Dear Minister

I am pleased to present you with the annual report of the Department of Lands, Planning and the Environment for the year ended 30 June 2013. The report describes the performance and key achievements of each of the department’s divisions, pursuant to section 28 of the Public Sector Employment and Management Act.

To the best of my knowledge and belief:

a) Proper records of all transactions affecting the department are kept, and employees under my control observe the provisions of the Financial Management Act, its regulations and applicable Treasurer’s Directions.

b) Departmental procedures afford proper internal control. A current description of these procedures is recorded in the accounting and property manual. The manual has been prepared in accordance with the requirements of the Financial Management Act.

c) No indication of fraud, malpractice, major breach of legislation or delegation, major error in, or omission from, the accounts and records exists.

d) In accordance with section 15 of the Financial Management Act, I advise that as at 30 June 2013, the department had adequate internal audit capacity. The results of all internal audit matters have been reported to me.

e) The financial statements included in the annual report have been prepared from proper accounts and records and in accordance with Treasurer’s Directions.

f) Employment Instructions issued by the Commissioner for Public Employment have been satisfied.

John Coleman
Chief Executive
Department of Lands, Planning and the Environment
30 September 2013
PURPOSE OF THE REPORT

The 2012–13 annual report for the Department of Lands, Planning and the Environment (the department) has been prepared by the Chief Executive in order to comply with annual reporting requirements under section 28 of the Public Sector Employment and Management Act, the Financial Management Act and the Information Act.

Its primary purpose is to report the department’s performance in 2012–13 to the Minister for Lands, Planning and the Environment.

Other audiences of this information include the Northern Territory Legislative Assembly, other agencies, our staff and the department’s stakeholders.

The report provides a comprehensive account of the department’s functions and performance against approved budget and performance measures for 2012–13 and progress against the strategic goals outlined in the department’s Corporate Plan 2013–2014. It also overviews the agency’s responsibilities and governance arrangements and identifies strategic priorities into 2013–14.

RELATED ANNUAL REPORTING

The department also works with:

- The Land Development Corporation (LDC): a statutory corporation that drives strategic residential and industrial land development to stimulate economic growth in the region. The department’s Chief Executive is also the Chief Executive of the LDC.

- The NT Planning Commission: a statutory body with a primary role to develop strategic plans and planning policies. The department has principal administrative responsibility for the NT Planning Commission.

- The NT Environment Protection Authority: a statutory body that is chartered with promoting ecologically sustainable development of the Northern Territory.

- NT Build: a statutory body that manages a portable long service leave scheme for construction workers in the Territory. The department has principal administrative responsibility for NT Build.

- The Darwin Waterfront Corporation (DWC): a statutory body that manages and services the Darwin Waterfront Precinct for the benefit of the community and on behalf of the government.

The Land Development Corporation, NT Planning Commission, NT Environment Protection Authority, Darwin Waterfront Corporation and NT Build produce their own annual reports, separately to the Department of Lands, Planning and the Environment.

Throughout this report, ‘department’ will be used to refer to the Department of Lands, Planning and the Environment but excluding the Land Development Corporation, NT Planning Commission, NT Environment Protection Authority, Darwin Waterfront Corporation and NT Build.
I am pleased to present the annual report of the Department of Lands, Planning and the Environment for the year ended 30 June 2013.

This year’s annual report provides a comprehensive account of the department’s functions and performance against approved budgets and resources for 2012–13. Throughout is our strategic goals from our corporate plan and references to specific budget outputs. The annual report also provides information about the department’s responsibilities, internal governance arrangements and strategic priorities.

The department recorded strong achievements across a range of lands, planning and environment activities during the reporting period.

Our key responsibility is to direct our efforts and resources to support economic development in the Territory through robust planning and development approval processes and land release.

The department leads land development for the Northern Territory by providing government with strategic plans and policies to meet current and emerging needs for land and infrastructure. It also ensures developmental and regulatory control and conservation of our natural and cultural heritage.

The department plays a central role in managing Crown estate and heritage assets and develops and maintains spatial information used to support long-term planning and land release. The department balances decision making in relation to environmentally sustainable development while facilitating the continued economic development of the Territory.

These activities help make a strong Territory that grows through sustainable economic development.

The work in these areas is crucial to Territory communities, the needs of which are being redefined by population increases and a robust economy that brings change to many of them.

We made progress on a number of high-priority issues, including improvements to the coordination and delivery of land releases and enhancements to community confidence in planning and decision-making processes.

Some major achievements for the department were:

- Released three residential sites and one industrial greenfield sites.
- Released a residential development in Alice Springs (Kilgariff Stage 1a).
- Developed a Land Release Strategy to inform release of more than 70 greenfield and infill sites across the Territory for residential, industrial and commercial development.
- Progressed whole-of-town native title settlements, including Batchelor, Borroloola, Kalkarindji, Katherine and Larrimah.
- Integrated the Swimming Pool Fencing Unit from the Department of Sports and Recreation into Building Advisory Services.
- Continued to enhance the Development Applications Online system to allow electronic lodgements of all application types.
- Implemented electronic processes to lodge building applications and development applications to enhance Integrated Land Information System (ILIS) and its capabilities as the platform for land administration.
- Provided input and advice to the NT Planning Commission on the draft Katherine and Knuckey Lagoon Land Use Plan Discussion Paper.
- Completed the Tennant Creek Land Use Framework under the Planning Act.
- Facilitated the creation of two new departments (Transport, and Lands, Planning and the Environment) while maintaining ongoing corporate services to both agencies’ business operations.

Further achievements and the department’s performance are outlined in Part 3: Performance, Achievements and Priorities.

We have approximately 270 full-time equivalent staff who deliver the department’s core services. To succeed in the complex and challenging environment in which we operate, I rely on our employees’ drive and commitment to delivering outcomes for all Territorians.

I thank the department’s staff for their focussed efforts in achieving key targets in the last financial year. Their ongoing dedication to the development of the Territory is reflected in substantial enhancements to the lifestyles of all Territorians.

I look forward to continuing the excellent work of my staff and stakeholders to meet the Northern Territory Government’s priorities to deliver lasting benefits to all Territorians across the Territory.
- Completed an amendment to the Zuccoli Area Plan, Palmerston East.
- Acquired land to develop a palliative care house in Alice Springs.
- Committed $575,769 under the Conservation Program for Government-Owned Heritage Assets.
- Launched a new website to provide information about the new Heritage Act that came into effect on 1 October 2012.
- The new Heritage Council met for the first time, was briefed on the new Heritage Act and adopted several key policies in relation to the operation of the council and the administration of the Act.
- Funded 20 projects to the value of $247,775 under the NT Heritage Grants Program, including heritage festivals in Alice Springs and Darwin and two interpretive projects.

ONGOING

- Provided input and participated at a national level on building regulation and policy initiatives such as building resilience, disability access and national occupational licensing.
- Progressed the Capital Acquisition Program to facilitate the delivery of government projects and initiatives.
- Enhance the Development Applications Online system to allow electronic lodgements of all application types.
- Issued and monitored Crown leases for development.
- Facilitated the ongoing development of Palmerston East suburbs (Bellamack, Johnston Stage 1 and Johnston Stage 2) and key development sites in Palmerston.
- Progressed the resolution of Community Living Areas and Aboriginal land claims.
- Progressed land tenure arrangements for government community and sporting facilities in Palmerston.
- Progressed the sale of Crown land sites in accordance with the Direct Sales and Community Land Grant application policy.
- Progressed whole-of-town native title settlements, including Batchelor, Borroloola, Kalkarindji, Katherine and Larrimah.
- Continued to manage the INPEX LNG plant and accommodation village leases.
- Continued to manage the INPEX LNG plant and accommodation village leases.
- Commenced a program to survey land and infrastructure boundaries for other Northern Territory remote Indigenous communities.
- Continued the program of road naming and addressing the Growth Communities and other remote Indigenous communities.
- Further enhanced the Global Navigation Satellite System (GNSS) Base Station network in the Territory.
- Inspected the wreck of the Sanyo Maru off the Arnhem Land coast.
- Gazetted four places as heritage places:
  - WWII observation posts, Casuarina Coastal Reserve
  - Delissaville Cemetery, Belyuen, Cox Peninsula
  - Yarar Rockshelter, near Wadeye
  - Southport Cemetery, near Darwin
- Implemented the Residential Building Cover Package to provide increased consumer protection in the event a builder dies, disappears, becomes bankrupt or is deregistered.

- Integrated the Swimming Pool Fencing Unit from the Department of Sport and Recreation into Building Advisory Services.

- Developed a Land Release Strategy to inform the release of 70 greenfield and infill sites across the Territory for residential, industrial and commercial development.

- Continued consumer and building industry education and awareness activities, per requirements of the Building Act, including the National Construction Code.

- Finalised the issue of Crown leases for the INPEX accommodation village and INPEX bus depot.

- Provided input and advice to the NT Planning Commission in relation to the redevelopment of the old Darwin hospital site and Flagstaff Hill Park.

- Provided input and advice to the NT Planning Commission in relation the draft Knuckey Lagoons Area Plan Discussion Paper.

- Provided input and advice to the NT Planning Commission in relation the draft Katherine Land Use Plan Discussion Paper.

- Implemented electronic processes to lodge building applications and development applications and enhance the Integrated Land Information System (ILIS) and its capabilities as the platform for land administration.

- Released a residential development in Katherine (Katherine East Stage 1).

- Finalised leasing arrangements to enable a short-stay accommodation village in Howard Springs.

- Released a residential development in Alice Springs (Kilgariff Stage 1a).

- Included area plans and zoning maps in the NT Planning Scheme for the major remote Borroloola, Daguragu/Kalkarindji, Gapuwiyak, Gunbalanya, Numbulwar, Papunya and Wadeye.
REGIONAL HIGHLIGHTS

DARWIN/PALMERSTON REGION
- Provided input and advice to the NT Planning Commission on the redevelopment of the old Darwin hospital site and Flagstaff Hill Park.
- Completed the amendment to the Zuccoli Area Plan, Palmerston East.
- Provided input and advice to the NT Planning Commission on draft Knuckey Lagoons Area Plan Discussion Paper.
- Released one residential greenfield development site (Zuccoli stage 2)
- Released one industrial greenfield site for development in Humpty Doo.
- Provided $85,500 in funding under the NT Heritage Grants Program.

EAST ARNHEM REGION
- Included area plans and zoning maps in the NT Planning Scheme for the major remote towns Gapuwiyak, Gunbalanya and Numbulwar.
- Provided $34,000 in funding under the NT Heritage Grants Program.

KATHERINE REGION
- Released a residential development in Katherine (Katherine East Stage 1).
- Developed a Land Release Strategy to inform release of greenfield and infill sites in Katherine for industrial and commercial development.
- Issued and monitored Crown leases for development.
- Progressed the resolution of Community Living Areas and Aboriginal land claims.
- Progressed whole-of-town native title settlements, including, Borroloola, Kalkarindji, Katherine and Larrimah.
- Developed and implemented the 2012–13 aerial photography and mapping program.
- Provided input and advice to the NT Planning Commission on the draft Katherine Land Use Plan Discussion Paper.
- Included area plans and zoning maps in the NT Planning Scheme for the major remote towns: Borroloola, Daguragu/Kalkarindji, Gapuwiyak, Gunbalanya, Numbulwar, Papunya and Wadeye.
- Provided $51,800 in funding under the NT Heritage Grants Program.

BARKLY REGION
- Completed the Tennant Creek Land Use Framework under the Planning Act.
- Provided $4000 in funding under the NT Heritage Grants Program.

ALICE SPRINGS REGION
- Included area plans and zoning maps in the NT Planning Scheme for the major remote towns Daguragu/Kalkarindji and Papunya.
- Released Kilgariff stage 1a residential land.
- Provided $72,475 in funding under the NT Heritage Grants Program.
The Northern Territory Government is committed to releasing land for residential development across the Territory to assist with meeting housing demands. The Department of Lands, Planning and the Environment is the agency responsible for administering the release and sale of Crown land under the Crown Lands Act.

In January 2013, the Land and Economic Development division was established. It is responsible for the development of the Land Release Strategy and administers the process of preparing and releasing land via statutory public competitive processes. This division has released four ‘englobo’ land releases since its inception and continues to fast track the release of land for development. The division is also releasing infill sites for development.
The Katherine East Stage 1 land release parcel is 4km east of the Katherine town centre and approximately 19ha in area.

**Proposed**

The Katherine East Stage 1 release is the first of two releases in this area. Stage 1 has the potential to deliver 100 lots across a range of densities with the potential to cater for approximately 200 dwellings.

**Our role**

The 2012–13 financial year has seen the department complete due diligence investigations in relation to the suitability of the site for development and the relevant infrastructure upgrades that may be required. The department also commenced the process to release the land through a public competitive process and is progressing towards awarding the development agreement.

**Progress**

A Request for Proposals process was initiated in June 2013 to facilitate the construction of the subdivision in the 2013-14 financial year.

**Features**

The release will provide a diverse range of new housing stock to cater for the anticipated population growth in the area. In order to ensure the affordability of this release, the department has incorporated price points into the objectives for the Request for Proposals.
The Kilgariff Stage 1a land release parcel is 8km to south of the Alice Springs town centre and approximately 13ha in area.

Proposed
Stage 1a is the first stage of the new suburb of Kilgariff. Stage 1a has the potential to deliver approximately 100 lots.

Our role
The department has conducted extensive due diligence investigations in relation to the suitability of the site for development and the relevant infrastructure upgrades that may be required for the parcel. Environment assessment processes and construction of external sewer, water and road upgrades including a major intersection on Stuart Highway are complete. The department has identified the needs of the area and these were included in the Request for Proposal documentation.

Progress
Upon completion of the required due diligence studies, a Request for Proposal process was initiated in May 2013 with submissions closing in July 2013. Assessment of submissions is in progress.

Features
The release will provide a diverse range of new housing stock to cater for the anticipated population growth of the town.
The suburb of Johnston is located in Palmerston East along Farrar Boulevard.

Proposed

Johnston Stage 2 is the second stage of the new north-eastern residential suburb of Palmerston and includes public green spaces, heritage places and community facilities. Stage 2 will deliver a total of 295 lots for residential, commercial and community activities.

Our role

Johnston Stage 2 was released by the department through a public competitive process, and a development agreement was signed with the developer in late 2011. The department continues to work closely with the developer as a facilitator for communications between the developer and key government agencies in addition facilitating the issue of processing titles.

Progress

The 2012–13 financial year saw the release of 109 residential lots. Two more releases are planned before the end of 2013.

Features

Stage 2 of Johnston will offer a variety of affordable housing options as part of the Territory’s Real Housing for Growth Plan. A total of 24 affordable house and land packages at capped prices will be made available to eligible Territorians in Johnston Stage 2. To date, 14 affordable house and land packages have been released.

The suburb will also incorporate Water-sensitive Urban Design (WSUD) principles for the protection of Mitchell Creek.
Bellamack is located 4km south of the Palmerston CBD between Chung Wah Terrace, Owston Avenue and Elrundie Avenue.

Proposed
Approximately 683 residential lots and some commercial elements will be delivered within the new suburb of Bellamack.

Our role
The department prepared and released the land through a public competitive process in 2007. The department has worked closely with the developer and stakeholders to ensure the development is consistent with proposed timeframes. It also issues the certificate of practice completion, facilitated issue of titles and assisted in problem solving any unexpected issues.

Progress
The 2012–13 financial year has seen the completion of development works and release of titles for three stages, delivering a total of 124 lots. At 30 June only 46 lots remained for sale with completion expected by the end of 2013.

Features
The suburb offers a variety of housing, including single dwelling lots, units and rural residential lots. Affordable and social housing lots were also provided as part of the suburb. Community facilities will include a special education facility and child care centre.
The Short Stay Accommodation Village known as Stayover in Darwin is located on Batten Road in Marrara. Stayover in Darwin is close to the airport, industrial areas, and shopping and recreational facilities; and well connected to key transport corridors.

Proposed

The village will be owned and operated and developed in two stages. The first stage provides 304 rooms and the second stage will be rolled out in response to market demand.

Our role

In February 2012, the Department of Lands, Planning and the Environment sought to rezone the land to Specific Use Zone Darwin No. 39 to facilitate the use and development of the land for a short stay accommodation. The department released the land through a public competitive process in 2012 with a development agreement reached in June 2012. This financial year has seen the department work with the developer to ensure the submission of an appropriate development application, approval of a survey plan and design and building approvals and preliminary work supporting the drafting of an application for Stage 2 of the village.

Progress

In less than a year, Stage one of the Village has been constructed and is on track to receive its first guests in September 2013. The first 148 of 304 rooms are completed with the balance scheduled for completion in late 2013. A further stage is anticipated for 2014.

Features

The village will assist in alleviating housing pressure for temporary workers in Darwin. It will offer private en-suited serviced accommodation with modern kitchen and dining facilities and a range of social areas, including BBQ facilities, TV and games rooms, gymnasium, running path and recreation facilities.
ABOUT THE DEPARTMENT
AGENCY OVERVIEW

The Department of Lands, Planning and the Environment (the department) is a Northern Territory Public Sector agency as defined under the Administrative Arrangements Order issued by The Administrator. The department was created in September 2012 following a machinery-of-government change.

OUR VISION
A STRONG TERRITORY GROWING THROUGH SUSTAINABLE ECONOMIC DEVELOPMENT.

OUR PURPOSE
The Department of Lands, Planning and the Environment leads land development for the Northern Territory by providing government with strategic plans and policies to meet current and emerging needs for land and infrastructure. It also ensures developmental and regulatory control and conservation of our natural and cultural heritage.

The department plays a central role in managing Crown estate and heritage assets and develops and maintains spatial information used to support long-term planning and land release. The department balances decision making in relation to environmentally sustainable development while facilitating the continued economic development of the Territory.

The department supports the NT Planning Commission, a statutory body that plays a strategic role in planning for the future development of the Territory. The NT Planning Commission facilitates long-term economic development by responding to forecast demand and developing land-use and infrastructure plans, including transport corridors, to achieve the best use of Territory land.

The department also provides support to statutory bodies including the Darwin Waterfront Corporation (DWC), the Northern Territory Environment Protection Authority (NTEPA), the Land Development Corporation (LDC), NT Build, the Development Consent Authority (DCA) and a number of regulatory, advisory and appeal bodies related to the department’s functions.

OUR STRATEGIC GOALS

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
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<tbody>
<tr>
<td>Driving strong economic development through robust planning</td>
<td>Delivering streamlined and effective management, release and development of land</td>
<td>Building a capable, influential and collaborative organisation</td>
</tr>
<tr>
<td>- support Growth Communities and regional and remote NT</td>
<td>- release land to support economic development and housing supply</td>
<td>- we have a high-performing, capable and professional workforce</td>
</tr>
<tr>
<td>- support the deliverables of the NT Planning Commission</td>
<td>- support Growth Communities and regional and remote NT</td>
<td>- we are collaborative and value diversity</td>
</tr>
<tr>
<td>- provide certainty and scope in development for the community.</td>
<td>- streamline business systems and processes and leverage technology</td>
<td>- we are responsive and influential</td>
</tr>
<tr>
<td></td>
<td>- support delivery of practical outcomes in the conservation of all aspects of our environmental and cultural heritage.</td>
<td>- we have high standards of governance and accountability in our activities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- we manage our environmental impact.</td>
</tr>
</tbody>
</table>
The department is working to achieve government’s vision of an integrated, consultative and specialist agency that administers land and building development and processes of the Planning Act, and manages land information and heritage conservation. We are focussing on consistency of our processes, optimising the alignment of our operations and increasing the efficiency of our business systems.

In performing its functions, the NT Planning Commission draws on expertise and capability across the department, coordinated through its Secretariat.

The NT Environment Protection Authority (NTEPA) is an independent statutory body to which the department provides the corporate support and staffing NTEPA needs to perform its essential work.

The Land Development Corporation is a Government Business Division that is responsible for industrial and residential development for the government. It works closely with the department’s Land Development team in delivering serviced land.

The Darwin Waterfront Corporation is a statutory authority that was established to develop, manage and service the Darwin Waterfront Precinct for the benefit of the community and on behalf of government.

Our Business Services team supports the department in fulfilling its purpose by implementing robust financial, compliance, people and technology systems and providing advice and whole-of-government policy implementation. Business Services also provides corporate support to the Department of Transport and its associated entities: Darwin Bus Service and the Australasia Railway Corporation.

We operate in an environment of continuous improvement, constant change and increasing accountability.

The establishment of the new Department of Lands, Planning and the Environment brings together focussed expertise that:

- delivers stronger links between land planning and infrastructure planning, heritage conservation, development assessment and environmental assessment
- encourages a collaborative culture within the department that delivers on government priorities
- ensures the department continually strives to engage and be responsive to community and industry needs, to enhance the liveability of our towns and cities and the infrastructure that supports them.

 OUR CONTEXT

SHARED SERVICES WITH THE DEPARTMENT OF TRANSPORT

Since the establishment of the department, the Business Services division has continued to provide corporate services to the Department of Transport (DoT) under a shared service arrangement. A Service Level Agreement is being formalised for the delivery of these corporate services, which are of an advisory and transactional nature.

Corporate services delivered by the department under this arrangement to DoT include:

- financial and budget management and reporting, including department-wide coordination of capital works programming and planning
- Human Resource (HR) services, including advice and support for workforce operations and organisational workforce development, work health and safety, HR reporting, employee assistance programs and capability and learning programs
- information and business systems, including communications, records and knowledge management, freedom of information, IT and business systems support, and support for operational systems for MVR and vehicle accident database management
- property, facilities and security management, including travel, fleet and accommodation
- procurement and contracts advice and compliance, including facilitating internal and external audit, risk management
- marketing, media and communications, including web maintenance activities.

The department does not provide all corporate services to DoT; other functions are resourced internally through its Office of the Chief Executive.

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- Human Resource (HR) services, including advice and support for workforce operations and organisational workforce development, work health and safety, HR reporting, employee assistance programs and capability and learning programs
- information and business systems, including communications, records and knowledge management, freedom of information, IT and business systems support, and support for operational systems for MVR and vehicle accident database management
- property, facilities and security management, including travel, fleet and accommodation
- procurement and contracts advice and compliance, including facilitating internal and external audit, risk management
- marketing, media and communications, including web maintenance activities.

The department does not provide all corporate services to DoT; other functions are resourced internally through its Office of the Chief Executive.
OUR STRUCTURE

Chief Executive
JOHN COLEMAN

Land Services and Development (Southern Region)
RAY SMITH
- Land Information
- Planning Development
- Building Advisory

Land Services
FABIO FINOCCHIARO
- Lands Planning
- Building Advisory Services
- Survey
- Land Information Services
- NT Information Systems
- Development Assessment Services
- Heritage

Land Development
LEAH CROKE
- Land Administration
- Land and Economic Development
- Planning Commission Secretariat
- Land Development Corporation
- Darwin Waterfront Corporation

Business Services
JASMIN ALDENHOVEN
- Financial Services
- HR Services
- Information and Business Systems
- Compliance and Property
- Corporate Communications
- Policy, Legislation and Secretariat

Land Services and Development (Katherine)
LACHLAN KELSALL

STATUTORY BODIES

NT PLANNING COMMISSION (NTPC)
NT LAND CORPORATION (NTLC)
DARWIN WATERFRONT CORPORATION

DEVELOPMENT CONSENT AUTHORITY (DCA)
CONSERVATION LAND CORPORATION (CLC)

NT ENVIRONMENT PROTECTION AUTHORITY (NTEPA)
NT BUILD
We define roles and responsibilities for everyone. We monitor our performance through a clearly defined organisational structure and by developing capable managers.

We actively set strategy and performance goals that are aligned to government priorities, and we demonstrate clear links between strategy and implementation documents and individual action.

We report on our performance as an organisation, the performance of our people and our financial position. We adhere to our corporate reporting protocols and conduct project reviews for lessons learned.

As described in our governance framework, we are building strong links between strategic planning, decision making, accountability and compliance to ensure our business is conducted in a transparent manner as we deliver on our vision.

**ACCOUNTABILITY**

We are committed to delivering a quality public service.

We respect, trust and value our people.

We aim to communicate effectively with all our stakeholders.

We make informed, accountable decisions.

**We strive to be:**
- collaborative and consultative
- strategic
- professional and impartial
- ethical
- responsive.

To demonstrate these qualities, we:
- engage with our stakeholders
- respond to the needs of the market
- continually strive to improve
- respect each other and the community we serve
- work together
- encourage diversity
- provide timely and honest feedback
- take responsibility for our actions.

