015		
	(Overseas close Friday 13 March 2015)		
	Return deadline Thursday 26 March 2015		
Early voting	Monday 9 March 2015 to Wednesday 18 March 2015	Darwin, Alice Springs	
Mobile polling	Monday 9 March 2015 to Thursday 19 March 2015		
Static polling	Thursday 19 March 2015 8am-6pm	Borrooloola	
Electors voting	Formally    341 (97.7%)	Informally    8 (2.3%)	Total voting    349 (37.7%)
Election costs (GST inc.)	\$17 891		

SOUTH WEST GULF WARD - ROPER GULF REGIONAL COUNCIL					
Election of 1 Councillor					
19 March 2015					
Electors on roll: 926					
Polling Place/Declaration Type	1st Preference Votes for each Candidate		Ballot Papers Counted		
	MULHOLLAND, Daniel	ELMY, Trish	Formal	Informal	Total
Borrooloola	68	62	130	3	133
Mobile 1	136	71	207	5	212
EVC (2), POSTAL (2), DEC (0).	0	4	4	0	4
<b>Ballot Papers Counted</b>	<b>204</b>	<b>137</b>	<b>341</b>	<b>8</b>	<b>349</b>
%	59.8	40.2	97.7	2.3	

**Ballot papers counted as a % of enrolment = 37.7%**

## Wagait Shire Council By-election

The council CEO advised on 19 February 2015 of a vacancy for one ordinary member (councillor).

### Election Milestones

Close of roll	5pm Wednesday 22 April 2015
Close of nominations	12 noon Friday 24 April 2015
Election declared	1pm 24 April 2015

As the number of nominations was the same as the vacancies available, no election was held:

**NOBLE, Kurt Stanley** was elected unopposed

Election costs (GST inc.)	\$458
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### 3.5 Fee-for-service elections

The *Electoral Act* s309 (h) allows the NTEC to negotiate a fee to provide electoral goods and services to persons or organisations, using information or material in its possession or expertise acquired in the exercise of its functions.

The Commission conducts fee-for-service elections for government, non-government and community agencies and organisations that require decisions to be made by ballot. This can include enterprise agreements (EAs), the selection of office holders and plebiscites. These elections are conducted at the discretion of the NTEC, taking into account the nature of the election and other workloads. A management overhead can be charged to conduct these elections.

The NTEC acquired Netvote, a software package that enables online voting for indicative ballots. There were significant delays and problems with the loading of Netvote onto the NTG IT network, despite a number of meetings with government IT staff, prior to procurement of the system, to ascertain if any problems would be encountered. Netvote is now functioning and available for the conduct of NTPS EA elections.

**Table 13:** Enterprise agreement ballots conducted 2014-15

Date/s	Enterprise Agreement (EA)	No. electors		% Turnout
		On roll	Returning BPs	
6.10.2014	NTPS Dental Officers 2014-2018	18	15	83.3
17.10.2014	NTPS Correctional Officers 2014-2018	502	291	57.9
27.10.2014	NTPS Nurses and Midwives' 2014-2017	2 843	647	22.8

BPs Ballot papers

**Table 14:** Fee-for-service elections conducted 2014-15

Date/s	Ballot type	No. electors		% Turnout
		On roll	Returned BPs	
26.11.2014	Nguiu Ullintjinni Assoc	196	112	57.1

BPs Ballot papers

**Table 15:** Fee-for-service elections/enterprise agreement ballots 2010-11 to 2014-15

Year	Revenue (\$)	No. Elections/Ballots
2010-11	24 564	4
2011-12	3 034	2
2012-13	0	0
2013-14	67 346*	7
2014-15	7 336	4

\* Includes the conduct of two NTPS enterprise agreement postal ballots

### **3.6 Election policies, processes and procedures**

A review of all election systems was undertaken in the 2013-14 financial year, with the intention of capturing future needs and assessing the system capacities of the agency. The review took into account experiences from both the 2012 LG and LA elections and the expertise required to redevelop and upgrade the systems. By 30 June 2015, approximately 80% of the redevelopment had been completed and tested. The remaining redevelopment and testing will occur in the 2015-16 financial year.

The new system will incorporate online capacity for:

- Polling official recruitment and their training.
- The lodgement of postal vote applications.
- The lodgement of disclosure returns.

The system also provides upgraded materials and nominations management.

See 3.5 for details of the Netvote program that allows electronic indicative ballots to be conducted.

Significant election planning has been undertaken to ensure readiness for the 2016 LA general election and 2017 LG elections. A comprehensive election procedures manual is being developed and accompanying policies formulated.

One of the main foci has been on ballot paper security, following the issues experienced at the 2013 federal election in Western Australia over the handling of missing Senate ballot papers. The *Keelty Report into the 2013 Federal Election* made a number of recommendations of relevance to the NTEC. Based on these recommendations, the following have been implemented:

- The implementation of a material management policy and systems for controlling all aspects of ballot paper movement and storage.
- The purchase of new ballot boxes for use by mobile polling teams. These boxes are stronger and have upgraded locking systems.
- The purchase of new security bags to transfer and store ballot papers with the same locking system as the new ballot boxes.
- Ballot paper printing contracts will specify that ballot papers are to be printed in Darwin and Alice Springs to remove the need for transfers between the two offices.
- Development of a training package for all staff involved in ballot paper movements.

### **3.7 Targets 2015-16**

- Implement changes to systems and procedures following any amendments to electoral legislation.
- Finalise the redevelopment of election systems.
- Complete the analysis of AEC and NTEC mobile polling models and draft a mobile polling itinerary based on that analysis; use regional council by-elections to update mobile polling itineraries and community profiles.
- Review the operational model for the recruitment and training of local assistants and interpreters, including political neutrality vetting and procedures.
- Develop online training content and materials for delivering polling official training.
- Finalise, test and implement new electronic forms for postal voting and employee registration.
- Consider recommendations from the McGuinness report and BDO report on political disclosure compliance.

## 4 EDUCATION AND INFORMATION

### Objective

**A community that is well informed about its electoral rights, responsibilities, processes and available services**

#### 4.1 Education and information services

The conduct of electoral education program sessions is mainly targeted towards students, however includes new citizens, ESL/migrant groups and legal and political studies students under the Parliamentary Education Services (PES) civics program. The session covers the enrolment and voting processes, explanation of the three levels of government and the mechanics of running elections in the Northern Territory. Though the joint arrangement with PES, 86 electoral education sessions were delivered to 2274 students as part of school tours of Parliament House.

During the year, a total of 135 electoral education sessions were conducted (including public awareness activities at the show circuit), a decrease of 40 compared to 2013-14. The 3599 participants were drawn from all school sectors in both urban and regional parts of the Territory. There was an 8% decrease in the number of participants compared to 2013-14. The table below provides details of the sessions and number of participants.

- Attendance by Year 11 and 12 students increased by two to a total of 15 classes with 15 sessions delivered to Year 8, 9 and 10 students in Darwin.
- 17 sessions were conducted in Alice Springs.
- Education activities at the NT show circuit included enrolment services, information on the redistribution of NT LA electoral boundaries and general election information.

**Table 16:** Education sessions and participants conducted by region

Group (by region)	No. Sessions	No. Participants*
Alice Springs	17	898
Darwin	86	2 274
English as Second Language (ESL)	14	226
Jabiru (Oenpelli)	1	25
Remote	9	176
Show Circuit (8 days)	8	
<b>Total</b>	<b>135</b>	<b>3 599*</b>

\* Does not include show circuit visitors

Contact was maintained with the Electoral Educators Network, a national forum of State and Territory Electoral Commission staff established to evaluate programs and investigate electoral education concepts.

### Website

The website provides enrolment, election, education and corporate service information, as well as answers to a range of 'Frequently Asked Questions' about the core business areas. Sub-sites were built for by-elections.

## **4.2 Public advertising and publicity campaigns**

Public awareness of elections and enrolment is undertaken through advertising and delivering education and information programs to target audiences.

Activities undertaken in support of enrolment and election awareness included:

- Informing electors about enrolment and voting services for elections: writing to urban electors regarding upcoming by-elections; newspaper advertising; website; banner/poster displays and media releases.
- An advertising campaign was developed to support the QR14 quality roll enrolment program. Activities included television and newspaper advertising, posters, website information and the conduct of an enrolment competition using Facebook.
- Electoral information stands during the NT show circuit.
- Attending Alice Springs Citizenship Ceremonies to promote enrolment.
- The placement of statutory advertising, website information, posters, media releases and bulletins in support of the redistribution of NT LA boundaries.

