



Department of THE ATTORNEY-GENERAL AND JUSTICE

# ANNUAL REPORT 2023-24



# Acknowledgements

The Department of the Attorney-General and Justice acknowledges and respects:

- Aboriginal people as the traditional owners and custodians of its lands, waters and seas.
- Aboriginal Elders, past and present, and emerging leaders across the Northern Territory.

The term Aboriginal is used throughout this report to refer to all people of Aboriginal and Torres Strait Islander descent who are living in the Northern Territory.

The use of this term reflects the wishes of Aboriginal people in the Northern Territory.

Please be aware that this report may contain the names or images of Aboriginal people who have died.

# Letter to the Minister

Dear Minister

I am pleased to submit to you the 2023-24 Annual Report for the Department of the Attorney-General and Justice, in accordance with section 28 of the *Public Sector Employment and Management Act 1993*, section 12 of the *Financial Management Act 1995* and section 131 of the *Information Act 2002*.

Pursuant to my obligations under section 24 of the *Public Sector Employment and Management Act 1993*, section 13 of the *Financial Management Act 1995*, section 131 of the *Information Act 2002* and in accordance with Treasurer's Direction R2.1.6, I advise that to the best of my knowledge and belief:

1. proper records of all transactions affecting the department are kept and that employees under the department's control observe the provisions of the *Financial Management Act 1995*, the Financial Management Regulations and Treasurer's Directions
2. procedures within the department afford proper internal control and a current description of such procedures is recorded in the accounting and property manual, which has been prepared in accordance with the requirements of the *Financial Management Act 1995*
3. no indication of malpractice, major breach of legislation, major error in or omission from the accounts and records exists
4. in accordance with the requirements of section 15 of the *Financial Management Act 1995*, the internal audit capacity available to the department is adequate and the results of internal audits have been reported to the accountable officer
5. the financial statements included in the annual report have been prepared from proper accounts and records and are in accordance with Treasurer's Directions
6. all Employment Instructions issued by the Commissioner for Public Employment have been satisfied, and
7. the department is working in compliance with part 9 of the *Information Act 2002*.

Yours sincerely



**Gemma Lake**

Chief Executive Officer

27 September 2024

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# Purpose

The 2023–24 Annual Report for the Department of the Attorney-General and Justice (the department) has been prepared by the Chief Executive Officer (CEO) to comply with the annual reporting requirements under section 28 of the *Public Sector Employment and Management Act 1993* (PSEMA) sections 11, 12 and 13 of the *Financial Management Act 1995* and section 131 of the *Information Act 2002*.

Its primary purpose is to report to the Attorney-General and Minister for Justice on the department's performance in 2023–24 against approved budget outputs and performance measures. Other audiences include Members of the Legislative Assembly, the community, other government agencies, Northern Territory, Australian and local government levels, department employees and external stakeholders.

Pursuant to section 28 of the PSEMA, the department must present a report to the Minister on its operations within three months from the end of the financial year, and it must contain:

- functions and objectives of the department
- legislation administered
- organisation overview, including number of employees of each designation and any variation in those numbers since the last report
- operations, initiatives and achievements related to planning, efficiency, effectiveness, performance and service delivery to the community
- measures taken to ensure public sector principles are upheld
- management training and staff development programs
- occupational health and safety programs, and
- financial statements prepared in accordance with section 11 and 13 of the *Financial Management Act 1995*.

# Message from the Chief Executive Officer



In the past year, we have worked hard to strengthen our capabilities, deliver critical services and produce results that have a positive impact for Territorians.

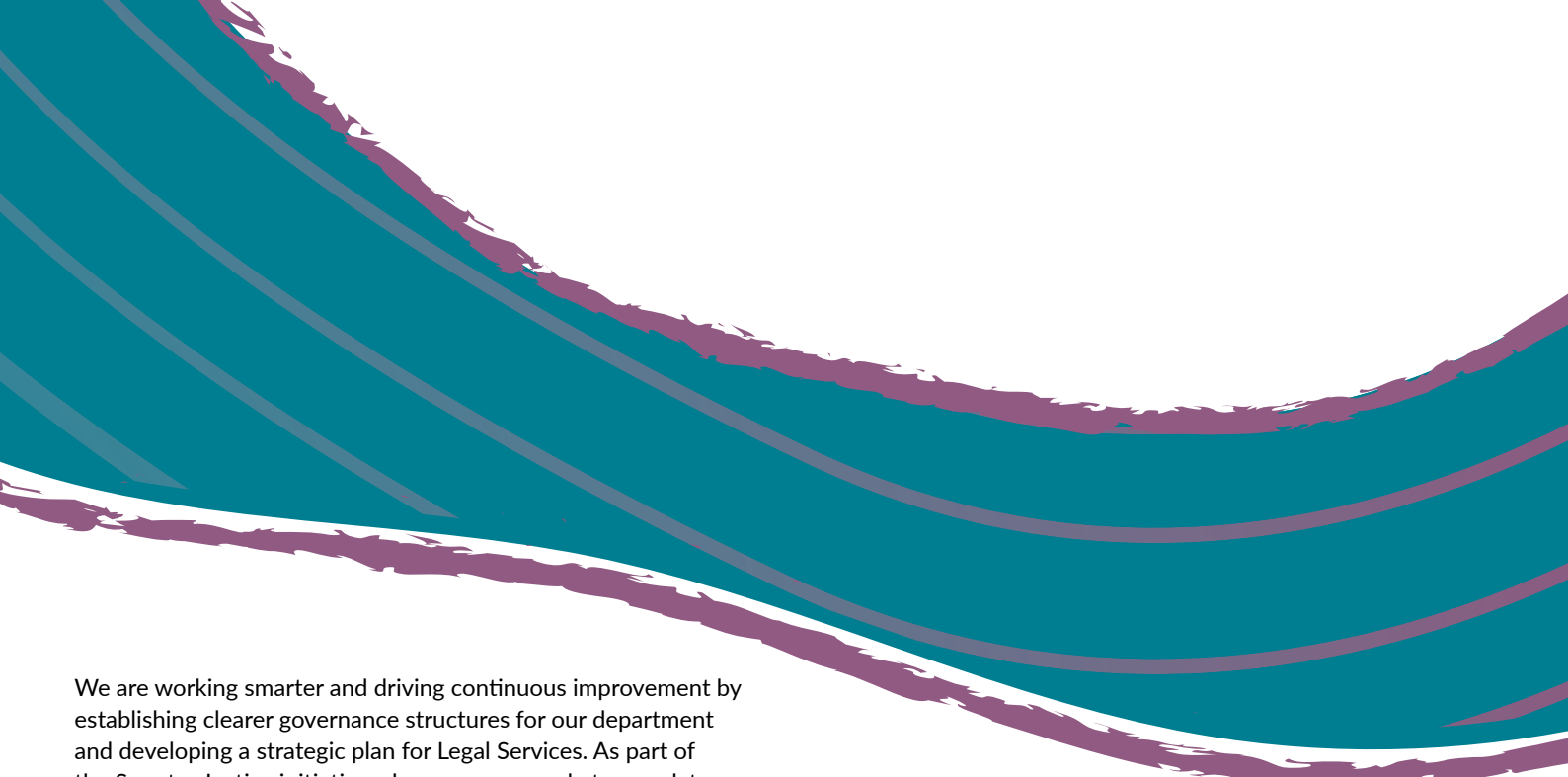
The annual report for 2023–24 reports on the progress we have made across many areas. Our work is guided by the department's strategic priorities, informed by the needs of Territorians and is a commitment to the community we serve.

In 2023–24 we helped to protect Territorians by investing \$2 million of funding to improve services to victim-survivors. We paid \$3.3 million in financial assistance to victims of violence. NT Worksafe led the development of safety regulations in line with other Australian jurisdictions, which are designed to protect people from electrical safety risks. In recognition of the importance of health and wellbeing in the workplace, the Work Health and Safety legislation was amended to implement regulations targeting the management of psychosocial hazards at work.

We worked closely with communities to improve outcomes for Aboriginal people by establishing law and justice groups in key locations across the Territory, enabling Aboriginal leaders to address local issues that support self-determination and safer communities. Groote Eylandt held its first community court hearing in March and launched the Alternative to Custody program – the second in the Territory, which provides eligible Aboriginal offenders with an alternative option to imprisonment that meets the needs of individuals within a case management model.

We broadened our client outreach services, including expanding bail supported accommodation for eligible offenders who may be experiencing housing or homelessness issues. We updated the Victims of Crime Charter to reflect an increase in financial assistance for victims, the removal of time limits to apply for assistance and shorter wait times for matters to be processed. Births, Deaths and Marriages helped to bridge the geographical distance with clients by bringing their services to 32 communities across the Territory.

We invested in our people by finalising the People Matter Response plan, which addresses staff feedback and improves employee engagement. We also congratulated 18 NT Worksafe inspectors in gaining their diplomas through NT Government. NT Correctional Services' targeted recruitment drives locally, nationally and in New Zealand yielded an outstanding 51 Experienced Correctional Officers to help boost staff numbers in Alice Springs. We will continue to recruit, develop and retain a strong workforce to help us serve the community.



We are working smarter and driving continuous improvement by establishing clearer governance structures for our department and developing a strategic plan for Legal Services. As part of the Smarter Justice initiative, changes were made to mandatory sentencing and community-based sentencing orders were simplified to break the cycle of reoffending. Led by the Smarter Justice Steering Group, we worked with our colleagues in other government departments to implement Smarter Justice using collective knowledge, expert advice and best practice methods to deliver large-scale justice reforms.

This year, we have welcomed new appointments in some of our independent offices, including:

- **Ms Traci Keys**  
Commissioner, Consumer Affairs
- **Ms Shahleena Musk**  
Commissioner, Office of the Children's Commissioner
- **Mr Jeswynn Yogarathnam**  
Commissioner, Anti-Discrimination Commission
- **Dr Yolonda Adams**  
Deputy Commissioner, Northern Territory Correctional Services
- **Mr Robert Pocock**  
Director Aboriginal Justice Unit

We farewelled, from the department:

- **Mr David Thompson**  
Deputy Commissioner, NT Correctional Services
- **Ms Victoria Engel**  
Deputy Director for the Department of Public Prosecution
- **Mr Jim Laouris**  
former Registrar-General and NTCAT Registrar
- **Ms Leanne Liddle**  
Director Aboriginal Justice Unit

I also extend my thanks to staff who left the department over the year and provided dedicated service during their employment with the department.

Thank you to our staff for their passion and commitment which helps make our achievements possible.

Our strong partnerships with our stakeholders highlighted our shared goal to deliver for all Territorians and I am grateful for their involvement and input across our projects.

This annual report summarises the remarkable work of our department in protecting and empowering vulnerable Territorians, and maintaining a justice system governed by independence, integrity and fairness.

I look forward to another year of positive results to support our vision for a safe, fair and just Territory for all.



**Gemma Lake**  
Chief Executive Officer



# Our Department

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# Strategic Plan 2021-2025

## OUR VISION

A safe, fair and just  
Territory for all

## OUR PURPOSE

- Enhance access to justice
- Administer and enable justice outcomes
- Deliver purposeful services to reduce offending
- Provide high quality legal advice and representation
- Support and empower the most vulnerable Territorians
- Promote and protect the rights and interests of Territorians

## OUR PRINCIPLES

- We are responsive to the diversity of the community
- We embrace innovative and creative ways of working
- We operate with integrity across all our diverse functions
- We collaborate across the Department and with our external partners
- We respect the independence of the Courts and the statutory office holders we support

## OUR STRATEGIES

  
PROTECTING  
TERRITORIANS

  
WORKING  
SMARTER

  
IMPROVING  
OUTCOMES FOR  
ABORIGINAL PEOPLE

  
DELIVERING  
CLIENT-CENTRED  
SERVICES

  
INVESTING IN  
OUR PEOPLE



# Five key strategies

## Strategic plan

The strategic plan sets out five key strategies to assist in setting priorities and driving the essential activities of the department. These strategies are:

### Protecting Territorians

We protect and empower the vulnerable, keep the community safe, and support the Attorney-General to oversee the justice system administered with independence, integrity and fairness.

### Improving outcomes for Aboriginal people

Aboriginal Territorians are significantly over-represented as both victims-survivors and offenders in the justice system.

We are committed to addressing over-representation and ensuring Aboriginal Territorians are actively engaged in the design and delivery of a culturally informed and safe justice system



## Investing in our people

We have a passionate and committed workforce. Our people are our greatest asset to achieve our objectives. We will attract, retain, develop and support a workforce which will help us serve the community.

## Delivering client-centred services

People are at the centre of everything we do. Our services must be designed to meet the needs of diverse clients and communities.

We will seek to continuously improve the experience of our clients across all our services.

## Working Smarter

We are committed to working smarter and driving continuous improvement.

This means embracing new ways of working and using data and systems more effectively to support our work.

# Key achievements for 2023–24



## Protecting Territorians



Additional \$2m funding to improve coordination services to victim-survivors across the justice continuum



## Improving outcomes for Aboriginal people



9 women graduated from the Alternative to Custody program in Alice Springs, bringing the total to 39 since commencement in 2022



## Delivering client-centred services



Delivered 9 Bills for the Attorney-General  
Refreshed the Victims of Crime Charter



## Investing in our people



Increased participation in the People Matter Survey by 16%  
Finalised the People Matter Response Plan



## Working Smarter



Established clear governance structures for AGD  
Developed Strategic Plan for Legal Services

# OUR VISION

A safe, fair and just Territory for all



Supreme Court guilty verdicts up by 27% in 2023



Paid \$3.393 million in financial assistance to victims of violence



Significant improvements and amendments to electrical Safety, and improved focus on psychosocial hazards in the workplace



Law and Justice Groups established at Barunga/ Wugularr, Maningrida, Kintore, Groote Eylandt, Yuendumu and Ramingining



First Community Court heard on Groote Eylandt



Groote Eylandt Alternative to Custody launched



Provided more than 275 people with supported bail accommodation



Births, Deaths and Marriages brought services to 32 communities



Developed framework and legislation to prepare for e-conveyancing



18 NT WorkSafe Inspectors have gained Diplomas in Government



New Zealand recruitment drive and onboarding of 51 Experienced Correctional Officers



Piloted the Mentally Healthy Workplace Framework



Designed pilot program to support victims of crime in their justice journey

Smarter Justice policy reforms implemented



DPP implemented the Prosecution Liaison Officer Partnership with Police



Audit Services worked across the department to improve compliance

# Key achievements 2023–2024



## Protecting Territorians

Highlight:

### Pulling the plug on electrical safety risks

New electrical safety laws have commenced to protect Territorians from electrical safety risks.

Territory regulator NT WorkSafe, who is also responsible for electrical safety, led the development of the *Electrical Safety Act 2022* and the *Electrical Safety Regulations 2024*, which commenced on 1 July 2024.

The purpose of the new laws is to prevent people from being injured or killed, and property from being damaged or destroyed, by electricity. The new laws apply wherever electricity is used, such as private residences, workplaces and public spaces.



Additional \$2m funding to improve coordination services to victim-survivors across the justice continuum



Supreme Court guilty verdicts up by 27% in 2023



A key change under the new laws is the transfer of responsibility for electrical licensing from the Electrical Workers and Contractors Licensing Board, which has been disbanded, to NT WorkSafe. This, and a new public complaints process against licensed electrical workers, aims to increase consumer protection from electrical risks due to non-compliant electrical work.

The laws have been modernised to better regulate advancements in renewable energy technology, including electric vehicle infrastructure and battery storage systems.

From July 2026, the new laws will require the mandatory installation of safety switches in residential properties when the property is sold. Another requirement is for sellers to provide written notice to purchasers that detail potential electrical risks to the property during the transfer of sale.

The new laws brings the Northern Territory in line with other Australian jurisdictions, ensuring Territorians are protected from electrical safety risks.



Paid \$3.393 million in financial assistance to victims of violence



Significant improvements and amendments to electrical safety, and improved focus on psychosocial hazards in the workplace



## Improving outcomes for Aboriginal people

Highlight:

### Communities take a stand

Communities around the Northern Territory are welcoming the establishment of Law and Justice Groups, one of the key commitments of the Aboriginal Justice Agreement.

Community-driven and locally represented, Law and Justice Groups enable Aboriginal leaders to address local justice issues through culturally-informed activities, initiatives and advice. They are an important step toward self-determination, and creating safe and resilient communities.


Community Courts operate in communities with a Law and Justice Group established and recognised under the *Sentencing Act 1995*. Law and Justice Groups play a critical role in Community Courts, helping to inform and guide sentencing options for eligible Aboriginal people engaged with the justice system, including rehabilitation.



9 women graduated from the Alternative to Custody program in Alice Springs, bringing the total to 39 since commencement in 2022



Law and Justice Groups established at Barunga/ Wugularr, Maningrida, Kintore, Groote Eylandt, Yuendumu and Ramingining



In the past year, the Attorney-General and Minister for Justice has approved six places across the Territory for which a Law and Justice Group may be established and recognised, namely:

- Groote Eylandt
- Maningrida
- Walungurru (Kintore)
- Ramingining
- Barunga / Wugularr
- Yuendumu.

Of these, Barunga/Wugularr, Maningrida, Kintore and Groote Eylandt have received operational grant funding for the groups to deliver community developed strategies to reduce risky behaviours contributing to community disunity and contact with the justice system. Prospective Law and Justice Groups at the remaining communities have received funding to support the development of local action plans and build community capacity that lead to better justice outcomes, as detailed in the Aboriginal Justice Agreement.

Community Courts enable Elders and respected individuals to work directly with judges to make more culturally-informed sentencing decisions and develop appropriate community-based sentencing options. The first Community Court proceeding was held on Groote Eylandt in June 2024, following the referral of matters for consideration in March 2024.

The establishment of the Groote Eylandt Community Justice Group, along with the Anindilyakwa Healing Centre and Community Courts, are agreed outcomes of the Law, Justice and Rehabilitation Plan established under the Groote Archipelago Local Decision Making Agreement executed with the NT Government in 2018.



First Community Court held on Groote Eylandt



Groote Eylandt Alternative to Custody launched with day referrals



## Delivering client-centred services

Highlight:

### Bail supported accommodation paves the path to recovery

NT Correctional Services is expanding its' client-centred services in partnership with The Salvation Army through the Open House program, which offers bail supported accommodation for vulnerable Territorians.

The program provides safe and supported accommodation to those who may be experiencing issues with housing or homelessness as an alternative to custody. While Open House primarily supports individuals subject to bail, the program also offers a pathway out of custody for eligible participants including those on parole, administrative home detention or general leave permits.

The Open House program offers integrated support through short to medium-term accommodation and personalised case management addressing underlying criminogenic needs.



Delivered 9 Bills for the Attorney-General

Refreshed the Victims of Crime Charter



Provided more than 275 people with supported accommodation



The program aims to improve the lives and outcomes of participants, including their health and social functioning, family and community connections, and compliance with conditions of their order. Program participants are provided access to a range of services, including employment and training assistance, family/relationship counselling, health and medical services, and mental health support.

Established in January 2023, the program launched with a 30-bed facility in Darwin before expanding to an additional 27 placements in Alice Springs. The program is the first of its kind in the Territory with growing demand for services increasing the capacity to up to 82 individuals across both regions.

The Open House program continues to grow with an outreach program set to launch in late 2024, in Katherine.

Since commencement, the program has provided over 275 Territorians with supported accommodation, and has been promoted in Australia and New Zealand at the Correctional Services Administrators Council.





## Investing in our people

Highlight:

### Kiwis flock to the Red Centre

NT Correctional Services (NTCS) welcomed 51 experienced correctional officers as part of a targeted campaign in the past year to attract and recruit a skilled workforce from New Zealand.

NTCS performs an essential role in the community and the criminal justice system by supervising, supporting and rehabilitating over 2000 people a day in the Northern Territory.

The organisation comprises over 1000 staff with diverse skills, ranging from administration to education, training to operations. Experienced correctional officers operate as a responsive team that is responsible for managing prisoners and offenders.



Increased participation in the People Matter Survey by 16%

Finalised the People Matter Response Plan



18 NT WorkSafe Inspectors have gained Diplomas in Government



Over the past year, NTCS has been actively promoting for roles such as correctional officers, as well as clinicians, and probation and parole officers to deliver people-centred services and better outcomes for offenders.

In August 2023, NTCS joined in a government-wide recruitment drive in Auckland and received strong interest, resulting in over 70 applications.

The New Zealand recruitment drive is one of several campaigns NTCS has been running to boost staffing numbers, which will continue as two new women's prisons are being established.

NTCS is continuing to invest in staff by providing benefits that will help attract and retain people for long-term employment. Experienced correctional officers from New Zealand who are looking to relocate to the Territory are supported by a number of employment incentives, as well as a relocation package to help with their transition to Australia.



New Zealand recruitment drive and onboarding of 51 Experienced Correctional Officers



Piloted the Mentally Healthy Workplace Framework



## Working Smarter

Highlight:

### Government agencies working together to lead justice reforms

2023-24 saw significant justice policy reforms, including the repeal of some types of mandatory sentences, roll out of new community based sentencing orders and programs, and raising the minimum age of criminal responsibility. To ensure these policy reforms were implemented smoothly required close collaboration from a number of areas of government.

The Smarter Justice Steering Group was established as a cross-agency oversight body involving the Department of the Attorney-General and Justice, including NT Correctional Services and the departments of Territory Families, Housing and Communities; Chief Minister and Cabinet; Health; Corporate and Digital Development and NT Police. Reporting to the Steering Group were a number of implementation groups involving dedicated operational staff looking at the operational changes required to carry out significant reforms.



Established clear governance structures for AGD

Developed Strategic Plan for Legal Services



Designed pilot program to support victims of crime in their justice journey

Smarter Justice policy reforms implemented



The Smarter Justice Steering Group, chaired by AGD's Deputy CEO, worked to break down silos in implementing substantial whole of government systems and operational reforms to share accountability, risk and delivery.

The Smarter Justice initiative delivered substantial changes through an all of Government "big picture" focus on victim-survivor safety, treatment and rehabilitation pathways, diversion and the factors that lead to contact with the justice system. This included the development of programs, changes to operational practices and cooperation across government.

The Steering Group and implementation groups worked extensively with stakeholders and built strong working relationships, drawing upon expert advice, shared knowledge and best practice methods to implement large-scale justice reforms.

This multi-agency partnership approach has enabled the achievement of shared goals and outcomes, joint risk management, and strengthening of complementary capabilities and resources for a coordinated, comprehensive approach to addressing complex justice issues.



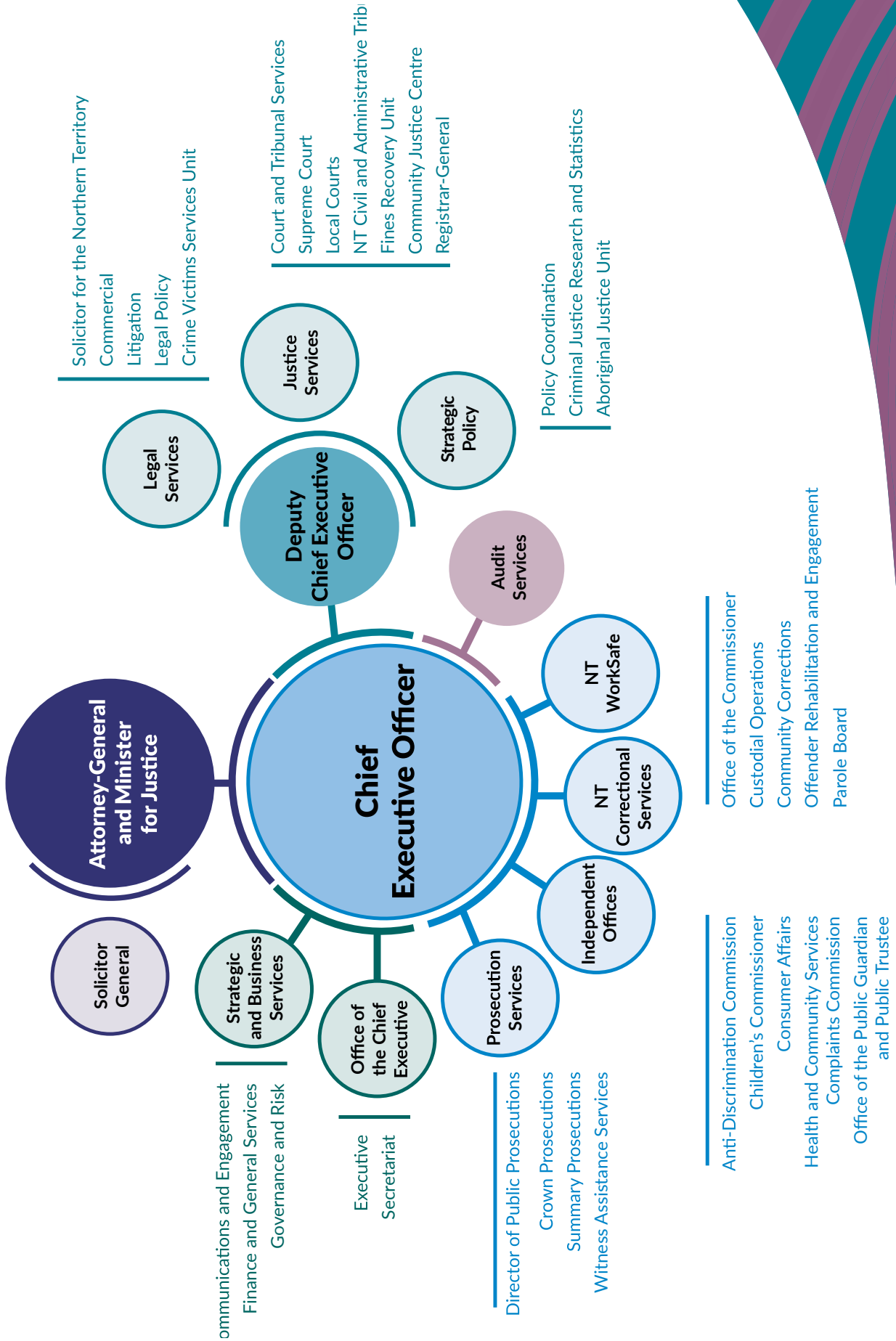
DPP implemented the Prosecution Liaison Officer Partnership with Police



Audit Services worked across the department to improve compliance

# Our organisation

## Organisational structure



## The Executive Leadership Group



*Back L – R, Craig Smyth Executive Director, Legal Services; Peggy Cheong Executive Director, NT WorkSafe; Brett Roach Senior Director, Strategic and Business Services / Chief Financial Officer; Sarah McMaster Director, Office of the Chief Executive Officer; Chris Cox Executive Director, Justice Services*

*Front L – R, Matthew Varley NT Correctional Services Commissioner; Gemma Lake Chief Executive Officer; Leonique Swart Deputy Chief Executive Officer; Lloyd Babb SC Director, Public Prosecutions*



# Output Performance Reporting

Legal Services

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NT Correctional Services

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Justice Services

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Director of Public Prosecutions

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Independent Offices

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NT WorkSafe

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Corporate and Shared Services

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# Output performance reporting

The department supports the Northern Territory Government's objectives through the following output groups, as published in Budget Paper No. 3 of 2023–24.

This section outlines the department's actual performance against the planned outcomes and aligns with the strategies in the department's strategic plan.

## 2023–24 Budget

The department's 2023–24 expenditure budget increased from \$459.966 million to \$535.928 million due to additional funding being approved to:

- meet correctional services demand and cost pressures
- meet the cost of reinstatement works at the Darwin Correctional Centre
- bring funding forward to establish the Groote Eylandt Alternative to Custody facility.

The department's external funding also increased due to:

- insurance revenue related to the reinstatement works at the Darwin Correctional Centre
- carryover of unspent funding from 2022–23 to 2023–24
- increase in notional charges from the Department of Corporate and Digital Development
- increases in own source revenue for increase in insurance premiums for self-insurers
- increase in funding under the National Legal Assistance Partnership
- payment of funds from the Department of Territory Families, Housing and Communities for the implementation of initiatives under the Domestic Family and Sexual Violence Reduction Action Plan 2.

|                                    | Original Budget<br>(\$'000) | Final Budget<br>(\$'000) | Actual<br>(\$'000) | Variance<br>(\$'000) | Variance<br>% | Notes    |
|------------------------------------|-----------------------------|--------------------------|--------------------|----------------------|---------------|----------|
| <b>Total revenue</b>               | <b>440 907</b>              | <b>513 528</b>           | <b>508 211</b>     | <b>-5 317</b>        | <b>-1.0%</b>  | <b>1</b> |
| <b>Expenditure by Output Group</b> |                             |                          |                    |                      |               |          |
| Legal and policy services          | 73 461                      | 80 877                   | 77 801             | 3 076                | 3.8%          | 2        |
| Correctional Services              | 263 732                     | 322 274                  | 309 857            | 12 417               | 3.9%          | 3        |
| Justice Services                   | 45 135                      | 48 489                   | 53 376             | -4887                | -10.1%        | 4        |
| Director of Public Prosecutions    | 14 805                      | 17 117                   | 17 476             | -359                 | -2.1%         |          |
| Independent Offices                | 13 089                      | 13 714                   | 13 401             | 313                  | 2.3%          |          |
| NT Worksafe                        | 8151                        | 8653                     | 8571               | 82                   | 1.0%          |          |
| Corporate and shared services      | 41 593                      | 44 804                   | 42 079             | 2 725                | 6.1%          | 5        |
| <b>Total expenditure</b>           | <b>459 966</b>              | <b>535 928</b>           | <b>522 561</b>     | <b>13 367</b>        | <b>2.5%</b>   |          |
| <b>Net surplus/(deficit)</b>       | <b>-19 059</b>              | <b>-22 400</b>           | <b>-14 350</b>     | <b>8 050</b>         |               | <b>6</b> |

## Notes

1. Lower than budgeted insurance revenue related to Darwin Correctional Centre reinstatement works.
2. Primarily related to underspend in the National Legal Assistance Partnership due to the delay in the final instalment to the North Australian Aboriginal Justice Agency.
3. Primarily due to an under budget result for insurance funded reinstatement works at the Darwin Correctional Centre, delays in the implementation of General Offender programs and delays in the expansion of Supported Bail Accommodation.
4. Higher than budgeted activity in the criminal justice system and expensive coronial inquests.
5. Underspend due to vacancies and delays in strategic projects.
6. Agencies are not-for-profit and will generally report a deficit balance due to non-cash items (for example, depreciation and amortisation) and any approved use of cash balances associated with unspent funding from prior financial years.



SFNT

## Legal Services

The Legal Services output group delivers quality legal advice, representation, and policy development to government through the Solicitor for the Northern Territory (SFNT), Legal Policy, the Aboriginal Justice Unit, the Crime Victims Services Unit (CVSU), and the Criminal Justice Research and Statistics Unit (CJRSU).

## Solicitor for the Northern Territory

The Solicitor for the Northern Territory (SFNT) provides the government with quality legal services, including legal advice and representation, comprising the commercial and litigation divisions.

### Commercial Division

The Commercial Division provides strategic commercial legal advice to the NT Government and its agencies to facilitate their business and operational needs. This includes complex contract drafting and advice, procurement, land development, funding, environment, major projects, infrastructure, mining and resources, and Aboriginal land and native title matters.

### Litigation Division

The Litigation Division provides legal advice and representation in a broad range of civil litigation matters across government. The division's legal services include employment law, child protection, domestic violence, planning law, administrative law, criminal property forfeiture matters, prosecutions, and coronial inquests.

| Key Performance Indicator  | Current Year   |                  | Previous Years |                |                |
|--|----------------|------------------|----------------|----------------|----------------|
|  | 2023-24 Target | 2023-24 Actual   | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Client satisfaction of the quality and timeliness of legal services <sup>1</sup> | 85%            | 95%              | NA             | NA             | NA             |
| Number of legal requests received <sup>1</sup>                                   | 970            | 1039             | NA             | NA             | NA             |
| Legal requests completed by due date <sup>1</sup>                                | 85%            | 77% <sup>2</sup> | NA             | NA             | NA             |

<sup>1</sup>New KPI measures

<sup>2</sup>Increase in demand impacted completion dates

## Key achievements in 2023–24

- Provided legal advice to various government departments, including:
  - Legal advice and representation to NT Police in the domestic violence list and criminal property forfeiture matters.
  - The Director of Public Prosecutions in fitness to plead criminal matters in the Supreme Court.
  - The Attorney-General in applications concerning serious sex offenders.
  - Department of Territory Families, Housing and Communities in the child protection jurisdiction.



Tanya Ling, principal lawyer and Ruby Anne Kelly, Lawyer, Commercial Division with Territory Mounted Police.

## Priorities for 2024–25

- Progress work on the SFNT’s organisational structure refresh to ensure career progression is in place.
- Progress the review of processes and use of government systems and programs to streamline work.
- Commence review of the *Law Officers Act 1978*.
- Review priorities to government including how the agency outsources work. The priority focus of the review will be on SFNT retaining work that is of high value, high risk and/or of strategic importance.

## Legal Policy and Policy Coordination

The Legal Policy and Policy Coordination units work together to develop, review, and implement legislative change. The units advise the Attorney General, Minister for Justice, and the government on law and justice measures and reforms.

The units assist government agencies to implement law and justice measures. This includes advising and supporting legislation development, particularly relating to offences and penalties, and administering National Legal Assistance Service grants on behalf of the Northern Territory and Australian governments.

Legal Policy provided key support to projects for the implementation of reforms and enabled commencement of legislative amendments. This included providing advice for the operationalisation of legislative amendments, training and education, consultation and engagement with key stakeholders and other project implementation supports.

Output Reporting

| Key Performance Indicator                               | Current Year   |                | Previous Years |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
|   | 2023–24 Target | 2023–24 Actual | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| Ministerial requests completed by due date <sup>1</sup> | 75%            | 72%            | NA             | NA             | NA             |
| Bills introduced into Parliament <sup>1</sup>           | 10             | 9              | NA             | NA             | NA             |

<sup>1</sup>New KPI measures

## Key achievements in 2023–24

- Supported the government to introduce 9 Bills and pass 12 Bills in the Legislative Assembly, including:
  - Anti-Discrimination Amendment Act 2022*
  - Criminal Code Amendment (Age of Criminal Responsibility) Act 2022*
  - Sentencing and Other Amendment Legislation Act 2022*
  - Criminal Code Amendment (Property Offences) Act 2022* in April 2023
  - Criminal Justice Legislation Amendment (Sexual Offences) Bill 2023* in May 2023
  - Trespass Act 2023*
  - Business Tenancies (Fair Dealings) Act 2003* review finalised and tabled in the Legislative Assembly
  - Domestic and Family Violence Act 2007* – Exposure Draft of the Justice Legislation Amendment (Domestic and Family Violence) Bill 2023 and review of Legislation and Justice Responses to Domestic and Family violence in the Northern Territory
  - Victims of Crime Assistance Amendment Act 2023*.

## Priorities for 2024–25

- Provide legal policy advice on how to improve Justice Responses and support the Legal Assistance Sector for continued delivery of legal services for vulnerable Territorians.
- Continue embedding Closing the Gap priority reforms to improve justice responses and services for Aboriginal Territorians.

## Funding the legal assistance sector

Legal Policy allocated and managed grant funding measures from the NT and Australian governments totalling \$43.830 million.

### Northern Territory funding

A total of \$11.413 million was allocated and managed by Legal Policy.

### Australian Government funding

#### National Legal Assistance Partnership 2020–25

The National Legal Assistance Partnership 2020–25 (NLAP) is a direct investment by the Australian Government in the legal assistance sector in the NT. A total of \$32.260 million was distributed to the sector in 2023–24.

For the full list of grant funding received by legal service providers, see the Appendices.

## Aboriginal Justice Unit

The Aboriginal Justice Unit (AJU) leads the implementation of the NT Aboriginal Justice Agreement (AJA). The implementation of the AJA is overseen by the Aboriginal Justice Agreement Governance and Monitoring Committee (AJAGMC) which includes members from government departments, non-government organisations and philanthropists.

The agreement has three aims:

- Reduce offending and imprisonment of Aboriginal Territorians.
- Engage and support Aboriginal leadership.
- Improve justice responses and services for Aboriginal Territorians.

These aims are underpinned by 13 commitments with relevant actions to be completed over seven years.

| Key Performance Indicator  | Current Year   |                  | Previous Years |                |                |
|--|----------------|------------------|----------------|----------------|----------------|
|  | 2023–24 Target | 2023–24 Actual   | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| Aboriginal Territorians completing therapeutic programs in Alternative to Custody facilities | 80%            | 19% <sup>2</sup> | 61%            | NA             | NA             |
| Percentage of Aboriginal Justice Agreement plan completed <sup>1</sup>                       | 20%            | 20%              | NA             | NA             | NA             |

<sup>1</sup>New KPI measure

<sup>2</sup>Reduction against target and 2022–23 result is due to complexities associated with referrals to the alternative to custody facilities.

## Key achievements in 2023–24

- Thirty-nine women completed the Life Skills Camp at the Alternatives to Custody (ATC) facility in Alice Springs. External evaluators found that program completion led to a reduction in reoffending and improved the physical health and wellbeing of participants.
- Construction of stage 1 of the Groote Eylandt ATC facility, known as the Anindilyakwa Healing Centre, is complete with residential capacity for 16 Aboriginal men. Day programs commenced in June 2024.
- The first Community Court was heard in Groote Eylandt in March 2024.
- Provided support to the Walungurru Law and Justice Group to develop a Local Action Plan in 2023–24. The group has received operational funding to lead, design and deliver law and justice initiatives in their community.

## Priorities for 2024–25

- Establish an Australian specialised domestic and family violence ATC for Aboriginal men in Central Australia with scoping work at the Rocky Hill Grape Farm.
- Review grant funding agreement to extend ATC arrangements in Alice Springs.
- Progress systemic reform projects.
- Establish further Law and Justice Groups and Community Courts across the Territory.

## Crime Victims Services Unit

The Crime Victims Services Unit administers the Crime Victims Assistance Scheme and Register to assist victims of violent crime and fulfil the Territory's obligations under the National Redress Scheme.

The unit recovers victim payment money from offenders, manages counselling and support services grants, including for victims of residential property crime, and advises the Attorney-General on victim related matters.

The Redress Coordination Team responds to requests for information in relation to both NT Government and pre self-government (Commonwealth Government) claims for redress for Institutionalised Child Sexual Abuse.

|  | 2023–24<br>Target | 2023–24<br>Actual | 2022–23<br>Actual | 2021–22<br>Actual | 2020–21<br>Actual |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Victims of crime assistance applications finalised | 420               | 439 <sup>1</sup>  | 451               | 362               | 384               |

<sup>1</sup>The increase in the 2023–24 actual result compared to target and the reduction of actual decisions made in 2023–24 compared to 2022–23 relate to legislative change which reduced the need for decisions on the acceptance of late applications.

## Key achievements in 2023–24

- Amendments to the *Victims of Crime Assistance Act 2006*, which was a joint effort between CVSU and Legal Policy. The amendments have improved the efficiency of processing applications for financial assistance for victims of violent crime. Time limits for the submission of applications were removed and additional funds for funeral expenses were made available.
- The total amount of financial assistance awarded to victims of violent crime under the *Victims of Crime Assistance Act 2006* was \$3.393 million.
- The total outlay of redress expenses to survivors who experienced abuse in NT Government institutions is approximately \$3.5 million. During 2023–24 the average amount for a redress payment made to NT survivors was \$83 542.

## Priorities for 2024–25

- Enhance the service delivery of funded stakeholders to achieve better outcomes for victims of crime.
- Implement recommendations from the Business Process Review and streamline processes and remove duplication to make the most effective use of resources.
- Finalise and review outcomes of the Redress Scheme Community Engagement Project.

## Criminal Justice Research and Statistics Unit

| Key Performance Indicator   | Current Year      |                   | Previous Years    |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | 2023–24<br>Target | 2023–24<br>Actual | 2022–23<br>Actual | 2021–22<br>Actual | 2020–21<br>Actual |
| Ad hoc criminal justice research and statistics requests delivered within agreed timeframe <sup>1</sup> | ≥95%              | 96%               | NA                | NA                | NA                |
| Criminal justice research requests, briefing and reports delivered                                      | 330               | 592 <sup>2</sup>  | 501 <sup>3</sup>  | 445               | 425               |

1. New KPI measure
2. The variation in 2023-24 reflects the transition to the new SerPro ICT system requiring additional reporting.
3. The increase in 2022-23 was a result of Youth justice reforms increasing both one-off and scheduled requests for youth justice data, while high prisoner numbers have resulted in a number of analysis requests

The Criminal Justice Research and Statistics Unit (CJRSU) is a shared service between the department, the Department of Territory Families, Housing and Communities, the Department of Health, NT Police, and Licensing NT.

The unit provides statistics and research to build an evidence base for the development, monitoring and evaluation of criminal justice policies and practices. This includes analyses of data from across the criminal justice system, including alcohol-related harms, and to develop information that would not be available if each agency were limited to its own staff and data.



Douglas Lovegrove, AJU Community Court training Maningrida

## Key achievements in 2023–24:

- The unit was involved in developing, monitoring and the evaluating plans for two key justice reforms: the *Criminal Code Amendment (Age of Criminal Responsibility) Act 2022* and the *Sentencing and Other Legislation Amendment Act 2022*.
- Delivered 592 statistical reports, briefings and analyses, including both scheduled and ad hoc reports. This represents a 79 per cent increase over the budgeted number of reports, and an 18 per cent increase compared to last year.
- Ninety-seven per cent of ad-hoc reports were delivered within the agreed timeframe.
- Provided statistical outputs to the department, and other NT Government agencies, Australian Government agencies, non-governmental organisations, external researchers, the media and the general public. This included data and statistics for the Australian Bureau of Statistics and the Productivity Commission, statistics for the Banned Drinker Register, projections of prisoner growth over time, youth justice statistics, and a variety of special requests.
- Provided statistical reports and analyses to the Aboriginal Justice Unit and participated in evaluation-related activities for the unit.

## Priorities for 2023–24

- Lead the Sentencing Reform monitoring and evaluation work.
- Build synergies with other NT Justice system agencies and sharing data, where appropriate, to deliver better outcomes for the government.
- Support the Aboriginal Justice Agreement by developing a community-level justice data pack that can be provided to communities to support and inform local initiatives. These data packs will be available to Law and Justice Groups and other groups interested in the interaction of the community with the justice system.





## NT Correctional Services

NT Correctional Services (NTCS) is responsible for supervising and supporting the rehabilitation of offenders in custody and in the community. The division works in partnership with government and non-government agencies to reduce reoffending.

