

~~PROTECTED CABINET~~

MS22-001294


**Australian Government**
**Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts**

**To: The Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories (for decision)**

**cc: The Hon Catherine King MP**

**Subject: Appointment of the Administrator of the Northern Territory**

**Critical Date:** 26 August 2022<sup>s47C</sup> [redacted] and Federal Executive Council processes before the current Administrator's term expires on 30 October 2022

**Recommendations:**

1. That you **agree** to the nomination from the Northern Territory Government for the appointment of Dr Hugh Heggie PSM as the next Administrator of the Northern Territory for a period of up to three years, at **Attachment A**.

**Agreed / Not Agreed**

2. <sup>s47C</sup> [redacted]

**Signed / Not Signed**

3. That you **note** you have considered the Department's assessment of Dr Heggie's suitability for the role of Administrator of the Northern Territory, at **Attachment C**.

**Noted / Please Discuss**

s22(1)(a)(ii) [redacted]

**The Hon Kristy McBain MP**

Date:

18/8/22

**Comments:**

**Key Points:**

- As Minister for Regional Development, Local Government and Territories, you are responsible for the appointment of the Administrator of the Northern Territory (NT). The term of the current Administrator, Her Honour the Honourable Vicki O'Halloran AO, expires 30 October 2022.

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MS22-001294

- a. The Administrator of the NT is a statutory appointment made by the Governor-General under Section 32 of the *Northern Territory (Self-Government) Act 1978* <sup>s47C</sup> [REDACTED]
2. On 1 November 2021, consistent with past practice, the former Chief Minister of the NT, the Hon Michael Gunner MLA, wrote to the former Prime Minister nominating Dr Heggie as the next Administrator for three years (**Attachment A**). We understand the current NT Chief Minister, the Hon Natasha Fyles MLA, supports the nomination. Dr Heggie has indicated his willingness to accept this appointment if offered to him and is available to take up the position when the current Administrator's term expires.
3. As required by the Cabinet Handbook, the Department has undertaken appropriate due diligence for the proposed appointment. Our assessment of Dr Heggie's suitability, with reference to Cabinet Handbook requirements, is at **Attachment C**. We recommend you agree to the nomination of Dr Heggie.
4. <sup>s47C</sup> [REDACTED]  
<sup>s47C</sup> [REDACTED] Consistent with appointment requirements outlined in the Cabinet Handbook, the letter includes a Private Interests Declaration at **Attachment D** and a Curriculum Vitae at **Attachment E**. An Appointment for Cabinet form is also provided at **Attachment F**.
5. Sensitivities and next steps are provided under 'Additional Information'.

**Financial impacts:** Remuneration and allowances are set by the Remuneration Tribunal.

**Legal/Legislative impacts:** The proposed appointment conforms with applicable legislation.

**Stakeholder Implications:** We do not anticipate any implications to stakeholders.

**Consultation:** We have consulted the NT Department of the Chief Minister and Cabinet, NT Government House, the Department of the Prime Minister and Cabinet and the Department's Governance, Ministerial and Parliament Branch.

**Media Opportunities:** We can work with your office to prepare a media release once the appointment process is finalised.

**Attachments:**

Attachment A: Nomination letter from the former NT Chief Minister

Attachment B: Proposed letter to the Prime Minister, with attachments

Attachment C: Assessment of suitability

Attachment D: Private Interests Declaration

Attachment E: Curriculum Vitae of Dr Heggie

Attachment F: Appointment <sup>s47C</sup> [REDACTED] form

Cleared By: Rachel Bacon  
 Position: Deputy Secretary  
 Group: Regional, Cities and Territories  
 Mob: <sup>s22(1)(a)(ii)</sup> [REDACTED]  
 Date: 2 August 2022

Contact Officer: Jane Christie  
 Branch: Mainland Territories  
 Mob: <sup>s22(1)(a)(ii)</sup> [REDACTED]

**Instructions for MPS:** <sup>s47C</sup> [REDACTED]  
<sup>s47C</sup> [REDACTED]

**Responsible Adviser:** <sup>s22(1)(a)(ii)</sup> [REDACTED]

**PDMS Distribution List:** Jim Betts, Rachel Bacon, Sarah Vandenbroek, Jane Christie, <sup>s22(1)(a)(ii)</sup> [REDACTED]

~~PROTECTED CABINET~~

MS22-001294

**Additional Information:***Sensitivities*s47C  


The appointment of a new Administrator for the NT may not be completed before the term of the current Administrator ends on 30 October 2022. If this occurs, there are two dormant commission holders occupied by Chief Justice of the Supreme Court of the NT, Mr Michael Grant QC, and Chief Judge Elizabeth Morris of the NT Local Court, who can undertake the role of Acting Administrator. The Office of the Administrator of the NT supports this approach.