## **4.3 Information activities supporting elections**

### **Public Awareness - Casuarina By-election October 2014**

The main features of the NTEC public awareness and media activities in support of enrolment and voting services for the by-election included:

- A mail-out to enrolled electors.
- Using the NTEC website to provide election information and results.
- Publishing statutory notices in the NT News.
- The 1800MYVOTE number as a contact for election enquiries.
- Issuing election bulletins and media releases to stakeholders to provide information at significant stages of the election timetable and to clarify matters as they arose.
- Contacting stakeholders, informing them of authorisation requirements and advertising responsibilities.
- Signage at polling places.
- Liaison with broadcasters and publishers, including the monitoring of media reports, and editorial comment for campaigning and advertising irregularities.
- Public events for the declaration of nominations and polls.

### **Public Awareness - Council Elections**

Public awareness activities were also undertaken in support of nine council by-elections, including:

- The placement of local and regional newspaper advertisements including statutory notices.
- Communication strategies informing the community of the elections and who is required to vote.
- Municipal councils - mail-outs sent to electors confirming their enrolment details and providing information on voting services and polling place locations.
- Remote councils - customised election posters distributed inviting nominations and promoting voting services.
- Street banners strategically placed within council areas, and 'Polling Place Here' signs at static polling places.
- Radio advertising.
- The production of election web pages, including maps of each electoral area and ward (if applicable) and external web links to stakeholders.

- Election bulletins and media releases.
- Public events for the declaration of nominations and polls, including posting results on the website.

#### **4.4 Research and electoral developments**

The NTEC conducts and promotes research into matters relating to elections or other matters relating to its functions, as prescribed by the *Electoral Act* s309(f). Research activities are undertaken by operational staff or, where appropriate, by project staff and are generally focussed on providing information to support current programs, future initiatives and impending electoral events.

During 2014-15, the focus of NTEC research was to support operational and election development needs, including:

- A survey of informal ballot papers following the 2014 Blain LA by-election and Waters Ward council by-election to provide an assessment of the types of informality.
- Research into low turn-out at remote council by-elections.
- A review of the postal voting software and manuals.
- Research on options for software to conduct electronic indicative ballots.
- Options for providing online lodgement of postal vote applications and disclosure returns.
- Research on enrolment and population trends to support the redistribution of NT LA boundaries.

#### **4.5 Public reporting**

The 2013-14 Annual Report was tabled on 25 November 2014 and the report on the 2014 Blain LA by-election was tabled on 16 June 2015.

#### **4.6 Targets 2015-16**

- Implement a public awareness and information program to support the release of the final boundaries following the 2015 redistribution of NT LA boundaries.
- Develop revised branding in the lead up to the LA and LG general elections.
- Develop and implement a communication strategy for the 2016 LA general election, including the roll out of new television, radio and social media advertising.
- Review and develop the structure and content of the 2016 LA election website.
- Review the education content on the website.
- Table the Casuarina by-election report.
- Monitor the electoral environment for any impact on policies and procedures for the next election cycle.

## 5 CORPORATE GOVERNANCE

### Objective

**Staff, infrastructure and business systems that meet governance and operational requirements**

#### 5.1 The organisation

Human resource activities and financial matters, including budgeting and reporting activities, procurement, IT and general office services, are managed in-house. To supplement its small number of ongoing positions, support and input from other NT government agencies, secondments, specialist project staff and casual employees are recruited on a needs basis.

The Department of Corporate and Information Services (DCIS) provides ITC, payroll, procurement, property and recruitment support. The Office of the Commissioner for Public Employment (OCPE) and the Department of Treasury and Finance liaise over personnel issues and financial matters respectively.

**Table 17:** Staffing profile as at 30 June 2015

Designation	Number of Staff (Including Contract)	
	30 June 2014	30 June 2015
Executive Contract Officer 3	1	1
Senior Administrative Officer 2	1	1
Senior Administrative Officer 1	5*	4*
Administrative Officer 7	1	1
Administrative Officer 6	3	3
Administrative Officer 5	1	2
Administrative Officer 4	0	0.16
Administrative Officer 3	1	1
Administrative Officer 2	0.1	0
Administrative Officer 1	0	0.96
<b>Total</b>	<b>13.1 FTE</b>	<b>14.12FTE</b>

\* Includes two specialist short term contract staff (one for the redevelopment of election software, one for specialist technical advice)

#### Employee expenses

The appropriation budget funds ongoing employee expenses, while separate arrangements are made for staff employed for elections, project work and secondments. Staffing expenditure is proportionately higher in years when major electoral events take place, with the additional staff expenses met from election budgets.

In 2014-15, employee expenses came to approximately \$2.07 million (53% of total expenditure for the year).

Expenses included remuneration and other related costs for temporary project and polling official positions for enrolment and electoral events such as:

- QR14 enrolment stimulation
- October 2014 Casuarina Legislative Assembly by-election
- October 2014 City of Darwin Waters Ward by-election
- Roper Gulf Regional Council by-election
- Tiwi Islands Regional Council by-election
- Wagait Shire Council by-elections
- 2015 redistribution of LA electoral boundaries
- West Arnhem Regional Council by-elections
- West Daly Regional Council by-election.

A one-off cost for a voluntary redundancy also applies, resulting from a restructure in the operation of the elections branch.

### **Darwin office**

At 30 June 2015, the Darwin office had a permanent staff complement of six, excluding the CEO position that is funded on a long term contract basis. Four temporary project officers were employed on contract and one officer was seconded from DCIS until December 2016.

### **Alice Springs office**

The Alice Springs office had a permanent staff complement of one as at 30 June 2015. The position is supported by temporary or casual staff on an 'as needs' basis.

### **Casual positions**

A number of casual and temporary staff was employed to assist with enrolment, education and electoral events. Numbers varied depending on the size of the event, the geographical remoteness of electors, and the number of polling places. Casual employees are retained on contract until the end of the calendar year to allow for ease of employment for further elections and activities.

## **5.2 Staff development and recognition**

Three staff members were seconded to the Victorian Electoral Commission for development purposes at the Victorian State election held in November 2014.

In addition, one staff member travelled interstate to attend training in mapping software in preparation for the 2015 redistribution of LA electoral boundaries.

Two staff members were recognised for their service in the Northern Territory Public Service (NTPS), one who attained 20 years and another 35 years of service.

## **5.3 Agency management and reporting**

### **Report under the *Public Sector Employment and Management Act s18***

The NTEC reports to the Commissioner for Public Employment in relation to its compliance with the prescribed NTPS principles of human resource (HR) management.

DCIS and OCPE provide advice as required on the application of HR legislation, instructions, guidelines and the implementation of the relevant HR policies, practices, terms and conditions under NTG employment terms and conditions.

### **Equal opportunity**

Staff selection, both permanent and temporary staff, is merit based. Appointments are made in accordance with merit principles and, for election casuals, following review of any assessments recorded in the NTEC's Election Management System.

All staff, including temporarily employed office casuals and polling officials, are required to sign an undertaking that they are not a member of a political party or active in political affairs, and that they will retain this status during the period of their employment.

### **Equity and diversity**

The NT has a diverse community and staff are selected with the ability to communicate and interact with those communities, regardless of issues presented by gender, language, ethnicity, disadvantage or any physical or other impairment. Polling positions for both urban and remote locations are filled on the basis of a capacity to deal fairly, courteously and without discrimination with any person presenting to vote.

## **Flexible work practices**

Flex-time is available to staff, subject to operational requirements.

## **Work, health and safety (WHS)**

The NTEC identifies and mitigates risks in both office and in-the-field situations in order to comply with the requirements of the *Work Health and Safety (National Uniform Legislation) Act 2011*. The Act sets out the national WHS obligations for employers and employees and stipulates duties of care on employers and employees in relation to WHS. Office accommodation, travel arrangements and polling programs are assessed to ensure compliance.

No reportable safety issues were recorded during the year.

## **Report under Section 7 of the *Carers Recognition Act***

In December 2011, an amendment to the *Electoral Act* and Local Government (Electoral) Regulations allowed postal and early voting services to be provided to voters who are disabled and/or their carers. A total of 35 carers were registered as postal voters, compared with 38 in the previous reporting period.

During the reporting year, two staff members were granted carers leave.

## **Financial accountability and reporting**

By 30 June 2015:

- Through a Treasurer's Advance:
  - Reimbursement for the Casuarina LA by-election.
  - QR14 enrolment stimulation.
  - 2015 Redistribution of LA electoral boundaries.
  - Pre-election activities for the 2016 LA general election.
  - Staffing costs, including one voluntary redundancy.
- Ongoing budget monitoring and reporting is being refined so that final costs generated by future major elections can be achieved accurately and in a timely manner.

## **Insurance reporting**

Over the course of 2014-15, no self-insurance claims were made.

A number of mitigation strategies have been implemented to reduce the insurable risk arising from agency operations. The agency complies with instructions as set out in its 'Accounting and Property Manual', which contains sections relating to insurance and litigation matters.

Drivers of Commission vehicles are required to operate according to guidelines set out in the 'NT Fleet handbook'.

## **Records Management**

Processes are in place to achieve compliance with the archives and records management provisions prescribed in Part 9, section 131, of the *Information Act*.