In 2023–24, NTCS restructured its services to include Custodial Services, Offender Rehabilitation and Engagement, Community Corrections and the Parole Board, Strategy and Performance, and Integrity, Safety and Risk. NTCS continues its focus on our purpose for a safer Territory, reducing re-offending and changed lives.

As NTCS transitions into 2024–25, the Forward Together reform program continues to set the priorities against the NTCS Strategic Plan.

### Key achievements in 2023–24

- Completed 13 of the 46 recommendations with 7 underway, including the redevelopment of Darwin Correctional Centre's staffing roster.
- A total of 86 NTCS custodial staff completed a Certificate III in Custodial Practice.
- A new organisational structure and new KPIs were approved and delegations revised.
- The NTCS grew its workforce to more than 1000 people compared to approximately 860 last year.
- Major infrastructure projects started across the greater Darwin area and Alice Springs Correctional Centre, including rebuild works at the Darwin Correctional Centre, which is due to be handed over in August 2024.
- Added 250 beds across both correctional centres.
- Delivered a dedicated NTCS careers website and launched recruitment campaigns to attract new experienced and trainee correctional officers and probation and parole officers to the Territory.
- The Community Support Work Program (CSWP) assisted setting up the Foskey Pavilion in Darwin to accommodate communities affected by the flooding in February 2024 and four CSWP crews, spent two days supporting the City of Darwin Council and Keeping Australia Beautiful in cleaning up the coastal line and reserves after Territory Day firecracker night.
- Developed the co-designed General Offender Program.
- Commenced delivery of the Family Violence Program to remandees and delivery of RAGE program for offenders serving sentences of less than 24 months.
- Throughcare facilitated the preparation and support for prisoners released to Venndale Alcohol Residential Rehabilitation Service and commenced sessions with detainees transitioning from Don Dale Youth Detention Centre to DCC.
- NTCS partnered with Charles Darwin University (CDU) to deliver prisoner education packages.
- New pre-training assessments (PTA) implemented across both DCC and ASCC sites with a total of 911 prisoners enrolled and 675 completed education courses.
- The Elders Visiting Program (EVP) Forum held in Darwin creating meaningful dialogue, including the need for continued engagement, cultural awareness, and actionable solutions to improve the justice system's responsiveness to Aboriginal decision-making and support.

- Aboriginal Mental Health First Aid (AMHFA) successfully delivered to both men and women in custody across ASCC and DCC.
- Community Corrections implemented legislative reforms on the repeal of Mandatory Sentencing resulting from the department's Reform Project. Supported the Judiciary and other stakeholders included in the reform, and further work to enhance victim responses where appropriate, including engagement with DPP to enhance victim referrals to CVSU.
- Partnered with Territory Families, Housing and Communities to support the establishment of targeted Domestic Family Violence (DFV) programs and worked with program providers for the Men's Behaviour Change Program in the Top End to enhance capacity and response to DFV program participants.
- Received 159 supervised orders and administered more than 5600 community work hours as conditions of the new dispositions, in the three months post reform (to 30 June).
- Delivered the establishment and expansion of critical concurrent programs, bail supported accommodation and additional funding for residential programs to ease remand pressures.
- Established the Open House supported accommodation program. The bail supports programs in Darwin and Alice Springs partnering with the Salvation Army.
- Continued to deliver short, and medium-term accommodation for people without access to suitable accommodation who are granted bail, on general leave, administrative home detention and parole. The program attained full operation after completing capital works in Alice Springs and expanding capacity to accommodate up to 50 people in Darwin and 32 in Alice Springs.

### Priorities for 2024–25

- Deliver major infrastructure projects: DCC Sector 2, ASCC modular block, and new women's facilities.
- Deliver a new therapeutic, health-based women's correctional model.
- Review, revise and develop a suite of new and enhanced programs for prisoner rehabilitation.
- Collaborate with industry and academic stakeholders to identify and map skills needs within the NT that could be delivered to offenders.
- Develop and deliver Aboriginal mental health training to staff and prisoners.
- Formal evaluation of the Elders Visiting Program.
- Review NTCS prisoner industries model to enhance prisoner engagement, employment and optimise productivity.
- Design and implement coordinated workforce planning and development across portfolios.
- Complete activation of the Prisoner Integrated Learning System (PILS) at the Darwin Correctional Centre and work with CDU to develop learning modules..

- Work in collaboration with NT Health to review the current prisoner health service model to improve health outcomes for prisoners.
- Enhance program delivery schedules to address rising demand for prisoner outcomes.
- Expand the Open House supported accommodation program and establish an outreach program for the Katherine region. This will assist up to 90 individuals at any one time to maintain positive community connections while in compliance with the requirements of bail.
- Continue to strengthen the resettlement and reintegration pathways for work camp prisoners to prepare for release back into the community.
- Deliver trauma-informed culturally appropriate DFSV counselling for female prisoners.
- Deliver the General Offender Program in communities.

## Strategy and Performance Unit

The Strategy and Performance Unit was established last financial year in response to the 2021 Northern Territory Correctional Services Organisational Review, with the aim of improving the division's efficiency and effectiveness.

In 2023–24, a restructure of the NTCS moved identified functions into a reform team. The outcome combines recommendations from recent reviews into a multi-year project and focuses on three primary areas: enhancing strategy and governance, maintaining operations, and addressing reoffending.





## Custodial Services

Custodial Services provides a secure and humane custodial service that aims to reduce reoffending through targeted programs, education, and training.

NTCS oversees two correctional centres located in Darwin and Alice Springs, and two work camps for male prisoners in Datjala (Nhulunbuy) and Barkly (Tennant Creek).

The Datjala Work Camp (DWC) houses Open rated prisoners, while the Barkly Work Camp (BWC) accommodates both Open and Low rated prisoners. The correctional centres in Darwin and Alice Springs accommodate male and female multi-classification prisoners, with the female prisoners relocating to the new women’s facilities once opened.

| Key Performance Indicator   | Current Year   |                  | Previous Years |                |                |
|---|----------------|------------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual   | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Annual recidivism rate of convicted people <sup>1</sup>                                 | 59%            | 58%              | NA             | NA             | NA             |
| Eligible prisoners completing their enrolled education or training program <sup>1</sup> | 80%            | 74% <sup>2</sup> | NA             | NA             | NA             |
| Prisoner offence specific program completions <sup>1</sup>                              | 80%            | 93% <sup>3</sup> | NA             | NA             | NA             |

<sup>1</sup>New KPI measures for 2023-24

<sup>2</sup>Transition to new provider during the year impacted on enrolments

<sup>3</sup>The KPI for offence specific program completion target was exceeded with clinical staff heavily focussed on supporting offenders to complete programs.?

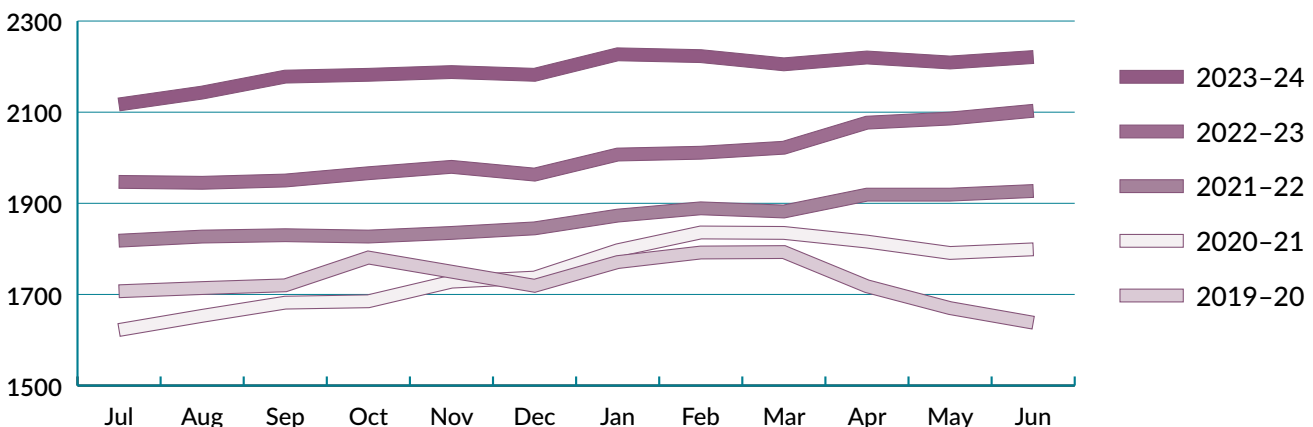
## Prisoner numbers

The yearly average number of prisoners for 2023-24 (2191) was 9.3 per cent more than the average for 2022-23 (2005). The average number of Aboriginal prisoners increased by 9.4 per cent, and the average number of non-Aboriginal prisoners increased by 8.4 per cent.

Prisoner numbers fluctuate due to various factors including government policy, police operations, increased police numbers, court activities, public prosecutor caseloads, availability of judiciary, increased remand population, length of sentences, and sentencing options.

While each correctional facility has a design capacity for a specific number of prisoners, all institutions can accommodate additional prisoners, referred to as operational capacity.

### Prisoner Population Monthly Daily Averages



## Total prisoner population as of 30 June 2024

| Centre          | Male | Female | Total | % of operational capacity |
|-----------------|------|--------|-------|---------------------------|
| DCC             | 1280 | 95     | 1375  | 100%                      |
| ASCC            | 650  | 30     | 680   | 100%                      |
| BWC             | 73   | -      | 73    | 99%                       |
| DWC             | 49   | -      | 49    | 98%                       |
| Police Prisons* | 104  |        | 104   | -                         |

\*Northern Territory Correctional Services (NTCS) and NT Police had been temporarily accommodating prisoners in Police Prisons because NTCS correctional centres had been unable to receive all prisoners due to being at maximum capacity.

## Female prisoners

Female prisoners are housed at both correctional centres, representing approximately 5.7 per cent of the total prison population. As of 30 June 2024, there were 125 female prisoners, with 94 per cent identifying as Aboriginal.

NTCS prepared preliminary proposed plans for two women's centres and a commissioning team was established to work with the Department of Infrastructure, Planning and Logistics (DIPL) to inform the architectural design.

The Commissioning Team comprises a superintendent, subject matter experts, and highly experienced correctional officers. The team's focus includes infrastructure and policy considerations to promote rehabilitation and to ensure the new centres operate under a trauma-informed and culturally responsive model. This model aims to improve rehabilitation and reintegration outcomes for female offenders.



CSWP Yuendumu clean up 2023



## Community Support Work program data – 1 July 2023 to 30 June 2024

| Facility                          | Number of work parties    |                           |                           | Total number of hours completed by the CSWP |                |                           | Potential savings to the community (\$) |                  |                              |
|-----------------------------------|---------------------------|---------------------------|---------------------------|---|----------------|---------------------------|---|------------------|------------------------------|
|                                   | 2021-22                   | 2022-23                   | 2023-24                   | 2021-22                                     | 2022-23        | 2023-24                   | 2021-22                                 | 2022-23          | 2023-24                      |
| Darwin Correctional Centre        | 2-3                       | 4-5                       | 4-6                       | 34 874                                      | 46 429         | 23 696                    | 708 988                                 | 992 652          | 550 458                      |
| Alice Springs Correctional Centre | 4                         | 4                         | 5                         | 44 250                                      | 34 901         | 18 503                    | 899 603                                 | 746 183          | 429 825                      |
| Barkly Work Camp (BWC)            | 3 to 4                    | 1 to 4                    | 2 to 4                    | 12 061                                      | 11 939         | 6 947                     | 245 200                                 | 255 256          | 161 379                      |
| Datjala Work Camp (DWC)           | CSWP provided as required | CSWP provided as required | CSWP provided as required | 5 832                                       | 7 206          | 10 497                    | 118 565                                 | 154 064          | 243 845                      |
| <b>Total</b>                      |                           |                           |                           | <b>97 017</b>                               | <b>100 475</b> | <b>59 643<sup>1</sup></b> | <b>1 972 356</b>                        | <b>2 148 155</b> | <b>1 385 507<sup>1</sup></b> |

<sup>1</sup>The reductions are aligned to operational decisions that have had to be made at times to suspend CSWP activities (due to rising prisoner numbers and staffing numbers) and to redirect CSWP staff towards supporting prisoner management within the increases in Correctional Centres, including where there were requirements to manage prisoners in Police Watch Houses.

## Community Support Work Program

The Community Support Work Program (CSWP) has prisoners undertake valuable community work activities.

The CSWP assisted with setting up and dismantling multiple community events in Darwin, Tennant Creek, Nhulunbuy and Alice Springs. This reparation work for the community enables prisoners to engage in positive activities while being recognised for their contribution to society.

## Work camps

Datjala Work Camp (DWC) and Barkly Work Camp (BWC) operational capacity:

- DWC 50 Open rated male prisoners
- BWC 74 Open (54) and Low (20) rated male prisoners.

The work camps operate a positive prisoner behaviour model using the framework of a structured day, with 100 per cent of prisoners participating in employment including on-site employment, community support work parties, volunteer employment and paid employment.

## Official Visitors

Official Visitors, appointed by the Attorney-General and Minister for Justice, are responsible for investigating and reporting the treatment and conditions of prisoners under the *Correctional Services Act 2014*.

An Official Visitor must not interfere with the management of prisoners at a correction centre, in accordance with section 31 of the *Correctional Services Act 2014*. Findings are submitted to the Minister after each visit.

|                                  | Darwin Correctional Centre | Alice Springs Correctional Centre | Datjala Work Camp | Barkly Work Camp |
|----------------------------------|----------------------------|-----------------------------------|-------------------|------------------|
| Number of official visitors      | 1                          | 0                                 | 0                 | 0                |
| Number of visits                 | 3                          | 0                                 | 0                 | 0                |
| Number of vacancies <sup>1</sup> | 3                          | 2                                 | 2                 | 2                |

<sup>1</sup>We are seeking nominations from key stakeholders from within the Correctional environment and will be calling for expressions of interest from the community to fill the vacant positions.

## Deaths in custody

When a death in custody occurs, the NT Police are immediately notified and are responsible for informing the Coroner and the next of kin of the deceased. A coronial investigation is undertaken for each incident. All deaths in custody are reported to the Australian Institute of Criminology through the National Deaths in Custody program.

Aboriginal individuals represent 88 per cent of the Territory's prison population, which is reflected in the higher rate of deaths in custody among this group.

There were two recorded deaths of prisoners in the custody of NTCS during the 2023–24 reporting period.

## Prisoner escapes and absconds

When a prisoner escapes and is apprehended by NT Police, the police will interview, then charge the prisoner with escaping lawful custody, and remand them to appear in court.



Setup of ABC races in Brunette Downs by Barkly Work Camp CSWP

Most complaints received relate to operational issues and are usually addressed by correctional centre staff on the day of the visit. During the 2023–24 period, managing the increased prisoner population was a significant focus for Official Visitors at DCC.

Prisoners can raise concerns through the internal complaint process, with Official Visitors, or independent bodies such as the Office of the Ombudsman NT, the Anti-Discrimination Commission, and the Health and Community Services Complaint Commission.

In the case of a prisoner absconding from a low-security facility, they are reclassified to a higher security status at a correctional centre upon their return.

## Prisoner escapes and absconds 2019–2024

|         | Secure (Escape) | Open Perimeter | Open (Abscond) | Escapes under escort | Total |
|---------|-----------------|----------------|----------------|----------------------|-------|
| 2019–20 | -               | 3              | 1              | 5                    | 9     |
| 2020–21 | -               | 7              | -              | -                    | 7     |
| 2021–22 | -               | 6              | 4              | 1                    | 11    |
| 2022–23 | 1               | 13             | 2              | -                    | 16    |
| 2023–24 | 6               | 1              | 2              | -                    | 9*    |

\*During 2023–24, one prisoner absconded from volunteer work placement, one prisoner absconded from Barkly Work Camp, one prisoner absconded from residential rehabilitation placement, three escaped from Alice Springs Police Prison and three escaped from Darwin Police Prison.



## Offender Rehabilitation and Engagement

The Offender Rehabilitation and Engagement (ORE) Directorate addresses criminogenic needs and provides reliable and innovative programs aimed at reducing offending behaviours.

The directorate comprises teams focused on offender services and programs, serious sex offender coordination, family violence programs, supply chain management, prisoner health, Aboriginal strategy and coordination, management of justice intervention grants administration, and prisoner education and training.

The Throughcare and Reintegration teams transferred from custodial operations to the directorate in December 2023.

### Offender Programs

The Offender Programs team is responsible for developing, coordinating and delivering rehabilitation programs relating to offending behaviours for prisoners.

Team responsibilities include:

- Delivering intensive offence-specific and offence related programs, psycho-educational programs, individual programs and specialist reports.
- Providing clinical advice to probation and parole officers, the sentence management team and Throughcare coordinators.
- Training clinicians and probation and parole officers on the LSI-RNR (a generalist tool for assessing the risk of reoffending) and the supervision of high-risk sex offenders.
- Supervising professional staff and coordinating continuous professional development opportunities, in line with professional registration requirements.
- Undertaking research, developing, and reviewing programs.
- Coordinating the Serious Sex Offender Referral Committee and preparing Supreme Court applications under the *Serious Sex Offenders Act 2013*.
- Managing critical incident stress debriefing for prisoners.

### Programs to address criminogenic risks and needs:

| DCC  | ASCC  |
|--|---|
| <ul style="list-style-type: none"> <li>• Sex Offender Treatment Program (SOTP)</li> <li>• Violent Offender Treatment Program (VOTP)</li> <li>• Violent Offender Treatment Program Moderate (VOTP-MOD)</li> <li>• Recognising Anger and Gaining Empowerment Program (RAGE)</li> <li>• Individual Treatment</li> <li>• Intensive Alcohol and Drug Program (IADP)</li> <li>• Family Violence Program (FVP) for male/female, remand and sentenced</li> <li>• Safe, Sober, Strong (SSS) for male/female, remand and sentenced</li> <li>• Addictive Behaviours program (ABP) for male/female, remand and sentenced.</li> </ul> | <ul style="list-style-type: none"> <li>• Recognising Anger and Gaining Empowerment program (RAGE)</li> <li>• Individual Treatment</li> <li>• Intensive Alcohol and Drug program (IADP)</li> <li>• Family Violence program (FVP) for male/female, remand and sentenced</li> <li>• Safe, Sober, Strong (SSS) for male/female, remand and sentenced</li> <li>• Addictive Behaviours program (ABP) for male/female, remand and sentenced</li> </ul> |

DCC is the primary location for intensive treatment delivery. Prisoners located at ASCC are transferred to DCC when required for intensive treatment programs and returned to ASCC after completion.

### Personal development and health programs (external providers):

| DCC  | ASCC   |
|--|--|
| <ul style="list-style-type: none"> <li>• Chaplaincy services</li> <li>• Health Prison In-Reach Alcohol and Other Drugs program</li> <li>• Mission Australia Pre and Post Release program.</li> </ul> | <ul style="list-style-type: none"> <li>• Chaplaincy services</li> <li>• Drug and Alcohol Services Australia (DASA) Alcohol and Other Drugs program</li> <li>• Mission Australia Pre and Post Release program.</li> </ul> |

## Serious Sex Offenders Act 2013 Coordination

The *Serious Sex Offenders Act 2013* allows the Attorney-General to apply for court orders extending supervision of serious sex offenders beyond end of sentence.

As of 30 June 2024, 13 serious sex offenders are subject to orders under the *Serious Sex Offenders Act 2013* (SSO Act).

Of these offenders:

- Nine are subject to interim or final supervision orders.
- Four are subject to interim or final detention orders.
- Two serious sex offenders completed orders in 2023–24.
- Two single room independent living units were established at the Darwin Correctional Precinct in 2023, to provide transitional accommodation for serious sex offenders moving from custody to a community supervision order

## Throughcare Support Services

Throughcare Support Services plan a prisoner's journey through their sentence and assist with planning for their reintegration. The team works in collaboration with the prisoner and external services for the prisoners pending release. Prisoner Support Officers provide direct support and assistance to prisoners to support linkages to culture, wellbeing and to aid in the preparation for release.

## Prisoner education and training programs

The NTCS addresses lack of education as well as poor work history as one of the eight criminogenic factors through its prisoner education and training programs.

Correctional facilities offer Vocational Education and Training (VET) programs to adult prisoners. This provides opportunities for prisoners to learn new skills and increase their likelihood of successful reintegration into the community, reducing the risk of reoffending.

- NTCS has contractual arrangements in place for prisoner education at both correctional centres through the:
- University of New England to deliver QuickSmart programs to individual prisoners requiring the essential basics in numeracy and literacy.
- Charles Darwin University (CDU) for vocational education with a focus on skills development and work.
- University of Southern Queensland for higher education certificates.
- Refer to the Appendices for further details on prisoner education courses delivered.

Courses:

| ASCC  | DCC  |
|---|--|
| <ul style="list-style-type: none"> <li>• Certificate II in Horticulture</li> <li>• Second cohort of Certificate I in Agriculture</li> <li>• Scheduled two Certificate II in Sport and Recreation courses</li> <li>• Two cohorts of Certificate II in Music</li> <li>• Certificate II in Community Services.</li> <li>• Forklift licence</li> <li>• Construction White Card</li> <li>• Learner driver theory</li> <li>• Provisions driver training.</li> </ul> | <ul style="list-style-type: none"> <li>• Certificate I and II in Retail Services</li> <li>• Second cohort in Retail Services ongoing</li> <li>• Certificate II in Sports and Recreation</li> <li>• Third cohort of Certificate II in Sports and Recreation ongoing</li> <li>• Infectious control skill set</li> <li>• Forklift licence.</li> </ul> |

Output Reporting

## Prisoner health

NTCS works in partnership with Prisoner Health Services (PHS) and Primary Health Care (PHC), NT Health and Forensic Mental Health Services in both ASCC and DCC to deliver site-based health care services.

## Aboriginal, Strategy and Coordination Unit (ASCU)

NTCS Aboriginal Strategy and Coordination Unit (ASCU) provides leadership and guidance in developing strategies, procedures, programs and initiatives to enhance opportunities for Aboriginal staff, prisoners and community.

The ASCU builds partnerships across government and non-government, with a strong commitment to engaging Aboriginal organisations and sourcing culturally appropriate programs and services designed, developed and delivered by Aboriginal people for Aboriginal people.



Elders Visitor Program AMHFA training

## The Elders Visiting Program

The Elders Visiting Program (EVP) offers cultural pathways program to support the mental health and wellbeing of Aboriginal prisoners by maintaining links to community and culture while in prison. These links are maintained through EVP prison visits, communicating in language, keeping prisoners informed about community business and conducting ceremonies where appropriate.

The program also aims to improve the reintegration prospects of Aboriginal offenders through Elders talking with them about the behaviours that led to their incarceration, discussing pre and post-release plans, obligations and expectations upon returning to community.

| Correctional Facility             | Number of prisoners accessing EVP |
|-----------------------------------|-----------------------------------|
| Darwin Correctional Centre        | 62                                |
| Alice Springs Correctional Centre | 159                               |
| Barkly Work Camp                  | 22                                |
| Datjala Work Camp                 | 40                                |
| <b>Total</b>                      | <b>283</b>                        |

## Community Corrections

Community Corrections monitors and supervises orders of the courts and Parole Board by engaging individuals in a participative case management framework to address issues that contribute to their offending behaviour.

### Key Performance Indicators

| Key Performance Indicator   | Current Year   |                | Previous Years |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Completion of supervised community correction orders <sup>1</sup> | 70%            | 74%            | NA             | NA             | NA             |

<sup>1</sup>New KPIs for 2023-24



## Parole Board

The Parole Board secretariat comprising administrative and operational staff from NTCS provides support to the Parole Board of the Northern Territory and undertakes all associated administrative duties.

The Parole Board of the Northern Territory is an independent statutory body established under section 3A of the *Parole Act 1971*. The Board consists of 18 members, who act independently of political and bureaucratic influence to make decisions about the parole of prisoners in the best interests of the community, including the offender and the victim.

You can read more about the activities of the Parole Board in its annual report, available at:

<https://paroleboard.nt.gov.au/publications>



National Probation and Community Corrections Officer's Association Conference attendees.

Back row, left to right: Susan Hargreaves, Carolyn Gage and Sharon Wilson.  
Front row, left to right: Tammy Lewis, Kate Scobell & Steven Jackson





## Justice Services

Justice Services delivers an accessible and fair justice system, fines and land titles management system that deals with matters in a timely manner and in a way that promotes, protects and respects peoples' rights.

To preserve and maintain the doctrine of separation of powers, the judiciary operates independently from the government's executive arm and judges act independently. The Judiciary are not employees of the department or the wider NT Public Sector.

### Key achievements in 2023–24

- Community Court commenced in March 2024 on Groote Eylandt and across other declared communities. Community Court sits separately to Circuit Courts and is a sentencing option available on application for Aboriginal offenders who have pleaded guilty to offending in the Local Court and Youth Court.
- Collaborated with Aboriginal Justice Unit staff, to deliver Community Court readiness training by the NT Local Court to two Law and Justice Groups in Groote Eylandt and Maningrida. The Local Court delivered training and information sessions to legal stakeholders and court staff in Darwin and Alice Springs to prepare for the roll out of Community Courts in those regions.
- Seven of 10 participants successfully completed court ordered programs under the Special Domestic and Family Violence List aimed at reducing domestic and family violence.
- The Community Justice Centre expanded mediation services outside Darwin and developed strong partnerships across the Territory to support the growth of mediation and community peace-making.
- Increased support for employees to manage vicarious trauma and opportunities for work/life balance.
- Increased the use of videoconferencing.
- The NT introduced the *Land Legislation Amendment Act 2023* enacted on 2 January 2024. The Act changes how transactions are done at the Land Titles Office (LTO) and allows for the introduction of eConveyancing.
- In compliance with the *Land Legislation Amendment Act 2023* the Registrar General completed and published the Verification of Identity (VOI) requirements document. These VOI requirements are aligned with other jurisdictions and incorporate the requirements necessary in the eConveyancing ecosystem.
- New forms and guidelines were prepared by the LTO to meet legislative requirements, including a new LTO webpage titled Lodging with the Land Titles Office. The webpage provides an overview of the changes along with all required documents and forms.
- The Land Titles Office celebrated its one-millionth land transaction on Tuesday 15 August 2023 by the Commonwealth Bank of Australia for a discharge of a mortgage.

## Priorities for 2024–25

- Refine and expand the Specialist Approach to Domestic Violence program (SADfV), including:
  - An action plan to strengthen the Specialist Domestic Violence Court Model at the Alice Springs Local Court. Funding will be provided to agencies over a three-year period to support the Model under a National Partnership Agreement.
  - A domestic and family violence legal education package.
  - Evaluation of the SADfV.
- Establish further Community Courts throughout the Territory.
- Facilitate the implementation of eConveyancing.
- Upgrade Justice Services business systems and assess infrastructure requirements.

## Higher courts

Justice Services provides processing and appropriate case-flow management for higher courts, including the Supreme Court and Courts of Appeal.

| Key Performance Indicator                                  | Current Year   |                  | Previous Years |                |                |
|--|----------------|------------------|----------------|----------------|----------------|
|  | 2023–24 Target | 2023–24 Actual   | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| Higher courts criminal matters clearance rate <sup>1</sup> | ≥88%           | 98% <sup>2</sup> | NA             | NA             | NA             |

<sup>1</sup>New KPI measure

<sup>2</sup>The increase in actual result compared to target for 2023–24 is a result of increased judicial resources.

## Lower courts and tribunals

The lower courts and tribunals provide processing and appropriate case-flow management for the Local Court (Civil), Local Court (Criminal), Youth Justice Court, tribunals and other statutory offices.

| Key Performance Indicator                                 | Current Year   |                  | Previous Years |                |                |
|---|----------------|------------------|----------------|----------------|----------------|
|   | 2023–24 Target | 2023–24 Actual   | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| Lower courts criminal matters clearance rate <sup>1</sup> | ≥88%           | 82% <sup>2</sup> | NA             | NA             | NA             |

<sup>1</sup>New KPI measure

<sup>2</sup>The increase in actual result compared to target for 2023–24 is a result of increased judicial resources.

## Northern Territory Civil and Administrative Tribunal

The Northern Territory Civil and Administrative Tribunal (NTCAT) is the Northern Territory's main forum for resolving smaller legal disputes, reconsidering government decisions and helping ensure that certain important human rights are respected.

NTCAT provides a forum resolving certain civil disputes (such as residential tenancy matters and small claims up to an amount of \$25,000).

The law that establishes NTCAT and governs its operations is the *Northern Territory Civil and Administrative Tribunal Act 2014*.

NTCAT provides an annual report to the Legislative Assembly each year under section 151 of the *Northern Territory Civil and Administrative Tribunal Act 2014*.

| Key Performance Indicator           | Current Year   |                  | Previous Years |                |                |
|-------------------------------------|----------------|------------------|----------------|----------------|----------------|
|                                     | 2023–24 Target | 2023–24 Actual   | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| NTCAT clearance rate <sup>1,2</sup> | ≥90%           | 79% <sup>3</sup> | 69.5%          | 109%           | 90%            |

<sup>1</sup>New KPI measure

<sup>2</sup>Excluding mental health and adult guardianship proceedings

<sup>3</sup>The decrease in actual result compared to target for 2023–24 is due timing on receipt of large volume small claims applications for unpaid fines over the course of the year.

## Fines Recovery Unit

The Fines Recovery Unit (FRU) collects and processes fines and infringement penalties and takes enforcement actions to collect unpaid fines.

| Key Performance Indicator          | Current Year   |                  | Previous Years |                |                |
|------------------------------------|----------------|------------------|----------------|----------------|----------------|
|                                    | 2023–24 Target | 2023–24 Actual   | 2022–23 Actual | 2021–22 Actual | 2020–21 Actual |
| Fines Recovery Unit clearance rate | ≥85%           | 96% <sup>1</sup> | 93%            | 86%            | 95%            |

<sup>1</sup>The number of fines collected compared to the number of fines issued can change for a number of reasons. This may include changes in conditions affecting public behaviour such as economic conditions (ability to pay, desire to avoid fines) and changes in fine incursion site conditions (eg major traffic works).

# Office of the Registrar-General

The Office of the Registrar-General delivers registration services to the community including dealings with land and other property, powers of attorney, births, deaths, marriages and changes of name, sex or gender.

| Key Performance Indicator   | Current Year   |                | Previous Years |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Office of the Registrar-General client satisfaction                   | ≥95%           | 99%            | 98%            | 95%            | 97%            |
| Life event certificates issued within 24 hours <sup>1</sup>           | 95%            | 94%            | NA             | NA             | NA             |
| Land dealings and instruments registered within 48 hours <sup>1</sup> | 95%            | 100%           | NA             | NA             | NA             |

<sup>1</sup>New KPI measures



Birth, Deaths and Marriages Registry



## Director of Public Prosecutions

The Director of Public Prosecutions (DPP) delivers independent public prosecution services to the Territory, and witness and victim support services during the criminal justice process.

| Key Performance Indicator                             | Current Year   |                | Previous Years |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Percentage of guilty verdicts <sup>1</sup>            | ≥95%           | 98%            | NA             | NA             | NA             |
| Supreme Court criminal matters finalised <sup>1</sup> | ≥80%           | 79%            | NA             | NA             | NA             |
| Local Court criminal matters finalised <sup>1</sup>   | ≥80%           | 81%            | NA             | NA             | NA             |
| NA  | NA             | NA             |                |                |                |

<sup>1</sup>New KPI measures

Further information about the DPP's activities is available in its annual report, which is published on its website:

<https://dpp.nt.gov.au/about-us/publications>



## Independent offices

The independent offices work to ensure the Territory community has access to services that protect, advocate and promote a person's legal rights and interests and contribute towards an equitable society.

In accordance with the Administrative Arrangements Order issued under the *Interpretation Act 1978*, the department is responsible for general and financial administration of the independent offices. These are included in this annual report.

Please note that detailed information about the operational activities of independent offices is available in their individual annual reports.

## Consumer Affairs

Consumer Affairs (CA) is tasked with regulation and promotion of rights and responsibilities to consumers and businesses through education and compliance actions. Consumer Affairs also provide conciliation, mediation and hearings on consumer law, business and residential tenancies, and residential building disputes.

| Key Performance Indicator  | Current Year   |                   | Previous Years |                |                |
|--|----------------|-------------------|----------------|----------------|----------------|
|  | 2023-24 Target | 2023-24 Actual    | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Consumer Affairs average call centre wait time (minutes) <sup>1</sup>                | ≤ 3            | 0.43 <sup>2</sup> | NA             | NA             | NA             |
| Consumer Affairs scheduled educational business visits conducted <sup>1</sup>        | ≥90%           | 85%               | NA             | NA             | NA             |
| Service stations in Darwin/Alice Springs regions with fuel price checks <sup>1</sup> | ≥90%           | 100%              | NA             | NA             | NA             |

<sup>1</sup>New KPI measures

<sup>2</sup>Call Centre services prioritised to provide timely access to consumer information.

Further information about the activities of NTCA is available in its annual report published on its website:

<https://consumeraffairs.nt.gov.au/publications#AnnualReports>

## Anti Discrimination Commission

The Anti-Discrimination Commission (ADC) aims to eliminate discrimination and sexual harassment by raising awareness about individuals' rights and responsibilities in the Territory through public education and training, complaints handling and community engagement.

The ADC also promotes the rights of people detained or receiving treatment under the *Mental Health and Related Services Act 1998* and the *Disability Services Act 1993* through the Community Visitor Program.

| Key Performance Indicator  | Current Year   |                  | Previous Years |                |                |
|--|----------------|------------------|----------------|----------------|----------------|
|  | 2023-24 Target | 2023-24 Actual   | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Community education and awareness sessions delivered by the Anti-Discrimination Commission | 70             | 129 <sup>1</sup> | 93             | 97             | 129            |
| Anti-Discrimination Commission complaints conciliated                                      | ≥50%           | 62% <sup>2</sup> | 55%            | 47%            | 61%            |
| Community Visitor Program issues resolved/referred   | ≥60%           | 81% <sup>3</sup> | 71%            | 72%            | 76%            |

The increase in 2023-24 actual results compared to the 2023-24 target and previous results is due to:

<sup>1</sup>Increased sessions to support Positive Duty obligations under the reforms to the Anti-Discrimination Act 1992.

<sup>2</sup>Additional complaint resourcing available during the period.

<sup>3</sup>Vacant positions filled in the Community Visitors Program.

Further information about the ADC's activities is available in its annual report published on its website:

<https://adc.nt.gov.au/resources/publications/annualreports>

# Public Guardian and Trustee

The Public Guardian and Trustee is mandated to safeguard and promote the personal, legal and financial interests of Territorians by providing adult guardianship, trust, estate and wills services within a human rights framework.

| Key Performance Indicator   | Current Year   |                  | Previous Years |                |                |
|---|----------------|------------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual   | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Compliance reviews of trust files annually <sup>1</sup>                                     | ≥80%           | 70% <sup>2</sup> | NA             | NA             | NA             |
| Complex and non-complex decisions aligning with the represented person's views <sup>1</sup> | ≥73%           | 76%              | NA             | NA             | NA             |
| Represented person's visits made within 12 months   | ≥60%           | 74% <sup>3</sup> | 66%            | 64%            | 64%            |

<sup>1</sup>New KPI measures

<sup>2</sup>The actual results were below the 2023-24 target due to resourcing capacity.

<sup>3</sup>The increase in 2023-24 is due to additional scheduled visits to regional and remote locations.

Information about the Public Trustee's activities is detailed in its annual report, which is published on its website:

<https://justice.nt.gov.au/attorney-general-and-justice/justice-publications/annual-reports>

Information about the activities of the Office of the Public Guardian is detailed in its annual report, which is published on its website:

<http://publicguardian.nt.gov.au/resources/annual-reports>

## Children's Commissioner

The Office of the Children's Commissioner is responsible for promoting the rights, interests and wellbeing of vulnerable children in the Territory.

The Children's Commissioner responds to complaints relating to services provided to vulnerable children. This includes undertaking investigations into systemic issues, monitoring the administration of the *Care and Protection of Children Act 2007* and attending places where children are held involuntarily in institutional settings.

| Key Performance Indicator   | Current Year   |                    | Previous Years |                |                |
|---|----------------|--------------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual     | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Children's Commissioner approaches, complaints and own initiative investigations handled <sup>1</sup> | 400            | 501 <sup>2</sup>   | NA             | NA             | NA             |
| Monitoring rounds where children are held involuntarily <sup>2</sup>                                  | 3              | 0 <sup>2,3</sup>   | 3              | 4              | 4              |
| Children's Commissioner complaint investigations completed within 90 days <sup>1</sup>                | 90%            | 61% <sup>2,4</sup> | NA             | NA             | NA             |

<sup>1</sup>New KPI measures

<sup>2</sup>The OCC have experienced a year on year increase in matters handled, likely due to increased awareness of the OCC functions through engagement activities and impacts of youth justice reforms on vulnerable children.

<sup>3</sup>The increase in complaint matters dealt with by the OCC have impacted on the offices capacity to undertake formal monitoring rounds together with resources diverted to undertake an inquiry into reduced capacity of Alice Springs Youth Detention Centre and services provided to vulnerable children.

<sup>4</sup>Percentage calculated on matters received and closed during the reporting period. The time to complete an investigation is not legislated and 90 days is not applicable, as previously published.

Further information about Children's Commissioner's activities is detailed in its annual report, which is published on its website:

<https://occ.nt.gov.au/publications>

# Health and Community Services Complaints Commission

The Health and Community Services Complaints Commission (HCSCC) resolves complaints between users and providers of health and community services in the Territory.

The commission provides recommendations to improve service delivery, and encourages awareness of the rights and responsibilities of users and providers of health services, disability services and services for aged people.

| Key Performance Indicator   | Current Year   |                | Previous Years |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| Health and Community Services Complaints Commission complaints and enquiries closed | 100%           | 100%           | 100%           | 105%           | 101%           |

Output Reporting

Information about the HCSCC's activities is detailed in its annual report, which is published on its website:

[Annual Reports | HCSCC \(nt.gov.au\)](https://nt.gov.au)



Traci Keys, New Commissioner of Consumer Affairs



## NT WorkSafe

NT WorkSafe (NTWS) is responsible for legislative reforms, safety awareness and education that supports industry, business and community needs.

NT WorkSafe works with Territory industry to influence the best possible outcomes in work health and safety, including dangerous goods, electrical safety, rehabilitation and compensation for injured workers' returning to work.

| Key Performance Indicator   | Current Year   |                   | Previous Years |                |                |
|---|----------------|-------------------|----------------|----------------|----------------|
|   | 2023-24 Target | 2023-24 Actual    | 2022-23 Actual | 2021-22 Actual | 2020-21 Actual |
| The rate of workers compensation claims per 1000 workers year on year             | 8.1            | 8.1               | 8.2            | 8.3            | 8.2            |
| The number of lives lost in workplace incidents reduced year on year <sup>1</sup> | 5%             | 0%                | NA             | NA             | NA             |
| The number of serious work-related injuries reduced year on year <sup>1</sup>     | 5%             | 0%                | NA             | NA             | NA             |
| The number of active cases reduced year on year <sup>1</sup>                      | 5%             | -13% <sup>2</sup> | NA             | NA             | NA             |
| Investigations completed within 12 months of commencement <sup>1</sup>            | 75%            | 75%               | NA             | NA             | NA             |

<sup>1</sup>New KPI measures

<sup>2</sup>The number of active cases increased due to limited resource availability in the last quarter of the year.

### Key achievements in 2023-24

- Prepared draft Electrical Safety Regulations in consultation with key stakeholders in the electrical industry. The *Electrical Safety Act 2022* and Electrical Safety Regulations will take effect on 1 July 2024. The regulations highlight the importance and value of functional safety switches on socket outlets in protecting people from electrical risks.
- The Work Health and Safety Assurance team visits bottle shops and liquor outlets to improve workplace safety and in late 2023, the team expanded its safety focus to incorporate service stations.
- New and revised Codes of Practice adopted in the NT, namely, codes in relation to managing psychosocial hazards at work, sexual and gender-based harassment and managing the risk of plant in the workplace. These were introduced in response to amendments to the Work Health and Safety (National Uniform Legislation) Regulations 2011 introduced on 1 July 2023.
- Inspectors regularly attended remote locations and responded to notifications to significantly increase services to regional areas.
- Legislation passed prohibiting the manufacture, supply, processing and installation of engineered stone benchtops, panels and slabs. This was a collaboration between Safe Work Australia, WHS Ministers of other jurisdictions and the Commonwealth and NT WorkSafe. The prohibition will come into effect on 1 July 2024, with a transitional period to 31 December 2024.
- WHS regulations have been amended to prohibit the uncontrolled processing of engineered stone to minimise the risks related to crystalline silica substances and respirable crystalline silica at workplaces. This includes a revision of the definition of engineered stone. These amendments also updated the applicable standards and references in relation to processing of engineered stone superseded over time.

- Amendments to the Return to Work Regulations include seven additional cancers to the prescribed diseases and qualifying periods for NT firefighters and include correctional officers, as defined under section 4 of the *Correctional Services Act 2014*, in the 'first responder' definition in Regulation 3.

### Priorities for 2024–25

- Expand Safety Focus on 'Aggression and Violence in the Workplace' to include the Health and Community Services sector.
- Asbestos National Strategic Plan Phase Three 2024–2030 – implement and carry out an ongoing review of legislative reforms on Prohibition on Engineered Stone and Electrical Safety in the Territory.
- Improve services delivery to regional areas and remote communities in the Territory.
- Implement legislative reform to enhance electrical safety in the Territory.

For further information about NT WorkSafe's Strategic Plan, visit:

<https://worksafe.nt.gov.au/nt-worksafe-strategic-plan-2021-2026>

Further information about NT WorkSafe's activities is available in the Work Health Authority annual report, published on its website:

<https://worksafe.nt.gov.au/about-us/reports>





## Corporate and Shared Services

Corporate and Shared Services aims to improve the department's business unit performance through strategic leadership and by providing efficient support services to facilitate agency operations.

## Corporate and Governance

Corporate and Governance supports the department's operations, comprising the Office of the Chief Executive Officer including Secretariat, Audit Services, and the Strategic and Business Services Division, that includes Governance and Risk, Finance and General Services, and Communications and Engagement.