**HOW WE WORK**
### HOW WE WORK

<table>
<thead>
<tr>
<th>LAND SERVICES</th>
<th>LAND AND ECONOMIC DEVELOPMENT</th>
<th>BUSINESS SERVICES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responsible for:</td>
<td>Responsible for:</td>
<td>Responsible for:</td>
</tr>
<tr>
<td>- administration of <em>Building Act</em> and <em>Planning Act</em></td>
<td>- release and management of land to support economic development of the Territory</td>
<td>- provision of a range of corporate services</td>
</tr>
<tr>
<td>- plumbing regulation</td>
<td>- strategically planning for and releasing land</td>
<td>- implementing robust governance, compliance and technology systems</td>
</tr>
<tr>
<td>- provision of spatial information</td>
<td>- managing the Crown land estate to meet the requirements of the Territory Government and the community, and providing advice and related administrative activities on land</td>
<td>- management and advice for policy implementation</td>
</tr>
<tr>
<td>- valuation services</td>
<td>- management of Crown land</td>
<td>- provision of shared services for Department of Transport, Darwin Bus Service, Land Development Corporation, Darwin Waterfront Corporation and Australiasia Railway Corporation</td>
</tr>
<tr>
<td>- development assessment and control processes</td>
<td>- releasing land for residential development</td>
<td>- operation of corporate communication hub to the department, the Department of Transport and the Department of Infrastructure.</td>
</tr>
<tr>
<td>- professional advice on land use to government, the Development Consent Authority, industry and the community.</td>
<td>- management of land grants and managing outcomes in relation to Aboriginal land.</td>
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</tbody>
</table>

Regions provide the department’s core outputs through delivery of services to the community and government.
AGENCY SNAPSHOT

12% INCREASE OF REGISTERED BUILDING PRACTITIONERS

7800 BUILDING APPROVALS ACCEPTED & PROCESSED FROM PRIVATE CERTIFIERS

1188 DEVELOPMENT APPLICATIONS PROCESSED

13% INCREASE ON DEVELOPMENT APPLICATIONS PROCESSED

52 DAYS AVERAGE PROCESSING TIME FOR DEVELOPMENT APPLICATIONS

173 CORPORATE DATA SETS ACCESSIBLE THROUGH THE INTERGRATED LAND INFORMATION SYSTEM

68 500KM² OF CROWN LAND WAS BEING MANAGED

1 352 000KM² TOTAL NT AREA UNDER TENURE (INCL ISLANDS)*

$54.819M VALUE OF CAPITAL WORKS PROGRAM

*As at October 2012
STRATEGIC PRIORITIES

THE DEPARTMENT HAS A CLEAR SET OF STRATEGIC PRIORITIES:
- continue strategic land release to meet market demand and drive economic development
- reduce the cost of serviced land to the community
- support sustainable development by private enterprise
- plan headworks and trunk infrastructure services to support future land and economic development in the new suburbs of Kilgariff and Zuccoli
- develop, implement and review policy relating to building regulation, including the certification process
- design and pursue initiatives relating to land information, providing new opportunities for the department and for the government
- progress the implementation of a new model for delivering valuation services to the government
- partner with the private sector to deliver a range of residential projects, including suburban subdivisions, medium density and mixed-use developments and integrated projects
- continue to develop town plans (Northern Territory Planning Scheme area plan and zoning maps) for Growth Communities to support economic development
- enhance the One Stop Shop for developers
- partner with the Department of Treasury and Finance to maintain a single point of truth for demographic data
- work with the Department of Housing to support the Real Housing for Growth program
- support the diversification of pastoral tenure
- continue to conserve the unique and diverse natural and cultural heritage of the Territory
- assist Indigenous custodians to have Indigenous place names and associated stories recognised as valuable cultural property.

THE DEPARTMENT SUPPORTS THE NT PLANNING COMMISSION TO:
- continue strategic land release to meet market demands and drive economic development
- reduce the cost of serviced land to the community
- support sustainable development by private enterprise
- develop and design headworks and trunk infrastructure services to support future land and economic development
- manage infrastructure demand growth and facilitate opportunities associated with major private sector infrastructure projects
- design and pursue initiatives relating to spatially enabling government information.
OUR KEY STAKEHOLDERS

- Minister for Lands, Planning and the Environment
- Commonwealth, state and local government
- Land and building developers and associated industries
- Specific industry associations and institutions
  - UDIA
  - HIA
  - REINT
  - Property Council
- NT Environment Protection Authority
- Territory Government agencies
  - Department of the Chief Minister
  - Department of Transport
  - Department of Infrastructure
  - Department of Treasury and Finance
  - Other government agencies
- Northern Territory community
- Environment advocates
- Statutory bodies
  - Land Development Corporation
  - Darwin Waterfront Corporation
  - NT Build
The department’s divisions deliver on our corporate goals, as outlined below.

<table>
<thead>
<tr>
<th>CORPORATE GOALS 2012–13</th>
<th>ACHIEVEMENTS 2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Reduce the cost of serviced land to the community.</td>
<td>✓ Implemented the Residential Building Cover Package to provide increased consumer protection in the event a builder dies, disappears, becomes bankrupt or is deregistered.</td>
</tr>
<tr>
<td>- Develop, implement and review policy relating to building regulation, including the certification process.</td>
<td>✓ Integrated the Swimming Pool Fencing Unit from the Department of Sport and Recreation into Building Advisory Services.</td>
</tr>
<tr>
<td>- Design and pursue initiatives relating to land information, providing new opportunities for the department and for the government.</td>
<td>✓ Integrated Heritage Branch into Lands Services.</td>
</tr>
<tr>
<td>- Progress the implementation of a new model for delivering valuation services to the government.</td>
<td>✓ Implemented further improvements in administrative process to enhance service and reduce development assessment timeframes.</td>
</tr>
<tr>
<td>- Continue to develop town plans (Northern Territory Planning Scheme area plan and zoning maps) for Growth Communities to support economic development.</td>
<td>✓ Continued to enhance the Development Applications Online system to allow electronic lodgements of all application types.</td>
</tr>
<tr>
<td>- Enhance the One Stop Shop for developers.</td>
<td>✓ Completed the 2012–13 statutory revaluation program (Alice Springs, Litchfield and pastoral land).</td>
</tr>
<tr>
<td>- Continue to conserve the unique and diverse natural and cultural heritage of the Territory.</td>
<td>✓ Completed the final year of the program to survey land infrastructure boundaries in Growth Communities.</td>
</tr>
<tr>
<td>- Assist Indigenous custodians to have Indigenous place names and associated stories recognised as valuable cultural property.</td>
<td>✓ Worked closely with INPEX on land development administration and heritage matters such as the conservation of maritime heritage in Darwin Harbour.</td>
</tr>
<tr>
<td></td>
<td>✓ Funded 20 projects to the value of $247,775 under the NT Heritage Grants Program, including heritage festivals in Alice Springs and Darwin and two interpretive projects.</td>
</tr>
</tbody>
</table>
### CORPORATE GOALS 2012–13

- Continue strategic land release to meet market demand and drive economic development.
- Support sustainable development by private enterprise.
- Support the diversification of pastoral land to allow higher economic return.
- Plan headworks and trunk infrastructure services to support future land and economic development in the new suburbs of Kilgariff and Zucoli.
- Manage growth in infrastructure demand and facilitate opportunities associated with major private sector infrastructure projects.
- Partner with the private sector to deliver a range of residential projects, including suburban subdivisions, medium density and mixed-use developments and integrated projects.
- Partner with the Department of Treasury and Finance to maintain a single point of truth for demographic data.
- Work with the Department of Housing to support the Real Housing for Growth program.

### ACHIEVEMENTS 2012–13

- Released three residential greenfield sites across the Territory for development.
- Released one industrial greenfield site in Humpty Doo for development.
- Developed and implemented a land release strategy incorporating more than 70 sites across the Territory.
- Negotiated complex development agreements to facilitate development in the Territory.

### BUSINESS SERVICES

### CORPORATE GOALS 2012–13

- Facilitate organisational restructure for the department.
- Establish new departments following machinery-of-government changes.
- Promote high standards of governance and accountability in our activities.
- Streamline business processes and leverage technology.

### ACHIEVEMENTS 2012–13

- Completed the restructure of the former Department of Lands and Planning to establish the Department of Lands, Planning and the Environment and the Department of Transport (DoT).
- Led the development of revenue and saving measures for inclusion in the Mini Budget.
- Led the organisational restructure of the department to establish a planned workforce that met the approved budget.
- Worked closely with the CE of DoT to establish systems, procedures and processes to support the new department.
- Continued to ensure we have a safe and supportive work environment through the implementation of work health and safety legislation.
- Contributed to initiatives of clients to leverage technology in their business, such as MVR reforms and Building Applications Online pilot.
Chief Executive
JOHN COLEMAN

John Coleman has more than 35 years’ experience in the Northern Territory Public Service. He spent 12 years as a Senior Ministerial Officer in numerous portfolio areas, including Treasury, Primary Industry, Fisheries, Mines and Energy, Parks and Wildlife, Tourism, Sacred Sites Authority, Corrections, Health, Public Service Commission, Archives, Museums, Police, Fire and Emergency Services, Racing and Gaming, TIO, Asian Relations and Trade, and Lands and Planning. His agency experience includes General Manager for the Development unit of Tourism NT and Executive Director Business for the Department of Business.

Over the past six years John has overseen the operations of the Land Development Corporation (LDC) as its General Manager and served as a member of the Executive of the former Department of Lands and Planning. In that role John was involved in the strategic planning for key developments such as the Gas Task Force, major projects, Defence Estate negotiations, the Marine Supply Base, Alcan G3, the Trans Territory Pipeline, ConocoPhillips’ gas plan and the INPEX onshore plan and support site negotiations.

John held the post of Chief of Staff in the Office of the Chief Minister until December 2012 and then returned to the Department of Lands, Planning and the Environment as Executive Director, Economic Development. John was appointed Chief Executive of the department and the LDC in April 2013.

A/Executive Director, Economic Development
LEAH CROKE

Leah Croke commenced with the Northern Territory Public Service as an administrative trainee in 1993 with the then Department of Lands and Housing. She has principally worked with the Department of Lands and Planning, undertaking roles in Organisational and Business Services (Corporate), Transport, Land Services and, more recently, Land Development.

Leah spent four years in Alice Springs (1999–2003) working in the areas of transport and construction. She has held statutory positions in the former department as the Registrar of Motor Vehicles while in Road Transport.

Since 2000, Leah has held management and leadership positions in the department. She was the Executive Director of Land Services and recently joined the Land Development team as the Executive Director.

Leah has a Bachelor of Economics and postgraduate qualifications in town planning and management. She also recently completed a master’s qualification in public policy and leadership.

A/Executive Director, Land Services
FABIO FINOCCHIARO

After completing a Bachelor of Arts in town planning, Fabio Finocchiaro joined the Northern Territory Public Service as a Town Planner in 1981. He has worked in management and leadership roles since 1990 in the areas of Statutory Planning, Building Control and Land Information and has developed extensive experience in management and strategic roles.

After leading the Statutory Planning area for six years, Fabio held the statutory position of Director, Building Control for 15 years. During this time he led the introduction of builders’ registration and represented the department and the NT Government on a number of boards, committees and working parties, including membership of two statutory boards established under the Building Act, National Building Codes Committees, Australian Standard Committees and relevant community and industry forums.
Ray Smith arrived in the Territory in 1978. He worked as an engineering surveyor on major construction, land development and mining projects across northern Australia before joining the then Department of Transport and Works in 1989. In 1992 Ray transferred to the then Department of Lands and Housing in the Alice Springs regional office. He has remained with the lands and planning area of the department since. Ray has extensive knowledge and expertise in the fields of pastoral land management, Aboriginal land claims, Crown land administration, native title and land development.

Ray has held the post of Regional Manager since 2008 and was appointed as the Regional Director (South Region) in April 2013 in that role he oversees all departmental functions in the region.

Paula Timson moved to the Northern Territory in 1988 and joined the NT Public Service in 1992. Paula worked for the NT Tourist Commission for 14 years in tourism research and development, and marketing and communication roles.

Paula moved to the former Department of Lands and Planning in 2006 working in the Transport Group in Road Safety Policy, Education and Awareness at the time of the development and implementation of the Road Safety Taskforce reforms. Since that time, Paula has worked in strategic planning, management and leadership roles and recently joined the Business Services Group as Director, Policy, Legislation and Secretariat.

Paula manages the department’s Secretariat team and coordinates the department’s policy and legislation reform agenda.

Sarah Temple has been the Director, HR Services since 2008. During that time Sarah has been involved in managing organisational change, advising on employee case management issues and implementing employee performance management frameworks and development programs.

Sarah leads a team of HR professionals that provides a range of HR services relating to recruitment, employment, case management and work health and safety matters. The team also develops and implements organisational and workforce development initiatives. Sarah also represents the department on industrial relations matters, including employee and union consultation and enterprise bargaining.

Prior to joining the department, Sarah spent nine years with NT Treasury as its Manager of Human Resources. During that time Sarah also acted in roles as Director, Corporate Support, Departmental Liaison Officer and was a Financial Analyst. Sarah holds a Bachelor of Business and joined the public sector in 1998 as a graduate with the Office of the Commissioner for Public Employment.
Invited Member:
Chair, NTEPA
BILL FREELAND

Dr Bill Freeland brings a breadth of experience to the position of Chair of the Northern Territory Environment Protection Authority (NTEPA). Bill gained bachelor and masters degrees in science at the University of Queensland before being awarded a PhD for his research on Ugandan rainforest primates while at the University of Michigan. He continued his research while occupying an academic post in the United States, studying interactions between herbivore feeding behaviour and the chemistry of plants and host-parasite behavioural interactions.

In 1983 Bill joined the then Conservation Commission of the Northern Territory, managing the wildlife research group and studying cane toads and other problematic feral animals. He was subsequently appointed head of the Wildlife division. Bill spent two years in Queensland as Director of Conservation Strategy for the Queensland Government before returning the Northern Territory, where he became Deputy Director, and then CEO, Director, and Chair of the Parks and Wildlife Commission.

Bill entered private enterprise as an environmental consultant in the Territory in 2003. His broad scientific background, knowledge of the Northern Territory, and experience in environmental assessment and protection led to his appointment as Chair of the NTEPA in 2012.

Chief Financial Officer*
DAVID RYAN

David Ryan joined the department as its Chief Financial Officer in July 2013. Prior to this, David held the CFO position at the Department of Health and Families and, more recently, the Department of Education and Training. David has had extensive corporate and finance experience within the NT Public Service since joining the service in 1996, firstly with NT Treasury and then other service agencies. Before joining the public sector, David spent 19 years in the finance sector with the Westpac Banking Corporation.

*David Ryan joined the department in July 2013 and became a member of the Executive Team.

Director, Land Services and Development (Katherine)
LACHLAN KELSALL

Lachlan Kelsall became the Katherine Regional Director in May 2013, where he heads up a team from Land Administration, Land Services and Strategic Records.

Prior to joining the department, Lachlan held a leadership position with the Department of Land Resource Management as the Katherine Regional Manager. He also held the position of Water Resource Planner for the region, where he had significant experience in negotiation and building relationships with stakeholders in developing water allocation plans.

Lachlan moved to Katherine in 2007. He came from Victoria, where he had 10 years’ experience working in the Victorian public sector in land management, emergency services and education positions with Parks Victoria, the Country Fire Authority and the Melbourne Zoo.

Lachlan holds a Bachelor of Applied Science in Environmental Management and a Diploma in Natural Resource Management.

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Bill entered private enterprise as an environmental consultant in the Territory in 2003. His broad scientific background, knowledge of the Northern Territory, and experience in environmental assessment and protection led to his appointment as Chair of the NTEPA in 2012.
PERFORMANCE FINANCE SUMMARY

The Department of Lands Planning and the Environment was established during the 2012–13 financial year when services from the previous Department of Lands and Planning and the Department of Natural Resources, Environment, The Arts and Sport were incorporated into a new Agency. The Agency classifies services under 12 outputs and 4 output groups. Following the creation of the new Agency Budget data has been back cast to reflect the resource distribution in the new structure. The new department also provides corporate support services to the newly created Department of Transport, the Darwin Bus Service, and other statutory bodies.

The department had an annual budget of $78 million for the 2012–13 year, an increase of $0.9 million from the original published budget. This increase resulted from additional funding provided to subsidise the “Cash for cans” scheme pending changes to Federal Legislation ($2 million) and was partially offset by efficiency measures and reductions to centralised services.

The departments reported expenses for the financial year of $74.9 million is within 4 per cent of the planned budget. The variation in the departments planned expenses is due to reduced repairs and maintenance program requirements and infrastructure consultancies within the Land Development Output Group.

The budget movement and annual expenses for all outputs in the department are summarised in the following table.

DEPARTMENT OF LANDS, PLANNING AND THE ENVIRONMENT
EXPENDITURE BY OUTPUT GROUP, 2012–13

<table>
<thead>
<tr>
<th>Output</th>
<th>2012–13 Published Budget $000</th>
<th>2012–13 Final Estimate $000</th>
<th>% change</th>
<th>2012–13 Actuals $000</th>
<th>% Change to Final Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Development</td>
<td>19 179</td>
<td>17 435</td>
<td>-9.09%</td>
<td>14 174</td>
<td>-18.70%</td>
</tr>
<tr>
<td>Land and Economic Development</td>
<td>6 924</td>
<td>6 320</td>
<td></td>
<td>4 401</td>
<td></td>
</tr>
<tr>
<td>Land Administration</td>
<td>12 255</td>
<td>11 115</td>
<td></td>
<td>9 773</td>
<td></td>
</tr>
<tr>
<td>Land Services</td>
<td>25 798</td>
<td>26 392</td>
<td>2.30%</td>
<td>27 168</td>
<td>2.94%</td>
</tr>
<tr>
<td>Building Advisory Services</td>
<td>3 660</td>
<td>4 219</td>
<td></td>
<td>4 551</td>
<td></td>
</tr>
<tr>
<td>Development Assessment Services</td>
<td>4 146</td>
<td>4 014</td>
<td></td>
<td>4 200</td>
<td></td>
</tr>
<tr>
<td>Land Information</td>
<td>12 513</td>
<td>12 984</td>
<td></td>
<td>13 274</td>
<td></td>
</tr>
<tr>
<td>Lands Planning</td>
<td>2 635</td>
<td>2 614</td>
<td></td>
<td>2 940</td>
<td></td>
</tr>
<tr>
<td>Heritage Conservation</td>
<td>2 844</td>
<td>2 561</td>
<td></td>
<td>2 203</td>
<td></td>
</tr>
<tr>
<td>Statutory Bodies</td>
<td>27 221</td>
<td>28 798</td>
<td>5.79%</td>
<td>28 109</td>
<td>-2.39%</td>
</tr>
<tr>
<td>NT Environment Protection Authority</td>
<td>8 095</td>
<td>10 538</td>
<td></td>
<td>10 181</td>
<td></td>
</tr>
<tr>
<td>NT Planning Commission</td>
<td>0</td>
<td>800</td>
<td></td>
<td>509</td>
<td></td>
</tr>
<tr>
<td>Darwin Waterfront Corporation</td>
<td>18 436</td>
<td>17 460</td>
<td></td>
<td>17 419</td>
<td></td>
</tr>
<tr>
<td>NT Build</td>
<td>690</td>
<td>0</td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Multi Agency Corporate Services</td>
<td>4 887</td>
<td>5 399</td>
<td>10.48%</td>
<td>5 437</td>
<td>0.70%</td>
</tr>
<tr>
<td>Multi Agency Corporate Services</td>
<td>4 887</td>
<td>5 399</td>
<td></td>
<td>5 437</td>
<td></td>
</tr>
<tr>
<td>Total Output Budget</td>
<td>77 085</td>
<td>78 024</td>
<td>1.22%</td>
<td>74 888</td>
<td>-4.02%</td>
</tr>
</tbody>
</table>
STAFFING PROFILE

Headcount by classification

- Administration (183 employees) 63%
- Professional (64 employees) 22%
- Technical (21 employees) 7%
- Employment programs (2 employees) 1%
- Executive (21 employees) 7%

Headcount by gender

- Female (171 employees) 59%
- Male (120 employees) 41%
### HEADCOUNT BY CLASSIFICATION & GENDER (BREAKDOWN)

The table below shows the number of employees by gender in each classification as at 30 June 2013.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Female</th>
<th>Male</th>
<th>Headcount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Officer 2</td>
<td>9</td>
<td>0</td>
<td>9</td>
</tr>
<tr>
<td>Administration Officer 3</td>
<td>14</td>
<td>1</td>
<td>15</td>
</tr>
<tr>
<td>Administration Officer 4</td>
<td>39</td>
<td>6</td>
<td>45</td>
</tr>
<tr>
<td>Administration Officer 5</td>
<td>19</td>
<td>8</td>
<td>27</td>
</tr>
<tr>
<td>Administration Officer 6</td>
<td>19</td>
<td>16</td>
<td>35</td>
</tr>
<tr>
<td>Administration Officer 7</td>
<td>9</td>
<td>6</td>
<td>15</td>
</tr>
<tr>
<td>Senior Administration Officer 1</td>
<td>16</td>
<td>11</td>
<td>27</td>
</tr>
<tr>
<td>Senior Administration Officer 2</td>
<td>5</td>
<td>5</td>
<td>10</td>
</tr>
<tr>
<td>Executive Contract Officer 1</td>
<td>5</td>
<td>8</td>
<td>13</td>
</tr>
<tr>
<td>Executive Contract Officer 2</td>
<td>1</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Executive Contract Officer 3</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Executive Contract Officer 4</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Executive Contract Officer 6</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Program</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Professional 1</td>
<td>2</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td>Professional 2</td>
<td>7</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td>Professional 3</td>
<td>12</td>
<td>18</td>
<td>30</td>
</tr>
<tr>
<td>Senior Professional 1</td>
<td>4</td>
<td>9</td>
<td>13</td>
</tr>
<tr>
<td>Senior Professional 2</td>
<td>1</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Technical 2</td>
<td>2</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Technical 3</td>
<td>2</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Technical 4</td>
<td>3</td>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td>Technical 5</td>
<td>0</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>171</strong></td>
<td><strong>120</strong></td>
<td><strong>291</strong></td>
</tr>
</tbody>
</table>
PERFORMANCE, ACHIEVEMENTS AND PRIORITIES
PERFORMANCE, ACHIEVEMENTS AND PRIORITIES

Figure 1: Alignment of the department’s outcomes, output groups and outputs

<table>
<thead>
<tr>
<th>OUTPUT GROUP</th>
<th>LAND DEVELOPMENT</th>
<th>LAND SERVICES</th>
<th>MULTI-AGENCY CORPORATE SERVICES</th>
<th>STATUTORY BODIES*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Output groups aggregate similar or related agency outputs and are used primarily for reporting purposes.</td>
<td>Land is released and managed to support economic development in the Territory.</td>
<td>Land and land-related information is available, managed and used to support sustainable economic development in the Territory. Land Services provides land planning, building control, land information and development assessment services. It also manages the protection and conservation of Territory heritage and cultural assets.</td>
<td>Provide shared corporate services to the Department of Lands, Planning and the Environment and the Department of Transport and associated government business divisions and statutory bodies. Undertake a wide range of functions to serve the core corporate needs of these clients, including financial services, human resources services, information business systems, compliance and property, and communication, web and media services.</td>
<td>The efficient and effective support of statutory bodies, including the NT Environmental Protection Authority, the NT Planning Commission and the Darwin Waterfront Corporation.</td>
</tr>
</tbody>
</table>

**OUTCOME**
Outcomes are the intended results provided by the department to the Territory community. Outcomes represent the objectives that government is seeking to achieve.

**OUTPUTS**
Outputs are the services provided or the goods produced by an agency for users external to the agency.

**KEY DELIVERABLES**
Key deliverables are indicators of the main activity and/or achievements that contribute to a particular output.

*Land Development Corporation is a Government Business Division. It reports independently of the department and receives no financial support, operating as a separate commercial entity.*
The Department of Lands Planning and Environment has 271 full time equivalent (FTE) staff members and a Budget of $78 Million and provide services across four output groups, Land Development, Land Services, Statutory Bodies, and Multi Agency Corporate Services. A breakdown of the distribution of financial and FTE resources to each output group which enable the delivery of appropriate services to the community and government is detailed in the following charts.

The Land Development and Land Services output groups provide information, regulatory and development services to the community and include corporate overheads attributed to these activities. The Statutory Bodies output funds boards to provide legislative and advisory services to Government and the community ($10.5M NTEPA and the Planning Commission $0.8M). In addition approximately $17.5M grant funding is provided to the Darwin Waterfront Corporation that develops, manages and services the Waterfront precinct for the benefit of the community and on behalf of Government.

The Multi Agency Corporate Services output group provided administrative support to other NT Government Agencies and Business Divisions.

