

**PUBLIC ACCOUNTS
COMMITTEE**

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

PUBLIC ACCOUNTS COMMITTEE

ANNUAL REPORT

YEAR ENDED 30 JUNE 1996

REPORT NUMBER 29

NOVEMBER 1996

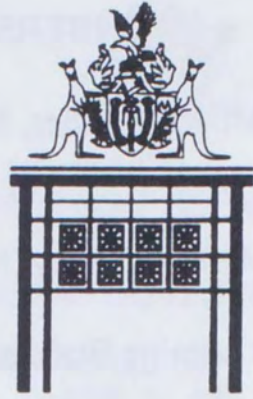
**Presented and
Ordered to be
printed by the
Legislative
Assembly of the
Northern Territory
on 28 November
1996**

THIS ANNUAL REPORT

The Annual Report of the Public Accounts Committee is a document of accountability to the Legislative Assembly, and provides a statement to other interested stakeholders on the Committee's role, structure, responsibilities and activities.

The Public Accounts Committee is required to report annually in accordance with Section 21A of the Standing Orders of the Legislative Assembly of the Northern Territory. A summary of activities is also included within the Department of Legislative Assembly annual report for the same reporting year as required by Section 28 of the *Public Sector Employment and Management Act*.

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LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

PUBLIC ACCOUNTS COMMITTEE

ANNUAL REPORT

YEAR ENDED 30 JUNE 1996

REPORT NUMBER 29

NOVEMBER 1996

GPO Box 9251
Darwin NT 0801
Level 2, Parliament House
Mitchell Street
Darwin NT 0800

MEMBERS

Mr Rick Setter, MLA
(Chairman)

Mr John Bailey, MLA

Mrs Loraine Braham, MLA

Mr Brian Ede, MLA

Mr Phil Mitchell, MLA

SECRETARIAT

Jennifer Mollah
Secretary to the Committee

Judith Herring
Administrative Assistant to the Secretary

Legislative Assembly of the Northern Territory

PUBLIC ACCOUNTS COMMITTEE

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Darwin NT 0801

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Public Accounts Committee

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GPO Box 3721
DARWIN NT 0801

October 1996

The Hon. Terry McCarthy, MLA
Speaker
GPO Box 3721
DARWIN NT 0800

Dear Mr Speaker,

In accordance with the provisions of Section 21A of the Standing Orders of the Legislative Assembly of the Northern Territory, I have pleasure in submitting this Annual Report to you on the activities, staffing and operations of the Public Accounts Committee for the financial year ended 30 June 1996.

I advise that to the best of my knowledge and belief, the system of internal control provides reasonable assurance that:

- (a) proper records of all transactions affecting the Public Accounts Committee are kept by the Department of Legislative Assembly and that provisions of the *Financial Management Act*, Treasury Regulations and the Treasurer's Directions have been observed; and
- (b) procedures within the Department are such as will at all times afford a proper control over expenditure and public property of the Public Accounts Committee.

Having regard to the provisions of the aforementioned legislation, I am not aware of any indication of fraud, malpractice, major breach of legislation or delegation, major error in or omission from the accounts and records of the Department of Legislative Assembly, that apply to the Public Accounts Committee.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rick Setter'.

RICK SETTER, MLA
CHAIRMAN

Legislative Assembly of the Northern Territory
Public Accounts Committee

Telephone (08) 253 2222
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Legislative Assembly

Public Accounts Committee
PO Box 3721
Darwin NT 0801

2008-2009

The Hon. Terry McCarthy MLC
Speaker
PO Box 3721
DARWIN NT 0801

Dear Mr Speaker,

In accordance with the provisions of section 21A of the Public Accounts Act, I have pleasure in submitting this Annual Report to you as the Speaker of the Northern Territory Legislative Assembly. The Report covers the period from 1 July 2008 to 30 June 2009.

I advise that in the face of my knowledge and belief the system of internal control provided by the Northern Territory Government is sound and effective.

(a) - I have reviewed the accounts of the Northern Territory Government and the Department of Legislative Assembly and the results of the financial statements are satisfactory.

(b) - I have reviewed the accounts of the Northern Territory Government and the Department of Legislative Assembly and the results of the financial statements are satisfactory.

Yours sincerely,

RIK SMEETH MLC
CHAIRMAN (2008-2009)
PO Box 3721 Darwin NT 0801

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CHAIRMAN'S REVIEW

On behalf of the Members of the Public Accounts Committee of the Seventh Assembly, I am pleased to present the tenth Annual Report of activities for 1995-96.

Changes in membership to the Committee during the year resulted in Hon. Denis Burke, MLA, being elevated to the Ministry and Mr Phil Mitchell, MLA, replacing Hon. Burke in August 1995.

The Committee continued its deliberations into two inquiries: the Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory and the Provision of Health Services to Aboriginal Communities in the Northern Territory. Both reports are expected to be tabled in the first half of the 1996/97 financial year.

From October to May, members and staff of the Committee spent a total of eleven days travelling to Alice Springs, Katherine, Nhulunbuy and twelve Aboriginal communities receiving briefings and collecting evidence for these inquiries. Meetings and briefings were also held in Darwin and Batchelor.

The Committee has an ongoing brief to examine the reports of the Auditor-General laid before the Legislative Assembly. While much of the Committee's time was spent on the two Aboriginal inquiries, the Committee was able to table two other reports (Nos. 24 & 25) reporting on the Auditor-General's Report of 1992-93.

Finally I wish to express my gratitude to the members and staff of the Committee for their continued support during the year.

RICK SETTER, MLA

PROFILE OF COMMITTEE MEMBERS

The Members of the Public Accounts Committee during the year were:

Mr Rick Setter, MLA - Chairman

Appointed 17 May 1988
Appointed Chairman 25 August 1994
Country Liberal Party
Member for Jingili. First elected 1984.
Chairman of Committees.
Other Committees: Publications (Chairman); Subordinate Legislation and Tabled Papers (Chairman); Standing Orders.

Mr John Bailey, MLA

Appointed 4 December 1990
Australian Labor Party
Member for Wanguri. First elected 1989.
Opposition Whip (ceased 14/5/96)
Deputy Leader of the Opposition (appointed 14/5/96)
Shadow Minister for TIO, Treasury (appointed 23/4/96); Education & Training (appointed 23/4/96); Youth and Young Families (appointed 23/4/96); Parks & Wildlife (10/10/95-14/5/96); Tourism (29/6/95-14/5/96); Trade and Industry Development (10/10/95-14/5/96); Transport & Works (26/6/95-10/10/95).
Other Committees: Constitutional Development; Environment

Mrs Loraine Braham, MLA

Appointed 27 June 1994
Country Liberal Party
Member for Braitling. First elected 1994
Deputy Chairman of Committees
Other Committees: Use and Abuse of Alcohol by the Community

Hon. Denis Burke, MLA

Appointed 23 August 1994
Discharged 15 August 1995
Country Liberal Party
Member for Brennan. First elected 1994
Minister for Power and Water, Work Health, and Territory Insurance (26/6/95-21/6/96); Attorney-General; Health Services, Work Health, Liquor Commission (appointed 21/6/96) .

Mr Brian Ede, MLA

Reappointed 27 June 1994
Australian Labor Party
Member for Stuart. First elected 1983.
Leader of the Opposition (resigned 16/4/96)
Shadow Minister for Department of the Chief Minister; Treasury; Police, Fire and Emergency Services; and Asian Relations and Trade 29/6/95-23/4/96); Industries and Development (29/6/95-10/10/95)
Other Committees: Constitutional Development; Standing Orders (appointed 14/5/96)

Mr Philip Mitchell, MLA

Appointed 15 August 1995
Country Liberal Party
Member for Millner. First elected 1994
Other Committees: Publications; Constitutional Development; Environment.

CHARTER

ESTABLISHMENT OF THE COMMITTEE

The Northern Territory Public Accounts Committee was first established by temporary Standing Order 21A of the Legislative Assembly on 18 June 1986. The Committee's status was altered, by way of motion of the Chief Minister on 23 August 1988, from a Sessional Committee on a trial basis only to a Standing Committee of the Parliament.

As a Committee of the Assembly, its authority is derived from the *Northern Territory (Self Government) Act* (of the Commonwealth) and the *Legislative Assembly (Powers and Privileges) Act* (of the Northern Territory).

REPORTS OF THE COMMITTEE

The Committee is required to report to the Legislative Assembly on an annual basis as well as providing specific reports from time to time to report its proceedings and evidence taken. (Refer Appendix 3 for previous reports of the Committee.)

ACTIVITIES 1995/96

COMMITTEE MEMBERSHIP

The Committee is comprised of five (5) members, presently three (3) Government and two (2) Opposition members. At the conclusion of the 1995/96 financial year, the Committee members were:

- Mr Rick Setter, MLA - Chairman
- Mr John Bailey, MLA
- Mrs Loraine Braham, MLA
- Mr Brian Ede, MLA
- Mr Phil Mitchell, MLA

On 15 August 1995, the Member for Brennan, Mr Denis Burke, MLA, was discharged from further attendance on the Public Accounts Committee and the Member for Millner, Mr Phil Mitchell, MLA, was appointed in his place.

MEETINGS

The Committee met on 35 occasions during the year. Details of these meetings are included on pages 9-18.

	Deliberative Meetings Attended	Deliberative Meetings held while Member
SETTER, Rick	35	35
BAILEY, John	34	35
BRAHAM, Loraine	30	35
BURKE, Denis	1	1
EDE, Brian	28	35
MITCHELL, Phil	32	34

REPORTS TABLED

The following reports were tabled before the Northern Territory Legislative Assembly during the 12 months to 30 June 1996:

Annual Report Year Ended 30 June 1995 - Report No. 23

This report was tabled on 19 October 1995 and reviewed the activities of the Committee over the previous 12 months.

Report on the Auditor-General's Annual Report 1992-93 - Report No. 24

This report was tabled on 19 October 1995 and covered the Committee's review into the Auditor-General's Report on the inadequate procurement procedures for the acquisition of wheelchairs by the Department of Education in June 1992.

Second Report on the Auditor-General's Annual Report 1992-93 - Report No. 25

The second report on the Auditor-General's Annual Report was tabled on 30 November 1995 and covered the concerns raised by the Auditor-General in relation to energy management; the Department of Transport and Work's NT Fleet, the Department of Education's Colleges of Technical and Further Education financial matters and devolution of responsibilities to school councils, and the Office of the Commissioner for Public Employment's Automated Personnel System.

Internal Audit in the Northern Territory Public Sector - Report No. 26

Report No. 26, tabled in the Legislative Assembly on 30 November 1995, reported on a survey conducted throughout the public sector to ascertain whether proper internal audit procedures were in place in government agencies and business enterprises.

CURRENT INQUIRIES

Auditor-General's Annual & Mid Year Reports 1993/94 & 1994/95

Briefings were held during the year with the Auditor-General, the Department of Asian Relations, Trade and Industry and the Liquor Commission.

Inquiry into the Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory

On 1 December 1994, the Minister for Education and Training, the Hon. Fred Finch, MLA, requested the Public Accounts Committee to conduct an inquiry into the accounts of receipt and expenditure for the provision of school education services for remote Aboriginal communities in the Northern Territory.

During the year the Committee received briefings from officers representing the Department of Education (Darwin and Alice Springs), the Commonwealth Grants Commission, twelve remote communities, Batchelor College, NT Treasury, and various interested organisations in Alice Springs and Darwin.

The Committee intends to table its Report in August 1996.

Inquiry into the Provision of Health Services to Aboriginal Communities in the Northern Territory

On 1 December 1994, the Minister for Health & Community Services, the Hon. Mike Reed, MLA, requested the Public Accounts Committee to conduct an inquiry into the provision of health services to Aboriginal communities in the Northern Territory.

During the year, the Committee received briefings from Territory Health Services (both in Darwin and Alice Springs), and Menzies School of Health Research. Concurrent briefings were also held in association with the Inquiry into the Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory.

The Committee intends to table its Report in November 1996.

CONFERENCES, SEMINARS AND TRAINING

The Committee was represented at the following external conferences and seminars during the year:

Administrative Law: Improving Quality Decision Making, Sydney, 28-29 August 1995

Mr John Bailey, MLA

Strategic & Management Review, Darwin, 21 September 1995

The Public Sector Accounting Group, on behalf of the Public Accounts Committee, hosted a half day seminar on public accountability. Mr Rick Setter, MLA, addressed this forum on the role of parliamentary committees and the results of the Internal Audit Survey conducted by the Committee during the year. Mr Des Pearson, the Western Australian Auditor-General, was the keynote speaker on the strategic reviews conducted by the Western Australian Office of the Auditor-General.

Ms Jenny Mollah, Secretary

Mr Ron Kirkman, Research Officer

Mr Ted Rayment, Research Officer

Cross Cultural Awareness Course, Darwin, 22 September 1995

Mr Phil Elsegood, Facilitator, Cross Cultural Consultants, conducted a three hour presentation in cross cultural awareness, which was attended by Committee members and staff.