These units support the executive and provide strategic and governance advice to all divisions to support their business objectives, including:

- Reporting the department's performance, strategic and operational risks, work health and safety, emergency management, compliance with governance and policy frameworks and department initiatives.
- Working with Audit Services, divisions and department leadership to identify and mitigate key strategic and operational risks, identification, mitigation and controls.
- Managing the department's strategic messaging, marketing, branding, digital communications and media liaison.
- Overseeing the department's governance arrangements and committees.
- Coordinating the department's strategic and business planning and evaluation cycles and monitoring strategic priorities.
- Coordinating a secretariat service to ensure correspondence between the agency and the minister's office is timely and of the highest standard.

- Ensuring the department meets its legislative requirements regarding the *Financial Management Act 1995* and the *Procurement Act 1995*, and ensuring day-to-day operations comply with related government and department policies, guidelines and processes overseeing the department's financial governance frameworks and helping build resource management capabilities within each division, to strengthen compliance and improve business processes.
- Overseeing the appointment process for the department's statutory offices and statutory boards and bodies.

### Key achievements in 2023–24

- Established three new committees under the new Governance Structure.
- New strategic planning and reporting framework introduced.
- New strategic risk register and review process implemented.
- New division operational risk registers and risk framework implemented.
- Extensive review of policy and other compliance requirements. This included updating the Accounting and Property Manual, Fraud and Improper Conduct Control policies and procedures and hospitality policy.
- Revised the delegation manual and implemented information sessions for delegates.
- Developed an emissions reduction plan.
- Completed Work Health and Safety Culture Plan 2022–23.
- Launched a Work Health and Safety and Mentally Healthy Workplace Commitment by the Executive Leadership Team.

- Launched the People Matter 2023 Response Plan.

## Priorities for 2024–25

- Develop better ways of working with Aboriginal people through a Cultural Safety Framework and Aboriginal Employee Forums.
- Further refine our Infrastructure Plan that considers our needs and assures the longevity of our facilities.
- Building capacity, capability and wellbeing support through the development of an AGD Workforce Plan and Wellbeing Strategy.
- Launch the MyPerformace online performance management plan and tool.
- Developing an AGD Digital Strategy and Action Plan that considers the department's future needs.
- Implement and adhere to strengthened Governance structures and practices.

## Audit Services

The Audit Services unit supports the department through its internal audit function, providing risk-based and value-added assurance and advisory services.

The audit function maintains its independence by reporting directly to the CEO, with additional oversight and advice provided by the Audit and Risk Committee. It is a key part of the department's governance framework.

### Internal audit activities in 2023–24

A key focus of the internal audit function in 2023–24 was on:

- supporting the department's strategic risk assessment
- aligning internal audit activities with the department's strategic risks
- enhancing presentation of internal audit results
- advising stakeholders on effective and efficient ways of addressing audit recommendations.

## Shared Services

Under Shared Services arrangements, the Department of Corporate and Digital Development (DCDD) provides the following services to the department:

- human resources
- procurement
- information and communications technology (ICT)
- information management
- web management
- fleet services.

The Department of Infrastructure, Planning and Logistics (DIPL) coordinates the government infrastructure program, including repairs and maintenance.

## Procurement

A centralised advisory and support service assists department procurement actions from Tier 2 to Tier 5. Under the model, Procurement Services (DCDD) is available to provide advice on procurement and contract management and compliance within relevant legislation and policy frameworks.

Divisions are responsible for their own procurement functions and decisions, with assistance from Procurement Services (DCDD) overseen by the Chief Operating Officer where applicable.

The Value for Territory assurance program requires Value for Territory (VFT) to conduct annual audits for the period 1 January to 31 December. Reports must be submitted to the Buy Local Industry Advocate by 31 March the following year. The Audit Services unit completed the annual VFT audit by the deadline.



# Our People

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The department's achievements are made possible through the dedication and professionalism of our people. We are proud of the great work across our teams and the continuous commitment as individuals.

We offer a range of workforce development programs that support staff growth and encourage a positive work environment for all employees. These initiatives foster our team's skills and align with the department's key strategic goals: investing in our people, working smarter, improving outcomes for Aboriginal people, and delivering client-centred services.

Human resource services are provided under a shared service arrangement with the Department of Corporate and Digital Development (DCDD).

The workforce metrics data in this section is supplied by DCDD.

### Key achievements in 2023–24

- The development and release of the 2023 People Matter Response Plan.
- The establishment of the Strategic People and Culture Committee and Mentally Healthy Working Groups.
- The introduction of a new special measures plan.

### Priorities for 2024–25

- Complete the AGD Strategic Workforce Plan
- Complete and launch the Mental Health and Wellbeing strategy.
- Train and introducing Mental Health First Aid Officers across the department



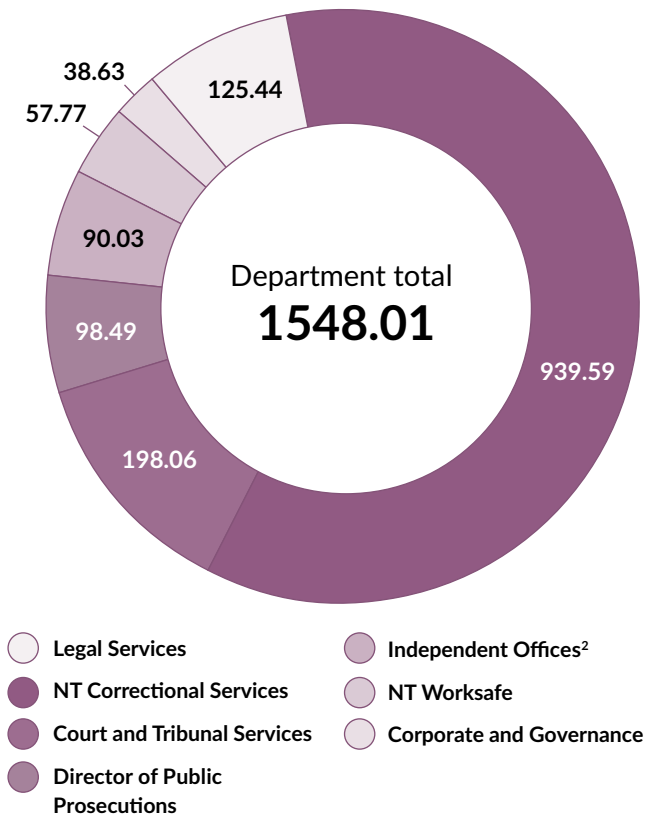
# Our Workforce

The department is made up of eight divisions and five independent offices with a full time equivalent (FTE)<sup>1</sup> staff complement of 1548.01 as of 30 June 2024. An FTE comparison between 2022–23 and 2023–24 by classification is available in the Appendices.

Judiciary members are not employed by the department. The judiciary is included in overall FTE figures for consistency with other published NT Government figures. The largest division in the department is NT Correctional Services, representing 60.69 per cent of overall FTE.

The department's employees are primarily based in Darwin, Alice Springs, Tennant Creek, Katherine and Nhulunbuy. A small number of staff are based in other regional and remote locations.

## FTE by Output

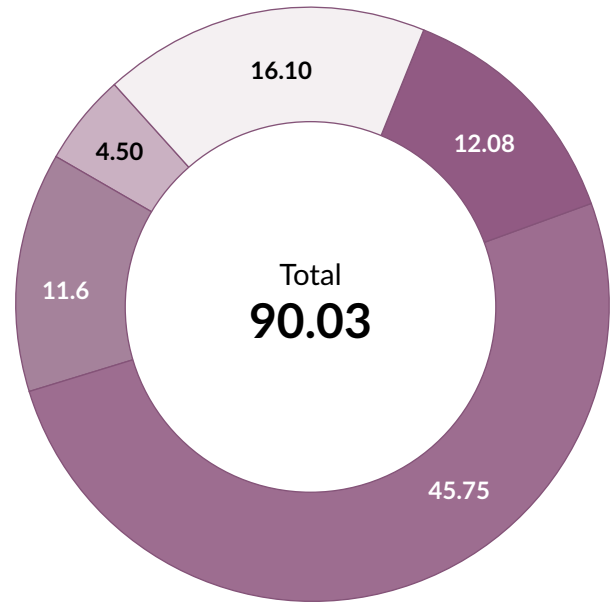


<sup>1</sup> One full time equivalent (FTE) is an employee working full-time hours at 38 hours per week for custodial officers and 36.45 hours per week for all other employment streams. An employee working part-time or casual hours is represented as a fraction of this

<sup>2</sup>Independent offices' FTE represents 12% per cent of the total FTE in the department..

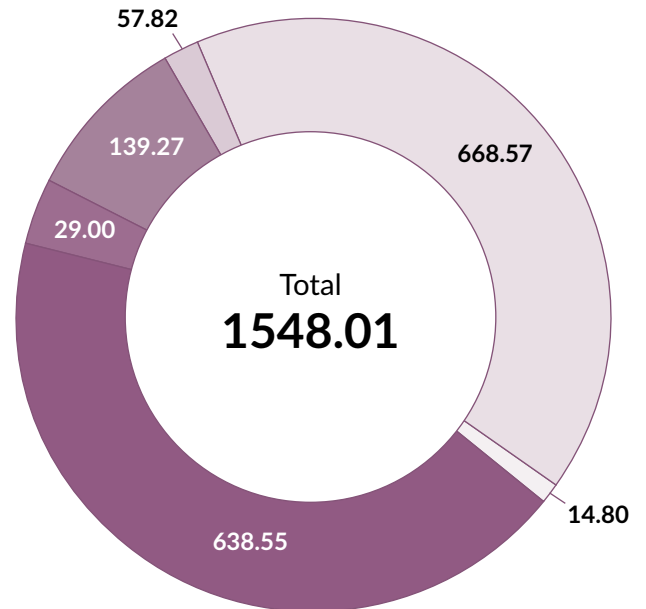
<sup>3</sup>Others' includes early careers, technical and physical streams.

## Independent offices FTE



- Consumer Affairs
- Anti-Discrimination Commission
- Public Guardian and Trustee
- Children's Commissioner
- Health and Community Services Complaints Commission

## FTE by employment stream



- Administration
- Executive
- Professional
- Judicial
- Custodial
- Others<sup>3</sup>



# Workforce Development

The department is committed to attracting, engaging, retaining and developing our workforce. We provide our teams with a range of learning and development opportunities.

The Department of Corporate and Digital Development (DCDD) supports the department to deliver workforce development initiatives through its shared service arrangements.

## People Matter Survey and Response 2023

The department's response rate to the People Matter Survey 2023 increased by 16 per cent compared to the previous survey, with 54 per cent of employees responding.

A 2023 People Matter Response Plan was released in February 2024, with local action plans also developed. The Response Plan demonstrates tangible advancements in addressing key concerns and improving employee satisfaction sustainably.

The department has been actively implementing initiatives identified in the survey, including commencing work on an AGD Strategic Workforce Plan and Mental Health and Wellbeing strategy. The Executive Leadership Group (ELG) commenced regular regional and offsite meetings, and approved the review of the delegations manual, which allows for greater authority of Executive Directors and Directors.

## Strategic People and Culture Committee

The Committee established this year monitors and oversees strategic people and organisational culture initiatives, planning and management for the department. The Deputy CEO chairs the committee with representatives from across the department.

### Key achievements in 2023-24

- Terms of reference finalised
- Workshops held to identify the people and culture risks and priorities for a Strategic Workforce Plan
- Mentally Healthy working group established and workshops held to support the development of a Mental Health and Wellbeing Strategy.

### Priorities for 2024-25

- Re-assess strategic people and culture risks and strategies and implement annual action plan
- Develop and launch AGD Strategic Workforce Plan
- Develop and launch the Mental Health and Wellbeing strategy
- Implement actions from the People Matters response plan



# Wellbeing initiatives

## Commitment to staff wellbeing

The ELG reaffirmed the department's dedication to prioritising the wellbeing of all staff members. This commitment is reflected in the launch of a formal Commitment Statement, and the development of an Employee Wellbeing Strategy to promote and enhance staff wellbeing across the department.

## Reinforcing health and wellbeing

Senior Practice Director, Sheena Neill, Community Corrections was tasked to consider a wellbeing model to support employees across NTCS. Sheena joined the AGD Mentally Healthy Workplace Working Group and has contributed to the development of an AGD Mental Health and Wellbeing Strategy. This work enables NTCS to align the wellbeing and resilience strategies being developed with the AGD strategy.

## Training and support

There are many challenges to the work undertaken by department employees, and access to free counselling and support under the Employee Assistance Program is actively encouraged. A number of divisions also provide vicarious trauma and resilience training and de-briefing support.

With amendments introduced under the Work, Health and Safety (National Uniform Legislation) Regulations 2011 on 1 July 2023 the department provided information sessions on managing psychosocial hazards in the workplace.

# Understanding Aboriginal mental health

An Aboriginal Mental Health and Suicide Prevention workshop provided accredited training for NTCS employees, covering the assessment and treatment of mental health issues and suicidal behaviours in communities. Director of Offender Services and Programs Dr Natalie Walker emphasised the need to understand how cultural factors influence the engagement, assessment, and treatment of Aboriginal people in their care to support rehabilitation and reduce incarceration.



**63%**  
job satisfaction



**90%**  
of employees believe the work they do is important



**46%**  
find their work is often stressful



**40%**  
said AGD has sufficient support for managing vicarious trauma



## Gender comparison of staff



**49.94%**  
Male



**49.75%**  
Female



**0.31%**  
Self-specified

## Wellbeing activities

### The Push-Up Challenge

The Office of the CEO undertook a challenge to complete 3249 push-ups (or another movement) across 24 days in June as part of The Push-Up Challenge, Australia's largest mental health and fitness event. All staff were invited to participate in the event.

Sarah McMaster took part in the challenge to promote positive action for mental health.

### R U OK? Day

A range of events were held across many parts of the business and the department hosted a morning tea for R U OK? Day with guest speaker Comedian Amy Hetherington facilitating a discussion around mental health through humour.

## Social responsibility

The department is committed to social responsibility, recognising the importance of contributing to the wider community and the positive outcomes it has for wellbeing by supporting both division and staff-led initiatives throughout the year.

## Community fundraising

Employees across the department undertook a range of community fundraising initiatives, including:

### SFNT and Legal Policy:

- RSPCA Cupcake day raising \$327.75 and Cancer Council's Biggest morning tea raising \$390.15.
- Christmas charity – Foodbank was selected for 2024. Donations of basic foods were provided to Foodbank for distribution to local charities and other not-for-profit organisations.
- Support for Dawn House with Legal Policy participating in the Glow Bear initiative. This initiative involved the team sewing bears to provide to Dawn House for children who have fled domestic and family violence situations.



Bears for Dawn House

## Community Corrections:

- Tamara Redding from Community Corrections led fundraising for Polio eradication across the Katherine, Wadeye and Borroloola offices through hosting casual days and recycling. This financial year, the Katherine, Wadeye and Borroloola Offices raised \$900 for the cause.
- In Tennant Creek, Community Corrections employees recycled cans and bottles to raise funds to donate to local charities. In 2023, Tennant Creek Rotary Club received a \$250 donation. Prior recipients include a church organisation (\$200), the Women's Shelter (\$200) and Tennant Creek Aged Care (\$180). A fund balance of \$210 is currently available and a further donation to a charitable organisation is to be made once identified.

## Staff volunteering

### Tennant Creek – Barkly region bushfires

In September and October 2023, more than 18 million hectares burned across the Barkly, Tanami and Great Sandy Deserts across the NT and WA.

Two staff members from Community Corrections volunteered for NT Bush Fires – Compliance Officer Keven Stout and Regional Manager William (Bill) Jeffery.

Both staff members were released from NTCS duty to undertake full-time duties in fighting fires in the Barkly region. They volunteered as members of the NT Bush Fires Tennant Creek Brigade with extended deployments to remote communities under threat.



Tennant Creek bush fire



39% of vacancies advertised under special measures

# Aboriginal employment

As of 30 June 2024, 9.23 per cent of department employees self-identified as Aboriginal.

Over the next two years, the ELG is committed to implementing a range of equity initiatives aimed to increase diversity in the workplace.

The initiative launched on 1 November 2023 was a revised special measures plan. The plan requires all vacancies of 12 months or greater advertised under special measures. This means that priority consideration will be given to Aboriginal applicants who meet all selection criteria.

Other equity initiatives undertaken in 2023-24 included:

- Supporting the Aboriginal Workforce Advisory Group progress the Aboriginal Employment and Career Development Action Plan.
- The first annual Aboriginal workforce forum held in 2023.
- ELG meetings held in regional or remote towns to strengthen connection to communities and local issues.
- Encouraged all employees to undertake:
  - foundational cross cultural training
  - unconscious bias training,
  - closing the gap training
  - face to face merit selection training.

## Cultural Awareness Training and Aboriginal Mental Health First Aid Training

NTCS continued to work towards building a culturally safe environment and increasing cultural capability and responsiveness of employees through Cultural Awareness Training (CAT) and Aboriginal Mental Health First Aid training (AMHFA).

### Diversity (employees identifying as)



**1.92%**  
Having disability



**14.99%**  
Having a culturally diverse background



**9.23%**  
Aboriginal and/or Torres Strait Islander

The training works toward breaking down cultural barriers and teaching people to better understand and respect those from different cultural backgrounds and provide relevant skills to be able to assist an Aboriginal adult who may be experiencing a mental health problem or mental health crisis.

Both programs were delivered by Aboriginal employees and Elders from the Elders Visiting Program, with a total of seven CAT and six AMHFA courses delivered in 2023-24.

## Aboriginal Employment Program opens doors

The Aboriginal Employment Program (AEP), run by DCDD, supports Aboriginal job seekers in establishing NTPS careers and combines classroom learning with hands-on experience.

While studying a Certificate II in workplace skills at Charles Darwin University (CDU), Jaidine Fejo completed the 20-week AEP placement with the Offender Services and Programs team. Jaidine has secured ongoing employment with the Offender Services and Programs team at NTCS. Her local knowledge and fluency in Kriol proved valuable for the team's community projects and the delivery of the Family Violence Program at DCC.

CEO Gemma Lake was delighted to see Jaidine's success with the program: "It's wonderful to see Jaidine progress through the Aboriginal Employment Program and officially become a part of our team. We aim to continue benefiting from this impactful program and celebrating even more successes with future graduates."



Aboriginal Employment Program Graduation L to R Gemma Lake, Jaidine Fejo, Natalie Walkerr

## Early Careers Expos

The department participated in career expos in both Darwin and Alice Springs and supported the employment of staff under the 2024-25 Aboriginal Employment Program. Six Aboriginal Employee Participants were recruited through the career expos, with nine of the 15 participants who attended the expo ranking AGD as their first preference for employment.

# Learning and Development

The department recognises the benefits of enhancing employees' skills and knowledge through offering a wide variety of learning and development opportunities identified through Individual Performance Plans. This includes accredited and non-accredited programs delivered through DCDD, OCPE and other public education providers.

Training includes:

- OneNTG essential training (orientation, cross-cultural awareness, appropriate workplace behaviours, workplace health and safety and the code of conduct).
- Procurement and recruitment training required before employees can participate in these activities.
- Closing the Gap, Inclusion and diversity training offered to all employees.
- Divisions specific training and professional development, tailored to ensure employees can perform the specific requirements of their role and maintain any necessary registrations.
- Continued professional development for legal officers, psychologists, social workers and other professional stream employees to maintain their qualifications.
- First aid, fire warden and health and safety representative training is provided to appointed officers. First aid and CPR training is also offered to employees who routinely work in situations where they may not have access to appointed first aid officers.

## Division Training

### NT WorkSafe

NT WorkSafe delivered or arranged more than 1050 hours of training and development to employees in 2023-24.

All employees participated in sessions to equip them for regulatory change. This included briefings on amendments to the Work Health and Safety Regulations regarding psychosocial health and safety and an inspector workshop on addressing related concerns in their workplace.

Body worn cameras for inspectors were introduced in May 2023, requiring technically focused training for users and administrators to ensure that relevant staff members were competent in the related procedures.

In early 2024, Chief Executive Officer Gemma Lake presented a group of Darwin inspectors with their Diploma of Government (Workplace Inspection) and related statements of attainment. This marked the completion of a two-year training project to upgrade inspector qualifications to a diploma level, in accordance with Recommendation 13 of the Lyon's Review. Fifteen inspectors now hold a Diploma of Government, compared with four in 2022.

In-house training was conducted for new inspectors. The training included legislative essentials, professional practices and a range of online modules contributing to a consistent level of knowledge of common hazards, risks and controls.

Our People



NT WorkSafe inspectors receiving their Diploma of Government.

Training was also provided to compliance officers, including:

- Entry permit holder and issue resolution.
- Retail fireworks compliance (supporting safe Territory Day celebrations).
- Amusement device compliance (supporting safety at Territory shows and events).
- Asbestos register training which included a presentation by DIPL on what the NT Government has put in place for asbestos registers (introduction of QR codes).
- Silicosis awareness and safety training.
- Performing risk assessments for the aggression in late night retail outlets.
- Health and Safety Representatives – supporting NT WorkSafe to deliver safety presentations within HSR training offered by registered training organisations.

## NTCS training

NT Correctional Services operates as a registered training organisation (RTO) and provides accredited training programs and continuous professional development opportunities to employees through its NTCS Staff Learning and Development Centres (SLDC) in Darwin and Alice Springs and its Community Corrections training team.

NTCS employs a mixed-mode training approach that incorporates formal classroom sessions, e-Learning packages, and practical assessments to ensure comprehensive learning experiences for participants.

## NTCS Custodial Operations Core Training

### Correctional Officer Core training courses and participant numbers 2023–24

| Course   | Darwin Courses | Alice Springs Courses | Total Courses | Total Participants |
|--|----------------|-----------------------|---------------|--------------------|
| De-escalate, control and restraint and chemical agents | 22             | 10                    | 32            | 351                |
| First attach fire/self-contained breathing apparatus   | 17             | 8                     | 25            | 345                |
| Provide first aid (external delivery)                  | 9              | 11                    | 30            | 204                |
| Provide advanced resuscitation (external delivery)     | 29             | 19                    | 48            | 450                |



**65%**  
of employees are undertaking learning and development activities



**77%**  
said the learning has helped them on the job



**79%**  
overall rating of skill utilisation



**81%**  
overall rating for autonomy



## Legal Services

SFNT run a law graduate program, a range of programmed continued professional development initiatives, this includes external lawyer presentations through the Legal Services list, and in-house training on relevant topics for all employees.

### SFNT masterclass

As part of SFNT's continuing professional development (CPD) initiative, the annual masterclass was held on 20 October 2023. This was delivered by Solicitor-General of the NT Nikolai Christup, Ashurt Risk Advisory Director John Moore, William Forster Chambers Barristers Fiona Kepert and Josh Ingrams, NT Law Society representative Aislinn McIntyre, Murray Chambers Barrister Mary Chalmers SC (pictured), and Finlaysons representatives Ralph Bonig and Michael Rydon.



Employees at SFNT 2023 Masterclass.

## Leadership programs

### Public sector management program

The program caters to mid-level managers in public services to improve career outcomes through real world learning. Two employees were selected to participate in the PSMP program in 2024, AJU Central Australian Project Manager Douglas Lovegrove and Melissa Forbes, Principal Lawyer in SFNT's Litigation Division.



Our People

### Certificate IV in Correctional Practice

To assist with the roll out of sentencing reform, Probation and Parole Officers were enrolled to undertake a Certificate IV in Correctional Practice, with 25 successfully completing the study. As of 30 June 2024, 15 people completed the training and received their qualifications.

### Supporting emerging leaders

A new NTG emerging leaders program commenced in 2023--24 aimed at employees in the Capability Framework (CLF) 5 to CF7 cohort, with the goal of supporting succession planning, employee engagement, retention and establishing collaborative partnerships/ business relationships across the NT public sector.





*Emerging Leaders program participants with CEO*

Seven employees participated in the 2024 pilot program, Emerging Leaders. The seven employees were from across Secretariat, CVSU, SFNT and Justice Services. The participants commenced in January 2024 and completed the program over five months.

### Senior Correctional Officer Promotion Program

The program includes the attainment of a Certificate IV in Correctional Practice. Correctional Officers must successfully pass nine mandatory units of competency as part of this course. Upon completion, officers are conferred with the rank of Correctional Officer First Class. They have the option to continue their education by fulfilling the remaining units to achieve a Certificate IV in Correctional Practice.

A total of 15 officers completed the SCOPP course and nine mandatory units of the Certificate IV in Correctional Practice and 15 officers completed a Certificate IV in Correctional Practice.

### Experienced Correctional Officer program

Correctional Officers from other jurisdictions who have a Certificate III in Correctional Practice and demonstrate relevant skills and experience can apply to become Experienced Correctional Officers.

Upon acceptance, these officers are required to complete a three-week course at the Staff Learning and Development Centre in either Darwin or Alice Springs. This training includes specific content related to NT legislation and practices.

Since 2023, NTCS offers Experienced Officer courses to New Zealand Correctional Officers who seek to work and live in Australia. They must complete an on-the-job induction course and are given 24 months to complete the Certificate III in Correctional Practice to be offered an ongoing NTCS position.

In 2023–24, nine Experienced Correctional Officers successfully completed the training course.

## Early career programs

The department supported a range of participants to early career programs during the reporting period including:

- One NTG trainee
- Two school based traineeships
- Five vacation employment placements
- Ten graduate development program participants
- One Aboriginal employment Program placements (five new and five completing)
- One Work Integrated Learning Scholarship.

### SFNT, Legal Policy and DPP Graduate Program



*L-R. Daniel Robins, Sally Lavin, Craig Laird, Robyn Bell and Elise Sibley.*

## Legal Services Graduate shines at Charles Darwin University Law Awards

A Legal Services graduate won three prestigious awards at the CDU Law Awards night in September. Samantha Wilson, who completed the graduate program in 2023, won three awards including Outstanding Academic Achievement in Moot Court, Outstanding Academic Achievement in Corporations Law and Outstanding Academic Achievement in Evidence.



L-R Thomas Winter, Acting Director Commercial, Samantha Wilson, Craig Smyth, Executive Director Legal Services and Gemma Lake, CEO.

## Trainee correctional officer program

Trainee correctional officers (TCOs) undergo a comprehensive 12-month program. This includes an intensive 11-week off-the-job training course followed by on-the-job training under supervision. As part of the program, TCOs from Darwin rotate to Alice Springs for up to three months during their first year.

Recruits are required to attain and maintain a suitable level of fitness and demonstrate proficiency in correctional centre practices and procedures. They also undertake the fully funded Certificate III in Correctional Practice through the NTCS as part of their training. The remaining nine months of the program focuses on further on-the-job training to develop their skills and knowledge in the field.

A total of 77 officers successfully completed their traineeship, achieving a Certificate III in Correctional Practice.

Our People

### CURRENT YEAR 2023-24

### PREVIOUS YEARS

| Alice Springs                    | Number of Courses | Participant Numbers | 2022-23 Number of Courses | 2022-23 Participant Numbers |
|----------------------------------|-------------------|---------------------|---------------------------|-----------------------------|
| Trainee Correctional Officer     | 2                 | 17                  | 4                         | 25                          |
| Experienced Correctional Officer | 7                 | 31                  | 2                         | 7                           |

### CURRENT YEAR 2023-24

### PREVIOUS YEARS

| Darwin                           | Number of Courses | Participant Numbers | 2022-23 Number of Courses | 2022-23 Participant Numbers |
|----------------------------------|-------------------|---------------------|---------------------------|-----------------------------|
| Trainee Correctional Officer     | 4                 | 56                  | 5                         | 89                          |
| Experienced Correctional Officer | 4                 | 9                   | 5                         | 10                          |



Trainee Correctional Officers' Graduation, Darwin





## Awards, achievements and milestones

### 2024 King's Birthday Honours List

### 2024 Australia Day Honours List

Executive Director of Justice Services, Registrar-General of the NT and Registrar of Births, Deaths and Marriages Chris Cox was recognised in the 2024 Australia Day Honours List and awarded the Public Sector Medal.

Chris started with the NT Public Service in Katherine in 1988 and has shown outstanding service through positive, dedicated leadership, and excellent service to public and internal clients, spanning a 35-year career. This career milestone was also recognised this year.

As the Executive Director of Justice Services, Chris is responsible for the management of courthouses and facilities across the Territory in 32 locations, including the Supreme Court, Local Court, Coroner's Court, Youth Justice Court, Work Health Court, NT Civil and Administrative Tribunal (NTCAT), Fines Recovery Unit and the Community Justice Centre.

In June 2022, Chris was also appointed as the Registrar-General of the NT and the Registrar of Births, Deaths and Marriages.



Chris Cox with the His Honour Professor the Honourable Hugh Heggie AO PSM, Administrator of the Northern Territory.



The average length  
of employee service  
is 6.87 years

## Australian Corrections Medal

Acting Chief Correctional Officer Matthew James was awarded the Australian Corrections Medal (ACM) in June 2024. The Australian Corrections Medal recognises distinguished service by an operational member of an Australian state or territory corrections service.

With 16 years' experience at NTCS, Mr James is recognised by his fellow officers for going above and beyond every day at the Darwin Correctional Centre (DCC) to ensure the safety and security of staff, prisoners and the community is maintained. Mr James demonstrates his commendable leadership, courage and duty of care to staff and prisoners.

"Mr James is a leader with excellent personal qualities and work ethic, which he combines with strategic thinking to achieve the best outcomes for staff and prisoners. Mr James is an outstanding representative of NTCS and the NT Government and exemplifies our NTCS values." – Commissioner Matthew Varley



Matthew James CCO

## Chief Minister's Awards

The department received two awards at the 2023 Chief Minister's Awards held at the Darwin Convention Centre on 27 October. The prestigious awards are held annually and acknowledge significant initiatives that make a positive difference to the Public Sector and Northern Territory community.

The first award was for Excellence in Cross-Government Collaboration and Partnerships for the Implementation of the Scientific Inquiry into Hydraulic Fracturing in the Northern Territory.

The Public Sector Medal for Excellence was awarded to Ms Tracy Luke Assistant Commissioner of Community Corrections who joined Northern Territory Correctional Services (NTCS) in 2011 and has been instrumental in driving initiatives to achieve change, not only in community corrections, but in offenders' rehabilitation and release, and is a credit and asset to NTCS.

## Employer Support Award

The department won the Employer Support Award for Australian Defence Force Reservists in 2023. The award acknowledges employers who provide ongoing support to their reservist employees, enabling them to execute their military duties, often at short notice.

## Donna Dreier Award

The Donna Dreier Award recognises and rewards the achievements of individuals who have demonstrated exceptional potential and professional excellence in the early years of their career. The successful applicant for 2023 was Lisa O'Donoghue.

Starting with the Commercial Division in January 2019, Lisa recently undertook a six-month secondment to the Department of Industry, Tourism and Trade (DITT) in a legal advisor role. This involved supporting a mock foot and mouth incursion in the exercise known as Territory Response to Emergency Animal Disease (TREAD).

Lisa is on a development opportunity with the Child Protection Team, Litigation, and intends to use the award to undertake postgraduate studies in environmental, climate and energy law.



Lisa O'Donoghue (right) receiving the Donna Dreier Award from Gemma Lake CEO

## Commercial lawyer at SFNT awarded Churchill Trust Fellowship

Senior lawyer Freya Mulvey, Commercial Division of the Solicitor for the Northern Territory (SFNT), was awarded the prestigious Churchill Trust Fellowship to fund and undertake further environmental studies in aid of Australia's and ultimately the world's resilience to global warming.

Freya's studies will examine global best practice soil and landscape policy and law, in furtherance of the significant work she co-authored in 2021: *Ground Breaking - Soil Security and Climate Change*. Freya carried out studies in China, India, England and the United States between March and May 2024.



## Sponsorship of CDU Law Awards

The department sponsored several awards at the prestigious Law Awards night in September 2023. SFNT sponsored the Outstanding Achievement in Equity prize, the Solicitor General sponsored the Outstanding achievement in Constitutional Law prize and the Attorney-General sponsored a medal for the student who, in opinion of the School of Law at CDU, is the most outstanding graduate in the preceding academic year.

## Service Milestones

Each year, eligible employees who reach service milestones are recognised for their service to the Northern Territory Public Sector. In 2023–24, a total of 78 employees were recognised for their service.

| Years of Service | Total |
|------------------|-------|
| 10               | 59    |
| 20               | 13    |
| 30               | 2     |
| 35               | 3     |
| 40               | 1     |

### Craig Smyth – Executive Director Legal Services – 20 years



### Candice Maclean, Principal Lawyer, Legal Policy – 10 years



**6.87**  
Average length  
of service in  
years

**22%**  
Employees with  
10–19 years'  
service

**6.5%**  
Employees with  
20–29 years'  
service

**0.74%**  
Employees with  
30 or more years'  
service

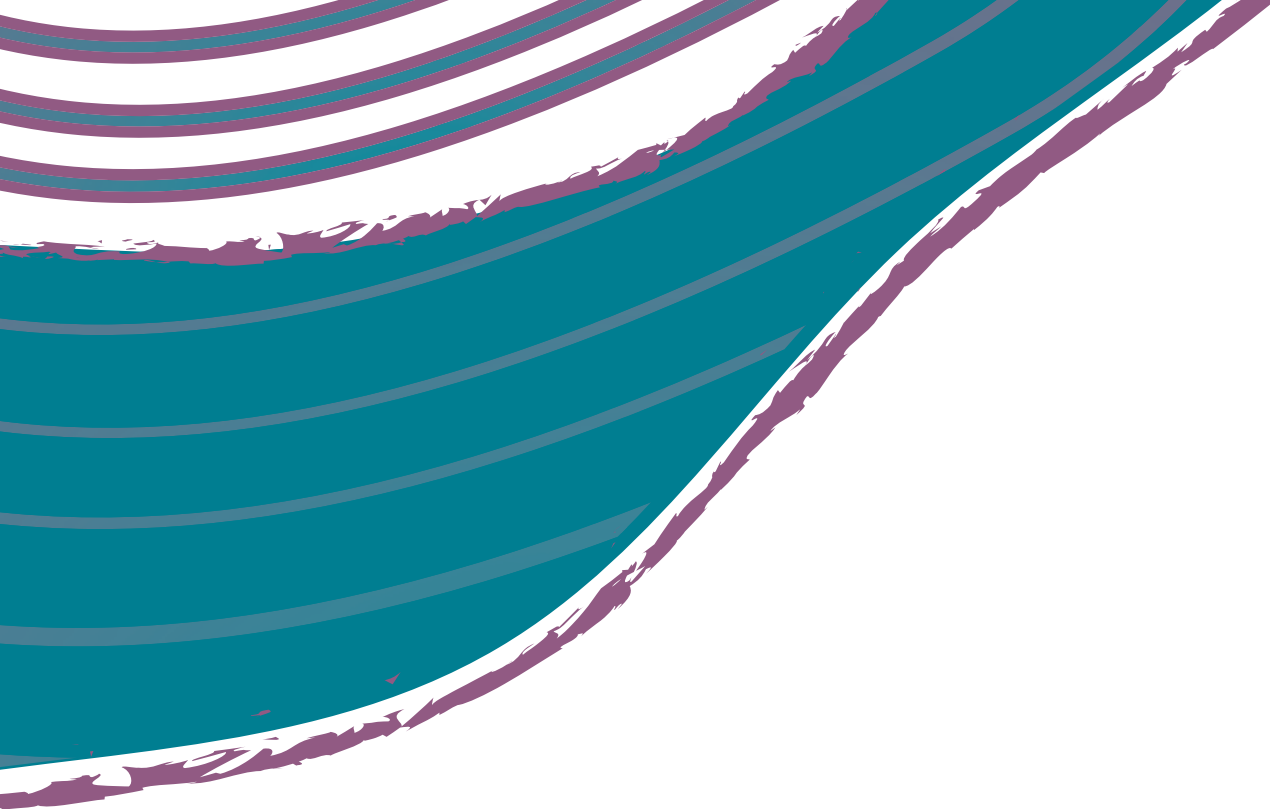
# Employment Instructions

Under the *Public Sector Employment and Management Act 1993*, Employment Instructions provide direction to departments on human resource management matters. Responsibility is shared with DCDD, which provides the department's human resource management and workforce planning functions.

The department's performance against each employment instruction is detailed below.

| Employment Instructions   | Action  |
|---|---|
| No. 1 - Filling vacancies   | <ul style="list-style-type: none"> <li>342 advertised vacancies were finalised.</li> </ul>  |
| No. 2 - Probation   | <ul style="list-style-type: none"> <li>The department used the OneNTG probation procedure consistent with legislation, which can be accessed on the intranet site. Managers monitor probationary reports and timeframes.</li> </ul>   |
| No. 3 - Natural justice   | <ul style="list-style-type: none"> <li>The principles of natural justice are available to all employees. Natural justice is adhered to in all dealings with employees and reflected appropriately in internal policies and procedures.</li> </ul>   |
| No. 4 - Employee performance management and development systems   | <ul style="list-style-type: none"> <li>The department's annual individual performance review (IPR) process integrates the department's planning framework and objectives with employees' work priorities and the department's strategic plan.</li> </ul>  |
| No. 5 - Medical examinations  | <ul style="list-style-type: none"> <li>One employee directed to attend independent medical examinations to assess fitness for duty or inform an inability process.</li> </ul>   |
| No. 6 - Performance and inability   | <ul style="list-style-type: none"> <li>Six employee performance and inability matters managed.</li> </ul>   |
| No. 7 - Discipline  | <ul style="list-style-type: none"> <li>Disciplinary processes commenced for eight employees.</li> </ul>   |
| No. 8 - Internal complaints and Section 59 grievance reviews  | <ul style="list-style-type: none"> <li>The department adopted the OneNTG Employee Complaints procedure to address internal employee grievances in the reporting period, assessable via the intranet. Nine complaints were lodged with the department for internal review.</li> </ul>  |
| No. 9 - Employment records  | <ul style="list-style-type: none"> <li>The department ensures all personnel information is collected and handled in accordance with Employment Instructions and Information Privacy Principles.</li> </ul>  |
| No. 10 - Equal employment opportunity programs  | <ul style="list-style-type: none"> <li>The department actively participates in the disability employment program and applies special measures plans for Aboriginal employees.</li> <li>Eleven employees with a disability requested workplace adjustments.</li> <li>Training in cross-cultural awareness, unconscious bias and disability is available to all employees.</li> </ul> |
| No. 11 - Occupational health and safety   | <ul style="list-style-type: none"> <li>The department has a work health and safety management system and complies with the employment instruction. Further information is detailed in the Governance and Legislative Reporting section of this report.</li> </ul>   |
| No. 12 - Code of conduct  | <ul style="list-style-type: none"> <li>New employees are made aware of the code of conduct through their appointment documents and the online and department induction processes.</li> <li>Access to policies on conflict of interest, acceptance of gifts and benefits, and outside employment are available on the intranet site.</li> </ul>                                      |
| No. 13 - Appropriate workplace behaviour  | <ul style="list-style-type: none"> <li>The department has an appropriate workplace behaviour policy available to employees on our intranet site.</li> <li>Training is available to all employees.</li> </ul>  |
| No. 14 - Redeployment and redundancy procedures   | <ul style="list-style-type: none"> <li>No employees accepted a voluntary redundancy. There were no redeployees.</li> </ul>  |
| No. 15 - Special measures: development of internal procedures with regards to the requirements of special measure programs. | <ul style="list-style-type: none"> <li>The department has a specific special measures plan, which provides for Aboriginal applicants to be given priority consideration before other applicants for vacancies over 12 months.</li> <li>Thirty-nine per cent of advertised vacancies were assessed under special measures provisions.</li> </ul>                                     |

Data supplied by DCDD.



# Governance and Legislative Reporting

Governance

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Legislative Reporting

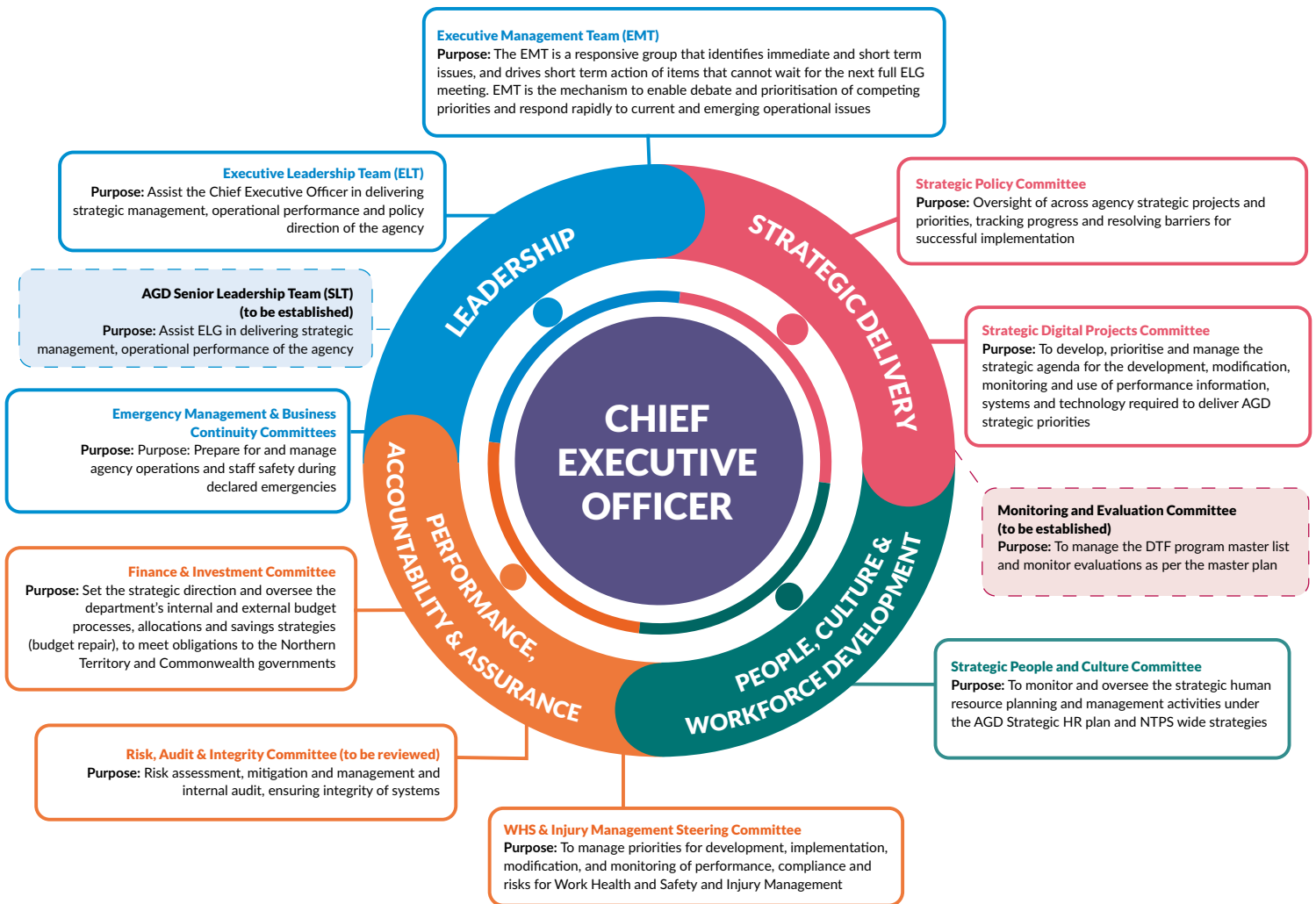
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# Governance

## Governance structures and committees

Committees and sub-committees manage, monitor and support special projects and specialist activities across the department or those led by the department. The terms of reference define their roles.