### FINANCIAL SNAPSHOT

<table>
<thead>
<tr>
<th>Output Group</th>
<th>Full Time Equivalents (FTE)</th>
<th>2012–13 Actuals by Output Group ($000)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Development</td>
<td>56</td>
<td>$14,175</td>
</tr>
<tr>
<td>Land Services</td>
<td>138</td>
<td>$28,109</td>
</tr>
<tr>
<td>Statutory Bodies</td>
<td>44</td>
<td>$5,437</td>
</tr>
<tr>
<td>Multi Agency Corporate Services</td>
<td>33</td>
<td>$27,168</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$14,175</td>
</tr>
</tbody>
</table>
## LAND DEVELOPMENT

**Outcome:** Land is released and managed to support economic development in the Territory.

### LAND AND ECONOMIC DEVELOPMENT

**Output:** Strategically plan for and release land.

### Key deliverables

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Residential(^1)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Release greenfield sites for development(^1)</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Release infill sites for development</td>
<td>4</td>
<td>4</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td><strong>Commercial and industrial</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Release greenfield sites for development(^1,2)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>Release infill sites for development(^2)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4</td>
</tr>
<tr>
<td>Major infrastructure program</td>
<td>$28.3M</td>
<td>$28.3M</td>
<td>$35M</td>
<td>$35M</td>
</tr>
</tbody>
</table>

---

1. Number of major land releases
2. New measure
3. The request for proposals for Stage 1a of Kilgariff was released on 29 May 2013. The request for proposals for Stage 1 of Katherine East was released on 24 June 2013.
4. With the approval of additional resources, the department seeks to exceed these targets, which were published in May 2013.
ACHIEVEMENTS IN 2012–13
- Released residential development in Alice Springs (Kilgariff Stage 1a).
- Released a residential development in Katherine (Katherine East Stage 1).
- Developed a Land Release Strategy to inform the release of more than 70 greenfield and infill sites across the Territory for residential, industrial and commercial development.
- Finalised the development lease to allow construction to commence on the short stay Accommodation Village in Marrara.
- Facilitated the ongoing development of Palmerston East suburbs (Bellamack, Johnston Stage 1 and Johnston Stage 2) and key development sites in Palmerston.
- Delivered strategic infrastructure to support economic development in Palmerston East, including the extension of Zuccoli Parade.
- Commenced construction of the Middle Arm water main as part of the major infrastructure program.
- Completed a demographic and economic study to inform the future planning for the Litchfield area.

PRIORITIES IN 2013–14
- Continue strategic land release to meet market demand and drive economic development, including the release of residential land in Zuccoli Stage 2 and industrial land at Humpty Doo.
- Ongoing planning and design of headworks and trunk infrastructure services to support future land releases, such as Zuccoli, through the major infrastructure program.
- Provide technical and financial feasibility development input to the NT Planning Commission to support its work program.
- Implement Territory Land Development Facilitation Group meetings to support development projects across the Territory.
- Provide market intelligence and financial feasibility assessments of all Crown land to allow for informed decision making on land release.
- Continue the identification of additional Crown land sites for investigation and inclusion in the Land Release Strategy.
- Facilitate the delivery of affordable land through the Land Release Strategy by increasing competition and reducing the cost of delivering land services.
- Release infill Crown land sites for development across the Territory.
- Release three major residential land sites for development across the Territory.
- Release infill sites for development and lots to support the Real Housing for Growth program.
- Release two englobo sites for industrial development.
- Release lots in Tennant Creek and Katherine for industrial development.
**LAND ADMINISTRATION**

Output: Manages the Crown estate to meet the requirements of the Territory Government and the community and provide advice and related administrative activities on land.

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</thead>
<tbody>
<tr>
<td>Native title, land claim and Indigenous land issues progressed and resolved</td>
<td>15</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>Crown land parcels across the Territory managed for public safety and to meet statutory requirements¹</td>
<td>420</td>
<td>420</td>
<td>420</td>
<td>425</td>
<td>420</td>
</tr>
<tr>
<td>Crown leases managed to ensure compliance with conditions</td>
<td>N/A</td>
<td>658</td>
<td>658</td>
<td>647</td>
<td>660</td>
</tr>
<tr>
<td>Sale and acquisition of land for government, commercial and community purposes progressed</td>
<td>148</td>
<td>143</td>
<td>143</td>
<td>148</td>
<td>143</td>
</tr>
<tr>
<td>Property management contractors’ compliance with contractual and regulatory requirements</td>
<td>99%</td>
<td>95%</td>
<td>95%</td>
<td>95%</td>
<td>95%</td>
</tr>
</tbody>
</table>
ACHIEVEMENTS IN 2012–13
- Progressed the Capital Acquisition Program to facilitate the delivery of government projects and initiatives.
- Completed 17 direct sale and community land grant projects resulting in the grant of five Crown leases, 11 freehold titles and one government set aside.
- Administered 647 Crown leases for the purposes of commercial and residential development as well as community purposes facilitating religious, cultural, educational, benevolent or charitable groups and sport and recreation.
- Established a cross-agency working group to progress Community Living Areas, Aboriginal land claims and native title resolution.
- Progressed whole-of-town native title settlements, including Batchelor, Borroloola, Kalkarindji, Katherine and Larrimah.
- Progressed land tenure arrangements for government community and sporting facilities in Palmerston.
- Progressed the sale of Crown land sites in accordance with the Direct Sales and Community Land Grant application policy.
- Finalised the issue of Crown leases for the INPEX short-stay accommodation village and INPEX bus depot.
- Provided 25 occupation licences over Crown land to support development.
- Acquired land to facilitate a palliative care house in Alice Springs.
- Continued to manage the INPEX LNG plant and accommodation village leases.
- Progressed acquisition of Glyde Point utilities and road corridor through Koolpinyah Station.
- Reached agreement with flood-affected land owners in Herbert in accordance with the Ombudsman’s report.

PRIORITIES IN 2013–14
- Progress the Capital Acquisition Program to facilitate the delivery of government projects and initiatives.
- Issue and monitor Crown leases for development.
- Progress whole-of-town native title settlements, including Batchelor, Borroloola, Kalkarindji, Katherine and Larrimah.
- Progress Community Living Area applications and land claims.
- Progress the sale of Crown land sites in accordance with the Direct Sales and Community Land Grant application policy.
- Continue to manage the INPEX LNG plant and accommodation village leases.
- Progress the acquisition of Glyde Point utilities and road corridor through Koolpinyah Station.
- Manage Crown land to meet the needs of government and the community.
- Finalise upgrade works of the Katherine Low Level Nature Reserve.
**LAND SERVICES**

Output: Land and land-related information is available, managed and used to support sustainable economic development in the Territory. Land Services provides land planning, building control, land information and development assessment services. It also manages the protection and conservation of Territory and cultural assets.

**BUILDING ADVISORY SERVICES**

Output: Manages the regulatory framework to enable swimming pools and structures within proclaimed building areas to achieve structural, fire, safety, health and amenity standards and provide support for statutory boards.

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<tbody>
<tr>
<td>Building practitioners registered(^1,3)</td>
<td>1479</td>
<td>1500</td>
<td>1500</td>
<td>1674</td>
<td>1500(^7)</td>
</tr>
<tr>
<td>Building practitioners audited(^4)</td>
<td>3%</td>
<td>5%</td>
<td>5%</td>
<td>3%</td>
<td>5%</td>
</tr>
<tr>
<td>Investigated complaints finalised(^2)</td>
<td>60</td>
<td>50</td>
<td>50</td>
<td>52</td>
<td>50</td>
</tr>
<tr>
<td>Stakeholder satisfaction</td>
<td>88%</td>
<td>80%</td>
<td>80%</td>
<td>85%</td>
<td>80%</td>
</tr>
<tr>
<td>New swimming pool fencing inspections completed within three weeks(^5)</td>
<td>99%(^6)</td>
<td>80%</td>
<td>80%</td>
<td>75%</td>
<td>80%</td>
</tr>
</tbody>
</table>

\(^1\) Comprises building certifiers, building contractors, certifying engineers, certifying plumbers and drainers.
\(^2\) Complaints finalised includes those dismissed or referred to Building Practitioners Board or to courts.
\(^3\) Increased numbers of practitioners were registered due to major development activity.
\(^4\) A reduced percentage of practitioners were audited as the 2012–13 audits included building certifier audits, which are more complex than other categories.
\(^5\) A reduced percentage of pool inspections were completed due to long-term vacancies within the unit.
\(^7\) Estimate is an average of previous years. Evidence is that there will be an increase.
ACHIEVEMENTS IN 2012–13
- Implemented the Residential Building Cover Package to provide increased consumer protection in the event a builder dies, disappears, becomes bankrupt or is deregistered.
- Integrated the Swimming Pool Fencing Unit from the Department of Sport and Recreation into Building Advisory Services.
- Continued consumer and building industry education and awareness activities per the requirements of the Building Act, including the National Construction Code.
- Provided input and participated at a national level on building regulation and policy initiatives such as building resilience, disability access and national occupational licensing.
- Implemented electronic processes to lodge building applications and development applications to enhance the Integrated Land Information System (ILIS) and its capabilities as the platform for land administration.
- Developed pilot program for the Building Applications Online system.

PRIORITIES IN 2013–14
- Continue to monitor and review the Residential Building Cover Package to ensure it is providing appropriate protection to consumers.
- Develop options for government’s consideration for potential changes to building regulation in the Territory to increase compliance and reduce the cost of certification for consumers and industry.
- Continue consumer education on the building approvals process and the roles and responsibilities of building practitioners when undertaking building work.
- Provide input and participate at a national level on building regulation and policy initiatives.
- Review all regulatory boards and committees to achieve operational efficiencies.
- Further explore opportunities to leverage use of technology in provision of services to clients of Building Advisory Services.
**DEVELOPMENT ASSESSMENT SERVICES**

Output: Provides development assessment and control processes under the *Planning Act.*

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</thead>
<tbody>
<tr>
<td>Applications processed under the <em>Planning Act</em>¹</td>
<td>1094</td>
<td>1000</td>
<td>1000</td>
<td>1188</td>
<td>1000</td>
</tr>
<tr>
<td>Average processing time for development applications (in days)</td>
<td>50</td>
<td>54</td>
<td>54</td>
<td>52</td>
<td>54</td>
</tr>
<tr>
<td>Client satisfaction with services</td>
<td>86%</td>
<td>95%</td>
<td>95%</td>
<td>88%</td>
<td>95%</td>
</tr>
</tbody>
</table>

¹ Excludes planning scheme amendments.
ACHIEVEMENTS IN 2012–13
- Implemented further improvements in administrative process to enhance service delivery and reduce development assessment timeframes.
- Continued to enhance the Development Applications Online system to allow electronic lodgement of an expanded range of application types.
- Continued participation in the national reform agenda for development assessment to reduce processing times for development applications.

PRIORITIES IN 2013–14
- Implement further improvements in administrative process to enhance service delivery and reduce development assessment timeframes.
- Continue to enhance the Development Applications Online system to allow electronic lodgements of all application types.
- Continue participation in the national reform agenda for development assessment to reduce processing times for development applications.
**LAND INFORMATION**

**Output:** Provides land-related geographical data and information and a consistent framework of land information policy, standards and distribution networks to service government, business and the community.

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</thead>
<tbody>
<tr>
<td>Land-related data sets maintained to technical specifications</td>
<td>18</td>
<td>20</td>
<td>20</td>
<td>22</td>
<td>25</td>
</tr>
<tr>
<td>Land-related data sets accessible through NTILIS¹</td>
<td>177</td>
<td>180</td>
<td>180</td>
<td>173²</td>
<td>180</td>
</tr>
<tr>
<td>Customer satisfaction with land information services</td>
<td>94%</td>
<td>90%</td>
<td>90%</td>
<td>96.23%</td>
<td>90%</td>
</tr>
<tr>
<td>Statutory services delivered on time</td>
<td>91%</td>
<td>95%</td>
<td>95%</td>
<td>87%³</td>
<td>95%</td>
</tr>
<tr>
<td>Availability of access to the NTILIS environment met defined standards</td>
<td>100%</td>
<td>99.8%</td>
<td>99.8%</td>
<td>100%</td>
<td>99.8%</td>
</tr>
<tr>
<td>Non-statutory service requests met</td>
<td>3085</td>
<td>4200</td>
<td>4200</td>
<td>4500</td>
<td>4200</td>
</tr>
<tr>
<td>Non-statutory service requests met within agreed timeframe</td>
<td>100%</td>
<td>90%</td>
<td>90%</td>
<td>97.3%</td>
<td>90%</td>
</tr>
</tbody>
</table>

¹ NTILIS is the Northern Territory Integrated Land Information System.
² The reduction in numbers from 2011–12 is due to rationalisation and simplification of access.
³ Vacancies before and after the 2012 restructure resulted in delays to survey plan approvals and place name recommendations.
ACHIEVEMENTS IN 2012–13
- Completed the 2012–13 statutory revaluation program (Alice Springs, Litchfield and pastoral land).
- Continued the implementation of a new model for the delivery of valuation services to the Territory Government, including a review of legislation.
- Completed the final year of the program to survey land and infrastructure boundaries in Growth Communities.
- Commenced a program to survey land and infrastructure boundaries for other Northern Territory remote Indigenous communities.
- Continued the program of road naming and addressing in the Growth Communities and other remote Indigenous communities.
- Further enhanced the Global Navigation Satellite System (GNSS) Base Station network in the Territory.
- Implemented electronic processes to lodge building applications and development applications to enhance Integrated Land Information System (ILIS) and its capabilities as the platform for land administration.
- Developed and implemented the 2012–13 aerial photography and mapping program.
- Finalised the photography and mapping of the Northern Territory Emergency Response (NTER) communities funded by the Australian Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA).
- Leveraged technology and enhanced ILIS capability to meet the agency and government needs for planning, land use, land administration and development.
- Investigated and progressed other opportunities to leverage Geographic Information Systems (GIS) technology across government.

PRIORITIES IN 2013–14
- Design and pursue initiatives relating to spatially enabling government information.
- Progress the implementation of a new model for delivering valuation services to the Territory Government.
- Complete the 2013–14 statutory revaluation program.
- Continue a program to survey land and infrastructure boundaries for other Northern Territory remote Indigenous communities.
### Key deliverables

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<tr>
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</thead>
<tbody>
<tr>
<td>Major land use and urban planning projects undertaken to cater for future growth</td>
<td>13</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
</tr>
<tr>
<td>Indigenous communities with a scheduled town area plan outstanding(^1)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Client satisfaction</td>
<td>93%</td>
<td>90%</td>
<td>90%</td>
<td>90%</td>
<td>90%</td>
</tr>
</tbody>
</table>

\(^1\) New measures.

Output: Provides strategic and long-term integrated planning that supports community needs, sustainable economic development and the future growth of the Territory.
ACHIEVEMENTS IN 2012–13
- Established the Planning Commission Secretariat.
- Provided input and advice to the NT Planning Commission on the redevelopment of the old Darwin hospital site and Flagstaff Hill Park.
- Completed the amendment to the Zuccoli Area Plan, Palmerston East.
- Provided input and advice to the NT Planning Commission on the draft Knuckey Lagoons Area Plan Discussion Paper.
- Provided input and advice to the NT Planning Commission on the draft Katherine Land Use Plan Discussion Paper.
- Completed the Tennant Creek Land Use Framework under the Planning Act.
- Included area plans and zone maps in the NT Planning Scheme for the major remote towns: Borroloola, Daguragu/Kalkarindji, Gapuwiyak, Gunbalanya, Numbulwar, Papunya and Wadeye.

PRIORITIES IN 2013–14
- Approval of the Greater Darwin Regional Land Use Plan 2014 and commence priority actions from the plan, including identification of land for future growth and establishing a strategy for growth.
- Public exhibition and consultation with key stakeholders on Rural Activity Centres Area Plans under the Planning Act.
- Assist the NT Planning Commission with community consultation on the Knuckey Lagoons Area Plan Discussion Paper and finalisation of a land use plan.
- Assist the NT Planning Commission with community consultation on the Katherine Land Use Plan Discussion Paper and finalisation of a land use plan.
- Include area plans and zoning maps in the NT Planning Scheme for the remaining Growth Communities Ali Curung, Elliott, Maningrida, Yuendumu and Yirrkala.
### HERITAGE CONSERVATION

**Output:** Protect and conserve the Territory’s heritage and cultural assets.

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<tbody>
<tr>
<td>Assessment reports to Heritage Council¹</td>
<td>12</td>
<td>10</td>
<td>10</td>
<td>8²</td>
<td>16</td>
</tr>
<tr>
<td>Assistance to privately owned heritage places</td>
<td>$0.27m</td>
<td>$0.3M</td>
<td>$0.3M</td>
<td>$0.3M</td>
<td>$0.3M</td>
</tr>
<tr>
<td>Investment to maintain publicly owned heritage places</td>
<td>$1.4M</td>
<td>$1.06M</td>
<td>$1.06M</td>
<td>$0.6M³</td>
<td>$0.8M</td>
</tr>
</tbody>
</table>

¹ Source: NRETAS Annual Report 2011–12
² In 2012–13, priority was given to dealing with places on the ‘backlog’ rather than assessment reports
³ Shortfall due to work not commencing on schedule at Lyon’s Cottage
ACHIEVEMENTS IN 2012–13
- Launched a new website to provide information about the new *Heritage Act* that came into effect on 1 October 2012.
- The new Heritage Council met for the first time, was briefed on the new *Heritage Act*, and adopted several key policies on the operation of the council and the administration of the Act.
- Funded 20 projects to the value of $247,775 under the NT Heritage Grants Program, including heritage festivals in Alice Springs and Darwin and two interpretive projects.
- Committed $575,769 under the Conservation Program for Government-Owned Heritage Assets.
- Inspected the wreck of the *Sanyo Maru* off the Arnhem Land coast.
- The Heritage Branch worked closely with INPEX on the conservation of maritime heritage in Darwin Harbour.
- Gazetted four places as heritage places:
  • WWII observation posts, Casuarina Coastal Reserve
  • Delissaville Cemetery, Belyuen, Cox Peninsula
  • Yarar Rockshelter, near Wadeye
  • Southport Cemetery, near Darwin

PRIORITIES IN 2013–14
- Finalise decision making on places on the backlog (places nominated for heritage listing under the old *Heritage Conservation Act* but where no final decision had been made upon commencement of the *Heritage Act*).
- Continue the Conservation Program for Government-Owned Heritage Assets, with a priority on effective expenditure.
- Continue to support private owners through the NT Heritage Grants Program, and review the Heritage Incentives Program for private owners to ensure it is effective and targeted.
- Continue to enhance the interpretation of the Territory’s natural and cultural heritage, including encouraging events and activities associated with heritage places and the development of heritage trails.
- Investigate the use of technology in relation to interpretation of heritage places.
**MULTI-AGENCY CORPORATE SERVICES**

Output: Provide shared corporate services to the Department of Lands, Planning and the Environment and the Departments of Transport and associated government business divisions and statutory bodies. Undertake a wide range of functions to serve the core corporate needs of these clients, including financial services, human resource services, information business systems, compliance and property, and communication, web services and media.

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**Key deliverables**

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</thead>
<tbody>
<tr>
<td>Client satisfaction with services</td>
<td>NA¹</td>
<td>80%</td>
<td>80%</td>
<td>86%</td>
<td>80%</td>
</tr>
</tbody>
</table>

¹ Not available – Shared Corporate Services only commenced during the financial year
ACHIEVEMENTS IN 2012–13
- Established two new departments including digital and physical asset transfers, personnel moves, Internet and intranet and financial and budget restructures.
- Developed a structure for the department’s corporate communications hub for implementation on 1 July 2013.
- Supported numerous change processes, including the departmental restructure, implementation of new NT Government marketing and communications framework and redeployment processes.
- Restructured the Business Services Division to achieve operational efficiencies and cost savings, including review of selected business processes, fleet utilisation review, ICT assets review and new procedures for travel approval and acquittal.
- Led the development of revenue and savings measures for inclusion in the Mini Budget.
- Worked closely with the Chief Executive, Department of Transport (DoT), to establish systems and procedures to support the new department.
- Developed the corporate brand and identity and intranet sites for the new NTEPA and NT Planning Commission.
- Coordinated communications activities for the request for proposal to develop Stage 2 of Zuccoli in Palmerston East and Stage 1 of the new Katherine East subdivision.
- Finalised the IT strategy, which is aligned with the new department’s structure and strategy.
- Contributed to initiatives across DoT and Department of Lands, Planning and the Environment to leverage technology in its business: Motor Vehicle Registry reforms and Building Applications online system.
- Implemented two pilot programs shared across the department and the DoT: the Emerging Leaders program and the Mentoring program.
- Implemented training sessions to improve the quality of ministerial writing across the department.
- Established a Commercial Operations finance team that supports the commercial businesses the Land Development Corporation, Darwin Waterfront Corporation and the AustralAsia Railway Corporation.

PRIORITIES IN 2013–14
- Continue to develop a high-performing, capable team that provides quality professional corporate services under the shared services arrangements.
- Further clarify our service frameworks and client service model with emphasis on building collaborative relationships, communication and proactive service delivery.
- Improve and strengthen governance and compliance and support leveraging technology across our client agencies.
The efficient and effective support of statutory bodies, including NT Environment Protection Authority, NT Planning Commission and Darwin Waterfront Corporation.

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<tbody>
<tr>
<td>NT Environment Protection Authority</td>
<td>-</td>
<td>$8.5M</td>
<td>$10.5M(^1)</td>
<td>$10.18M</td>
<td>$7.3M</td>
</tr>
<tr>
<td>NT Planning Commission</td>
<td>-</td>
<td>$0.8M</td>
<td>$0.8M</td>
<td>$0.508M</td>
<td>$0.8M</td>
</tr>
<tr>
<td>Darwin Waterfront Corporation</td>
<td>$16.9M(^2)</td>
<td>$18.4M</td>
<td>$17.4M</td>
<td>$17.419M</td>
<td>$17.9M</td>
</tr>
<tr>
<td>NT Build(^3)</td>
<td>$0.75M</td>
<td>$0.69M</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

\(^1\) The 2012–13 estimates includes $2M funding to support the Container Deposit Scheme
\(^2\) Support provided through Department of the Chief Minister
\(^3\) NT Build is a stand-alone entity with no ongoing support.

NT Planning Commission, NT Environment Protection Authority, Darwin Waterfront Corporation and NT Build produce their own annual reports, separately to the Department of Lands, Planning and the Environment. Those reports will be available on each organisation’s website.

NT Planning Commission: [www.planningcommission.nt.gov.au](http://www.planningcommission.nt.gov.au)
NT Environment Protection Authority: [www.ntepa.nt.gov.au](http://www.ntepa.nt.gov.au)

\(^*\) Land Development Corporation provide an independent annual report.
OUR PEOPLE
At 30 June 2013, 271 full-time equivalent (FTE) (291 headcount) staff were employed by the Department of Lands, Planning and the Environment in the following areas:

<table>
<thead>
<tr>
<th>Area</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lands and Planning</td>
<td>229</td>
</tr>
<tr>
<td>- Land Services</td>
<td>116</td>
</tr>
<tr>
<td>- Land Development</td>
<td>48</td>
</tr>
<tr>
<td>- Business Services</td>
<td>65</td>
</tr>
<tr>
<td>Statutory Bodies</td>
<td>42</td>
</tr>
<tr>
<td>- NT Environmental Protection Authority</td>
<td>30</td>
</tr>
<tr>
<td>- Darwin Waterfront Corporation</td>
<td>5</td>
</tr>
<tr>
<td>- NT Build</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>271</td>
</tr>
</tbody>
</table>

As a result of the machinery-of-government changes in September 2012 where a number of work units transferred in or out of the department, staffing numbers have changed significantly and the department is unable to compare figures against the financial year.

Following the establishment of the department in September 2012, the following organisational and people priorities have been progressed during the year:

- organisational restructure
- building the capabilities of our employees
- recruiting and retaining skilled employees
- encouraging diversity and employees who work together
- creating a safe and supportive work environment.

This section of the annual report provides information on achievements and progress against each priority during the year.
ORGANISATIONAL RESTRUCTURE

In December 2012, the department commenced a restructure of all its work units. The restructure involved:
- developing and costing proposed work unit structures
- undertaking an employee consultation process
- considering employee feedback prior to making a decision about work unit structures.

The focus of the restructure was to create a structure that delivers on government, industry and community expectations, while making sure the structure is properly funded and constituted, thereby ensuring sustainability of positions and career paths.

As part of the restructure, the department established a Consultative Committee for the purpose of consulting with unions (the Community and Public Sector Union (CPSU) and the Australian Manufacturing Workers Union (AMWU)) and staff on matters relating to the restructure. The committee met as required during the year to receive briefings from the Chief Executive and the Human Resources unit.

The restructure will continue into the next financial year with the finalisation of Job Analysis Questionnaires, updating the Personnel Information and Payroll System (PIPS) to reflect the new structure and recruitment to fill positions.