Aboriginal Health: social & cultural transitions, Darwin, 28-30 September 1995

Mr Ted Rayment, Research Officer

Project Management, Darwin, 9-10 November 1995

Ms Jenny Mollah, Secretary

Professional Development Strategic Planning, Darwin, 3-4 & 17 November 1995

Ms Jenny Mollah, Secretary

Commercialisation of Government Departments, Sydney, 4-5 December 1995

Mr Rick Setter, MLA

Mrs Jenny Mollah, Secretary

International Health Conference: *Health and Well-Being in a Diverse Society*, Perth, 11-13 December 1995

Mr Ted Rayment, Research Officer

Recent Developments in Information Privacy, Sydney, 7-8 December 1995

Mr John Bailey, MLA

Mid-Term Meeting of the Australasian Council of Public Accounts Committees, Sydney, 15 February 1996

Mr Rick Setter, MLA

Ms Jenny Mollah, Secretary

Asset Valuation in the Public Sector, Sydney, 16 February 1996

Mr Rick Setter, MLA

Ms Jenny Mollah, Secretary

Accrual Accounting and Reporting in the Public Sector Conference, Canberra, 26 June 1996

Mr Rick Setter, MLA

Mr John Bailey, MLA

AUSTRALASIAN COUNCIL OF PUBLIC ACCOUNTS COMMITTEES (ACPAC)

The Mid Term Meeting of the Australasian Council of Public Accounts Committees was hosted by the New South Wales Public Accounts Committee in Sydney on Thursday, 15 February 1996.

The meeting included discussion on a number of issues which will be finalised at the Biennial Conference in February 1997.

Topics of discussion included:

- Accountability of Grants
- Independence of Auditors-General
- Government Accountability
- Bidding Wars
- Parliamentary Privilege

OTHER ACTIVITIES

Annual Report Awards

The Committee continues to provide support and sponsorship to the Northern Territory Public Sector Annual Report Awards co-sponsored by Panel Kerr Forster (Chartered Accountants) and the Northern Territory Division of Royal Institute of Public Administration Australia.

Mr Rick Setter, MLA, participated on the adjudication panel for the 1996 awards. These awards were announced in May 1996.

A total of 36 entries were received for the 1996 awards. The overall winner was the Department of Transport & Works. (Refer Appendix 6 for Adjudicators' Report.)

SUMMARY OF MEETINGS

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
135	9.8.95	Deliberative		
		Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Northern Territory Treasury	Mr Tim McClelland, Senior Director, Program & Financial Relations Mr John Ayre, Director, Financial Relations
		Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Department of Education	Mr Dennis Griffith, Director, Planning and Revenue
136	22.9.95	Deliberative Training	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Cross Cultural Awareness	Mr Phil Elsegood, Facilitator, Cross Cultural Consultants
137	12.10.95	Deliberative		
137A	12.10.95	Deliberative Sub-Committee Meeting		
138	13.10.95	Deliberative		
		Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Our Lady for the Sacred Heart School, Wadeye	Sister Elizabeth Little, Principal Ms Margaret Rowe, Assistant Principal Mr Gerard Doyle, Assistant Principal
		Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Our Lady for the Sacred Heart School, Wadeye	Martina Mullumbuk, Assistant Teacher; Ursula Kinthari, Teacher Louise Djarkal, Teacher Aloysius Kungul, Literacy Worker Clepus Dumoo, Remote Area Teacher Education Student Tobins Ngambe, Teacher

Public Accounts Committee

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
		Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Kardu Numida Incorporated, Wadeye	Mr Leon Melpi, the President Mr Terry Bolimore, Council Clerk Mr David Sutcliffe
139	17.10.95	Deliberative		
140	20.10.95	Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Feppi - NT Aboriginal Education Consultative Group	Ms Lana Quall, Chairperson Ms Lenore Dembski, Specialist Member, Employment and Training Mr Joseph Brown, Darwin Regional Representative Mr Billy Jungarrayi Larry, Alice Springs/Sandover Regional Representative Lindsay Jampijnpa Turner, Lake Mackay Regional Representative
141	24.10.95	Private Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Aboriginal Development Unit, Department of Education	Chris Makepeace, Director, Schools Policy Lenore Dembski, Director Paul Rider, Senior Training Co-ordinator, East Arnhem John Wagner, Senior Training Co-ordinator, Southern Region Brian McGuinness, Senior Rural Development Co-ordinator Lee Clarke, Senior Curriculum and Research Officer

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
142	25.10.95	Public Hearing	Provision of Health Services to Aboriginal Communities in the Northern Territory Territory Health Services	Mr Jim Pearse, Manager Structural Funding, Strategies Unit, NSW Health Department and ex-Territory Health Services Mr Gavin Mooney, Professor of Health Economics, University of Sydney Ms Carol Beaver, Health Economics and Resourcing
		Public Hearing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Commonwealth Grants Commission	Mr Dick Rye, Chairman
143	16.11.95	Deliberative		
144	23.11.95	Deliberative		
145	29.11.95	Deliberative		
146	9.2.96	Deliberative		
		Private Briefing	Auditor-General's Annual Report 1993/94 and 1994/95 Office of the Auditor-General	Mr Iain Summers, Auditor-General Mr Ian Miller, Principal Auditor
147	29.2.96	Deliberative		
148	7.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Belyuen Community Government Council, Belyuen	Mr Harry Singh, Chairman Mr Claude Holtze, Deputy President Mr Tony Singh, Councillor Ms Sandra Yarrowin, Councillor Ms Lorna Tennant, Bookkeeper.
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Belyuen Community Health Clinic, Belyuen	Christine Wigger, Registered Nurse Harry Singh, Aboriginal Health Worker

Public Accounts Committee

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Belyuen School, Belyuen	Ms Bev Bainbridge, Head Teacher
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Belyuen School, Belyuen	Marjorie Bilbil, Aboriginal Assistant Teacher Linda Yarrowin, Aboriginal Assistant Teacher Patsyann Jorroch, Aboriginal Assistant Teacher Topsy Phillips, Aboriginal Assistant Teacher
149	8.3.96	Deliberative	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Department of Education	Mr Cliff Fowler, Chief Assessor, Evaluation and Assessment Unit Mr Huang Zheng Sen, Principal Research Officer Mr Paul Bubb, Principal Education Officer, Aboriginal Languages and Bilingual Education
		Private Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Territory Health Services	Mr Graham Symons, Deputy Secretary, Program Development & Planning Ms Carol Beaver, Director, Health Economics, Territory Health Services
150	19.3.96	Deliberative	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Maningrida Council Inc.	Mr Alan Clough, Council Clerk Gordon Machbirrurr, Assistant Council Clerk and Councillor Charlie Yirrwalla, Councillor Roly Madjerr, Councillor
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Maningrida Community Education Centre	Mr Greg Jarvis, Principal Mr Alistair Scott, Assistant Principal Ms Miriam McDonald, Assistant Principal Mr Patrick Brown, Chairman, Maningrida School Council

Annual Report Year Ended 30 June 1996

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Homeland Centres and the Yuyabol Action Group, Maningrida Community Education Centre	Aboriginal staff David Bond, Executive Officer Wayne Campion, Assistant Executive Officer Billy Jimanwalla, Committee Member of the Bawinanga Aboriginal Corporation
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Maningrida Community Health Clinic	Dr Tony McMullin, the District Medical Officer Liz Stephenson, Registered Nurse Karen Williams, Registered Nurse Sue Kruske, Registered Nurse
151	20.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Yirrkala education centres	Mr Leon White, Principal, Yirrkala Homeland Centres Ms Nalwarri Ngurruwutthun, Principal, Yirrkala Community Education Centre Ms Raymattja Marika Mununggiritj, Yolngu Education Manager, Yirrkala.
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Yirrkala Dhanbul Community Association Inc.	Wanyubi Marika, Chairman Bakamumu Marika, Vice Chairman Raymattja Marika Mununggiritj, Council Member Banbapuy Maymuru, Council Member Djuwalpi Marika, Council Clerk Banduk Marika, Council Member Howard Amory, Community Educator, North East Arnhem Region
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Yirrkala Health Centre	Stephen Murdoch, Clinical Nurse Consultant Burungay Maymuru, Senior Aboriginal Health Worker
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Yirrkala School Action Group	Raymattja Marika, Banbapuy Maymuru Walilwanga Yunupingu Bamuniya Marika Ngalawurr Mununggurr Nalwarrai Ngurruwutthun Dinkirrk Munuggurr Merrkiyawuy Ganambarr Stubbs Rarriwuy Marika Djalinda Ullamari

Public Accounts Committee

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
152	21.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory St Frances Xavier School, Daly River	Miriam Rose Baumann, Principal David Sutton, Assistant Principal
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Naiuyu Nambiyu Community Government Council, Daly River	Mark Mullins, President Jim Parry, Councillor Bridgette Kikitin, Councillor Miriam Rose Baumann, Councillor Robert Lindsay, Councillor Jimmy Numbatu, Councillor
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Naiuyu Nambiyu Community Health Clinic, Daly River	Mark Mullins, RN Helen MacArthur, RN.
153	26.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Ngukurr Community Education Centre	Gwen Rami, Principal Neil Gibson, Assistant Principal/ Mentor Michelle Bennett, Teacher Ann Maree Rogers, Teacher David Daniels, President of the Yugul Mangi Community Government Council Robin Rogers, Councillor
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Ngukurr Health Clinic	Alexander Thompson, Senior Aboriginal Health Worker David Daniels, President, Yugul Mangi Community Government Council Phillip Bush, Councillor
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Yugul Mangi Community Government Council	Mr David Daniels, President Mr Phillip Bush, Councillor

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
154	26.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Urapunga School	Indu Parmar, Head Teacher Margaret Duncan, Assistant Teacher Jenine Williams, Teacher Naomi Merry, Aboriginal Hearing Officer David Daniels, Yugul Mangi Community Government Council
155	27.3.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Elliott District Community Government Council	Ms Bonnie Absalom, Vice President Mr Ron Squires, Councillor Ms Kirsteen Squires, Councillor Ms Florene Bathern, Councillor Ms Dawn Jackson, Council Clerk
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Gurungu Corporation	Mr Kevin Neade, Council Clerk Harold Ulamari, Co-ordinator Rosemary Neade, Councillor Dick Rogers, Councillor Gordon Jackson, Councillor Heather Dixon, Councillor Oscar Wilson, Councillor Theresa, Councillor Alice Bell, Councillor Raymond, Councillor
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Elliott Health Service	Senior Sister Wendy Dow Sister Margaret McLean
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Elliott Community Education Centre	Mr Ian Hopwood, Principal Ms Amy Lauder, School Councillor
156	28.3.96	Deliberative Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Menziess School of Health Research	Dr Wendy Hoy, NHMRG Senior Research Fellow and Head of the Renal Unit

Public Accounts Committee

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
		Public Briefing	Auditor-General's Annual Report 1993/94 and 1994/95 Department of Asian Relations, Trade and Industry, International Management Project Unit	Ms Sarah Butterworth, Deputy Secretary Mr Jim Jones, Director,
		Public Briefing	Auditor-General's Annual Report 1993/94 and 1994/95 NT Liquor Commission	Mr John Maley, Chief Executive Officer Ms Julia Erdelyi, Deputy Registrar
157	15-16.4.96	Deliberative		
158	1.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Batchelor College	Mr John Ingram, Director Dr David McClay, Deputy Director (Operations) Dr John Henry, Assistant Director, Academic Development Ms Alison Worrell, Head of the School of Health Studies Mr Ron Watt, Head of the School of Educational Studies Mr Ron Stanton, Senior Lecturer, Centre for Education, Research and Development Mr Bill Baird, Senior Executive Officer, Council, Communities and Students Ms Holly Margerrison, Registrar
159	3.5.96	Deliberative		
160	7.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Department of Education, Alice Springs	Mr Noel Coutts, Superintendent, Alice Springs West Mr Russell Totham, Superintendent, Alice Springs East
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Territory Health Services, Alice Springs	Mr Ross Brandon, Regional Director, Operations Central
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Central Land Council, Alice Springs	Tracker Tilmouth, Director Ms Olga Havnen, Senior Policy Officer

No.	Date	Type of Meeting	Reference Organisation Represented	Witness
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Central Australian Aboriginal Congress Incorporated, Alice Springs	Mr Kenny Laughton, Director Dr John Boffa, Medical Officer, Public Health Unit Ms Heather Brown, Branch Manager, Education and Training Unit
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Yirara College of the Finke River Mission, Alice Springs	Paster Mark Doecke, Principal Mr John Proeve, A/Deputy Principal (Academic) Mr Lester Kerber, Bursar Mr Tom Reuther, Chairman, Governing Council
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Alice Springs Town Council	Mr Allan McGill, Town Clerk Ms Carole Frost, Alderman Mr Rod Oliver, Alderman Mr Terry McCumiskey, Alderman Ms June Noble, Alderman
161	8.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Wallace Rockhole Community Government Council	Mr Ken Porter, Council Clerk Mrs Glenys Porter, Council Member Ms Rachel Abbott, Council Member Mr Max Baliva, Council Member Ms Kathy Abbott, Council Member Mr Edmund Rubuntja, Council Member Mr Peter Mocketarinja, Council Member Mr Bernard Abbott, Council Member Mr John Abbott, Community Member Mr Ralph Abbott, Community Member

Public Accounts Committee

<i>No.</i>	<i>Date</i>	<i>Type of Meeting</i>	<i>Reference Organisation Represented</i>	<i>Witness</i>
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Wallace Rockhole School	Mr Paul Buckley, Head Teacher
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Wallace Rockhole Health Service	Ms Rachel Abbott, trainee health worker
162	9.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Yulara School	Mr Bob McNee, Head Teacher
		Public Briefing	Provision of Health Services to Aboriginal Communities in the Northern Territory Yulara Medical Services, Royal Flying Doctor Service	Mr John Lynch, Executive Officer, Adelaide Dr Ross Peterkin Ms Sally Young, Clinical Nurse Consultant Mr Tim Spokes, Clinical Nurse Consultant
163	9.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Mutitjulu School	Mr Barry Raborne, Head Teacher
		Deliberative		
		Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Provision of Health Services to Aboriginal Communities in the Northern Territory Mutitjulu Community Incorporated	Mr David Scholz, Health Administrator Mr John Willis, Community Liaison Officer
164	10.5.96	Public Briefing	Provision of School Education Services for Remote Aboriginal Communities in the Northern Territory Nyangatjatjara Aboriginal Corporation	Mr Laurie Gorman, Executive Officer
165	14.5.96	Deliberative		
166	21.5.96	Deliberative		

Annual Report Year Ended 30 June 1996

<i>No.</i>	<i>Date</i>	<i>Type of Meeting</i>	<i>Reference Organisation Represented</i>	<i>Witness</i>
167	23.5.96	Deliberative		
168	5.6.96	Deliberative		
169	19-20.6.96	Deliberative		

ADMINISTRATION AND STAFFING

SECRETARIAT

Staffing for the Public Accounts Committee Secretariat is provided by the Department of the Legislative Assembly.