*Next steps*s47C  


Once the Governor-General appoints Dr Heggie, we will seek your agreement to the terms and conditions of the appointment, provide a letter to the NT Chief Minister confirming Dr Heggie's appointment, a letter of congratulations to Dr Heggie, a letter of appreciation to Mrs O'Halloran for her service and details of Dr Heggie's swearing in ceremony to be held in Darwin.



CHIEF MINISTER

Parliament House  
State Square  
Darwin NT 0800  
chief.minister@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5500  
Facsimile: 08 8936 5576

The Hon Scott Morrison MP  
Prime Minister of Australia  
Parliament House  
CANBERRA ACT 2600

Dear Prime Minister

I am writing to provide an update on the upcoming appointment of the Administrator of the Northern Territory (the Administrator). Her Honour the Honourable Vicki O'Halloran AO was appointed into the Office of the Administrator on 31 October 2017, and through subsequent reappointments her current term in the role is due to expire on 30 October 2022.

The Administrator is appointed under section 32 of the *Northern Territory (Self-Government) Act 1978* by the Governor-General, for a period at his discretion.

My Government wishes to nominate Dr Hugh Heggie PSM for appointment as the next Administrator for the Northern Territory for a period of three years. Dr Heggie has been integral to the Northern Territory's success through the COVID-19 pandemic and has been instrumental in ensuring the safety and wellbeing of Australia's most vulnerable people living in our remote Aboriginal communities. This achievement was recently recognised in the 2021 Australian Day Honours where he was awarded the Public Sector Medal.

Dr Heggie is a long-time Territorian who has made a significant impact to community health and his experience spans almost 20 years devoted to protecting the health and wellbeing of Territorians, particularly in remote Aboriginal communities where he spent time working and living as a general practitioner.

Dr Heggie will be the 23<sup>rd</sup> Administrator for the Northern Territory if appointed and a biography of Dr Heggie's achievements is attached.

If this proposal is in accordance with your Government's wishes, I would be grateful if you could take the necessary steps to appoint Dr Heggie as the new Administrator, commencing 31 October 2022.

Yours sincerely  
s22(1)(a)(ii)

MICHAEL GUNNER  
01 NOV 2021



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**The Hon Kristy McBain MP**

Minister for Regional Development, Local Government and Territories  
Member for Eden-Monaro

Ref: MS22-001294

The Hon Anthony Albanese MP  
Prime Minister  
Parliament House  
CANBERRA ACT 2600

Dear Prime Minister

I am writing to you concerning the appointment of the next Administrator of the Northern Territory.

The term of the current Administrator of the Northern Territory, Her Honour the Honourable Vicki O'Halloran AO, will expire on 30 October 2022. The former Chief Minister of the Northern Territory wrote to the former Prime Minister on 1 November 2021 nominating Dr Hugh Heggie PSM to fill the position. The current Northern Territory Chief Minister, the Hon Natasha Fyles MLA, supports the nomination.

s47C

Dr Heggie is a long-time Territorian and is currently serving as the Northern Territory's Chief Health Officer and the Executive Director of Public Health and Clinical Excellence in the Northern Territory Government's Department of Health. Dr Heggie has extensive experience in Northern Territory health systems, practice and governance, especially in Indigenous, population and public health.

The Northern Territory Government advises Dr Heggie has been integral to the Northern Territory's COVID-19 response and ensuring the safety and wellbeing of Indigenous people in remote communities. As part of the 2021 Australia Day Honours, he was awarded a Public Service Medal for outstanding public service to community health in the Northern Territory.

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I believe Dr Heggie is appropriately qualified and will bring valuable experience to the role of the Administrator for the Northern Territory. In particular, I note Dr Heggie's current role as a high-profile public servant, his long experience in Northern Territory health issues and knowledge of the Northern Territory community, his skills in executive leadership, communication and stakeholder relations and his understanding of statutory roles.

I confirm the appointment conforms with applicable legislation and any real or perceived conflict of interest with the proposed nominee has been considered and addressed. The appointment is not subject to the Australian Government's policies on gender and geographical diversity for Australian Government boards.

Enclosed with this letter is an Appointment <sup>s47C</sup> form, a copy of Dr Heggie's Curriculum Vitae and a signed Private Interests Declaration. If you <sup>s47C</sup> confirm approval, Dr Heggie's appointment will then be considered by the Federal Executive Council.