PLACEMENT COMMITTEE

As a result of the growing pool of redeployees and surplus, supernumerary and unattached and employees, the department established a Placement Committee. The committee ensures that the assessment and matching of these employees is undertaken in a controlled, efficient and fair manner in accordance with the Commissioner’s Guideline, applicable legislation, enterprise agreements and the department’s Workforce Management Strategy.

The role of the committee is to ensure that employment and staffing matters within the department are managed in an equitable manner and take the business requirements of the agency into consideration. In the first instance, surplus, supernumerary, unattached or redeployed staff are considered before approving ‘external’ advertising of positions.

INDUSTRIAL RELATIONS

During the year, and with a significant organisational restructure to implement as mentioned above, the department’s Consultative Committee met on 14 occasions with representatives from the relevant unions.
A STRONG FOCUS ON DEVELOPING LEADERS’ CAPABILITIES AND SKILLS

PLAN DO REVIEW, EMPLOYEE PERFORMANCE MANAGEMENT FRAMEWORK

The department's employee performance management and development system, Plan Do Review (PDR), supports a culture of high performance and regular and honest feedback.

The system, launched in 2011, provides a structured way for staff to have regular informal meetings with their manager to clarify what is required of them in their role, identify tasks of high priority, review their performance and discuss opportunities to advance their career. This is in addition to regular performance feedback.

The PDR system is supported with monthly training that covers using the PDR system, using the Capability and Leadership Framework, setting SMART performance goals, identifying learning needs and developing learning solutions. During 2012–13, 49 staff members attended PDR training.

After receiving feedback about the PDR system, further enhancements were made in February 2013 to make it a more user-friendly system. These included the option for employees to use a hard copy form and upload it into the system.

In 2012–13, 67% of staff have a PDR in place.

Above, 2012 Emerging Leaders Program participants, left to right
Top row: Ben Taylor, Deborah Prichard, Brenton Taylor, Therese Schutt, Juan Pazo, Michael Holmes, Toni Spry.
Middle row: Claire Manalo, Dennielle Cahill, Sue Cawood, Katie Easom, Rebecca Fuller, Kerri O’Brien.
Front row: Julie Bennett, Jan Kinsella, Connie Gore, Owen Dutton.
Absent: Sally Cunningham, Jenna Lovett, Simon Flavel.

DEVELOPING OUR LEADERS

The department has a strong focus on developing its leaders’ capabilities and skills, which is overseen by the Executive Leadership Team. During 2012–13, the following leadership development activities were undertaken:

Senior Leaders Forum
Senior Leaders Forums provide an opportunity for the Chief Executive and Executive Leadership Team to discuss issues with senior staff and provide professional development, support in leadership skills and a focus on strategic objectives and department and government priorities. Three forums were held during the year.

Emerging Leaders Program
In 2012, the department, in collaboration with the Department of Transport, ran its first development program for middle managers. Based on the NTPS Capability and Leadership Framework (CLF), the Emerging Leaders Program was open to employees at CLF6 to CLF8 levels and attracted 20 staff in the pilot program.

The program focussed on developing self-awareness, team management skills and strategic thinking capabilities. By working in cross-agency project teams, participants were provided with a mentor to further develop their project management skills. It also gave them an opportunity to network with employees from across the department.
SENIOR OFFICER PAY PROGRESSION

In line with the Northern Territory Public Sector 2010–2013 Enterprise Agreement, annual pay progression for Senior Administrative Officers and Senior Professionals is based on performance. Officers employed in a senior classification (SAO1, SAO2, SP1 and SP2) are eligible to apply for pay progression after 12 months. Pay progression requires the senior officer to demonstrate that they have met business priorities identified in their PDR while also meeting performance criteria determined by the Commissioner.

Applications in 2012–13

<table>
<thead>
<tr>
<th>Applications received</th>
<th>Applications approved</th>
<th>Applications not approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>31</td>
<td>31</td>
</tr>
</tbody>
</table>

MENTORING PROGRAM

During the year, the department, in collaboration with the Department of Transport, piloted a mentoring program. With 27 participants, the program provided training to help mentors and mentees create a mentoring relationship for the personal growth and development of staff. Feedback from participants identified that future mentoring programs would need participants to commit themselves to the program and for the department to provide more ‘touch-base’ sessions to maintain interest and resourcing tools to support individuals.

OFFICE OF THE COMMISSIONER FOR PUBLIC EMPLOYMENT (OCPE) LEADERSHIP PROGRAMS

OCPE’s leadership programs were accessed during 2012–13, including the Discovery for Women as Leaders (Darwin), the Public Sector Management Program (PSMP), the Executive Leadership Program and the Future Leaders Program. During 2012–13:
- five employees participated in the Future Leaders Program
- three employees participated in the Executive Leadership Program
- three employees participated in the Public Sector Management Program

TRAINING AND DEVELOPMENT

The department invested $287 440 in training and development for its employees in 2012–13, which equates to $1061 per full-time equivalent staff member. This represents an increased level of spending associated with the delivery of personal resilience training, which was provided to support staff during the organisational restructure. In addition, the department supported a larger number of staff to participate in leadership development programs offered by OCPE.

Corporate learning and development opportunities delivered to employees include corporate induction, code of conduct, appropriate workplace behaviour, cross-cultural training, divisional presentations and Plan Do Review training.

A range of external training was provided to employees, including Develop Personal Resilience through Change, Emotional Intelligent Leadership, Certificate IV qualifications in project management, training and assessment, workplace health and safety, project administration and Microsoft Office training for Word, Excel and Project.

Professional Development

<table>
<thead>
<tr>
<th></th>
<th>2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total employees (FTE)</td>
<td>271</td>
</tr>
<tr>
<td>Total training and development expense</td>
<td>$287 440</td>
</tr>
<tr>
<td>Total personnel expenditure</td>
<td>$31 327 902</td>
</tr>
<tr>
<td>Training and development costs as a % of personnel expenditure</td>
<td>0.92%</td>
</tr>
<tr>
<td>Training expenditure per employee (FTE)</td>
<td>$1061</td>
</tr>
</tbody>
</table>
REGULATORY TRAINING PROGRAM
Commencing in 2011, the department, in collaboration with the Department of Transport, developed an accredited training program for its regulators that delivers the elements of good regulatory practice. Continuing from past regulatory training, this year 19 staff members attended the Advanced Government Decision Making workshop and seven staff members attended a Case Management workshop.

PROFESSIONAL DEVELOPMENT
The department supports employees gaining relevant professional and technical skills through higher education. Support provided includes financial assistance for study fees and paid study leave to attend tutorials, lectures and exams.

As part of the department’s efforts to build the capability of our workforce, we currently provide eight staff members with study assistance to gain the following qualifications in:
- Graduate Diploma in Regional and Urban Planning
- Graduate Diploma in Project Management
- Graduate Certificate in Business Administration
- Bachelor of Information Technology/Media
- Advanced Diploma of Building Surveying
- Diploma of Town Planning
- Diploma of Work Health and Safety
- Diploma of Human Resource Management.

The table below shows the number of employees who have received study assistance this financial year.

**Summary of study assistance reimbursements**

<table>
<thead>
<tr>
<th></th>
<th>2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees receiving study assistance</td>
<td>5*</td>
</tr>
<tr>
<td>Total reimbursed</td>
<td>$18,416</td>
</tr>
<tr>
<td>Average reimbursement</td>
<td>$3,683</td>
</tr>
</tbody>
</table>

* Only five of the eight staff undertaking studies have applied for study assistance. This is due to three staff members participating in the Diploma of Work Health and Safety and Diploma of Human Resource Management, which is 100% federally funded through the Labour Market Training Program.
RECRUITING AND RETAINING SKILLED EMPLOYEES

THE SCHOLARSHIP PROGRAM ENCOURAGES STUDIES IN AREAS OF SKILL SHORTAGE

EMPLOYMENT PROGRAMS
The department’s employment programs aim to address succession planning issues by creating a supply of trained employees to meet the current and future needs of the department. The programs target entry-level recruits, including graduates, scholarship holders, apprentices and trainees.

Employment program participants in 2012–13

<table>
<thead>
<tr>
<th>Program</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Development Program</td>
<td>14</td>
</tr>
<tr>
<td>Traineeships</td>
<td>1</td>
</tr>
<tr>
<td>Department scholarship</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>17</td>
</tr>
</tbody>
</table>

GRADUATE DEVELOPMENT PROGRAM
The department recruits graduates in skill shortage areas to participate in a 12-month development program commencing in January each year. The graduate is placed in various business units during the 12 months. Graduates receive on-the-job experience and coaching as part of building their working knowledge of the NTPS. Departmental graduates link in with NT Treasury graduates for additional training, such as presentation skills and Finance Officer In Training (FOIT) sessions. The relationship between the departments provides further support and networking opportunities for graduates.

January 2012 Intake
Fourteen graduates were recruited in 2012 and rotated through various business units in the department depending on their qualifications. Of that cohort, two took positions with the private sector, eight were offered permanent positions in the department and three took positions in other departments. One graduate from 2011 also continued on the 2012 program and was permanently appointed in the department.

Above, Alice Springs Careers Expo: Andy Roberts, Manager Land Information, and Michelle Carr, Business Services

January 2013 intake
In January 2013, one Planning graduate was recruited into the department and has rotated through Development Assessment Services and Lands Planning work units.

DEPARTMENT OF LANDS, PLANNING AND THE ENVIRONMENT SCHOLARSHIP PROGRAM
The department’s scholarship program is designed to encourage studies in areas of skill shortage. Participants are supported to study full time for a bachelor qualification in addition to undertaking full-time paid work placements during semester breaks. Once scholarship holders have completed their qualification they are encouraged to apply for the Graduate Development Program.

Currently the department has two participants in Urban and Regional Planning. As this qualification is not offered in the Territory, both students are studying in Queensland.

PROMOTING CAREERS IN THE DEPARTMENT
The department continued its efforts to increase awareness among Territorians of the diverse career opportunities available in the department and in the NTPS. During 2012–13, the department attended the Department of Business and Employment Careers Expos in Darwin, Katherine and Alice Springs. Together they were attended by more than 3400 secondary school students, parents, teachers and other Territorians who were exploring their future training, education and career path choices. Feedback from students surveyed was very positive and the majority of them agreed that talking to stall holders had assisted them in making a decision as to what career they wanted to follow when they left school.

Students in Alice Springs showed a lot of interest in the traineeship and scholarship programs offered by the department.
ENCOURAGING DIVERSITY AND EMPLOYEES WHO WORK TOGETHER

EQUAL EMPLOYMENT OPPORTUNITY
The department benefits from a gender-balanced and diverse workforce. At 30 June 2013:
- 59 per cent of our workforce was female
- 41 per cent was male
- nine employees identified as having a non-English speaking background
- seven employees identified as Aboriginal or Torres Strait Islander
- three employees identified as having a disability.

INDIGENOUS EMPLOYMENT AND CAREER DEVELOPMENT
The department is conscious of the need to support the employment and career development of Indigenous staff, who presently represent two per cent of the department’s workforce. The whole-of-government target for Indigenous representation is 10 per cent.

The department continued to focus on improving representations through initiatives such as:
- developing Indigenous apprentices, trainees and cadets for professional positions
- developing pre-employment programs for nominated positions
- facilitating the Tertiary Enabling Program (TEP), coaching, counselling and mentoring programs
- identifying barriers to career development and progression
- participating in the OCPE’s IECD coordinators’ network
- developing cultural competency in the department rather than just cultural awareness
- promoting Indigenous employment.

Snapshot of Indigenous employees as at 30 June 2013

<table>
<thead>
<tr>
<th>Headcount</th>
<th>2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Female</td>
</tr>
<tr>
<td>Indigenous employees</td>
<td>5</td>
</tr>
<tr>
<td>- Administration Officer 2</td>
<td>2</td>
</tr>
<tr>
<td>- Administration Officer 3</td>
<td>1</td>
</tr>
<tr>
<td>- Administration Officer 4</td>
<td>1</td>
</tr>
<tr>
<td>- Professional 3</td>
<td>1</td>
</tr>
<tr>
<td>- Senior Administration Officer 2</td>
<td>0</td>
</tr>
<tr>
<td>Total Indigenous employees</td>
<td>7</td>
</tr>
<tr>
<td>Total employees</td>
<td>291</td>
</tr>
<tr>
<td>% Indigenous</td>
<td>2%</td>
</tr>
</tbody>
</table>
HEALTH AND WELLBEING

In 2012–13, the department’s health and wellbeing initiatives supported staff in achieving a healthy work and life balance and helped to deliver a safe and supportive work environment, maximising employee productivity and satisfaction and minimising risk. The Health and Wellbeing team comprises volunteer representatives from all divisions and all levels in the department and the Department of Transport.

As part of its Health and Wellbeing program, the following initiatives and activities were available to all staff.

<table>
<thead>
<tr>
<th>MyHealth website</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MyHealth Hour</td>
<td>MyHealth Hour provides a formal avenue for employees to access flex time or Time off in Lieu (TOIL) for health and wellbeing activities.</td>
</tr>
<tr>
<td>Health information sessions</td>
<td>Free sessions on ‘Making Yourself More Resilient’, ‘Women’s Health’, ‘Nutritional Balance’, ‘Relaxation’ and ‘More Helpful Thinking’ were offered to staff.</td>
</tr>
<tr>
<td>Classes</td>
<td>Yogalates, Bootcamp, Zumba and Chi Kung classes were held during the year at two department locations with 56 staff attending the sessions.</td>
</tr>
<tr>
<td>Flu vaccinations</td>
<td>102 staff (61%) were vaccinated in 2012–13.</td>
</tr>
</tbody>
</table>

WORK HEALTH AND SAFETY

Delivery of Work Health and Safety (WHS) protocol is managed by the Department of Lands, Planning and the Environment and includes the Department of Transport. Both departments participate in a combined Work Health and Safety Steering Committee with membership from staff and management including elected Health and Safety Representatives.

WHS achievements during the year include:
- elections for Health and Safety Representatives (HSR)
- ongoing WHS training for HSRS, officers and Human Resource Consultants
- delivery of a WHS forum for HSRS and officers
- two staff accepted into industry-funded placements for the Diploma of Work Health and Safety
- SharePoint collaboration site developed that enables staff to review and comment on draft documentation being developed relating to WHS
- staff accessed WHS presentations provided by DCIS (formerly the Department of Business) and the Institute of Company Directors
- regular WHS news stories published on the intranet
- regular steering committee and workplace meetings conducted.

A total of 19 incidents were reported during 2012–13. No notifiable incidents were reported under legislation to NT WorkSafe for this period. The most common types of incidents occurred in these categories:
- body stressing
- falls, trips and slips
- being hit by moving objects.

Two workers’ compensation claims were submitted during the year, with a total of four open claims at 30 June 2013. The most common claims occurred in these reporting categories:
- body stressing
- mental stress.

At year end the department was working on a draft policy on mental stress in the workplace in line with Australian Law Reform Commission recommendations and Commonwealth Government initiatives about work health and safety.
GOOD HEALTH AND WELLBEING’ IS A HOLISTIC CONCEPT THAT INCORPORATES PHYSICAL, MENTAL, EMOTIONAL, SOCIAL AND SPIRITUAL WELLNESS.

WORK-LIFE BALANCE

The department continued to recognise and acknowledge the importance of providing employees with the flexibility they need to successfully balance their professional objectives and ambitions with their personal commitments and interests. It also recognised that enabling employees to balance personal and professional commitments impacts positively on an employee’s health and wellbeing and their level of engagement and productivity.

In 2012–13, the department supported flexible work practices by providing options such as:

**Staff utilising a work-life balance option**

<table>
<thead>
<tr>
<th></th>
<th>Female</th>
<th>Male</th>
<th>Total</th>
<th>% of workforce</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation leave at half pay</td>
<td>4</td>
<td>4</td>
<td>8</td>
<td>2.75%</td>
</tr>
<tr>
<td>Flexible work arrangements (part-time work)</td>
<td>13</td>
<td>3</td>
<td>16</td>
<td>5.5%</td>
</tr>
<tr>
<td>Leave without pay</td>
<td>10</td>
<td>4</td>
<td>14</td>
<td>4.81%</td>
</tr>
<tr>
<td>Extended leave scheme 2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

1 purchasing annual leave and leave at half pay arrangements are available.
2 allowing staff to reduce their pay to 80% for four years to cover the fifth year taken as leave with pay.

Other initiatives available include:

- Transition to Retirement (TTR), which provides a range of flexible options for employees nearing retirement so they may gradually transition from full-time work to retirement.

- Working from home, subject to the needs of the work unit, may be approved on a case-by-case basis.
Public Sector Management Program

The Public Sector Management Program (PSMP) is a joint venture between the Australian, state and local governments across Australia. The program is designed to enhance the existing knowledge, skills, attitudes and behaviours of middle and senior managers to improve public sector outcomes. Three staff members graduated from the PSMP in 2013: Allison Land, Natalie Oldmeadow and James Teh. James gave the valedictory speech on behalf of all the graduates.

Post graduate qualifications in chartered accounting

Adwoa Duah, Senior Accountant, recently completed the Chartered Accountants Program (CA) and has been admitted as a member of the Institute of Chartered Accountants in Australia. That means Adwoa is now entitled to use the designation ‘Chartered Accountant’, or ‘CA’.

Adwoa commenced with the former Department of Lands and Planning as a Graduate Accountant and worked in the financial services branch in budget management and the management and financial accounting fields. More recently, Adwoa moved into the commercial operations team to provide financial services to the Land Development Corporation, Darwin Waterfront Corporation and the AustralAsia Railway Corporation.

Adwoa received her Graduate Diploma of Chartered Accounting on 15 May 2013 at a presentation ceremony in Darwin. Adwoa was supported by her family and CA mentor Jasmin Aldenhoven and Tracey Scott, former Executive Director, Business Services.

Arnhemica move project receives Environmental Category, Judge Commendation at the 2013 AIPM Awards

The project involved the relocation of 112 staff from the Department of Lands, Planning and the Environment to Arnhemica House in Parap.

Two key aspects of the project that were required to be achieved were sustainability and energy efficiency goals as set by the department’s Sustainability unit and the building lease, and achieving efficient use of space as required by the Workplace Guidelines and thereby achieve energy and sustainability outcomes.

This project was nominated as the first trial project for the NT Government’s new Workplace Standards and Design Guidelines. The design guidelines aim to create ‘workplace environments that are efficient, functional, improve service delivery and are cost effective’. The Arnhemica building has been built to achieve a five-star National Australian Built Environment Rating System (NABERS) and the lease agreement required government to achieve a three-star NABERS tenancy rating.

A project committee with representatives from the Department of Construction and Infrastructure, Lands Division and Business Services Property Unit ensured this project flowed as it should and that staff were regularly updated on progress.

As construction stages were completed, the communication strategy for both internal and external stakeholders was rolled out. The intranet and email were used to update staff, share worksite photos and alert them to upcoming noise or other disruptions.

The project was completed under budget and on time.
REPORTING AGAINST EMPLOYMENT INSTRUCTIONS

Under the *Public Sector Employment and Management Act* (the Act), Employment Instructions provide direction to agencies on human resource management matters. Section 18 of the Act requires agencies to report on each Employment Instruction in agency annual reports. The department’s performance against each instruction is reported below.

**Employment Instructions, annual reporting requirements and agency action**

<table>
<thead>
<tr>
<th>Employment Instruction and annual reporting requirements</th>
<th>Agency action in 2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number 1 – Filling Vacancies</strong>&lt;br&gt;Agency must develop a procedure for the filling of vacancies consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>Recruitment action: advertised 52 vacancies (ongoing and fixed period), 35 staff commenced and 64 separations (excluding casual and temporary vacation employees).&lt;br&gt;No promotion appeal was lodged during 2012–13.</td>
</tr>
<tr>
<td><strong>Number 2 – Probation</strong>&lt;br&gt;Agency must develop a probationary procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>The department is updating its probation policy.&lt;br&gt;New ongoing employees are advised of the probation process by the Department of Corporate and Information Services (DCIS) with their offer of employment. The process is explained during induction and in the department's information pack for new employees.&lt;br&gt;The probation period was extended for two employees during the year.</td>
</tr>
<tr>
<td><strong>Number 3 – Natural Justice</strong>&lt;br&gt;The principles of natural justice are to be observed in all dealings with employees.</td>
<td>The principles of natural justice are followed in all dealings with employees and reflected in internal policies and procedures.</td>
</tr>
<tr>
<td><strong>Number 4 – Employee Performance Management and Development Systems</strong>&lt;br&gt;Agency to develop an employee performance management consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>The department’s performance management system, Plan Do Review (PDR), integrates the department’s planning frameworks and objectives with employees’ work priorities.&lt;br&gt;PDR was launched in January 2011, with electronic forms launched in January 2012.&lt;br&gt;Sixty seven per cent of department staff have a PDR in place.</td>
</tr>
<tr>
<td><strong>Number 5 – Medical Examinations</strong>&lt;br&gt;The agency may engage a health practitioner in accordance with the Act and Employment Instruction Number 3.</td>
<td>During the 2012–13, no employees were directed to attend examinations by approved health practitioners.</td>
</tr>
<tr>
<td><strong>Number 6 – Employee Performance and Inability</strong>&lt;br&gt;Agency to provide OCPE with information relating to performance and inability.&lt;br&gt;The agency has procedures in place for undertaking performance management and inability in consistent with the Act and its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>The department’s performance management system, Plan Do Review (PDR), provides a framework for managers and staff to document where performance improvement is required. Human Resource staff support managers dealing with under-performance issues and assist managers and staff in performance improvement efforts.&lt;br&gt;No inability action was taken during 2012–13.</td>
</tr>
<tr>
<td>Employment Instruction and annual reporting requirements</td>
<td>Agency action in 2012–13</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td><strong>Number 7 – Discipline</strong>&lt;br&gt;Agency may develop discipline procedures consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>The department’s discipline policy and procedure is available to all staff on the intranet.&lt;br&gt;No disciplinary action was taken during 2012–13.</td>
</tr>
<tr>
<td><strong>Number 8 – Internal Agency Complaints and Section 59 Grievance Reviews</strong>&lt;br&gt;Agency must develop an internal employee grievance-handling policy and procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.</td>
<td>The department’s grievance policy and procedure is available to all staff on the intranet. Human Resources provides advice and support to managers and staff in dealing with grievances.&lt;br&gt;No formal grievances were lodged with the Commissioner for Public Employment during 2012–13.</td>
</tr>
<tr>
<td><strong>Number 9 – Employment Records</strong>&lt;br&gt;Agency has responsibility for keeping employees’ employment records. The agency must comply with the requirements of the <em>Information Act (NT)</em> regarding correction, collecting and handling of personal information contained on an employee’s employment record.</td>
<td>The Department of Corporate and Information Services (DCIS) stores all personnel files. The department follows government policy regarding access to these files. Any requests to access employee records are made through the Director, Human Resources.</td>
</tr>
<tr>
<td><strong>Number 10 – Equality of Employment Opportunity Programs</strong>&lt;br&gt;Agency must develop an Equality of Employment Opportunity Program consistent with the Act, its subordinate legislation, the <em>Anti-Discrimination Act</em> and any relevant award or enterprise agreement.</td>
<td>The department’s Equal Employment Opportunity Management (EEOM) policy was developed and implemented in September 2011 under the former Department of Lands and Planning. It will be updated in 2013–14.&lt;br&gt;Details of the department’s Indigenous employment and career development programs and initiatives are reported earlier in this section of the annual report.</td>
</tr>
<tr>
<td><strong>Number 11 – Occupational Health and Safety Standards Programs</strong>&lt;br&gt;Agency must develop programs and procedures to ensure employees are consulted in the development and implementation of OHS.&lt;br&gt;Agency must provide OHS information in the annual report in relation to the agency’s occupational health and safety programs.</td>
<td>With the introduction of the <em>Work Health and Safety (National Uniform Legislation) Act, 2011</em>, a Work Health and Safety Management System was approved and put in place in December 2012 consisting of 29 foundation documents including policies, procedures, guidelines and working documents.&lt;br&gt;Work continues in relation to meeting legislative obligations in developing and implementing training, especially in the area of hazard identification.&lt;br&gt;Details of work health and safety activities are reported earlier in this section of the annual report.</td>
</tr>
</tbody>
</table>
### Employment Instruction and annual reporting requirements

<table>
<thead>
<tr>
<th>Employment Instruction and annual reporting requirements</th>
<th>Agency action in 2012–13</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Number 12 – Code of Conduct</strong></td>
<td>New staff are provided with the NTPS Code of Conduct booklet as part of their commencement package. Staff are reminded of their obligations through a range of forums during their employment.</td>
</tr>
<tr>
<td>The Code of Conduct stipulates the basic level of conduct expected of Public Sector Officers as defined in the Act.</td>
<td>In-house training sessions, including staff inductions, workplace etiquette and the selection process, promote compliance with the NTPS Code of Conduct and Principles. Training and the intranet are used to remind staff about accepting gifts and benefits, use of IT and other resources, confidentiality, conflicts of interest, outside employment, fraud and ethics, harassment and bullying, health and safety, making public comment, privacy and record keeping.</td>
</tr>
<tr>
<td>The agency may issue an agency-specific Code of Conduct that is consistent with the Act.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Number 13 – Appropriate Workplace Behaviour</strong></th>
<th>The department is committed to providing all employees with a safe and healthy workplace free from inappropriate behaviours such as bullying, harassment and discrimination.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The agency must develop an agency policy and procedure to foster appropriate workplace behaviour and a culture of respect and to deal effectively with inappropriate workplace behaviour and bullying.</td>
<td>An interactive workshop is provided for staff to discuss their rights and responsibilities and the requirement for all staff to adhere to and act in accordance with the NTPS Code of Conduct.</td>
</tr>
<tr>
<td></td>
<td>The focus is on developing employees’ understanding of the need to take responsibility for their own behaviours and actions in the workplace. The workshop provides useful tools and resources for staff to use if faced with inappropriate behaviours.</td>
</tr>
<tr>
<td></td>
<td>Four formal complaints about inappropriate workplace behaviour were received during the reporting period.</td>
</tr>
</tbody>
</table>
CORPORATE GOVERNANCE
Our Governance Framework

Good corporate governance refers to the systems by which an organisation is controlled, how it operates and the mechanisms by which it and its people are held to account. Our governance framework guides the actions of individuals by providing clarity and direction about appropriate behaviour and decision making.