The Committee currently has a full-time secretary with support from an Administrative Assistant. During the year the Committee was assisted with their inquiries into the provision of health and school education services for remote Aboriginal communities in the Northern Territory by two research officers.

During the year two graduate trainees, Ms Kathleen Sadler and Ms Anna Intarapanya, were placed within the Committee for short term secondments.

Staff as at 30 June 1996:

Secretary	-	Mrs Jenny Mollah
Administrative Assistant	-	Mrs Judy Herring
Research Officers	-	Mr Ted Rayment
	-	Mr Ron Kirkman

Parliamentary Hansard staff provide a transcribing and editing service for all Public Accounts Committee transcripts.

The Committee is appreciative of this service provided by Mr Paul Stewart, Editor of Debates, and his staff.

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

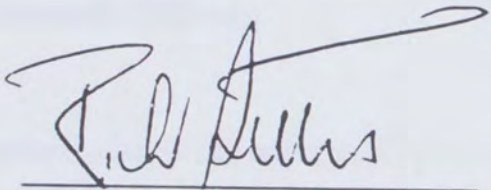
30 JUNE 1996

MEMBERS STATEMENT

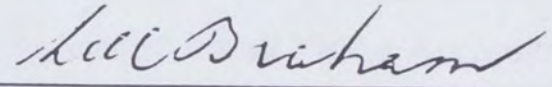
The accompanying financial statements have been based on proper accounts and records of the Department of Legislative Assembly and have been drawn up so as to present a true and fair view of the financial transactions of the Public Accounts Committee for the financial year ended 30 June 1996.

In our opinion, the prescribed requirements in respect of the establishment and keeping of accounts have been complied with in all material aspects, and we are not aware of any circumstances which would render the financial statements to be misleading or inaccurate.

Dated at Darwin, Northern Territory, this 26 day of NOVEMBER 1996.



Chairman
Public Accounts Committee



Member
Public Accounts Committee

1995/96 EXPENSES BY STANDARD CLASSIFICATION

Actual 1995	Category of Cost Standard Classification	Actual 1996
81 423	PERSONNEL COSTS	89 618
1 409	Fringe Benefits Tax	-
-	Leave Loading	666
24	Other Allowances	51
452	Overtime	557
5 761	Payroll Tax	6 639
1 036	Recreation Leave Fares	1 072
72 741	Salaries	80 633
79 909	OPERATIONAL COSTS	117 060
9 393	Advertising	1 344
483	Communications	675
2 200	Consultants Fees	48 088
1 675	Consumables/General Expenses	2 152
16 999	Document Production	2 886
957	Entertainment	1 383
-	Freight	12
533	Furniture and Fittings	-
1 192	General Equipment and Machines	2 328
4 512	Information Technology Services	45
1 742	Library Services	2 450
2 305	Office Requisites and Stationery	1 337
17 080	Official Duty Fares	27 321
8 725	Training and Study Expenses	12 177
528	Transport/Vehicles	2 690
11 585	Travelling Allowance	12 172
161 332	TOTAL EXPENSES	206 678

This is not an audited statement.

**EMPLOYEES ENTITLEMENTS OUTSTANDING
as at 30 June 1995**

1995	Entitlement	1996
13 580	Recreation Leave	12 339
10 556	Long Service Leave	11 857
24 136	TOTAL	24 196

This is not an audited statement.

BASIS OF CALCULATIONS

1. Recreation Leave
Entitlements are calculated using employee's nominal designation and salary rate for days of credited leave.
2. Long Service Leave
Entitlements are calculated using employee's nominal designation and salary rate for years of service.

**ACCOUNTS PAYABLE
as at 30 June 1996**

Sub Program	Age of Accounts Payable				Total Payable		
	Under 30 days		30 days & over		Agencies	External Bodies	Total
	Agencies	External Bodies	Agencies	External Bodies			
Public Accounts Committee	1 668	7 406	-	10 090	1 668	17 496	19 164

**Notes to the Financial Statements
for the reporting period ended 30 June 1996**

1. Accounting Entity

The Public Accounts Committee is a sub program of administration of the Department of the Legislative Assembly. The Agency is wholly funded by annual Parliamentary appropriations and maintains an on-going dependency on these appropriations.

2. Significant Accounting Policies

(a) Basis of accounting

The financial Statements have been prepared in accordance with Part 2, Section 5 of the Treasurer's Directions. The accounting records have been kept on a cash basis and reflect actual cash outflows during the financial year.

All amounts in the Committee's financial report are rounded to the nearest dollar and are expressed in Australian currency.

(b) Appropriation

Parliamentary appropriations have not been recognised as revenue during the reporting period.

(c) Authority

Payments have been made under the Authority of the *Appropriation Act* and the Authority of the Treasurer's Warrant.

(d) Funding

Funds for Committee activities are provided by the Department of Legislative Assembly. Provision of salary and administrative activities are appropriated by the Parliament to the Members' Services (Activity), Committees (Program) within the budget appropriated to the Department of Legislative Assembly. The Public Accounts Committee was one of twelve Standing, Sessional and Select Committees that received funds from this program. A notional budget is provided each year for these committees. The budget for the Public Accounts Committee was \$226 000 in 1995/96 (\$136 000 in 1994/95).

(e) Income Tax

The Public Accounts Committee as part of the administration of the Department of Legislative Assembly is a public authority within the meaning of Section 23(d) of the *Income Assessment Act* and its income is exempt under the provisions of that

Act. However, the Department of Legislative Assembly and the Public Accounts Committee is subject to Fringe Benefits Tax.

- (f) The Committee does not operate any Trust Accounts.
- (g) There were no material Accounts Receivable, Accounts Payable or authorised Write-offs and Waivers as at 30 June 1996.
- (h) Committee Members' Remuneration

The Chairman of the Public Accounts Committee receives an allowance for services as presiding officer of the Committee. In accordance with Remuneration Tribunal Determination 1/93, effective 1 July 1993, this allowance was set at \$9824 per annum.

This allowance is met directly from the Department of Legislative Assembly budget, Members Services Activity, Members Program. Other sitting members do not receive an allowance.

- (i) Services received at no cost from the Northern Territory Government/ Department of Legislative Assembly

The Committee as a sub program of the Department of Legislative Assembly of the Northern Territory Government received the following services which have not been costed to the Committee:

- Rent of premises
- Electricity
- Briefings provided by employees of the Northern Territory Government
- Superannuation contributions
- Members' salary for sitting days
- Superannuation contributions in respect of employees' contributions
- Office cleaning
- Office security
- Payroll services and cheque production services provided by NT Treasury
- Accounting fees for services provided by Department of Legislative Assembly

PUBLIC ACCOUNTS COMMITTEE

DISSENTING REPORT

It is with a great deal of dissatisfaction that I again am left with no choice but to include a dissenting report to the Public Accounts Committee Annual Report.

Last year I outlined the importance of committees within the Parliamentary system and the failure of the PAC to carry out its role within this context. In particular I referred to statements from the Fitzgerald Report relating to the importance of committees.

Again the PAC has been constrained by its antiquated Terms of Reference and resistance by Government members of the committee to vigorously and openly pursue issues that may be critical of Government. This contrasts to the high level and quality of work that can and has been done by the committee on topics that are not seen as particularly critical of Government.

1995-96 HIGHLIGHTS

REPORT ON THE AUDITOR-GENERAL'S ANNUAL REPORT 1992-93 : REPORT NO. 24.

This report epitomises all that is wrong with the operation of the PAC.

1. For all intents, the enquiry was carried out behind closed doors, with no public hearings into the issue.
2. Resistance from Government members to adequately research the issue.
3. Draft report prepared by committee secretary was gutted by Chairman prior to it being presented to committee.
4. Almost all criticism of Government and documentary evidence removed from report.
5. Opposition prepared dissenting report which included documentary evidence to back up report. This evidence was then withheld from publication in the report by Government members, even though it formed part of the dissenting report. The following is a list of documents that were withheld from that report:
 - a. Department of Education memo to Director Finance from Deputy Secretary Corporate Services re Payment for Wheel Chairs dated 18 June.
 - b. Invoice from MMP to Finance Section, Department of Education for \$49,980 for 28 MMP System One Wheelchair.
 - c. Internal form prepared by Department of Education for payment of wheel chairs.

- d. Department of Education memo to Director Facilities from Deputy Secretary Corporate Services re Purchase of wheel chairs dated 2 July 1995.
- e. Letter from PAC dated 6 April 1995 to attached list of schools requesting details on acquisition of wheel chairs.
- f. PAC Business Paper Meeting 3 May 1995.
- g. PAC transcript of briefing by Mr Michael Fong, Secretary, Department of Education and Mr Michael Higgins, Director, Management Services Branch, Department of Education, 7 March 1995.
- h. Letter dated 7 June 1995 to Chairman, PAC from the Speaker of the Legislative Assembly.
- i. Letter dated 15 June 1995 to the Speaker of the Legislative Assembly from Chairman, PAC.
- j. Letter dated 8 August 1995 to Chairman, PAC from Hon Fred Finch MLA.
- k. Register of Financial Interests as at 30 June 1994 in accordance with Section 22 of the Treasurer's Directions.

AUDITOR GENERAL'S ANNUAL MID YEAR REPORTS 1993/94 AND 1994/95

This inquiry is still under way and of particular interest is that section related to the Department of Asian Relations, Trade and Industry and the International Project Management Unit. While not wanting to pre-empt the Committee's Report, it is the process I want to comment on.

On 28 March 1996 Sarah Butterworth and Jim Jones from DARTI came before the committee to outline all the projects of IPMU. Missing from their information was a project involving Northern Australian Film Corporation. A Company associated with Moira Dondas, wife of the former Speaker, now Member for the NT.

While this meeting was in public, all further briefings and correspondence have been deemed "as in camera" and thus, no further public disclosure of this information can be made.

The pursuit of this information has been tediously slow with 8 months having passed and still no immediate end is in sight. The process has been made more difficult with some Government members resisting the pursuit of this inquiry and only allowing it to continue with restrictions on the types of information the committee can request from Government departments and Ministers.

MISSION STATEMENT

The PAC does have a mission statement, with objectives, strategies and performance measures as shown below:

MISSION

- * the role of the PAC is to contribute to the awareness of public accountability to the Parliament and the citizens of the Northern Territory.

OBJECTIVES

- * to increase the efficiency and effectiveness with which government policy is implemented
- * to increase the public sector's awareness of the need to be efficient and effective and accountable for its operations
- * to increase the awareness and understanding of the financial and related operations of government.

STRATEGIES

- * examine public sector financial, administration and accountability issues
- * develop strategies which aim to bring about the reforms necessary to improve accountability
- * lead by example in the conduct of committee's activities, financial accountability and best practices in public sector administration
- * maintain the Committee's relevance, credibility and respect with members of the Parliament, the public sector and the public.

PERFORMANCE MEASURES

- * **Examine public sector financial and management issues**

Number of issues investigated within the public sector;
Diversity of areas investigated within the public sector;
Amount of interest generated by inquiries and reports.

- * **Develop strategies which aim to bring about the reforms necessary to improve accountability**

Implementation of Committee recommendations;
Consistency in financial reporting and accounting methodology within Government instrumentalities;
Adjudicator's report from NT Public Sector Report Awards.

- * **Lead by Example**

Application of financial accountability to the operations of Committee;
Quality of interaction with members and clients;
Budget performance.

* **Maintenance of Committee's relevance, credibility and respect**

Timeliness, precision and quality of information supplied to Committee;

Timeliness to which Committee recommendations are considered/implemented;

Extent to which matters are independently brought to the attention of the Committee.

The Government Committee members chose to delete these from the draft Annual Report when it was pointed out that while we have this statement, we would be hard pressed to show that we in any way fulfil its stated aims or even attempt to measure which areas and to what degree we even come close on any of them.

It is fascinating to note that the Annual Report includes 31 pages on NT Public Sector "Annual Report Award" adjudicators Report, which goes into detail of assessing a quality annual report which is sponsored by the PAC when our own report would fail miserably on their assessment criteria.

PREVIOUS RECOMMENDATIONS

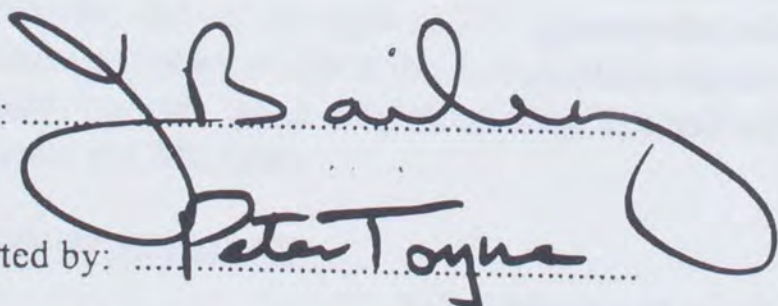
One of my greatest concerns is that there is no structure in place to follow up on recommendations made by the PAC.