Governance arrangements reviewed in 2022–23 saw the establishment or amendment to a number of committees introduced in 2023–24.





## Internal audit

The Audit Services unit supports the department through its internal audit function, providing risk-based and value-added assurance and advisory services.

The audit function maintains its independence by reporting directly to the CEO, with additional oversight and advice provided by the Audit and Risk Committee. It is a key part of the department's governance framework.

The Audit Services unit commenced and/or finalised planned internal audits and ad hoc management reviews for the following business processes:

- hospitality and entertainment
- travel
- selected employee entitlements
- procurement
- information security
- debt management.

### Audits reported by the Auditor-General's Office

The Audit Services unit supports the Audit and Risk Committee to monitor the implementation of actions agreed upon in Auditor-General audits.

The Auditor-General's Office conducted the following audits in 2023–24:

- Department of the Attorney-General and Justice end of year review 2022–23
- Common Funds of the Public Trustee Financial Statements audit for the year ended 30 June 2023
- Office of the Public Trustee – interim Financial Statements audit for the year ended 30 June 2024
- Department of the Attorney-General and Justice – Agency compliance audit for the year ending 30 June 2024.

## Work health and safety

In 2023–24, the department focused on its WHS Safety Culture Action Plan 2023–24 (the plan).

Key elements of the plan included:

- Leadership
- Best practice system and reviews
- Capability and development
- Worker engagement and participation
- Measurement and accountability.

Key achievements of the plan:

- Executive Leadership Statement of Commitment – Work Health and Safety and Mentally Healthy Workplaces launched.
- Greater oversight of local WHS committees by leaders introduced
- WHS Mentally Healthy Working Group established and the CEO is the sponsor of the Group. The group is to develop a 'mentally healthy workplace' strategy for launch in 2024–25.
- New risk registers introduced and WHS committees are required to have risk registers in place.
- Gallagher Bassett and OneNTG WHS training promoted and inductions and essential training as part of business practices, which include emergency management and work, health and safety mandated.
- Information sessions delivered on WHS committees' roles and responsibilities.
- Mental Health First Aid being rolled out across NTCS
- Department On-boarding and Induction Guide updated to include WHS requirements.

- WHS committees are required to:
  - Have Terms of Reference in Place
  - undertake Hazard Inspections, at least annually with Managers of high risk facilities required to undertake monthly
  - Ensure all roles have a Job Safety Analysis and are reviewed annually
  - Have a WHS risk/hazard register reviewed at each meeting.
- All building locations are required to have:
  - documented Building Emergency Management Plans or Procedures
  - have committees where the department is the Anchor Tenant and size warrants a committee
  - Undertake Fire Warden Training.
- An annual Safety and Security Communications Plan established in NTCS.

## Incident reporting

There were 253 incidents reported in 2023–24 compared to 252 incidents reported for the same period in 2022–23. The three most commonly reported incidents within the workplace were ‘Being hit by a moving object (including assault)’ (27 per cent), ‘Body stressing’ (20 per cent) and ‘Mental stress’ (13 per cent).

One incident met the definition of a notifiable incident, as defined under section 35 of the Work Health and Safety (National Uniform Legislation) Act 2011.

## Workers’ compensation

The department pays an annual risk premium towards the NTPS workers’ compensation claims management arrangements to the Department of Treasury.

There were 59 new workers’ compensation claims lodged during 2023–24 compared to 55 reported for the same period 2022–23. As of 30 June 66 claims remain open.

# Environmental management and sustainability

## Emissions Reduction Action Plan

In September 2023, the department launched the Emissions Reduction Action Plan, which focuses on electricity usage, staff transport, business travel and employee commuting.

The action plan aims to:

- Encourage the incorporation of energy efficient measures in new buildings through solar panel installation and refurbishing old infrastructure where possible.

- Replace conventional NTG plated vehicles with electric vehicles.
- Ensure our people are aware of ways to reduce energy consumption.
- Reduce corporate travel by improving video conferencing facilities.
- Provide end of trip facilities to support cycling or walking to work.
- Decrease waste generation through behaviour change, procurement and restrictions on single-use items.
- Increase diversion of waste from landfill to alternative treatments (e.g. composting, recycling, anaerobic digestion).

The plan is available on the department intranet with many work units establishing local initiatives such as composting and recycling.

To support the department’s aim to reduce travel, three new video conferencing systems were installed in several Darwin-based office locations this year with further installations planned for 2024–25.



Employee running an errand in a new EV.

## Early adopter of electric vehicle use

Before the government set targets to increase the number of electric vehicles (EVs) in the fleet, Executive Director Legal Services Craig Smyth replaced his vehicle with an EV as an early adopter to reduce emissions.

## Alice Springs Community Corrections electric vehicle

Alice Springs Community Corrections acquired one electric vehicle in 2023–24. However, a challenge arose after identifying there are no charging points in the building. As a solution, ASCC negotiated with Territory Families, Housing and Communities to house the vehicle at their carpark, where charging points are located, adjacent to the Community Corrections building.

The Department of Infrastructure, Planning and Logistics works to ensure upgrades and infrastructure projects consider the environment as part of its services to the department. This includes the installation of video conferencing and LED lighting in court facilities. Upgrades and refits by building owners of leased premises consider energy-efficient lighting and solar energy.

# Legislative Reporting

## Information management

The department receives information management services (records management) through shared service arrangements with the Department of Corporate and Digital Development (DCDD).

Their support services include:

- Strategic support – contributions to strategy and policy development at whole-of-sector and department levels, responding to government priorities and client operating environments.
- Decision support – specialist guidance and advice to assist clients with problem solving, innovation or direction setting.
- Systems support – development, deployment and ongoing management of systems on behalf of clients, including digital and organisational systems.
- Operational support – transactional processing, legislative compliance and high-volume services, both digital and manual, enabling essential business operations across government.

## Records and information management

Territory Records Manager (TRM) is the government's electronic record management system, used by the department to meet compliance, information sharing, and changing business needs. The department complies with the Northern Territory Government Records Management Standards for Public Organisations.

## Information Act 2002

The *Information Act 2002* provides a general right of access to government information held by the department, limited only in those circumstances where the disclosure of certain information would be contrary to the public interest. The Act also protects the privacy of personal information held by the department.

Section 11 of the Act requires the department to publish, at least annually, the following information:

- The department's structure and functions.
- The types of government information held by the department and whether that information may be accessed.
- The procedures for obtaining access to government information or correcting personal information held by the department.

The department's structure and functions are detailed in the Our department and Output performance reporting sections of this report.

The types of information held by the department is detailed in the Appendices.

The department's website outlines the steps to submit a request for information under the Act and lists the available information at: <https://justice.nt.gov.au/access-to-information>

The table below provides an overview of applications received by the department under the Act.

## Applications to access government information

| Application type/status                         | Number of applications |
|---|------------------------|
| Applications carried forward from 2022–23       | 3                      |
| To access personal and non-personal information | 1                      |
| To access personal information                  | 2                      |
| To access non-personal information              | 0                      |
| To correct personal information                 | 0                      |
| New applications received in 2023–24            | <b>288</b>             |
| To access personal and non-personal information | 19                     |
| To access personal information                  | 202                    |
| To access non-personal information              | 45                     |
| Internal Reviews                                | 20                     |
| Complaints                                      | 2                      |
| <b>Total applications</b>                       | <b>291</b>             |
| Applications withdrawn                          | 22                     |
| Applications transferred to another agency      | 11                     |
| Total applications completed                    | 219                    |
| <b>Total applications finalised</b>             | <b>252</b>             |
| Applications on hand at 30 June 2024            | 34                     |

## Prisoner access to information

NT Correctional Services operates an administrative access scheme, which gives past and current prisoners access to most of their records held by the department. The scheme does not operate under the Act. The NTCS information coordinator processes requests made under this scheme.

# Construction Contracts (Security of Payments) Act 2004

## Applications and registrations

| Year    | Adjudicator registration numbers |                         |
|---------|----------------------------------|-------------------------|
|         | Annual registration numbers      | Total number registered |
| 2019-20 | 6                                | 78                      |
| 2020-21 | 6                                | 84                      |
| 2021-22 | 3                                | 87                      |
| 2022-23 | 2                                | 88                      |
| 2023-24 | 5 <sup>1</sup>                   | 92 <sup>2</sup>         |

## Applications and determinations

| Year    | Number of applications | Number of determinations | Number of withdrawals and rejections of applications (e.g. for being made out of time) | Number of court actions resulting from determinations and appointments of adjudicators |
|---------|------------------------|--------------------------|--|--|
| 2019-20 | 10                     | 9                        | 5  | 4 <sup>3</sup>   |
| 2020-21 | 5                      | 5                        | 0  | 0  |
| 2021-22 | 17 <sup>4</sup>        | 2                        | 14   | 0  |
| 2022-23 | 7                      | 7                        | 1  | 1  |
| 2023-24 | 15                     | 14                       | 1  | 0 <sup>5</sup>   |

<sup>1</sup> 1 out of the 5 adjudicators was recognised as per mutual recognition agreement between states and territories.

<sup>2</sup> 1 of the 92 adjudicators was recognised as per the mutual recognition agreement between states and territories.

<sup>3</sup> One of these matters was a decision on ancillary orders following a decision made in the previous financial year (see *Inpex Operations Australia Pty Ltd & Anor v JKC Australia LNG Pty Ltd & Anor* [2017] NTSC 45, and *Inpex Operations Australia Pty Ltd & Anor v JKC Australia LNG Pty Ltd & Anor (No.2)* [2017] NTSC).

<sup>4</sup> One application was still pending on 30 June 2022.

## Adjudicator fees (rounded up to the nearest dollar)

| Year                          | No. of (known) applications determined | Total fees charged <sup>6</sup> | Average fee     | Award total          | Total fees as a percentage of total amount awarded |
|-------------------------------|--|---------------------------------|-----------------|----------------------|--|
| 2019-20                       | 14                                     | \$500 299                       | \$35 736        | \$60 236 889         | 0.83%  |
| 2020-21                       | 5                                      | \$59 093                        | \$11 819        | \$1 634 721          | 3.61%  |
| 2021-22                       | 3                                      | \$35 858                        | \$11 953        | \$250 883            | 14.29%   |
| 2022-23                       | 20 <sup>7</sup>                        | \$321 186                       | \$16 905        | \$22 478 662         | 1.43%  |
| 2023-24                       | 14                                     | \$164 468.20                    | \$12 651        | \$18 878 268         | 0.86%  |
| <b>Totals (since 2008-09)</b> | <b>244</b>                             | <b>\$4 540 536</b>              | <b>\$18 609</b> | <b>\$521 255 834</b> | <b>0.87%</b>                                       |

<sup>5</sup> *Canstruct Pty Ltd v Project Sea Dragon Pty Ltd (Subject to a Deed of Company Arrangement) (No 4)* [2024] FCA 112 was not a challenge to the adjudicator's decision, but it is a challenge to a deed of arrangement entered into to avoid paying what was determined by the adjudicator.

<sup>6</sup> Includes the \$500 lodgement fees paid for CJC appointments (no adjudicator fees are payable for determinations where the CJC makes the appointment).

<sup>7</sup> Includes fees which were the subject of a decision by an adjudicator in July 2022 in respect of 13 matters withdrawn in the previous financial year.

# Legislation enacted

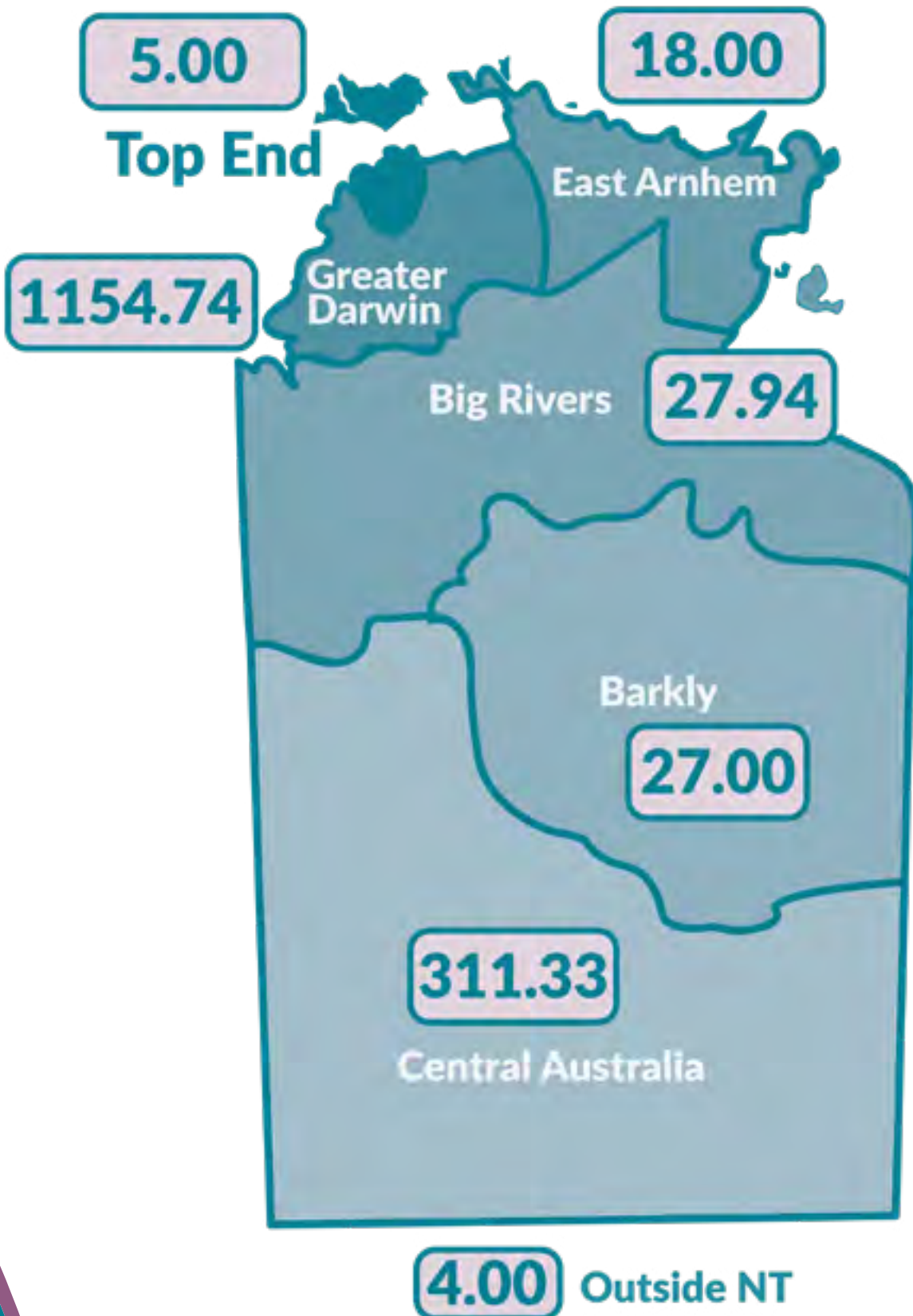
The following legislation was developed by the department and enacted:

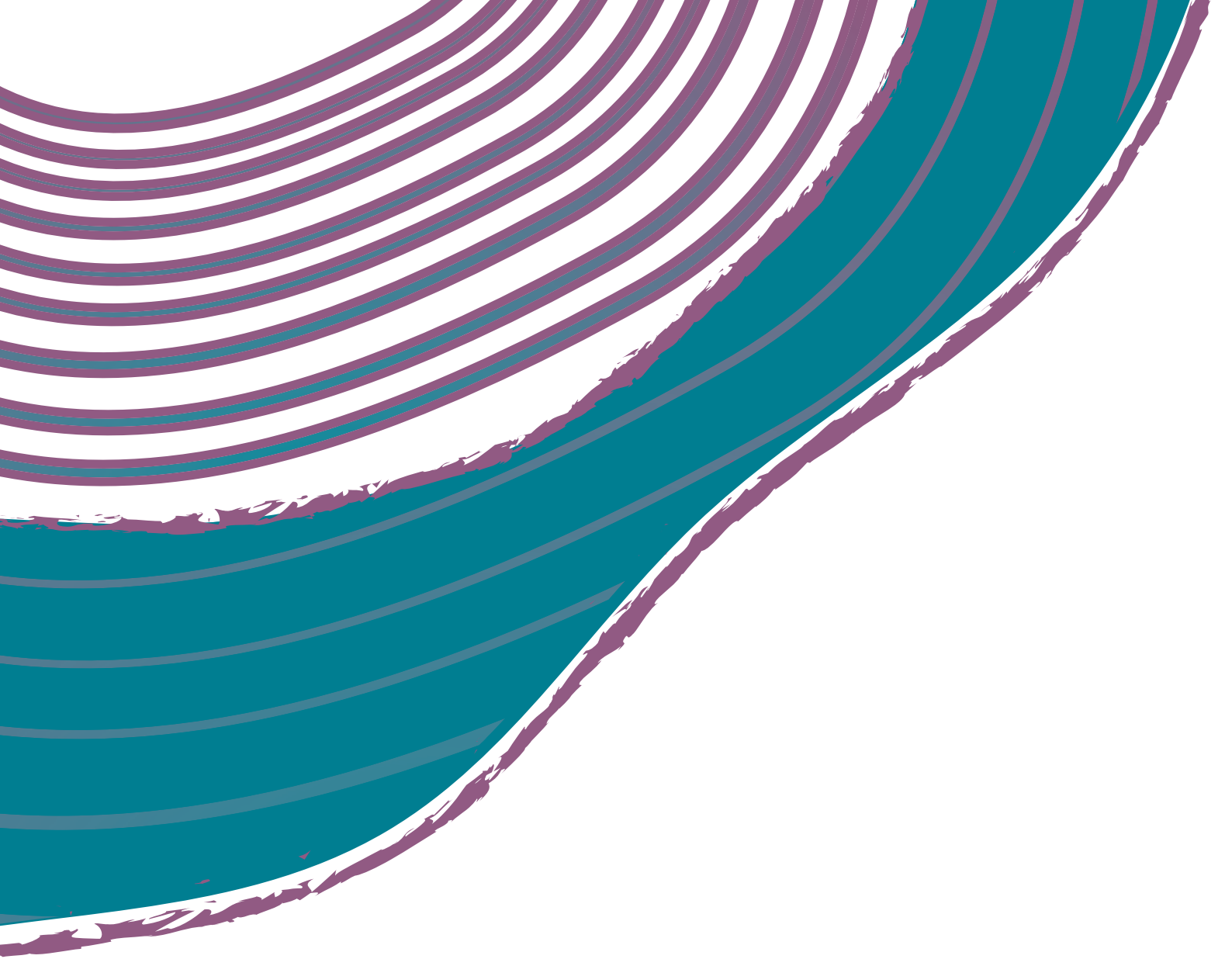
| Act No.                   | Legislation  | Date of Assent |
|---------------------------|--|----------------|
| <b>14th Assembly 2023</b> |  |                |
| 19                        | <i>Health Care Decision Making Act 2023</i>                                    | 17-08-2023     |
| 20                        | <i>Criminal Justice Legislation Amendment (Sexual Offences) Act 2023</i>       | 17-08-2023     |
| 23                        | <i>Northern Territory Civil and Administrative Tribunal Amendment Act 2023</i> | 21-09-2023     |
| 24                        | <i>Statute Law Amendment (NTCAT Conferral of Jurisdiction) Act 2023</i>        | 21-09-2023     |
| 25                        | <i>Community Based Sentences (Interstate Transfer) Act 2023</i>                | 21-09-2023     |
| 30                        | <i>Victims of Crime Assistance Amendment Act 2023</i>                          | 4-12-2023      |
| 33                        | <i>Justice Legislation Amendment (Domestic and Family Violence) Act 2023</i>   | 6-12-2023      |
| 36                        | <i>Residential Tenancies Legislation Amendment Act 2023</i>                    | 6-12-2023      |
| <b>14th Assembly 2024</b> |  |                |
| 4                         | <i>Justice and Other Legislation Amendment Act 2024</i>                        | 14-03-2024     |
| 6                         | <i>Children's Commissioner Amendment Act 2024</i>                              | 9-04-2024      |
| 9                         | <i>Justice and Other Legislation Further Amendment Act 2024</i>                | 24-05-2024     |

## Locations

The department's staff are primarily based in Darwin, Alice Springs, Tennant Creek, Katherine and Nhulunbuy. A small number are based in other regional and remote locations, as shown in map below:

### Employees by location





# Financial Performance

Our financial performance

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# Our financial performance

## Overview

Our financial statements are prepared on an accrual basis consistent with the Northern Territory Government's fiscal management framework and the Australian Accounting Standards. They provide information about the financial operations and position of the department, as well as changes in equity and cash flow for the year.

## Budget

The department's final expenditure budget for 2023-24 was \$535.93 million with a final budgeted operating deficit of \$22.40 million. Changes to budgeted appropriation authorised during the 2023-24 financial year, together with explanations for significant changes, are outlined in Note 5a of the financial statements. Budgeted expenditure increased from \$459.97 million to \$535.93 during the 2023-24 financial year. Notable increases include:

- Additional appropriation approved throughout the year to manage rising prisoner numbers and to undertake reinstatement works at the Darwin Correctional Centre
- Grant funding transferred from Territory Families, Housing and Communities for the implementation of initiatives under the Domestic, Family and Sexual Violence Reduction Action Plan 2
- Variations to the National Legal Assistance Partnership with the Commonwealth.

Explanations for significant variances between final budget and actual results are outlined in the table provided in the Output Performance Reporting section.

Note 34 of the financial statements outlines significant variations between actual outcomes compared to the original budget for 2023-24 financial year.

## Comprehensive operating statement

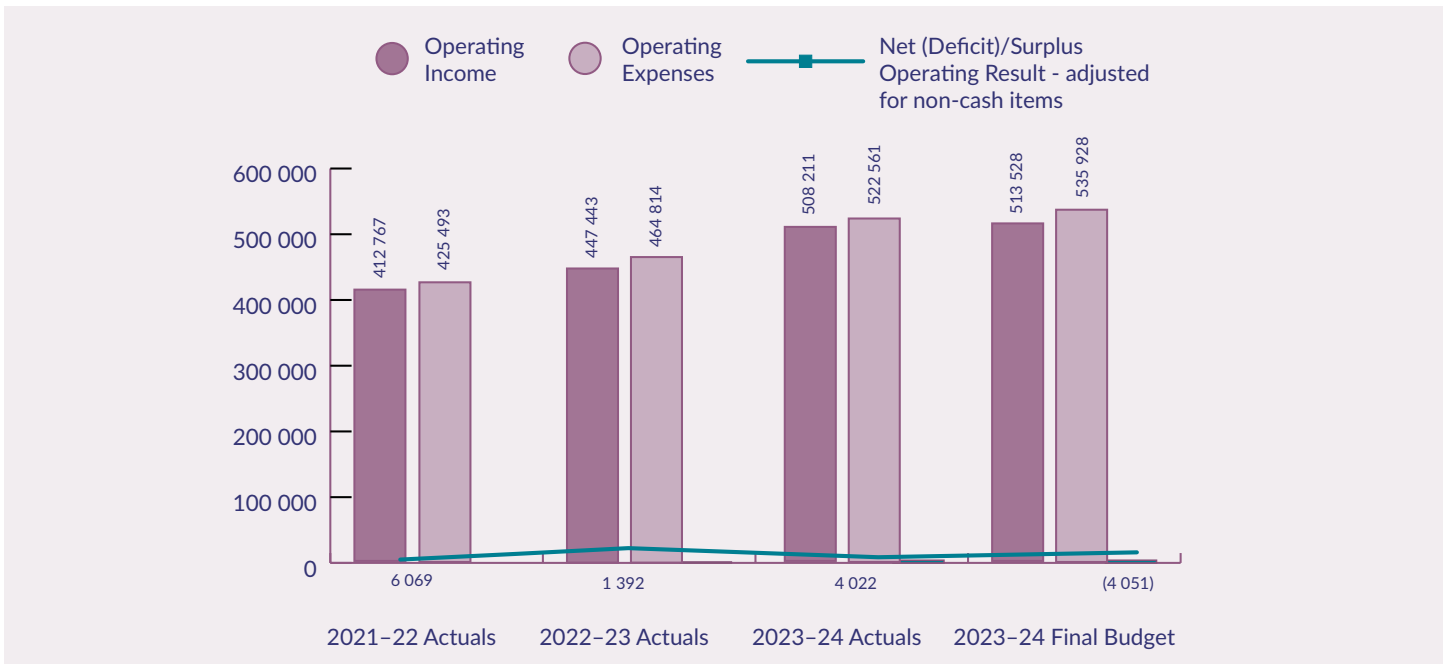
The department concluded 2023-24 within its revised budget, with total income of \$508.21 million and expenditure being \$522 561 million, resulting in a net operating deficit of \$14.35 million. After removing non-cash items such as depreciation this equates to a surplus of \$4.02 million compared to the final budgeted deficit after non-cash items of \$4.05 million.

Explanations relating to significant variances are identified in Notes 4 to 13 of the financial statements and Output performance reporting section of the annual report.

## The three-year trend in the operating results and the 2021–22 Budget are:

|  | 2021–22<br>Actuals<br>\$000 | 2022–23<br>Actuals<br>\$000 | 2023–24<br>Actuals<br>\$000 | 2023–24<br>Final Budget<br>\$000 |
|--|-----------------------------|-----------------------------|-----------------------------|----------------------------------|
| Operating income   | 412 767                     | 447 443                     | 508 211                     | 513 528                          |
| Operating expenses   | 425 493                     | 464 814                     | 522 561                     | 535 928                          |
| Net deficit operating result   | (12 726)                    | (17 371)                    | (14 350)                    | (22 400)                         |
| Net (deficit)/surplus operating result – adjusted for non-cash items | 6 069                       | 1 392                       | 4 022                       | (4 051)                          |

## Operating result (\$M)



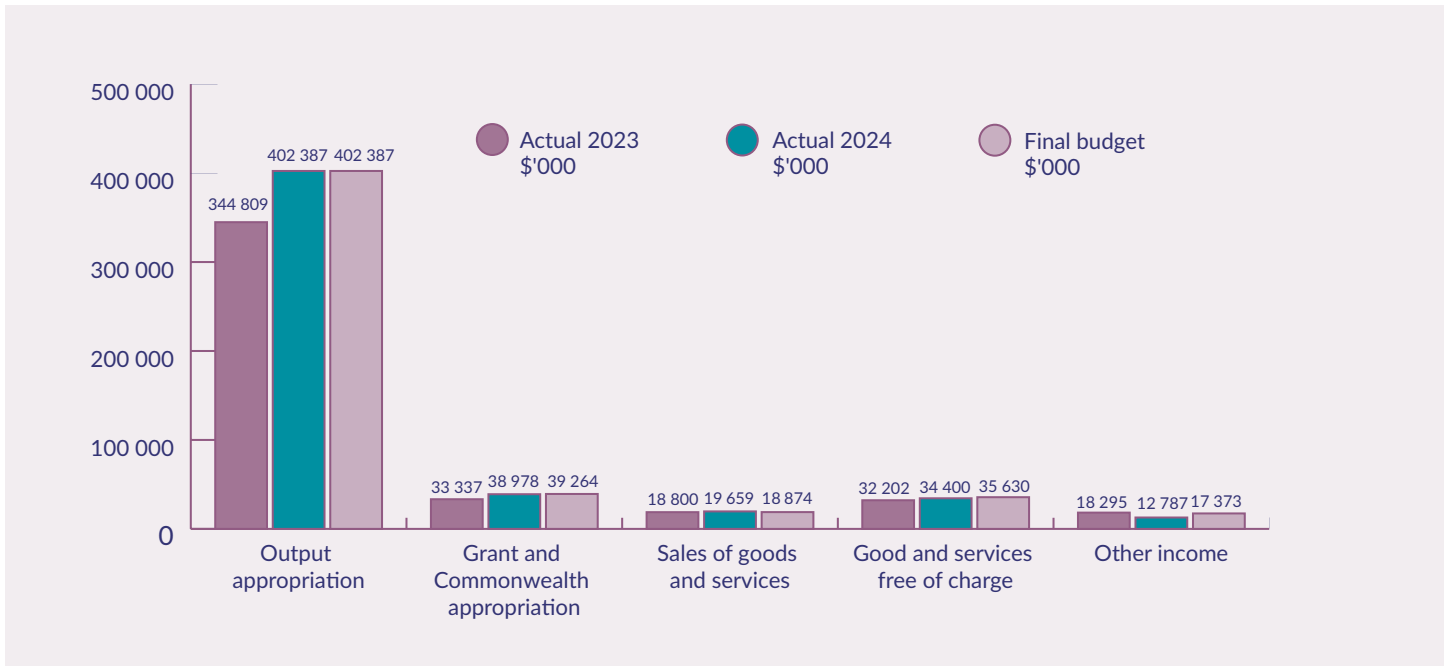
## Income

The department's total income for 2023–24 was \$508.21 million against a final budget of \$513.52 million. Compared to 2022–23 the result is an increase of \$60.77 million, largely in output appropriation to support expenditure pressures in Correctional Services, Courts, and the Director of Public Prosecutions, as well as insurance revenue to cover the expenditure for the reinstatement works at the Darwin Correctional Centre.

Over 79 per cent of the department's funding is through parliamentary output appropriation. Income is also derived from sales of goods and services, grants, and Commonwealth appropriation. Notional income is received for services provided free of charge by the Department of Corporate and Digital Development for centralised corporate services including information technology and systems, records management, and human resources, and the Department of Infrastructure, Planning and Logistics for minor new works and repairs and maintenance on assets controlled by the department.

Notes 4 to 9 of the financial statements provides further information.

## Income comparison by category (\$M)

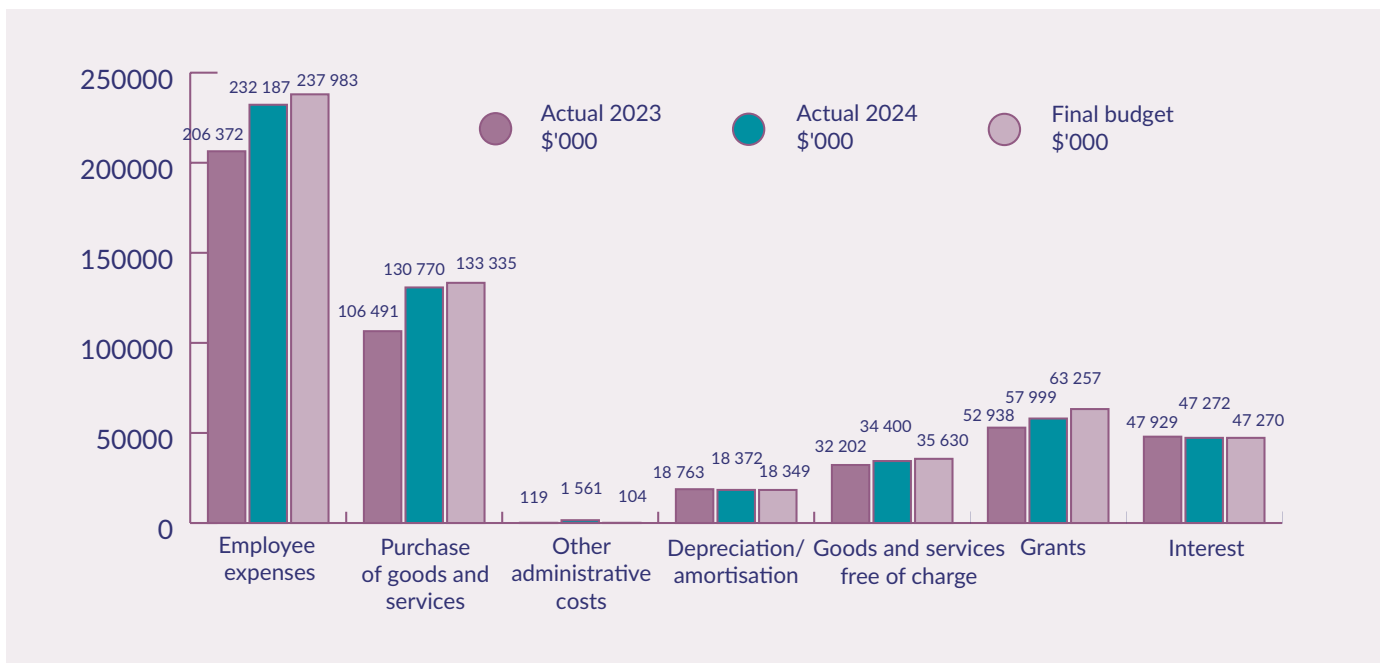


## Expenditure

The department incurred \$522.56 million in expenses in 2023–24 against a final budget of \$535.93 million. Compared to 2022–23, actual expenditure increased by \$60.77 million.

Notes 10 to 13 of the financial statements provides further information.

## Expense comparison by category (\$M)



## Expenses by category

| Category                          | Actual 2023<br>\$'000 | Actual 2024<br>\$'000 | Final Budget<br>\$'000 |
|-----------------------------------|-----------------------|-----------------------|------------------------|
| Employee expenses                 | 206 372               | 232 187               | 237 983                |
| Purchase of goods and services    | 106 491               | 130 770               | 133 335                |
| Other administrative costs        | 119                   | 1 561                 | 104                    |
| Depreciation/amortisation         | 18 763                | 18 372                | 18 349                 |
| Goods and services free of charge | 32 202                | 34 400                | 35 630                 |
| Grants                            | 52 938                | 57 999                | 63 257                 |
| Interest                          | 47 929                | 47 272                | 47 270                 |
| <b>Total</b>                      | <b>464 814</b>        | <b>522 561</b>        | <b>535 928</b>         |

## Employee expenditure

Employee expenditure includes all employee related expenditure such as salaries and wages, overtime and allowances, superannuation, payroll tax, FBT and other employee incidentals.

Employee expenses were higher in 2023–24 by \$25.82 million (13%) compared to 2022–23 and is largely attributable to increases in correctional service employees to manage rising prisoner numbers and increases to entitlements under the Commissioner for Public Employment's Determination 1070 related to Senior Correctional Officers.

## Administrative expenditure

Total administrative expenses, including purchase of goods and services, and repairs and maintenance increased by \$25.72 million in 2023–24 compared to 2022–23 largely as a result of the reinstatement and repair costs attributed to the May 2020 incident at the Darwin Correctional Facility.

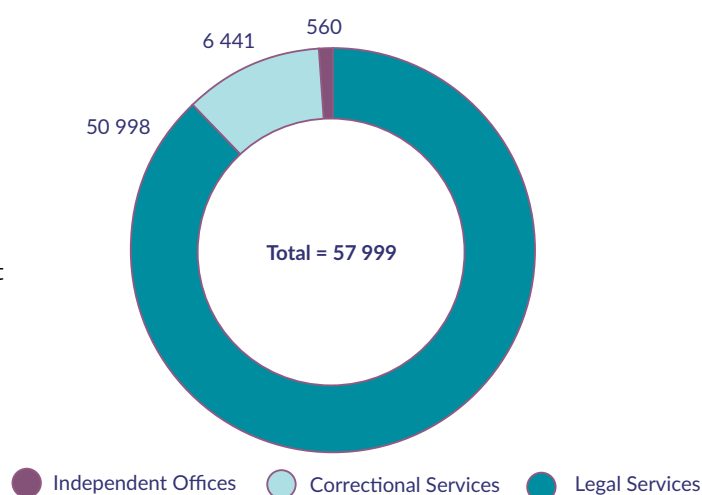
Note 34 of the Financial Statements provides explanation for variances to budget that also applies to the expenditure.

## Grants expenditure

Grants and subsidies expenses increased by \$5.06 million in 2023–24 when compared to 2022–23 payments.

Note 34 of the Financial Statements provides explanation for variances to budget that also applies to expenditure.

### 2023–24 grants expenditure by output group (\$M)



## Balance Sheet

|               | 2021–22<br>\$'000 | 2022–23<br>\$'000 | 2023–24<br>\$'000 |
|---------------|-------------------|-------------------|-------------------|
| Assets        | 737 523           | 729 413           | 843 368           |
| Liabilities   | 546 443           | 544 878           | 543 665           |
| <b>Equity</b> | <b>191 080</b>    | <b>184 535</b>    | <b>299 703</b>    |

The department's total assets increased by \$113.95 million in 2023–24 to \$843.37 million. The primary contributor to this increase is the revaluation of the Darwin Correctional Centre combined with an increase in cash held.

The decrease in the department's total liabilities by \$1.21 million in 2023–24 to \$543.66 million compared to 2022–23 recognises finance lease payments paid during 2023–24, largely offset by increases in payables and employee provisions.

# Statement of changes of equity

The department's total equity is the difference between total assets and total liabilities. In 2023–24, equity increased by \$115.17 million to \$299.70 million.

|                                     | 2021–22<br>\$000 | 2022–23<br>\$000 | 2023–24<br>\$000 |
|-------------------------------------|------------------|------------------|------------------|
| Balance of equity on 1 July         | 191 231          | 191 080          | 184 535          |
| Net equity injections               | 12 575           | 10 347           | 14 154           |
| Movement in reserves                | -                | -                | 115 364          |
| Accumulated funds                   | (12 726)         | (16 892)         | (14 350)         |
| Capital                             | -                | -                | -                |
| <b>Balance of equity on 30 June</b> | <b>191 080</b>   | <b>184 535</b>   | <b>299 703</b>   |

The increase is the net result of:

- \$115.36 million increase in Asset Revaluation Reserve with the revaluation of the Darwin Correctional Centre,
- \$4.93 million transfer in of completed minor new works; and
- \$9.22 million of capital appropriation received (Note 5a), offset in part by
- \$14.35 million operational loss.

## Cash flow statement

The department's cash balances increased by \$12.29 million in 2023–24 to \$34.75 million.

|  | 2021–22<br>\$000 | 2022–23<br>\$000 | 2023–24<br>\$000 |
|--|------------------|------------------|------------------|
| <b>Cash In</b>   |                  |                  |                  |
| Operating receipts   | 392 462          | 435 600          | 491 974          |
| Equity injections and deposits                                   | 7 016            | 7 250            | 10 663           |
|  | <b>399 478</b>   | <b>442 850</b>   | <b>502 637</b>   |
| <b>Cash Out</b>  |                  |                  |                  |
| Operating payments   | (391 290)        | (425 214)        | (482 274)        |
| Purchase of assets   | (262)            | (262)            | (738)            |
| Equity withdrawals, deposits refunded and finance lease payments | (6 078)          | (6 676)          | (7 333)          |
|  | <b>(397 600)</b> | <b>(432 152)</b> | <b>(490 345)</b> |
| <b>Net increase/(decrease) in cash held</b>                      | <b>1 848</b>     | <b>10 698</b>    | <b>12 292</b>    |
| Cash at beginning of the fiscal year                             | 9 915            | 11 763           | 22 460           |
| <b>Cash at end of fiscal year</b>                                | <b>11 763</b>    | <b>22 460</b>    | <b>34 752</b>    |

The cash flow statement may vary to the comprehensive operating statement as it only includes cash transactions. The comprehensive operating statement includes non-cash items such as depreciation, employee entitlements and notional charges for services received free of charge from the Department of Corporate and Digital Development and the Department of Infrastructure, Planning and Logistics.

# Financial statement overview

## For the year ended 30 June 2024

Our financial statements are prepared on an accrual basis consistent with the Northern Territory Government's fiscal management framework and the Australian Accounting Standards. They provide information about the financial operations and position of the department, as well as changes in equity and cash flow for the year. The financial statements inform our stakeholders and the public of our performance, our expenditure of government funds and any significant issues.

The establishment of budgets and performance by output groups ensures that resource allocation decisions achieve the results intended by government. Note 3 to the financial statements provides details of our performance by output group.

## Certification of the financial statements

We certify that the attached financial statements for the Department of the Attorney-General and Justice have been prepared based on proper accounts and records in accordance with Australian Accounting Standards and with the requirements as prescribed in the *Financial Management Act 1995* and Treasurer's Directions.

We further state that the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2024 and the financial position on that date.

At the time of signing, we are not aware of any circumstances that would render the particulars included in the financial statements misleading or inaccurate.



**Gemma Lake**

*Chief Executive Officer*

30 August 2024



**Brett Roach**

*Chief Financial Officer*

30 August 2024

# Comprehensive operating statement

For the year ended 30 June 2024

|  | Note       | 2024<br>\$000   | 2023<br>\$000   |
|--|------------|-----------------|-----------------|
| <b>INCOME</b>  |            |                 |                 |
| Grants and subsidies revenue                               | 4          |                 |                 |
| Current  |            | 4 948           | 1 090           |
| Appropriation  | 5          |                 |                 |
| Output   |            | 402 387         | 344 809         |
| Commonwealth (excluding capital appropriation)             |            | 34 030          | 32 247          |
| Sales of goods and services                                | 6          | 19 659          | 18 800          |
| Goods and services received free of charge                 | 7          | 34 400          | 32 202          |
| Other income   | 8          | 12 787          | 18 295          |
| <b>TOTAL INCOME</b>  |            | <b>508 211</b>  | <b>447 443</b>  |
| <b>EXPENSES</b>  |            |                 |                 |
| Employee benefits expense                                  | 9          | 232 187         | 206 372         |
| Administrative expenses                                    |            |                 |                 |
| Purchases of goods and services                            | 10         | 110 583         | 95 525          |
| Repairs and maintenance                                    | 10         | 20 187          | 10 966          |
| Depreciation and amortisation                              | 18, 19, 20 | 18 372          | 18 763          |
| Other administrative expenses <sup>1</sup>                 |            | 35 960          | 32 321          |
| Grants and subsidies expenses                              |            |                 |                 |
| Current  | 11a        | 55 665          | 52 188          |
| Capital  | 11b        | 2 334           | 750             |
| Interest expenses  | 12         | 47 272          | 47 929          |
| <b>TOTAL EXPENSES</b>                                      |            | <b>522 561</b>  | <b>464 814</b>  |
| <b>NET SURPLUS/(DEFICIT)</b>                               |            | <b>(14 350)</b> | <b>(17 371)</b> |
| <b>OTHER COMPREHENSIVE INCOME</b>                          |            |                 |                 |
| Items that will not be reclassified to net surplus/deficit |            |                 |                 |
| Changes in asset revaluation surplus                       | 27         | 115 364         | 479             |
| <b>TOTAL OTHER COMPREHENSIVE INCOME</b>                    |            | <b>115 364</b>  | <b>479</b>      |
| <b>COMPREHENSIVE RESULT</b>                                |            | <b>101 014</b>  | <b>(16 892)</b> |

<sup>1</sup> Includes DCDD service charges and DIPL repairs and maintenance service charges.