Yours sincerely

s22(1)(a)(ii)

Kristy McBain MP

18 / 8 / 2022

Enc

cc the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government

### PRIVATE INTERESTS DECLARATION

<b>PROPOSED POSITION &amp; ORGANISATION</b>	ADMINISTRATOR OF THE NORTHERN TERRITORY
---------------------------------------------	-----------------------------------------

Please answer the following questions by circling the reply that applies to your personal circumstances. If you answer "yes" to any question, please provide details in a signed and dated attachment to this form. Please note that answering "yes" to any question does not necessarily preclude you from being appointed. Your response will be treated as confidential and will only be used for purposes connected with this proposed appointment.

1. Do you have any disclosable criminal convictions, i.e. convictions as an adult that form part of your criminal history other than those protected by the Spent Convictions Scheme (see Part VIIC of the <i>Crimes Act 1914</i> )?	No
2. Are you, or have you been, the respondent or defendant in any civil or criminal court action (including as a company director or other office holder)?	No
3. (a) Have you ever been declared bankrupt, entered into a debt agreement under Part IX of the Bankruptcy Act 1996 (the Bankruptcy Act) or entered into a personal insolvency agreement under Part X of the Bankruptcy Act?  (b) If you are in a partnership, have any of your partners ever been declared bankrupt, entered into a debt agreement under Part IX of the Bankruptcy Act or entered into a personal insolvency agreement under Part X of the Bankruptcy Act?	No
4. Has any business or commercial enterprise for which you, or if applicable your partner(s), have had responsibility ever gone into receivership or a similar scheme or arrangement?	No
5. During the last 10 years have you, or if applicable your partner(s), been the subject of a court order in connection with monies owing to another party?	No
6. Have you ever been summonsed or charged concerning non-payment of tax or outstanding tax debts, investigated for tax evasion or defaults, or negotiated with the Australian Taxation Office over outstanding tax debts?	No
7. Have you ever been the subject of a complaint to a professional body which has been substantiated, or is currently under investigation?	No
8. Have you ever been dismissed from employment because of a discipline or misconduct issue?	No
9. Are you the director of a company? If yes, please provide details in the following page.	No
10. Do you or your immediate family have any financial interest in any company or business, or are you or your immediate family employed or engaged by any company or business, which might have dealings with, or an interest in the decisions of, the office to which you may be appointed? If yes, include advice in a separate attachment on how this conflict of interest would be managed.	No
11. Are you a lobbyist registered on the Australian Government's Lobbyists Register or the register of a state or territory? If yes, please provide details in a separate attachment.	No
12. Are you currently employed by the Commonwealth, the Administration of a Territory, or a public statutory corporation or incorporated company owned by the Commonwealth on a full-time basis? If yes, please provide details.	No
13. Is there any other information which could be relevant to your suitability for the proposed appointment?	No

**ASSURANCE**

<p><b>I advise that to the best of my knowledge my private, business and financial interests, including taxation affairs, would not conflict with my public duties or otherwise cause embarrassment to myself or to the Government during my term of appointment.</b></p> <p><b>I also undertake to advise the responsible minister should a situation arise in the future which might cause a conflict of interest with my responsibilities under this appointment.</b></p>		
.....Dr Hugh Heggie..... Name	s47F  Signature	...14 July 2022..... Date

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## CURRICULUM VITAE

Name: Dr Hugh <sup>s47F</sup> Heggie PSM

Residential address: <sup>s47F</sup>

Date of birth: <sup>s47F</sup>

Present position: Chief Health Officer and Executive Director of Public Health and Clinical Excellence, Northern Territory (NT) Government Department of Health

Educational and professional qualifications:

- 2011: Graduate Certificate Health Professional Education
- 1983: Dip. Obs. RACOG
- 1981-1983: Family Medicine Program RACGP
- 1980: M.B., B.S. (Uni. Of Melbourne)
- 1972: B.Sc. (Uni. Of Melbourne) Pharmacology

Relevant experience:

- 2015-2021: NT Chief Health Officer
- 2015-2021: NT Department of Health Executive
- 2015-2021: Digital Health Agency Clinical Committee
- 2015-2021: Australian Health Protection Principal Committee
- 2015-2021: Radiation Health & Safety Advisory Council
- 2015-2021: National Health and Medical Research Council
- 2014-2015: Director of Medical Services, Primary Health Care
- 2013-2014: NT Chief Rural Medical Practitioner
- 2001-2015: Rural Medical Practitioner in many remote Aboriginal communities across the NT (ACCHO & NTG)
- 1983-2001: Rural Generalist including obstetrics and emergency medicine (rural Victoria)
- 1971-1975: Research Pharmacologist

Current board memberships: Nil

Former board memberships: 2015-2021: Health Providers Alliance NT  
2015-2021: Health Providers Alliance NT