## **Corporate review**

Reporting on agency activities is set out in the NTEC's Corporate Plan for 2015-19. The plan was reviewed during the reporting year through a staff consultation process which included identifying core business outcomes and strategies. The agency's core business is summarised as elections, enrolment, public awareness and corporate.

## **5.4 NTEC office premises**

Due to the expiry and non-renewal of the lease on the Alice Springs property, a relocation and subsequent fit-out of the new office was required. An upgrade to the Darwin office ablution facilities by the building owner was also completed in 2014-15.

### **Darwin office**

In 2011 the agency moved to the TCG Centre, where the AEC also has its NT office. The purpose-built office includes two large multi-purpose rooms that can be used for training and formal electoral events, a dedicated meeting room with video conferencing facilities and significant on-site storage for election material.

In non-critical election periods, the NTEC offers the use of the larger multi-purpose conference room to other NTG departments at no cost. With a number of departments relocating in 2015-16, a greater need is foreseen for meeting room space within the Darwin city area.

### **Alice Springs office**

Due to the expiry of the lease and the cost of office accommodation in Alice Springs, a new, smaller location was sought. In May 2015, MyVote Central relocated within the Yeperenye Centre complex opposite the Alice Spring post office.

The office continues to offer a range of enrolment, election and education activities; however, due to the smaller footprint, additional premises will be required for early voting. It retains a training/conference room with a video-conferencing system, office and storage space and has the capacity to offer administrative support for all Northern Territory, interstate and federal elections for the southern region.

The AEC contributes \$15 000 annually for services provided by MyVote Central under a joint arrangement. The Memorandum of Understanding (MOU) between the NTEC and the AEC for the management of MyVote Central encompasses the period from July 2013 to June 2017.

## **5.5 ICT operational support**

### **Provision of services by DCIS and external ICT provider(s)**

ICT support is provided by ICT Services, a division of DCIS, with responsibility for day to day ICT matters resting with the Business Manager.

Whole of government contracts determine providers for most telecommunications, hardware, generic software and helpdesk support. Specific agency hardware and software requirements are assessed on an 'as need' basis, and procurement of such items is carefully considered, as uncontracted purchases are not supported by NTG or covered by established safeguards and procedures.

### **Hardware**

To date, a refresh of ITC equipment is not scheduled. Mitigation strategies will be implemented to ensure no significant outages occur during the next major event.

### **Software**

A new Election Management System (EMS) has been developed based on the ACT Electoral Commission system. Significant development occurred in 2014-15 with the system now interactive with the NTEC website.

The agency is seeking alternative, more efficient solutions to training and has made preliminary inquiries into an online interactive training package. The software will allow the majority of future polling staff to complete training online without the need to fill in workbooks. The system will enable the NTEC to monitor the progress and completion of training as well as collate results.

Changes to the agency's file structure are being implemented in preparation for Electronic Document and Records Management (EDRM). Currently, the NTG is upgrading the Records Information System (TRIM) to version 8.1 and with the upcoming 2016 LA election, the project will likely be put back until a more suitable time.

### **Website**

No significant changes occurred to the agency's website in 2014-15. By-election sub-sites and the Redistribution sub-site were developed and implemented in-house.

## **5.6 Targets 2015-16**

- Conduct a recruitment campaign seeking expressions of interest for working at the 2016 LA general election.
- Complete and implement business plans for the 2016 LA general election, including pre-election activities.
- Continue to support the Indigenous Employment Program (IEP) cadet.
- Finalise a filing structure and standardise titling conventions in preparation for EDRM.

## The corporate plan 2012 to 2015

### Enrolment

**Objective** - A complete, accurate and securely maintained roll of Northern Territory electors that meets the requirements of stakeholders.

#### Strategies

Maintain rolls for the Legislative Assembly and local government in partnership with the AEC in an efficient and effective manner.

Monitor performance in terms of completeness, accuracy and the timely update of the electoral roll.

Develop and implement enrolment stimulation activities and initiatives including joint programs with the AEC.

Provide roll data in accordance with legislation.

Provide support to Legislative Assembly redistribution committees and local government representation reviews and effect changes following final boundary determinations.

#### Performance Measures

Percentage of estimated eligible electors enrolled in the Territory compared to previous years.

### Elections

**Objective** - Efficient and effective conduct of elections.

#### Strategies

Advocate best practice in electoral legislation for government elections and in non-government election rules.

Enhance our knowledge of the needs of our diverse client base to customise electoral services.

Review and document election policies, procedures and processes.

Review recruitment and training programs and tools for effective service delivery.

#### Performance Measures

Voter participation rate compared to similar electoral events in previous years.

Relative cost of elections, compared to similar electoral events in previous years.

### Education and Information

**Objective** - A community that is well informed about its electoral rights, responsibilities, processes and available services.

#### Strategies

Conduct targeted public advertising and publicity campaigns.

Develop programs to deliver education and information services across the Northern Territory.

Maintain and improve school based education programs.

Conduct research and monitor external electoral developments.

Expand strategic alliances with organisations providing services to our diverse community.

Review and improve the public reporting program.

#### Performance Measures

Number of participants at school and community education sessions.

### Corporate Support

**Objective** - Staff, infrastructure and business systems that meet governance and operational requirements.

#### Strategies

Monitor the organisational structure so that it best meets the strategic challenges of the NTEC.

Document, maintain and improve policies and procedures that uphold the business requirements of the NTEC, the Northern Territory Public Service and relevant legislation.

Continuously improve IT operational support systems.

Encourage staff development and recognition.

#### Performance Measures

Performance in the corporate support area is to be reported on an activity basis in the Annual Report.

## 6 FINANCIAL REPORT

### 6.1 Financial performance

The NTEC is funded through an annual appropriation from Treasury, with additional funding provided through Treasurer's Advances for major electoral events such as LA general elections and redistributions (occurring every four years) and ad-hoc LA by-elections. Advances may also be provided, with Cabinet approval, for any major initiatives.

In a non-election year major outgoing expenditure is attributed to staffing, property, IT, DCIS Free of Charge (FOC) notional expenses and payments to the AEC for maintenance of the NT electoral roll under the joint roll agreement. The annual appropriation budget supports:

- The head office (Darwin) and MyVote Central (Alice Springs).
- Salaries for staff and one executive contract officer.
- Enrolment, election, education and corporate governance functions.
- The payment of approximately \$0.163 million for the annual Joint Roll Arrangement (JRA) costs.

Councils are charged a 15% corporate overhead for running by-elections. Ballots conducted on behalf of NTG agencies are charged on a cost recovery basis, whilst elections and ballots for other entities are charged commercial rates.

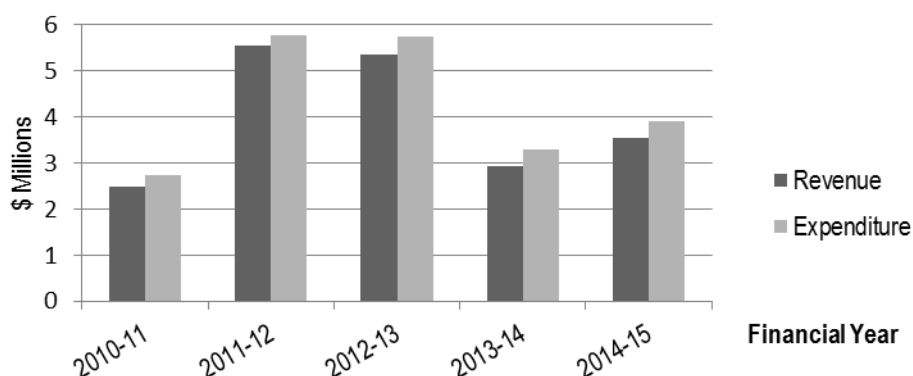
The appropriation for 2014-15 was \$2.715 million. Treasurer's Advances totalling \$0.89 million were approved to cover the cost of conducting the Casuarina LA by-election, the redistribution of LA electoral boundaries and additional QR14 roll stimulation activities. The Commission receives revenue through charging a corporate overhead for conducting council by-elections (\$11 000 in 2014-15), elections and ballots for other organisations (\$1000 in 2014-15) and receives an annual contribution of \$15 000 from the AEC for electoral services provided at MyVote Central (Alice Springs).

Total expenditure for the 2014-15 financial year amounted to \$3.906 million. Included in the expenditure was \$2.07 million in staff costs, \$1.139 million for administrative expenses and \$0.697 million for Goods and Services Received Free of Charge (the latter funded through DCIS).

The agency operated at a \$0.367 million loss due to depreciation and a shortfall in revenue from the conduct of local government elections.

The following graph shows revenue and expenditure fluctuations over the last five financial years. The peak in 2011-12 coincided with the March 2012 LG election and the increase in 2012-13 for the August 2012 LA general election. An increase is evident in 2014-15 relating to the conduct of the QR14 enrolment program and the commencement of the 2015 redistribution of electoral boundaries.

