Categories of Instruments

# Delegate Approval Process Categories 1-5

| CATEGORY | DESCRIPTION OF INSTRUMENT | |
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| 1. Funding/Sponsoring Arrangements | * Agreements to facilitate funding for projects which the Territory Government would or might otherwise undertake at its own expense. * The category includes funding agreements to undertake capital and research projects, establish cooperative research centres and provide statistics or other data/material to government organisations for publication or research. * Category also includes agreements with the Charles Darwin University and the Batchelor Institute of Indigenous Tertiary Education. | |
| 1. Plant, Equipment and Software Purchase, Lease, Agency or Licence Arrangements | * Agreements with government or private sector organisations to procure, access or use material (including hardware or software) required for the delivery of Agency outputs. * The agreements may be for purchase or lease with on-going maintenance by the provider or a licence to use. * Arrangements for access to databases or copyrighted material, access to electronic booking systems, Agency arrangements where the Territory acts as booking or sales agent on behalf of a private sector organisation or agreements to purchase, lease or use specific software or hardware. * Access to Australia Post or banking facilities and leases of equipment. * Real property purchase, sale or lease arrangements are captured under Category 3. | |
| 1. Real Property Lease, Purchase and Sale Arrangements | * Agreements relating to the purchase, lease or sale of real property only. * The category includes memorandum of common provisions used for Government office accommodation leases, leases with car park providers, leases for private sector provided housing and agreements for auction of Government owned real property. * Plant and equipment purchase, sale or lease arrangements are covered under Category 2. * This category does not cover arrangements to access or enter private or other Government owned real property for specific events or to carry out specific works which are covered by Category 7. | |
| 1. Venue Hire for Public Displays, Conferences, Meetings, Electoral purposes, Exhibitions and Performances | | * Agreements relating to hiring venues or space for displays, conferences, meetings, exhibitions or performances organised or supported by Government. * Where access to real property is required for some other purpose, the agreement falls into Category 7. * The category includes agreements required to enable standing displays to be held (for example, at shopping centres or expos), agreements with museums for travelling exhibits or agreements with producers of stage events or arts performances. * Agreements for use of convention, conference or exhibition facilities and arrangements for Government sponsorship of an event organised by a non-government organisation or private sector sponsorship of a Government organised event are also included. * This category includes agreements for the hire of venues and short-term hire of meeting space or similar. Where agencies hire or lease short-term meeting space on a regular basis, standing approval from the Delegate and standing Ministerial endorsement may be sought in accordance with the section on **Standing approval process** in the Treasurer’s Direction – Guarantees and indemnities. * Agreements relating to the hiring of venues or spaces by the NT Electoral Commission to support its functions including the delivery of elections in the Northern Territory. | |
| 1. Employment and Consultancy Arrangements | * Agreements relating to employment of individuals or engagement of non-government entities to provide advice or services. * The services could range from the provision of project advice or research to employment arrangements which fall outside the *Public Sector Employment and Management Act 1993*. * The category includes agreements with other organisations (government or non‑government, including private sector) for employee exchange, engagement for research and development projects and agency arrangements where an employee is seconded to or undertakes research or advisory work for or on behalf of another organisation or vice versa. Where a guarantee or indemnity is to be provided for placement of an external employee seconded to the Territory Government, approval should only be provided following consultation with Department of Treasury and Finance and or the Solicitor for the Northern Territory. * Volunteer agreements are also included in this category. * This category does not include any employment or consultancy work undertaken in the medical or allied health fields that are covered under Category 8. | |

# Delegate Approval Process Categories 6-9

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| CATEGORY | DESCRIPTION OF INSTRUMENT |
| 1. Director, Trustee and Board Member Indemnities (except for medical or allied health boards) | * Agreements covering protection from liability offered to Government appointees on boards of statutory corporations, tribunals and private sector bodies. * This category also covers indemnities provided to Government appointed trustees. * The category covers deeds of indemnities provided where legislative protection is considered insufficient to fully protect Government appointees. * This category does not cover medical or allied health boards. |
| 1. Access or Entry Arrangements/ Licenses | * Agreements relating to ongoing, ad hoc or one-off access or entry to privately owned land, buildings or other real property for a specific purpose. * The category includes access or entry to land for necessary Government construction activity, for defence or security training exercises or to enable particular Government organised events to take place that do not fall within Category 4. * In the case of access or entry arrangements between agencies and Northern Territory Government Owned Corporations and Government Business Divisions, Treasurer’s approval will not be required as there is no net increase in exposure to government, however Ministerial endorsement is still required. |
| 1. Medical and Allied Health Arrangements | * Agreements relating to engagement of medical or allied health specialists, arrangements related to health ethics committees or arrangements for the provision of medical or allied health services. * The category includes employment of specialists, engagement of community health service providers, arrangements with the Australian Defence force for medical and allied health service provision and research and development where patient trials are conducted. * This category also includes arrangements with medical or allied health boards. |
| 1. Commercial Arrangements including Financial Guarantees | * Agreements which relate to major projects or joint public/private sector initiatives. * Agreements which relate to provision by Government of financial guarantees. * This category includes public private partnership arrangements. * This category includes provision of letters of comfort and arrangements which effectively require Government to underwrite aspects of transactions. |