Following the tabling of report, there is no time line or even a compulsion for Ministers or Departments to respond to recommendations. There is also no process in place where the PAC reviews compliance with their recommendations and publishes those which have been implemented, those that haven't and reasons why they haven't.

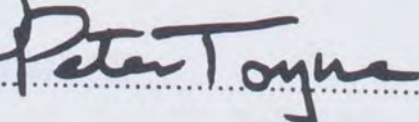
It is hard to expect the PAC to be taken seriously in commenting on performance measures of departments when they are themselves negligent of their own performance measures.

This is not to say that some of the work of the PAC is not beneficial. The recently completed report of Aboriginal Education and soon to be completed report of Aboriginal health are I believe of high quality. What is frustrating is that these reports show what can be achieved when the committee works. Unfortunately there are too many occasions when it doesn't.

Signed:



Supported by:



APPENDICES

TERMS OF REFERENCE

STANDING ORDER 21A PUBLIC ACCOUNTS COMMITTEE

- (1) A Standing Committee of Public Accounts to consist of five members shall be appointed at the commencement of each Assembly.
- (2) The duties of the Committee shall be -
 - (a) to examine the accounts of the receipts and expenditure of the Northern Territory and each statement and report transmitted to the Legislative Assembly by the Auditor-General, pursuant to the *Financial Management Act*;
 - (b) to report to the Legislative Assembly with such comments as it thinks fit, any item or matters in or arising in connection with the receipt or disbursement of the moneys to which they relate, to which the Committee is of the opinion that the attention of Parliament should be drawn;
 - (c) to report to the Legislative Assembly any alteration which the Committee thinks desirable in the form of the public accounts or in the method of keeping them or in the method of receipt, control, issue or payment of public moneys;
 - (d) to inquire into and report to the Legislative Assembly on any question in connection with the public accounts of the Territory -
 - (i) which is referred to it by a resolution of the Assembly; or
 - (ii) which is referred to it by the Administrator or a Minister; and
 - (e) to examine the reports of the Auditor-General laid before the Legislative Assembly with the accounts of a Public Authority of the Northern Territory (including any documents annexed or appended to those reports).
- (3) The Committee shall examine only those accounts of receipts and expenditure of the Northern Territory and reports of the Auditor-General for financial years commencing after 30 June 1986; provided that this shall not prevent the consideration by the Committee of matters included in reports of the Auditor-General for the year ending 30 June 1986 which have or may have a continuing effect on the form of the public accounts; the method of receipt, control, issue or payment of public moneys.
- (4) Prior to determining whether to undertake an inquiry into any matter which may have arisen in connection with the public accounts of the Territory, pursuant to paragraphs (2)(a) and (e), with the concurrence of the Committee, the Chairman is empowered to write to the Chief Executive Officer of the relevant Department or Public Authority for a report on the matter.

- (5) The Committee shall take care not to inquire into any matters which are being examined by a Select Committee of the Assembly especially appointed to inquire into such matters and any question arising in connection therewith may be referred to the Assembly for determination.
- (6) The Committee shall elect a Government member as Chairman.
- (7) The Chairman of the Committee may, from time to time, appoint a Member of the Committee to be the Deputy Chairman of the Committee and the Member so appointed shall act as Chairman of the Committee at any time when there is no Chairman or when the Chairman is not present at a meeting of the Committee.
- (8) In the event of any equality of voting, the Chairman, or the Deputy Chairman when acting as Chairman, shall have a casting vote.
- (9) The Committee shall have power to appoint sub-committees and to refer to any such sub-committee any matter which the Committee is empowered to examine.
- (10) Three members of the Committee shall constitute a quorum of the Committee and two Members of a sub-committee shall constitute a quorum of the sub-committee.
- (11) The Committee or any sub-committee shall have power to send for persons, papers and records, to adjourn from place to place, to meet and transact business in public or private session and to sit during any adjournment of the Assembly.
- (12) The Committee shall be empowered to print from day to day such papers and evidence as may be ordered by it and, unless otherwise ordered by the Committee, a daily *Hansard* shall be published of such proceedings of the Committee as take place in public.
- (13) The Committee may proceed to the despatch of business notwithstanding that all Members have not been appointed and notwithstanding any vacancy.
- (14) The Committee shall report annually and shall have leave to report from time to time and to report its proceedings and evidence taken; and any Member of the Committee shall have power to add a protest or dissent to any Report.
- (15) Unless otherwise ordered by the Committee, all documents received by the Committee during its inquiry shall remain in the custody of the Assembly; provided that, on the application of a department or person, any document, if not likely to be further required, may, in the Speaker's discretion, be returned to the Department or person from whom it was obtained.
- (16) The Committee shall be provided with all necessary staff, facilities and resources and shall be empowered, with the approval of the Speaker, to appoint persons with specialist knowledge for the purposes of the Committee.
- (17) The foregoing provisions of this Resolution, so far as they are inconsistent with the Standing Orders, have effect notwithstanding anything contained in the Standing Orders.



Legislative Assembly of the Northern Territory
Public Accounts Committee

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Fax 816158

GPO Box 3721
DARWIN NT 0801

20 June 1995

NOTES FOR WITNESSES

CONTENTS

These notes outline the operations of the Public Accounts Committee and are provided to assist Agencies and individual witnesses in the preparation and submission of evidence to the Committee.

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3. MEETINGS AND HEARINGS

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5. LOCATION OF HEARING
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General

1. ROLE OF PARLIAMENTARY COMMITTEES

The principal role of parliamentary Committees is to perform those functions which Parliament is not, due to time and other constraints, well suited to perform. For instance, parliamentary committees are often utilised as fact-finding bodies which are called upon to examine witnesses and evidence in complex matters and to report their findings and conclusions to Parliament.

Of necessity, the procedures governing the activities of committees are flexible and open to variation.

This flexibility enables committees to sit as regularly or irregularly as required, organise public and private hearings, convene its hearings at the most advantageous locations and to carry out visits and inspections as required.

Committees also act as a conduit for information to Parliament.

2. THE COMMITTEE

2.1 The Public Accounts Committee was established by Standing Order 21A of the Legislative Assembly on 18 June 1986

2.2 As a Committee of the Assembly, its authority is derived from the *Northern Territory (Self-Government) Act* of the Commonwealth and *Legislative Assembly (Powers and Privileges) Act*.

2.3 The Committee is comprised of five (5) members, presently three (3) Government and two (2) Opposition members.

2.4 The duties of the Committee are:

(a) to examine the accounts of the receipts and expenditure of the Northern Territory and each statement and report transmitted to the Legislative Assembly by the Auditor-General, pursuant to the *Financial Management Act*;

(b) to report to the Legislative Assembly with such comments as it thinks fit, any items or matters in or arising in connection with those accounts, statements or reports, or in connection with the receipt or disbursement of the monies to which they relate, to which the Committee is of the opinion that the attention of Parliament should be drawn;

(c) to report to the Legislative Assembly any alteration which the Committee thinks desirable in the form of the public accounts or in the method of keeping them or in the method of receipt, control, issue or payment of public monies;

- (d) to inquire into and report to the Legislative Assembly on any question in connection with the public accounts of the Territory -
 - (i) which is referred to it by a resolution of the Assembly; or
 - (ii) which is referred to it by the Administrator or a Minister; and
 - (e) to examine the reports of the Auditor-General laid before the Legislative Assembly with the accounts of a Public Authority of the Northern Territory (including any documents annexed or appended to those reports).
- 2.5 The Committee has been empowered by the Assembly to:
- (a) send for persons, papers and records;
 - (b) adjourn from place to place;
 - (c) to meet and transact business in public or private session;
 - (d) to sit during any adjournment of the Assembly.
- 2.6 The Committee is also empowered to print from day to day such papers and evidence as may be ordered by it.
- 2.7 Unless otherwise ordered by the Committee, a Hansard shall be published of such proceedings of the Committee as take place in public.

3. MEETINGS AND HEARINGS

- 3.1 Meetings of the Committee will usually be in one of the following formats:
- (a) **PUBLIC HEARINGS:** Witnesses will usually be requested to attend but, if necessary, may be summonsed and sworn. The normal practice will see the Chairman read a statement on the responsibilities of witnesses.

Public Hearings are open to the public, including the media. Such hearings may be announced by public notice and may also provide for the receipt of public submissions.

Transcript of the proceedings of public hearings are produced by Hansard.

- (b) **DELIBERATIVE:** This is the format used for private meetings of the Committee where confidential matters and the proceedings of the Committee may be discussed, together with general administrative business.

Deliberative meetings are always held in private and are minuted but are not transcribed by Hansard.

- (c) **BRIEFING:** This form of deliberative meeting may precede a Public Hearing or might simply be used for general information gathering by the Committee.

Such meetings are not open to the public and a confidential transcript will normally be taken of such briefings.

- 3.2 The Committee may also undertake inspections of agencies or other premises.

Requirements Relating to Witnesses

The Committee should be advised, in writing, at the earliest possible opportunity of the names and designations of all potential witnesses attending the inquiry.

4. SUMMONS TO A WITNESS

- 4.1 Although a witness will normally be invited to attend the Committee, Section 18 of the *Legislative Assembly (Powers and Privileges) Act* does provide for a summons to be issued to a person to appear before the Committee to give evidence and produce documents.

5. LOCATION OF HEARING

- 5.1 Committee meetings and hearings will be conducted at Committee Rooms, Level 3 of Parliament House unless otherwise advised to witnesses.

6. PROTECTION OF WITNESSES AND EVIDENCE

- 6.1 All witnesses examined before the Committee are entitled to the protection of the Assembly in respect of anything that may be said by them in their evidence. All papers, including transcripts of proceedings, tabled as evidence before the Committee are subject to the *Legislative Assembly (Powers and Privileges) Act* and attract the same rights of protection as are provided to documents presented to the Legislative Assembly.

7. EVIDENCE MAY BE TAKEN ON OATH OR AFFIRMATION

- 7.1 Evidence at public hearings will not normally be taken on oath. Every witness remains subject to the sanction of the *Legislative Assembly (Powers and Privileges) Act* regardless of whether he takes or does not take an oath or affirmation. The Committee may, however, require a witness to be examined on oath or affirmation.
- 7.2 A witness who wishes to make an affirmation rather than the oath, should advise the Committee's Secretary prior to the commencement of a hearing.
- 7.3 All witnesses about to be sworn or affirmed should stand.

7.4 Witnesses shall be sworn in by the following process:

- (a) The Secretary of the Committee will hand a Bible to each witness taking the oath;
- (b) The Secretary will read the following Oath to the witnesses:

"The evidence you shall give the Committee shall be the truth, the whole truth and nothing but the truth, so help me God!"

- (c) The witness will reply:

"So help me God".

7.5 Similarly, witnesses shall be affirmed as follows:

- (a) The Secretary will read the affirmation to the witness:

"You do solemnly and sincerely affirm and declare that the evidence you shall give before the Committee shall be the truth, the whole truth, and nothing but the truth".

- (b) The witness will reply:

"I do".

7.6 When the witnesses have been sworn or affirmed, the Chairman will ask them to state their full names and the capacity in which they appear.

7.7 Once the witnesses have made an oath or an affirmation, they do not need to make another oath or affirmation if they appear before the Committee again as part of the same inquiry.

7.8 It is normal practice, when the swearing of a witness is not required, for the Chairman to read a statement which stresses the responsibilities of witnesses to provide accurate and complete answers and/or documentation to the Committee.

8. PREPARATION BY WITNESSES

8.1 The Committee wishes to obtain the highest possible quality of evidence from witnesses. In this context, the Committee, as a general rule, requires representation, by Government Agencies at a level no less than Executive Officer Level 1 in the Northern Territory Public Service, or its equivalent, for the senior officer attending public inquiries to give evidence.

8.2 Notwithstanding, the Committee considers that in most cases it will be desirable for the Chief Executive Officer of an Agency, to be present at the examination of its programs or functions, supported by such officers who are actively implementing the individual program or function. A balance should be struck

between extreme numbers of witnesses attending the hearings and the information needs of the Committee which require prompt and accurate responses.

- 8.3 Witnesses may be accompanied by other officers of their own Agency, or of other Agencies if this is considered necessary to provide the Committee with the best possible information.
- 8.4 The Committee should be advised in writing at the earliest possible opportunity, of all officers and their designations attending the inquiry as witnesses.
- 8.5 The Committee expects Agencies to provide it with any documentation, internal reports or other material the Agency may possess which is relevant and timely to the topic(s) under consideration.
- 8.6 To facilitate briefings, a copy of these "Notes for Witnesses" is available to each witness involved in an inquiry.

9. EXAMINATION OF WITNESSES

- 9.1 Before inviting members of the Committee to ask questions, the Chair will give you the opportunity to make a short statement (usually about 5 minutes) in support of the submission. Questions will then be directed to you by the Chair and members of the Committee. These questions are designed to clarify aspects of your submission, to seek information relevant to matters within the Committee's terms of reference and to allow you to amplify any points made in your submission. Generally the intention is to help the Committee go beyond the written submission.
- 9.2 Should you consider that you cannot answer a question or provide information at the hearing, you may seek permission to provide a written answer or additional material at a later date. This information should be provided without delay.
- 9.3 The Committee is not empowered to inquire into matters of government policy and witnesses are to refrain from providing either oral or written submissions on the subject of government policy. However, employees of Agencies may be asked to describe past and present policy and the effects of changes in policy and discuss matters which public service advisers take into account when advising on policy. Employees will be given reasonable opportunity to refer questions asked of them to superior officers or to a Minister.
- 9.4 It is also important that witnesses should take care not to intrude into responsibilities of other Agencies. Where a question falls within the administration of another Agency, an official witness may request that it be directed to that Agency or be deferred until that Agency is consulted.
- 9.5 The Chairman shall take care to ensure that all questions put to witnesses are relevant to the committee's inquiry and that the information sought by those questions is necessary for the purpose of that inquiry. Where a member of a committee requests discussion of a ruling of the chairman on this matter, the

committee shall deliberate in private session and determine whether any question which is the subject of the ruling is to be permitted.