EEO categories: Nil

## APPOINTMENT DETAILS PRO-FORMA

<b>Proposing Minister/s</b>	The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government					
<b>Organisation</b>	N/A					
<b>Proposed Position</b>	Administrator of the Northern Territory					
<b>Is this a New Appointment or a Reappointment?</b>	New Appointment					
<b>Proposed Appointee</b>	Dr Hugh <sup>s47F</sup> Heggie PSM					
<b>Nominee's Current Position and / or Relevant Credentials</b>	Northern Territory Chief Health Officer, Chief Medical Officer and Executive Director of Public Health and Clinical Excellence					
<sup>s47F</sup>	<b>Gender</b>	M	<b>State of Residence</b>	NT	<b>EEO Category*</b>	N/A
<b>Proposed Term</b>	From 31 October 2022 for three years			<b>Full time (FT)</b>		
<b>Remuneration</b>	\$341,700 (total remuneration per year)			<b>Set by</b> Remuneration Tribunal (Remuneration and Allowances for Holders of Full-time Public Office Determination 2022)		
<b>Has the APSC Merit and Transparency policy for Agency Heads and Statutory Offices been followed?</b>	N/A		<b>Is the Private Interests Declaration attached?</b>		Yes	
			<b>Is a current CV attached?</b>		Yes	
<b>For all other vacancies, has the Minister addressed appointment options?</b>	N/A		<b>Is the current membership list of the body attached?</b>		N/A	
<b>What is the legislative authority?</b>				Northern Territory (Self-Government) Act 1978		
<b>Have all legislative requirements been met?</b>				Yes		
<b>Who appoints?</b>				Governor-General		
<b>Departmental Contact Officer</b> <sup>s22(1)(a)(ii)</sup>				<b>Phone</b> <sup>s22(1)(a)(ii)</sup>		

All details must be supplied. Contact the Appointments team within your Department (if applicable) if you have any queries. If further assistance is required, contact Cabinet Division on <sup>s22(1)(a)(ii)</sup> or <sup>s22(1)(a)(ii)</sup>

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MS22-001917


**Australian Government**
**Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts**

**To:** The Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories (for decision)

**cc:** The Hon Catherine King MP

**Subject:** Appointment of Administrator of the Northern Territory from 31 January 2023 (ExCo)

**Critical Date:** Please action by 17 October 2022 to meet timeframes for the Federal Executive Council meeting of 27 October 2022. The DLO will provide hard copies for signing and initialling, including the Instrument of Appointment on parchment for the Great Seal.

**Recommendations:**

1. That you **agree** to recommend to the Federal Executive Council (ExCo) the appointment of Dr Hugh Heggie PSM as Administrator of the Northern Territory (NT) for three years beginning on 31 January 2023.

Agreed /  Not Agreed

2. That you **sign but do not date** the ExCo Minute at **Attachment A**.

Signed /  Not Signed

3. That you **sign but do not date** the Instrument of Appointment at **Attachment B**.

Signed /  Not Signed

4. That you **initial but do not date** the bottom right hand corner of each page of the Explanatory Memorandum at **Attachment C**.

Initialled /  Not Initialled

5. That you **initial but do not date** the bottom right hand corner of the Curriculum Vitae at **Attachment D**.

Initialled /  Not Initialled

6. That you **sign, following ExCo approval**, the letter to Dr Heggie, at **Attachment E**, copying the Prime Minister, the Hon Anthony Albanese MP, the NT Chief Minister, the Hon Natasha Fyles MLA, and the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government.

Signed /  Not Signed

s22(1)(a)(ii)

The Hon Kristy McBain MP

Date: 13/10/22

**Comments:**

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MS22-001917

**Key Points:**

1. Further to your correspondence to the Prime Minister, the Hon Anthony Albanese MP, of 18 August 2022 (MS22-001294) and the Prime Minister's correspondence to the NT Chief Minister, the Hon Natasha Fyles MLA, of 6 October 2022 (**Attachment F**), this brief provides documents to support your recommendation to ExCo of the appointment of Dr Hugh Heggie PSM as Administrator of the NT for three years beginning on 31 January 2023.

2. The Administrator of the NT is a statutory appointment made by the Governor-General under subsection 32(1) of the *Northern Territory (Self-Government) Act 1978* and is subject to approval <sup>s47C</sup>

3. <sup>s47C</sup> We anticipate reappointment of the current Administrator, Mrs Vicki <sup>s47C</sup> O'Halloran AO, to 30 January 2023, to be considered at the same ExCo meeting (MS22-001904). Talking points for the ExCo meeting are at **Attachment G**.

4. Subject to <sup>s47C</sup> outcomes, Mrs O'Halloran will be in place until 30 January 2023 and Dr Heggie will commence from 31 January 2023. This provides continuity and the Government will be in a position to advise the NT Government on 28 October 2022.