**NTEC Revenue versus Expenditure  
Financial Years 2010-11 to 2014-15**



During 2014-15, the agency was subject to an external scheduled audit, as part of the Auditor-General's audit program, in compliance with the *Financial Management Act*, Treasurer's Directions, Procurement Directions and the Accounting & Property Manual.

No material weaknesses in controls were identified during the audit. The audit again noted that internal controls within the agency had improved. All findings were taken on board and processes and procedures addressed in line with the audit recommendations. An end of financial year audit is scheduled for August 2015.

The NTEC's appropriation for 2015-16 is \$2.039 million with the agency scheduled to operate at a \$0.121 million deficit.

**6.2 Targets 2015-16**

- Undertake 'end of year audit review'.
- Prepare financial estimates for the upcoming 2016 LA and 2017 LG general election events.
- Develop a financial monitoring function for election expenditure in EMS to improve the capacity to automate the reporting of commitments and expenditure during electoral events.
- Complete pre-election preparations for the 2016 LA general election.

**NORTHERN TERRITORY ELECTORAL COMMISSION  
FINANCIAL REPORT**

**CERTIFICATION OF THE FINANCIAL STATEMENTS**

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 Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2015 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.



Iain Loganathan

Electoral Commissioner – Chief Finance Officer

28 August 2015



Warren Que Noy

Business Manager – Accountable Officer

28 August 2015

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**COMPREHENSIVE OPERATING STATEMENT**

**For the year ended 30 June 2015**

	Note	2015 \$000	2014 \$000
<b>INCOME</b>			
Taxation revenue			
Grants and subsidies revenue			
Current		14	315
Capital			
Appropriation			
Output		2715	1696
Commonwealth			
Sales of goods and services <sup>(1)</sup>		113	303
Interest revenue			
Goods and services received free of charge	4	697	628
Gain on disposal of assets	5		
Other income			
<b>TOTAL INCOME</b>	<b>3</b>	<b>3539</b>	<b>2942</b>
<b>EXPENSES</b>			
Employee expenses		2070	1640
Administrative expenses			
Purchases of goods and services	6	958	772
Repairs and maintenance		1	3
Property management		60	60
Depreciation and amortisation	10	120	169
Other administrative expenses <sup>(2)</sup>		697	641
Grants and subsidies expenses			
Current			
Capital			
Community service obligations			
Interest expenses	17		
<b>TOTAL EXPENSES</b>	<b>3</b>	<b>3906</b>	<b>3285</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>(367)</b>	<b>(343)</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
<b>Items that will not be reclassified to net surplus/deficit</b>			
Transfers from Reserves		0	(15)
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>		<b>0</b>	<b>(15)</b>
<b>COMPREHENSIVE RESULT</b>		<b>(367)</b>	<b>(358)</b>

<sup>(1)</sup> Income received from a number of fee-for-service elections including Shire and Municipal Council elections.

<sup>(2)</sup> Includes DCIS service charges.

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

**NORTHERN TERRITORY ELECTORAL COMMISSION**

**BALANCE SHEET**

**As at 30 June 2015**

	Note	2015 \$000	2014 \$000
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and deposits	7	354	536
Receivables	8	23	28
Inventories	9		
Advances and investments			
Prepayments		0	3
Other assets			
<b>Total Current Assets</b>		<b>377</b>	<b>567</b>
<b>Non-Current Assets</b>			
Receivables	8		
Advances and investments			
Property, plant and equipment	10, 11	636	755
Prepayments			
Other assets			
<b>Total Non-Current Assets</b>		<b>636</b>	<b>755</b>
<b>TOTAL ASSETS</b>		<b>1013</b>	<b>1322</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Deposits held		0	1
Payables	12	93	61
Borrowings and advances			
Provisions	13	166	151
Other liabilities	14		
<b>Total Current Liabilities</b>		<b>259</b>	<b>213</b>
<b>Non-Current Liabilities</b>			
Borrowings and advances			
Provisions	13	50	38
Other liabilities	14		
<b>Total Non-Current Liabilities</b>		<b>50</b>	<b>38</b>
<b>TOTAL LIABILITIES</b>		<b>309</b>	<b>251</b>
<b>NET ASSETS</b>		<b>704</b>	<b>1071</b>
<b>EQUITY</b>			
Capital		1997	1997
Reserves	15		
Accumulated funds		(1293)	(926)
<b>TOTAL EQUITY</b>		<b>704</b>	<b>1071</b>

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 2015**

	Note	Equity at 1 July \$000	Comprehensive result \$000	Transactions with owners in their capacity as owners \$000	Equity at 30 June \$000
<b>2014-15</b>					
<b>Accumulated Funds</b>		911	367 <sup>(1)</sup>		1278
Changes in accounting policy					
Correction of prior period errors					
Transfers from reserves		15	0		15
Other movements directly to equity					
		926	367		1293
<b>Reserves</b>	15				
<b>Capital – Transactions with Owners</b>					
Equity injections					
Capital appropriation		(17)	0	0	(17)
Equity transfers in		(1197)	0	0	(1197)
Other equity injections		(1081)	0	0	(1081)
Specific purpose payments					
Commonwealth – capital					
Equity withdrawals					
Capital withdrawal <sup>(2)</sup>		298	0	0	298
Equity transfers out					
		(1997)	0	0	(1997)
<b>Total Equity at End of Financial Year</b>		<b>(1071)</b>	<b>367</b>	<b>0</b>	<b>(704)</b>
<b>2013-14</b>					
<b>Accumulated Funds</b>		568	343 <sup>(1)</sup>	0	911
Changes in accounting policy					
Correction of prior period errors					
Transfers from reserves		0	15	0	15
Other movements directly to equity					
		568	358	0	926
<b>Reserves</b>	15				
<b>Capital – Transactions with Owners</b>					
Equity injections					
Capital appropriation		(17)	0	0	(17)
Equity transfers in		(1197)	0	0	(1197)
Other equity injections		(1081)	0	0	(1081)
Specific purpose payments					
Commonwealth – capital					
Equity withdrawals					
Capital withdrawal <sup>(2)</sup>		298	0	0	298
Equity transfers out					
		(1997)	0	0	(1997)
<b>Total Equity at End of Financial Year</b>		<b>(1429)</b>	<b>358</b>	<b>0</b>	<b>(1071)</b>

<sup>(1)</sup> Net Surplus/(Deficit) from the Comprehensive Operating Statement.

<sup>(2)</sup> Use for cash distributions to Government.

The 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 2015**

	Note	2015 \$000	2014 \$000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Operating Receipts</b>			
Taxes received			
Grants and subsidies received			
Current		14	315
Capital			
Appropriation			
Output		2715	1696
Commonwealth			
Receipts from sales of goods and services		196	384
Interest received			
<b>Total Operating Receipts</b>		<b>2925</b>	<b>2395</b>
<b>Operating Payments</b>			
Payments to employees		(2011)	(1665)
Payments for goods and services		(1095)	(907)
Grants and subsidies paid			
Current			
Capital			
Community service obligations			
Interest paid			
<b>Total Operating Payments</b>		<b>(3106)</b>	<b>(2572)</b>
<b>Net Cash From/(Used in) Operating Activities</b>	16	<b>(181)</b>	<b>(177)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>Investing Receipts</b>			
Proceeds from asset sales	5		
Repayment of advances			
Sales of investments			
<b>Total Investing Receipts</b>			
<b>Investing Payments</b>			
Purchases of assets			
Advances and investing payments			
<b>Total Investing Payments</b>			
<b>Net Cash From/(Used in) Investing Activities</b>			
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
<b>Financing Receipts</b>			
Proceeds of borrowings			
Deposits received		(1)	0
Equity injections			
Capital appropriation			
Commonwealth appropriation			
Other equity injections			
<b>Total Financing Receipts</b>		<b>(1)</b>	<b>0</b>
<b>Financing Payments</b>			
Repayment of borrowings			
Finance lease payments			
Equity withdrawals			
<b>Total Financing Payments</b>			
<b>Net Cash From/(Used in) Financing Activities</b>		<b>(1)</b>	<b>0</b>
Net increase/(decrease) in cash held		(182)	(177)
Cash at beginning of financial year		536	713
<b>CASH AT END OF FINANCIAL YEAR</b>	7	<b>354</b>	<b>536</b>

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 2015

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# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### 1. OBJECTIVES AND FUNDING

The Northern Territory Electoral Commission (the '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 and other organisations (if appointed), in an efficient and cost-effective manner, consistent with legislative requirements.

The Department is predominantly funded by, and is dependent on, the receipt of Parliamentary appropriations. For the conduct of Legislative Assembly elections, a Treasurer's Advance is generally sought at the conclusion of the event. For a Local Government General Election, an expenditure advance is requested; however, local government by-elections are invoiced after the event. The financial statements encompass all funds through which the agency controls resources to carry on its functions and deliver outputs.