- 9.6 If a witness objects to answering any question on any ground, including the ground that the question is not relevant or that the answer may incriminate the witness, the witness shall be invited to state the ground upon which objection to answering the question is taken. Unless the committee determines immediately that the question should not be pressed, the committee shall then consider in private session whether it will insist upon an answer to the question, having regard to the relevance of the question to the committee's inquiry and the importance to the inquiry of the information sought by the question. If the committee determines that it requires an answer to the question, the witness shall be informed of that determination and the reasons for the determination, and shall be required to answer the question only in private session unless the committee determines that it is essential to the committee's inquiry that the question be answered in public session. Where a witness declines to answer a question to which a committee has required an answer, the committee shall report the facts to the Legislative Assembly.
- 9.7 Where a committee has reason to believe that evidence about to be given may reflect adversely on a person, the committee shall give consideration to hearing that evidence in private session.
- 9.8 A witness may make application to be accompanied by counsel and to consult counsel in the course of a meeting at which the witness appears. In considering such an application, a committee shall have regard to the need for the witness to be accompanied by counsel to ensure the proper protection of the witness. If an application is not granted, the witness shall be notified of reasons for that decision.
- 9.9 A witness accompanied by counsel shall be given reasonable opportunity to consult counsel during a meeting at which the witness appears.

10. ATTENDANCE OF THE MEDIA AT PUBLIC INQUIRIES

- 10.1 It is normal practice for the Committee's hearing to be attended by media representatives and the general public. Witnesses are reminded that should matters arise which a witness deems to be of a privileged or confidential nature, he may apply to the Committee to give his evidence on the matter *in camera*, or, he may ask that he be given an opportunity to consult, in the case of a public servant, with his Minister and/or senior officers, prior to replying to the questions on the matter.

11. MINUTES OF EVIDENCE

- 11.1 The evidence taken orally by the Committee is normally recorded by the Parliamentary Reporting Staff (Hansard) and set up as uncorrected proof Minutes of Evidence. Two copies of each uncorrected proof Minutes of Evidence is sent by the Committee's Secretariat to each witness for checking as soon as possible after each hearing.

- 11.2 Where a witness wishes to make amendments to the uncorrected proof, copies of the relevant corrected pages should be returned within 7 days. Witnesses are requested not to summarise the corrections on a separate advice.
- 11.3 The corrected Minutes of Evidence form a part of the evidence on which the Committee's Report will be based. The need for care in examining the uncorrected proof Minutes of Evidence is therefore emphasised.
- 11.4 When suggesting corrections, witnesses may not alter the terms of a Member's question. However, if a witness believes that a Member's question has been incorrectly transcribed, it should be brought to the attention of Committee's Secretary.
- 11.5 Amendments to the uncorrected proof Minutes of Evidence must be confined to:
- (a) a statement(s) wrongly attributed; and/or
 - (b) a word(s) wrongly transcribed by Hansard or corrections of matters of fact and statistics.
- 11.6 Should witnesses wish to amplify answers, they may submit separate amendments (within 7 days) on the understanding that these will be appended to the Minutes of Evidence.

Requirements relating to Written Submissions

12. SPECIFICATIONS

- 12.1 Submissions should be written in plain English. The use of acronyms should be avoided wherever possible, or explanations provided.
- 12.2 Submissions should be appropriately headed to reflect the subject of the submission. Each submission should commence with the name of the inquiry to which it relates and the name of the Agency or individual witness tendering the submission, eg.:

PUBLIC ACCOUNTS COMMITTEE
Inquiry into the Report of the Auditor-General
Submission by the Department of Health
Presented (Meeting date)

A short covering minute signed by a Senior representative of the Agency, or signed by an individual witness, will suffice for transmitting a submission to the Committee Secretariat.

- 12.3 All submissions are to be prepared on International paper size A4 and dated on the final page immediately following the conclusion of the text. Submissions should not bear an Agency file number or reference number.

- 12.4 All submissions should be page and paragraph numbered so that the Committee can readily reference the material contained within submissions. All pages should be numbered sequentially. This includes appendices and/or attachments. References in the Text should refer to a page or paragraph number.
- 12.5 Submissions should have a left hand margin of at least 2.5 cm and text should not be closer than 2 cm to the other three sides and in clearly legible type.
- 12.6 They should not contain letters or figures which are so small that they will be unreadable if photo-reduced.
- 12.7 Submissions should be stapled in the top left hand corner. Hard or soft plastic covers/folders/binders and any form of spiral binding should not be used. Celco paper binders, or their equivalent, in the top left hand corner can be used for lengthy submissions.

13. DISCLOSURE OF EVIDENCE

- 13.1 All evidence, either oral or written, that is received by the Committee should not be disclosed by any person without the authority of the Legislative Assembly or the Committee.
- 13.2 The Standing Orders provide that, unless otherwise authorised by the Committee, all documents received by the Committee shall remain in the custody of the Assembly. A submission made to any parliamentary Committee remains the property of that Committee and cannot be disclosed or published without its permission. If its publication is not authorised, then the submission is not protected by parliamentary privilege and publication may be a contempt of Parliament.
- 13.3 An Agency or person may make application to the Speaker for the return of documents. (21A(15)).

14. CONFIDENTIAL SUBMISSIONS

- 14.1 Whilst it is usual during public hearings for the Committee to be attended by media representatives and the general public during the hearing of witnesses and for copies of public submissions to be available, Standing Orders of the Assembly provide the following qualifications:

"272. STRANGERS ADMITTED

When a Committee is examining witnesses, strangers may be admitted but shall withdraw if requested by the Chairman or any Member of the Committee and shall always withdraw when the Committee is deliberating.

273. MEMBERS ADMITTED

A Member of the Assembly, although not a member of a committee, may participate in its public sessions and question witnesses, unless the Committee orders otherwise, but shall not vote and shall always withdraw when the Committee is deliberating.

274. EVIDENCE NOT REPORTED

The evidence taken by, documents presented to, and proceedings and reports of a committee which have not been reported to the Assembly, shall not, unless authorised by the Assembly or the Committee, be disclosed or published by any Member of such Committee, or by any other person."

- 14.2 When a Department, Authority or individual witness desires to submit part of their evidence *in camera*, a separate confidential submission containing such evidence (but complying in terms of number and layout with the general requirements for written submissions and clearly marked "Confidential") should be tendered in addition to the submission relating to public evidence.
- 14.3 It is the prerogative of the Committee, and not the witness, to decide whether evidence shall be heard *in camera*. It should be understood that, if necessary, the Legislative Assembly can overrule such an initial decision.
- 14.4 All copies of confidential submissions should be supplied direct to the Secretary of the Committee.

15. REVISED SUBMISSIONS

- 15.1 When a Department, Authority or individual witness discovers that a submission which it has forwarded to the Committee requires alteration, it should provide an additional submission detailing the required amendments.
- 15.2 In terms of number, layout and distribution, this additional submission should meet the requirements set down for written submissions. Care should be taken to ensure that additional submissions are clearly identified as such and linked to the principal submission to which they relate.

16. SUPPLEMENTARY SUBMISSIONS

- 16.1 When a member of the Committee requires a witness to furnish supplementary information on a matter under examination, the Committee will require such information within seven (7) days after receipt of the transcript, unless otherwise directed.
- 16.2 Where a witness is asked a question which deals with a matter he believes to be confidential, he should seek the permission of the Committee to furnish a reply in writing as a Confidential Supplementary Submission.

17. LISTING OF SUBMISSIONS

- 17.1 Each submission received by the Secretary of the Committee prior to a meeting shall be tabled before the Committee at the time the respective witness is called.
- 17.2 Any witness who desires to lodge a submission during a meeting which has not been lodged with the Committee's Secretary prior to that meeting shall be asked to table such documents immediately following the recording of submissions at 16.1 above.
- 17.3 The above order of listing of submissions will allow the recording on transcript of all written documents prior to the hearing of the witness concerned.

18. NUMBER OF COPIES

- 18.1 For Departments and Authorities, unless otherwise specified, the Committee requires eight (8) copies of all written submissions (original plus 7).
- 18.2 Individual witnesses (not representing Government Agencies) should provide one (1) copy of any submission.
- 18.3 Submissions which are to be presented to the Committee prior to a meeting should be forwarded to:

The Secretary
Public Accounts Committee
Legislative Assembly of the Northern Territory
GPO Box 3721
DARWIN NT 0801

EXTRACTS FROM THE RECORDS OF THE LEGISLATIVE ASSEMBLY

MINUTES OF THE PROCEEDINGS OF THE LEGISLATIVE ASSEMBLY

Tuesday 15 August 1995

ASSEMBLY COMMITTEES - CHANGE OF MEMBERSHIP:

...
Public Accounts Committee: The Member for Brennan (Mr Burke) be discharged from further attendance and the Member for Millner (Mr Mitchell) be appointed as a member of the Committee in his stead.

PUBLIC ACCOUNTS COMMITTEE REPORTS

No.	Title	Date Tabled
1	Annual Report - Year Ended 30 June 1987	September 1987
2	Report on the Actual & Contingent Liabilities of the Northern Territory Government	November 1987
3	Report on the Auditor-General's Annual Reports 1985/86	May 1988
4	Report on Accelerated Year End Spending	May 1988
5	Annual Report - Year Ended 30 June 1988	August 1988
6	Report on Public Administration Recurrent Expenditure (Waste Watch)	October 1988
7	Report on the Auditor-General's Annual Reports 1986/87	May 1989
8	Report on Aero-Medical Contract	May 1989
9	Annual Report - Year Ended 30 June 1989	November 1989
10	Second Report on the Actual and Contingent Liabilities of the Northern Territory Government	February 1991
11	Annual Report - Year Ended 30 June 1990	February 1991
12	Report on the Auditor-General's Annual Reports 1987/88 and 1988/89	May 1991
13	Annual Report - Year Ended 30 June 1991	October 1991
14	Report on 1990 Election Costs	November 1991
15	Report on Biennial Conference of PAC - Darwin May 1991	November 1991
16	Report on the Auditor-General's Report 1989/90	May 1992
17	Annual Report Year Ended 30 June 1992	October 1992
18	Australasian Council of Public Accounts Committees - Mid Term Meeting held Monday 20th July 1992	August 1993
19	Report on the Purchase, Operation and Sale of Dalway Pty Ltd	March 1993

Annual Report Year Ended 30 June 1996

No.	Title	Date Tabled
20	Annual Report Year Ended 20 June 1993	August 1993
21	Report on the Auditor-General's Reports 1990/91 and 1991/92	June 1994
22	Annual Report Year Ended 30 June 1994	October 1994
23	Annual Report Year Ended 30 June 1995	October 1995
24	Report on the Auditor-General's Annual Report 1992-93	October 1995
25	Second Report on the Auditor-General's Annual Report 1992-93	November 1995
26	Internal Audit in the Northern Territory Public Sector	November 1995

MEMBERSHIP OF THE PUBLIC ACCOUNTS COMMITTEE

MEMBER	PERIOD	STATUS
Bailey, Mr J D	4 Dec 1990 - 17 May 1994	Member
	27 Jun 1994 - *	Member
Braham, Mrs L M	27 Jun 1994 - *	Member
Burke, Mr D.G.	23 Aug 1994 - 15 Aug 1995	Member
Dondas, Mr N M	23 Aug 1988 - 10 Oct 1989	Member
Collins, Mr R L	20 Aug 1986 - 16 Feb 1987	Member
Ede, Mr B R	28 Apr 1987 - 23 Aug 1988	Member
	23 Aug 1988 - 5 Oct 1990	Member
	27 Jun 1994 - *	Member
Harris, Mr T	7 May 1987 - 17 May 1988	Member
Leo, Mr D M	18 Jun 1986 - 16 Feb 1987	Member
	28 Apr 1987 - 23 Aug 1988	Member
	23 Aug 1988 - 5 Oct 1990	Member
McCarthy, Mr T R	28 Apr 1987 - 7 May 1987	Member
	24 Aug 1993 - 17 May 1994	Member
Mitchell, Mr P.A.	15 Aug 1995 - *	Member
Palmer, Mr M J	18 Jun 1986 - 16 Feb 1987	Member
	28 Apr 1987 - 30 April 1987	Member
	30 April 1987 - 23 August 1988	Chairman
	23 Aug 1988 - 5 Oct 1990	Chairman
	4 Dec 1990 - 17 May 1994	Chairman
	27 June 1994 - 23 August 1994	Chairman
Parish, Mr K A	25 Feb 1992 - 17 May 1994	Member
Perron, Mr M B	18 Jun 1986 - 16 Feb 1987	Chairman
Poole, Mr E H	28 Apr 1987 - 17 May 1988	Member
	10 Oct 1989 - 5 Oct 1990	Member

MEMBER	PERIOD	STATUS
	4 Dec 1990 - 4 Mar 1993	Member
Reed, Mr M A	17 May 1988 - 16 Aug 1988	Member
Setter, Mr R A	17 May 1988 - 23 Aug 1988	Member
	23 Aug 1988 - 5 Oct 1990	Member
	4 Dec 1990 - 17 May 1994	Member
	27 June 1994 - 25 Aug 1994	Member
	25 Aug 1995 - *	Chairman
Smith, Mr T E	18 Jun 1986 - 20 Aug 1986	Member
Stirling, Mr S J	4 Dec 1990 - 25 Feb 1992	Member
Tuxworth, Mr I L	18 Jun 1986 - 16 Feb 1987	Member
Vale, Mr R W S	4 Mar 1993 - 24 Aug 1993	Member

NOTES:

The Public Accounts Committee was established by provisional Standing Order 21A to operate on a trial basis as a Sessional Order on 18 June 1986.