**Financial impacts:** Remuneration and allowances are set by the Remuneration Tribunal.

**Legal/Legislative impacts:** The proposed appointment conforms with applicable legislation.

**Stakeholder Implications:** We understand the NT Government continues to support Dr Heggie as its long-term nominee, further to requesting Mrs O'Halloran's reappointment in the short-term.

**Consultation:** We have consulted the NT Department of the Chief Minister and Cabinet, NT Government House, the Department of the Prime Minister and Cabinet, including the ExCo Secretariat, and the Department's Assurance, Integrity, Risk and Governance Branch.

**Media Opportunities:** We will work with your office on a media announcement, in consultation with the NT Government and the Office of the Administrator, for release after ExCo approval.

**Attachments:**

Attachment A: ExCo Minute

Attachment B: ExCo Instrument of Appointment

Attachment C: ExCo Explanatory Memorandum

Attachment D: ExCo Curriculum Vitae

Attachment E: Proposed letter to Dr Heggie, following ExCo approval

Attachment F: Letter from the Prime Minister to the NT Chief Minister

Attachment G: Talking points for ExCo meeting

Cleared By: Jane Christie  
Position: Assistant Secretary  
Branch: Mainland Territories  
Mob: <sup>s22(1)(a)(ii)</sup>

Date: 11 October 2022

Contact Officer: <sup>s22(1)(a)(ii)</sup>  
Section: Mainland Territories Policy  
Mob: <sup>s22(1)(a)(ii)</sup>

**Instructions for MPS:** <sup>s47C</sup>

**Responsible Adviser:** <sup>s22(1)(a)(ii)</sup>

**PDMS Distribution List:** Jim Betts, David Mackay, Sarah Vandebroek, Jane Christie, <sup>s22(1)(a)(ii)</sup>  
[appointments@infrastructure.gov.au](mailto:appointments@infrastructure.gov.au)

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**MINISTER FOR REGIONAL DEVELOPMENT, LOCAL  
GOVERNMENT AND TERRITORIES**

Departmental No. 2022/370

**Minute Paper for the Executive Council**

Executive Council  
Meeting No. .... 30 .....

**Subject**

*Northern Territory (Self-Government) Act 1978*

Commission of Appointment of Administrator  
of the Northern Territory

Approved in Council

  
.....  
David Harley  
Governor-General

Recommended for the approval of His Excellency the Governor-General in Council that, by instrument in the attached form and under subsection 32(1) of the *Northern Territory (Self-Government) Act 1978*, he appoint Dr Hugh <sup>s47F</sup> Heggie PSM as Administrator of the Northern Territory, for a period of three years, beginning on 31 January 2023.


27 October 2022

Filed in the Records  
of the Council

s47F

Secretary to the Executive Council

s22(1)(a)(ii)

  
Kristy McBain  
Minister for Regional  
Development, Local Government  
and Territories



*Northern Territory (Self-Government) Act 1978*

COMMISSION OF APPOINTMENT  
OF ADMINISTRATOR  
OF THE NORTHERN TERRITORY

I, General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia, acting with the advice of the Federal Executive Council and under subsection 32(1) of the *Northern Territory (Self-Government) Act 1978*, appoint

HUGH <sup>s47F</sup> [REDACTED] HEGGIE PSM

to be Administrator of the Northern Territory for a period of three years, beginning on 31 January 2023.

Signed and Sealed with the  
Great Seal of Australia on  
27 October 2022

27 October

David Hurley  
Governor-General

By His Excellency's Command

s22(1)(a)(ii)  
[REDACTED]

Kristy McBain  
Minister for Regional Development, Local Government and Territories

ENTERED ON RECORD by me, in Register of Patents No. 57 page 53, on 27 October 2022  
Secretary to the Federal Executive Council

<sup>s47F</sup>  
[REDACTED]

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## EXPLANATORY MEMORANDUM

Minute No. 370 of 2022 - Minister for Regional Development, Local Government and Territories

Subject - *Northern Territory (Self-Government) Act 1978*  
Commission of Appointment of Administrator of the Northern Territory

The proposed instrument would appoint Dr Hugh <sup>s47F</sup> Heggie PSM as Administrator of the Northern Territory for a period of three years beginning on 31 January 2023.

The *Northern Territory (Self-Government) Act 1978* (the Act) provides for the Government of the Northern Territory and establishes the position of the Administrator of the Northern Territory.

Subsection 32(1) of the Act provides that 'There shall be an Administrator of the Territory, who shall be appointed by the Governor-General by Commission under the Seal of Australia and shall hold office during the pleasure of the Governor-General.'