For reporting purposes, outputs delivered by the agency are summarised into two output groups. Note 3 provides summary financial information in the form of a Comprehensive Operating Statement by output group.

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

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

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

**AASB 2014-1 Amendments to Australian Accounting Standards (Part A – Annual Improvements 2010-2012 and 2011-2013 Cycles)**

## NORTHERN TERRITORY ELECTORAL COMMISSION

### NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

Part A of the standard makes amendments to various Australian Accounting Standards (AASB 2, 3, 8, 9, 13, 116, 119, 124, 137, 138, 139, 140 & 1052 and Interpretation 129) arising from the issuance by IASB of *IFRSs Annual Improvements to IFRS 2010-2012 Cycle* and *Annual Improvements to IFRSs 2011-2013 Cycle*. The standard does not impact the financial statements.

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

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

Standard/Interpretation	Summary	Effective for annual reporting periods beginning on or after	Impact on financial statements
AASB 9 <i>Financial Instruments (Dec 2014)</i> , AASB 2014-1 <i>Amendments to Australian Accounting Standards (Part E – Financial Instruments)</i> , AASB 2014-7 <i>Amendments to Australian Accounting Standards arising from AASB 9 (Dec 2014)</i>	The final version of AASB 9 brings together the classification and measurement, impairment and hedge accounting phases of the IASB's project to replace AASB 139 <i>Financial Instruments: Recognition and Measurement</i> . This version adds a new expected loss impairment model and limited amendments to classification and measurement for financial assets.	1 Jan 2018	Minimal impact. The NTEC is rarely required to apply impairment requirements.
AASB 2015-1 <i>Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012-2014 Cycle [AASB 1, 2, 3, 5, 7, 11, 110, 119, 121, 133, 134, 137 &amp; 140]</i>	Amends a number of pronouncements as a result of the IASB's 2012-2014 annual improvements cycle.	1 Jan 2016	Minimal impact to AASB 119 Employee Benefits; only, is expected.
AASB 2015-2 <i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 &amp; 1049]</i>	Includes narrow-focus amendments to address concerns about existing presentation and disclosure requirements, and to ensure entities are able to use judgement when applying a standard in determining what information to disclose.	1 Jan 2016	Minimal impact. Amendments to have little to no impact to current presentation and disclosure requirements for the NTEC.

#### **c) Agency and Territory Items**

The financial statements of the Northern Territory Electoral Commission include income, expenses, assets, liabilities and equity over which the Northern Territory Electoral 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 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.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

### For the year ended 30 June 2015

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.

#### **d) Comparatives**

Where necessary, comparative information for the 2013-14 financial year has been reclassified to provide consistency with current year disclosures.

#### **e) Presentation and Rounding of Amounts**

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

#### **f) Changes in Accounting Policies**

There have been no changes to accounting policies adopted in 2014-15 as a result of management decisions.

#### **g) Accounting Judgments and Estimates**

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

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

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

- Employee Benefits – Note 2(v) and Note 13: Non-current liabilities in respect of employee benefits are measured as the present value of estimated future cash outflows based on the appropriate Government bond rate, estimates of future salary and wage levels and employee periods of service.
- Depreciation and Amortisation – Note 2(k) and Note 10: Property, Plant and Equipment.

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

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

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

Cash flows are included in the Cash Flow Statement on a gross basis. The GST components of cash flows arising from investing and financing activities, 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.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### i) Income Recognition

Income encompasses both revenue and gains.

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

#### **Grants and Other Contributions**

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

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

#### **Appropriation**

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

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations, resulting in Specific Purpose Payments (SPPs) and National Partnership (NP) payments being made by the Commonwealth Treasury to state treasuries, in a manner similar to arrangements for GST payments. These payments are received by the Department of Treasury and Finance on behalf of the Central Holding Authority and then on-passed to the relevant agencies as Commonwealth appropriation.

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

#### **Sale of Goods**

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

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

#### **Rendering of Services**

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

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

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### Interest Revenue

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

### Goods and Services Received Free of Charge

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

### Disposal of Assets

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

### Contributions of Assets

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

### j) Repairs and Maintenance Expense

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

### k) Depreciation and Amortisation Expense

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

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

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

	2015	2014
Plant and Equipment – Computer hardware	3-6 years	3-6 years
Plant and Equipment – Fit-out	10 years	10 years

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

### l) Interest Expense

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

### m) Cash and Deposits

For the purposes of the Balance Sheet and the Cash Flow Statement, cash includes cash on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash. Cash at bank includes monies held in the Accountable Officer's Trust Account (AOTA) that are ultimately payable to the beneficial owner – refer also to Note 21.

## NORTHERN TERRITORY ELECTORAL COMMISSION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

#### n) Inventories

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

Inventory held for distribution is regularly assessed for obsolescence and loss.

#### o) Receivables

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

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

Accounts receivable are generally settled within 30 days and other receivables within 30 days.

#### p) Property, Plant and Equipment

##### Acquisitions

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

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

##### Complex Assets

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

##### Subsequent Additional Costs

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

##### Construction (Work in Progress)

As part of the financial management framework, the Department of Infrastructure is responsible for managing general government capital works projects on a whole of Government basis. Therefore appropriation for all agency capital works is provided directly to the Department of 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.

#### q) Biological Assets

The Northern Territory Electoral Commission had no biological assets in 2014-15 and 2013-14.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### r) Revaluations and Impairment

#### Revaluation of Assets

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

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

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

#### Impairment of Assets

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

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

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

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

### s) Assets Held for Sale

The Northern Territory Electoral Commission held no assets for sale in 2014-15 and 2013-14.

### t) 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 lease asset and lease liability equal to the lower of the fair value of the leased property and present value of the minimum lease payments, each determined at the inception of the lease, are recognised.

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

## NORTHERN TERRITORY ELECTORAL COMMISSION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

#### **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.

#### **u) 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.

#### **v) 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, 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.

#### **w) Superannuation**

Employees' superannuation entitlements are provided through the:

- Northern Territory 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.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### x) 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 provides additional information in relation to contributions by, and distributions to, Government.

### y) Commitments

Disclosures in relation to capital and other commitments, including lease commitments are shown at Note 18.

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

### z) Fair Value Measurement

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use. The highest and best use takes into account the use of the asset that is physically possible, legally permissible and financially feasible.

When measuring fair value, the valuation techniques used maximise the use of relevant observable inputs and minimise the use of unobservable inputs. Unobservable inputs are used to the extent that sufficient relevant and reliable observable inputs are not available for similar assets/liabilities.

Observable inputs are publicly available data that are relevant to the characteristics of the assets/liabilities being valued. Observable inputs used by the agency include, but are not limited to, published sales data for land and general office buildings.

Unobservable inputs are data, assumptions and judgments that are not available publicly, but are relevant to the characteristics of the assets/liabilities being valued. Such inputs include internal agency adjustments to observable data to take account of particular and potentially unique characteristics/functionality of assets/liabilities and assessments of physical condition and remaining useful life.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the following fair value hierarchy based on the inputs used:

Level 1 – inputs are quoted prices in active markets for identical assets or liabilities;

Level 2 – inputs are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; and

Level 3 – inputs are unobservable.

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

**3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP**

	Note	Electoral Services		Corporate and Governance		Total	
		2015	2014	2015	2014	2015	2014
		\$000	\$000	\$000	\$000	\$000	\$000
<b>INCOME</b>							
Taxation revenue							
Grants and subsidies revenue							
Current		14	315			14	315
Capital							
Appropriation							
Output		2715	1696			2715	1696
Commonwealth							
Sales of goods and services <sup>(1)</sup>		113	303			113	303
Interest revenue							
Goods and services received free of charge	4	697	628			697	628
Gain on disposal of assets	5						
Other income							
<b>TOTAL INCOME</b>		<b>3539</b>	<b>2942</b>			<b>3539</b>	<b>2942</b>
<b>EXPENSES</b>							
Employee expenses		1900	1470	170	170	2070	1640
Administrative expenses							
Purchases of goods and services	6	938	752	20	20	958	772
Repairs and maintenance		1	3			1	3
Property management		60	60			60	60
Depreciation and amortisation	10	120	169			120	169
Other administrative expenses <sup>(2)</sup>		697	641			697	641
Grants and subsidies expenses							
Current							
Capital							
Community service obligations							
Interest expenses	17						
<b>TOTAL EXPENSES</b>		<b>3716</b>	<b>3095</b>	<b>190</b>	<b>190</b>	<b>3906</b>	<b>3285</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>(177)</b>	<b>(153)</b>	<b>(190)</b>	<b>(190)</b>	<b>(367)</b>	<b>(343)</b>
<b>OTHER COMPREHENSIVE INCOME</b>							
<b>Items that will not be reclassified to net surplus/deficit</b>							
Transfers from Reserves		0	(15)			0	(15)
Correction of prior period errors							
Changes in asset revaluation surplus							
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>		<b>0</b>	<b>(15)</b>			<b>0</b>	<b>(15)</b>
<b>COMPREHENSIVE RESULT</b>		<b>(177)</b>	<b>(168)</b>	<b>(190)</b>	<b>(190)</b>	<b>(367)</b>	<b>(358)</b>

<sup>(1)</sup> Income received from a number of fee-for-service elections including Shire and Municipal Council elections.