The department is governed by nine principles, which provide the foundation for the development of a self-diagnostic process to assess our maturity and areas of opportunity to improve. The principles are:

Principle 1: Government and public sector relationship
Principle 2: Management and oversight
Principle 3: Organisational structure
Principle 4: Operations
Principle 5: Ethics and integrity
Principle 6: People
Principle 7: Finance
Principle 8: Communication
Principle 9: Risk management
ACCOUNTABILITY AND STANDARDS

The Chief Executive is supported by the Executive Leadership Team (ELT) through a clearly defined administrative structure. As needs change and restructures occur, the organisational chart, which clearly articulates the accountability pathway, is updated and published on the intranet.

Each of the corporate delegations and other internal control mechanisms are updated when this structure is changed to ensure relevance and currency.

EXECUTIVE COMMITTEES AND BOARDS

ELT provides governance and leadership to a number of committees that support our key objectives and purpose. This relationship is identified in the figure below.

![Figure 1: Committees supporting the Executive Leadership Team](image)

Each committee’s purpose, membership and achievements are provided in the following section, along with priorities for 2013–14.

EXECUTIVE LEADERSHIP TEAM

The Executive Leadership Team (ELT) assists the Chief Executive in high-level monitoring of strategic issues; deliverables and organisational performance; and identification of critical operational, finance and human resource issues and development of an appropriate departmental response. Through the Senior Leaders Forum, the ELT develops leadership capability and shares knowledge.

Membership
- Chief Executive: John Coleman
- A/Executive Director, Economic Development: Leah Croke
- A/Executive Director, Land Services: Fabio Finocchiaro
- A/Executive Director, Business Services: Jasmin Aldenhoven
- Regional Director (South Region): Ray Smith
- Director, Policy, Legislation and Secretariat: Paula Timson
- Director, HR Services: Sarah Temple
- Regional Director (Katherine Region): Lachlan Kelsall
- Chief Financial Officer: David Ryan (commenced July 2013)
- Invited Member: Chair, NTEPA: Bill Freeland

RISK MANAGEMENT AND AUDIT COMMITTEE

At 30 June, the department was in the process of establishing a Risk Management and Audit Committee. Due to the machinery-of-government changes in September 2012, the activities of the committees were assumed by the Executive Leadership Team while the strategic direction and organisational structure was re-established. The department has reviewed the committee’s terms of reference that outline the objectives and intent of the Risk Management and Audit Committee.
WORK HEALTH AND SAFETY STEERING COMMITTEE

The Work Health and Safety (WHS) Steering Committee operates on a combined basis with the Department of Transport and supports both agencies to instigate, develop and carry out measures to ensure the health, safety and welfare of staff. The steering committee is made up of representatives from all department buildings and includes representatives from all regions. The department also has a number of WHS committees at its various locations.

Membership list (1, 2)

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Location</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jasmin Aldenhoven</td>
<td>DLPE</td>
<td>Energy House, Darwin</td>
<td>Executive Director/Chair</td>
</tr>
<tr>
<td>Sarah Temple</td>
<td>DLPE</td>
<td>Energy House, Darwin</td>
<td>Director</td>
</tr>
<tr>
<td>Barbara Pedersen</td>
<td>DLPE</td>
<td>Energy House, Darwin</td>
<td>Manager, WHS</td>
</tr>
<tr>
<td>Garry West</td>
<td>DLPE</td>
<td>NAB, Darwin</td>
<td>Director</td>
</tr>
<tr>
<td>Ray Smith</td>
<td>DLPE</td>
<td>Alice Plaza, Alice Springs</td>
<td>Director</td>
</tr>
<tr>
<td>Steve Popple</td>
<td>DLPE</td>
<td>Arnhemica, Parap</td>
<td>Director</td>
</tr>
<tr>
<td>Deborah Curry</td>
<td>DLPE</td>
<td>Arnhemica, Parap</td>
<td>Health and Safety Representative (HSR)</td>
</tr>
<tr>
<td>Darcy Buckle</td>
<td>DLPE</td>
<td>NAB, Darwin</td>
<td>HSR</td>
</tr>
<tr>
<td>Lachlan Kelsall</td>
<td>DLPE</td>
<td>Katherine</td>
<td>Director</td>
</tr>
<tr>
<td>Alex Bakunowicz</td>
<td>DLPE</td>
<td>NAB, Darwin</td>
<td>Deputy HSR</td>
</tr>
<tr>
<td>Emma Young</td>
<td>NTEPA</td>
<td>Darwin Plaza</td>
<td>HSR</td>
</tr>
</tbody>
</table>

Representatives from co-located agencies:

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Location</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ben Fussell</td>
<td>DoT</td>
<td>Energy House, Darwin</td>
<td>HSR</td>
</tr>
<tr>
<td>Judith Plenty</td>
<td>DoT</td>
<td>MVR, Goyder Road</td>
<td>HSR</td>
</tr>
<tr>
<td>Brendan Taylor-McInnes</td>
<td>DoT</td>
<td>MVR, Alice Springs</td>
<td>HSR</td>
</tr>
<tr>
<td>Therese Schutt</td>
<td>DoT</td>
<td>MVR, Alice Springs</td>
<td>Manager</td>
</tr>
<tr>
<td>Paul Rajan</td>
<td>DoT</td>
<td>Energy House, Darwin</td>
<td>Executive Director</td>
</tr>
<tr>
<td>Elissa Wingrove (May Taylor on extended leave at 30 June)</td>
<td>DoT</td>
<td>Greatorex, Alice Springs</td>
<td>Manager</td>
</tr>
<tr>
<td>John East</td>
<td>DBS</td>
<td>Armidale/Illife St depot</td>
<td>Manager</td>
</tr>
<tr>
<td>Barry Jenkins</td>
<td>DBS</td>
<td>Armidale/Illife St depot</td>
<td>HSR</td>
</tr>
<tr>
<td>Peter Wood</td>
<td>DBS</td>
<td>Armidale/Illife St depot</td>
<td>HSR</td>
</tr>
</tbody>
</table>

1 Committee as at 30 June 2013
2 Shared committee with DoT due to our locations.

Further details on work health and safety activity can be found in the People section of this report.

2012–13 achievements:
- trained one additional Deputy Health and Safety Representative (HSR)
- two staff enrolled in Diploma of Work Health and Safety
- conducted WHS forum for HSRs and Officers
- developed two new policies in line with national agenda on bullying, discrimination and harassment and domestic, sexual and family violence
- reviewed policy on smoking
- embedded terms of reference for WHS Steering Committee and WHS policy
- developed and completed WHS Management System documentation by 31 December 2012.

2013–14 priorities:
- develop and implement hazard identification training program
- implement and enhance officer knowledge of due diligence and duty of care
- review and strengthen consultation processes in line with legislative provisions to enhance transparency, collaborative networking, information sharing, consultation over WHS matters and robust decision making to enable safer workplaces
- ongoing training for Health and Safety Representatives.
INFORMATION MANAGEMENT COMMITTEE

Information management matters are presented to the ELT through the Executive Director, Business Services, which streamlines critical and crucial technology and information management decisions.

2012–13 achievements:
- endorsed the revision of the IT Strategic Plan

2013–14 priorities:
- develop environment regulatory tracking system
- upgrade the suite of tools in the Land Information branch

HEALTH AND WELLBEING COMMITTEE

The committee is combined for the Department of Lands, Planning and the Environment and the Department of Transport; an arrangement that existed before the departments were separated.

Membership
Manager, Organisational and Workforce Development (DLPE/DoT): Rosalie Wiltshire
Assistant Consultant, HR (DLPE/DoT): Lisa Zirkel
Information Coordinator (DLPE/DoT): Denise Raymond
Information Coordinator, NTEPA (DLPE): Melinda Fox
Road Transport, Alice Springs (DoT): Elissa Wingrove (May Taylor on extended leave)
Information Coordinator (DoT): Bridget McCue

2012–13 achievements:
- coordinated free flu vaccinations for 102 staff
- coordinated Yogalates, Zumba, Bootcamp and Chi Kung classes
- facilitated health information sessions for staff on ‘Making Yourself More Resilient’, ‘Women’s Health’, ‘Nutritional Balance’, ‘Relaxation’ and ‘More Helpful Thinking’
- updated the ‘MyHealth’ website monthly with information on health and wellbeing
- promoted the ‘MyHealth Hour’, a formal avenue for employees to access flex time or Time off in Lieu (TOIL) for health and wellbeing activities.

2013–14 priorities:
- develop innovative promotional material to promote health and wellbeing initiatives
- review the viability and success of health and wellbeing initiatives
- establish and maintain links with the Workplace Health and Safety Committee
- report on the Health and Wellbeing Strategy
- update Indigenous Employment and Career Development Strategy and monitor progress of Indigenous employment
- encourage staff to self-identify EEO details.
- Regulatory Legislative Advisory Boards and Committees all related Boards and Committees are linked in the Appendices.
The Department of Lands, Planning and the Environment produced the following legislation during 2012–13:

**LANDS SERVICES**

**Lands Planning**

The Planning Act was amended and was introduced to the Legislative Assembly on 30 October 2012, passed on 23 November 2012 and commenced on 1 January 2013. The purpose of the Bill is to establish the Northern Territory Planning Commission. The primary function of the Northern Territory Planning Commission is to prepare integrated strategic plans, guidelines and assessment criteria for inclusion in the NT Planning Scheme. The secondary role for the Northern Territory Planning Commission is to advise the Minister for Lands, Planning and the Environment on significant development proposals. The Northern Territory Planning Commission is required, under the Act, to undertake community engagement in relation to the development of integrated strategic plans, guidelines and assessment criteria. In preparing an integrated strategic plan, the commission may identify future transport and utility corridors, provide guidance through master plans and support urban renewal.

The Planning Amendment (Exempt Subdivisions) Regulations 2011 were effected on 20 December 2011 to prescribe land on which there is telecommunications infrastructure used, or proposed to be used, for associated with the National Broadband Network rollout is situated as an exempt subdivision for the purposes of section 5(2)(h) of the Planning Act.

**Building Advisory Services**

The Building (RBI and Fidelity Scheme) Regulations and the Building (Resolution of Residential Building Work Disputes) Regulations commenced on 1 January 2013. The purpose of these regulations was to establish the Residential Building Cover Package, which includes Residential Building Insurance (RBI) through a fidelity fund scheme and building dispute resolution through the commissioner of consumer affairs. The Residential Building Cover Package provides, for the first time in the Northern Territory, protection for consumers if their residential builder dies, disappears, becomes insolvent or is deregistered.

**HERITAGE**

The new Heritage Act commenced on 1 October 2012. The key features of the Act are:

- a new process for heritage listing that introduces timelines at all stages of the listing process and allows for interim protection of places
- improved processes for carrying out work, including the ability for the Heritage Council to make decisions about minor work
- an expanded Heritage Council
- the capacity to list classes of places
- increased penalties
- expanded rights of review.

**ENVIRONMENT**

The new Northern Territory Environment Protection Authority Act commenced on 1 January 2013, and the previous Environment Protection Authority Act was repealed.

Refer to Appendix 1 on legislation for governing legislation.
CORPORATE PLANNING FRAMEWORK

Our corporate plan guides our activities and priorities. It explains what we do, why, when and how.

The Corporate Planning Framework outlines the department’s strategic goals, reports on highlights and results to date and states our priorities for the coming year. The framework also provides opportunities to reflect, share our experiences, learn and celebrate our achievements.

The corporate plan reflects government’s priorities and the ways our department can contribute to those overarching goals.

We translate our corporate plan goals, priorities and actions through divisional plans into business unit plans, and then into individual Plan Do Review cycle plans for each member of our team.

While business unit plans are reported against quarterly, the department’s annual report assesses our performance against our strategic goals, linked to our budget position.

CORPORATE PLAN

The department established a new corporate plan in 2012–13 that focuses on its three strategic goals:

1) driving strong economic development through robust planning
2) delivering streamlined and effective management, release and development of land
3) building a capable, influential and collaborative organisation.

This plan provides a focus for all staff and business units to work to achieve our purpose and support the achievement of and government priorities.
STRATEGIC BUSINESS RISKS

The department undertook a review of the strategic business risks that may prevent it from delivering on its strategic priorities and goals.

The following priority risk areas had consequences rated as major or severe were identified:

<table>
<thead>
<tr>
<th>Risk area</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Integrated strategic planning - lack of integration and alignment of key</td>
<td>- executive Leadership Team (ELT) to facilitate strategic planning function (having regard to the NT Environment Protection Authority, NT Planning Commission, Land Development Corporation and Darwin Waterfront Corporation)</td>
</tr>
<tr>
<td>strategies</td>
<td>- develop a collaborative platform to communicate priorities and key policy internally</td>
</tr>
<tr>
<td>Failure to implement strategic plans and deliver objectives - misunderstanding</td>
<td>- employee performance management framework, ‘Plan Do Review’ (PDR), designed and implemented with links to the corporate plan, individual position descriptions and public sector leadership and behavioural expectations to increase capacity of staff to deliver objectives of corporate and divisional plans</td>
</tr>
<tr>
<td>of department future directions - operational planning and service delivery</td>
<td>- integration and alignment of all current strategy formation and review activities</td>
</tr>
<tr>
<td>not aligned with strategic directions</td>
<td>- develop corporate plan reporting framework to incorporate in unit business plans</td>
</tr>
<tr>
<td>Legislative – non-compliance / regulatory capacity - failure to comply</td>
<td>- the department has developed a training program to strengthen its regulatory capacity in order to deliver the elements of good regulatory practice through robust decision making</td>
</tr>
<tr>
<td>with framework (financial, procurement)</td>
<td>- a performance management system for improved financial management and automated corporate performance reporting is being researched</td>
</tr>
<tr>
<td>- failure to meet regulatory obligations as legislation owners (all legislative Acts) and meeting government and community needs</td>
<td>- the restructure of the department created a Policy, Legislation and Secretariat team to increase capacity in the area.</td>
</tr>
<tr>
<td>Poor fiscal management leading to overspend</td>
<td>- formulate an effective reporting structure to provide clarity on responsibility and accountability</td>
</tr>
<tr>
<td>- develop an financial management and budget control strategy for the department</td>
<td>- regular financial reporting back to Executive Leadership Team on position and deliverables to ensure the financial position of all cost centres is closely monitored</td>
</tr>
<tr>
<td>- health check of policy actions and controls against targets for fleet utilisation, buildings and travel expenditure.</td>
<td></td>
</tr>
<tr>
<td>Stakeholder relationships - negative impact on reputation (lack of confidence) with community and other stakeholders</td>
<td>- develop a communications strategy incorporating an intranet review project and the annual stakeholder survey</td>
</tr>
<tr>
<td>- develop a Client Service Standards and Charter.</td>
<td></td>
</tr>
<tr>
<td>Recruitment, management and retention of an appropriately skilled workforce</td>
<td>- employee performance management framework, ‘Plan Do Review’ (PDR), designed and implemented with links to the corporate plan, individual position descriptions and public sector leadership and behavioural expectations.</td>
</tr>
</tbody>
</table>
STRATEGY AND PLANNING

OPERATIONS AND PERFORMANCE
The department is committed to continually reviewing how we do business and improve our services. All divisions work to optimise their resources, systems and processes. As a new department we have a clear direction on what we need to do. Our key responsibility is to direct our efforts and resources to support economic development in the Territory though robust planning and development approval processes and land release.

ORGANISATIONAL RESTRUCTURE
In December 2012, the department commenced a restructure of all its work units. The restructure involved:
- developing and costing proposed work unit structures
- undertaking an employee consultation process
- considering employee feedback prior to making a decision about work unit structures.

The focus of the restructure was to create a structure that delivers on government, industry and community expectations while making sure the structure aligned with approved funding, thereby ensuring sustainability of positions and career paths.

We restructured the department to build stronger links between our planners, staff, managers, lands assets and clients.

The department followed a transparent and fair process to manage the implementation of the new organisational structure with appropriate consultation with the relevant unions. This process will take time to work through and, at year end, implementation continued. Dedicated placement officers and a Placement Committee was formed to support this activity.

The restructure will continue to be implemented in the next financial year with the finalisation of Job Analysis Questionnaires, updating of PIPS to reflect the new structure and recruitment to fill positions.

Demand growth and the restructure
Demand on the department’s services grew towards the end of 2012–13 with the NT Government priorities of economic development and land release. In response, additional resources and base budget funding were approved as part of the May 2013 Budget, including a dedicated Land Release team for three years and a base budget uplift to the Land Administration team that manages the Crown estate.

These allocations recognise the unique role the department plays in lands planning and land release and of the need to appropriately resource the department to respond to new and high priority projects in the Territory.

Combined, this funding provides the department with a base budget uplift for personnel costs, with the reinstatement of some positions that were impacted by the restructure as well as establishment of new positions to meet demand across the department in the professional, technical and administrative employment streams, in the following business areas:

- Aboriginal Land Management
- Land Administration
- Land Development
- Development Applications and Lands Planning
- Land Information and Spatial Enabling
- Land Valuation
- Environmental Management (NTEPA)
- Policy and Legislation.

Two positions are located in Alice Springs.

ESTABLISHMENT OF NT PLANNING COMMISSION AND NT ENVIRONMENT PROTECTION AUTHORITY
The NT Planning Commission and the NTEPA legislation were asserted on 6 December 2012 with the statutory entities commencing operation on 1 January 2013.

The Northern Territory Environment Protection Authority (NTEPA) was established by the Northern Territory Environment Protection Authority Act 2012. The NTEPA’s primary role is to provide advice on environmental issues, undertake environmental assessments and undertake functions associated with the management of waste and pollution, including compliance and enforcement activities and other functions conferred on the NTEPA by any other Act.

The Planning Commission of the Northern Territory was established with an amendment to the Planning Amendment Act. The commission’s primary role is to develop strategic plans and planning policy. Its secondary role is to provide advice on significant developments underpinned by engagement with the community.

New websites were developed and launched for both the NTEPA and the NT Planning Commission to explain the role of the new bodies.
EFFICIENCY MEASURES
A number of efficiency measures were introduced during 2012–13 to reduce the department’s expenditure including:
- a freeze on recruitment, temporary contracts and Higher Duty Allowance restrictions, excluding frontline staff
- restrictions and new guidelines on travel
- a review of the number, usage of and types of vehicles in the department’s fleet
- a sector-wide review of marketing, communications and secretariat functions.

In 2012–13 the department also examined other operational expenditure to identify where efficiencies and savings could be made, such as the operation of boards and committees, minimising demand growth in expenditure related to the maintenance of Crown Land and small reductions on some ongoing programs.

Savings measures in both personnel and operational areas were identified. To achieve savings the department reviewed and restructured the organisational structure to meet the department’s approved budget.

KEY OPERATIONAL SYSTEMS AND PROJECTS
Creation of the new department
Corporate activities in 2012–13 focussed on establishing the new Department of Lands, Planning and the Environment and Department of Transport while still delivering services to both departments’ business operations.

The restructure to establish both departments was a major project that took five months and was led by the Business Services division, under the shared services arrangements. It involved splitting the Transport and Lands and Planning portfolios from the former Department of Lands and Planning and incorporating the new functions of Environment, Heritage, Conservation and the Swimming Pool Fencing Unit.

The restructure included all aspects of business operations and systems, including budgets and transactions, assets, infrastructure, property, plant and equipment, leased equipment and IT assets, and staff resources.

With the establishment of the new department, a range of activities have been undertaken to establish and reaffirm policies, procedures and business operations to support Senior Executives and divisions to deliver on government priorities.

In addition to the restructure, which was a significant project, Business Services supported and worked with business units to deliver achievements reported in this annual report by providing technical advice, project management and contributing and reporting as an integral part of project teams responsible for key deliverables.

Reduction in development assessment timeframes
The processing of development applications in the Northern Territory has accelerated, following completion of the second stage of an electronic lodgement process. The web-based system began as Development Applications Online in 2010, which improved access to submission procedures for large- and small-scale projects. Eventually, electronic lodgement and processing of development applications will be paperless.

The second stage of the system targeted the lodgement and processing of applications for subdivisions and also slashed red tape in obtaining land titles. It resulted in development applications no longer needing to be submitted over the counter and meant that applications may be approved on the day they are tendered.

Using the online development application system, major developers and the public can:
- lodge applications
- pay application fees
- submit documents supporting the application (including survey plans and clearances from authorities such as councils, Power Water and Telstra)
- track the processing of their application.

At the time of implementing the second stage, the Northern Territory was the only state or territory that accepted all development applications using the Internet.

In 2012, the Northern Territory achieved the highest score of all states and territories on the Property Council of Australia’s National Development Assessment Report Card. The report recognised the simplicity and ability to move applications through the assessment process.

The amendments that have been implemented to internal procedures and the overall process have improved the process. The timeframe for the assessment of developments is now approximately 52 days, which is considerably lower than the statutory requirement of 84 days.
Building lodgement online pilot
To further enhance the building and development process, the department also successfully implemented new processes and procedures to reduce the time taken for individuals to access hard copies of their building files over the counter. This includes a new electronic lodgement process for building permits by building certifiers that will ultimately allow property owners to access their building records electronically.

Establishment of Land and Economic Development Team
The Land and Economic Development team was structured to meet the department’s strategic goals of land release to support economic development and housing supply.

The team comprises three units with very specific skills, which work closely together to achieve the effective release of land. The units are:

- Economic and Market Analysis, which provides market intelligence and feasibility advice to inform the decision to release land
- Technical and Program Management, which provides engineering services and manages the construction of headworks and service upgrades
- Land Release, which manages the process to release land and administers the development agreements post award.

The effective management of the land release process requires close integration of the three units. The unit integration is demonstrated below.

This integration facilitated the release of land in Kilgariff, Katherine East, Zuccoli Stage 2 and Humpty Doo Industrial, with the first infill development land scheduled to be auctioned in the coming months.

Crown Land audit
During 2012–13, the department worked with the Department of Housing to identify government land that would be suitable for immediate release for residential development in order to achieve government’s commitment to working with developers to deliver 2000 affordable homes.

The department used this information as well as previous studies to prepare a Land Release Strategy that comprised two parts:
- the indicative Infill Land Release program
- the indicative Greenfield Land Release program.

The Land Release Strategy will continue to be updated to incorporate additional release sites as they are identified in departmental audits.

Residential Consumer Package
The department implemented the Residential Building Cover Package, which commenced on 1 January 2013. The package provides, for the first time in the Northern Territory, protection for consumers in the event their builder dies, disappears, becomes insolvent or is deregistered. Builders are now responsible for rectifying structural defects for a period of six years and non-structural defects for a period of one year from completion.

The department conducted industry briefing sessions throughout the Territory to promote the new requirements and assisted the Masters Builders Association NT to establish an independent fidelity fund to provide fidelity certificates for Residential Building Cover.