The Minute proposes the appointment of Dr Hugh Crosbie Heggie PSM as Administrator of the Northern Territory for a period of three years beginning on 31 January 2023.

Dr Heggie's proposed appointment is on the recommendation of the Northern Territory Chief Minister and has been approved by the Australian Government.

Dr Heggie's appointment would follow on from the proposed reappointment of Mrs Vicki Susan O'Halloran AO as Administrator of the Northern Territory for a period of three months beginning on 31 October 2022.

Dr Heggie is appropriately qualified for appointment in terms of section 32 of the Act and will bring valuable experience to the role of the Administrator of the Northern Territory given he has filled high-profile senior public servant positions, and has extensive experience in executive leadership, statutory roles and serving the Northern Territory community.

Dr Heggie most recently served as the Northern Territory's Chief Health Officer and the Executive Director of Public Health and Clinical Excellence in the Northern Territory Government's Department of Health. Dr Heggie is a long-time Territorian and has extensive experience working in urban and remote environments, including with First Nations communities.

The Act specifies no conditions that need to be satisfied before the power to make the proposed appointment may be exercised.

Dr Heggie's curriculum vitae is attached.



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The Minute recommends that the appointment be made in the form proposed.

Authority: Subsection 32(1) of the *Northern Territory (Self-Government) Act 1978*



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**The Hon Kristy McBain MP**

Minister for Regional Development, Local Government and Territories  
Member for Eden-Monaro

Ref: MS22-001917

Dr Hugh Heggie PSM

s47F  


Dear Dr Heggie


I am pleased to advise you have been appointed as Administrator of the Northern Territory for a period of three years beginning on 31 January 2023. A copy of the instrument of appointment is enclosed.

My department is liaising with the Northern Territory Department of the Chief Minister and Cabinet and the Official Secretary to the current Administrator on arrangements for your swearing in by General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia.

As representative of the Crown in right of the Northern Territory, the Administrator is a significant role in respect of its statutory powers and its ceremonial and civic duties.

I wish you all the best in your appointment and I look forward to receiving periodic reports on your public engagements, particularly with the Northern Territory community.

Yours sincerely

s22(1)(a)(ii)  


Kristy McBain MP

/ /2022

Enc

cc The Hon Anthony Albanese MP, Prime Minister  
The Hon Natasha Fyles MLA, Northern Territory Chief Minister  
The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional  
Development and Local Government



PRIME MINISTER  
The Hon Anthony Albanese MP

Reference: MC22-065107

06 OCT 2022

The Hon Natasha Fyles  
Chief Minister  
Northern Territory Government  
GPO Box 3146  
DARWIN NT 0801

Dear Chief Minister *Natasha,*

Thank you for your letter dated 6 September 2022 regarding the appointment of the Administrator of the Northern Territory.

I share your appreciation of the work and service of Her Honour the Honourable Vicki O'Halloran AO during her term as Administrator of the Northern Territory since 2017.

I am advised that the Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories, intends to progress a short extension to Her Honour's appointment, pending consideration by the Governor-General. I am supportive of this approach as it will allow for a smooth transition to the next Administrator of the Northern Territory.

I have provided a copy of our correspondence to Minister McBain and the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government.

I trust this information will be of assistance.

Yours sincerely

s22(1)(a)(ii)

*AA*  
ANTHONY ALBANESE

Parliament House CANBERRA ACT 2600  
Telephone (02) 6277 7700  
www.pm.gov.au

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OFFICIAL

MS22-001917

**Talking points for Federal Executive Council meeting**

- I recommend the appointment of Dr Hugh <sup>s47F</sup> Heggie PSM as Administrator of the Northern Territory for three years beginning on 31 January 2023.
  - Dr Heggie's appointment would follow on from the proposed reappointment of Mrs Vicki <sup>s47F</sup> O'Halloran AO as Administrator of the Northern Territory for a period of three months beginning on 31 October 2022.
- Appointment of the Administrator of the Northern Territory is made on the recommendation of the Northern Territory Government, in light of the Administrator's executive authority to administer the Northern Territory Government.
  - Dr Heggie's proposed appointment is supported by the Northern Territory Chief Minister, the Hon Natasha Fyles MLA and has been approved by the Australian Government.
- I consider that Dr Heggie is appropriately qualified, and will bring valuable experience to the role of the Administrator of the Northern Territory.
- Dr Heggie has filled high-profile senior public service positions, and has extensive experience in executive leadership, statutory roles and serving the Northern Territory community.
- Dr Heggie most recently served as the Northern Territory's Chief Health Officer and the Executive Director of Public Health and Clinical Excellence in the Northern Territory Government's Department of Health.
- Dr Heggie is a long-time Territorian and has extensive experience working in urban and remote environments, including with First Nations communities.