<sup>(2)</sup> Includes DCIS service charges.

This Comprehensive Operating Statement by output group 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 2015

	2015	2014
	\$000	\$000
<b>4. GOODS AND SERVICES RECEIVED FREE OF CHARGE</b>		
Corporate and information services	697	628
Internal audits and reviews		
	<b>697</b>	<b>628</b>
<b>5. GAIN ON DISPOSAL OF ASSETS</b>		
Net proceeds from the disposal of non-current assets		
Less: Carrying value of non-current assets disposed	(0)	(0)
Gain on the disposal of non-current assets		
Proceeds from sale of minor assets		
<b>Total Gain on Disposal of Assets</b>	<b>0</b>	<b>0</b>
<b>6. PURCHASES OF GOODS AND SERVICES</b>		
The net surplus/(deficit) has been arrived at after charging the following expenses:		
<b>Goods and services expenses:</b>		
Consultants <sup>(1)</sup>	1	8
Advertising <sup>(2)</sup>	1	0
Marketing and promotion <sup>(3)</sup>	75	68
Document production	61	75
Legal expenses		
Recruitment <sup>(4)</sup>	3	1
Training and study	6	1
Official duty fares	86	26
Travelling allowance	36	9
	<b>269</b>	<b>188</b>
<b>7. CASH AND DEPOSITS</b>		
Cash on hand	3	3
Cash at bank	351	533
On call or short-term deposits		
	<b>354</b>	<b>536</b>

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

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

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

<sup>(4)</sup> Includes recruitment-related advertising costs.

## NORTHERN TERRITORY ELECTORAL COMMISSION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

	2015	2014
	\$000	\$000
<b>8. RECEIVABLES</b>		
<b>Current</b>		
Accounts receivable	18	18
Less: Allowance for impairment losses	(0)	(0)
	18	18
Interest receivables		
GST receivables	6	11
Other receivables		
	6	11
<b>Non-Current</b>		
Other receivables		
<b>Total Receivables</b>	<b>24</b>	<b>29</b>
<b>9. INVENTORIES</b>		
<b>General Inventories</b>		
At cost		
At net realisable value		
<b>Inventories Held for Distribution</b>		
At cost		
At current replacement cost		
<b>Total Inventories</b>	<b>0</b>	<b>0</b>
<b>10. PROPERTY, PLANT AND EQUIPMENT</b>		
<b>Plant and Equipment</b>		
At fair value	1243	1256
Less: Accumulated depreciation	(608)	(502)
	635	754
<b>Computer Hardware</b>		
At cost	25	25
Less: Accumulated depreciation	(25)	(24)
	0	1
<b>Total Property, Plant and Equipment</b>	<b>635</b>	<b>755</b>

#### Property, Plant and Equipment Valuations

The fair value of these assets was determined based on existing restrictions on asset use. Where reliable market values were not available, the fair value of Agency assets was based on their depreciated replacement cost. Refer to Note 11: Fair Value Measurement of Non-Financial Assets for additional disclosures.

#### Impairment of Property, Plant and Equipment

Agency property, plant and equipment assets were assessed for impairment as at 30 June 2015. No impairment adjustments were required as a result of this review.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### 10. PROPERTY, PLANT AND EQUIPMENT

#### 2015 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2014-15 is set out below:

	Land \$000	Buildings \$000	Infrastructure \$000	Construction (Work in Progress) \$000	Plant and Equipment \$000	Computer Hardware \$000	Total \$000
Carrying Amount as at 1 July 2014					754	1	755
Additions							
Disposals							
Depreciation					(119)	(1)	(120)
Additions/(Disposals) from administrative restructuring							
Additions/(Disposals) from asset transfers							
Revaluation increments/(decrements)							
Impairment losses							
Impairment losses reversed							
Other movements							
<b>Carrying Amount as at 30 June 2015</b>					<b>635</b>	<b>0</b>	<b>635</b>

#### 2014 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2013-14 is set out below:

	Land \$000	Buildings \$000	Infrastructure \$000	Construction (Work in Progress) \$000	Plant and Equipment \$000	Computer Hardware \$000	Total \$000
Carrying Amount as at 1 July 2013					945	7	952
Additions							
Disposals							
Depreciation					(163)	(6)	(169)
Additions/(Disposals) from administrative restructuring							
Additions/(Disposals) from asset transfers					(13)	0	(13)
Revaluation increments/(decrements)					(15)	0	(15)
Impairment losses							
Impairment losses reversed							
Other movements							
<b>Carrying Amount as at 30 June 2014</b>						<b>1</b>	<b>755</b>

## NORTHERN TERRITORY ELECTORAL COMMISSION

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

#### 11. FAIR VALUE MEASUREMENT OF NON-FINANCIAL ASSETS

##### a) Fair Value Hierarchy

Fair values of non-financial assets categorised by levels of inputs used to compute fair value are:

	Level 1 \$000	Level 2 \$000	Level 3 \$000	Total Fair Value \$000
<b>2014-15</b>				
<b>Asset Classes</b>				
Plant and Equipment		635		635
Computer Hardware		0		0
<b>Total</b>		<b>635</b>		<b>635</b>
<b>2013-14</b>				
<b>Asset Classes</b>				
Plant and Equipment		754		754
Computer Hardware		1		1
<b>Total</b>		<b>755</b>		<b>755</b>

There were no transfers between Level 1 and Levels 2 or 3 during 2014-15.

##### b) Valuation Techniques and Inputs

Valuation techniques used to measure fair value in 2014-15 are:

	Level 2 Techniques	Level 3 Techniques
<b>Asset Classes</b>		
Plant and Equipment	Cost	
Computer Hardware	Cost	

There were no changes in valuation techniques from 2013-14 to 2014-15.

#### 12. PAYABLES

	2015 \$000	2014 \$000
Accounts payable	23	17
Accrued expenses	70	45
Other payables		
<b>Total Payables</b>	<b>93</b>	<b>62</b>

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

	2015	2014
	\$000	\$000
<b>13. PROVISIONS</b>		
<b>Current</b>		
<i>Employee benefits</i>		
Recreation leave	118	109
Leave loading	13	14
Other employee benefits	9	3
<i>Other current provisions</i>		
Other provisions	26	25
	166	151
<b>Non-Current</b>		
<i>Employee benefits</i>		
Recreation leave	51	38
<i>Other non-current provisions</i>		
Other provisions		
	51	38
<b>Total Provisions</b>	<b>217</b>	<b>189</b>
<p>The Agency employed 14.12 Full Time Equivalent (FTE) employees as at 30 June 2015 (13.1 FTE employees as at 30 June 2014).</p>		
<b>14. OTHER LIABILITIES</b>		
<b>Current</b>		
Other liabilities	0	1
	0	1
<b>Non-Current</b>		
Other liabilities		
	0	1
<b>Total Other Liabilities</b>	<b>0</b>	<b>1</b>
<b>15. RESERVES</b>		
<b>Asset Revaluation Surplus</b>		
<i>(i) Nature and purpose of the asset revaluation surplus</i>		
The asset revaluation surplus includes the net revaluation increments and decrements arising from the revaluation of non-current assets. Impairment adjustments may also be recognised in the asset revaluation surplus.		
<i>(ii) Movements in the asset revaluation surplus</i>		
Balance as at 1 July	(15)	0
Other - depreciation	0	(15)
<b>Balance as at 30 June</b>	<b>(15)</b>	<b>(15)</b>

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

	2015	2014
	\$000	\$000
<b>16. NOTES TO THE CASH FLOW STATEMENT</b>		
<b>Reconciliation of Cash</b>		
The total of agency 'Cash and deposits' of \$354 000 recorded in the Balance Sheet is consistent with that recorded as 'Cash' in the Cash Flow Statement.		
 <b>Reconciliation of Net Surplus/(Deficit) to Net Cash from Operating Activities</b>		
<b>Net Surplus/(Deficit)</b>	(367)	(343)
<i>Non-cash items:</i>		
Depreciation and amortisation	120	169
Asset write-offs/write-downs	0	12
Asset donations/gifts		
(Gain)/Loss on disposal of assets		
<i>Changes in assets and liabilities:</i>		
Decrease/(Increase) in receivables	5	14
Decrease/(Increase) in inventories		
Decrease/(Increase) in prepayments	3	(3)
Decrease/(Increase) in other assets		
(Decrease)/Increase in payables	31	(6)
(Decrease)/Increase in provision for employee benefits	26	(18)
(Decrease)/Increase in other provisions	1	(2)
(Decrease)/Increase in other liabilities		
<b>Net Cash from Operating Activities</b>	<b>(181)</b>	<b>(177)</b>

### **Non-Cash Financing and Investing Activities**

#### *Finance Lease Transactions*

The Northern Territory Electoral Commission did not acquire plant and equipment/computer equipment and software by means of finance leases in 2014-15.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### 17. FINANCIAL INSTRUMENTS

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments held by the Northern Territory Electoral Commission include cash and deposits, receivables, payables and finance leases. The Northern Territory Electoral Commission has limited exposure to financial risks as discussed below.