Pursuant to a resolution of the Assembly on 23 August 1988, the status of the Public Accounts changed from a Provisional Standing Committee to a Standing Committee.

* Current Membership

APPENDIX 6

**NORTHERN TERRITORY PUBLIC SECTOR ANNUAL REPORT AWARDS
ADJUDICATORS' REPORT**

NAME	PERIOD	STATUS
Mr. A. J. ...	1981-1982	Member
Mr. B. C. ...	1982-1983	Member
Mr. D. E. ...	1983-1984	Member
Mr. F. G. ...	1984-1985	Member
Mr. H. I. ...	1985-1986	Member
Mr. J. K. ...	1986-1987	Member
Mr. L. M. ...	1987-1988	Member
Mr. N. O. ...	1988-1989	Member
Mr. P. Q. ...	1989-1990	Member
Mr. R. S. ...	1990-1991	Member
Mr. T. U. ...	1991-1992	Member
Mr. V. W. ...	1992-1993	Member
Mr. X. Y. ...	1993-1994	Member
Mr. Z. A. ...	1994-1995	Member
Mr. B. C. ...	1995-1996	Member
Mr. D. E. ...	1996-1997	Member
Mr. F. G. ...	1997-1998	Member
Mr. H. I. ...	1998-1999	Member
Mr. J. K. ...	1999-2000	Member
Mr. L. M. ...	2000-2001	Member
Mr. N. O. ...	2001-2002	Member
Mr. P. Q. ...	2002-2003	Member
Mr. R. S. ...	2003-2004	Member
Mr. T. U. ...	2004-2005	Member
Mr. V. W. ...	2005-2006	Member
Mr. X. Y. ...	2006-2007	Member
Mr. Z. A. ...	2007-2008	Member
Mr. B. C. ...	2008-2009	Member
Mr. D. E. ...	2009-2010	Member
Mr. F. G. ...	2010-2011	Member
Mr. H. I. ...	2011-2012	Member
Mr. J. K. ...	2012-2013	Member
Mr. L. M. ...	2013-2014	Member
Mr. N. O. ...	2014-2015	Member
Mr. P. Q. ...	2015-2016	Member
Mr. R. S. ...	2016-2017	Member
Mr. T. U. ...	2017-2018	Member
Mr. V. W. ...	2018-2019	Member
Mr. X. Y. ...	2019-2020	Member
Mr. Z. A. ...	2020-2021	Member

NORTHERN TERRITORY PUBLIC
SECTOR ACCOUNTING GROUP

ANNUAL REPORT AWARDS

ADJUDICATORS' REPORT - MAY 1996

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The Northern Territory Public Sector Annual Report Awards are sponsored by:

- Northern Territory Offices of Deloitte Touche Tohmatsu, Chartered Accountants;
- Northern Territory Division of the Institute of Public Administration Australia; and
- Northern Territory Public Accounts Committee.

INTRODUCTION

The Public Sector Accounting Group have managed the NT Public Sector Annual Report Awards each year since the establishment of the Awards in 1989. These Awards are sponsored by the NT office of Deloitte Touche Tohmatsu, the NT Division of the Institute of Public Administration (IPAA) and the NT Public Accounts Committee (PAC).

The Adjudicators' Report is prepared and distributed each year to provide interested clients and users with information on the Annual Report Awards. This Report provides further information in the form of:

- the Evaluation Criteria;
- the Award categories;
- participating entities;
- final results of the Awards process; and
- observations of the Adjudication Panel.

The Adjudicators' Report provides an indicator of the quality of reporting in the Northern Territory and identifies areas for further improvement.

THE ANNUAL REPORT AWARDS

MISSION

To promote a high standard of reporting to the public and improve accountability by the managers of Northern Territory public sector entities.

OBJECTIVE

To enhance the quality of reporting by encouraging the clear presentation of concise relevant and accurate information in public sector entities' annual reports.

The Northern Territory Public Sector Annual Report Awards are sponsored by:

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 - Northern Territory Division of the Institute of Public Administration Australia; and
 - Northern Territory Public Accounts Committee.
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STRATEGIES

This objective is accomplished by:

- facilitating public recognition of excellence in public sector reporting through the presentation of Awards;
- providing guidelines (in the form of the Evaluation Criteria at Appendix 2) to public sector managers on:
 - the likely requirements of clients and users for reports on the efficiency and effectiveness of service delivery; and
 - how best to account to the taxpaying public for the effective management of resources, achievement of intended outcomes and satisfaction of the community's expectations;
- publishing an Adjudicators' Report which summarises the quality of reporting in the Territory and identifies areas for further improvement;
- conducting debriefing and feedback sessions on the Annual Report Awards; and
- providing participating entities with individual commentaries which incorporate an analysis of the major strengths and weaknesses of the entity's report.

The implementation and ongoing operation of these strategies results in public sector managers being more sharply focused and oriented towards the efficient and effective achievement of their entity's objectives.

By defining an entity's objectives in quantifiable or measurable components and communicating those targets and expected outcomes to its employees, clients and other interested persons each public sector entity can be more effectively motivated to work towards those targets. Additionally, the community can gain an appreciation of the entity's direction, strategies and achievements.

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 - Northern Territory Public Accounts Committee.
-

OUR ACHIEVEMENTS

To enhance the quality of reporting by encouraging the clear presentation of concise, relevant and accurate information in public sector entities' annual reports.

The Annual Report Awards process has assisted in:

- raising the profile of public sector annual reports;
- stressing the importance of public sector accountability; and
- demonstrating the need for continuous quality improvements.

Users of annual reports, including the Public Accounts Committee, the Legislative Assembly, central agencies and libraries, acknowledge the substantial improvements, in both content and presentation, which have been achieved over recent years. It is generally accepted that the Awards are a significant factor behind these gains with the promotion of high reporting standards, the provision of extensive guidance and the encouragement of excellence giving the necessary impetus to public sector managers to make improvements.

Full credit must be given to the many public sector managers who have willingly taken up the challenge and have worked very hard in enhancing the information content, usefulness and readability of the annual reports of their entities.

It is worthy of note that the Awards' Evaluation Criteria was considered by the NT Government in developing a framework for annual reports which is incorporated within the Treasurer's Directions under the new *Financial Management Act*.

Targets

Our targets are to:

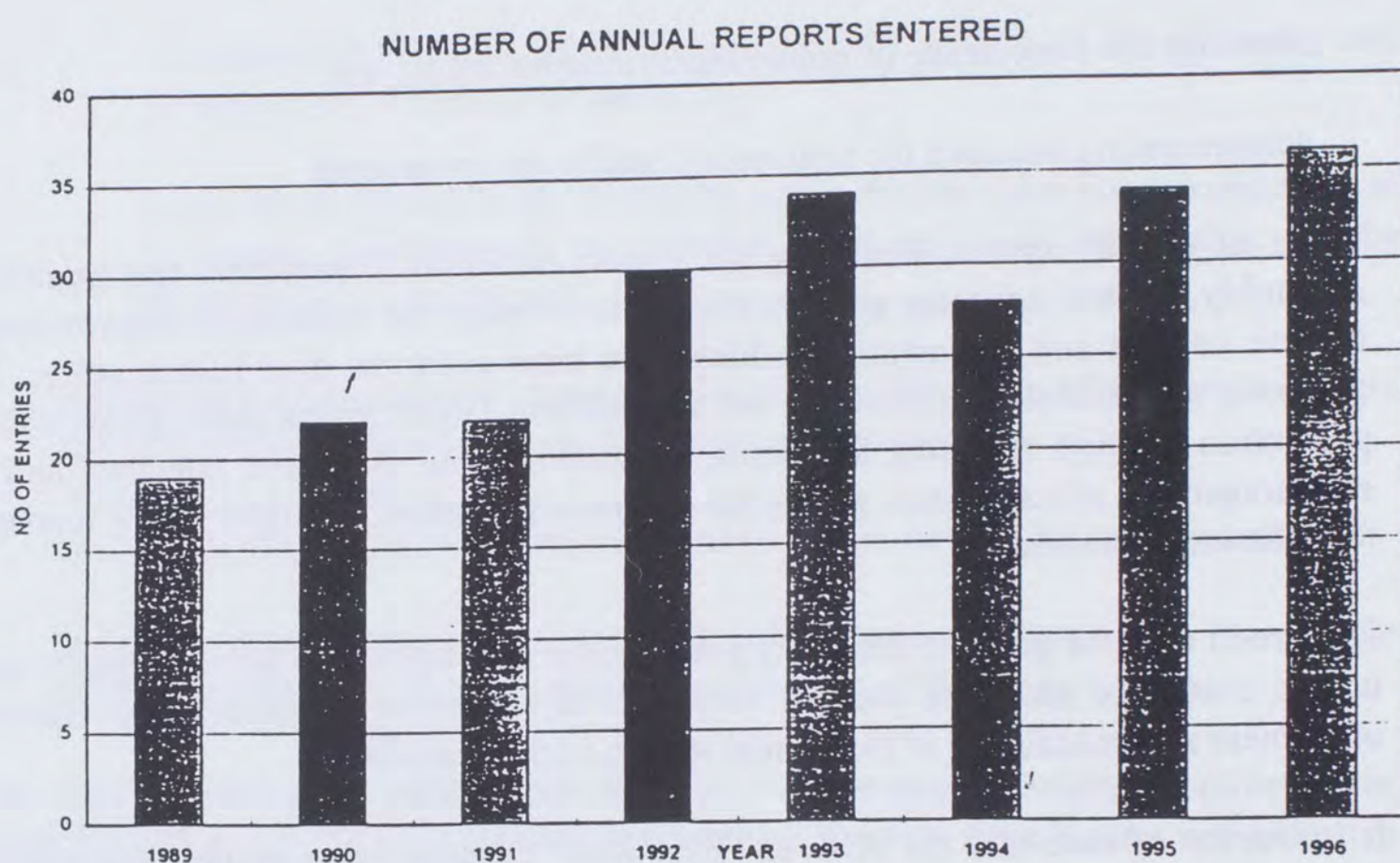
- increase the number of entities participating in the Annual Report Awards Scheme by an average of 5% per annum;
- continually promote the Scheme and its objectives; and
- improve the feedback to participating entities.

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 - Northern Territory Public Accounts Committee.
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Performance against targets

The number of entities that now enter the Awards Scheme is greater than those entering at the inauguration of the Awards in 1989. For 1996, a new record of 36 reports entered was achieved representing an increase of 47% since 1989 and an increase of 5% over the 1995 Awards (for which 34 reports were entered). This meets our current target of an 5% increase per annum. A graph of the pattern of reports entered since the Scheme was established is shown below.



Promotion of the scheme is achieved through invitations to all entity CEO's to the presentation ceremony and the feedback seminars run by the Annual Report Awards Adjudication Panel and Public Sector Accounting Group (PSAG) Committee.

This year the PSAG Adjudication Sub-committee has provided Individual Commentaries to each participating entity analysing the major strengths and weaknesses of their report.

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 - Northern Territory Public Accounts Committee.
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Future priorities

- To review the Evaluation Criteria with a view to improving clarity and emphasising key criteria.
- To further increase the number of entities participating in the Annual Report Awards Scheme by directly approaching non-participating entities.
- To continue to promote the Scheme and its objectives.
- To improve the feedback to participating entities by reviewing current feedback processes.
- To raise an awareness of the need to provide easy-to-follow linkages or references to the reporting on actual performance against corporate objectives and targets which will be the primary educational objective for the Adjudication Panel in the lead up to the 1997 Awards.

THE ADJUDICATION PROCESS

Each annual report is initially evaluated based on the Evaluation Criteria (attached at Appendix 2) by the PSAG Adjudication Sub-committee comprising interested people appointed by the Public Sector Accounting Group and chaired by a member of the PSAG Committee. Draft documentation for the individual commentaries and the Adjudicators' Report is prepared by the Adjudication Sub-committee.

The Adjudication Panel, which performs the final assessment on each report and decides the Awards winners, comprises representatives selected from a cross-section of entities with strong interest in public sector annual reports, as follows:

- Deloitte Touche Tohmatsu (sponsor);
- Institute of Public Administration Australia (sponsor);
- Public Accounts Committee (sponsor);
- Office of the Commissioner for Public Employment;
- academia;
- Adjudication Sub-committee; and
- Public Sector Accounting Group.

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 - Northern Territory Public Accounts Committee.
-

Adjudication Panel members individually review and evaluate each report prior to assembling to discuss and decide the Awards. At the Panel meetings each report is discussed and those considered above average in one or more categories are shortlisted in the relevant category. The overall winner is selected from those entities recommended for Awards of Excellence. (Award Categories are explained in Appendix 1). To further assist in understanding this process a flowchart of the Adjudication Process is provided at Appendix 5.

PRESENTATION CEREMONY

The Treasurer, the Hon Mike Reed, presented the 1996 Awards at a presentation ceremony held at the Plaza Hotel on Wednesday 1 May 1996. The Treasurer took the opportunity of reiterating the stature of the Awards Scheme in the Territory community.