An independent review of the package was announced by the Minister for Lands, Planning and the Environment in June 2013 to ensure it is achieving the best outcome for the industry and consumers.
INTERNAL CONTROLS

The department has a number of internal control mechanisms in place that are designed to mitigate risks in the workplace.

| Corporate delegations | The Chief Executive delegates certain powers to other employees under the Financial Management Act, the Public Sector Employment and Management Act, the Contracts Act and the Procurement Act. The Chief Executive approved the following delegations in 2012–13. |
| - Financial delegations (FMA) |
| - Human Resources delegations (PSEMA) |
| - Procurement and Contracts delegations (PA and CA) |

| Business Unit delegations | The following are delegations operating in business units: |
| - Land Administration delegations (various Acts) |
| - Planning delegations (Planning Act) |

| Conflict of Interest | Whether real or perceived, conflicts of interest erode confidence in the integrity of the department. Executive Directors and Branch Managers are responsible for ensuring staff declare any conflicts, which are reported to the department’s Risk Management and Audit Committee (RMAC). No conflicts of interest were declared by departmental officers during the year. |

| Whistle-blowers | Staff are regularly reminded that they can report wrongdoing in accordance with the Public Interest Disclosures Act. The Executive Director, Business Services, is the department’s ‘Protected Disclosure Officer’. No public interest disclosures were lodged regarding the department’s officers over the year. |

| Code of Conduct | Through internal training programs such as the induction program, staff are regularly reminded of their responsibility to act in accordance with the Code of Conduct. Where an employee acts in contravention of the Code of Conduct, the department may commence disciplinary proceedings. |

| Freedom of Information and Privacy | In accordance with the Information Act, the department has a range of policies and procedures in place to enable individuals to access records and information held by the department. |

| Insurance | Like the majority of Territory public sector agencies, the department self-insures with specific commercial arrangements made for public liability associated with Crown land. |

RECORDS AND INFORMATION

Information requests

In accordance with the Information Act, the department has a range of policies and procedures in place to enable individuals to access records and information held by the department. Two applications to access government information were accepted and processed by the department during the year. No applications to ‘obtain or correct’ personal information were received during the year.

The department also received several other applications for government information during the year, which were not accepted as the applicants were able to obtain relevant information via standard administrative processes and this is the preferred process where possible.

The department produces publications and information that the public can access free of charge on its website: www.dlpe.nt.gov.au/publications
Purpose of the Information Act

The purpose of the Information Act is to:
- provide for public access to information held by public sector organisations
- provide for the correction of personal information held by public sector organisations
- provide for the responsible collection and handling of personal information by public sector organisations
- promote appropriate records and archives management in public sector organisations.

Disclosure of information

Wherever possible, the department aims to:
- make available to the public as much government information as is reasonably possible
- provide government information to the public promptly
- assist the public to ensure that personal information is accurate, complete and up to date.

Note: Public sector organisations are not required to provide access to government information if it is not in the public interest to do so or if the information is subject to an exemption as provided for in the Act.

Costs

There is no application fee for personal information. However, for other types of requests there is an application fee of $30 (including GST) that must be paid before an application is accepted. There are search, processing and copying fees that apply to both applications for government and personal information.

For more information about the department’s Freedom of Information policies and procedures, visit http://www.dlpe.nt.gov.au/about-us/freedom-of-information

Monitoring through audits and reviews

The quality of the department’s control systems are monitored as part of its Business Services Divisional Plan. Internal and external audits, performance audits, financial statement audits and assurance reviews are conducted to determine the accuracy and reliability of information and provide:
- an independent assessment of selected areas of the department
- an assurance about public sector financial reporting, administration and accountability.

During 2012–13, the Northern Territory Auditor-General conducted two external audits and the department managed two internal audits.

Internal audits

Internal audits enable the department’s Risk Management and Audit Committee and Executive Leadership Team to determine if appropriate risk and internal control mechanisms are in place for a strong risk and compliance culture.

Through the Annual Internal Audit Program, departmental risks as identified in the Strategic Business Risk Assessment are reviewed and recommendations made on business improvement opportunities.

An internal audit service provider was engaged to provide an independent and objective review and advisory service to the department. This arrangement provides assurance to the Chief Executive and the Risk Management and Audit Committee that the department’s financial and operational controls:
- manage organisational risk
- achieve organisational objectives
- operate efficiently, effectively and in an ethical manner
- assist management to improve business performance.
Internal audits conducted in 2012–13

One internal audit review was carried over from 2011–12 due to the complexity of the scope and one other audit was conducted and completed.

<table>
<thead>
<tr>
<th>Review</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of the department’s controlled Acts</td>
<td>May 2013</td>
<td>The original purpose of the audit was to review and collate departmental obligations identified by all controlled Acts for the Accountable Officer to review and assess the regulatory controls and recommend remedial action for those matters that were considered deficient. No major issues were identified.</td>
</tr>
</tbody>
</table>
| Assessment of the department’s Work Health and Safety (WHS) Plan | February 2013 | The objective of the audit was to assess the department’s WHS plan against the Office of the Commissioner for Public Employment’s Employment Instruction No. 11 to determine the status of the actions foreseen in the WHS Plan and to identify if any delays occurred based on the timeline outlined in the WHS Plan. It was identified that the following items had not been completed:
1) Staff training on identification of health and safety hazards not provided.
2) Health and Safety Representatives (HSR) training not provided to all HSRs.
3) Communication of WHS policy and strategy plan to staff not completed.
4) Inclusion of WHS accountabilities in job descriptions not completed.
5) Development of claims management procedures for injury management, workers’ compensation and rehabilitation and return-to-work programs not created.
An internal audit is scheduled for 2013–14 to verify the outstanding items have been completed. |

External audits

External audits play a major role in the way the department is held accountable for its financial, compliance and performance outputs. External audits are conducted by outside entities, usually the Auditor-General of the Northern Territory, although other providers can be utilised. The Auditor-General reports directly to Parliament twice a year and releases reports publicly.

The Auditor-General conducted two external audits on behalf of the department in 2012–13. The outcomes of the external audits were mostly satisfactory and the recommendations were incorporated into amended policies and procedures.

External audits conducted 2012–13

<table>
<thead>
<tr>
<th>External audit</th>
<th>Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>End of Year Review: Agency Compliance Audit (for the former Department of Lands and Planning)</td>
<td>October 2012</td>
<td>The audit objective was to review the adequacy of selected aspects of end-of-financial-year reporting and controls over accounting and material financial transactions. The audit represented a major supporting approach to the audit of the Treasurer’s Annual Financial Statement (TAFS) for the year ended 30 June 2012. Audit findings related to outstanding items in the Works in Progress reconciliation and clearing accounts not being cleared and reconciled at balance date.</td>
</tr>
<tr>
<td>Surveyors Board of the NT: Financial Statement Audit</td>
<td>October 2012</td>
<td>The audit scope included audit of general purpose financial report. An unqualified audit opinion was issued.</td>
</tr>
</tbody>
</table>

No other external audits were undertaken to 30 June 2013. The 2013 end of the year review audit commenced at the time of writing this report.
August 2012

Most notable which received focus on the press was the approval for the development and subdivision of land for residential purposes in Herbert in which the then Ombudsman issued a report on her investigation on 20 August 2013.

The department took action consistent with the recommendations to address this matter with those concerned. Processes have been reviewed in both the department and in conjunction with the Department of Land Resource Management (DLRM) in respect of land suitability for proposed subdivisions and we continue to work with DLRM to ensure that applications appropriately address land suitability and relevant information is expertly assessed. This includes the development of Land Suitability Guidelines and a review of current application requirements, service authority responsibilities and Development Assessment processes. In addition the department have implemented an initiative where any person lodging an objection to a development application is given access to the reports to the Development Consent Authority prior to a hearing of the application. Further the departments are reviewing options to improve electronic information management to capture and retain all available information.

March 2013

In March 2013 the Ombudsman wrote to the department about a report into Building Advisory Services. Essentially a number of recommendations were made about complaints handling, identifying that Building Advisory Services should review and clearly document its policies and procedures for complaint handling, investigation, prosecutions and referrals to the Building Practitioners Board (the Board).

Building Advisory Services (BAS) has over the last twelve months refined its internal processes for complaint handling and has put in place measures to ensure complaints are investigated promptly and that complainants are regularly advised of the progress of their complaint. We have also considered the resourcing and training requirements of the audits and investigations unit, with the current team having completed or in the process of completing a Certificate IV in Audits & Investigations.

In response to the recommendation to provide advice to the relevant Minister on amendments to the Building Act aimed at improving the building regulatory system, there are a number of reforms of the Building Act proposed to be undertaken and the recommended changes will be included for Government’s consideration.

A recommendation was for the department, BAS, the Board and the Commissioner of Residential Building Disputes to maintain co-ordinated ongoing communications, strategies have been put in place to ensure communication on key issues occurs.

In order to ensure that builders and residential building consumers are informed of the risks that can arise and of their responsibilities and rights under the Building Act, BAS has undertaken measures in the past and initiated a number of measures to ensure both builders and consumers are informed of their rights and responsibilities under the Building Act. This includes the publication of the ‘guide to Building and Renovating in the Northern Territory’ in December 2011 and updating of web page content to include additional information on dispute resolution, complaint handling and building contract requirements.
FINANCIAL STATEMENTS
On 4 September 2012 amendments to the Administrative Arrangements Orders created the Department of Lands, Planning and the Environment and the Department of Transport from the former Department of Lands and Planning. Data provided in the financial statements incorporates transferred functions from the former Department of Lands and Planning, Department of the Chief Minister, Department of Natural Resources, Environment, the Arts and Sport and the Department of Justice, effective 1 July 2012.

The Department of Lands, Planning and the Environment (the department) leads land development for the Northern Territory by providing Government with strategic plans and policies to meet current and emerging needs for land and infrastructure, while ensuring developmental and regulatory control. The department plays a central role in managing the Crown estate and natural and cultural heritage assets and develops and maintains spatial information used to support long-term planning and land release. The department balances decision making, in relation to environmentally sustainable development assessment, with facilitating the continued economic development of the Territory.

The department also provides support to other statutory bodies, including the Darwin Waterfront Corporation, the Planning Commission, NT Environment Protection Authority and NT Build. The Planning Commission, a statutory body supported by the department, provides strategic planning for the future development of the Territory, including long-term integrated land use planning and infrastructure plans and associated transport corridors, to achieve the best use of land.

The department’s output groups are Land and Economic Development, Land Services, Statutory Bodies and Multi Agency Corporate Services. Refer to Note 3 to the Financial Statements for reporting by output groups.

As a result of the agency restructure there is no previous year comparative information.

OPERATING STATEMENT (FINANCIAL PERFORMANCE)

The department’s financial performance resulted in an operating surplus of $4.8 million against a budgeted $3.1 million deficit. The surplus primarily relates to higher than anticipated revenue (+6.4%) resulting from the gain on disposal of assets of $4.6m and lower than anticipated expenditure (-4.0%) resulting from reduced repairs and maintenance expenditure of $3.5 million.

SUMMARY OF FINANCIAL PERFORMANCE

<table>
<thead>
<tr>
<th>2012–13</th>
<th>Mini Budget $M</th>
<th>Revised Budget $M</th>
<th>Change</th>
<th>Actual $M</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total income</td>
<td>75.5</td>
<td>74.9</td>
<td>(0.08) %</td>
<td>79.7</td>
<td>6.4 %</td>
</tr>
<tr>
<td>Total expenses</td>
<td>78.6</td>
<td>78.0</td>
<td>(0.08) %</td>
<td>74.9</td>
<td>(4.0) %</td>
</tr>
<tr>
<td>Net operating result</td>
<td>(3.1)</td>
<td>(3.1)</td>
<td></td>
<td>4.8</td>
<td></td>
</tr>
</tbody>
</table>
OPERATING EXPENSES

Total operating expenses for 2012–13 were $74.9 million. Employee expenses of $31.3 million constitute the greatest proportion of this cost, followed by purchases of goods and services of $19.8 million, grants and subsidies of $19.5 million and repairs and maintenance of $3.1 million.

Key variations are highlighted below;

- employee expenses were $0.9 million higher than budget due to $1.2 million in termination payments resulting from the review of the department’s structure, which led to a reduction in agency contract officers
- repairs and maintenance expenses were $3.5 million lower than budget due to underspends in infrastructure related expenditure of $2.0 million, in Heritage repairs and maintenance of $0.5 million, along with a $0.7 million underspend for the Rapid Creek Flood mitigation studies
- purchases of goods and services, including property management expenses were $0.3 million higher than budget
- asset expenses, including depreciation expense, were $0.2 million lower than budget
- grants and subsidies expenses were in line with budget.

EXPENDITURE TREND

<table>
<thead>
<tr>
<th></th>
<th>Actual $M</th>
<th>Budget $M</th>
<th>Variance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee expenses</td>
<td>31.3</td>
<td>30.4</td>
<td>0.9</td>
</tr>
<tr>
<td>Purchases of goods and services</td>
<td>17.2</td>
<td>16.9</td>
<td>0.3</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>3.1</td>
<td>6.6</td>
<td>(3.5)</td>
</tr>
<tr>
<td>Property management</td>
<td>2.6</td>
<td>2.7</td>
<td>(0.1)</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>1.0</td>
<td>1.2</td>
<td>(0.2)</td>
</tr>
<tr>
<td>Other administrative expenses</td>
<td>0.2</td>
<td>0.7</td>
<td>(0.5)</td>
</tr>
<tr>
<td>Current grants and subsidies</td>
<td>18.2</td>
<td>18.2</td>
<td>0.0</td>
</tr>
<tr>
<td>Capital grants and subsidies</td>
<td>1.3</td>
<td>1.3</td>
<td>0.0</td>
</tr>
<tr>
<td>Total</td>
<td>74.9</td>
<td>78.0</td>
<td>(3.1)</td>
</tr>
</tbody>
</table>

BALANCE SHEET

The Balance Sheet shows the department’s net worth and financial position. The department held assets totalling $800.8 million at 30 June 2013.

The largest component of the department’s asset profile relates to land assets (primarily Crown Land). In 2012–13, the department re-valued land in accordance with a rolling revaluation plan, resulting in a revaluation increment of $207.2 million. The land portfolio includes vacant crown land, which is managed by the department as the Crown Land administrator to meet the current and future land requirements of the Territory Government.
ASSET PORTFOLIO

The department held liabilities of $17.6 million as at 30 June 2013. In 2012–13 the department continued to maintain a strong financial position, with liabilities representing 2% of total assets.

STATEMENT OF CASH FLOW

The Statement of Cash Flows represents cash received and applied during the year from operating, investing and financing activities. The table below summarises the movement of cash over the year.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual $M</td>
<td>Budget $M</td>
<td>Variance $M</td>
</tr>
<tr>
<td>Cash Flow</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash at beginning of year</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash received</td>
<td>106.1</td>
<td>113.8</td>
<td>(7.8)</td>
</tr>
<tr>
<td>Less cash spent</td>
<td>87.0</td>
<td>88.8</td>
<td>(1.8)</td>
</tr>
<tr>
<td><strong>Cash at end of reporting period</strong></td>
<td>19.1</td>
<td>25.0</td>
<td>(6.0)</td>
</tr>
</tbody>
</table>

The department held cash and deposits of $19.1 million at year end, which will be utilised in future years to meet the department’s obligations.

CAPITAL SPEND

The department’s Capital Works Program, comprising mainly of capital works for land development in Palmerston East, is a considerable investment each year.

In 2012–13, the following significant works were undertaken:

- headworks infrastructure to continue the release of land in Palmerston East
- headworks infrastructure to support industry development.
We certify that the attached financial statements for the Department of Lands, Planning and the Environment 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 2013 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.

JOHN COLEMAN
Chief Executive
29 August 2013

DAVID RYAN
Chief Financial Officer
29 August 2013
## DEPARTMENT OF LANDS, PLANNING AND THE ENVIRONMENT

**COMPREHENSIVE OPERATING STATEMENT**

*For the Year Ended 30 June 2013*

### Note

<table>
<thead>
<tr>
<th>Note</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
</tr>
</tbody>
</table>

### INCOME

Grants and subsidies revenue
- Current: 86

Appropriation
- Output: 65,568

Sales of goods and services: 8,323

Interest revenue: 18

Goods and services received free of charge: 4

Gain on disposal of assets: 5

Other income: 511

**TOTAL INCOME**

| 3         | 79,680|

### EXPENSES

Employee expenses: 31,348

Administrative expenses
- Purchases of goods and services: 6
- Repairs and maintenance: 3,087
- Property Management: 2,594
- Depreciation and amortisation: 10
- Other administrative expenses: 191

Grants and subsidies expenses
- Current: 18,155
- Capital: 1,276

**TOTAL EXPENSES**

| 3         | 74,888|

### NET SURPLUS

|          | 4,792|

### OTHER COMPREHENSIVE INCOME

**Items that will not be reclassified to net surplus**

Transfers From Reserves on Disposal of Assets: 573,700

**TOTAL OTHER COMPREHENSIVE INCOME**

| 14        | 573,700|

### COMPREHENSIVE RESULT

|          | 578,492|

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

**As at Ended 30 June 2013**

### ASSETS

#### Current Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and deposits</td>
<td>7</td>
<td>19,066</td>
</tr>
<tr>
<td>Receivables</td>
<td>8</td>
<td>1,561</td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Other assets</td>
<td>9</td>
<td>20,979</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td></td>
<td>41,624</td>
</tr>
</tbody>
</table>

#### Non-Current Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advances and investments</td>
<td></td>
<td>5,293</td>
</tr>
<tr>
<td>Property, plant and equipment</td>
<td>10</td>
<td>753,868</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td></td>
<td>759,161</td>
</tr>
</tbody>
</table>

**TOTAL ASSETS**

<table>
<thead>
<tr>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>800,785</td>
</tr>
</tbody>
</table>

### LIABILITIES

#### Current Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deposits held</td>
<td>11</td>
<td>3,066</td>
</tr>
<tr>
<td>Payables</td>
<td>12</td>
<td>3,232</td>
</tr>
<tr>
<td>Provisions</td>
<td>13</td>
<td>3,353</td>
</tr>
<tr>
<td>Other Liabilities</td>
<td></td>
<td>6,772</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td></td>
<td>16,423</td>
</tr>
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</table>

#### Non-Current Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provisions</td>
<td>13</td>
<td>1,203</td>
</tr>
<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td></td>
<td>1,203</td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES**

<table>
<thead>
<tr>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>17,626</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>783,159</td>
</tr>
</tbody>
</table>

### EQUITY

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital</td>
<td>203,410</td>
</tr>
<tr>
<td>Reserves</td>
<td>573,700</td>
</tr>
<tr>
<td>Accumulated funds</td>
<td>6,049</td>
</tr>
<tr>
<td><strong>TOTAL EQUITY</strong></td>
<td>783,159</td>
</tr>
</tbody>
</table>

*The Balance Sheet is to be read in conjunction with the notes to the financial statements.*
## STATEMENT OF CHANGES IN EQUITY

For the Year Ended 30 June 2013

<table>
<thead>
<tr>
<th>Note</th>
<th>Equity at 1 July $'000</th>
<th>Comprehensive result $'000</th>
<th>Transactions with owners in their capacity as owners $'000</th>
<th>Equity at 30 June $'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012–13</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated Funds</td>
<td>-</td>
<td>4,792</td>
<td>-</td>
<td>4,792</td>
</tr>
<tr>
<td>Transfers from reserves</td>
<td>-</td>
<td>-</td>
<td>1,257</td>
<td>1,257</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>4,792</td>
<td>1,257</td>
<td>6,049</td>
</tr>
<tr>
<td>Reserves</td>
<td>14</td>
<td>-</td>
<td>573,700</td>
<td>573,700</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>573,700</td>
<td>-</td>
<td>573,700</td>
</tr>
<tr>
<td>Capital – Transactions with Owners</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity injections</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital appropriation</td>
<td>-</td>
<td>-</td>
<td>1,782</td>
<td>1,782</td>
</tr>
<tr>
<td>Equity transfers in</td>
<td>-</td>
<td>-</td>
<td>225,327</td>
<td>225,327</td>
</tr>
<tr>
<td>Other equity injections</td>
<td>-</td>
<td>-</td>
<td>427</td>
<td>427</td>
</tr>
<tr>
<td>Equity withdrawals</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital withdrawal</td>
<td>-</td>
<td>-</td>
<td>(13,415)</td>
<td>(13,415)</td>
</tr>
<tr>
<td>Equity transfers out</td>
<td>-</td>
<td>-</td>
<td>(10,711)</td>
<td>(10,711)</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>203,410</td>
<td>203,410</td>
</tr>
<tr>
<td>Total Equity at End of Financial Year</td>
<td>-</td>
<td>578,492</td>
<td>204,667</td>
<td>783,159</td>
</tr>
</tbody>
</table>

The Statement of Changes in Equity is to be read in conjunction with the notes to the financial statements.
### CASH FLOWS FROM OPERATING ACTIVITIES

**Operating Receipts**
- Grants and subsidies received
  - Current: 86
- Appropriation
  - Output: 65,568
- Receipts from sales of goods and services: 10,092
- Interest received: 18

**Total Operating Receipts**: 75,764

**Operating Payments**
- Payments to employees: (26,184)
- Payments for goods and services: (22,727)
- Grants and subsidies paid
  - Current: (18,155)
  - Capital: (1,268)

**Total Operating Payments**: (68,334)

**Net Cash From Operating Activities**: 7,430

### CASH FLOWS FROM INVESTING ACTIVITIES

**Investing Receipts**
- Proceeds from asset sales: 25,047

**Total Investing Receipts**: 25,047

**Investing Payments**
- Purchases of assets: (4,372)
- Advances and investing payments: (899)

**Total Investing Payments**: (5,271)

**Net Cash From Investing Activities**: 19,776

### CASH FLOWS FROM FINANCING ACTIVITIES

**Financing Receipts**
- Deposits received: 3,066
- Equity injections
  - Capital appropriation: 1,782
  - Other equity injections: 427

**Total Financing Receipts**: 5,275

**Financing Payments**
- Equity withdrawals: (13,415)

**Total Financing Payments**: (13,415)

**Net Cash Used in Financing Activities**: (8,140)

**Net increase in cash held**: 19,066

**Cash at beginning of financial year**: -

**CASH AT END OF FINANCIAL YEAR**: 19,066

The Cash Flow Statement is to be read in conjunction with the notes to the financial statements.
## DEPARTMENT OF LANDS, PLANNING AND THE ENVIRONMENT

### NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 30 June 2013

<table>
<thead>
<tr>
<th>Note</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Objectives and Funding</td>
</tr>
<tr>
<td>2.</td>
<td>Statement of Significant Accounting Policies</td>
</tr>
<tr>
<td>3.</td>
<td>Comprehensive Operating Statement by Output Group</td>
</tr>
<tr>
<td></td>
<td><strong>INCOME</strong></td>
</tr>
<tr>
<td>4.</td>
<td>Goods and Services Received Free of Charge</td>
</tr>
<tr>
<td>5.</td>
<td>Gain on Disposal of Assets</td>
</tr>
<tr>
<td></td>
<td><strong>EXPENSES</strong></td>
</tr>
<tr>
<td>6.</td>
<td>Purchases of Goods and Services</td>
</tr>
<tr>
<td></td>
<td><strong>ASSETS</strong></td>
</tr>
<tr>
<td>7.</td>
<td>Cash and Deposits</td>
</tr>
<tr>
<td>8.</td>
<td>Receivables</td>
</tr>
<tr>
<td>9.</td>
<td>Assets Held for Sale</td>
</tr>
<tr>
<td>10.</td>
<td>Property, Plant and Equipment</td>
</tr>
<tr>
<td></td>
<td><strong>LIABILITIES</strong></td>
</tr>
<tr>
<td>11.</td>
<td>Deposits Held</td>
</tr>
<tr>
<td>12.</td>
<td>Payables</td>
</tr>
<tr>
<td></td>
<td><strong>EQUITY</strong></td>
</tr>
<tr>
<td>14.</td>
<td>Reserves</td>
</tr>
<tr>
<td></td>
<td><strong>OTHER DISCLOSURES</strong></td>
</tr>
<tr>
<td>15.</td>
<td>Notes to the Cash Flow Statement</td>
</tr>
<tr>
<td>16.</td>
<td>Financial Instruments</td>
</tr>
<tr>
<td>17.</td>
<td>Commitments</td>
</tr>
<tr>
<td>18.</td>
<td>Contingent Liabilities and Contingent Assets</td>
</tr>
<tr>
<td>19.</td>
<td>Events Subsequent to Balance Date</td>
</tr>
<tr>
<td>20.</td>
<td>Accountable Officer’s Trust Account</td>
</tr>
<tr>
<td>21.</td>
<td>Write-offs, Postponements, Waivers, Gifts and Ex Gratia Payments</td>
</tr>
<tr>
<td>22.</td>
<td>Schedule of Territory Items</td>
</tr>
</tbody>
</table>
1 OBJECTIVES AND FUNDING

The Department of Lands, Planning and the Environment leads land development for the Northern Territory by providing Government with strategic plans and policies to meet current and emerging needs for land and infrastructure, whilst ensuring developmental and regulatory control. The department also provides support to other statutory bodies, including the Darwin Waterfront Corporation, the Planning Commission, NT Environment Protection Authority and NT Build. Additional information on key functional responsibilities of the department can be found in the Performance Reporting section of the annual report.