#### a) Categorisation of Financial Instruments

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

	2015	2014
	\$000	\$000
<b>Financial Assets</b>		
Cash and deposits	354	536
Fair value through profit or loss (FVTPL):		
Held for trading		
Designated as at FVTPL		
Derivative instruments in designated hedge accounting relationships		
Held-to-maturity investments		
Loans and receivables		
Available-for-sale financial assets		
<b>Financial Liabilities</b>		
Fair value through profit or loss (FVTPL):		
Held for trading		
Designated as at FVTPL		
Derivative instruments in designated hedge accounting relationships		
Amortised cost		

#### b) 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 credit worthy organisations and obtaining sufficient collateral or other security where appropriate, as a means of mitigating the risk of financial loss from defaults.

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

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

### Receivables

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

<b>Internal Receivables<sup>(a)</sup></b>	Aging of Receivables \$000	Aging of Impaired Receivables \$000	Net Receivables \$000
<b>2014-15</b>			
Not overdue	23		23
Overdue for less than 30 days			
Overdue for 30 to 60 days			
Overdue for more than 60 days			
<b>Total</b>	<b>23</b>		<b>23</b>

### Reconciliation of the Allowance for Impairment Losses <sup>(b)</sup>

Opening  
 Written off during the year  
 Recovered during the year  
 Increase/(Decrease) in allowance recognised in profit or loss

**Total**

### 2013-14

Not overdue	26		26
Overdue for less than 30 days			
Overdue for 30 to 60 days			
Overdue for more than 60 days			
<b>Total</b>	<b>26</b>		<b>26</b>

### Reconciliation of the Allowance for Impairment Losses

Opening  
 Written off during the year  
 Recovered during the year  
 Increase/(Decrease) in allowance recognised in profit or loss

**Total**

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

<b>External Receivables<sup>(a)</sup></b>	Aging of Receivables \$000	Aging of Impaired Receivables \$000	Net Receivables \$000
<b>2014-15</b>			
Not overdue			
Overdue for less than 30 days			
Overdue for 30 to 60 days			
Overdue for more than 60 days			
<b>Total</b>			
<b>Reconciliation of the Allowance for Impairment Losses</b>			
Opening			
Written off during the year			
Recovered during the year			
Increase/(Decrease) in allowance recognised in profit or loss			
<b>Total</b>			
<b>2013-14</b>			
Not overdue	2		2
Overdue for less than 30 days			
Overdue for 30 to 60 days			
Overdue for more than 60 days			
<b>Total</b>	<b>2</b>		<b>2</b>
<b>Reconciliation of the Allowance for Impairment Losses <sup>(b)</sup></b>			
Opening			
Written off during the year			
Recovered during the year			
Increase/(Decrease) in allowance recognised in profit or loss			
<b>Total</b>			

<sup>(a)</sup> Internal receivables are from entities controlled by the NTG (entities listed in TAFR 2013-14 Note 41: Details of Controlled Entities at Reporting Date), whereas external receivables are from third parties external to the NTG.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

### c) Liquidity Risk

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

The following tables detail the agency's remaining contractual maturity for its financial assets and liabilities.

#### 2015 Maturity analysis for financial assets and liabilities

	Variable Interest Rate			Fixed Interest Rate			Non Interest Bearing	Total	Weighted Average %
	Less than a Year	1 to 5 Years	More than 5 Years	Less than a Year	1 to 5 Years	More than 5 Years			
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	%
<b>Assets</b>									
Cash and deposits							354	354	100
Receivables							23	23	100
Advances									
Investment, loans and placements									
<b>Total Financial Assets</b>							<b>377</b>	<b>377</b>	<b>100</b>
<b>Liabilities</b>									
Deposits held									
Payables							(93)	(93)	100
Advances							(166)	(166)	100
Loans									
Finance lease liabilities									
<b>Total Financial Liabilities</b>							<b>(259)</b>	<b>(259)</b>	<b>100</b>

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

**2014 Maturity analysis for financial assets and liabilities**

	Variable Interest Rate			Fixed Interest Rate			Non Interest Bearing	Total	Weighted Average %
	Less than a Year	1 to 5 Years	More than 5 Years	Less than a Year	1 to 5 Years	More than 5 Years			
	\$000	\$000	\$000	\$000	\$000	\$000			
<b>Assets</b>									
Cash and deposits							536	536	100
Receivables							28	28	100
Advances							3	3	100
Investment, loans and placements									
<b>Total Financial Assets</b>							<b>567</b>	<b>567</b>	<b>100</b>
<b>Liabilities</b>									
Deposits held							(1)	(1)	100
Payables							(61)	(61)	100
Advances							(151)	(151)	100
Loans									
Finance lease liabilities									
<b>Total Financial Liabilities</b>							<b>(213)</b>	<b>(213)</b>	<b>100</b>

**d) Market Risk**

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

**(i) Interest Rate Risk**

The Northern Territory Electoral 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 Northern Territory Electoral Commission to interest rate risk.

**(ii) Price Risk**

The Northern Territory Electoral Commission is not exposed to price risk as the Northern Territory Electoral Commission does not hold units in unit trusts.

**(iii) Currency Risk**

The Northern Territory Electoral Commission is not exposed to currency risk as the Northern Territory Electoral Commission does not hold borrowings denominated in foreign currencies or transactional currency exposures arising from purchases in a foreign currency.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

### e) Net Fair Value

The fair value of financial instruments is determined on the following basis:

- the fair value of cash, deposits, advances, receivables and payables approximates their carrying amount, which is also their amortised cost;
- the fair value of derivative financial instruments are derived using current market yields and exchange rates appropriate to the instrument; and
- the fair value of other monetary financial assets and liabilities is based on discounting to present value the expected future cash flows by applying current market interest rates for assets and liabilities with similar risk profiles.

For financial instruments measured and disclosed at fair value, the following table groups the instruments based on the level of inputs used.

2015	Total Carrying Amount	Net Fair Value Level 1	Net Fair Value Level 2	Net Fair Value Level 3	Net Fair Value Total
	\$000	\$000	\$000	\$000	\$000
<b>Financial Assets</b>					
Cash and deposits	354	354			354
Receivables	23	23			23
<b>Total Financial Assets</b>	<b>377</b>	<b>377</b>			<b>377</b>
<b>Financial Liabilities</b>					
Payables	(93)	(93)			(93)
Borrowings	(166)	(166)			(166)
<b>Total Financial Liabilities</b>	<b>(259)</b>	<b>(259)</b>			<b>(259)</b>
2014	Total Carrying Amount	Net Fair Value Level 1	Net Fair Value Level 2	Net Fair Value Level 3	Net Fair Value Total
	\$000	\$000	\$000	\$000	\$000
<b>Financial Assets</b>					
Cash and deposits	536	536			536
Receivables	28	28			28
Investments	3	3			3
<b>Total Financial Assets</b>	<b>567</b>	<b>567</b>			<b>567</b>
<b>Financial Liabilities</b>					
Deposits held	(1)	(1)			(1)
Payables	(61)	(61)			(61)
Borrowings	(151)	(151)			(151)
<b>Total Financial Liabilities</b>	<b>(213)</b>	<b>(213)</b>			<b>(213)</b>

There were no changes in valuation techniques during the period.

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

	2015		2014	
	Internal <sup>(a)</sup>	External <sup>(a)</sup>	Internal	External
	\$000	\$000	\$000	\$000
<b>18. COMMITMENTS</b>				
<b>(i) Other Expenditure Commitments</b>				
Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows:				
Within one year		121		0
Later than one year and not later than five years		25		114
Later than five years				
		<b>146</b>		<b>114</b>

*<sup>(a)</sup> Internal commitments are to entities controlled by the NTG (entities listed in TAFR 2013-14 Note 41: Details of Controlled Entities at Reporting Date), whereas external commitments are to third parties external to the NTG.*

**19. CONTINGENT LIABILITIES AND CONTINGENT ASSETS**

**a) Contingent Liabilities**

The Northern Territory Electoral Commission records a number of contingent liabilities relating to the 2012 Legislative Assembly General Election, the liabilities relate to leases signed with respective stakeholders regarding accommodation for interstate based staff and polling place accommodation. Although the instruments have since expired, the majority of the liabilities remain current for a further three years until 2015-16.