PREVIOUS OVERALL WINNERS

1989	Power & Water Authority
1990	Northern Territory Auditor-General's Office
1991	Department of Transport & Works
1992	Power & Water Authority
1993	Power & Water Authority
1994	Work Health Authority
1995	Department of Lands, Housing and Local Government

The Northern Territory Public Sector Annual Report Awards are sponsored by:

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 - Northern Territory Division of the Institute of Public Administration Australia; and
 - Northern Territory Public Accounts Committee.
-

RESULTS OF THE 1996 AWARDS

The requirements for nomination and selection in each of the specified Awards are detailed in Appendix 1. Awards are chosen by consensus decision of the Adjudication Panel with the overall winner being selected from among Awards of Excellence winners only and decided by majority vote.

1996 OVERALL WINNER: DEPARTMENT OF TRANSPORT & WORKS

	AWARD OF EXCELLENCE	AWARD OF MERIT	AWARD OF COMMENDATION
AGENCIES	Darwin Port Authority Department of Transport & Works	Lands, Housing & Local Government Jabiru Town Council Mines & Energy Power & Water Authority NT Auditor-General's Office NT Tourist Commission Work Health Authority	NT Legal Aid Commission
LOCAL GOVERNMENT			
OTHER ENTITIES			

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- Northern Territory Division of the Institute of Public Administration Australia; and
- Northern Territory Public Accounts Committee.

SPECIAL AWARDS

Special Awards are intended to highlight reports that demonstrated excellence in the reporting of key features and serve to promote these annual reporting features which are considered to be of primary importance. Nominees for these Awards are chosen by the Adjudication Panel during the review process with the winner selected as the best reporting of the particular feature from amongst the chosen nominees.

Best Reporting of Performance

Nominees: Darwin Port Authority
Department of Lands, Housing & Local Government
Department of Mines & Energy
Department of Sport and Recreation
Department of Transport & Works
Power and Water Authority
NT Auditor-General's Office
NT Tourist Commission
Work Health Authority

Winner: *NT Tourist Commission*

Best Communication of Corporate Objectives

Nominees: Darwin Port Authority
Department of Transport & Works
Jabiru Town Council
NT Auditor-General's Office
NT Police, Fire & Emergency Services
NT Treasury Corporation
NT Tourist Commission
Work Health Authority

Winner: *NT Auditor-General's Office*

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 - Northern Territory Public Accounts Committee.
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Best Reporting of People

Nominees: Darwin Port Authority
Department of Lands, Housing & Local Government
Department of Mines & Energy
Jabiru Town Council
Museums and Art Galleries of the NT
NT Attorney-General's Department
NT Tourist Commission
Work Health Authority

Winner: *NT Tourist Commission*

Best Financial Information

(a) Agencies

Nominees: Department of Lands, Housing & Local Government
Department of Mines & Energy
NT Auditor-General's Office
Power and Water Authority

Winner: *Department of Mines & Energy*

(b) Government Business Divisions

Nominees: Darwin Port Authority
NT Housing Commission - Housing
NT Housing Commission - Lending
Power and Water Authority

Winner: *Power and Water Authority*

(c) Local Government

Nominees: Jabiru Town Council

Winner: *Jabiru Town Council*

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 - Northern Territory Division of the Institute of Public Administration Australia; and
 - Northern Territory Public Accounts Committee.
-

(d) Other Entities

Nominees: NT Government and Public Authorities Superannuation Scheme
Northern Territory University
Territory Insurance Office

Winner: *NT Government and Public Authorities Superannuation Scheme*

The Most Readable Report

Nominees: Darwin Port Authority
Department of Lands, Housing & Local Government
Department of Sport and Recreation
Department of Transport & Works
NT Legal Aid Commission
NT Tourist Commission

Winner: *Department of Transport & Works*

The Most Improved Report

Nominees: Department of Transport & Works
NT Attorney-General's Department

Winner: *Department of Transport & Works*

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 - Northern Territory Public Accounts Committee.
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Best Reporting of Occupational Health and Safety Issues

Due to the kind generosity of the Work Health Authority, a new award for the *Best Reporting of Occupational Health and Safety Issues* is available for this year's Awards Scheme. The Work Health Authority's initiative in sponsoring the new Award is aimed at having an impact on improving the public sector's occupational health and safety performance, thereby positively affecting the public sector's overall performance.

Nominees: Darwin Port Authority
Department of Lands, Housing & Local Government
Department of Sport and Recreation
Department of Transport & Works
NT Tourist Commission
Power & Water Authority

Winner: *Power & Water Authority*

OBSERVATIONS OF THE ADJUDICATION PANEL

The Adjudication Panel members have noted that a number of entities, having defined their corporate goals and objectives well, and their measures for achieving those objectives, have not then provided an easy-to-follow linkage or reference to their reporting on performance in pursuit of those pre-determined goals. This remains the last component necessary to allow clear, user-focused performance accountability to be available.

Raising an awareness of this need will be the primary educational objective for the Adjudication Panel in the lead up to the 1997 Awards.

Another area which was done well by some agencies, but missed by the majority, is the inclusion of a layman's interpretation of the financial statements to facilitate understanding of financial information by members of the public.

The Evaluation Criteria at Appendix 2 to this Report details the type of information expected in a quality annual report. In the review of the annual reports submitted, the Adjudication Panel made the following general observations.

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-

- Most entrant reports demonstrate well focused entities with clearly defined and articulated mission statements, objectives and strategies. Some good examples are in the annual reports of:

Darwin Port Authority
Department of Transport and Works
NT Attorney-General's Department
Department of Mines and Energy

- Many annual reports continue to adequately demonstrate the extent of the entity's achievements against specified goals. It is also notable that some entities have improved in this regard whilst others have reverted to a 'year book' form of detailed account of the entity's operations during the year with little focus on what the entity set out to achieve. Some examples of good reporting of objectives, strategies and achievements are in the annual reports of:

Department of Transport and Works
Northern Territory Auditor-General's Office
NT Tourist Commission
Department of Mines and Energy

- Reporting of performance indicator targets and trends continues to be a difficult criteria not adequately addressed by many entities. However, it is pleasing to note the progress made by most entities in this area. Good examples of the reporting of performance indicators can be seen in the annual reports of:

Department of Correctional Services
Department of Lands, Housing and Local Government
Department of Transport and Works
Department of Mines and Energy

- Of concern is that the financial statements reported by a number of Agencies do not comply with the requirements of the Treasurer's Directions issued under the *Financial Management Act*. In particular, the prescribed form specified in Treasurer's Directions 2.5 and 2.6 were not followed by a number of agencies. Additionally, in some instances, whilst the narrative report on operations of some agencies is of an excellent standard, other agencies have not included one at all in their financial statements. In other instances, inadequate financial statements have prevented the subject entities from obtaining higher Awards. Generally, the financial statements produced by Government Business Divisions are of a high standard.

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- In the main, most of the remaining Evaluation Criteria have been adequately addressed by entrant entities. However, Criteria commonly not addressed include:
 - a narrative explanation of the presented financial statements in a manner which can be understood by members of the public (the annual report of the **NT Government and Public Authorities Superannuation Scheme** highlights a good example of this narrative explanation);
 - reporting on reviews, consultancies and internal audits conducted during the year to monitor and improve organisational efficiency (the annual report of the **Department of Education** provides a good example of how to report these reviews); and
 - a definition of the goal of the annual report and its target audience (the annual report of the **Darwin Port Authority** highlights this in an exemplary manner).

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AWARD CATEGORIES

The overall winner of the Annual Report Awards is selected from those annual reports which have been nominated for an Award of Excellence.

Awards are made in the following three main categories:

- Excellence - satisfies each part of the Evaluation Criteria in an exemplary manner;
- Merit - satisfies at least two of the key evaluation criteria (ie Objectives, Performance and/or Financial) in an exemplary manner and adequately addresses most of the remaining Criteria; and
- Commendation - contains features worthy of recognition, particularly with regard to the key Criteria, although not satisfying all of the Evaluation Criteria.

SPECIAL AWARDS

In addition, Special Awards are made for some of the most important features of Annual Reports. This year, Special Awards have been made for:

- Best Reporting of Performance;
- Best Communication of Corporate Objectives;
- Best Reporting of People;
- Best Financial Information (with separate awards for different divisions according to the type of financial reporting required);
- The Most Readable Report;
- The Most Improved Report; and
- Best Reporting of Occupational Health and Safety Issues.

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EVALUATION CRITERIA

PART 1 GENERAL SECTION

Compliance

1. Compliance with Government legislative requirements and/or guidelines.
2. Transmittal letter (also known as Representation letter) incorporates all necessary information including address to appropriate authority (Minister), correct legislative references, required representations and signed and dated by the CEO.

Overview/Objectives

3. Statement of the organisation's charter detailing any enabling legislation and the nature of the organisation together with brief details of the organisation's profile and history.
4. Objectives of the annual report and identity of the target audience.
5. A clear, meaningful mission or vision statement for the organisation.
6. Objectives and strategies for achieving the mission of the organisation. The objectives must be relevant, measurable and linked to the mission etc.
7. Chief Executive's report or summary (signed and dated).
8. Brief 'highlights' section (point form) emphasising achievements, major policy changes, key financial and non-financial data, major new projects planned or undertaken etc.

Organisation and People

9. Description of operating or administrative structure and organisation chart and, where relevant, comparatives of actual staffing levels to goals.

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10. Names of board, committee members and key personnel, together with their areas of responsibility. Brief list of the qualifications, experience, method and terms of appointment of each board or committee member.
11. The organisation's people, clients and other people of importance during the period. This could include special recognition of staff achievements.
12. Training and staff development objectives and achievements.
13. Reviews, consultancies and internal audits conducted to monitor and improve organisation efficiency.
14. Access information. Location of office(s) and operations including telephone and facsimile numbers, and hours of service.

Work Health Issues

15. Coverage of industrial relations such as industry award decisions, dismissal proceedings etc.
16. Occupational health and safety issues adequately addressed.
17. Compliance with current legislation on Equal Employment Opportunities.

Performance

18. Review of the organisation's operations and activities indicating the extent of achievements against objectives, in terms of efficiency and effectiveness (with appropriate use of quantitative and qualitative measures). To assist in appreciating the operations and activities of the organisation, the review may include:
 - description of changes in legislation, policies and in the organisation's environment;
 - community awareness and promotional activities - describing any steps to promote awareness amongst the general public and any groups specifically affected by the organisation's activities; and
 - customer satisfaction analyses, as appropriate.
19. Performance of the organisation illustrated through the provision of relevant quantitative and qualitative performance indicators or targets together with actual outcomes including, where appropriate:

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- explanatory notes to aid understanding of performance measures, indicators and other strategies; and
 - description or explanation of how efficiency and effectiveness was achieved.
20. Trends analysis of performance indicated by the provision of statistical summaries of key performance indicators over at least the last five years.

Future Directions

21. An indication of the expected future for the organisation. This could include plans, strategies and targets and be reported either separately or in conjunction with other matters (in a readily identifiable manner).

PART 2 FORMAT/PRESENTATION AND COMMUNICATION SECTION

Communication

1. Readability, considering such aspects as - language (including use of technical jargon), structure, layman's interpretations of specialised matters (eg financial statements), document size and appearance.

Format

2. Logical order with the essential elements such as table of contents, numbered pages, print size, etc.

Presentation

3. Design of report, including appropriate use of visual elements - print style, graphs, charts etc.

PART 3 FINANCIAL SECTION

Certification and Analysis of Financial Statements

1. Narrative interpretation of financial statement information to explain key and/or significant financial data in a manner which can be easily understood by members of the public.

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2. Evidence that financial statements have been audited for Government Business Divisions and other entities required or electing to have their statements audited ie signed Auditor's report. Management certification of the statements for all agencies.

Financial Statements - Agencies

Note: These statements are in accordance with legislative requirements for financial reporting in the Treasurer's Directions.

3. Statement of accounts receivable and accounts payable reported by age (split between amounts receivable from Government Agencies and external bodies) and segregated by Activity, and, where possible, by function or program.
4. Statement of investments in corporations, trusts, joint ventures or similar entities.
5. Statement of outstanding employee entitlements, including a description of the methodology and assumptions used to determine the entitlement amounts.
6. Statement of contingent liabilities including guarantees and indemnities, and excluding litigation.
7. Statement of receipts by account and standard classification, comparing estimated receipts to actual receipts.
8. Statement of expenditure by Activity and standard classification comparing final Allocation and actual expenditure.
9. Statement of authorised variations to Allocations by Activity, distinguishing between variations in Allocations authorised under sections 18/19, 20(1)(a), (b) and (c), 21, 22(2) and 23 of the *Financial Management Act*.
10. Statement of write offs and waivers authorised by the Accountable Officer during the financial year.
11. Adequate explanatory notes accompanying the financial statements including a statement of significant financial and accounting policies.

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Financial Statements - Government Business Divisions

Agencies that have Government Business Divisions are required to report the following for each Government Business Division under section 10 or 11 of the *Financial Management Act*:

12. Signed and dated Certificate from Chairman/Chief Executive and one other member of the governing board/council evidencing that the statements have been prepared in accordance with legislative requirements.
13. Operating Statement (Profit and Loss) in accordance with AAS 1.
14. Statement of Financial Position (Balance Sheet).
15. Statement of Cash Flows in accordance with AAS 28.
16. Reconciliation Statement detailing the reconciliation of cash transactions in Budget format and the Operating Statement required under Treasurer's Direction 2.6.6(e).
17. Adequate explanatory notes accompanying the financial statements including a statement of significant financial and accounting policies.

Financial Statements - Local Government Entities

18. Compliance with AAS 27 - Financial Reporting by Local Governments. Specific compliance with the major key financial reporting requirements to be evaluated against the criteria recorded below.
19. Operating Statement (Profit and Loss) in accordance with AAS 1.
20. Statement of Financial Position (Balance Sheet).
21. Cashflow Statement in accordance with AAS 28.
22. Statement of accounts receivable and payable reported by age (split between amounts receivable from Agencies and external bodies) and segregated by Activity, and where possible by function or program.