The comprehensive operating statement is to be read in conjunction with the notes to the financial statements.

# Balance sheet

As at 30 June 2024

|                                      | Note   | 2024<br>\$000  | 2023<br>\$000  |
|--------------------------------------|--------|----------------|----------------|
| <b>ASSETS</b>                        |        |                |                |
| <b>Current assets</b>                |        |                |                |
| Cash and deposits                    | 14     | 34 752         | 22 460         |
| Receivables                          | 16     | 3 884          | 3 431          |
| Inventories                          | 17     | 2 692          | 2 730          |
| <b>Total current assets</b>          |        | <b>41 328</b>  | <b>28 621</b>  |
| <b>Non-current assets</b>            |        |                |                |
| Receivables                          | 16     | 5              | 5              |
| Property, plant and equipment        | 18, 28 | 801 097        | 699 745        |
| Heritage and cultural assets         | 20, 28 | 938            | 1 042          |
| <b>Total non-current assets</b>      |        | <b>802 040</b> | <b>700 792</b> |
| <b>TOTAL ASSETS</b>                  |        | <b>843 368</b> | <b>729 413</b> |
| <b>LIABILITIES</b>                   |        |                |                |
| <b>Current liabilities</b>           |        |                |                |
| Deposits held                        | 21     | 5 623          | 4 179          |
| Payables                             | 22     | 29 957         | 28 325         |
| Borrowings and advances              | 23     | 8 054          | 7 335          |
| Provisions                           | 24     | 34 909         | 32 129         |
| Other liabilities                    | 25     | 409            | 170            |
| <b>Total current liabilities</b>     |        | <b>78 953</b>  | <b>72 138</b>  |
| <b>Non-current liabilities</b>       |        |                |                |
| Borrowings and advances              | 23     | 464 639        | 472 692        |
| Provisions                           | 24     | 72             | 48             |
| <b>Total non-current liabilities</b> |        | <b>464 711</b> | <b>472 740</b> |
| <b>TOTAL LIABILITIES</b>             |        | <b>543 665</b> | <b>544 878</b> |
| <b>NET ASSETS</b>                    |        | <b>299 703</b> | <b>184 535</b> |
| <b>EQUITY</b>                        |        |                |                |
| Capital                              |        | 367 651        | 353 497        |
| Asset Revaluation Reserve            | 27     | 286 771        | 171 407        |
| Accumulated funds                    |        | (354 719)      | (340 369)      |
| <b>TOTAL EQUITY</b>                  |        | <b>299 703</b> | <b>184 535</b> |

The balance sheet is to be read in conjunction with the notes to the financial statements.

# Statement of changes in equity

For the year ended 30 June 2024

|  | Note | Equity at<br>30 June<br>\$000 | Comprehensive<br>result<br>\$000 | Transactions with owners in<br>their capacity as owners<br>\$000 | Equity at<br>30 June<br>\$000 |
|--|------|-------------------------------|----------------------------------|--|-------------------------------|
| <b>2023-24</b>                               |      |                               |                                  |  |                               |
| <b>Accumulated funds</b>                     |      |                               |                                  |  |                               |
| Accumulated funds                            |      | (340 369)                     | (14 350)                         | -  | (354 719)                     |
|  |      | <b>(340 369)</b>              | <b>(14 350)</b>                  | -  | <b>(354 719)</b>              |
| <b>Reserves</b>                              |      |                               |                                  |  |                               |
| Asset Revaluation Reserve                    | 27   | 171 407                       | 115 364                          | -  | 286 771                       |
|  |      | <b>171 407</b>                | <b>115 364</b>                   | -  | <b>286 771</b>                |
| <b>Capital – transactions with owners</b>    |      |                               |                                  |  |                               |
| <b>Equity injections</b>                     |      |                               |                                  |  |                               |
| Capital appropriation                        |      | 71 645                        | -                                | 9 219  | 80 864                        |
| Equity transfers in                          |      | 493 761                       | -                                | 4 935  | 498 696                       |
| Other equity injections                      |      | 52 181                        | -                                | -  | 52 181                        |
| <b>Equity withdrawals</b>                    |      |                               |                                  |  |                               |
| Capital withdrawal                           |      | (20 591)                      | -                                | -  | (20 591)                      |
| Equity transfers out                         |      | (243 499)                     | -                                | -  | (243 499)                     |
|  |      | <b>353 497</b>                | -                                | <b>14 154</b>  | <b>367 651</b>                |
| <b>Total equity at end of financial year</b> |      | <b>184 535</b>                | <b>101 014</b>                   | <b>14 154</b>  | <b>299 703</b>                |
| <b>2022-23</b>                               |      |                               |                                  |  |                               |
| <b>Accumulated funds</b>                     |      |                               |                                  |  |                               |
| Accumulated funds                            |      | (322 998)                     | (17 371)                         | -  | (340 369)                     |
|  |      | <b>(322 998)</b>              | <b>(17 371)</b>                  | -  | <b>(340 369)</b>              |
| <b>Reserves</b>                              |      |                               |                                  |  |                               |
| Asset Revaluation Reserve                    | 27   | 170 928                       | 479                              | -  | 171 407                       |
|  |      | <b>170 928</b>                | <b>479</b>                       | -  | <b>171 407</b>                |
| <b>Capital – transactions with owners</b>    |      |                               |                                  |  |                               |
| <b>Equity injections</b>                     |      |                               |                                  |  |                               |
| Capital appropriation                        |      | 64 068                        | -                                | 7 577  | 71 645                        |
| Equity transfers in                          |      | 490 991                       | -                                | 2 770  | 493 761                       |
| Other equity injections                      |      | 52 181                        | -                                | -  | 52 181                        |
| <b>Equity withdrawals</b>                    |      |                               |                                  |  |                               |
| Capital withdrawal                           |      | (20 591)                      | -                                | -  | (20 591)                      |
| Equity transfers out                         |      | (243 499)                     | -                                | -  | (243 499)                     |
|  |      | <b>343 150</b>                | -                                | <b>10 347</b>  | <b>353 497</b>                |
| <b>Total equity at end of financial year</b> |      | <b>191 080</b>                | <b>(16 892)</b>                  | <b>10 347</b>  | <b>184 535</b>                |

The statement of changes in equity is to be read in conjunction with the notes to the financial statements.

# Cash flow statement

For the year ended 30 June 2024

|   | Note      | 2024<br>\$000    | 2023<br>\$000    |
|---|-----------|------------------|------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>         |           |                  |                  |
| Operating receipts                                  |           |                  |                  |
| Grants and subsidies received                       |           |                  |                  |
| Current   |           | 4 948            | 1 090            |
| Appropriation received                              |           |                  |                  |
| Output  |           | 402 387          | 344 809          |
| Commonwealth (excluding capital appropriation)      |           | 34 030           | 32 662           |
| Receipts from sales of goods and services           |           | 50 609           | 57 039           |
| <b>Total operating receipts</b>                     |           | <b>491 974</b>   | <b>435 600</b>   |
| Operating payments                                  |           |                  |                  |
| Payments to employees                               |           | (229 006)        | (203 955)        |
| Payments for goods and services                     |           | (147 827)        | (120 238)        |
| Grants and subsidies paid                           |           |                  |                  |
| Current   |           | (55 665)         | (52 188)         |
| Capital   |           | (2 334)          | (750)            |
| Interest paid                                       |           | (47 442)         | (48 083)         |
| <b>Total operating payments</b>                     |           | <b>(482 274)</b> | <b>(425 214)</b> |
| <b>Net cash from/(used in) operating activities</b> | <b>15</b> | <b>9 700</b>     | <b>10 386</b>    |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>         |           |                  |                  |
| Investing payments                                  |           |                  |                  |
| Purchases of non-financial assets                   | 18        | (738)            | (262)            |
| <b>Total investing payments</b>                     |           | <b>(738)</b>     | <b>(262)</b>     |
| <b>Net cash from/(used in) investing activities</b> |           | <b>(738)</b>     | <b>(262)</b>     |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>         |           |                  |                  |
| Financing receipts                                  |           |                  |                  |
| Deposits received                                   |           | 1 444            | (327)            |
| Equity injections                                   |           |                  |                  |
| Capital appropriation                               | 5         | 9 219            | 7 577            |
| <b>Total financing receipts</b>                     |           | <b>10 663</b>    | <b>7 250</b>     |
| Financing payments                                  |           |                  |                  |
| Lease liabilities payments                          |           | (7 333)          | (6 676)          |
| <b>Total financing payments</b>                     |           | <b>(7 333)</b>   | <b>(6 676)</b>   |
| <b>Net cash from/(used in) financing activities</b> | <b>15</b> | <b>3 330</b>     | <b>574</b>       |
| <b>Net increase/(decrease) in cash held</b>         |           | <b>12 292</b>    | <b>10 698</b>    |
| Cash at beginning of financial year                 |           | 22 460           | 11 763           |
| <b>CASH AT END OF FINANCIAL YEAR</b>                | <b>14</b> | <b>34 752</b>    | <b>22 460</b>    |

The cash flow statement is to be read in conjunction with the notes to the financial statements.

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# 1. Objectives and funding

The Department of the Attorney-General and Justice (the department) provides strategic law and legal policy services to government; support to courts and tribunals; prosecution, corrections, regulatory and registration services; advocacy, guardianship, trust, estate and will services, and mediation and complaint resolution services.

The department is dependent on the receipt of parliamentary appropriations for a sizable portion of its funding. The financial statements encompass all funds through which the department controls resources to carry on its functions and deliver outputs. For reporting purposes, outputs delivered by the department are summarised into several output groups. Note 3 provides summarised financial information in the form of a comprehensive operating statement by the output group.

During 2023–24 the department consisted of the following output groups:

- **Legal Services:**
  - Provides government with quality legal services including legal advice and representation.
  - Develops, reviews and implements legislative change, and advises the Attorney-General and government on law and justice measures.
  - Administers National Legal Assistance grants on behalf of the Territory and the Commonwealth.
  - Administers the Crime Victims Assistance Scheme and Register to assist victims of violent crime, and meet the Territory's obligations under the National Redress Scheme. Recovers victim payment money from offenders, manages counselling and support services grants including those for victims of residential property crime, and advises the Attorney-General on victim-related matters.
  - Provides statistics and research to build an evidence base for the development, monitoring and evaluation of criminal justice policies and practices.
  - Leads the implementation of the Northern Territory Aboriginal Justice Agreement.
- **Correctional Services:** responsible for providing a safe, secure and humane custodial service focussed on reducing reoffending by addressing criminogenic needs through targeted programs, education and training; monitoring and supervising community-based offenders to ensure offenders are held accountable for non-compliance with orders by the courts and Parole Board. Additionally, provides secretariat support, and undertakes associated administrative duties, for the Parole Board of the Northern Territory.
- **Justice Services:** provides processing and appropriate case-flow management for higher courts, including the Supreme Court and courts of appeal, lower courts, tribunals and other statutory offices. Additionally, processes and collects fines and infringement penalties, and takes enforcement action to collect unpaid fines, registers dealings with land and other property, powers of attorney, births, deaths, marriages and changes of name and sex or gender.
- **Director of Public Prosecutions:** provides an independent public prosecution service for the Territory, and provides support services to witnesses and victims throughout the criminal justice process.
- **Independent Offices - comprising:**
  - **Consumer Affairs** regulates and promotes rights and responsibilities to consumers and businesses through education and compliance actions. Provides conciliation, mediation and hearings on consumer law, business and residential tenancies, and residential building disputes.
  - **Anti-Discrimination Commission:** eliminates discrimination and sexual harassment by raising awareness about individuals' rights and responsibilities in the Territory through public education and training, complaints handling and community engagement. Promotes the rights of people detained or receiving treatment under the *Mental Health and Related Services Act 1998* and the *Disability Services Act 1993* through the Community Visitor Program.
  - **Public Guardian and Trustee:** safeguard and promote the personal, legal and financial interests of Territorians by providing adult guardianship, trust, estate and will services within a legislative and human rights framework.
  - **Children's Commissioner:** handle complaints relating to services provided to vulnerable children including undertaking investigations into systemic issues. Monitor the administration of the *Care and Protection of Children Act 2007* and places where children are held involuntarily in institutional settings. Promote the right, interests and wellbeing of vulnerable children.
  - **Health and Community Services Complaints Commission:** resolve complaints between users and providers of health and community services in the Territory. Provide recommendations to improve service delivery, and encourage awareness of the rights and responsibilities of users and providers of health services, disability services and services for aged people.
- **NT WorkSafe:** works with Territory industry to influence the best possible outcomes in work health and safety, including dangerous goods, electrical safety and rehabilitation, and compensation for injured workers returning to work.
- **Corporate and Shared Services:** provides strategic, governance and support services to facilitate department operations. Received corporate services from the Department of Corporate and Digital Development, and infrastructure services from the Department of Infrastructure, Planning and Logistics.

Additional information in relation to the department and its principal activities may be found in the 'Output reporting' section of the department's annual report.

## 2. Statement of significant accounting policies

### a) Statement of compliance

The financial statements have been prepared in accordance with the requirements of the *Financial Management Act 1995* and related Treasurer's Directions. The *Financial Management Act 1995* requires the department to prepare financial statements for the year ended 30 June based on the form determined by the Treasurer. The form of department financial statements should include:

1. a certification of the financial statements
2. a comprehensive operating statement
3. a balance sheet
4. a statement of changes in equity
5. a cash flow statement and
6. applicable explanatory notes to the financial statements.

### b) Basis of accounting

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

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

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

#### Standards and interpretations effective from 2023–24 financial year

Several amendments and interpretations have been issued that apply to the current reporting period, but are considered to have no or minimal impact on public sector reporting.

#### Standards and interpretations issued but not yet effective

No Australian accounting standards have been adopted early for 2023–24 financial year.

Several amendments interpretations have been issued that apply to future reporting periods but are considered to have no or minimal impact on public sector reporting.

### c) Reporting entity

The financial statements cover the department as an individual reporting entity.

The department is a Northern Territory department established under the *Interpretation Act 1978 and Administrative Arrangements Order*.

The principal place of business of the department is: Old Admiralty Tower, 68 The Esplanade, Darwin NT 0800.

### d) Department and Territory items

The financial statements of the department include income, expenses, assets, liabilities and equity over which the department has control (department items) and is able to utilise to further its own objectives. Certain items, while managed by the department, are administered and recorded by the Territory rather than the department (Territory items). Territory items are recognised and recorded in the Central Holding Authority as discussed below.

#### Central Holding Authority

The Central Holding Authority is the 'parent body' that represents the government's ownership interest in government-controlled entities.

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

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

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the department's financial statements. However, as the department is accountable for certain Territory items managed on behalf of government, these items have been separately disclosed in Note 33 – Schedule of administered Territory items

### e) Comparatives

Where necessary, comparative information for the 2022–23 financial year has been reclassified to provide consistency with current year disclosures.

## f) Presentation and rounding of amounts

Amounts in the financial statements and notes to the financial statements are presented in Australian dollars and have been rounded to the nearest thousand dollars, with amounts of \$500 or less being rounded down to zero. Figures in the financial statements and notes may not equate due to rounding.

## g) Changes in accounting policies

There have been no changes to accounting policies adopted in 2023–24 financial year as a result of management decisions.

## h) Accounting judgments and estimates

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

There were no material changes adopted during 2023–24.

## i) Contributions by and distributions to government

The department may receive contributions from government where the government is acting as owner of the department. Conversely, the department may make distributions to government. In accordance with the *Financial Management Act 1995* and Treasurer's Directions, certain types of contributions and distributions, including those relating to administrative restructures, have been designated as contributions by, and distributions to, government. These designated contributions and distributions are treated by the department as adjustments to equity.

The statement of changes in equity provides additional information in relation to contributions by, and distributions to, government.



Tennant Creek Women's Refuse Centre Peace Garden



### 3. Comprehensive operating statement by output group

|  | Note       | Legal Services |               | Correctional Services |                 | Justice Services |                |
|--|------------|----------------|---------------|-----------------------|-----------------|------------------|----------------|
|  |            | 2024           | 2023          | 2024                  | 2023            | 2024             | 2023           |
|  |            | \$000          | \$000         | \$000                 | \$000           | \$000            | \$000          |
| <b>INCOME</b>                              |            |                |               |                       |                 |                  |                |
| Grants and subsidies revenue               | 4          |                |               |                       |                 |                  |                |
| Current                                    |            | 235            | 175           | 2 405                 | 356             | 897              | -              |
| Appropriation                              | 5          |                |               |                       |                 |                  |                |
| Output                                     |            | 37 942         | 37 571        | 287 564               | 233 416         | 35 594           | 34 157         |
| Commonwealth                               |            | 33 730         | 31 947        | 300                   | 300             | -                | -              |
| Sales of goods and services                | 6          | -              | 54            | 3 162                 | 3 131           | 11 623           | 11 558         |
| Goods and services received free of charge | 7          | -              | -             | -                     | -               | -                | -              |
| Other income                               | 8          | 4 355          | 4 392         | 7 175                 | 12 721          | 616              | 593            |
| <b>TOTAL INCOME</b>                        |            | <b>76 262</b>  | <b>74 139</b> | <b>300 606</b>        | <b>249 924</b>  | <b>48 730</b>    | <b>46 308</b>  |
| <b>EXPENSES</b>                            |            |                |               |                       |                 |                  |                |
| Employee expenses                          | 9          | 18 050         | 17 877        | 144 026               | 125 313         | 31 914           | 29 316         |
| Administrative expenses                    |            |                |               |                       |                 |                  |                |
| Purchases of goods and services            | 10         | 8 749          | 7 670         | 97 131                | 76 015          | 16 802           | 14 993         |
| Depreciation and amortisation              | 18, 19, 20 | 3              | 1             | 13 477                | 13 848          | 4 650            | 4 622          |
| Other administrative expenses <sup>1</sup> |            | -              | 88            | 1 511                 | 16              | 10               | 17             |
| Grants and subsidies expenses              |            |                |               |                       |                 |                  |                |
| Current Grants                             | 11a        | 48 999         | 47 579        | 6 106                 | 4 060           | -                | -              |
| Capital Grants                             | 11b        | 2 000          | -             | 334                   | 750             | -                | -              |
| Interest expenses                          | 12         | -              | -             | 47 272                | 47 929          | -                | -              |
| <b>TOTAL EXPENSES</b>                      |            | <b>77 801</b>  | <b>73 215</b> | <b>309 857</b>        | <b>267 931</b>  | <b>53 376</b>    | <b>48 948</b>  |
| <b>NET SURPLUS/(DEFICIT)</b>               |            | <b>(1 539)</b> | <b>924</b>    | <b>(9 251)</b>        | <b>(18 007)</b> | <b>(4 646)</b>   | <b>(2 640)</b> |
| Changes in asset revaluation surplus       |            | -              | -             | -                     | -               | -                | -              |
| <b>TOTAL OTHER COMPREHENSIVE INCOME</b>    |            |                |               |                       |                 |                  |                |
| <b>COMPREHENSIVE RESULT</b>                | <b>27</b>  | <b>(1 539)</b> | <b>924</b>    | <b>(9 251)</b>        | <b>(18 007)</b> | <b>(4 646)</b>   | <b>(7 531)</b> |

<sup>1</sup> Includes DCDD and DIPL repairs and maintenance service charges, and other repairs and maintenance costs

This comprehensive operating statement by output group is to be read in conjunction with the notes to the financial statements.

The department is predominantly funded by parliamentary appropriations for the provision of outputs. Outputs are the services provided or goods produced by a department for users external to the department. They support the delivery of the department's objectives and or statutory responsibilities. The above table disaggregates revenue and expenses that enable delivery of services by output group which form part of the balances of the department.

| Director of Public Prosecutions |               | Independent Offices |               | NT WorkSafe  |              | Corporate and Shared Services |               | Total           |                 |
|---------------------------------|---------------|---------------------|---------------|--------------|--------------|-------------------------------|---------------|-----------------|-----------------|
| 2024                            | 2023          | 2024                | 2023          | 2024         | 2023         | 2024                          | 2023          | 2024            | 2023            |
| \$000                           | \$000         | \$000               | \$000         | \$000        | \$000        | \$000                         | \$000         | \$000           | \$000           |
|                                 |               |                     |               |              |              |                               |               |                 |                 |
| 851                             | -             | 560                 | 559           | -            | -            | -                             | -             | 4 948           | 1 090           |
|                                 |               |                     |               |              |              |                               |               |                 |                 |
| 16 227                          | 14 692        | 10 788              | 10 411        | 5 403        | 5 418        | 8 869                         | 9 144         | 402 387         | 344 809         |
| -                               | -             | -                   | -             | -            | -            | -                             | -             | 34 030          | 32 247          |
| -                               | -             | 1 619               | 1 050         | 3 255        | 3 007        | -                             | -             | 19 659          | 18 800          |
| -                               | -             | -                   | -             | -            | -            | 34 400                        | 32 202        | 34 400          | 32 202          |
| -                               | 6             | 420                 | 411           | 8            | 30           | 213                           | 142           | 12 787          | 18 295          |
| <b>17 078</b>                   | <b>14 698</b> | <b>13 387</b>       | <b>12 431</b> | <b>8 666</b> | <b>8 455</b> | <b>43 482</b>                 | <b>41 488</b> | <b>508 211</b>  | <b>447 443</b>  |
|                                 |               |                     |               |              |              |                               |               |                 |                 |
| 13 759                          | 11 190        | 11 380              | 11 393        | 7 057        | 6 411        | 6 001                         | 4 872         | 232 187         | 206 372         |
|                                 |               |                     |               |              |              |                               |               |                 |                 |
| 3 674                           | 4 128         | 1 399               | 1 206         | 1 491        | 1 239        | 1 525                         | 1 240         | 130 771         | 106 491         |
| 36                              | 39            | 62                  | 66            | 23           | 23           | 121                           | 165           | 18 372          | 18 763          |
| 7                               | -             | -                   | -             | -            | -            | 34 432                        | 30 200        | 35 960          | 32 321          |
|                                 |               |                     |               |              |              |                               |               |                 |                 |
| -                               | -             | 560                 | 549           | -            | -            | -                             | -             | 55 665          | 52 188          |
| -                               | -             | -                   | -             | -            | -            | -                             | -             | 2 334           | 750             |
| -                               | -             | -                   | -             | -            | -            | -                             | -             | 47 272          | 47 929          |
| <b>17 476</b>                   | <b>15 357</b> | <b>13 401</b>       | <b>13 214</b> | <b>8 571</b> | <b>7 673</b> | <b>42 079</b>                 | <b>38 477</b> | <b>522 561</b>  | <b>464 814</b>  |
| <b>(398)</b>                    | <b>(659)</b>  | <b>(14)</b>         | <b>(783)</b>  | <b>95</b>    | <b>782</b>   | <b>1 403</b>                  | <b>3 011</b>  | <b>(14 350)</b> | <b>(17 371)</b> |
| -                               | -             | -                   | -             | -            | -            | 115 364                       | 479           | 115 364         | 479             |
|                                 |               |                     |               |              |              | <b>115 364</b>                | <b>479</b>    | <b>115 364</b>  | <b>479</b>      |
| <b>(398)</b>                    | <b>(659)</b>  | <b>(14)</b>         | <b>(783)</b>  | <b>95</b>    | <b>782</b>   | <b>116 767</b>                | <b>3 490</b>  | <b>101 014</b>  | <b>(16 892)</b> |

## 4. Grants and subsidies revenue

|   | 2024                                  |       |       | 2023                                  |       |       |
|---|---------------------------------------|-------|-------|---------------------------------------|-------|-------|
|   | \$000                                 | \$000 | \$000 | \$000                                 | \$000 | \$000 |
|   | Revenue from contracts with customers | Other | Total | Revenue from contracts with customers | Other | Total |
| Current grants                            | -                                     | 4 948 | 4 948 | -                                     | 1 090 | 1 090 |
| <b>Total grants and subsidies revenue</b> | -                                     | 4 948 | 4 948 | -                                     | 1 090 | 1 090 |

Grants revenue is recognised at fair value exclusive of GST.

Where a grant agreement is enforceable and has sufficiently specific performance obligations for the department to transfer goods or services to the grantor or a third-party beneficiary, the transaction is accounted for under AASB 15 as revenue from contracts with customers. In this case, revenue is initially deferred as unearned contract revenue liability, included in Note 25 Other liabilities, when received in advance and recognised as or when the performance obligations are satisfied.

The department has adopted a low value contract threshold of \$50 000 excluding GST and recognises revenue from contracts with a low value, upfront on receipt of income.

A financing component for consideration is only recognised if it is significant to the contract and the period between the transfer of goods and services and receipt of consideration is more than one year. For the 2023–24 and 2022–23 reporting periods, there were no adjustments for the effects of a significant financing component.

Where grant agreements do not meet criteria above, it is

accounted for under AASB 1058 and is recognised upfront on receipt of funding.

Capital grants with enforceable contracts and sufficiently specific obligations are recognised as an unearned capital grants liability, included in Note 25 Other liabilities, when received and subsequently recognised progressively as revenue as or when the department satisfies its obligations under the agreement. Where a non-financial asset is purchased, revenue is recognised at the point in time the asset is acquired and control transfers to the department.

For constructed assets, revenue is recognised over time, using the percentage of completion method, measured as the costs incurred as a proportion of estimated total project costs.

Grant revenue, passed on from a Territory Government-controlled entity with the exception of the Central Holding Authority, is recognised upfront on receipt, irrespective of which revenue accounting standard it may fall under in accordance with the Treasurer's Direction on income.

## 5. Appropriation

Appropriation recorded in the operating statement includes output appropriation and commonwealth appropriation received for the delivery of services.

|   | 2024                                  |         |         | 2023                                  |         |         |
|---|---------------------------------------|---------|---------|---------------------------------------|---------|---------|
|   | \$000                                 | \$000   | \$000   | \$000                                 | \$000   | \$000   |
|   | Revenue from contracts with customers | Other   | Total   | Revenue from contracts with customers | Other   | Total   |
| Output  | -                                     | 402 387 | 402 387 | -                                     | 344 809 | 344 809 |
| Commonwealth  | -                                     | 34 030  | 34 030  | -                                     | 32 247  | 32 247  |
| <b>Total appropriation in the operating statement</b> | -                                     | 436 417 | 436 417 | -                                     | 377 056 | 377 056 |

Output appropriation is the operating payment to each department for the outputs they provide as specified in the *Appropriation (2023-2024) Act 2023*. It does not include any allowance for major non-cash costs such as depreciation. Output appropriations do not have sufficiently specific performance obligations and recognised on receipt of funds.

Commonwealth appropriation follows from the intergovernmental agreement on federal financial relations, resulting in specific purpose payments (SPPs) and national partnership (NP) payments being made by the Commonwealth Treasury to state treasuries, in a manner similar to arrangements for GST payments. These payments are received by the Department of Treasury and Finance on behalf of the Central Holding Authority and then passed on to the relevant agencies as Commonwealth appropriation.

Where appropriation received has an enforceable contract with sufficiently specific performance obligations, the transaction is accounted for under AASB 15 as revenue from contracts with customers. In this case, revenue is recognised as and when

goods and or services are transferred to the customer or third-party beneficiary. Otherwise, revenue is recognised when the department gains control of the funds.

## a) Summary of changes to budget appropriations

The following table presents changes to budgeted appropriations authorised during the current financial year together with explanations for significant changes. It compares the amounts originally identified in the *Appropriation (2023-2024) Act 2023* with revised appropriations as reported in 2024-25 Budget Paper No. 3 Agency Budget Statements and the final end of year appropriation.

The changes within this table relate only to appropriation and do not include department revenue (for example, goods and services revenue and grants received directly by the department) or expenditure. Refer to Note 34 Budgetary information for detailed information on variations to the department's actual outcome compared to budget for revenue and expenses.

|                            | Original<br>2023-24 budget<br>appropriation | Revised<br>2023-24 budget<br>appropriation | Change<br>to budget<br>appropriation | Note | Final 2023-24<br>budget<br>appropriation | Change<br>to budget<br>appropriation |
|----------------------------|---|--|--------------------------------------|------|--|--------------------------------------|
|                            | \$000                                       | \$000                                      | \$000                                |      | \$000                                    | \$000                                |
| Output                     | 353 523                                     | 402 387                                    | 48 864                               | i    | 402 387                                  | -                                    |
| Capital                    | 7 719                                       | 9 219                                      | 1 410                                | ii   | 9 219                                    | -                                    |
| Commonwealth               | 31 499                                      | 34 030                                     | 2 531                                | iii  | 34 030                                   | -                                    |
| <b>Total appropriation</b> | <b>392 741</b>                              | <b>445 546</b>                             | <b>52 805</b>                        |      | <b>445 546</b>                           | <b>-</b>                             |

Output and capital appropriations reflect funding as a direct result of government-approved decisions, with actual funding received by the department in line with the budgeted amounts.

Commonwealth appropriation reflects funding anticipated to be received from the Commonwealth for both operational and capital purposes. As Commonwealth appropriations are largely recognised as or when performance obligations are satisfied, the actual amounts received by the department and reported in these financial statements may vary from the budgeted amounts reported in this table.

The following are explanations of changes over \$1 million or where there is a significant offset resulting in net changes under \$1 million.

- i. During 2023-24, additional output appropriation was provided to support rising prisoner numbers, additional support for Victims of Crime NT and increasing activity in the criminal justice system.
- ii. There was an increase in capital appropriation primarily to fund infrastructure works at the Darwin Correctional Precinct to manage increasing prisoner numbers.
- iii. Commonwealth appropriation increased primarily due to additional revenue received under the National Legal Assistance Partnership, partially offset by a delay in the Family Information Law Sharing agreement.



## 6. Sales of goods and services

|  | 2024                                  |              |               | 2023                                  |              |               |
|--|---------------------------------------|--------------|---------------|---------------------------------------|--------------|---------------|
|  | \$000                                 | \$000        | \$000         | \$000                                 | \$000        | \$000         |
|  | Revenue from contracts with customers | Other        | Total         | Revenue from contracts with customers | Other        | Total         |
| Fees from regulatory services            | 13 076                                | -            | 13 706        | 12 441                                | -            | 12 441        |
| Other goods and services revenue         | -                                     | 6 583        | 6 538         | -                                     | 6 359        | 6 359         |
| <b>Total sales of goods and services</b> | <b>13 076</b>                         | <b>6 583</b> | <b>19 659</b> | <b>12 441</b>                         | <b>6 359</b> | <b>18 800</b> |

### Fees from regulatory services

Revenue from regulatory fees include fees for the issue of licences, and is generally recognised when the department satisfies its performance obligations or upfront on receipt of cash for licences with a term less than 12 months or a low value of \$10 000 or less.

The department's sole performance obligations for the issue of a non-intellectual property licence is the issue of the licence, therefore revenue is recognised upfront on issue of the licence. For intellectual property licences, revenue is recognised at a point in time or overtime as or when the performance obligation is satisfied.

### Other goods and services revenue

Other goods and services revenue comprise income from rendering of services, and sales of goods and services. These are recognised at fair value, exclusive of GST.

### Sales of goods

Revenue from sales of goods is recognised when the department satisfies a performance obligation by transferring the promised goods including canteen supplies to prisoners and the sale of goods produced within prison industries programs. The department typically satisfies its performance obligations when the control of goods is transferred to customers. The payments are typically due when goods are delivered.

Revenue from these sales is based on the price specified in the contract, and revenue is only recognised to the extent that it is highly probable a significant reversal will not occur. There is no element of financing present as sales are made with a short credit term.

### Rendering of services

Revenue from rendering of services is recognised when the department satisfies the performance obligation by transferring the promised services such as the provision of services by Community Work Parties. The department typically satisfies its performance obligations when services are transferred.

## 7. Goods and services received free of charge

|   | 2024          | 2023          |
|---|---------------|---------------|
|   | \$000         | \$000         |
| Corporate and information services                      | 31 008        | 28 241        |
| Repairs and maintenance                                 | 3 392         | 3 961         |
| <b>Total goods and services received free of charge</b> | <b>34 400</b> | <b>32 202</b> |

Resources received free of charge are recognised as revenue when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense. Resources received free of charge are recorded as either revenue or gains depending on their nature.

Repairs and maintenance expenses incurred on the department's assets and costs associated with administration of these expenses

are centralised and in the Department of Infrastructure, Planning and Logistics on behalf of the department, and form part of goods and services received free of charge by the department.

In addition, the following corporate services staff and functions are centralised and provided by Department of Corporate and Digital Development on behalf of the department and form part of goods and services received free of charge by the department:

- financial services including accounts receivable, accounts payable and payroll
- employment and workforce services
- information management services
- procurement services
- property leasing services.

## 8. Other income

|                           | 2024                                  |               |               | 2023                                  |               |               |
|---------------------------|---------------------------------------|---------------|---------------|---------------------------------------|---------------|---------------|
|                           | \$000                                 | \$000         | \$000         | \$000                                 | \$000         | \$000         |
|                           | Revenue from contracts with customers | Other         | Total         | Revenue from contracts with customers | Other         | Total         |
| Rental income             | 499                                   | -             | 499           | 472                                   | -             | 427           |
| Miscellaneous revenue     | 208                                   | 12 080        | 12 288        | 476                                   | 17 391        | 17 867        |
| <b>Total other income</b> | <b>707</b>                            | <b>12 080</b> | <b>12 787</b> | <b>903</b>                            | <b>17 391</b> | <b>18 295</b> |

### Rental income

Rental income arising from operating leases incidental to the core functions of the department is accounted for on a straight-line basis over the lease term.

### Miscellaneous revenue

Miscellaneous revenue includes \$5 million insurance monies received related to reinstatement works at the Darwin Correctional Precinct following the prisoner disturbance incident in May 2020. Expenses for the incident are identified under Repairs and Maintenance in the Comprehensive Operating Statement and Note 10 Purchases of Goods and Services.

### Revenue from contracts with customers

Revenue from contracts with customers have been disaggregated into categories to enable users of these financial statements to understand the nature, amount, timing and uncertainty of income and cash flows. These categories include a description of the type of product or service line, type of customer and timing of transfer of goods and services.

| Revenue from contracts with customers              | 2024       | 2023       |
|--|------------|------------|
|  | \$000      | \$000      |
| <b>Type of good and service:</b>                   |            |            |
| Service delivery                                   | 499        | 427        |
| Other  | 208        | 476        |
| <b>Total revenue from contracts with customers</b> | <b>707</b> | <b>903</b> |
| <b>Type of customer:</b>                           |            |            |
| Commonwealth Government                            | 144        | 178        |
| State and territory governments                    | 354        | 634        |
| Non-government entities                            | 208        | 91         |
| <b>Total revenue from contracts with customers</b> | <b>707</b> | <b>903</b> |
| <b>Timing of transfer of goods and services:</b>   |            |            |
| Point in time                                      | 707        | 903        |
| <b>Total revenue from contracts with customers</b> | <b>707</b> | <b>903</b> |

## 9. Employee benefits expense

|  | 2024           | 2023           |
|--|----------------|----------------|
|  | \$000          | \$000          |
| Salaries and wages                     | 151 659        | 137 041        |
| Overtime                               | 22 261         | 17 747         |
| Allowances                             | 26 395         | 23 252         |
| Superannuation expenses                | 19 118         | 16 634         |
| Fringe benefits tax                    | 795            | 1 064          |
| Payroll tax                            | 11 958         | 10 633         |
| <b>Total employee benefits expense</b> | <b>232 186</b> | <b>206 371</b> |

The number of full-time equivalent employees for 2023–24 was 1 548.01 (2022–23: 1 422.64).

Salaries and wages are recognised in the reporting period when the employee renders services to the Territory Government. It includes recreation leave, labour hire costs, allowances and other benefits, which are recognised in the reporting period when employees are entitled to the benefit or when incurred.

The recognition and measurement policy for employee benefits is detailed in Note 22 Payables and Note 24 Provisions.

## 10. Purchases of goods and services

|  | 2024           | 2023          |
|--|----------------|---------------|
|  | \$000          | \$000         |
| The net surplus/(deficit) has been arrived at after charging the following expenses: |                |               |
| <b>Goods and services expenses:</b>  |                |               |
| Advertising <sup>1</sup>   | 3              | 27            |
| Agent service Arrangements   | 17 616         | 15 435        |
| Communications   | 3 203          | 1 949         |
| Consultants <sup>2</sup>   | 1 785          | 1 467         |
| Document production  | 160            | 330           |
| Equipment related expenses   | 4 940          | 3 826         |
| Food   | 11 194         | 9 443         |
| Information technology fees  | 9 993          | 8 821         |
| Insurance premiums   | 7 226          | 6 736         |
| Legal expenses <sup>3</sup>  | 8 868          | 9 953         |
| Library Services, membership and subscriptions                                       | 1 315          | 1 097         |
| Marketing and promotion <sup>4</sup>   | 168            | 150           |
| Medical / dental supplies and services   | 1 696          | 1 435         |
| Motor vehicle expenses   | 3 203          | 2 969         |
| Official duty fares  | 3 033          | 2 411         |
| Property maintenance   | 8 039          | 4 694         |
| Recruitment <sup>5</sup>   | 440            | 350           |
| Regulatory and advisory boards and committees  | 1 236          | 1 128         |
| Training and study   | 3 727          | 3 760         |
| Travelling allowance   | 1 080          | 987           |
| Utilities  | 7 819          | 6 921         |
| Other goods and services   | 23 025         | 19 123        |
| <b>Total purchases of goods and services</b>   | <b>110 582</b> | <b>95 525</b> |

<sup>1</sup> Does not include recruitment related advertising or advertising for marketing and promotion

<sup>2</sup> Includes marketing, promotion and IT consultants.

<sup>3</sup> Includes legal fees, claim and settlement costs.

<sup>4</sup> Includes advertising for marketing and promotion but excludes marketing and promotion consultants<sup>2</sup> expenses, which are incorporated in the consultants<sup>2</sup> category.

<sup>5</sup> Includes recruitment-related advertising costs.

Purchases of goods and services generally represent the day-to-day running costs incurred in normal operations, including supplies and service costs recognised in the reporting period in which they are incurred.

### Repairs and maintenance expense

Costs associated with repairs and maintenance works in the Comprehensive Operating Statement relate to the reinstatement works at the Darwin Correctional Precinct following the prisoner disturbance incident in May 2020. Some of the costs were recovered from insurance monies received (refer Note 8 Other Income).

Other repairs and maintenance expenses are centralised and

provided by the Department of Infrastructure, Planning and Logistics. The department recognises notional repairs and maintenance expenses under services received free of charge in Note 7.

# 11. Grant and subsidies expenses

## a) Current grant and subsidy expense

|                                       | 2024          | 2023          |
|---------------------------------------|---------------|---------------|
|                                       | \$000         | \$000         |
| Private and not-for-profit sector     | 34 751        | 32 950        |
| Grants to other sectors of government | 20 914        | 19 238        |
| <b>Total current grant expense</b>    | <b>55 665</b> | <b>52 188</b> |

Current grants expenses are intended to finance the current activities of the recipient for which no economic benefits of equal value are receivable in return. Current grant expense largely comprises both Commonwealth and Territory funding for legal aid services and Territory funding for prisoner support.

Current grant expenses are recognised as an expense in the reporting period in which they are paid or payable, exclusive of the amount of GST.

## b) Capital grant expense

|                                    | 2024         | 2023       |
|------------------------------------|--------------|------------|
|                                    | \$000        | \$000      |
| Private and not-for-profit sector  | 2 334        | 750        |
| <b>Total capital grant expense</b> | <b>2 334</b> | <b>750</b> |

Capital grant expenses are transfers made to a recipient for the purpose of acquiring or constructing a new physical asset or upgrading an existing physical asset, for which no economic benefits of equal value are receivable in return. It also includes the transfer of existing department assets to another entity for which no economic benefits of equal value are receivable in return. Capital grant expenses largely comprise of Territory funding for bail supported accommodation and the Groote Eylandt alternative to custody facility.

Capital grant expenses are recognised in the reporting period in which they are paid or payable, exclusive of the amount of GST. Where an existing department asset is transferred to a recipient, the transaction is recognised when the department transfers control of asset to the recipient.

# 12. Interest expenses

|                                 | 2024          | 2023          |
|---------------------------------|---------------|---------------|
|                                 | \$000         | \$000         |
| Interest from lease liabilities | 47 272        | 47 929        |
| <b>Total interest expenses</b>  | <b>47 272</b> | <b>47 929</b> |

Interest expenses relate to lease liabilities for the Darwin Correctional Precinct in accordance with AASB16.



# 13. Write-offs, postponements, waiver, gifts and ex gratia payments

The following table presents all write-offs, waivers, postponements, gifts and ex gratia payments approved under the *Financial Management Act 1995* or other legislation that the department administers.

|   | 2024      | No. of trans. | 2023      | No. of trans. |
|---|-----------|---------------|-----------|---------------|
|   | \$000     |               | \$000     |               |
| <b>Authorised under the <i>Financial Management Act 1995</i></b>          |           |               |           |               |
| <b><i>Write-offs, postponements and waivers approved by delegates</i></b> |           |               |           |               |
| Losses or deficiencies of money written off                               | 4         | 2             | 16        | 12            |
| Waiver of right to receive or recover money or property                   | -         | -             | 16        | 1             |
| <b>Total write-offs, postponements and waivers approved by delegates</b>  | <b>4</b>  | <b>2</b>      | <b>32</b> | <b>13</b>     |
| <b>Total write-offs, postponements and waivers</b>                        | <b>4</b>  | <b>2</b>      | <b>32</b> | <b>13</b>     |
| Gifts approved by delegate  | -         | 2             | -         | 1             |
| <b>Total gifts</b>  | <b>-</b>  | <b>2</b>      | <b>-</b>  | <b>1</b>      |
| <b>Ex gratia payments</b>   | <b>30</b> | <b>1</b>      | <b>10</b> | <b>1</b>      |
| <b>Total authorised under the <i>Financial Management Act 1995</i></b>    | <b>34</b> | <b>5</b>      | <b>42</b> | <b>15</b>     |

## Write-offs

Write-offs reflect the removal from accounting records the value of public money or public property owing to, or loss sustained by the Territory or department. It refers to circumstance where the Territory or a department has made all attempts to pursue the debt, however, is deemed irrecoverable due to reasons beyond the Territory or a department's control. Write-offs result in no cash outlay and are accounted for under 'Other administrative expenses' in the comprehensive operating statement.