The Commission also holds current and on-going liabilities for storage sheds situated in Darwin and Alice Springs as well as voting software.

**b) Contingent Assets**

The Northern Territory Electoral Commission had no contingent assets as at 30 June 2015 or 30 June 2014.

**20. EVENTS SUBSEQUENT TO BALANCE DATE**

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

**21. 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 2014	Receipts	Payments	Closing Balance 30 June 2015
Nomination money	800	1400	(2200)	<b>0</b>
	800	1400	(2200)	<b>0</b>

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

The Northern Territory Electoral Commission had no write-offs, postponements, waivers, gifts or ex gratia payments in 2014-15 and 2013-14.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2015

### 23. BUDGETARY INFORMATION

Comprehensive Operating Statement	2014-15 Actual	2014-15 Original Budget	Variance	Note
	\$000	\$000	\$000	
<b>INCOME</b>				
Taxation revenue				
Grants and subsidies revenue				
Current	14	15	(1)	
Capital				
Appropriation				
Output	2715	1408	1307	1
Commonwealth				
Sales of goods and services	113	370	(257)	2
Interest revenue				
Goods and services received free of charge	697	610	87	3
Gain on disposal of assets				
Other income				
<b>TOTAL INCOME</b>	<b>3539</b>	<b>2403</b>	<b>(1136)</b>	
<b>EXPENSES</b>				
Employee expenses	2070	1201	869	4
Administrative expenses				
Purchases of goods and services	958	586	372	4
Repairs and maintenance	1	6	(5)	
Property management	60	0	60	
Depreciation and amortisation	120	171	(51)	
Other administrative expenses	697	610	87	3
Grants and subsidies expenses				
Current				
Capital				
Community service obligations				
Interest expenses				
<b>TOTAL EXPENSES</b>	<b>3906</b>	<b>2574</b>	<b>1332</b>	
<b>NET SURPLUS/(DEFICIT)</b>	<b>(367)</b>	<b>(171)</b>	<b>(196)</b>	
<b>OTHER COMPREHENSIVE INCOME</b>				
<b>Items that will not be reclassified to net surplus/deficit</b>				
Changes in accounting policies		–		
Correction of prior period errors		–		
Changes in asset revaluation surplus		–		
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>0</b>	<b>–</b>	<b>0</b>	
<b>COMPREHENSIVE RESULT</b>	<b>(367)</b>	<b>–</b>	<b>(196)</b>	

**Notes:**

The following note descriptions relate to variances where multiple significant variances have occurred.

<sup>1</sup> Increase relates to additional ministerial approved funding for the conduct of a Territory wide enrolment stimulation exercise, costs associated with the 2014 Casuarina Legislative Assembly by-election and 2016 Legislative Assembly election preparation.

<sup>2</sup> Affected by the revenue estimates for Local Government Elections (fee-for-services) which are significantly lower than estimated forecasts.

<sup>3</sup> Revenue/expenses highly influenced by the number of elections held within the year. Major elections such as the Legislative Assembly General Election or the Local Government General Election can be planned; however, by-elections can occur at any time.

<sup>4</sup> Affected by a number of Legislative Assembly, municipal council, regional council by-elections and fee-for-service elections, a Territory wide enrolment stimulation exercise, the 2015 Redistribution of electoral boundaries and a voluntary redundancy pay out.

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

<b>Balance Sheet</b>	2014-15 Actual	2014-15 Original Budget	Variance	Note
	\$000	\$000	\$000	
<b>ASSETS</b>				
<b>Current assets</b>				
Cash and deposits	354	713	(359)	1
Receivables	23	43	(20)	
Inventories				
Advances and investments				
Prepayments				
Other assets				
<b>Total current assets</b>	<b>377</b>	<b>756</b>	<b>(379)</b>	
<b>Non-current assets</b>				
Receivables				
Advances and investments				
Property, plant and equipment	636	609	27	
Intangibles				
Biological assets				
Heritage and cultural assets				
Prepayments				
Other assets				
<b>Total non-current assets</b>	<b>636</b>	<b>609</b>	<b>27</b>	
<b>TOTAL ASSETS</b>	<b>1013</b>	<b>1365</b>	<b>(352)</b>	
<b>LIABILITIES</b>				
<b>Current liabilities</b>				
Deposits held				
Payables	93	70	23	
Borrowings and advances				
Provisions	166	208	(42)	
Other liabilities				
<b>Total current liabilities</b>	<b>259</b>	<b>278</b>	<b>(19)</b>	
<b>Non-current liabilities</b>				
Borrowings and advances	50	0	50	
Provisions				
Other liabilities				
<b>Total non-current liabilities</b>	<b>50</b>	<b>0</b>	<b>50</b>	
<b>TOTAL LIABILITIES</b>	<b>309</b>	<b>278</b>	<b>31</b>	
<b>NET ASSETS</b>	<b>704</b>	<b>1087</b>	<b>(383)</b>	
<b>EQUITY</b>				
Capital	1997	1997	0	
Reserves				
Accumulated funds	(1293)	(910)	(383)	
<b>TOTAL EQUITY</b>	<b>704</b>	<b>1087</b>	<b>(383)</b>	

**Notes:**

The following note descriptions relate to variances where multiple significant variances have occurred.

<sup>1</sup> Variance is attributed to the shortfall in revenue from Local Government Elections (fee-for-services) which are significantly lower than estimated forecasts.

# NORTHERN TERRITORY ELECTORAL COMMISSION

## NOTES TO THE FINANCIAL STATEMENTS

**For the year ended 30 June 2015**

Cash Flow Statement	2014-15 Actual	2014-15 Original Budget	Variance	Note
	\$000	\$000	\$000	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Operating receipts</b>				
Taxes received				
Grants and subsidies received				
Current	14	15	(1)	
Capital				
Appropriation				
Output	2715	1408	1307	1
Commonwealth				
Receipts from sales of goods and services	196	370	(174)	2
Interest received				
<b>Total operating receipts</b>	<b>2925</b>	<b>1793</b>	<b>1132</b>	
<b>Operating payments</b>				
Payments to employees	(2011)	(1201)	(810)	3
Payments for goods and services	(1095)	(592)	(503)	3
Grants and subsidies paid				
Current				
Capital				
Community service obligations				
Interest paid				
<b>Total operating payments</b>	<b>(3106)</b>	<b>(1793)</b>	<b>(1313)</b>	
<b>Net cash from/(used in) operating activities</b>	<b>(181)</b>	<b>0</b>	<b>(181)</b>	
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
<b>Investing receipts</b>				
Proceeds from asset sales				
Repayment of advances				
Sales of investments				
<b>Total investing receipts</b>				
<b>Investing payments</b>				
Purchases of assets				
Advances and investing payments				
<b>Total investing payments</b>				
<b>Net cash from/(used in) investing activities</b>				

**NORTHERN TERRITORY ELECTORAL COMMISSION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 30 June 2015**

<b>Cash Flow Statement</b>	2014-15 Actual	2014-15 Original Budget	Variance	Note
	\$000	\$000	\$000	
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
<b>Financing receipts</b>				
Proceeds of borrowings				
Deposits received	(1)	0	(1)	
Equity injections				
Capital appropriation				
Commonwealth appropriation				
Other equity injections				
<b>Total financing receipts</b>	<b>(1)</b>	<b>0</b>	<b>(1)</b>	
<b>Financing payments</b>				
Repayment of borrowings				
Finance lease payments				
Equity withdrawals				
<b>Total financing payments</b>				
<b>Net cash from/(used in) financing activities</b>	<b>(1)</b>	<b>0</b>	<b>(1)</b>	
Net increase/(decrease) in cash held	(182)	0	(182)	4
Cash at beginning of financial year	536	713	(177)	
<b>CASH AT END OF FINANCIAL YEAR</b>	<b>354</b>	<b>713</b>	<b>(359)</b>	

**Notes:**

The following note descriptions relate to variances where multiple significant variances have occurred.

<sup>1</sup> Increase relates to additional ministerial approved funding for the conduct of a Territory wide enrolment stimulation exercise, costs associated with the 2014 Casuarina Legislative Assembly by-election and 2016 Legislative Assembly election preparation.

<sup>2</sup> Affected by the revenue estimates for Local Government Elections (fee-for-services) which are significantly lower than estimated forecasts.

<sup>3</sup> Affected by a number of Legislative Assembly, municipal council, regional council by-elections and fee-for-service elections, a Territory wide enrolment stimulation exercise, the 2015 Redistribution of electoral boundaries and a voluntary redundancy pay out.

<sup>4</sup> Variance is attributed to the shortfall in revenue from Local Government Elections (fee-for-services) which are significantly lower than estimated forecasts.