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23. Comparison between the originally adopted estimates and the actual results for the year, which includes revenues, expenses and non-current assets together with an explanation of significant variations from the adopted estimates.
24. Adequate explanatory notes accompanying the financial statements including a statement of significant financial and accounting policies and details of any rates levied.

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ANNUAL REPORTS ENTERED FOR 1996 AWARDS (Alphabetical Order)

AGENCIES

Aboriginal Areas Protection Authority
Darwin Port Authority
Department of Asian Relations, Trade and Industry
Department of Correctional Services
Department of Education
Department of Lands, Housing and Local Government
Department of Mines and Energy
Department of Sport and Recreation
Department of the Chief Minister
Department of Transport and Works
Museums and Art Galleries of the Northern Territory
Northern Territory Anti-Discrimination Commission
Northern Territory Attorney-General's Department
Northern Territory Auditor-General's Office
Northern Territory Housing Commission
Northern Territory Legal Aid Commission
Northern Territory Police, Fire and Emergency Services
Northern Territory Tourist Commission
Northern Territory Treasury
Office of Aboriginal Development
Office of Courts Administration
Office of the Commissioner for Public Employment
Office of the Director Public Prosecutions NT
Power and Water Authority
Northern Territory Department of Health & Community Services
Work Health Authority

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OTHER ENTITIES

Jabiru Town Development Authority
Northern Territory Government and Public Authorities
Superannuation Scheme
Northern Territory Government Grants Commission
Northern Territory Treasury Corporation
Northern Territory University
Public Trustee of the Northern Territory
Road Safety Council of the Northern Territory
Territory Insurance Office

LOCAL GOVERNMENT ENTITIES

Jabiru Town Council
Yulara Town Council

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ADJUDICATION PANEL MEMBERS

ORGANISATION

REPRESENTATIVE

Deloitte Touche Tohmatsu
(Sponsor)

Mr Robert E Hudson, FCA, FAICD(dip), FTIA
Chairman of the Panel

Bob is the Partner in charge of the Darwin office of Deloitte Touche Tohmatsu since 1993 and a Partner in this firm (previously registered as Pannell Kerr Forster) since 1982. He has twenty-seven years experience in chartered accountancy, predominately in auditing.

Bob has served as a member of the Institute of Chartered Accountants Professional Education Committee for six years and has lectured and tutored in accountancy and for the Australian Institute of Company Directors.

Public Sector Accounting
Group Inc
(Adjudication Sub-committee)

Ms Liz Bagley, ACA, BA(Acc)

Liz is the Commercial Accountant for the Power and Water Authority since January 1995. Prior to this she worked in the private sector with KPMG Chartered Accountants as a senior in both the Audit and Private Business Services Divisions. Liz is currently on the Committee for the Institute of Chartered Accountants (NT Group) as the Professional Year Coordinator for the Northern Territory.

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Public Sector Accounting Group Inc
(Adjudication Sub-committee) **Ms Kathleen Clayden, ASA, BBus(Acc)**
Kathleen is Finance and Investment Manager for the NT Superannuation Office. She has worked in the public sector since 1978 and has held various positions, including Commercial Accountant for the Northern Territory Conservation Commission, Accounting Policy Analyst and Business Analyst within NT Treasury.

Office of the Commissioner for Public Employment **Mr David Hawkes, BA, FAIM, FRIPAA**
David is the NT Government's Commissioner for Public Employment.

After an early career as a union official in Tasmania, Papua New Guinea and the Australian Public Service and as an industrial relations manager in the private sector, David served as Deputy Public Service Commissioner in the Northern Territory from 1980-1983. He was appointed Commissioner for Public Employment in Tasmania in 1984 and returned to the Territory in 1989 as Secretary, Department of Labour and Administrative Services and Public Service Commissioner.

Institute of Public Administration Australia (Sponsor) **Mr Warren Martin, BA(UNSW). Grad Dip (Public Law)**

Warren has worked for the Commonwealth Government since 1980. He is currently the Northern Territory Manager of the Department of Industrial Relations. Prior to his appointment as Territory Manager and subsequent relocation to Darwin in 1994, Warren managed an area office in the Department of Industrial Relations in Canberra.

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Deloitte Touche Tohmatsu

Mr Paul Renton, ACA, BA(Hons)

Paul is the Audit Manager for the Darwin office of Deloitte Touche Tohmatsu, a position he has occupied since February 1993. Prior to this, he spent ten years with Pannell Kerr Forster in the UK rising to the position of Audit Manager and two years with Touche Ross in their Farming Advisory Division. Paul is a member of both the English and Australian Chartered Institutes.

Public Accounts Committee
(Sponsor)

Mr Rick Setter, MLA

Rick is the Deputy Speaker/Chairman of Committees and Member for Jingili in the Legislative Assembly of the Northern Territory. He chairs the Public Accounts Committee, Subordinate Legislation and Tabled Papers Committee and Publications Committee.

Rick was first elected in 1984 and is mid-way through his 4th term. He has previously held the positions of Leader of Government Business, Secretary to Cabinet and Government Whip.

Public Sector Accounting
Group Inc

Mr Iain Summers, FCA, BComm, AFAIM

Iain is the Auditor-General for the Northern Territory. Prior to his appointment to that position at the end of 1994, he was, for two years, the General Manager Corporate Services for the Northern Territory Tourist Commission. Prior to joining the public sector, he was a partner in a firm of Chartered Accountants in Darwin. He has been involved with the Northern Territory Public Sector Awards since their inception in 1989.

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Public Sector Accounting
Group Inc
(Adjudication Sub-committee)

Ms Caroline Timm, ASA, BBus(Acc)

Caroline is currently working as Accounting Officer for the Northern Territory Treasury Corporation. Prior to this she was an Analyst Accountant with the Financial Management Division of the NT Treasury. She has worked for the NT Government for 12 years and has been involved in the Northern Territory Public Sector Awards for the past two years.

Academia

Professor J M B (Mike) Vallentine, FCPA, ACA, BComm(Acc), MBA, ACIS, ACIM

Mike is Associate Professor of Accounting and Associate Dean, Accounting and Business Law at the Northern Territory University. He has twelve years of private sector commercial/industrial accounting experience followed by over twenty years of tertiary teaching experience, having taught on both public and private sector accounting programmes in Australia and England. He is the Coordinator of the NTU Bachelor of Business course and currently is serving on both the University Council and Academic Board. He has served continuously since 1988 on the Darwin Group Committee of the Institute of Chartered Accountants and since 1984 on the NT Branch Council of the Australian Society of Certified Practising Accountants. Currently he is serving a second term as Branch President of the ASCPA.

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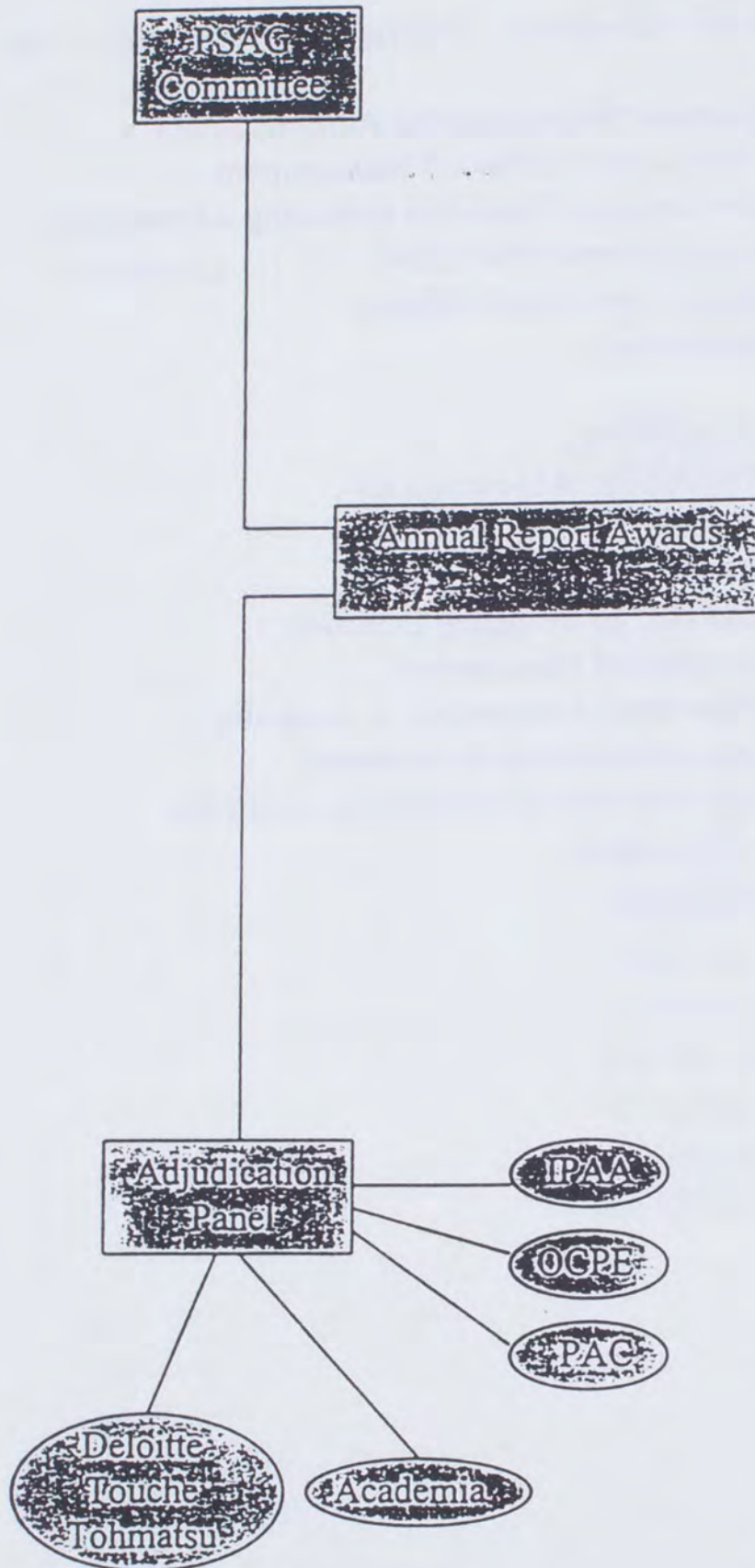
EXPLANATION OF QUALIFICATIONS

ACA	Australian Chartered Accountant
ACIM	Associate, Institute of Corporate Manager, Secretaries and Administrators
ACIS	Associate, Institute of Chartered Secretaries and Administrators
AFAIM	Associate Fellow of the Australian Institute of Management
ASA	Associate of the Australian Society of Certified Practising Accountants
BA(ANU)	Bachelor of Arts (Australian National University)
BA(UNSW)	Bachelor of Arts (University of New South Wales)
BBus(Acc)	Bachelor of Business (Accounting)
BComm	Bachelor of Commerce
BComm(Acc)	Bachelor of Commerce (Accounting)
BComm(UQ)	Bachelor of Commerce (University of Queensland)
CPA	Certified Practising Accountant
IIA	Institute of Internal Auditors
FAICD (dip)	Fellow of the Australian Institute of Company Directors
FAIM	Fellow of the Australian Institute of Management
FCA	Fellow of the Institute of Chartered Accountants in Australia
FCPA	Fellow of Australian Society of Practising Accountants
FRIPAA	Fellow of the Royal Institute of Public Administration Australia
FTIA	Fellow Taxation Institute of Australia
Grad Dip (Public Law)	Graduate Diploma (Public Law)
LLB	Bachelor of Law
MBA	Master Bachelor of Arts

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ADJUDICATION PROCESS



Overall responsibility for the Annual Report Awards:

- invites entities to participate;
- monitors progress; and
- approves/makes decisions on the Awards Scheme overall (eg revisions to Evaluation Criteria) but not involved in actual adjudication process, ie the selection of Awards winners etc.

The Adjudication Sub-committee:

- coordinates and organises the Annual Report Awards;
- provides detailed preliminary reviews of all reports;
- prepares draft individual commentaries and Adjudicators' Report;
- assists the Adjudication Panel as necessary; and
- revises the Evaluation Criteria when required.

The Adjudication Panel:

- reviews reports;
- assesses them against the Evaluation Criteria;
- decides Awards;
- reviews Individual Commentaries; and
- issues Adjudicators' Report.

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PUBLIC SECTOR ACCOUNTING GROUP COMMITTEE

Public Sector Accounting Group Inc
GPO Box 3381
DARWIN NT 0801

Chairman: M J Martin 99 7911 (Fax 99 7150)

Mr M Martin, FCPA, BA(ANU), BComm(UQ)	Chairman
Ms K Robinson, CPA, BBus(Acc)	Vice Chairman
Mr D Renton, CPA, BBus, ACIS	Treasurer
Ms C Condon, CPA, BBus(Acc)	Secretary
Ms Lorraine Button, CPA, BBus(Acc), IIA	Alternate Secretary
Ms C Timm, ASA, BBus(Acc)	Annual Report Awards Coordinator
Ms E Bagley, ACA, BA(Acc)	Annual Report Awards Coordinator
Ms C Larcombe, CPA, BComm	Seminar Coordinator
Mr A Shields, CPA, BBus(Acc), LLB	Seminar Coordinator
Mr I Miller, CPA, BComm	Membership Coordinator
Mr N Murray, ASA, BBus(Acc)	Development Session Coordinator

The contact for any enquiries regarding the Annual Report Awards is

Caroline Timm 99 6775

Any enquiries relating to the NT Public Sector Accounting Group can be directed to any one of the above Committee members.

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