## Waiver

Waivers reflect the election to forego a legal right to recover public money or receive public property. Once agreed with and communicated to the debtor, it will have the effect of extinguishing the debt and renouncing the right to any future claim on that public money or public property. Waivers result in no cash outlay, and are accounted for under 'Other expenses' in the comprehensive operating statement.

## Postponement

A postponement is a deferral of a right to recover public money or receipt of public property from its due date. This has no effect on revenues or expenses recognised but may affect cash inflows or assets in use.

## Gifts

A gift is an asset or property, deemed surplus to government's requirements, transferred to a suitable recipient, without receiving any consideration or compensation, and where there is no constructive or legal obligation for the transfer. Gifted property is accounted under 'Other administrative expenses' in the comprehensive operating statement.

## Ex gratia

Ex gratia payments or act-of-grace payments are gratuitous payments where no legal obligation exists. All ex gratia payments are approved by the Treasurer. Ex gratia payments result in cash outlay and are accounted for under 'Purchases of goods and services' in the comprehensive operating statement.



## 14. Cash and deposits

|                                | 2024          | 2023          |
|--------------------------------|---------------|---------------|
|                                | \$000         | \$000         |
| Cash on hand <sup>1</sup>      | 70            | 77            |
| Cash at bank                   | 34 682        | 22 383        |
| <b>Total cash and deposits</b> | <b>34 752</b> | <b>22 460</b> |

<sup>1</sup> Cash on hand at 30 June 2024 was directly attributable to cash, cheques and web deposits not being cleared on Friday, 28 June

For the purposes of the balance sheet and the cash flow statement, cash includes cash on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash. Cash at bank includes monies held in the Accountable Officer's Trust Account (AOTA) that are ultimately payable to the beneficial owner – refer also to Note 20.

## 15. Cash flow reconciliation

### a) Reconciliation of cash

The total of department 'Cash and deposits' of \$34 752 recorded in the balance sheet is consistent with that recorded as 'Cash' in the cash flow statement.

### Reconciliation of net surplus/deficit to net cash from operating activities

|  | Note       | 2024            | 2023            |
|--|------------|-----------------|-----------------|
|  |            | \$000           | \$000           |
| <b>Net surplus/deficit</b>                             |            | <b>(14 350)</b> | <b>(17 371)</b> |
| <i>Non-cash items:</i>                                 |            |                 |                 |
| Depreciation and amortisation                          |            | 18 372          | 18 763          |
| Asset write-offs/write-downs                           |            | 1 409           | 130             |
| <i>Changes in assets and liabilities:</i>              |            |                 |                 |
| (Decrease)/increase in receivables                     | 16         | (453)           | 4 055           |
| (Decrease)/increase in inventories                     | 17         | 38              | (623)           |
| (Decrease)/increase in payables                        | 18, 19, 20 | 1 641           | 3 505           |
| (Decrease)/increase in provision for employee benefits | 24         | 2 465           | 1 280           |
| (Decrease)/increase in other provisions                | 24         | 339             | 513             |
| (Decrease)/increase in other deferred income           | 25         | 239             | 135             |
| <b>Net cash from/(used in) operating activities</b>    |            | <b>9 700</b>    | <b>10 386</b>   |

## b) Reconciliation of liabilities arising from financing activities

|                                 | 1 July         | Appropriation | Cash flows     |   |                  | Other        |              |                |
|---------------------------------|----------------|---------------|----------------|---|------------------|--------------|--------------|----------------|
|                                 |                |               | Finance Lease  | Deposits held<br>Receipts /<br>(Payments) | Total cash flows | Other        | Total Other  | 30 June        |
| 2023-24                         | \$000          | \$000         | \$000          | \$000                                     |                  | \$000        | \$000        | \$000          |
| Deposits held                   | 4 179          | -             | -              | 1 444                                     | 1 444            | -            | -            | 5 623          |
| Provisions                      | 32 177         | -             | -              | -   | -                | 2 804        | 2 804        | 34 981         |
| Borrowings and advances         | 480 027        | -             | (7 333)        | -   | (7 333)          | -            | -            | 472 694        |
| Equity injections / withdrawals | -              | 9 219         | -              | -   | 9 219            | 4 935        | 4 935        | 14 154         |
| <b>Total</b>                    | <b>516 383</b> | <b>9 219</b>  | <b>(7 333)</b> | <b>1 444</b>                              | <b>3 330</b>     | <b>7 715</b> | <b>7 715</b> | <b>527 428</b> |

|                                 | 1 July         | Appropriation | Cash flows     |   |                  | Other        |              |                |
|---------------------------------|----------------|---------------|----------------|---|------------------|--------------|--------------|----------------|
|                                 |                |               | Finance Lease  | Deposits held<br>Receipts /<br>(Payments) | Total cash flows | Other        | Total Other  | 30 June        |
| 2022-23                         | \$000          | \$000         | \$000          | \$000                                     | \$000            | \$000        | \$000        | \$000          |
| Deposits held                   | 4 506          | -             | -              | (327)                                     | (327)            | -            | -            | 4 179          |
| Provisions                      | 30 384         | -             | -              | -   | -                | 1 793        | 1 793        | 32 177         |
| Borrowings and advances         | 486 698        | -             | (6 676)        | -   | (6 676)          | 5            | 5            | 480 027        |
| Equity injections / withdrawals | -              | 7 577         | -              | -   | -                | -            | -            | -              |
| <b>Total</b>                    | <b>521 591</b> | <b>7 577</b>  | <b>(6 676)</b> | <b>(327)</b>                              | <b>7 577</b>     | <b>1 798</b> | <b>1 798</b> | <b>516 383</b> |

## c) Non-cash financing and investing activities

### Lease transactions

During the 2023–24 financial year, there were no financing and investing transactions that did not require the use of cash.



# 16. Receivables

|                          | 2024         | 2023         |
|--------------------------|--------------|--------------|
|                          | \$000        | \$000        |
| <b>Current</b>           |              |              |
| Accounts receivable      | 1 209        | 897          |
| Less: loss allowance     | (409)        | (261)        |
|                          | <b>801</b>   | <b>636</b>   |
| GST receivables          | 1 077        | 801          |
| Prepayments              | 2 007        | 1 694        |
| Other receivables        | -            | 300          |
|                          | <b>3 884</b> | <b>3 431</b> |
| <b>Non-current</b>       |              |              |
| Other receivables        | 5            | 5            |
|                          | 5            | 5            |
| <b>Total receivables</b> | <b>3 889</b> | <b>3 436</b> |

Receivables are initially recognised when the department becomes a party to the contractual provisions of the instrument and are measured at fair value less any directly attributable transaction costs. Receivables include contract receivables, accounts receivable, accrued contract revenue and other receivables.

Accounts receivable and contract receivables are generally settled within 30 days and other receivables within 90 days.

The loss allowance reflects lifetime expected credit losses and represents the amount of receivables the department estimates are likely to be uncollectible and are considered doubtful.

## Credit risk exposure of receivables

Receivables are monitored on an ongoing basis to ensure exposure to bad debts is not significant. The entity applies the simplified approach to measuring expected credit losses. This approach recognises a loss allowance based on lifetime expected credit losses for all accounts receivables, contracts receivables and accrued contract revenue. To measure expected credit losses, receivables have been grouped based on shared risk characteristics and days past due.

The expected loss rates are based on historical observed loss rates, adjusted to reflect current and forward-looking information.

In accordance with the provisions of the *Financial Management Act 1995*, receivables are written off when based on demonstrated actions to collect, there is no reasonable expectation of recovery for reasons beyond the department's control. Indicators that there is no reasonable expectation of recovery includes a failure to make contractual payments for a period greater than 90 days past due.

The loss allowance for receivables at reporting date represents the amount of receivables the department estimates is likely to be uncollectible and is considered doubtful. Ageing analysis and reconciliation of loss allowance for receivables as at the reporting date are disclosed below.

Internal receivables reflect amounts owing from entities controlled by the Northern Territory Government such as other agencies, government business divisions and government owned corporations. External receivables reflect amounts owing from third parties which are external to the Northern Territory Government.



## Ageing analysis

|                                   | 2024              |           |                        |                 | 2023              |           |                        |                 |
|-----------------------------------|-------------------|-----------|------------------------|-----------------|-------------------|-----------|------------------------|-----------------|
|                                   | Gross receivables | Loss rate | Expected credit losses | Net receivables | Gross receivables | Loss rate | Expected credit losses | Net receivables |
|                                   | \$000             | %         | \$000                  | \$000           | \$000             | %         | \$000                  | \$000           |
| <b>Internal receivables</b>       |                   |           |                        |                 |                   |           |                        |                 |
| Not overdue                       | 42                | -         | -                      | 42              | 23                | -         | -                      | 23              |
| Overdue for less than 30 days     | -                 | -         | -                      | -               | -                 | -         | -                      | -               |
| Overdue for 30 to 60 days         | -                 | -         | -                      | -               | -                 | -         | -                      | -               |
| Overdue for more than 60 days     | -                 | -         | -                      | -               | -                 | -         | -                      | -               |
| <b>Total internal receivables</b> | <b>42</b>         |           | <b>-</b>               | <b>42</b>       | <b>23</b>         |           | <b>-</b>               | <b>23</b>       |
| <b>External receivables</b>       |                   |           |                        |                 |                   |           |                        |                 |
| Not overdue                       | 3 745             | -         | -                      | 3 745           | 3 329             | -         | -                      | 3 329           |
| Overdue for less than 30 days     | 41                | 5         | 2                      | 39              | 1                 | -         | -                      | 1               |
| Overdue for 30 to 60 days         | 45                | -         | -                      | 45              | 43                | -         | -                      | 43              |
| Overdue for more than 60 days     | 425               | 96        | 407                    | 18              | 301               | 87        | 261                    | 40              |
| <b>Total external receivables</b> | <b>4 256</b>      |           | <b>409</b>             | <b>3 847</b>    | <b>3 674</b>      |           | <b>261</b>             | <b>3 413</b>    |

Total amounts disclosed exclude statutory amounts and prepayments as these do not meet the definition of a financial instrument and therefore will not reconcile the receivables note.

## Reconciliation of loss allowance for receivables

|   | 2024       | 2023       |
|---|------------|------------|
|   | \$000      | \$000      |
| <b>External receivables</b>                                   |            |            |
| Opening balance   | 261        | 305        |
| Written off during the year                                   | -          | (21)       |
| Increase/(decrease) in allowance recognised in profit or loss | 148        | (23)       |
| <b>Total external receivables</b>                             | <b>409</b> | <b>261</b> |



## 17. Inventories

|                            | 2024         | 2023         |
|----------------------------|--------------|--------------|
|                            | \$000        | \$000        |
| <b>General inventories</b> |              |              |
| At cost                    | 2 692        | 2 730        |
| <b>Total inventories</b>   | <b>2 692</b> | <b>2 730</b> |

Inventories held for distribution are carried at the lower of cost and current replacement cost. Cost of inventories includes all costs associated with bringing the inventories to their present location and condition. When inventories are acquired at no or nominal consideration, the cost will be the current replacement cost at date of acquisition.

The cost of inventories is assigned using a mixture of first in, first out or weighted average cost formula, or using specific identification of their individual costs.

## 18. Property, plant and equipment

### a) Total property, plant and equipment

|  | 2024           | 2023           |
|--|----------------|----------------|
|  | \$000          | \$000          |
| <b>Land</b>                                |                |                |
| At fair value                              | 37 057         | 37 055         |
| Less: accumulated depreciation             | (19)           | (17)           |
|  | <b>37 038</b>  | <b>37 039</b>  |
| <b>Buildings</b>                           |                |                |
| At fair value                              | 1 084 699      | 925 608        |
| Less: accumulated depreciation             | (323 165)      | (265 445)      |
|  | <b>761 534</b> | <b>660 163</b> |
| <b>Plant and equipment</b>                 |                |                |
| At fair value                              | 33 954         | 32 698         |
| Less: accumulated depreciation             | (31 429)       | (30 155)       |
|  | <b>2 525</b>   | <b>2 543</b>   |
| <b>Transport Equipment</b>                 |                |                |
| At fair value                              | 269            | 269            |
| Less: Accumulated Depreciation             | (269)          | (269)          |
|  | -              | -              |
| <b>Total Property, Plant and Equipment</b> | <b>801 097</b> | <b>699 745</b> |

## Reconciliation of carrying amount of property, plant and equipment

Property, plant and equipment includes right-of-use assets under AASB 16 Leases and service concession assets under AASB 1059. Further information on right-of-use assets and service concession assets are disclosed in Note 19. A reconciliation of the carrying amount of property, plant and equipment at the beginning and end year is set out below:

|   | Land          | Buildings      | Plant and equipment | Total          |
|---|---------------|----------------|---------------------|----------------|
|   | \$000         | \$000          | \$000               | \$000          |
| <b>2023-24</b>                            |               |                |                     |                |
| Carrying amount as at 1 July 2023         | 37 039        | 660 163        | 2 543               | 699 745        |
| Additions                                 | -             | -              | 730                 | 730            |
| Additions/disposals from asset transfers  | (600)         | 3 452          | 74                  | 2 926          |
| Depreciation/amortisation expense         | (1)           | (17 539)       | (822)               | (18 362)       |
| Revaluation increments/decrements         | 600           | 115 458        | -                   | 116 058        |
| <b>Carrying amount as at 30 June 2024</b> | <b>37 038</b> | <b>761 534</b> | <b>2 525</b>        | <b>801 097</b> |

|   | Land          | Buildings      | Plant and equipment | Total          |
|---|---------------|----------------|---------------------|----------------|
|   | \$000         | \$000          | \$000               | \$000          |
| <b>2022-23</b>                            |               |                |                     |                |
| Carrying amount as at 1 July 2022         | 37 035        | 675 098        | 3 459               | 715 592        |
| Additions                                 | -             | -              | 262                 | 262            |
| Additions/disposals from asset transfers  | -             | 2 392          | 264                 | 2 656          |
| Depreciation/amortisation expense         | (1)           | (17 328)       | (1 426)             | (18 755)       |
| Revaluation increments/decrements         | 5             | -              | -                   | 5              |
| Impairment losses reversed                | -             | -              | (16)                | (16)           |
| <b>Carrying amount as at 30 June 2023</b> | <b>37 039</b> | <b>660 163</b> | <b>2 543</b>        | <b>699 745</b> |

### Acquisitions

Property, plant and equipment are initially recognised at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire the asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the requirements of other accounting standards.

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

### Complex assets

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

A physical non-financial asset capable of disaggregation into separate and identifiable significant components which have different useful lives. The components may be replaced during the useful life of the complex asset.

### Subsequent additional costs

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

### Construction (work in progress)

As part of the financial management framework, the Department of Infrastructure, Planning and Logistics is responsible for managing general government capital works projects on a whole of government basis. Therefore, appropriation for capital works is provided directly to the Department of Infrastructure, Planning and Logistics and the cost of construction work in progress is recognised as an asset of that department. Once completed, capital works assets are transferred to the department.

## Revaluations and impairment

### Revaluation of assets

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

- land
- buildings
- infrastructure assets.

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

For right-of-use assets, the net present value of the remaining lease payments is often an appropriate proxy for the fair value of relevant right-of-use assets at the time of initial recognition. Subsequently, right-of-use assets are stated at cost less depreciation, which is deemed to equate to fair value.

The right-of-use asset, related to the Darwin Correctional Centre, held by the Department was revalued as at 30 June 2024. The valuer was Colliers International.

Land and buildings held by the department were independently revalued as at 30 June 2020. The valuer was Colliers International. Refer to Note 28 – Fair value measurement for additional disclosures.

### Impairment of assets

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

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

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

In certain situations, an impairment loss may subsequently be reversed. Impairment loss may only be reversed only if there has been a change in the assumptions used to determine the asset's recoverable amount. Where an impairment loss is subsequently reversed the reversal is limited so that the carrying amount of the asset does not exceed the revised estimate of its recoverable amount, nor exceed the net carrying amount that would have

been determined had not impairment loss been recognised for the asset in the prior years. A reversal of an impairment loss is recognised in the comprehensive operating statement as income, unless the asset is carried at a revalued amount, in which case the impairment reversal results in an increase in the asset revaluation surplus. Note 27 provides additional information in relation to the asset revaluation surplus. Where an asset is carried at a revalued amount, impairment reversal is recognised in the comprehensive operating statement as income to the extent that an impairment loss was previously recognised in the profit or loss, otherwise, impairment reversal results in an increase in the asset revaluation surplus.

Department property, plant and equipment assets were assessed for impairment as at 30 June 2024. No impairment adjustments were required as a result of this review.

### Depreciation and amortisation expense

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

Amortisation applies in relation to intangible noncurrent assets with limited useful lives and is calculated and accounted for in an equivalent manner to depreciation.

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

|                         | 2024         | 2023         |
|-------------------------|--------------|--------------|
| Public Buildings        | 50–100 years | 50–100 years |
| Portable Buildings      | 10–20 years  | 10–20 years  |
| Catering Equipment      | 5–15 years   | 5–15 years   |
| Computer Hardware       | 3–6 years    | 3–6 years    |
| Furniture and Fittings  | 10 years     | 10 years     |
| Laundry Equipment       | 5–15 years   | 5–15 years   |
| Library Equipment       | 2–5 years    | 2–5 years    |
| Office Equipment        | 5–15 years   | 5–15 years   |
| Power Generators        | 5–15 years   | 5–15 years   |
| Security Systems        | 5–15 years   | 5–15 years   |
| Communication Equipment | 5–15 years   | 5–15 years   |

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

The estimated useful lives disclosed above includes the useful lives of right-of-use assets under AASB 16. For further detail, refer to Note 19 Department as lessee.

## 19. Department as a lessee

The department leases the Darwin Correctional Precinct under a long term Public Private Partnership agreement. This arrangement was reported as a finance lease in previous periods. This right-of-use asset was revalued as at 30 June 2024 and a revaluation increment of \$115.458 million has been recorded. The valuer was Colliers International.

The department also has a long-term remote land lease in Wadeye. This arrangement has also been reported as a finance lease in previous periods.

During 2023–24, the financial effect of revising lease terms to reflect the effect of exercising extension options was an increase in recognised lease liabilities and right-of-use assets of \$5497.

The department has elected to recognise payments for short-term leases and low value leases as expenses on a straight-line basis, instead of recognising a right-of-use asset and lease liability. Short-term leases are leases with a lease term of 12 months or less with no purchase option. Low value assets are assets with a fair value of \$10 000 or less when new and not subject to a sublease arrangement.

### Right-of-use asset

The following table presents reconciliation of right-of-use assets included in the carrying amounts of property, plant and equipment at Note 18.

#### 2024

|  | Land      | Buildings      | Total          |
|--|-----------|----------------|----------------|
|  | \$000     | \$000          | \$000          |
| Balance as at 1 July   | 39        | 431 469        | 431 508        |
| Amortisation expense   | (1)       | (10 426)       | (10 427)       |
| Revaluation increments/<br>decrements including<br>remeasurement | -         | 115 458        | 115 458        |
| <b>Carrying amount<br/>as at 30 June</b>                         | <b>38</b> | <b>536 501</b> | <b>536 539</b> |

#### 2023

|  | Land      | Buildings      | Total          |
|--|-----------|----------------|----------------|
|  | \$000     | \$000          | \$000          |
| Balance as at 1 July   | 35        | 441 896        | 441 930        |
| Amortisation expense   | (1)       | (10 426)       | (10 428)       |
| Revaluation increments/<br>decrements including<br>remeasurement | 5         | -              | 5              |
| <b>Carrying amount<br/>as at 30 June</b>                         | <b>39</b> | <b>431 469</b> | <b>431 508</b> |

The following amounts were recognised in the comprehensive operating statement for the year in respect of leases where the department is the lessee:

|   | 2024          | 2023          |
|---|---------------|---------------|
|   | \$000         | \$000         |
| Depreciation expense of right-of-use assets                             | 10 427        | 10 428        |
| Interest expense on lease liabilities                                   | 47 272        | 47 929        |
| Expense relating to short-term leases                                   | 393           | 176           |
| Expense relating to leases of low-value assets                          | 2 553         | 2 441         |
| Intergovernmental leases  | 2 408         | 2 330         |
| <b>Total amount recognised in the comprehensive operating statement</b> | <b>63 053</b> | <b>63 304</b> |

### Recognition and measurement

The department assesses at contract inception whether a contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration and hence contains a lease.

The department recognises lease liabilities representing an obligation to make lease payments and right-of-use assets representing the right to use the underlying assets, except for short-term leases and leases of low-value assets.

The department recognises right-of-use assets at the commencement date of the lease (the date the underlying asset is available for use). Right-of-use assets are initially measured at the amount of initial measurement of the lease liability, adjusted by any lease payments made at or before the commencement date and lease incentives, any initial direct costs incurred, and estimated costs of dismantling and removing the asset or restoring the site.

Right-of-use assets are depreciated on a straight-line basis over the shorter of the lease term and the estimated useful lives of the assets, as follows:

|          | 2024     | 2023     |
|----------|----------|----------|
| Land     | 28 years | 28 years |
| Building | 23 years | 23 years |

If ownership of the leased asset transfers to the department at the end of the lease term or the cost reflects the exercise of a purchase option, depreciation is calculated using the estimated useful life of the asset.

Right-of-use assets are subsequently measured at fair value which approximates costs except for those arising from leases that have significantly below-market terms and conditions principally to enable the department to further its objectives and are also subject to impairment.

Right-of-use assets are subject to remeasurement principles consistent with the lease liability. This includes applying indexation and market rent review. Right-of-use assets are also revalued where a trigger or event may indicate their carrying amount does not equal fair value.

## Inter-governmental leases

The department applies the inter-governmental leases recognition exemption as per the Treasurer's Direction – Leases and recognises these as an expense on a straight-line basis over the lease term. These largely relate to the lease of motor vehicles from NT Fleet.

Leases of commercial properties for office accommodation are centralised with the Department of Corporate and Digital Development (DCDD). Consequently, all lease liabilities and right-of-use assets relating to these arrangements are recognised by DCDD and not disclosed within these financial statements.

## 20. Heritage and cultural assets

|  | 2024       | 2023         |
|--|------------|--------------|
|  | \$000      | \$000        |
| <b>Carrying amount</b>                   |            |              |
| Gross carrying amount                    | 1 213      | 1 307        |
| Less: Accumulated depreciation           | (275)      | (265)        |
| <b>Carrying amount at 30 June</b>        | <b>938</b> | <b>1 042</b> |
| <b>Reconciliation of carrying amount</b> |            |              |
| Carrying amount at 1 July                | 1 402      | 572          |
| Depreciation                             | (10)       | (8)          |
| Revaluation increments/(decrements)(a)   | (94)       | 479          |
| <b>Carrying amount as at 30 June</b>     | <b>938</b> | <b>1 402</b> |

Heritage and cultural assets are valued at their original cost. An independent valuation was completed in 2022 however, some questions were raised by the department regarding the completeness of the final report. The assessment was finalised in 2023 and revaluation increment/(decrement) adjusted. A further adjustment to the valuation was recorded in 2024.

## 21. Deposits held

|                                     | 2024         | 2023         |
|-------------------------------------|--------------|--------------|
|                                     | \$000        | \$000        |
| Accountable officer's trust account | 5 496        | 4 126        |
| Clearing money                      | 127          | 53           |
| <b>Total deposits held</b>          | <b>5 623</b> | <b>4 179</b> |

Deposits held mainly comprise Accountable Officer's Trust Account, clearing money and prisoner monies

In accordance with section 7 of the *Financial Management Act 1995* and section 161 of the *Correctional Services Act 2014*, trust accounts are established for the receipt of money to be held in trust on behalf of others for a specific purpose, and not for use in operations of government. A summary of activity is shown below.

Clearing money is public money in transit that is payable to another entity. These funds typically do not contribute to the operations of the department.



## a) Accountable officer's trust account

### Accountable officer's trust account balances comprise:

| Nature of trust money                             | Opening balance<br>01 July 2023 | Receipts | Payments | Closing balance<br>30 June 2024 |
|---|---------------------------------|----------|----------|---------------------------------|
|   | \$000                           | \$000    | \$000    | \$000                           |
| Cash Bail   | 852                             | 369      | (686)    | 535                             |
| Unclaimed monies                                  | 103                             | 109      | (19)     | 194                             |
| Civil court matters                               | 191                             | 407      | (543)    | 56                              |
| Criminal court matters                            | 464                             | 675      | (581)    | 558                             |
| Payments into court                               | 85                              | -        | (85)     | -                               |
| Prisoner monies                                   | 2 252                           | 151      | (845)    | 1 557                           |
| Security deposits                                 | 97                              | 2        | -        | 97                              |
| Professional standards                            | 15                              | -        | -        | 15                              |
| Solicitor trust monies                            | 52                              | 2 422    | -        | 2 473                           |
| Monies collected on behalf of other organisations | 16                              | 1        | (8)      | 9                               |
|   | 4 126                           | 4 136    | (2 767)  | 5 496                           |

## 22. Payables

|                            | 2024          | 2023          |
|----------------------------|---------------|---------------|
|                            | \$000         | \$000         |
| Accounts payable           | 1 052         | 866           |
| Accrued salaries and wages | 3 926         | 3 519         |
| Other accrued expenses     | 13 227        | 12 017        |
| Interest payable           | 11 752        | 11 923        |
| <b>Total payables</b>      | <b>29 957</b> | <b>28 325</b> |

Liabilities for accounts payable and other amounts payable are carried at amortised cost, which is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the department. Accounts payable are normally settled within 20 days from receipt of valid invoices under \$1 million or 30 days for invoices over \$1 million.

Salaries and wages that are expected to be settled wholly within 12 months after the end of the period in which the employees render the service are recognised and measured at the amounts expected to be paid.

## 23. Borrowings and advances

|                                      | 2024           | 2023           |
|--------------------------------------|----------------|----------------|
|                                      | \$000          | \$000          |
| <b>Current</b>                       |                |                |
| Lease liabilities                    | 8 054          | 7 335          |
|                                      | 8 054          | 7 335          |
| <b>Non current</b>                   |                |                |
| Lease liabilities                    | 464 640        | 472 692        |
|                                      | 464 640        | 472 692        |
| <b>Total borrowings and advances</b> | <b>472 694</b> | <b>480 027</b> |

Loans and advances are recorded initially at fair value, net of transaction costs. Subsequent to initial recognition, these are measured at amortised cost using the effective interest method. Gains and losses are recognised in net surplus/ (deficit) when the liabilities are derecognised as well as through the amortisation process.

## Lease liabilities

At the commencement date of the lease where the department is the lessee, the department recognises lease liabilities measured at the present value of lease payments to be made over the lease term.

Variable lease payments which depend on an index or a rate are included in the lease liabilities, otherwise, are recognised as expenses (unless they are incurred to produce inventories) in the period in which the event or condition that triggers the payment occurs. Lease payments include:

- fixed payments (including in substance fixed payments) less any lease incentives receivable
- variable lease payments that depend on an index or a rate
- amounts expected to be paid under residual value guarantees
- exercise price of a purchase options reasonably certain to be exercised by the department
- payments of penalties for terminating the lease, if the lease term reflects the department exercising the option to terminate.

Variable lease payments that do not depend on an index or a rate are recognised as expenses (unless they are incurred to produce inventories) in the period in which the event or condition that triggers the payment occurs.

Lease payments are discounted using the interest rate implicit in the lease. If that rate cannot be readily determined, which is generally the case for the department's leases, the Northern Territory Treasury Corporation's institutional bond rate is used as the incremental borrowing rate.

After the commencement date, the amount of lease liabilities is increased to reflect the accretion of interest and reduced for the lease payments made. In addition, the carrying amount of lease liabilities is remeasured if there is a modification, a change in the lease term, a change in the lease payments (such as changes to future payments resulting from a change in an index or rate used to determine such lease payments) or a change in the assessment of an option to purchase the underlying asset.

The following table presents liabilities under leases.

|                           | 2024           | 2023           |
|---------------------------|----------------|----------------|
|                           | \$000          | \$000          |
| Balance at 1 July         | 480 027        | 486 698        |
| Additions/remeasurements  | -              | 5              |
| Interest expenses         | 47 272         | 47 929         |
| Payments                  | (54 605)       | (54 605)       |
| <b>Balance at 30 June</b> | <b>472 694</b> | <b>480 027</b> |

The department had total cash outflows for leases in 2024, the same as for 2023. Refer to Note 12 for interest expenses.

Future minimum lease payments under non-cancellable leases not recorded as liability are as follows:

|   | 2024         |               | 2023         |               |
|---|--------------|---------------|--------------|---------------|
|   | Internal     | External      | Internal     | External      |
|   | \$000        | \$000         | \$000        | \$000         |
| Not later than one year                           | 2 393        | 2 628         | 1 440        | 2 441         |
| Later than one year and not later than five years | 3 767        | 8 511         | 2 321        | 9 765         |
| Later than five years                             | 441          | -             | 30           | -             |
|   | <b>6 601</b> | <b>11 139</b> | <b>3 791</b> | <b>12 206</b> |

## 24. Provisions

|                                 | 2024          | 2023          |
|---------------------------------|---------------|---------------|
|                                 | \$000         | \$000         |
| <b>Current</b>                  |               |               |
| <i>Employee benefits</i>        |               |               |
| Recreation leave                | 27 959        | 25 702        |
| Leave loading                   | 1 594         | 1 417         |
| Other employee benefits         | 122           | 91            |
|                                 | <b>29 675</b> | <b>27 210</b> |
| <i>Other current provisions</i> |               |               |
| Fringe benefits tax             | -             | 311           |
| Payroll tax                     | 1 848         | 1 688         |
| Superannuation                  | 3 386         | 2 920         |
|                                 | <b>5 234</b>  | <b>4 919</b>  |
|                                 | <b>34 909</b> | <b>32 129</b> |
| <b>Non-current</b>              |               |               |
| <i>Employee benefits</i>        |               |               |
| Other employee benefits         | 72            | 48            |
|                                 | <b>72</b>     | <b>48</b>     |
| <b>Total provisions</b>         | <b>34 981</b> | <b>32 177</b> |

## Employee benefits

Provision for employee benefits include wages and salaries and recreation leave accumulated as a result of employees rendering services up to the reporting date. Liabilities arising in respect of recreation leave and other employee benefit liabilities that fall due within 12 months of reporting date are classified as current liabilities and are measured at amounts expected to be paid. Non-current employee benefit liabilities that fall due after 12 months of the reporting date are measured at present value of estimated future cash flows, calculated using the appropriate government bond rate and taking into consideration expected future salary and wage levels, experience of employee departures and periods of service.

All recreation leave is classified as a current liability.

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

Employee benefit expenses are recognised on a net basis in respect of the following categories:

- wages and salaries, non-monetary benefits, recreation leave and other leave entitlements
- other types of employee benefits.

As part of the financial management framework, the Central Holding Authority assumes the long service leave liabilities of government agencies, including the department's, and therefore no long service leave liability is recognised within these financial statements.

## 25. Other liabilities

|                                     | 2024       | 2023       |
|-------------------------------------|------------|------------|
|                                     | \$000      | \$000      |
| <b>Current</b>                      |            |            |
| Unearned contract revenue liability | 409        | 170        |
| <b>Total other liabilities</b>      | <b>409</b> | <b>170</b> |

### Unearned contract revenue liability

Unearned contract revenue liability relates to consideration received in advance from customers in respect of community training, education and engagement programs. Unearned contract revenue liability balances as at 30 June 2024 is \$409 000 (balance at 1 July 2023 was \$170 000).

Of the amount included in the unearned contract revenue liability balance as at 1 July 2023, \$8 000 has been recognised as revenue in 2023–24 financial year.

The department anticipates to recognise as revenue, unearned contract revenue liability in accordance with the time bands below:

|                         | 2024       | 2023       |
|-------------------------|------------|------------|
|                         | \$000      | \$000      |
| Not later than one year | 409        | 170        |
| <b>Total</b>            | <b>409</b> | <b>170</b> |

### Superannuation

Employees' superannuation entitlements are provided through the:

- Northern Territory Government and Public Authorities Superannuation Scheme (NTGPASS)
- Commonwealth Superannuation Scheme (CSS)
- or non-government employee nominated schemes for those employees commencing on or after 10 August 1999.

The department makes superannuation contributions on behalf of its employees to the Central Holding Authority or non-government employee-nominated schemes. Superannuation liabilities related to government superannuation schemes are held by the Central Holding Authority and therefore not recognised in department financial statements.

## 26. Commitments

Commitments represent future obligations or cash outflows that can be reliably measured and arise out of a contractual arrangement and typically binds the department to performance conditions. Commitments are not recognised as liabilities on the balance sheet.

Commitments may extend over multiple reporting periods and may result in payment of compensation or return of funds if obligations are breached.

Internal commitments reflect commitments with entities controlled by the Northern Territory Government such as other agencies, government business divisions and government owned corporations. External commitments reflect those to third parties which are external to the Northern Territory Government.

Disclosures in relation to capital and other commitments are detailed below.

## a) Capital expenditure commitments

Capital expenditure commitments in 2023 primarily related to the construction of bail supported accommodation. These contracts are expected to be payable as follows:

|   | 2024     |          | 2023     |          |
|---|----------|----------|----------|----------|
|   | Internal | External | Internal | External |
|   | \$000    | \$000    | \$000    | \$000    |
| <b>Capital expenditure commitments<sup>1</sup></b>              |          |          |          |          |
| Not later than one year   | -        | -        | -        | 250      |
| <b>Total capital expenditure commitments (exclusive of GST)</b> | -        | -        | -        | 250      |
| Plus: GST recoverable   | -        | -        | -        | 25       |
| <b>Total capital expenditure commitments (inclusive of GST)</b> | -        | -        | -        | 275      |

<sup>1</sup> Excludes amounts recognised as unearned revenue in the department's financial records.

## b) Other non-cancellable contract commitments

Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows:

|  | 2024     |          | 2023     |          |
|--|----------|----------|----------|----------|
|  | Internal | External | Internal | External |
|  | \$000    | \$000    | \$000    | \$000    |
| Not later than one year  | 10 248   | 41 355   | 8 126    | 37 979   |
| Later than one year and not later than five years                                      | -        | 10 870   | 8 253    | 32 725   |
| <b>Total other non-cancellable contract commitments (exclusive of GST)</b>             | 10 248   | 726      | 16 379   | 70 704   |
| Plus: GST recoverable  | -        | 5 217    | -        | 6 932    |
| <b>Total other non-cancellable contract commitments (inclusive of GST)<sup>1</sup></b> | 10 248   | 58 168   | 16 379   | 77 637   |

<sup>1</sup> Excludes capital and lease commitments, but includes maintenance contracts. Also excludes amounts recognised as unearned revenue in the department's financial records.

## 27. Reserves

### Asset revaluation surplus

#### (i) Nature and purpose of the asset revaluation surplus

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

#### (ii) Movements in the asset revaluation surplus

|                              | Land          |               | Buildings      |                | Heritage and Cultural |            | Total          |                |
|------------------------------|---------------|---------------|----------------|----------------|-----------------------|------------|----------------|----------------|
|                              | 2024          | 2023          | 2024           | 2023           | 2024                  | 2023       | 2024           | 2023           |
|                              | \$000         | \$000         | \$000          | \$000          | \$000                 | \$000      | \$000          | \$000          |
| Balance as at 1 July         | 29 080        | 29 080        | 141 848        | 141 848        | 479                   | 479        | 171 407        | 171 407        |
| Increment/decrement          | -             | -             | 115 458        | -              | (94)                  | -          | 115 364        | -              |
| <b>Balance as at 30 June</b> | <b>29 080</b> | <b>29 080</b> | <b>257 306</b> | <b>141 848</b> | <b>385</b>            | <b>479</b> | <b>286 771</b> | <b>171 407</b> |

## 28. Fair value measurement

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

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

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

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

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

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

- Level 1 – inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 – inputs are inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 – inputs are unobservable.

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

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

## a) Fair value hierarchy

The department does not recognise any financial assets or liabilities at fair value as these are recognised at amortised cost. The carrying amounts of these financial assets and liabilities approximates their fair value.

The table below presents non-financial assets recognised at fair value in the balance sheet categorised by levels of inputs used to compute fair value.

|                       | Level 1 |       | Level 2 |       | Level 3 |         | Total fair value |         |
|-----------------------|---------|-------|---------|-------|---------|---------|------------------|---------|
|                       | 2024    | 2023  | 2024    | 2023  | 2024    | 2023    | 2024             | 2023    |
|                       | \$000   | \$000 | \$000   | \$000 | \$000   | \$000   | \$000            | \$000   |
| <b>Assets</b>         |         |       |         |       |         |         |                  |         |
| Land                  | -       | -     | -       | -     | 192 677 | 37 039  | 192 677          | 37 039  |
| Buildings             | -       | -     | -       | -     | 605 895 | 660 163 | 605 895          | 660 163 |
| Infrastructure        | -       | -     | -       | -     | 74      | -       | 74               | -       |
| Plant and Equipment   | -       | -     | -       | -     | 2 081   | 2 543   | 2 081            | 2 543   |
| Heritage and cultural | -       | -     | -       | -     | 938     | 1 042   | 938              | 1 042   |
| Computer Hardware     | -       | -     | -       | -     | 370     | -       | 370              | -       |
| <b>Total assets</b>   | -       | -     | -       | -     | 802 035 | 700 787 | 802 035          | 700 787 |

There were no transfers between Level 1 and Levels 2 or 3 during 2023-24 financial year.

## b) Valuation techniques and inputs

Valuation techniques used to measure fair value in 2023-24 are:

|                       | Level 2 techniques     | Level 3 techniques     |
|-----------------------|------------------------|------------------------|
| <b>Asset classes</b>  |                        |                        |
| Land                  | Cost Approach          | Cost Approach          |
| Buildings             | Cost Approach          | Cost Approach          |
| Plant and equipment   | Cost Approach          | Cost Approach          |
| Heritage and cultural | Market data comparison | Market data comparison |

There were no changes in valuation techniques from 2022-23 to 2023-24.



## c) Additional information for level 3 fair value measurements

Reconciliation of recurring level 3 fair value measurements of non-financial assets

|   | Land          | Buildings      | Plant and equipment | Heritage and Cultural | Total          |
|---|---------------|----------------|---------------------|-----------------------|----------------|
|   | \$000         | \$000          | \$000               | \$000                 | \$000          |
| <b>2024</b>   |               |                |                     |                       |                |
| Fair value as at 1 July                               | 37 039        | 660 163        | 2 543               | 1 042                 | 700 787        |
| Additions   | -             | -              | 730                 | -                     | 730            |
| Transfers in/out                                      | -             | 3 452          | 74                  | -                     | 3 526          |
| Depreciation/amortisation                             | (1)           | (17 539)       | (822)               | (10)                  | (18 372)       |
| Revaluation increments / (decrements)                 | -             | 115 458        | -                   | (94)                  | 115 364        |
| <b>Fair value as at 30 June</b>                       | <b>37 038</b> | <b>761 534</b> | <b>2 525</b>        | <b>938</b>            | <b>802 035</b> |
| <b>2023</b>   |               |                |                     |                       |                |
| Fair value as at 1 July                               | 37 035        | 675 098        | 3 459               | 572                   | 716 163        |
| Additions   | -             | 2 392          | 526                 | -                     | 2 918          |
| Depreciation/amortisation                             | (1)           | (17 328)       | (1 426)             | (8)                   | (18 763)       |
| Gains/losses recognised in net surplus/deficit        | -             | -              | (16)                | -                     | (16)           |
| Gains/losses recognised in other comprehensive income | -             | -              | -                   | 479                   | 479            |
| Revaluation increments / (decrements)                 | 5             | -              | -                   | -                     | 5              |
| <b>Fair value as at 30 June</b>                       | <b>37 039</b> | <b>660 163</b> | <b>2 453</b>        | <b>1 042</b>          | <b>700 787</b> |

## 29. Financial instruments

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

Financial assets and liabilities are recognised on the balance sheet when the department becomes a party to the contractual provisions of the financial instrument. The department's financial instruments include cash and deposits; receivables; deposits held; payables; and borrowings.

Due to the nature of operating activities, certain financial assets and financial liabilities arise under statutory obligations rather than a contract. Such financial assets and liabilities do not meet the definition of financial instruments as per AASB 132 Financial Instruments: Presentation. These include statutory receivables arising from taxes including GST and penalties.

The department has limited exposure to financial risks as discussed below.

Exposure to interest rate risk, foreign exchange risk, credit risk, price risk and liquidity risk arise in the normal course of activities. The Territory Government's investments, loans and placements, and borrowings are predominantly managed through the Northern Territory Treasury Corporation adopting strategies to minimise the risk. Derivative financial arrangements are also utilised to manage financial risks inherent in the management of these financial instruments. These arrangements include swaps, forward interest rate agreements and other hedging instruments to manage fluctuations in interest or exchange rates.



## a) Categories of financial instruments

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

|                                    | Fair value through profit or loss |                          | Amortised cost | Fair value through other comprehensive income | Total          |
|------------------------------------|-----------------------------------|--------------------------|----------------|---|----------------|
|                                    | Mandatorily at fair value         | Designated at fair value |                |   |                |
|                                    | \$000                             | \$000                    |                |   |                |
| <b>2024</b>                        |                                   |                          |                |   |                |
| Cash and deposits                  | -                                 | -                        | 34 752         |   | 34 752         |
| Receivables <sup>1</sup>           | -                                 | -                        | 801            |   | 801            |
| <b>Total financial assets</b>      |                                   |                          | <b>35 553</b>  |   | <b>35 553</b>  |
| Deposits held <sup>1</sup>         | -                                 | -                        | 5 623          |   | 5 623          |
| Payables <sup>1</sup>              | -                                 | -                        | 29 957         |   | 29 957         |
| Lease liabilities                  | -                                 | -                        | 472 694        |   | 472 694        |
| <b>Total financial liabilities</b> |                                   |                          | <b>508 274</b> |   | <b>508 274</b> |
| <b>2023</b>                        |                                   |                          |                |   |                |
| Cash and deposits                  | -                                 | -                        | 22 460         |   | 22 460         |
| Receivables <sup>1</sup>           | -                                 | -                        | 636            |   | 636            |
| <b>Total financial assets</b>      |                                   |                          | <b>23 096</b>  |   | <b>23 096</b>  |
| Deposits held <sup>1</sup>         | -                                 | -                        | 4 179          |   | 4 179          |
| Payables <sup>1</sup>              | -                                 | -                        | 28 325         |   | 28 325         |
| Lease liabilities                  | -                                 | -                        | 480 027        |   | 480 027        |
| <b>Total financial liabilities</b> |                                   |                          | <b>512 531</b> |   | <b>512 531</b> |

<sup>1</sup>Total amounts disclosed here exclude statutory amounts, prepaid expenses and accrued contract revenue.