The department is predominantly funded by, and is dependent on, the receipt of Parliamentary appropriations. The financial statements encompass all funds through which the agency controls resources to carry on its functions and deliver outputs. For reporting purposes, outputs delivered by the agency are summarised into several 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 department 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 2011-9 Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 &1049]

The amendments, as reflected on the comprehensive operating statement, require entities to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently.

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.
<table>
<thead>
<tr>
<th>Standard/Interpretation</th>
<th>Summary</th>
<th>Effective for annual reporting periods beginning on or after</th>
<th>Impact on financial statements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AASB 10 Consolidated Financial Statements, AASB 2011-7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements</strong> [AASB 1, 2, 3, 5, 7, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 &amp; 1038 and Interpretations 5, 9, 16 &amp; 17], AASB 2012-10 Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 &amp; 2011-7 and Interpretation 12]</td>
<td>Requires a parent to present consolidated financial statements as those of a single economic entity, replacing the requirements previously contained in AASB 127 Consolidated and Separate Financial Statements</td>
<td>1 Jan 2013</td>
<td>Minimal effect on the financial statements.</td>
</tr>
<tr>
<td><strong>AASB 12 Disclosure of Interests in Other Entities</strong></td>
<td>Requires the extensive disclosure of information that enables users of financial statements to evaluate the nature of, and risks associated with, interests in other entities and the effects of those interests on its financial position, financial performance and cash flows.</td>
<td>1 Jan 2013</td>
<td>Minimal effect on the financial statements</td>
</tr>
<tr>
<td><strong>AASB 13 Fair Value Measurement, AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13</strong> [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 &amp; 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 &amp; 132]</td>
<td>Replaces the guidance on fair value measurement in existing AASB accounting literature with a single standard. The Standard defines fair value, provides guidance on how to determine fair value and requires disclosures about fair value measurements.</td>
<td>1 Jan 2013</td>
<td>Minimal effect on the financial statements</td>
</tr>
</tbody>
</table>
### c) Agency and Territory Items

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

#### Central Holding Authority

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

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

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

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the department’s financial statements. However, as the department is accountable for certain Territory items managed on behalf of Government, these items have been separately disclosed in Note 22 – Schedule of Territory Items.

<table>
<thead>
<tr>
<th>Standard/Interpretation</th>
<th>Summary</th>
<th>Effective for annual reporting periods beginning on or after</th>
<th>Impact on financial statements</th>
</tr>
</thead>
<tbody>
<tr>
<td>AASB 2012-2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities (Amendments to AASB 7)</td>
<td>Amends AASB 7 Financial Instruments: Disclosures to require an entity to disclose information about rights of offset and related arrangements for financial instruments under an enforceable master netting agreement or similar arrangement.</td>
<td>1 Jan 2013</td>
<td>Minimal effect on the financial statements.</td>
</tr>
</tbody>
</table>
d) Comparatives

As a result of the administrative arrangements announced on the 4th of September 2012, comparative information is not presented. Data provided in the financial statements incorporates some transferred functions from the former Department of Lands and Planning, Department of the Chief Minister, Department of Natural Resources, Environment, the Arts and Sport and the Department of Justice and is effective as at 1 July 2012.

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 are no changes to accounting policies adopted in 2012–13 as a result of management decisions.

g) Accounting Judgements 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
- contingent Liabilities – Note 18: The present value of material quantifiable contingent liabilities are calculated using a discount rate based on the published 10-year Government bond rate
- allowance for Impairment Losses – Note 2(n), 8: Receivables and 16: Financial Instruments
- depreciation and Amortisation – Note 2(k), 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.

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

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

Appropriation

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

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations, resulting in Special Purpose Payments (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 onpassed to the relevant agencies as Commonwealth appropriation.

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

Sale of Goods

Revenue from the sale of goods is recognised (net of returns, discounts and allowances) when:
- the significant risks and rewards of ownership of the goods have transferred to the buyer
- the department retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold
- the amount of revenue can be reliably measured
- it is probable that the economic benefits associated with the transaction will flow to the department; 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
- it is probable that the economic benefits associated with the transaction will flow to the entity.

Interest Revenue

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

Goods and Services Received Free of Charge

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

Disposal of Assets

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

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

j) Repairs and Maintenance Expense

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

k) Depreciation and Amortisation Expense

Items of property, plant and equipment, including buildings but excluding land and road formation, 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:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buildings</td>
<td>20 - 50 years</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
</tr>
<tr>
<td>Bridges</td>
<td>70 Years</td>
</tr>
<tr>
<td>Sealed pavement</td>
<td>40 Years</td>
</tr>
<tr>
<td>Unsealed pavement</td>
<td>8 Years</td>
</tr>
<tr>
<td>Road formation</td>
<td>Infinite - not depreciated</td>
</tr>
<tr>
<td>Street lights and traffic control systems</td>
<td>15 - 20 Years</td>
</tr>
<tr>
<td>Plant and Equipment(^1)</td>
<td>2 - 15 Years</td>
</tr>
<tr>
<td>Leased Plant and Equipment</td>
<td>Lease term</td>
</tr>
</tbody>
</table>

\(^1\)Includes computer software, computer hardware and transport equipment.

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 20.

n) Receivables

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

The allowance for impairment losses represents the amount of receivables the department estimates are likely to be uncollectible and are considered doubtful. Analyses of the age of the receivables that are past due as at the reporting date are disclosed in an aging schedule under credit risk in Note 16 Financial Instruments. Reconciliation of changes in the allowance accounts is also presented.

Accounts receivable are generally settled within 30 days and other receivables within 30 days.
o) Advances and Investments

Advances and Investments include the Home Building Certification Fund (HBCF). The HBCF provides cover to policy holders in the event that building works are non compliant with the National Construction Code of Australia from a period of 10 years from the completion of the building. The fund has been managed by the Territory Insurance Office (TIO) on behalf of the Northern Territory Government since inception. On the 31 December 2012 the HBCF ceased issuing new policies and was replaced by the Residential Building Cover package. During 2012–13, the department provided a loan to Master Builders Association (NT) towards the Fidelity Fund Scheme for the Residential Building Cover. As of 1 July 2013 the HBCF will be in run-off and managed by the department, with policies under the HBCF remaining valid until the ten year cover period expiring.

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 department 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 capital works, in the department’s case (infrastructure headworks projects) are 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, works in progress (assets) are transferred to the agency.

Land Under Roads

Land under roads is land roadways and road reserves including land under footpaths, nature strips and median strips. The department has elected to recognise all land under roads in accordance with AASB 116 where all the asset recognition criteria have been met.

q) 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;

Land has been revalued to Unimproved Capital Value (UCV) during 2012–13. Land will be revalued annually to UCV which is deemed to equate to fair value utilised a three rolling revaluation plan.
Fair value is the amount for which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arms-length transaction.

The fair value of the department’s infrastructure assets is based on their depreciated replacement cost.

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

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

**Impairment of Assets**

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

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

Impairment losses are recognised in the Comprehensive Operating Statement. 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 14 provides additional information in relation to the asset revaluation surplus.

**r) Assets Held for Sale**

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

These assets are measured at the lower of the asset’s carrying amount and fair value less costs to sell. These assets are not depreciated. Non-current assets held for sale have been recognised on the face of the financial statements as current assets. Refer to Note 9.

**s) Leased Assets**

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

**Finance Leases**

Finance leases are capitalised. A leased asset and a lease liability equal to the 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.

**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.

**t) Deposits Held**

Deposits Held includes the Accountable Officers Trust Account (AOTA), clearing monies, and non-Government works, which consists of financial obligations payable within the next 12 months. The AOTA is for the receipt of
monies to be held in trust in accordance with Section 7 of the Financial Management Act. Clearing monies are public monies held in transit. Non-Government works are transactions relating to a recoverable works project which will not become a Northern Territory Government asset upon completion.

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 department. 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 12 months of reporting date are classified as current liabilities and are measured at amounts expected to be paid. Non-current employee benefit liabilities that fall due after 12 months of the reporting date are measured at present value, calculated using the Government long-term bond rate.

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

Employee benefit expenses are recognised on a net basis in respect of the following categories:
- wages and salaries, non-monetary benefits, recreation leave, sick leave and other leave entitlements; 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 Department of Lands, Planning and the Environment and as such no long service leave liability is recognised in the department’s 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 department makes superannuation contributions on behalf of its employees to the Central Holding Authority or non-government employee-nominated schemes. Superannuation liabilities related to government superannuation schemes are held by the Central Holding Authority and as such are not recognised in the department’s financial statements.

x) Contributions by and Distributions to Government

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

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

y) Commitments

Disclosures in relation to capital and other commitments, including lease commitments are shown at Note 17. Commitments are those contracted as at 30 June where the amount of the future commitment can be reliably measured.
### 3. Comprehensive Operating Statement by Output Group

<table>
<thead>
<tr>
<th>Note</th>
<th>Land and Economic Development</th>
<th>Land Services</th>
<th>Statutory Bodies</th>
<th>Multi Agency Corporate Services</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
</tbody>
</table>

**INCOME**

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants and subsidies revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td>50</td>
<td>36</td>
<td></td>
<td>86</td>
</tr>
<tr>
<td>Appropriation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Output</td>
<td>15,887</td>
<td>21,234</td>
<td>28,447</td>
<td></td>
<td>65,568</td>
</tr>
<tr>
<td>Sales of goods and services</td>
<td>147</td>
<td>2,689</td>
<td>50</td>
<td>5,437</td>
<td>8,323</td>
</tr>
<tr>
<td>Interest Revenue</td>
<td></td>
<td>18</td>
<td></td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Goods and services received free of charge</td>
<td>4</td>
<td>163</td>
<td>426</td>
<td></td>
<td>589</td>
</tr>
<tr>
<td>Gain on disposal of assets</td>
<td>5</td>
<td>4,585</td>
<td></td>
<td></td>
<td>4,585</td>
</tr>
<tr>
<td>Other income</td>
<td>370</td>
<td>141</td>
<td></td>
<td></td>
<td>511</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>21,152</td>
<td>24,558</td>
<td>28,533</td>
<td>5,437</td>
<td>79,680</td>
</tr>
</tbody>
</table>

**EXPENSES**

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee expenses</td>
<td>6,751</td>
<td>14,958</td>
<td>5,260</td>
<td>4,379</td>
<td>31,348</td>
</tr>
<tr>
<td>Administration expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchases of goods and services</td>
<td>4,314</td>
<td>10,403</td>
<td>4,056</td>
<td>1,058</td>
<td>19,831</td>
</tr>
<tr>
<td>Repairs and maintenance</td>
<td>2,491</td>
<td>596</td>
<td></td>
<td></td>
<td>3,087</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>564</td>
<td>387</td>
<td>49</td>
<td></td>
<td>1,000</td>
</tr>
<tr>
<td>Other administrative expenses</td>
<td>(192)</td>
<td>381</td>
<td>2</td>
<td></td>
<td>191</td>
</tr>
<tr>
<td>Grants and Subsidies expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td>238</td>
<td>443</td>
<td>17,474</td>
<td></td>
<td>18,155</td>
</tr>
<tr>
<td>Capital</td>
<td>8</td>
<td></td>
<td>1,268</td>
<td></td>
<td>1,276</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>14,174</td>
<td>27,168</td>
<td>28,109</td>
<td>5,437</td>
<td>74,888</td>
</tr>
</tbody>
</table>

**NET SURPLUS**

<table>
<thead>
<tr>
<th>Description</th>
<th>6,978</th>
<th>(2,610)</th>
<th>424</th>
<th></th>
<th>4,792</th>
</tr>
</thead>
</table>

**OTHER COMPREHENSIVE INCOME**

<table>
<thead>
<tr>
<th>Description</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Items that will not be reclassified to net surplus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers From Reserves on Disposal of Assets</td>
<td>573,700</td>
<td></td>
<td></td>
<td></td>
<td>573,700</td>
</tr>
<tr>
<td><strong>TOTAL OTHER COMPREHENSIVE INCOME</strong></td>
<td>573,700</td>
<td></td>
<td></td>
<td></td>
<td>573,700</td>
</tr>
<tr>
<td><strong>COMPREHENSIVE RESULT</strong></td>
<td>580,678</td>
<td>(2,610)</td>
<td>424</td>
<td></td>
<td>578,492</td>
</tr>
</tbody>
</table>

*This Comprehensive Operating Statement by output group is to be read in conjunction with the notes to the financial statements.*
## 3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td>$21,152</td>
<td>$24,558</td>
<td>$28,533</td>
<td>$5,437</td>
<td>$79,680</td>
</tr>
</tbody>
</table>

### Income

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants and subsidies revenue (Current)</td>
<td>-50</td>
<td>36</td>
<td>-</td>
<td>-</td>
<td>-86</td>
</tr>
<tr>
<td>Grants and subsidies revenue (Appropriation)</td>
<td>15,887</td>
<td>21,234</td>
<td>28,447</td>
<td>-</td>
<td>65,568</td>
</tr>
<tr>
<td>Sales of goods and services</td>
<td>147</td>
<td>2,689</td>
<td>50</td>
<td>5,437</td>
<td>8,323</td>
</tr>
<tr>
<td>Interest Revenue</td>
<td>-</td>
<td>18</td>
<td>-</td>
<td>-</td>
<td>18</td>
</tr>
<tr>
<td>Goods and services received free of charge</td>
<td>4</td>
<td>163</td>
<td>426</td>
<td>-</td>
<td>589</td>
</tr>
<tr>
<td>Gain on disposal of assets</td>
<td>5</td>
<td>4,585</td>
<td>-</td>
<td>-</td>
<td>-4,585</td>
</tr>
<tr>
<td>Other income</td>
<td>370</td>
<td>141</td>
<td>-</td>
<td>-</td>
<td>511</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>21,152</td>
<td>24,558</td>
<td>28,533</td>
<td>5,437</td>
<td>79,680</td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee expenses</td>
<td>6,751</td>
<td>14,958</td>
<td>5,260</td>
<td>4,379</td>
<td>31,348</td>
</tr>
<tr>
<td>Administration expenses</td>
<td>6</td>
<td>4,314</td>
<td>10,403</td>
<td>4,056</td>
<td>1,058</td>
</tr>
<tr>
<td>Purchases of goods and services</td>
<td>2,491</td>
<td>596</td>
<td>-</td>
<td>-</td>
<td>3,087</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>10</td>
<td>564</td>
<td>387</td>
<td>49</td>
<td>1,000</td>
</tr>
<tr>
<td>Other administrative expenses</td>
<td>(192)</td>
<td>381</td>
<td>2</td>
<td>-</td>
<td>191</td>
</tr>
<tr>
<td>Grants and Subsidies expenses (Current)</td>
<td>238</td>
<td>443</td>
<td>17,474</td>
<td>-</td>
<td>18,155</td>
</tr>
<tr>
<td>Grants and Subsidies expenses (Capital)</td>
<td>8</td>
<td>-</td>
<td>1,268</td>
<td>-</td>
<td>1,276</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>14,174</td>
<td>27,168</td>
<td>28,109</td>
<td>5,437</td>
<td>74,888</td>
</tr>
</tbody>
</table>

**Net Surplus**

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Surplus</strong></td>
<td>6,978</td>
<td>(2,610)</td>
<td>424</td>
<td>-</td>
<td>4,792</td>
</tr>
</tbody>
</table>

### Other Comprehensive Income

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers From Reserves on Disposal of Assets</td>
<td>573,700</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>573,700</td>
</tr>
<tr>
<td><strong>Total Other Comprehensive Income</strong></td>
<td>573,700</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>573,700</td>
</tr>
</tbody>
</table>

**Comprehensive Result**

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Comprehensive Result</strong></td>
<td>580,678</td>
<td>(2,610)</td>
<td>424</td>
<td>-</td>
<td>578,492</td>
</tr>
</tbody>
</table>

---

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

---

### 4. GOODS AND SERVICES RECEIVED FREE OF CHARGE

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate and information services</td>
<td>589</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Goods and Services Received Free of Charge</strong></td>
<td>589</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

---

### 5. GAIN ON DISPOSAL OF ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net proceeds from the disposal of non-current assets</td>
<td>18,276</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Less: Carrying value of non-current assets disposed</td>
<td>-</td>
<td>(13,691)</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Gain On The Disposal of Non-Current Assets</strong></td>
<td>4,585</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Proceeds from sale of minor assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Gain On The Disposal of Non-Current Assets</strong></td>
<td>4,585</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Includes the sales from Land Held for Sale under Other Assets.

---

### 6. PURCHASES OF GOODS AND SERVICES

The net surplus has been arrived at after charging the following expenses:

#### Goods and services expenses:

- Consultants: 1,039
- Advertising: 266
- Marketing and promotion: 199
- Document production: 59
- Legal expenses: 160
- Recruitment: 121
- Training and study: 287
- Official duty fares: 191
- Travelling allowance: 61
- Information technology charges: 4,055
- Survey, drafting and drilling: 3,427
- Motor vehicle expenses: 606
- Agency service arrangements: 3,643

(1) Includes marketing, promotion and IT consultants.
(2) Does not include recruitment advertising or marketing and promotion advertising.
(3) Includes advertising for marketing and promotion but excludes marketing and promotion consultants’ expenses, which are incorporated in the consultants’ category.
(4) Includes legal fees, claim and settlement costs.
(5) Includes recruitment-related advertising costs.

---

### 7. CASH AND DEPOSITS

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on hand</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cash at bank</td>
<td>5</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Cash and Deposits</strong></td>
<td>5</td>
<td>19,061</td>
<td>19,066</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

---

DEPARTMENT OF LANDS, PLANNING AND THE ENVIRONMENT

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 30 June 2013
8. RECEIVABLES

Current
Accounts receivable 382
Less: Allowance for impairment losses (1)

381

GST receivables 68
Other receivables 1,112
Total Receivables 1,561

9. ASSETS HELD FOR SALE

Land 20,979
Total Assets Held for Sale 20,979

Land held for sale consists of those assets which it has been determined are available for sale in their present condition, and their sale is highly probable within the next twelve months.
## 10. PROPERTY, PLANT AND EQUIPMENT

### Land
- **At fair value**\(^{(1)}\) \(714,681\)

### Buildings
- **At fair value** \(27,241\)
- Less: Accumulated depreciation \(19,161\)
- **Less: Accumulated depreciation** \(8,080\)

### Infrastructure
- **At fair value**\(^{(2)}\) \(1,531\)
- Less: Accumulated depreciation \(189\)
- **Less: Accumulated depreciation** \(1,342\)

### Construction (Work in Progress)
- **At capitalised cost** \(27,416\)

### Plant and Equipment
- **At fair value** \(4,804\)
- Less: Accumulated depreciation \(2,608\)
- **Less: Accumulated depreciation** \(2,196\)

### Leased Plant and Equipment
- **At capitalised cost** \(31\)
- Less: Accumulated depreciation \(31\)
- **Less: Accumulated depreciation** \(-\)

### Computer Software
- **At capitalised cost** \(1,010\)
- Less: Accumulated depreciation \(899\)
- **Less: Accumulated depreciation** \(111\)

### Computer Hardware
- **At capitalised cost** \(1,287\)
- Less: Accumulated depreciation \(1,246\)
- **Less: Accumulated depreciation** \(41\)

### Transport Equipment
- **At capitalised cost** \(14\)
- Less: Accumulated depreciation \(13\)
- **Less: Accumulated depreciation** \(1\)

### Total Property, Plant and Equipment
- **Total** \(753,868\)

### Property, Plant and Equipment Valuations
- \(^{(1)}\) Land assets are held at unimproved capital value (approximating fair value) with independent valuations determined by the Australian Valuation Office (AVO) where obtained. The fair value of land is determined based on any existing restrictions on asset use.
- \(^{(2)}\) The fair value of the agency’s Infrastructure assets is based on their depreciated replacement cost.

### Impairment of Property, Plant and Equipment
- Agency property, plant and equipment assets were assessed for impairment as at 30 June 2013. No impairment adjustments were required as a result of this review.
10. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

2013 Property, Plant and Equipment Reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2012–13 is set out below:

<table>
<thead>
<tr>
<th>Additions/(Disposals) from Administrative Restructuring</th>
<th>Land</th>
<th>Buildings</th>
<th>Infrastructure</th>
<th>Construction (Work in Progress)</th>
<th>Plant and Equipment</th>
<th>Computer Software</th>
<th>Computer Hardware</th>
<th>Transport Equipment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additions</td>
<td>532,136</td>
<td>8,605</td>
<td>1,394</td>
<td>3,658</td>
<td>1,909</td>
<td>176</td>
<td>105</td>
<td>4</td>
<td>547,987</td>
</tr>
<tr>
<td>Disposals</td>
<td>(13,691)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(13,691)</td>
</tr>
<tr>
<td>Depreciation</td>
<td>-</td>
<td>(525)</td>
<td>(52)</td>
<td>-</td>
<td>(291)</td>
<td>(65)</td>
<td>(64)</td>
<td>(3)</td>
<td>(1,000)</td>
</tr>
<tr>
<td>Additions/(Disposals) from asset transfers</td>
<td>(13,142)</td>
<td>-</td>
<td>-</td>
<td>23,758</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net Revaluation increment</td>
<td>203,070</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Transfer to/from Assets held for sale</td>
<td>(9,906)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other movements</td>
<td>12,422</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(2)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Carrying Amount as at 30 June 2013</td>
<td>714,681</td>
<td>8,080</td>
<td>1,342</td>
<td>27,416</td>
<td>2,196</td>
<td>111</td>
<td>41</td>
<td>1</td>
<td>753,868</td>
</tr>
</tbody>
</table>
11. DEPOSITS HELD

Current
Deposits Held

3,066

Total Deposits Held

3,066

12. PAYABLES

Accounts payable

347

Accrued expenses

2,885

Total Payables

3,232

13. PROVISIONS

Current
Employee benefits
Recreation leave
2,371
Leave loading
392
Recreation leave - Airfares
56

Other current provisions
Other provisions
534

Non-Current
Employee benefits
Recreation leave
1,203

Total Provisions

4,556

The department employed 271 full time employees as at 30 June 2013. This includes NT Build employees and excludes GBD’s.
14. RESERVES

Asset Revaluation Surplus

(i) Nature and purpose of the asset revaluation surplus
The asset revaluation surplus includes the net revaluation increments and decrements arising from the revaluation of non-current assets. Impairment adjustments may also be recognised in the asset revaluation surplus.

(ii) Movements in the asset revaluation surplus

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Restructure</td>
<td>371,831</td>
</tr>
<tr>
<td>Increment / (Decrement) - Land</td>
<td>203,070</td>
</tr>
<tr>
<td>Other - land</td>
<td>56</td>
</tr>
<tr>
<td>Transfer to Accumulated Funds</td>
<td>(1,257)</td>
</tr>
<tr>
<td>Net Movements</td>
<td>201,869</td>
</tr>
<tr>
<td>Balance as at 30 June</td>
<td>573,700</td>
</tr>
</tbody>
</table>

15. NOTES TO THE CASH FLOW STATEMENT

Reconciliation of Cash
The total of agency ‘Cash and deposits’ of $19,066,000 recorded in the Balance Sheet is consistent with that recorded as ‘Cash’ in the Cash Flow Statement.

Reconciliation of Net Surplus to Net Cash from Operating Activities

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Surplus</td>
<td>4,792</td>
</tr>
<tr>
<td>Non-cash items:</td>
<td></td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>1,000</td>
</tr>
<tr>
<td>Asset write-offs/write-downs</td>
<td>3</td>
</tr>
<tr>
<td>Asset donations/gifts</td>
<td>3</td>
</tr>
<tr>
<td>Gain on disposal of assets</td>
<td>(4,585)</td>
</tr>
<tr>
<td>Capital Grant</td>
<td>8</td>
</tr>
<tr>
<td>Changes in assets and liabilities:</td>
<td></td>
</tr>
<tr>
<td>Decrease/(Increase) in receivables</td>
<td>(2,073)</td>
</tr>
<tr>
<td>Decrease/(Increase) in prepayments</td>
<td>(18)</td>
</tr>
<tr>
<td>(Decrease)/Increase in payables</td>
<td>3,744</td>
</tr>
<tr>
<td>(Decrease)/Increase in provision for employee benefits</td>
<td>4,029</td>
</tr>
<tr>
<td>(Decrease)/Increase in other provisions</td>
<td>527</td>
</tr>
<tr>
<td>Net Cash from Operating Activities</td>
<td>7,430</td>
</tr>
</tbody>
</table>
16. FINANCIAL INSTRUMENTS

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

a) Categorisation of Financial Instruments

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

<table>
<thead>
<tr>
<th>Category</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financial Assets</strong></td>
<td>$'000</td>
</tr>
<tr>
<td>Cash and deposits</td>
<td>19,061</td>
</tr>
<tr>
<td>Loans and receivables</td>
<td>6,786</td>
</tr>
<tr>
<td><strong>Financial Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td>Fair value through profit or loss (FVTPL) : Designated as at FVTPL</td>
<td>4,664</td>
</tr>
</tbody>
</table>

b) Credit Risk

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

The carrying amount of financial assets recorded in the financial statements, net of any allowances for losses, represents the department’s maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.
16. FINANCIAL INSTRUMENTS (continued)

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. Internal receivables are from entities within the Northern Territory Government (NTG) whereas external receivables are from third parties external to the NTG.