OFFICIAL



**Australian Government**

**Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts**

**To:** Jane Christie (for decision)  
Assistant Secretary, Mainland Territories Branch

**Timing:** For your decision by 23 December 2023, noting Dr Heggie's appointment commences on 31 January 2023.

**Subject: Terms and Conditions of Appointment for the Designate Administrator of the Northern Territory, Dr Hugh Heggie PSM**

**Recommendations:**

1. That you agree to the Terms and Conditions of Appointment for the Designate Administrator of the Northern Territory, Dr Hugh Heggie PSM, at **Attachment A**.  
**Agreed / Not Agreed**
2. That you sign the letter to Dr Heggie providing the Terms and Conditions for his consideration and signature, at **Attachment B**.  
**Signed / Not Signed**


**Signature:** ..... **Date:** .....

Jane Christie

**Comments:**

**Key Points:**

1. Dr Heggie's term of appointment as Administrator of the Northern Territory (NT) commences on 31 January 2023 (MS22-001917 refers). As part of the appointment process, the Designate Administrator receives a document outlining the terms and conditions of the appointment.
  - a. The Terms and Conditions document covers arrangements administered by our department, including salary and superannuation, approval procedures for absences from the NT and official travel outside of the NT, leave, relocation and compensation for early loss of office.
  - b. It primarily extracts and summarises information contained in Remuneration Tribunal determinations and certain provisions of the *Northern Territory (Self-Government) Act 1978*. No additional responsibilities or obligations are imposed on the NT Administrator and no entitlements are taken away.

2. We understand it is usual practice for Terms and Conditions to be agreed between the department, via the Assistant Secretary with responsibility for the NT Administrator, and the Designate Administrator.
  3. The proposed Terms and Conditions for Dr Heggie closely mirror the Terms and Conditions for the current Administrator, Mrs Vicki O'Halloran AO. In reviewing the Terms and Conditions, we tightened the language to make it clearer they draw from the relevant Remuneration Tribunal determinations and the Northern Territory Self-Government Act, where relevant.
  4. We do not consider Ministerial review of the Terms and Conditions necessary, unless Dr Heggie wishes to negotiate significant adjustments. We will provide the final Terms and Conditions document to the Minister's office for visibility.
  5. We recommend you agree to the Terms and Conditions document at **Attachment A**.
  6. We have prepared a letter to Dr Heggie for your signature to provide him the Terms and Conditions for consideration and signing, at **Attachment B**.
    - a. The letter notes that if Dr Heggie wishes to propose changes to the Terms and Conditions, he should discuss these with the department as soon as possible, including to allow for the department to engage the Remuneration Tribunal as necessary.
    - b. The relevant Director level contact in the NT Department of the Chief Minister and Cabinet is copied into the letter for visibility.
  7. The NT Department of the Chief Minister and Cabinet finalised a separate facilities and services agreement with Dr Heggie on 31 October 2022, see **Attachment C**. The agreement provides for Government House arrangements including accommodation and staffing, arrangements for official events and security and vehicles.
    - a. The agreement is attached to the Terms and Conditions document.
  8. The leave, official travel and accompanied travel forms at **Attachment D** also form attachments to the Terms and Conditions document.
- s42
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9. We will work with the Official Secretary to the Administrator for the NT to ensure Dr Heggie completes other paperwork for onboarding, including to support salary payments.

Name: s22(1)(a)(ii)  
 Position: Director, Mainland Territories Policy  
 Branch: Mainland Territories  
 Mob: s22(1)(a)(ii)  
 Date: 21 December 2022

Contact Officer: s22(1)(a)(ii)  
 Section: Mainland Territories Policy  
 Mob: s22(1)(a)(ii)

**Attachments:**

- A: Terms and Conditions document  
 B: Letter to Dr Heggie  
 C: Attachment to Terms and Conditions document: NT Government facilities and services agreement  
 D: Attachments to Terms and Conditions document: leave, official travel and accompanied travel forms

OFFICIAL



**Australian Government**

**Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts**

**Assistant Secretary  
Jane Christie**

**EC22-001230**

Professor Hugh Heggie PSM  
Designate Administrator of the Northern Territory  
c/- Mr Craig Kitchen MVO  
Official Secretary to the Administrator

via: [GovHouse@nt.gov.au](mailto:GovHouse@nt.gov.au)

Dear Professor Heggie

Congratulations on your appointment as the Administrator of the Northern Territory (NT) for a period of three years, commencing on 31 January 2023.

Attached for your consideration and signature are the Terms and Conditions for your appointment. This document covers arrangements administered by my department, including salary and superannuation; approval procedures for absences from the NT and official travel outside of the NT; leave; and relocation. The document attaches and refers to the NT Government's facilities and services agreement that you signed on 31 October 2022.