The department's financial instruments are classified in accordance with AASB 9.

Financial assets are classified under the following categories:

- amortised cost
- fair value through other comprehensive income (FVOCI)
- fair value through profit and loss (FVTPL).

Financial liabilities are classified under the following categories:

- amortised cost
- fair value through profit and loss (FVTPL).

These classification are based on the department's business model for managing the financial assets and the contractual terms of the cash flows. Where assets are measured at fair value, gains and losses will either be recorded in profit or loss, or other comprehensive income.

Financial instruments are reclassified when and only when the department's business model for managing those assets changes.

Financial assets with embedded derivatives are considered in their entirety when determining whether their cash flows are solely payment of principal and interest.

## Categories of financial instruments

### Financial assets at amortised cost

Financial assets are classified at amortised cost when they are held by the department to collect the contractual cash flows and the contractual cash flows are solely payments of principal and interest.

These assets are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less impairment. The department's financial assets categorised at amortised cost include cash and deposits, and receivables.

### Financial assets at fair value through other comprehensive income

Financial assets are classified at FVOCI when they are held by the department to both collect contractual cash flows and sell the financial assets, and the contractual cash flows are solely payments of principal and interest.

These assets are initially and subsequently recognised at fair value. Changes in the fair value are recognised in other comprehensive income, except for the recognition of impairment gains or losses and interest income which are recognised in the operating result in the comprehensive operating statement. When financial assets are derecognised, the cumulative gain or loss previously recognised in other comprehensive income is reclassified from equity to the comprehensive operating statement.

For equity instruments elected to be categorised at FVOCI, changes in fair value recognised in other comprehensive income are not reclassified to profit or loss on derecognition of the asset. Dividends from such instruments continue to be recognised in the comprehensive operating statement as other income when the department's right to receive payments is established.

The department does not have any financial assets under this category.

### Financial assets at fair value through profit or loss

Financial liabilities are classified at FVTPL when the liabilities are either held for trading or designated as FVTPL. Financial liabilities classified at FVTPL are initially and subsequently measured at fair value with gains or losses recognised in the net result for the year.

For financial liabilities designated at FVTPL, changes in the fair value of the liability attributable to changes in the department's credit risk are recognised in other comprehensive income, while remaining changes in the fair value are recognised in the net result.

The department does not have any financial liabilities under this category.

### Financial liabilities at amortised cost

Financial liabilities at amortised cost are initially measured at fair value, net of directly attributable transaction costs. These are subsequently measured at amortised cost using the effective interest rate method. The department's financial liabilities categorised at amortised cost include all accounts payable, deposits held and lease liabilities.

Financial liabilities are classified at FVTPL when the liabilities are either held for trading or designated as FVTPL. Financial liabilities classified at FVTPL are initially and subsequently measured at fair value with gains or losses recognised in the net result for the year.

For financial liabilities designated at FVTPL, changes in the fair value of the liability attributable to changes in the department's credit risk are recognised in other comprehensive income, while remaining changes in the fair value are recognised in the net result.

The department does not have any financial liabilities under this category.

### Derivatives

The department may enter into a variety of derivative financial instruments to manage its exposure to interest rate risk. The department does not speculate on trading of derivatives.

Derivatives are initially recognised at fair value on the date

a derivative contract is entered into and are subsequently remeasured at their fair value at each reporting date. The resulting gain or loss is recognised in the comprehensive operating statement immediately unless the derivative is designated and qualifies as an effective hedging instrument, in which event, the timing of the recognition in the comprehensive operating statement depends on the nature of the hedge relationship. Application of hedge accounting will only be available where specific designation and effectiveness criteria are satisfied.

The department does not hold any derivatives.

### Netting of swap transactions

The department, from time to time, may facilitate certain structured finance arrangements, where a legally recognised right to set-off financial assets and liabilities exists, and the Territory intends to settle on a net basis. Where these arrangements occur, the revenues and expenses are offset and the net amount is recognised in the comprehensive operating statement.

The department does not hold any swap transactions.

## b) Credit risk

Credit risk is the risk that one party to a financial instrument will cause financial loss for the other party by failing to discharge an obligation.

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

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

Credit risk relating to receivables is disclosed in Note 16.

## c) Liquidity risk

Liquidity risk is the risk the department will not be able to meet its financial obligations as they fall due. The department's approach to managing liquidity is to ensure it will always have sufficient funds to meet its liabilities when they fall due. This is achieved by ensuring minimum levels of cash are held in the department bank account to meet various current employee and supplier liabilities. The department's exposure to liquidity risk is minimal. Cash injections are available from the Central Holding Authority in the event of one-off extraordinary expenditure items arise that deplete cash to levels that compromise the department's ability to meet its financial obligations.

The following tables detail the department's remaining contractual maturity for its financial liabilities, calculated based on undiscounted cash flows at reporting date. The undiscounted cash flows in these tables differ from the amounts included in the balance sheet, which are based on discounted cash flows.

## Maturity analysis for financial liabilities

|                                    | Carrying amount | Less than a year | 1 to 5 years  | More than 5 years | Total          |
|------------------------------------|-----------------|------------------|---------------|-------------------|----------------|
| 2024                               | \$000           | \$000            | \$000         | \$000             | \$000          |
| <b>Liabilities</b>                 |                 |                  |               |                   |                |
| Deposits held                      | 34 752          | 34 752           | -             | -                 | 34 752         |
| Payables                           | 29 957          | 29 957           | -             | -                 | 29 957         |
| Lease liabilities                  | 472 694         | 8 055            | 53 837        | 410 802           | 472 694        |
| <b>Total financial liabilities</b> | <b>537 403</b>  | <b>72 764</b>    | <b>53 837</b> | <b>410 802</b>    | <b>537 403</b> |

|                                    | Carrying amount | Less than a year | 1 to 5 years  | More than 5 years | Total          |
|------------------------------------|-----------------|------------------|---------------|-------------------|----------------|
| 2023                               | \$000           | \$000            | \$000         | \$000             | \$000          |
| <b>Liabilities</b>                 |                 |                  |               |                   |                |
| Deposits held                      | 22 460          | 22 460           | -             | -                 | 22 460         |
| Payables                           | 28 325          | 28 325           | -             | -                 | 28 325         |
| Lease liabilities                  | 480 027         | 7 333            | 49 015        | 423 679           | 480 027        |
| <b>Total financial liabilities</b> | <b>530 812</b>  | <b>58 118</b>    | <b>49 015</b> | <b>423 679</b>    | <b>530 812</b> |

### d) Market risk

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

#### (i) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rate.

The department is not exposed to interest rate risk as department financial assets and financial liabilities, are non interest bearing. Lease arrangements are established on a fixed interest rate and therefore do not expose the department to interest rate risk.

#### (ii) Price risk

The department is not exposed to price risk as the department does not hold units in unit trusts.

#### (iii) Currency risk

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

## 30. Related parties

### i) Related parties

The department is a government administrative entity and is wholly owned and controlled by the Territory Government. Related parties of the department include:

- the portfolio minister and key management personnel (KMP) because they have authority and responsibility for planning, directing and controlling the activities of the department directly
- close family members of the portfolio minister or KMP including spouses, children and dependants
- all public sector entities that are controlled and consolidated into the whole of government financial statements
- any entities controlled or jointly controlled by KMP's or the portfolio minister, or controlled or jointly controlled by their close family members.

## ii) Key management personnel (KMP)

Key management personnel of the Department of the Attorney-General and Justice are those persons having authority and responsibility for planning, directing and controlling the activities of department. These include the Attorney-General and Minister for Justice, the Chief Executive Officer and the members of the executive team of the department as detailed in the department's annual report under Committees, Executive Leadership Team.

## iii) Remuneration of key management personnel

The details below excludes the salaries and other benefits of the Attorney-General and Minister for Justice as the minister's remunerations and allowances are payable by the Department of the Legislative Assembly and consequently disclosed within the Treasurer's annual financial statements.

The aggregate compensation of key management personnel of the Department of the Attorney-General and Justice is set out below:

|   | 2024         | 2023         |
|---|--------------|--------------|
|   | \$000        | \$000        |
| Short-term benefits                                   | 2 586        | 2 359        |
| Long-term benefits                                    | 45           | 171          |
| <b>Total remuneration of key management personnel</b> | <b>2 631</b> | <b>2 530</b> |

## iv) Related party transactions:

### Transactions with Northern Territory Government-controlled entities

The department's primary ongoing source of funding is received from the Central Holding Authority in the form of output and capital appropriation and on-passed Commonwealth national partnership and specific-purpose payments. The following table provides quantitative information about related party transactions entered into during the year with all other Northern Territory Government-controlled entities.

2024

| Related party                  | Revenue from related parties | Payments to related parties | Amounts owed by related parties | Amounts owed to related parties |
|--------------------------------|------------------------------|-----------------------------|---------------------------------|---------------------------------|
|                                | \$000                        | \$000                       | \$000                           | \$000                           |
| All NTG Government departments | 40 272                       | 68 270                      | 60                              | 757                             |

2023

| Related party                  | Revenue from related parties | Payments to related parties | Amounts owed by related parties | Amounts owed to related parties |
|--------------------------------|------------------------------|-----------------------------|---------------------------------|---------------------------------|
|                                | \$000                        | \$000                       | \$000                           | \$000                           |
| All NTG Government departments | 34 625                       | 64 523                      | 329                             | 633                             |

The department's transactions with other government entities included the following significant transactions. The department's transactions with other government entities not specified below are not individually significant.

| Related Party  | Nature  | Revenue from related parties |         | Payments to related parties |         |
|--|---|------------------------------|---------|-----------------------------|---------|
|  |   | 2023-24                      | 2022-23 | 2023-24                     | 2022-23 |
|  |   | \$000                        | \$000   | \$000                       | \$000   |
| Department of Corporate and Digital Development      | Free of charge revenue and services in relation to corporate functions; provision of IT related services  | 31 009                       | 28 241  | 34 539                      | 31 421  |
| Department of Infrastructure, Planning and Logistics | Free of charge revenue and services in relations to repairs and maintenance                               | 3 392                        | 3 961   | 3 392                       | 3 961   |
| Northern Territory Legal Aid Commission              | Grants paid including the pass on of Commonwealth funding received under a national partnership agreement | -                            | -       | 20 914                      | 19 238  |
| NT Fleet   | Provision, repair and maintenance of leased motor vehicles  | -                            | -       | 2 593                       | 2 453   |
| Data Centre Services                                 | Provision of IT related services  | -                            | -       | 24                          | 7       |
| Bachelor Institute of Indigenous Tertiary Education  | Provision of education and training within NT Corrections   | -                            | -       | 935                         | 1 962   |
| Jacana Energy <sup>1</sup>                           | Supply of electricity   | -                            | -       | 544                         | 1 116   |
|  |   | 34 401                       | 32 202  | 62 941                      | 60 158  |

<sup>1</sup> Reduction in 2023-24 compared to 2022-23 as power supply being provided by commercial providers

#### Other related party transactions are as follows:

Given the breadth and depth of Territory Government activities, related parties will transact with the Territory public sector in a manner consistent with other members of the public including paying stamp duty and other government fees and charges and therefore these transactions have not been disclosed. All other related party transactions in excess of \$10 000 have been provided in the tables below.

## 31. Contingent liabilities and contingent assets

### a) Contingent liabilities

The department has entered into a number of contracts or agreements with private and public organisations. These contracts and agreements include terms and conditions requiring the department to provide either a guarantee or indemnity to the beneficiaries.

The department maintains a register of contingent liabilities. Indemnities and guarantees require assessment and approval by either the Accountable Officer or the Treasurer, with ministerial endorsement. Contingent liabilities are not accounted for on the department's financial statement as they cannot be quantified, and the likelihood of occurrence is uncertain but considered low.

### b) Contingent assets

Under the *Victims of Crime Assistance Act 2006*, the Territory is entitled to recover from an offender money equal to the amount of assistance, costs and disbursements paid to the victim under the Act; however, due to offenders being imprisoned for lengthy terms, being declared bankrupt or unable to be located, it is probable that significant proportions of the amounts owed are uncollectible.

Therefore, any contingent assets cannot be readily quantified.

## 32. Events subsequent to balance date

No events have arisen between the end of the 2023-24 financial year and the date of this report that require adjustment to or disclosure in these financial statements.

### 33. Schedule of administered Territory items

In addition to operating revenues controlled and utilised by the department to fund its activities that are included in the financial statements, the department also acts on behalf of the Territory Government in the management of administered items. These include fines, penalties and fees from regulatory services. The department is unable to use administered items to further its own objectives without authorisation.

Administered items are transferred to and reported by the Central Holding Authority, as the parent entity of government. Administered income and expenses are not recognised in the department's operating statement but are reported separately in accordance with Australian accounting standards.

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

|                                       | 2024          | 2023          |
|---------------------------------------|---------------|---------------|
|                                       | \$000         | \$000         |
| <b>TERRITORY INCOME AND EXPENSES</b>  |               |               |
| <b>Income</b>                         |               |               |
| Fees from regulatory services         | 811           | 812           |
| Other income                          | 17 808        | 15 999        |
| <b>Total income</b>                   | <b>18 619</b> | <b>16 810</b> |
| <b>Expenses</b>                       |               |               |
| Other administrative expenses         | 18 619        | 16 810        |
| <b>Total expenses</b>                 | <b>18 619</b> | <b>16 810</b> |
| <b>Territory income less expenses</b> | <b>-</b>      | <b>-</b>      |



## 34. Budgetary information

The following tables present the variation between the 2023–24 original budgeted financial statements, as reported in *2023–24 Budget Paper No. 3 Agency Budget Statements*, and the 2023–24 actual amounts reported in the financial statements, together with explanations for significant variations.

The variations within these tables do not include changes to budgeted appropriations from 2023–24 original budget to 2023–24 final budget. Refer to Note 5a for summary changes to budget appropriations.

|  | 2024<br>Actual  | 2024<br>Original<br>budget | Variance      | Note |
|--|-----------------|----------------------------|---------------|------|
| Comprehensive operating statement              | \$000           | \$000                      | \$000         |      |
| <b>INCOME</b>                                  |                 |                            |               |      |
| Grants and subsidies revenue                   |                 |                            |               |      |
| Current  | 4 948           | 560                        | 4 388         | 1    |
| Appropriation                                  |                 |                            |               |      |
| Output   | 402 387         | 353 523                    | 48 864        | 2    |
| Commonwealth (excluding capital appropriation) | 34 030          | 31 499                     | 2 531         | 3    |
| Sales of goods and services                    | 20 159          | 18 134                     | 2 025         | 4    |
| Goods and services received free of charge     | 34 400          | 31 910                     | 2 490         | 5    |
| Other income                                   | 12 288          | 5 281                      | 7 007         | 6    |
| <b>TOTAL INCOME</b>                            | <b>508 211</b>  | <b>440 907</b>             | <b>67 304</b> |      |
| <b>EXPENSES</b>                                |                 |                            |               |      |
| Employee expenses                              | 232 187         | 216 143                    | 16 044        | 7    |
| Administrative expenses                        |                 |                            |               |      |
| Purchases of goods and services                | 110 584         | 90 873                     | 19 711        | 8    |
| Repairs and maintenance                        | 20 187          | -                          | 20 187        | 9    |
| Depreciation and amortisation                  | 18 372          | 18 364                     | 8             |      |
| Other administrative expenses                  | 35 960          | 31 910                     | 1 560         | 5,10 |
| Grants and subsidies expenses                  |                 |                            |               |      |
| Current  | 55 665          | 55 406                     | 259           |      |
| Capital  | 2 334           | -                          | 2 334         | 11   |
| Interest expenses                              | 47 272          | 47 270                     | 2             |      |
| <b>TOTAL EXPENSES</b>                          | <b>522 561</b>  | <b>459 966</b>             | <b>62 595</b> |      |
| <b>NET SURPLUS/(DEFICIT)</b>                   | <b>(14 350)</b> | <b>(19 059)</b>            | <b>4 709</b>  |      |

## Notes:

The following note descriptions relate to variances greater than 10 per cent or \$5 million or where multiple significant variances have occurred.

1. Primarily related to funding transferred from the Department of Territory Families, Housing and Communities for the implementation of initiatives under the Domestic, Family and Sexual Violence Reduction - Action Plan 2.
2. Additional appropriation approved throughout the year to manage rising prisoner numbers and undertake reinstatement works at the Darwin Correctional Centre.
3. Primarily relates to additional revenue provided under the National Legal Assistance Partnership.
4. Primarily due to increased activity in the property market and higher insurance rates for workers compensation self-insurers.
5. Higher than budgeted notional charges from the Department of Corporate and Digital Development
6. Primarily related to insurance reimbursement for reinstatement works at Darwin Correctional Centre.
7. Primarily related to increases in correctional service staff to manage rising prisoner numbers and Commissioner for Public Employment's Determination 1070 related to Senior Correctional Officers.
8. Increase in purchase of goods and services primarily relates to additional costs associated with rising prisoner numbers, Coronials and increasing activity in the criminal justice system.
9. Reinstatement works at the Darwin Correctional Centre.
10. Other admin primarily relates to expensing of work in progress at the Darwin Correctional Centre.
11. Primarily related to the establishment of the Alternative to Custody facility on Groote Eylandt.



Stage 1 Anindilaykwa Healing Centre. Photo Courtesy of the Land Council.

|                                      | 2024 Actual    | 2024 Original budget | Variance       | Note |
|--------------------------------------|----------------|----------------------|----------------|------|
| Balance Sheet                        | \$000          | \$000                | \$000          |      |
| <b>ASSETS</b>                        |                |                      |                |      |
| <b>Current assets</b>                |                |                      |                |      |
| Cash and deposits                    | 34 752         | 15 424               | 19 328         | 1    |
| Receivables                          | 3 884          | 7 493                | 3 609          |      |
| Inventories                          | 2 692          | 2 107                | 585            |      |
| <b>Total current assets</b>          | <b>41 328</b>  | <b>25 024</b>        | <b>16 304</b>  |      |
| <b>Non-current assets</b>            |                |                      |                |      |
| Receivables                          | 5              |                      |                |      |
| Property, plant and equipment        | 801 097        | 686 598              | 114 499        | 2    |
| Heritage and cultural assets         | 938            | -                    | 938            |      |
| <b>Total non-current assets</b>      | <b>802 040</b> | <b>686 598</b>       | <b>115 442</b> |      |
| <b>TOTAL ASSETS</b>                  | <b>843 368</b> | <b>711 622</b>       | <b>131 746</b> |      |
| <b>LIABILITIES</b>                   |                |                      |                |      |
| <b>Current liabilities</b>           |                |                      |                |      |
| Deposits held                        | 5 623          | 4 506                | 1 117          |      |
| Payables                             | 29 957         | 25 082               | 4 875          | 3    |
| Borrowings and advances              | 8 054          | 8 054                | -              |      |
| Provisions                           | 34 909         | 30 385               | 4 524          | 4    |
| Other liabilities                    | 409            | -                    | 409            |      |
| <b>Total current liabilities</b>     | <b>78 953</b>  | <b>68 027</b>        | <b>10 925</b>  |      |
| <b>Non-current liabilities</b>       |                |                      |                |      |
| Borrowings and advances              | 464 639        | 464 638              | 1              |      |
| Provisions                           | 72             | -                    | 72             |      |
| <b>Total non-current liabilities</b> | <b>464 711</b> | <b>464 638</b>       | <b>73</b>      |      |
| <b>TOTAL LIABILITIES</b>             | <b>543 665</b> | <b>532 665</b>       | <b>10 998</b>  |      |
| <b>NET ASSETS</b>                    | <b>299 703</b> | <b>178 957</b>       | <b>120 748</b> |      |
| <b>EQUITY</b>                        |                |                      |                |      |
| Capital                              | 367 651        | 366 616              | 6 684          |      |
| Reserves                             | 286 771        | 170 928              | 115 843        | 2    |
| Accumulated funds                    | (354 719)      | (366 306)            | 11 587         |      |
| <b>TOTAL EQUITY</b>                  | <b>299 703</b> | <b>178 957</b>       | <b>120 746</b> |      |

**Notes:**

The following note descriptions relate to variances greater than 10 per cent or \$5 million where multiple significant variances have occurred.

1. Cash and deposits increased due to underspends recorded in 2023-24.
2. Revaluation increment - Darwin Correctional Centre.
3. Reflects accrued invoices for reinstatement works at the Darwin Correctional Centre.
4. Increased leave provision due to EBA increases, additional employees and overall higher leave balances.

|   | 2024 Actual      | 2024 Original budget | Variance        | Note |
|---|------------------|----------------------|-----------------|------|
| Cash flow statement                                 | \$000            | \$000                | \$000           |      |
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>         |                  |                      |                 |      |
| <b>Operating receipts</b>                           |                  |                      |                 |      |
| Grants and subsidies received                       |                  |                      |                 |      |
| Current   | 4 948            | 560                  | 4 388           | 1    |
| Appropriation                                       |                  |                      |                 |      |
| Output  | 402 387          | 353 523              | 48 864          | 2    |
| Commonwealth (excluding capital appropriation)      | 34 030           | 31 499               | 2 531           | 3    |
| Receipts from sales of goods and services           | 32 670           | 23 415               | 9 255           | 4    |
| <b>Total operating receipts</b>                     | <b>474 035</b>   | <b>408 997</b>       | <b>65 038</b>   |      |
| <b>Operating payments</b>                           |                  |                      |                 |      |
| Payments to employees                               | (229 006)        | (216 143)            | (12 863)        | 5    |
| Payments for goods and services                     | (129 613)        | (89 840)             | (39 773)        | 6    |
| Grants and subsidies paid                           |                  |                      |                 |      |
| Current   | (55 665)         | (55 406)             | (259)           |      |
| Capital   | (2 334)          | -                    | (2 334)         | 7    |
| Interest paid                                       | (47 442)         | (47 440)             | (2)             |      |
| <b>Total operating payments</b>                     | <b>(464 060)</b> | <b>(408 829)</b>     | <b>(55 231)</b> |      |
| <b>Net cash from/(used in) operating activities</b> | <b>9 975</b>     | <b>168</b>           | <b>9 807</b>    |      |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES</b>         |                  |                      |                 |      |
| <b>Investing payments</b>                           |                  |                      |                 |      |
| Purchases of non-financial assets                   | (738)            | (556)                | (182)           |      |
| <b>Total investing payments</b>                     | <b>(738)</b>     | <b>(556)</b>         | <b>(182)</b>    |      |
| <b>Net cash from/(used in) investing activities</b> | <b>(738)</b>     | <b>(556)</b>         | <b>(182)</b>    |      |
| <b>CASH FLOWS FROM FINANCING ACTIVITIES</b>         |                  |                      |                 |      |
| <b>Financing receipts</b>                           |                  |                      |                 |      |
| Deposits received                                   |                  |                      |                 |      |
| Capital appropriation                               | 1 444            | -                    | 1 444           | 8    |
|   | 9 219            | 7 719                | 1 500           | 9    |
| <b>Total financing receipts</b>                     | <b>10 663</b>    | <b>7 719</b>         | <b>2 944</b>    |      |
| <b>Financing payments</b>                           |                  |                      |                 |      |
| Lease liabilities payments                          | (7 333)          | (7 331)              | (2)             |      |
| <b>Total financing payments</b>                     | <b>(7 333)</b>   | <b>(7 331)</b>       | <b>(2)</b>      |      |
| <b>Net cash from/(used in) financing activities</b> | <b>3 330</b>     | <b>388</b>           | <b>2 942</b>    |      |
| Net increase/(decrease) in cash held                |                  |                      |                 |      |
| Cash at beginning of financial year                 | 12 291           | 15 424               | (3 133)         |      |
| <b>CASH AT END OF FINANCIAL YEAR</b>                | <b>34 752</b>    | <b>15 424</b>        | <b>19 328</b>   |      |

## Notes:

The following note descriptions relate to variances greater than 10 per cent or \$5 million where multiple significant variances have occurred.

1. Primarily related to funding transferred from the Department of Territory Families, Housing and Communities for the implementation of initiatives under the Domestic, Family and Sexual Violence Reduction - Action Plan 2.
2. Additional appropriation approved throughout the year to manage rising prisoner numbers and undertake reinstatement works at the Darwin Correctional Centre.
3. Primarily relates to additional revenue provided under the National Legal Assistance Partnership.
4. Primarily due to increased activity in the property market, higher insurance rates for workers compensation self-insurers and insurance reimbursement for reinstatement works at Darwin Correctional Centre.
5. Primarily related to increases in correctional service staff to manage rising prisoner numbers and Commissioner for Public Employment's Determination 1070 related to Senior Correctional Officers remuneration.
6. Increase in purchase of goods and services primarily relates to additional costs associated with rising prisoner numbers, Coronials and inquests, increasing activity in the criminal justice system and reinstatement works at the Darwin Correctional Centre.
7. Primarily related to the establishment of the Alternative to Custody facility on Groote Eylandt.
8. Increased trust monies due, in part to increased balance of the Supreme Court Litigant Fund.
9. Relates to the approval of additional infrastructure works at the Darwin Correctional Centre.

## 35. Budgetary information: Administered Territory items

The following table presents the variation between the 2023–24 original budget for administered items as reported in 2023–24 *Budget Paper No. 3 Agency Budget Statements* and the 2023–24 actual amounts disclosed in Note 33 of these financial statements together with explanations for significant variations.

|  | 2024 Actual   | 2024 Original budget | Variance     | Note |
|--|---------------|----------------------|--------------|------|
| Administered Territory items                 | \$000         | \$000                | \$000        |      |
| <b>TERRITORY INCOME AND EXPENSES</b>         |               |                      |              |      |
| <b>Income</b>                                |               |                      |              |      |
| Fees from regulatory services                | 811           | 793                  | 18           |      |
| Other income                                 | 17 808        | 18 630               | (822)        | 1    |
| <b>Total income</b>                          | <b>18 619</b> | <b>19 423</b>        | <b>(804)</b> |      |
| <b>Expenses</b>                              |               |                      |              |      |
| Central Holding Authority income transferred | 18 619        | 19 423               | (804)        | 1    |
| <b>Total expenses</b>                        | <b>18 619</b> | <b>19 423</b>        | <b>(804)</b> |      |
| <b>Territory income less expenses</b>        | <b>-</b>      | <b>-</b>             | <b>-</b>     |      |

## Notes:

The following note descriptions relate to variances greater than 10 per cent or \$5 million where multiple significant variances have occurred.

1. Lower than budgeted revenue from court and police issued penalties.



# Appendices

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# Statutory office holders and statutory offices

A number of statutory offices came under the umbrella of the department in 2023–24 for the purposes of the *Public Sector Employment and Management Act 1993* and the *Financial Management Act 1995*.

The independent statutory offices are included in the department's output structure for funding and reporting on performance against the approved agency budget. The department has no authority to direct statutory offices in the execution of their independent functions.

It should be noted that the functions and independence of statutory offices are maintained by their respective Acts.

| Statutory office holders                                  |   |
|---|---|
| Appointment   | Act   |
| Advisors to the Committee                                 | <i>Care and Protection of Children Act 2007</i>                             |
| Analyst   | <i>Misuse of Drugs Act 1990</i>   |
| Anti-Discrimination Commissioner                          | <i>Anti-Discrimination Act 1992</i>   |
| Assessors   | <i>Victims of Crime Assistance Act 2006</i>                                 |
| Authorised Officer  | <i>Electricity Reform Act 2000</i>  |
| Associate Judges  | <i>Supreme Court Act 1979</i>   |
| Chairperson, Deputy Chairperson, Members, Deputy Members  | <i>Professional Standards Act 2004</i>                                      |
| Chairperson, Deputy Chairperson, Members,                 | <i>Classification of Publications, Films and Computer Games Act 1985</i>    |
| Chief Inspector   | <i>Radioactive Ores and Concentrates (Packaging and Transport) Act 1980</i> |
| Chief Judge   | <i>Local Court Act 2015</i>   |
| Children's Commissioner                                   | <i>Children's Commissioner Act 2013</i>                                     |
| Commissioner for Health and Community Services Complaints | <i>Health and Community Services Complaints Act 1998</i>                    |
| Commissioner of Business Tenancies                        | <i>Business Tenancies (Fair Dealings) Act 2003</i>                          |
| Commissioner of Consumer Affairs                          | <i>Consumer Affairs and Fair Trading Act 1990</i>                           |
| Commissioner of Correctional Services                     | <i>Correctional Services Act 2014</i>                                       |
| Commissioner for Oaths                                    | <i>Oaths, Affidavits and Declarations Act 2010</i>                          |
| Commissioner of Tenancies                                 | <i>Residential Tenancies Act 1999</i>                                       |
| Construction Contracts Registrar                          | <i>Construction Contracts (Security of Payments) Act 2004</i>               |
| Controller of Prices                                      | <i>Price Exploitation Prevention Act 1949</i>                               |
| Coroner   | <i>Coroners Act 1993</i>  |
| Deputy Chief Judge  | <i>Local Court Act 2015</i>   |
| Deputy Commissioner                                       | <i>Consumer Affairs and Fair Trading Act 1990</i>                           |
| Deputy Coroner  | <i>Coroners Act 1993</i>  |
| Deputy Registrars   | <i>Births, Deaths and Marriages Registration Act 1996</i>                   |
| Deputy Registrars-General                                 | <i>Registration Act 1927</i>  |
| Deputy Director of Fines Recovery Unit                    | <i>Fines and Penalties (Recovery) Act 2001</i>                              |
| Deputy Public Trustee of the NT                           | <i>Public Trustee Act 1979</i>  |
| Director of Fines Recovery Unit                           | <i>Fines and Penalties (Recovery) Act 2001</i>                              |
| Director of Public Prosecutions                           | <i>Director of Public Prosecutions Act 1990</i>                             |
| Electricity Officer                                       | <i>Electricity Reform Act 2000</i>  |
| Electricity Safety Regulator                              | <i>Electricity Reform Act 2000</i>  |
| Judicial Registrar  | <i>Local Court Act 2015</i>   |
| Judges  | <i>Local Court Act 2015</i>   |

## Statutory office holders

|   |  |
|---|--|
| Judges  | <i>Supreme Court Act 1979</i>                                    |
| Justice of the Peace  | <i>Justices of the Peace Act 1991</i>                            |
| Mediator  | <i>Return to Work Act 1986</i>                                   |
| Official Visitors   | <i>Correctional Services Act 2014</i>                            |
| Other officers of the Court   | <i>Work Health Administration Act 2011</i>                       |
| Public Trustee for the NT   | <i>Public Trustee Act 1979</i>                                   |
| Registrar   | <i>Supreme Court Act 1979</i>                                    |
| Registrar   | <i>Youth Justice Act 2005</i>                                    |
| Registrar of Births, Deaths and Marriages                             | <i>Births, Deaths and Marriages Registration Act 1996</i>        |
| Registrar-General for the NT  | <i>Registration Act 1927</i>                                     |
| Registrar of Northern Territory Civil and Administrative Tribunal     | <i>Northern Territory Civil and Administrative Tribunal 2014</i> |
| Registrar of Transferred Parole Orders                                | <i>Parole Orders (Transfer) Act 1981</i>                         |
| Schemes Supervisor  | <i>Unit Title Schemes Act 2009</i>                               |
| Secretary of the Parole Board   | <i>Parole Act 1971</i>   |
| Sheriff, Deputy Sheriffs, Bailiffs, and other officers of the Sheriff | <i>Sheriff Act 1962</i>  |
| Solicitor-General of the NT   | <i>Law Officers Act 1978</i>                                     |
| Work Health Authority   | <i>Work Health Administration Act 2011</i>                       |

# Statutory boards and bodies

## *Care and Protection of Children Act 2007*

### Child Deaths Review and Prevention Committee

The key functions of the Committee are set out in section 209 of the *Care and Protection of Children Act 2007*, which is to assist in prevention and reduction of child deaths in the Northern Territory by maintaining a Child Deaths Register, conducting or sponsoring research about child deaths, and developing policy to deal with child deaths, diseases and accidents.

## *Community Justice Centre Act 2005*

### NT Community Justice Centre

The Centre is established pursuant to section 7 of the *Community Justice Centre Act 2005*. The purpose of the Centre is to provide mediation services to the community and adjudicate construction contract payment disputes.

## *Fines and Penalties (Recovery) Act 2001*

### Fines Recovery Unit

This Unit is established as a registry of the Local Court pursuant to section 27 of the *Fines and Penalties (Recovery) Act 2001*. The Unit is to collect fines and penalties, make time-to-pay, instalment or enforcement orders, take enforcement action against unpaid fines and write off penalties as appropriate.

## *Health and Community Services Complaints Act 1998*

### Health and Community Services Complaints Review Committee

This Committee is established pursuant to section 78 of the *Health and Community Services Complaints Act 1998*. The functions of the Committee are: (a) to review the conduct of a complaint to determine whether the procedures and processes for responding to the complaint were followed and, as it thinks fit, to make recommendations to the Commissioner in respect of the conduct of the complaint; (b) to monitor the operation of this Act and make recommendations to the Commissioner in respect of any aspect of the procedures and processes for responding to complaints; and (c) to advise the Commissioner and the Minister, as appropriate, on the operation of this Act and the Regulations.

## *Judicial Commission Act 2020*

### Judicial Commission

The Commission is established pursuant to section 5 of the *Judicial Commission Act 2005*. The Commission is established to deal with complaints about the behaviour or mental capacity of Northern Territory judicial officers and member of the Northern Territory Civil and Administrative Tribunal.

## *Legal Aid Act 1990*

### Northern Territory Legal Aid Commission

The NT Legal Aid Commission is established pursuant to section 5 of the *Legal Aid Act 1990*. The NT Legal Aid Commission is an independent statutory body corporate. The purpose of this Commission is to manage the provision of Legal Aid services to the Northern Territory community.

## *Legal Profession Act 2006*

### Council of the Law Society Northern Territory

This Council is established pursuant to section 638 of the *Legal Profession Act 2006*. The Council's purpose is to manage the functions of the Law Society Northern Territory.

### Law Society Northern Territory

This Society is a body corporate established pursuant to section 635 of the *Legal Profession Act 2006*. The Society's purpose is to control the affairs of the legal profession in the Northern Territory.

### Legal Practitioners Admission Board of the Northern Territory

This Board is established pursuant to section 650 of the *Legal Profession Act 2006*. The purpose of the Board is to report on applications for admission to practice as a legal practitioner.

### Legal Practitioners Disciplinary Tribunal

This Tribunal is established pursuant to section 669 of the *Legal Profession Act 2006*. The Tribunal hears complaints against legal practitioners in the NT.

### Legal Practitioners Funds Management Committee

Statutory body corporate established under section 659 *Legal Profession Act 2006*. The Committee is under a statutory obligation to: manage the Legal Practitioners Fidelity Fund established under section 385 *Legal Profession Act 2006*; and advise the Attorney General on payments from the Fidelity Fund to maintain various legal profession bodies, community legal centres, and public purposes.

## *Northern Territory Civil and Administrative Tribunal Act 2014*

### Northern Territory Civil and Administrative Tribunal

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The Tribunal is established pursuant to section 7 of the *Northern Territory Civil and Administrative Tribunal Act 2014*. The purpose of the Tribunal is to review reviewable decisions referred under relevant acts.

#### Northern Territory Law Reform Committee

Northern Territory Law Reform Committee

This Committee is established by constitution (a non-statutory committee). Its purpose is to recommend law reform measures to the Attorney-General.

#### Parole Act 1971

Parole Board of the NT

The Board is established under section 3A of the *Parole Act 1971*. The purpose of this Board is to make decisions relating to the release of prisoners to parole, including prisoners serving a life sentence for the crime of murder.

#### Professional Standards Act 2004

Professional Standards Council

This Council is established pursuant to section 41 of the *Professional Standards Act 2004*. The purpose of the Council is to provide advice on the legislation to the Minister and occupational associations, encourage and assist in the improvement of occupational standards and development of self-regulation, and monitor the compliance of occupational associations with the standards and their risk management strategies.

#### Public Trustee Act 1979

Public Trustee Investment Board

This Board is established and constituted pursuant to section 12 of the *Public Trustee Act 1979*. The purpose of the Board is to control and authorise investment of money in the Common Fund of the Public Trustee.

#### Registration Act 1927

Land Titles Registration and General Registry Office

This Office is established pursuant to section 4 of the *Registration Act 1927*. It is the Office of the Registrar-General.

#### Return to Work Act 1986

Nominal Insurer

The purpose of this Insurer is to protect injured workers whose employer does not have workers compensation insurance, and to protect employers and injured workers where insurers default in the payment of compensation under workers compensation insurance.

Scheme Monitoring Committee

The purpose of this Committee is to monitor the viability and performance of the Northern Territory Workers Compensation Scheme, monitor premium rates offered for workers compensation in the Northern Territory and consider the report on the effectiveness of the premiums offered by insurers in encouraging safe working practices and in penalising employers who do not ensure the maintenance of safe working practices.

Workers Rehabilitation and Compensation Advisory Council

The purpose of this Council is to keep the operation of the *Return to Work Act 1986* under review; make recommendations to the Minister on possible improvements to the administration of this Act, or the statutory scheme for the rehabilitation and compensation on injured workers in the Northern Territory; carry out investigations, at the request of the Minister, into questions about the rehabilitation and compensation of injured workers and to report to the Minister on the results of the investigations; and, perform any other advisory functions relating to workers rehabilitation and compensation as Minister directs.

#### Victims of Crime Rights and Services Act 2006

Crime Victims Services Unit

This Unit is established pursuant to section 5 of the *Victims of Crime Rights and Services Act 2006*. The purpose of the Unit is to administer the financial assistance and counselling schemes, establish and operate the Victims Register, and provide information and services to the community.

Crime Victims Advisory Committee

This Committee is established pursuant to section 10 of the *Victims of Crime Rights and Services Act 2006*. Its purpose is to advise the Minister on matters affecting the interests or rights of victims of crime.

#### Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety Advisory Council

The purpose of this Council is to keep under review the operation of the *Work Health and Safety (National Uniform Legislation) Act 2011*; to make recommendations to the Minister on possible changes to: the administration of this Act; or standards of work health and safety in the Northern Territory; at the request of the Minister, to investigate and report to the Minister on matters relating to work health and safety; to perform any other advisory functions relating to work health and safety as the Minister directs.

# Legislation administered

The Administrative Arrangements Order dated 27 March 2024 gave the Attorney-General and Minister for Justice responsibility for administering 156 Acts of the Northern Territory through the Department of the Attorney-General and Justice.