<table>
<thead>
<tr>
<th></th>
<th>Aging of Receivables</th>
<th>Aging of Impaired Receivables</th>
<th>Net Receivables</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Internal Receivables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012–13</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not overdue</td>
<td>134</td>
<td>-</td>
<td>134</td>
</tr>
<tr>
<td>Overdue for less than 30 days</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Overdue for 30 to 60 days</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Overdue for more than 60 days</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>134</td>
<td>-</td>
<td>134</td>
</tr>
<tr>
<td>External Receivables</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012–13</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not overdue</td>
<td>206</td>
<td>-</td>
<td>206</td>
</tr>
<tr>
<td>Overdue for less than 30 days</td>
<td>2</td>
<td>-</td>
<td>2</td>
</tr>
<tr>
<td>Overdue for 30 to 60 days</td>
<td>1</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>Overdue for more than 60 days</td>
<td>39</td>
<td>(1)</td>
<td>38</td>
</tr>
<tr>
<td>Total</td>
<td>248</td>
<td>(1)</td>
<td>247</td>
</tr>
</tbody>
</table>

Reconciliation of the Allowance for Impairment Losses

Administrative Restructure 406
Written off during the year (1)
Decrease in allowance recognised in profit or loss (404)
Total 1

c) Liquidity Risk

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

The following tables detail the department’s remaining contractual maturity for its financial assets and liabilities. It should be noted that these values are undiscounted, and consequently totals may not reconcile to the carrying amounts presented in the Balance Sheet.
16. FINANCIAL INSTRUMENTS (continued)

2013 Maturity analysis for financial assets and liabilities

<table>
<thead>
<tr>
<th></th>
<th>Interest Bearing</th>
<th></th>
<th></th>
<th></th>
<th>Non Interest Bearing</th>
<th></th>
<th>Total $'000</th>
<th>Weighted Average %</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fixed or Variable</td>
<td>Less than a Year $'000</td>
<td>1 to 5 Years $'000</td>
<td>More than 5 Years $'000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and deposits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>19,061</td>
<td>19,061</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receivables</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>381</td>
<td>381</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advances</td>
<td>4,519</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,519</td>
<td>0.88%</td>
<td></td>
</tr>
<tr>
<td>Investment, loans and placements</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>775</td>
<td>-</td>
<td>775</td>
<td>6.61%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Financial Assets</strong></td>
<td>4,519</td>
<td>-</td>
<td>-</td>
<td>775</td>
<td>19,442</td>
<td>24,736</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposits held</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,059</td>
<td>2,059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,605</td>
<td>2,605</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Financial Liabilities</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,664</td>
<td>4,664</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

d) Market Risk

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

(i) Interest Rate Risk

The Department of Lands, Planning and the Environment is not exposed to interest rate risk on department financial assets and financial liabilities as they are noninterest bearing.

Market Sensitivity Analysis

Changes in the variable rates of 100 basis points (1 per cent) at reporting date would have the following effect on Department of Lands, Planning and The Environment’s profit or loss and equity.

<table>
<thead>
<tr>
<th></th>
<th>Profit or Loss and Equity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100 basis points increase</td>
</tr>
<tr>
<td>30 June 2013</td>
<td>$'000</td>
</tr>
<tr>
<td>Financial assets - Receivable loans</td>
<td>8</td>
</tr>
<tr>
<td><strong>Net Sensitivity</strong></td>
<td>8</td>
</tr>
</tbody>
</table>
e) Net Fair Value

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

Level 1 – fair value is calculated using quoted prices in active markets. Instruments whose carrying amount is deemed to be equal to its fair value qualify for this level of classification.

Level 2 – to be used for those instruments that cannot be classified as either Level 1 or Level 3.

Level 3 – fair value is estimated using inputs other than quoted market data, for example, net present value.

16. FINANCIAL INSTRUMENTS (continued)

<table>
<thead>
<tr>
<th>2013</th>
<th>Total Carrying Amount</th>
<th>Net Fair Value Level 1</th>
<th>Net Fair Value Level 2</th>
<th>Net Fair Value Level 3</th>
<th>Net Fair Value Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td><strong>Financial Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and deposits</td>
<td>19,061</td>
<td>19,061</td>
<td>-</td>
<td>-</td>
<td>19,061</td>
</tr>
<tr>
<td>Receivables</td>
<td>381</td>
<td>381</td>
<td>-</td>
<td>-</td>
<td>381</td>
</tr>
<tr>
<td>Advances and investments</td>
<td>5,294</td>
<td>5,294</td>
<td>-</td>
<td>-</td>
<td>5,294</td>
</tr>
<tr>
<td><strong>Total Financial Assets</strong></td>
<td>24,736</td>
<td>24,736</td>
<td>-</td>
<td>-</td>
<td>24,736</td>
</tr>
<tr>
<td><strong>Financial Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposits held</td>
<td>2,059</td>
<td>2,059</td>
<td>-</td>
<td>-</td>
<td>2,059</td>
</tr>
<tr>
<td>Payables</td>
<td>2,605</td>
<td>2,605</td>
<td>-</td>
<td>-</td>
<td>2,605</td>
</tr>
<tr>
<td><strong>Total Financial Liabilities</strong></td>
<td>4,664</td>
<td>4,664</td>
<td>-</td>
<td>-</td>
<td>4,664</td>
</tr>
</tbody>
</table>

The net fair value of financial assets being cash and deposits, receivables, advances and investments are based on unadjusted quoted prices in active markets for identical assets. The net fair value of financial liabilities being deposits held, payables and employee benefits are based on unadjusted quoted prices in active markets for identical liabilities.
17.COMMITMENTS

<table>
<thead>
<tr>
<th></th>
<th>Internal</th>
<th>External</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>'$000'</td>
<td>'$000'</td>
</tr>
<tr>
<td>(i) Operating Lease Commitments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The agency leases property under non-cancellable operating leases expiring from 1 to 5 years. Leases generally provide the agency with a right of renewal at which time all lease terms are renegotiated. The agency also leases items of plant and equipment under non-cancellable operating leases. Future operating lease commitments not recognised as liabilities are payable as follows:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Within one year</td>
<td>316</td>
<td>29</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>254</td>
<td>37</td>
</tr>
<tr>
<td>Later than five years</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>570</td>
<td>66</td>
</tr>
<tr>
<td>(ii) Other Expenditure Commitments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Within one year</td>
<td>-</td>
<td>6,756</td>
</tr>
<tr>
<td>Later than one year and not later than five years</td>
<td>-</td>
<td>6,730</td>
</tr>
<tr>
<td>Later than five years</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>13,486</td>
</tr>
</tbody>
</table>
18. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

a) Contingent Liabilities

The Department of Lands, Planning and the Environment has entered into agreements which contain indemnity clauses. The contingent liabilities arising from the indemnities are unquantifiable, but expected to be immaterial. However, for all the events that would give rise to the liabilities the department has comprehensive risk management procedures in place. Legal proceedings or disputes in which the department is a party are not separately disclosed. Due to the wide variety and nature of individual cases, and the uncertainty of any potential liability means that no value can be attributed to individual cases until such time as the courts make a decision so as to not prejudice the outcome of the proceeding or dispute.

Contingent Assets

The Department of Lands, Planning and the Environment had no contingent assets as at 30 June 2013.

19. EVENTS SUBSEQUENT TO BALANCE DATE

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

20. 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:

<table>
<thead>
<tr>
<th>Nature of Trust Money</th>
<th>Receipts</th>
<th>Expenses</th>
<th>Closing Balance 30 June 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$'000</td>
<td>$'000</td>
<td>$'000</td>
</tr>
<tr>
<td>Retention/Security deposits</td>
<td>-</td>
<td>2,182</td>
<td>1,220</td>
</tr>
<tr>
<td>Surveyors Board</td>
<td>(47)</td>
<td>(14)</td>
<td>17</td>
</tr>
<tr>
<td>Total</td>
<td>(47)</td>
<td>(2,196)</td>
<td>1,237</td>
</tr>
</tbody>
</table>
### Write-offs, Postponements, and Waivers Under the Financial Management Act

Represented by:

<table>
<thead>
<tr>
<th>Item</th>
<th>Agency 2013 $'000</th>
<th>No. of Trans.</th>
<th>Territory Items 2013 $'000</th>
<th>No. of Trans.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irrecoverable amounts payable to the Territory or an agency written off</td>
<td>1</td>
<td>1</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Losses or deficiencies of money written off</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Public property written off</td>
<td>3</td>
<td>2</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Waiver or postponement of right to receive or recover money or property</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Written Off, Postponed and Waived by Delegates</strong></td>
<td>4</td>
<td>3</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

*Amounts written off, postponed and waived by the Treasurer*

<table>
<thead>
<tr>
<th>Item</th>
<th>Agency 2013 $'000</th>
<th>No. of Trans.</th>
<th>Territory Items 2013 $'000</th>
<th>No. of Trans.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irrecoverable amounts payable to the Territory or an agency written off</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Losses or deficiencies of money written off</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Public property written off</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Waiver or postponement of right to receive or recover money or property</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Written Off, Postponed and Waived by the Treasurer</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

*Write-offs, Postponements and Waivers Authorised Under Other Legislation*

<table>
<thead>
<tr>
<th>Item</th>
<th>Agency 2013 $'000</th>
<th>No. of Trans.</th>
<th>Territory Items 2013 $'000</th>
<th>No. of Trans.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gifts Under Other Legislation – Internal (a)</td>
<td>3</td>
<td>2</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Gifts Under the Financial Management Act</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Ex Gratia Payments Under the Financial Management Act</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

(a) Under the *Power and Water Corporations Act* land is vested with PAWC at nil cost
### 22. SCHEDULE OF TERRITORY ITEMS

The following Territory items are managed by the department on behalf of the Government and are recorded in the Central Holding Authority (refer Note 2(c)).

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
</tr>
<tr>
<td><strong>TERRITORY INCOME AND EXPENSES</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Income</strong></td>
<td></td>
</tr>
<tr>
<td>Taxation revenue</td>
<td>-</td>
</tr>
<tr>
<td>Grants and subsidies revenue Capital</td>
<td>1,220</td>
</tr>
<tr>
<td>Fees from regulatory services</td>
<td>1,603</td>
</tr>
<tr>
<td>Royalties and rents</td>
<td>2,512</td>
</tr>
<tr>
<td>Other income</td>
<td>110</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>5,445</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
</tr>
<tr>
<td>Central Holding Authority income transferred</td>
<td>5,445</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>5,445</td>
</tr>
<tr>
<td><strong>Territory Income less Expenses</strong></td>
<td>-</td>
</tr>
</tbody>
</table>

### TERRITORY ASSETS AND LIABILITIES

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Other receivables</td>
<td>512</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>512</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td>Central Holding Authority income payable</td>
<td>512</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>512</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td>-</td>
</tr>
</tbody>
</table>
APPENDICES
GOVERNING LEGISLATION

Legislation and administrative responsibilities

The Department of Lands, Planning and the Environment administers a range of legislation under the ministerial portfolio for the Minister for Lands, Planning and the Environment.

Ministerial portfolio
Minister for Lands, Planning and the Environment

Acts

Aboriginal Land Act
Architects Act
Building Act
Construction Industry Long Service Leave and Benefits Act
Control of Roads Act (Part IV)
Crown Lands Act (except section 79)
Crown Lands Freehold (Conversion from Crown Leasehold) Act
Darwin Waterfront Corporation Act
Electrical Workers and Contractors Act
Environment Protection (Beverage Containers and Plastic Bags) Act
Environmental Assessment Act
Environmental Offences and Penalties Act
Heritage Act
Lands Acquisition Act
Lands Acquisition (Pastoral Leases) Act
Licensed Surveyors Act
Litter Act
Marine Pollution Act
Miscellaneous Acts Amendment (Aboriginal Community Living Areas) Act
National Environment Protection Council (Northern Territory) Act
National Trust (Northern Territory) Act
Northern Territory Environment Protection Authority Act
Northern Territory Land Corporation Act
Nuclear Waste Transport, Storage and Disposal (Prohibition) Act
Palmerston Development Authority Act Repeal Act
Parks and Wildlife Commission Act (Part IV)
Pastoral Land Act (provisions about Aboriginal community living areas)
Place Names Act
Planning Act
Plumbers and Drainers Licensing Act
Plumbers and Drainers Licensing (Validation) Act
Special Purposes Leases Act
Swimming Pool Safety Act
Valuation of Land Act
Waste Management and Pollution Control Act
Water Efficiency Labelling and Standards Act
DEVELOPMENT CONSENT AUTHORITY

The Development Consent Authority (DCA) determines development applications under the Planning Act and NT Planning Scheme and conducts hearings into other matters as requested by the minister under the provisions of the Act. The minister may direct the DCA generally under section 85(1) of the Planning Act.

Chair: Peter McQueen

Members:

Alice Springs:
John McBride
David Koch
Brendan Heenan
Geoff Booth
Chansey Paech (alternate member for B Heenan and G Booth)

Darwin:
David Hibbert
Grant Tambling
Garry Lambert
Robin Knox
Jeanette Anicтомatis (alternate member for G Lambert and R Knox)

Litchfield:
Richard Luxton
Keith Aitken
Michael Bowman
Allan McKay
Terry Richards (alternate member for M Bowman and A McKay)

Batchelor:
Richard Luxton
Stuart Delahay
Andrew Turner
Diedre Pickering
Dave Gray (alternate member for A Turner and D Pickering)

Katherine:
Barry Densley
Anne Shepherd
Donald (Henry) Higgins
Steven Rose
Fay Miller (alternate member for D Higgins and S Rose)

Palmerston:
Steve Ward
Stuart Delahay
Susan McKinnon
Paul Bunker
Andrew Byrne (alternate member for S McKinnon and P Bunker)

Tennant Creek:
Ray Wallis
Lennart Holbrok
William (Tony) Boulter
Hal Ruger
Narelle Bremner (alternate member for W Boulter and H Ruger)

SURVEYORS BOARD OF THE NORTHERN TERRITORY

The Surveyors Board is a statutory body under Part III of the Licensed Surveyors Act. The board’s purpose is to provide for the registration of land boundary surveyors and regulation of the practice of land boundary surveying in the Northern Territory.

Chair: Garry West, Surveyor-General

Members:

Robert Sarib
Brian Blakeman
Richard Purnell
Warwick Bryant

Secretary: David Jeffery

PLACE NAMES COMMITTEE FOR THE NORTHERN TERRITORY

The Place Names Committee is established under section 5 of the Place Names Act to make recommendations to the minister on the naming of places (streets, roads, suburbs, localities and natural features).

Chair:
Dawn Lawrie

Members:

Garry West, Surveyor-General
Councillor Liz Martin
Sean Parnell

Secretariat: Cassandra Arnott
BUILDING ADVISORY COMMITTEE
The Building Advisory Committee is a statutory body under section 9(1) of the Building Act. The committee advises the minister on appropriate technical standards and matters arising from administration of the Act. The committee accredits building products, construction methods, and design and component systems.

Chair: Steven Ehrlich
Deputy Chair: Peter Russell

Members:
Dean Chambeyron
Steve Popple
Robert Foote
Peter Pratten
Paul Nowland
Grant O’Callaghan
Neil Clarke
Graham Lockerbie

Registrar: Anne Hammond

BUILDING APPEALS BOARD
The Building Appeals Board was established under section 17(1) of the Building Act to determine and decide on:
- modifications to the applications of building regulations with regard to specific building work
- appeals by owners or their agents against decisions of a building certifier
- appeals by the director against the decision of a building certifier
- appeals against decisions of the director.

Chair: John Brears
Deputy Chair: Daniel Bree

Members:
David Bridgman
Steve Popple
Craig Leslie
Andy Matthewson
Allan Oates
Dehne Tynan

Registrar: Anne Hammond
NORTHERN TERRITORY PLUMBERS AND DRAINERS LICENSING BOARD
The Plumbers and Drainers Licensing Board is a statutory authority established under section 5 of the Plumbers and Drainers Licensing Act. It is responsible for issuing advanced tradesman licences, journeyman registration cards and reciprocity certificates.

The board administers the Plumbers and Drainers Licensing Act and ensures only qualified persons obtain licences, registration cards and certificates. It is also responsible for assessing and maintaining standards of workmanship and protecting consumers by investigating complaints, and where appropriate, taking disciplinary action.

The board fulfils its role by functioning in conjunction with other authorities that, under their respective legislation, require authorised plumbing and drainage works to be carried out by licensed tradesmen.

Chair: Vacant
Deputy Chair: Richard McElwee
Members:
Rodney Cryer
Armando Padovan
Registrar: Erin Belfrage

NORTHERN TERRITORY ARCHITECTS BOARD
The Northern Territory Architects Board is constituted under the Architects Act to authorise or refuse the registration of an applicant (subject to conditions) as an architect, an architectural partnership or an architectural company.

It regulates the practice of architecture in the Northern Territory and ensures the general community can rely on the fact that persons using the title ‘architect’ are qualified to perform their professional role.

Chair: Ross Finocchiaro
Deputy Chair: Richard Layton
Members:
Robert Cova
Bertram Birk
Lynette Bennett
Registrar: Christine West

BUILDING PRACTITIONERS BOARD
The Building Practitioners Board was established under the Building Act to ensure that qualifications and performance of building practitioners match their responsibilities under the Act.

The Northern Territory’s building control system is supported by private sector certification. Building practitioners are responsible for certifying, within their respective level of registration, that building works are designed and constructed in accordance with the Building Act, the Building Code of Australia and associated Australian standards. Building practitioners must be registered with the Building Practitioners Board.

Chair: Dick Guit
Deputy Chair: Penny Whinney-Houghton
Members:
Robert Cox
Brendan Meney
Peter Naylor
Paul Nowland
Bede Rodeghiero
John Stewart
Jim Williams
Graham Lockerbie
Registrar: Vicki Goudie
ELECTRICAL WORKERS AND CONTRACTORS LICENSING BOARD

The Electrical Workers and Contractors Licensing Board is a statutory authority established under section 6 of the Electrical Workers and Contractors Act. It is responsible for issuing electrical and contractor’s licences, registration cards and reciprocity certificates.

The board administers the Electrical Workers and Contractors Act and ensures only qualified persons obtain licences. It is also responsible for assessing and maintaining standards of workmanship and protecting consumers by investigating complaints, and where appropriate, taking disciplinary action.

The board fulfils its role by functioning in conjunction with other authorities that, under their respective legislation, require authorised electrical works to be carried out by licensed tradesmen.

Chair: Colin Freeman

Members:
Stephen Gray
Michael Haire
Ken Kernich
Pat Nolan

Deputies:
Geoff Cowie
Howard Pullen
Andrew Whitty

Acting Registrar: April Robinson

NT VALUATION BOARD OF REVIEW PANEL

The Valuation Board of Review Panel is a statutory body established under Section 20B of the Valuation of Land Act to consider objections to decisions of the Valuer General, usually for rating purposes.

The Act provides for the establishment by ministerial appointment of a Valuation Board of Review Panel of appropriately qualified persons from which a Valuation Board of Review is selected to consider an objection.

The panel consists of 14 members appointed by the minister who must be valuers, members of the Real Estate Institute of Australia (or hold qualifications that the minister considers equivalent to such membership), or legal practitioners. At least two of the panel must be legal practitioners.

Chair: Michael McDermott

Deputy Chair: John Gleeson

Members:
Nikolai Christup
Ross Copland
Trevor Dalton
David Francis
Douglas Fraser
Michael Gale
Martin Gore
Bill Linkson
Timothy Rabbitt
Terry Roth
Alex Smithson
Tony West
LAND AND VALUATION REVIEW TRIBUNAL

The Land and Valuation Review Tribunal is established under section 21 of the Valuation of Land Act. The tribunal reviews any decision of a Valuation Board of Review referred by an objector who is dissatisfied with the board’s decision.

Under the Crown Lands Act, the tribunal can review a decision of the minister or the Valuer-General on an objection to a reappraisal of lease rent, an assessment of compensation for improvements on land or a determination to forfeit a lease of Crown lands. The tribunal can also review a decision of the minister or the Valuer-General under the Special Purposes Leases Act.

As required by the Act, the President and all members of the tribunal are judges of the Supreme Court.

Chair: Hon Trevor John Riley (Chief Justice), appointed President of the Tribunal

Members:
Hon Peter Martin Barr
Hon Jenny May Blokland
Hon Judith Kelly
Hon Justice John Ronald Mansfield AM
Hon Justice Brian Ross Martin AO
Hon Dean Mildren RFD
Hon Leslie Trevor Olsson AO MBE RFD ED
Hon John Edward Reeves
Hon Stephen Roger Southwood

Registrar: Margaret Rischbieth

COMMUNITY LIVING AREAS TRIBUNAL

The Community Living Areas Tribunal is constituted under part 8 of the Pastoral Land Act as an independent body to consider and make recommendations to the minister on applications for the excision of Aboriginal community living areas from pastoral leases. Applications are referred to the tribunal by the minister, who appoints two members.

One of the members is selected from nominations provided by the Northern Territory Cattlemen’s Association and the other from nominations provided by the relevant land council.

The two members, and chair or deputy chair, comprise the tribunal for the purpose of hearing a particular matter.

Chair: Hugh Bradley

Deputy Chair: Raelene Webb

Members as nominated by the Northern Territory Cattlemen’s Association:
Bob Lee
Jim Forwood
Paul Vanderleur
Sam Goldsworthy
John Armstrong
Bill Prior
Val Dyer
John Hagan

Members as nominated by the Northern Land Council:
Michael O’Donnell
Jenny Blockland
Toni Bauman
David Dalrymple
Paul Walsh
Michael Prowse

Action Officer: Christine West
NORTHERN TERRITORY LAND CORPORATION

In accordance with the Northern Territory Land Corporation Act, the function of the Northern Territory Land Corporation is to acquire, hold and dispose of real property in accordance with this Act.

The corporation is not an Authority or Instrumentality of the Crown and is not subject to the control and direction of a minister or the Crown.

Chair: Peter Blake

Members:
John Coleman
Chris Bigg
Bill Goedegebuure
John Pinney
David Ritchie

Executive Officer: Grace Thorpe

The Department of Lands, Planning and the Environment provides some services to the corporation to carry out its functions.

CONSERVATION LAND CORPORATION

In accordance with the Enabling Act, Northern Territory Conservation Land Corporation is not an Authority or Instrumentality of the Crown and is not subject to the control and direction of a minister or the Crown.

Chair: Bill Goedegebuure

Members: Alastair Shields

Executive Officer: Jailee Wilson

The Department of Lands, Planning and the Environment provides some services to the corporation to carry out its functions.

SWIMMING POOL FENCING REVIEW COMMITTEE

In accordance with the Swimming Pool Fencing Act, a person affected by a decision of the Swimming Pool Safety Authority can apply for a review of the decision by the Swimming Pool Fencing Review Committee.

Chair: Graham Franklin,

Members:
Nicola Jackson
Annette Roberts

HERITAGE COUNCIL

The Heritage Council consists of 11 members. As at 30 June 2013, the members of the Heritage Council were:

Chair: Brian Reid

Members:
Elizabeth Close (National Trust)
Peter Madden (Aboriginal Areas Protection Authority)
Steven Hennessy (Local Government Association of the NT)
Allan Garraway (NT Property Council)
Wayne Craft (nominee of the Chief Executive)
David Curtis
Mickey Dewar
Mike Owen
Richard Luxton
Samantha Wells
STATUTORY BODIES

NT Build

The NT Build Board (called ‘NT Build’) was established as a body corporate in 2005 under the *Construction Industry Long Service Leave and Benefits Act (the Act)* to provide portable long service leave benefits to Territory construction industry workers.

The board is responsible for administering the portable long service leave scheme. The scheme enables workers to qualify for long service leave based on their service to the industry rather than service with the same employer. Workers can therefore work for any number of employers. The portability also extends across state borders under the National Reciprocal Agreement.

The scheme is funded by a levy imposed on eligible construction projects of at least $200,000 or more in value (excluding single detached dwellings) and from investment earnings. This revenue is used to fund the payment of long service leave benefits accrued by construction workers.

Under the Act, the board is required to report annually direct to the responsible minister on its operations. Accordingly, a separate annual report, including audited financial statements, is tabled each year in the Legislative Assembly.

Members at 30 June 2013 were:

**Chair:** Barry Chambers

**Members:**
- Graham Kemp
- Dick Guit
- Michael Haire
- Tony Stubbin
- Mick Huddy

**Registrar:** Theo Tsikouris