Please review the Terms and Conditions document. If you agree to the document, please initial each page, sign the final page and send a signed copy to <sup>s22(1)(a)(ii)</sup> [redacted], Director, Mainland Territories Policy, at <sup>s22(1)(a)(ii)</sup> [redacted]@infrastructure.gov.au. If you have any queries or wish to propose changes to the Terms and Conditions, please contact <sup>s22(1)(a)(ii)</sup> [redacted] (<sup>s22(1)(a)(ii)</sup> [redacted]) as soon as possible.

<sup>s22(1)(a)(ii)</sup> [redacted] will be in contact with you separately, via Mr Craig Kitchen MVO, Official Secretary to the Administrator, to provide other paperwork for your onboarding, including to support commencement of salary payments.

Yours sincerely

<sup>s22(1)(a)(ii)</sup> [redacted]

Jane Christie  
Assistant Secretary, Mainland Territories Branch

21 December 2022

Encl.

cc: <sup>s22(1)(a)(ii)</sup> [redacted] Director, NT Department of the Chief Minister and Cabinet

OFFICIAL

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*Northern Territory (Self-Government) Act 1978*  
*Section 42(1)*

**AFFIRMATION OF ALLEGIANCE**

I, HUGH <sup>s47F</sup> [REDACTED] HEGGIE, do solemnly and sincerely  
affirm and declare that I will be faithful and bear true allegiance  
to His Majesty King Charles III, His heirs and successors  
according to law.

HUGH <sup>s47F</sup> [REDACTED] HEGGIE DATED / /

Made and subscribed before me, the  
Governor-General of the Commonwealth of Australia

At Darwin

**His Excellency General the Honourable  
David Hurley AC DSC (Retd)**

GOVERNOR-GENERAL DATED / /

Released under the FOI Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts





**His Honour Professor the Honourable Hugh Heggie PSM**  
Administrator of the Northern Territory

His Honour Professor the Honourable Hugh Heggie PSM was sworn in as the 23<sup>rd</sup> Administrator of the Northern Territory on the 2nd of February 2023.

As Administrator, His Honour represents the Crown in right of the Northern Territory. His Honour performs a similar constitutional role to that of a State Governor and does not participate in the political process.

Throughout his 50-year health career, His Honour demonstrated outstanding service and excellence in clinical practice, leadership, management and administrative fields. His Honour's compassionate and exemplary contributions to the health and wellbeing of the Northern Territory's population, particularly the Indigenous community was recognised in January 2021 with the awarding of the Public Service Medal (PSM) for outstanding public service to community health in the Northern Territory. His Honour has participated in overseas humanitarian disaster responses through the National Critical Care and Trauma Response Centre and in 2021 was awarded the Australian Humanitarian Overseas Service Medal for his contributions during the 2015 Cyclone Pam disaster in Vanuatu.

His Honour was born in Melbourne, the eldest of six children, attending Bonbeach High School. His father was a motor mechanic and his mother did voluntary work. On completion of his first degree he relocated to Sydney where he worked as a research pharmacologist and in haematology before returning to Melbourne to complete his medical training. After twenty years as a Rural Generalist Practitioner on the Mornington Peninsula Victoria, including Obstetrics and Gynaecology, Emergency Medicine and Inpatient care, he relocated to the Northern Territory with his family in 2001. He has six children and five grandchildren.

Prior to his appointment as Administrator of the Northern Territory, His Honour was the Chief Health Officer and Executive Director of Public Health and Clinical Excellence in the Northern Territory from 2016 to 2022, and an Executive Member of the Northern Territory Health Leadership Committee. His leadership and advice played a significant role in ensuring the safety of Territorians during the COVID-19 pandemic. His Honour has served on numerous boards, committees and councils locally and nationally, including Radiation Health and Digital Health.

In 2022, His Honour was awarded Full Academic Status as a Professor (Academic Level E) in the College of Medicine and Public Health with Flinders University. The Administrator holds a Bachelor of Science (Pharmacology), a Bachelor of Medicine and Bachelor of Surgery (University of Melbourne). He also has a Graduate Diploma in Obstetrics and Gynaecology (1983) and a Graduate Certificate in Health Professional Education (2011).

His Honour has lived and worked in remote Indigenous communities and regional centres across the Northern Territory and actively promotes reconciliation with, and the progression of, Australia's First Nations people. As Administrator of the Northern Territory, His Honour values the importance of supporting and promoting all regions of the Territory and its diverse community. He is passionate about hearing the voices and stories of all Territorians.

The Administrator and Ms Ruth Jones have been together since 2016.

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