## Acts/Regulations

### *Attorney-General and Justice*

*Absconding Debtors Act 1978*

*Accommodation Providers Act 1981*

*Administration and Probate Act 1969*

*Advance Personal Planning Act 2013*

*Age of Majority Act 1974*

*Anglican Church of Australia Act 1975*

*Anti-Discrimination Act 1992*

*Australian Crime Commission (Northern Territory) Act 2005*

*Bail Act 1982*

*Births, Deaths and Marriages Registration Act 1996*

*Business Tenancies (Fair Dealings) Act 2003*

*Caravan Parks Act 2012*

*\*Care and Protection of Children Act 2007 (Part 3.3)*

*Catholic Church in the Northern Territory Act 1979*

*Children's Commissioner Act 2013*

*Choice of Law (Limitation Periods) Act 1994*

*Classification of Publications, Films and Computer Games Act 1985*

*Commercial Arbitration (National Uniform Legislation) Act 2011*

*Community Justice Centre Act 2005*

*Companies (Trustees and Personal Representatives) Act 1981*

*Compensation (Fatal Injuries) Act 1974*

*Construction Contracts (Security of Payments) Act 2004*

*\*Consumer Affairs and Fair Trading Act 1990 (except Parts 10 and 14)*

*Consumer Credit (National Uniform Legislation) Implementation Act 2010*

*Contracts Act 1978*

*Coroners Act 1993*

*Corporations (Financial Services Reform Amendments) Act 2002*

*Corporations (Northern Territory Request) Act 2001*

*Corporations Reform (Northern Territory) Act 2001*

*Correctional Services Act 2014*

*Courts and Administrative Tribunals (Immunities) Act 2008*

*Court Security Act 1998*

*Crimes at Sea Act 2000*

*Criminal Code Act 1983*

*Criminal Investigation (Extra-territorial Offences) Act 1985*

*\*Criminal Property Forfeiture Act 2002 (except Part 10A)*

*Criminal Records (Spent Convictions) Act 1992*

*Cross-border Justice Act 2009*

*Crown Proceedings Act 1993*

*Cullen Bay Marina Act 1992*

## Acts/Regulations

*Dangerous Goods Act 1998*

*De Facto Relationships Act 1991*

*De Facto Relationships (Northern Territory Request) Act 2003*

*Defamation Act 2006*

*Director of Public Prosecutions Act 1990*

*\*Domestic and Family Violence Act 2007 (except part 5A)*

*Domicile Act 1979*

*Electrical Safety Act 2022*

*\*Electricity Reform Act 2000 (provisions about safety regulation)*

*Electronic Conveyancing (National Uniform Legislation) Act 2013*

*Electronic Transactions (Northern Territory) Act 2000*

*Encroachment of Buildings Act 1982*

*Evidence Act 1939*

*Evidence (National Uniform Legislation) Act 2011*

*Expungement of Historical Homosexual Offence Records Act 2018*

*Family Provision Act 1970*

*Fences Act 1972*

*Financial Sector Reform (Northern Territory) Act 1999*

*Financial Transaction Reports Act 1992*

*Fines and Penalties (Recovery) Act 2001*

*Guardianship of Adults Act 2016*

*Health and Community Services Complaints Act 1998*

*\*Health Care Decision Making Act 2023 (except Part 4)*

*\*Health Practitioners Act 2004 (Part 3)*

*\*Information Act 2002 (Parts 1 to 5, sections 98(1) to (3), (5) and (6) and 99, Parts 7A, 8 and 10 to 13)*

*International Transfer of Prisoners (Northern Territory) Act 2000*

*Judicial Commission Act 2020*

*Juries Act 1962*

*Jurisdiction of Courts (Cross-Vesting) Act 1987*

*Justices of the Peace Act 1991*

*Lake Bennett (Land Title) Act 2005*

*Land Title Act 2000*

*Law of Property Act 2000*

*Law Officers Act 1978*

*Law Reform (Miscellaneous Provisions) Act 1956*

*Legal Profession Act 2006*

*Limitation Act 1981*

*Local Court Act 2015*

*Local Court (Civil Procedure) Act 1989*

*Local Court (Criminal Procedure) Act 1928*

*Married Persons (Equality of Status) Act 1989*

*\*Mental Health and Related Services Act 1998 (Part 15)*

*Misuse of Drugs Act 1990*

*Monetary Units Act 2018*

*Monitoring of Places of Detention (Optional Protocol to the Convention Against Torture) Act 2018*

*Mutual Recognition (Northern Territory) Act 1992*

## Acts/Regulations

Northern Territory Civil and Administrative Tribunal Act 2014

Northern Territory Civil and Administrative Tribunal (Conferral of Jurisdiction for Native Title Matters) Act 2014

Oaths, Affidavits and Declarations Act 2010

Off-shore Waters (Application of Territory Laws) Act 1985

Parole Act 1971

Parole Orders (Transfer) Act 1981

Partnership Act 1997

Penalty Units Act 2009

Personal Injuries (Liabilities and Damages) Act 2003

Personal Property Securities (National Uniform Legislation) Implementation Act 2010

Personal Violence Restraining Orders Act 2016

Powers of Attorney Act 1980

Presbyterian Church (Northern Territory) Property Trust Act 1986

Price Exploitation Prevention Act 1949

Printers and Newspapers Act 1984

Prisoners (Interstate Transfer) Act 1983

Professional Standards Act 2004

Proportionate Liability Act 2005

Public Notaries Act 1992

Public Seal Act 1954

Public Trustee Act 1979

Radioactive Ores and Concentrates (Packaging and Transport) Act 1980

Real Property (Unit Titles) Act 1975

Registration Act 1927

Residential Tenancies Act 1999

Retirement Villages Act 1995

Return to Work Act 1986

Rights of the Terminally Ill Act 1995

Sale of Goods Act 1972

Sale of Goods (Vienna Convention) Act 1987

Salvation Army (Northern Territory) Property Trust Act 1976

Sea-Carriage Documents Act 1998

Sentencing Act 1995

Sentencing (Crime of Murder) and Parole Reform Act 2003

Serious Crime Control Act 2009

Serious Sex Offenders Act 2013

Sexual Offences (Evidence and Procedure) Act 1983

Sheriff Act 1962

Small Claims Act 2016

Sources of the Law Act 1985

Standard Time Act 2005

Status of Children Act 1978

Summary Offences Act 1923

Supreme Court Act 1979

Supreme Court (Judges Long Leave Payments) Act 1980

Supreme Court (Judges Pensions) Act 1980

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## Acts/Regulations

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Supreme Court (Rules of Procedure) Act 1987

---

Surveillance Devices Act 2007

---

Termination of Units Plans and Unit Title Schemes Act 2014

---

Terrorism (Northern Territory) Request Act 2003

---

The Commercial Bank of Australia Limited (Merger) Act 1982

---

The Commercial Banking Company of Sydney Limited (Merger) Act 1982

---

Transport of Dangerous Goods by Road and Rail (National Uniform Legislation) Act 2010

---

Trans-Tasman Mutual Recognition Act 1998

---

Trespass Act 1987

---

Trustee Act 1893

---

Uncollected Goods Act 2004

---

\*Unit Title Schemes Act 2009 (except Part 4.1)

---

Unit Titles Act 1975

---

Uniting Church in Australia Act 1977

---

Validation (Native Title) Act 1994

---

Vexatious Proceedings Act 2006

---

Victims of Crime Assistance Act 2006

---

Victims of Crime Rights and Services Act 2006

---

Warehousemen's Liens Act 1969

---

Wills Act 2000

---

Witness Protection (Northern Territory) Act 2002

---

Work Health Administration Act 2011

---

Work Health and Safety (National Uniform Legislation) Act 2011

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\*Youth Justice Act 2005 (Part 4)

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\* Responsibility shared across multiple NTPS agencies.

# Prisoner Education

| Centre                     | Course   | Enrolled                     | Open       | Incomplete | Completed  |
|----------------------------|--|------------------------------|------------|------------|------------|
| DCC                        | Construction White Card – CDU                              | 40                           |            | 17         | 23         |
|                            | Construction White Card – Other                            | 43                           |            |            | 43         |
|                            | First Aid Course - Other                                   | 10                           |            |            | 10         |
|                            | Forklift – CDU   | 26                           | 8          | 2          | 16         |
|                            | Certificate I Retail Services                              | 20                           | 7          | 4          | 9          |
|                            | Certificate II Retail Services                             | 7                            |            |            | 7          |
|                            | Certificate II in Skills Work and Vocational pathways      | 1                            |            |            | 1          |
|                            | Quicksmart – UNE   | 260                          | 20         |            | 240        |
|                            | Higher Education - USQ                                     | 28                           |            |            | 28         |
|                            | Certificate II in Sport and Recreation                     | 17                           | 10         | 7          |            |
|                            | Infectious Control Skill Sset                              | 17                           |            |            | 17         |
| ASCC                       | Forklift – Central Australia Driving School                | 7                            |            | 2          | 5          |
|                            | Forklift – other   | 20                           |            | 5          | 15         |
|                            | Certificate II in Music                                    | 11                           | 11         |            |            |
|                            | Construction White Card – CDU                              | 35                           | 16         | 4          | 15         |
|                            | Construction White Card – Other                            | 16                           | 9          | 1          | 6          |
|                            | Visual Arts Certificate I, II and III – BIITE              | 9                            |            |            | 9          |
|                            | Tractor Operator Course – Central Australia Driving School | 8                            |            |            | 8          |
|                            | Quicksmart – UNE   | 68                           | 60         |            | 8          |
|                            | Higher Education – USQ                                     | 2                            |            |            | 2          |
|                            | Certificate II in Community Services                       | 7                            | 7          |            |            |
|                            | Certificate I in Agriculture                               | 18                           | 7          |            | 11         |
|                            | Certificate II Horticulture                                | 12                           | 12         |            |            |
|                            | BWC  | Aboriginal Literacy for Life | 21         | 5          |            |
| Drink Driver courseCourse  |  | 14                           |            |            | 14         |
| Honouring Our Women Course |  | 10                           |            |            | 10         |
| Back on Track              |  | 5                            |            |            | 5          |
| Drink Driver – DASA        |  | 1                            |            |            | 1          |
| First Aid Course           |  | 26                           | 14         |            | 12         |
| Construction White Card    |  | 12                           |            |            | 12         |
| DWC                        |  | Chainsaw Operation           | 38         |            |            |
|                            | Construction White Card                                    | 21                           |            |            | 21         |
|                            | Chemical Application                                       | 38                           |            |            | 38         |
|                            | Outdoor Power Equipment Servicing                          | 17                           |            |            | 17         |
|                            | Operate Small Plant and Equipment                          | 18                           |            |            | 18         |
|                            | Parenting Program  | 8                            | 8          |            |            |
| <b>Total</b>               |  | <b>911</b>                   | <b>194</b> | <b>42</b>  | <b>675</b> |

## NOTE:

- Incomplete may reflect a prisoner being released on probation or parole, transfer or administrative action or withdrawal from the course.
- 'Open' covers courses that are still underway.

# FTE comparison by classification

| Classification                   | 2024   | 2023   |
|----------------------------------|--------|--------|
| Administrative Office 2          | 16.91  | 15.79  |
| Administrative Office 3          | 108.16 | 108.80 |
| Administrative Office 3 rostered | 2.22   | 1.40   |
| Administrative Office 4          | 132.24 | 117.52 |
| Administrative Office 5          | 140.20 | 144.08 |
| Administrative Office 6          | 101.45 | 92.36  |
| Administrative Office 6 rostered | 6.00   | 6.00   |
| Administrative Office 7          | 88.31  | 76.82  |
| Senior Administrative Office 1   | 50.23  | 44.02  |
| Senior Administrative Office 2   | 22.85  | 18.70  |
| Executive Officer Contract 1     | 31.82  | 23.59  |
| Executive Officer 2              | 0.00   | 2.00   |
| Executive Officer Contract 2     | 18.00  | 16.25  |
| Executive Officer Contract 3     | 4.00   | 4.00   |
| Executive Officer 3              | 0.00   | 1.00   |
| Executive Officer Contract 4     | 3.00   | 2.00   |
| Executive Officer Contract 6     | 1.00   | 1.00   |
| Trainee Correctional Officer     | 81.47  | 104.41 |
| Correctional Officer             | 224.25 | 143.43 |
| Correctional Officer First Class | 141.34 | 156.46 |
| Senior Correctional Officer      | 83.02  | 74.00  |
| Senior Industries Officer        | 40.00  | 38.00  |
| Chief Correctional Officer       | 40.00  | 36.63  |
| Chief Industries Officer         | 17.47  | 19.50  |
| Principal Industries Officer     | 1.00   | 2.00   |
| Deputy Superintendent            | 9.00   | 6.00   |
| Superintendent                   | 1.00   | 0.00   |
| Professional 1                   | 1.00   | 4.00   |
| Professional 2                   | 43.08  | 37.12  |
| Professional 3                   | 45.51  | 38.03  |
| Senior Professional 1            | 26.32  | 23.22  |
| Senior Professional 2            | 23.36  | 23.01  |
| Technical 4                      | 1.00   | 1.00   |
| Technical 5                      | 6.00   | 6.00   |
| Technical 6                      | 1.00   | 1.00   |
| Physical 4 rostered              | 0.00   | 1.00   |
| Graduate                         | 5.00   | 4.00   |
| Trainees/Apprentices             | 1.80   | 0.00   |
| Judge Local Court                | 12.00  | 12.50  |

| Classification                   | 2024           | 2023           |
|----------------------------------|----------------|----------------|
| Deputy Chief Justice Local Court | 2.00           | 2.00           |
| Chief Justice Local Court        | 2.00           | 1.00           |
| Associate Judge                  | 1.00           | 0.00           |
| Judge                            | 7.00           | 8.00           |
| Chief Justice                    | 1.00           | 1.00           |
| Coroner                          | 1.00           | 1.00           |
| Director Public Prosecutions     | 1.00           | 1.00           |
| President                        | 1.00           | 1.00           |
| Solicitor General                | 1.00           | 1.00           |
| <b>Grand Total</b>               | <b>1548.01</b> | <b>1422.64</b> |

**NOTE:**

- One FTE is based on an employee working full-time hours (36.75 and 38.00). An employee working part-time or casual hours will be represented as a fraction of this.
- The department reports FTE figures based on actual FTEs at a given date. The department actively monitors staffing levels by reporting FTE data on a monthly basis and giving consideration to budget and attrition rates.
- FTE figures provided are based on actual numbers. Pay 26 2022-23 and 2023 24, which is the last pay date of the financial year. The number of FTEs reported includes casuals, employees on paid leave and the judiciary.
- The department receives funding for the judiciary. The judiciary are not AGD employees although they are included in official published FTE data on the department.


































**Staffing changes in the department have been primarily attributable to higher correctional and administrative officer FTEs to manage the increasing prisoner numbers and additional Prosecutors in the Director of Public Prosecutions to address demand pressures.**















































# Information held by the Department of the Attorney-General and Justice



























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| <b>Department – general administrative files held within Divisions</b>   |   |
| <b>Executive Memorandums</b> – Memorandums to the Executive Office and other departments.  |    |
| <b>Government Relations</b> – Minutes and reports of committees, governance structures, policy and procedures, project management, reporting and reviewing.  |    |
| <b>Financial Management</b> – Records of the administration and acquittal of finances, approvals and invoices for expenses made, budget reports, audit and KPI reporting.  |    |
| <b>Administrative files</b> – Correspondences, registers, spreadsheets, meeting minutes and travel.  |    |
| <b>Human Resource Management</b> – Management, Staff details, performance reviews, leave registers, employee development, employment Conditions and recruitment.   |    |
| <b>Aboriginal Justice Unit</b>   |   |
| <b>Ministerial Briefings and Cabinet Papers</b> – Briefings to the Minister and Cabinet submissions.   |    |
| <b>Project Management</b> – Project related documents, correspondences, procurement documents, monitoring and evaluations and project plans.   |    |
| <b>Data and Statistics</b> – Data in relation to AJU Projects and other Departments departments that work aligns with the AJU.   |    |
| <b>Aboriginal Justice Agreement and Action Plans.</b>  |     |
| <b>Anti-Discrimination Commission</b>  |   |
| <b>Anti-Discrimination Commission</b> – Advice, complaints, investigations, conciliations, hearings and appeals.   |    |
| <b>Prohibited Conduct</b> – Enquiries.   |     |
| <b>Community Justice Centre</b>  |   |
| <b>Mediation Management Database</b>   |   |
| <b>Mediation clients</b> – Records of contact details, mediations scheduled and mediator name/s referral information, dispute/issue details provided by individual concerned.  |     |
| <b>Training participants</b> – Records of contact details, attendance, and certificates.   |   |
| <b>Mediators/Trainers</b> – Records of accreditation history, accreditation application details including contact details, training and qualifications, mediations conducted, and training conducted.                                  |   |
| <b>Administration</b> – Committees, conferences, log books, meetings, policies, procedures, property management (eg: fit outs, costing), strategic management, and project management and policy.                                      |    |
| <b>Consumer Affairs</b>  |   |
| <b>Unit Compliance files</b> – Information relating to compliance and enforcement actions under the unit's legislative responsibilities.   |    |
| <b>Consumer Complaints</b> – Information relating to complaints regarding possible breaches of legislation administered by the unit.   |     |
| <b>Consumer Education</b> – Brochures, fact sheets, application forms and other publications produced for the purpose of informing and empowering consumers and traders.   |    |
| <b>Advice</b> – Provision of advice to clients about legislation administered by the unit.   |     |
| <b>Community Relations</b> – Information relating to consumer protection, education and community relation activities.   |    |
| <b>Legislation</b> – Information supporting the strategic management of the legislation administered by the unit.  |    |
| <b>Consumer protection regulator networks</b> – All correspondence relating to the operation of various inter-jurisdictional consumer protection regulatory networks, including minutes of meetings, mailing lists and meeting papers. |    |
| <b>Client Reporting System</b> – Database recording all client interactions with the unit.   |     |
| <b>MyFuel NT System</b> – Portal/administrative system recording information relating to retail fuel outlets and fuel pricing in the NT.   |     |
| <ul style="list-style-type: none"> <li>• Only some information is publicly available via a web-based application.</li> <li>• Third parties can apply for system access of some information.</li> </ul>                                 |     |












































## Correctional Services








































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| <b>Parole Board Offender Management</b> – Documentation relating to the supervision of community-based orders made by a court, the Parole Board or other lawful authority.  |    |
| <b>Community Corrections Offender Management</b> – Documentation relating to the supervision of community-based orders made by a court, the Parole Board or other lawful authority.   |    |
| <b>Community Relations</b> – Interstate and overseas visits, conferences, committees, liaison, events, functions, marketing and promotion, media relations.   |    |
| <b>Procedures and Operations</b> – Commissioner's directives, Superintendent instructions, post orders, policy and procedures manual.   |    |
| <b>Staff Education</b> – Training calendars, database, HECS spreadsheets.   |       |
| <b>Prisoner Files</b> – Reception, warrants, classification, medical, at risk, separate confinement, education, programs, and welfare (electronic and hardcopy).  |    |
| <b>Journals/Registers</b> – Operations management tools for correctional facilities.  |    |
| <b>Superintendent's Instructions</b> – Site specific instructions governing all areas of administration and custodial operations.   |    |
| <b>Superintendent's Instructions (Prisoner Access)</b> – Site specific instructions governing areas such as prisoner management and rights.   |       |
| <b>Contract/Tender Management</b> – Equipment and stores, financial management, fleet management, information management, professional responsibility, property management, technology and telecommunications.  |    |
| <b>Correctional Facility Security</b> – Prisoner telephone system, closed circuit television systems, telephone PABX functions, intelligence matrix systems/files, personal alarms, block/riot alarms, radios - portable and vehicle, and intercom system.  |    |
| <b>Offender Management</b> – Prisoner files, prisoner transfers, release, repatriation, legislative policy, policy guidelines and development, prosecution reports, procedures (commissioner's directives), criminal intelligence, complaints, advice, voting, audit, escorts.                                |    |
| <b>Offender Health Management</b> – Information relating to prisoners' medical files, dental services, communicable and infectious diseases, medical services, mental health services, dietary requirements, prison chaplains, prisoner's aid services, urine/breath/DNA testing, visiting medical officers.  |   |
| <b>Offender Relations</b> – Compliance, client service, liaison, media relations, meetings, policy, reporting, research, and complaints.  |    |
| <b>Legal Services</b> – Claims and inquiries.   |    |
| <b>Emergency Management and Response</b> – Coronial inquiries, high-risk incidents (abscondings, complaints, escapes, offenders, and riots).  |    |
| <b>Prisoner Accounts Systems</b> – Information relating to prisoner money management system and prisoner telephone system. Data may include but is not limited to prisoner account balances, prisoner expenditure, prisoner wage details, prisoner housing details, reports, prisoner telephone call history. |   |
| <b>Urinalysis Databases</b> – Urinalysis-testing details.   |   |
| <b>Correctional Services Intelligence</b> – Information held to prevent or detect offences against the laws of the NT or disruption of the correctional services' function.   |    |
| <b>Security Systems</b> – Documentation used to support and manage security systems within Correctional Services.   |    |
| <b>Case Management</b> – Client case management files, priors and precis, reports, case notes and memos.  |    |
| <b>Psychological and specialist reports</b> – Individual psychological reports, specialist reports, offender program completion reports, independent specialist reports.  |   |
| <b>Prisoner education records</b> – Information held regarding the education and training courses attended/completed by prisoners, education enrolment information (third party student information systems) – course records, attendance, attainment certificates – third party providers.                   |   |
| <b>Justice Services – Courts Administration</b>   |   |
| <b>Policy and Procedure</b> – Policy instructions, legislative drafting instructions, minutes, correspondence, IT, E-Lodge, Local Court Rules review, Work Health Rules review, staff directions, practice directions, and civil court users group.   |    |
| <b>Administrative Registers</b> – Search warrant register, register for warrants forwarded to Police warrant bureau, register for court files forwarded to Fines Recovery Unit, warrant book for those in custody, register for court orders to Correctional Services and register for archives.              |    |
| <b>Supreme Court Artwork</b> – Details and precis of artworks in the Supreme Court.   |    |

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| <b>Court Items Management</b> – Records of monies held in trust, documents for Births, Deaths and Marriages and Public Trustee (as agents), warrant books and bailiff books.  |   |
| <b>Court Support</b> – Search warrants, court log sheets and audio recordings, key register, claims for payment, repatriation documents, banking records, police remittance details, court registers and bailiff books.   |    |
| <b>Court Practitioner Administration</b> – Information relating to actuaries, case management, Law Society NT, Legal Practitioners Admission Board (LPAB), Legal Practitioners Trust Committee and Fidelity Fund, Master's jurisdiction, legal practitioners general correspondence, Supreme Court Litigants Fund, barristers/solicitors struck off, Northern Territory Bar Association, Law Faculty Board, appointment to Admission Board, official liquidators, unclaimed trust monies, Law Admissions Consultative Committee, legislation, admiralty, Supreme Court Rules Committee, rates of interest, Order 63 – annual adjustment, judges' meetings, Cross-Vesting Monitoring Committee, mediators appointed by the Supreme Court, Australian Institute of Judicial Administration, settlement conferences, Motor Accident (Compensation) Appeal Tribunal, reciprocal recognition and enforcement of judgments, service in foreign countries, Rules Harmonisation Committee and Law Society, legal practitioners correspondence and roll enquiries. |       |
| <b>Case Evidence Management</b> – Exhibit and subpoenaed documents, issued certificates, practice and procedure, self-represented litigants, search warrants, travel and conferences.   |    |
| <b>Marriage Register</b> – Register of marriages conducted at court houses.   |    |
| <b>Search warrants</b> – Record of search warrants issued and applications for search warrants.   |    |
| <b>Court Scheduling and Recording</b> – Court sitting times, court log sheets and audio recordings.   |    |
| <b>Financial Management</b> – Financial records, copies of payment/refund approvals, RTM distribution summary with copies of receipts attached, receiver's statements from NT Police.   |    |
| <b>Crime Victim Services Unit</b>   |   |
| Applications for assistance under the <i>Victims of Crimes Assistance Act 2006</i> including information gathered from a range of sources by assessors in reaching a decision about assistance.   |    |
| <b>Criminal Justice Research and Statistics</b>   |   |
| <b>Northern Territory Quarterly Crime Statistics publication</b>  |    |
| <b>NT Correctional Services (NTCS) Annual Statistical Report (historical records)</b>   |     |
| <b>NT Offender Statistics</b> – Data provided to the Productivity Commission for the Report on Government Services (ROGS).  |    |
| <b>Prisoner Census</b> – Dataset provided to Australian Bureau of Statistics for publication in National Prison Census.   |    |
| <b>Australian Bureau Statistics (ABS) Community Corrections Return</b> – Community-based offender statistics that are supplied to the ABS (via email) for publication in Corrective Services, Australia.  |    |
| <b>ABS Prisoner Statistical Return</b> – Monthly statistical return that includes prisoner daily averages and figures as at the first day of the month.   |    |
| <b>Government Agencies Advice and Reports</b> – Papers and statistical extracts prepared in response to requests for advice.  |    |
| Statistical collection of apprehensions in the NT (historical records only)   |    |
| <b>Community Advice and Reports Relations</b> – Papers and statistical extracts prepared in response to requests for advice.  |    |
| <b>Banned Drinker Register</b> – Alcohol transactions by region and outcome (sale/no sale) and counts of persons on the BDR by type of ban – provided by us, publicly available on Department of Health website.  |    |
| Research papers presented to public forums and conferences.   |   |
| Statistical analyses relating to formulation and monitoring of selected government initiatives.   |    |
| <b>Director of Public Prosecutions</b>  |   |
| <b>Witness Assistance Service (WAS)</b> – Information collected by WAS from victims, witnesses and their families.  |   |
| <b>Victims of Crime Assistance Act Applications</b> – Requests for information made by the Crime Victims Services Unit pursuant to the <i>Victims of Crimes Assistance Act 2006</i> .   |   |
| <b>DPP Law Register, Opinions Register and Technical Register</b> – Legal reference systems containing summary of legislation, cases, articles and commentary   |    |
| <b>CaseNet</b> – Case management and reference tool.  |    |
| <b>Policy Documents</b> – Prosecution policy and procedures, directives and memoranda from Director of Public Prosecutions.   |    |
| <b>Prosecution Files</b> – Information held and used to support the carriage and delivery of prosecution services.  |    |

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| <b>Administration of Chambers</b> – Documents relating to the management of chambers.  |   |
| <b>Publications</b> – DPP Annual Report, DPP Guidelines and pamphlets 'victim impact statement' and 'Witness Assistance Service'.  |    |
| <b>Justice Services - Fines Recovery Unit</b>  |   |
| <b>Receipts</b> – Records of credit card and cheque payments made to the unit for payment of fines.  |     |
| <b>Health and Community Services Complaints Commission</b>   |   |
| Exempt under section 49A(ii) of the <i>Information Act 2002</i> .  |   |
| <b>NT Worksafe</b>   |   |
| <b>Licensing Files</b> – Personal and business information of applicants for licence under the <i>Work Health and Safety (National Uniform Legislation) Act 2011</i> and the <i>Dangerous Goods Act 1998</i> .   | Administrative Access Scheme  |
| <b>Electrical Licensing Files</b> – Personal and business information of applicants for license under the <i>Electrical Workers and Contractors Act 1978</i> (to be repealed 1 July 2024 and replaced with the <i>Electrical Safety Act 2022</i> ).  |    |
| <b>Register</b> – WHS assessors  |    |
| <b>Register</b> – Designated plant inspectors  |     |
| <b>Register</b> – Workers' compensation insurance providers  |    |
| <b>Register</b> – Vocational rehabilitation providers  |    |
| <b>Personal information</b> – Workers' compensation claims   |    |
| <b>Approved Codes of Practice</b> and prescribed guides under the legislations administered by NT WorkSafe.  |     |
| <b>Receipts</b> – Records of credit card and cheque payments made to the division for payment of licences and penalties.   |    |
| <b>Enquiries and Investigation Files</b> – Record of safety concerns and investigations of breaches of the Acts.   | Administrative Access Scheme   |
| <b>Prosecution Files</b> – Information held and used to support the division's compliance function.  |    |
| <b>Statistical Reports</b> – WRMC Comparative Performance Monitoring (CPM) Report, Work Health Authority annual reports, Council annual reports.   |    |
| <b>Stakeholder, employer and worker education</b> – Information bulletins, checklists and other publications produced for the purpose of informing and empowering.   |    |
| <b>Safety Alerts containing information on</b> – Prevention of incidents that have the potential to cause work-related death, injury or disease; or products that have been identified which may result in a health and safety risk.   |    |
| <b>Office of the Children's Commissioner</b>   |   |
| General Correspondence not related to an investigation, audit or inquiry. (please see Section 49A(b)(i) of the <i>Information Act 2002</i> )   |    |
| <b>Public Guardian and Trustee – Public Trustee Services</b>   |   |
| <b>Advice</b> – Formal advice to and from the Minister and other government bodies in relation to Public Trustee services where a detailed response has been provided, including advice on high level policies, reforms and legal opinions. Includes drafts, legal advice, ministerial and briefing notes. |    |
| Routine advice to and from the community in relation to Public Trustee services such as the complaint process or obligations <i>Public Trustee Act 1979</i> , <i>Wills Act 2000</i> , <i>Trustee Act 1893</i> , <i>Administration and Probate Act 1969</i> and <i>Advance Personal Planning Act 2013</i> . |   |
| <b>Authorisation</b> – Appointments of persons to be the Public Trustee for the Northern Territory, including the Deputy Public Trustee by the Administrator. Includes recommendations by the Chief Executive Officer and Minister.  |     |
| Public Trustee discharge powers and duties as an executor, administrator, receiver, committee or guardian. Includes applications, copies of newspaper advertisements, and copies of applications given to persons entitled to receipt of any income or corpus of the estate.                               |   |
| Committees – Public Trustee Investment Board Committee records. Includes:  |   |
| <ul style="list-style-type: none"> <li>• Appointments</li> <li>• Terms and conditions</li> <li>• Resignations and terminations</li> </ul>  | <ul style="list-style-type: none"> <li>• Agendas and minutes</li> <li>• Discussion papers</li> <li>• Decision registers.</li> </ul>  |

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| <p><b>Control records</b> – Advance Personal Plans Register (includes personal details, details in relation to land, amendments, cessations dates and search requests) and copies of Advance Personal Plans.</p>  |          |
| <p><b>Northern Territory Wills Register</b> (includes personal details, amendments and rectifications, revocations and execution dates).</p>  |          |
| <p><b>Estates Administration</b> – Deceased Persons Estate – Administration of estates of deceased persons, whether testate or intestate, including where the owner of the estate is unknown. Includes appointments, court orders, certificates of birth, death and marriage, copies of family trees, wills, statements of accounts, deeds and other legal documents, authorities, directions and claims from beneficiaries, valuations and other related correspondence. May include notice of intentions to assume trust and other related correspondence relating to a notice received.</p>                                    |          |
| <p><b>Refusals</b> – Records documenting where a trustee of a trust estate has requested the Public Trustee to be appointed and the Public Trustee refuses. Includes notices served on all persons interested in the appointment.</p>   |   |
| <p><b>Funds Management</b> – Establishment of Common Funds – Records relating to the establishment of common funds such as cash funds, conservative funds, balance funds and growth funds.</p>  |   |
| <p><b>Payments to the Central Holding Authority</b> – Records documenting payments made by the Public Trustee to the Central Holding Authority, including monies received from criminal property forfeitures. Includes directions by the Treasurer.</p>   |          |
| <p><b>Operations of the Common Fund</b> – Records documenting the day-to-day operations of the common funds, including the establishment of other Public Trustee accounts such as the operating and fees accounts.</p>  |   |
| <p>Includes accounts, investments, payments to and from the fund, valuations, reports to investors and prospective investors of the common fund, extracts of the annual report, loans to beneficiaries or estates, approvals from the Investment Board to borrow money, and Levies.</p>   |   |
| <p><b>Trust Administration</b> – Management of Trusts – Records documenting the management of funds on behalf of and for the benefit of another, according to ones wishes by order of the court, including where ownership of real or personal property in the Territory is not known and where property is managed under the <i>Criminal Property Forfeiture Act 2002</i>. Includes court orders, copies of deeds, receipts of payments, invoices, taxation, banking records, and other related documents.</p>   |          |
| <p><b>Will Services</b> – Records documenting the making, amending and revocations of wills by persons without testamentary capacity. Includes copies of final wills, draft wills, court orders.</p>  |    |
| <p><b>Public Guardian and Trustee – Adult Guardianship</b></p>  |   |
| <p><b>Advice</b> – Formal advice to and from the Minister, and other government bodies, including determinations and guidelines in relation to the guardianship of adults under the <i>Guardianship of Adults Act 2016</i>.</p>   |     |
| <p>Routine advice given to members of the public and other government bodies on application processes and legislation requirements.</p>   |   |
| <p><b>Agreements</b> – Records documenting the establishment, negotiation and review of major and minor agreements in relation to adult guardianship.</p>   |    |
| <p><b>Authorisation</b> – Records documenting the appointment of the Public Guardian, including gazette notices.<br/>Records documenting delegations of the Public Guardian functions and powers to authorised officers.</p>  |     |
| <p><b>Case Management</b> – Records documenting the guardians appointed for represented adults, such as community guardianship orders, joint guardianship orders with the Public Guardian and interim guardianship orders, including reassessment of orders, variations and revocations. (Includes applications, written decisions, summary of meetings, file notes, reports, notifications to the Minister, orders, reassessment and variation of orders, correspondence. May include notifications to the Public Guardian and the Tribunal of the death of an adult under a guardianship order or the death of a guardian.)</p> |   |
| <p>Records documenting the management of financial matters for adults under guardianship, including financial and property affairs as required under the Act. (Includes budget, receipts and payment of money, banking, property ownership, investment and management of assets, carrying on a trade or business, internal audits, insurance for an adult and legal matters relating to a financial matter).</p>  |    |
| <p>Records documenting the management of reimbursements and remuneration of expenses incurred by the guardian in the person's capacity as guardian required under the Act. (Includes copies of invoices, receipts of payments, bank statements and other supporting documents.)</p>   |   |

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| <p><b>Committees</b> – Records documenting high level committees where the Public Guardian is representing the NT such as the Adult Guardianship Administrative Council (AGAC). (Includes agendas, minutes, discussion papers and action items.)</p> <p>Records documenting internal and external administrative committees, in relation to adult guardianship. Includes agendas, minutes, discussion papers and action items.</p>   |    |
| <p><b>Complaints</b> – Records documenting major investigations into complaints received from guardians, carers, community or family members in relation to public guardian services, such as the conduct of guardians, neglect towards represented persons. (Includes investigation reports, file notes, witness statements and other related correspondence.)</p> <p>Records documenting minor investigations into complaints received from guardians, carers, community, or family members in relation to public guardian services, such as guardians not acting within the best interests of represented persons. Includes investigation reports, file notes, witness statements and other related correspondence.</p> |    |
| <p><b>Control</b> – Register of Adult Guardianship Orders under the Act. Includes but not limited to:</p> <ul style="list-style-type: none"> <li>personal details of guardians</li> <li>represented persons</li> <li>terms and conditions of orders</li> <li>type of orders</li> <li>reassessments of orders</li> <li>nature of disability</li> <li>Medicare number</li> <li>name of Adult Guardianship Officer</li> <li>solicitors appointed</li> <li>medical reports</li> <li>financial documentation.</li> </ul>  |          |
| <p><b>Education Services</b> – Records documenting the promotion of awareness of adult guardianship as required under the Act, including information sessions, networking events, public events and presentations. (Includes background research, briefs and designs, copies of handouts and brochures.)</p>   |          |
| <p><b>Procedures</b> – Master set of procedures, policies and guidelines in relation to the guardianship of adults.</p> <p>Records documenting the development of procedures and guidelines in relation to the guardianship of adults. Includes draft versions, consultation notes, feedback from staff and industry stakeholders and copies of legal advice.</p>  |    |
| <p><b>Reporting</b> – Final versions of major reports in relation to adult guardianship, including annual reports as required under the Act.</p> <p>Records documenting the development of major reports. Includes draft versions, file notes, statistics and other supporting documentation.</p>  |     |
| <b>Office of the Registrar General</b>   |   |
| <b>Birth Registration Statements and Birth Certificates</b>  |    |
| <b>Death Registration Statements</b>   |    |
| <b>Register of Marriage</b>  |    |
| <b>Register of Deed Polls/Change of Name</b>   |    |
| <b>Register of Adoptions</b>   |    |
| <b>Ministers of Religion</b> – Information relating to Ministers of Religion authorised in the Northern Territory under the <i>Marriage Act 1961</i> .   |    |
| <b>Stock Mortgage Register</b> – Details of mortgage on sheep, cattle or horses.   |    |
| <b>Bills of Sale Register</b> – Charge over goods as security for a debt.  |    |
| <b>Workmen's Lien</b> – Charge over property by workmen claiming under the <i>Workmen's Lien Act</i> .   |    |
| <b>Liens on Crops and Liens on Wool Registers</b> – Charges over crops and wool.   |    |
| <b>Aboriginal Population Records</b> – Historical record of Aboriginal population.   |     |
| <b>Notice of Intended Marriage Forms</b> – Information relating to marriages occurring in the Northern Territory.  |     |
| <b>Register of Births</b> – Information relating to births occurring in the Northern Territory.  |     |
| <b>Register of Deaths</b> – Information relating to births occurring in the Northern Territory.  |     |
| <b>Register of Changes of Name</b> – Information relating to changes of name occurring in the Northern Territory.  |     |
| <b>Land Titles Register</b> – Details of ownership, encumbrances and other dealings relating to land.  |    |
| <b>Power of Attorney Registers</b> – Powers of Attorney details recording donor, donee and type of power.  |    |








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| <b>Estates – General Report</b> – Personal details of deceased person, all correspondence relating to estates, court documents, wills and personal details of beneficiaries.   |      |
| <b>Trusts</b> – Aged and Infirm Persons - Details of client, conditions of order, amount to be held in trust and all correspondence relating to the administration of trust.   |      |
| <b>Trusts</b> – Legal, Beneficial and Trust Deed – Details of client, conditions of order or deed, amount to be held in trust, all correspondence relating to the administration of trust.   |      |
| <b>Trusts</b> – Criminal Property Forfeiture – Details of client, conditions of Court Order, amount to be held in trust, all correspondence relating to the administration of the trust.   |     |
| <b>Deed</b> – Power of Attorney and Enduring Power of Attorney – Details of client, their attorney and conditions of deed.   |     |
| <b>Wills</b> – Client estate instructions upon death.  |      |
| <b>Receipts</b> – Records of credit card and cheque payments made to the unit for payment of fines.  |     |
| <b>Solicitor for the Northern Territory</b>  |   |
| <b>Tender Records</b> – Information supporting letting of tenders for legal services to government agencies across the Northern Territory.   |    |
| <b>Outsourced Legal Services</b> – Initial instructions from client agencies for legal services and brief approvals.   |     |
| <b>Accounts Databases</b> – Records of capture whole of government expenditure for legal services outsourced to private firms and/or Counsel. This database also captures payments of assistance awarded to applicants in Victims of Crimes Assistance Act applications and applicants' solicitors' costs.                   |    |
| <b>Commissioner for Oaths</b> – Appointments and information with respect to Commissioners for Oaths.  |      |
| <b>Justices of the Peace</b> – Information on persons who wish to or are appointed as justices of the peace.   |    |
| <b>Policy Development/Analysis</b> – Policy proposals, research papers, results of consultations, supporting reports, major drafts and final policy documents for law and justice in the Northern Territory.   |    |
| <b>Strategic Management of Legislation</b> – Information supporting and documenting the development of legislation in the Northern Territory.  |    |
| <b>Legal Advice</b> – Documents of legal advice by legal officer to other government agencies or internally within the department.   |    |
| <b>Ministerial Briefings and Cabinet Papers</b> – Briefings to the Minister.   |    |
| <b>Commercial and Aboriginal Land</b> – Information generated in the process of providing legal support for major projects, land acquisition, agreements, Indigenous land use agreements, conveyancing, securities, trusts, and corporate structures by the Northern Territory government.                                   |    |
| <b>Litigation</b> – Information supporting court proceedings or litigation related matters including crime victims assistance, disciplinary proceedings, damages, prosecution, coronial, subpoena, debt recovery, land acquisition, community welfare, motor vehicle accident, judicial review, workers compensation.        |    |
| <b>Strategic and Business Services</b>   |   |
| <b>Work Health and Safety (WH&amp;S)</b> – Advice, committees, inspections; liaison within the Department of Attorney-General and Justice.   |    |
| <b>Financial Management</b> – Accounting, audit, authorisation, budgeting, grant funding, implementation, liaison, meetings, payments, policy, procedures, reporting, risk management, salaries, tendering for the Department of Attorney-General and Justice.   |    |
| <b>Administration</b> – Records of equipment and stores – acquisitions, evaluation, leasing, policy, procedures, reporting; fleet management – liaison, government relations - client services, information management - acquisition, distribution, enquiries for the Department of Attorney-General and Justice as a whole. |    |
| <b>Administration</b> – Information related to the internal management of resources and financial management.  |     |
| <b>Property Management</b> – leasing, leasing-out, maintenance and procedures of the property of the Department of Attorney-General and Justice.   |    |
| <b>Strategic Management</b> – Information concerning the development of the department's capacities and the management of those capacities including corporate planning, policy development and reporting for the Department of Attorney-General and Justice.  |    |
| <b>Technology and Telecommunications</b> – Documentation relating to audits, authorisations, client services, committees, implementation, procedures, systems administration for the Department of Attorney-General and Justice.   |    |

**Publishing** – Documentation relating to the production of internet articles and the management of the internet site for the Department of Attorney-General and Justice.



**Technology and Telecommunications** – Information about technology acquisitions, application development, authorisations within the Department of Attorney-General and Justice.



-  Available on the internet
-  Available from another source
-  Available for inspection by individual concerned
-  Available for purchase by contacting the department
-  Available free of charge on request
-  Available under another Act
-  FOI application required



## Grant funding paid, by organisation

| Organisation   | Total value<br>\$000 | Purpose   | Amount<br>Paid<br>\$000 |
|--|----------------------|---|-------------------------|
| Anglicare N.T. Ltd.  | 822                  | Chaplaincy Services and Reintegration Services  | 338                     |
|  |                      | Pre and Post Release Supported Accommodation Darwin   | 484                     |
| Anindilyakwa Royalties Aboriginal Corporation  | 2 000                | Alternative to Custody Groote Eylandt Facility (Construction of information technology infrastructure and ablution block) | 2 000                   |
| Australian Pro Bono Centre   | 1                    | Northern Territory Government contribution  | 1                       |
|  |                      | Elders Visiting Program   | 148                     |
| Catholic Care NT   | 1 273                | To facilitate delivery of General Offender Program to prisoners   | 250                     |
|  |                      | Victims of Crime Counselling Services   | 875                     |
|  |                      | Family and domestic violence related legal advice, assistance and representation  | 602                     |
| Central Australian Women's Legal Services Inc.   | 4 027                | Australian Government funding under the National Legal Assistance Partnership 2020-25                                     | 3 426                   |
| Centre For Appropriate Technology Limited  | 116                  | Alternative to Custody - Alice Springs - expansion study  | 116                     |
|  |                      | Tenants Advisory Service  | 560                     |
| Darwin Community Legal Service Inc.  | 1 821                | Australian Government funding under the National Legal Assistance Partnership 2020-25                                     | 1 261                   |
| Darwin Prisoners Aid Association Incorp  | 7                    | Support prisoners at the Darwin Correctional Centre   | 7                       |
|  |                      | Alternative to Custody Alice Springs Facility   | 1 600                   |
| Drug And Alcohol Services Australia Ltd  | 3 350                | Alternative to Custody Groote Eylandt Facility  | 1 750                   |
| Foundation of Rehabilitation With Aboriginal Alcohol Related Difficulties Aboriginal Corporation | 47                   | To facilitate delivery of General Offender Program to prisoners   | 47                      |
|  |                      | Alcohol and Other Drugs Treatment Program   | 705                     |
| Kalano Community Association Aboriginal Corporation  | 805                  | To facilitate delivery of General Offender Program to prisoners   | 100                     |
| Katherine Women's Information and Legal Service Association                                      | 1 122                | Australian Government funding under the National Legal Assistance Partnership 2020-25                                     | 1 122                   |
| King Narrative Pty Ltd   | 160                  | General offender rehabilitation program to offenders  | 160                     |
|  |                      | Elders Visiting Program   | 111                     |
| Mission Australia  | 411                  | Transitional accommodation and reintegration support services to former prisoners.  | 300                     |
| North Australian Aboriginal Justice Agency Ltd   | 14 766               | Australian Government funding under the National Legal Assistance Partnership 2020-25                                     | 14 766                  |

| Organisation  | Total value \$000 | Purpose   | Amount Paid \$000 |
|---|-------------------|---|-------------------|
| Northern Territory Legal Aid Commission                             | 20 914            | Baseline funding for legal services in accordance with the terms of the <i>Legal Aid Act 1990</i> and NTLAC Guidelines  | 9 556             |
|   |                   | Family and domestic violence related legal advice, assistance and representation  | 696               |
|   |                   | Australian Government funding under 'Supplementary funding for Legal Aid Commissions to respond to demand arising from case management transition in the Federal Circuit and Family Court of Australia' agreement | 272               |
|   |                   | Australian Government funding under 'Addressing Protection Visa Backlogs – Legal Assistance' agreement  | 141               |
|   |                   | Australian Government funding under the National Plan to Reduce Violence against Women and their Children 2020-2024   | 158               |
|   |                   | Australian Government funding under the National Legal Assistance Partnership 2020-25   | 10 092            |
|   |                   | Prison Fellowship Australia   | 50                |
| Faith-based support for prisoners at the Darwin Correctional Centre | 40                |   |                   |
| Southern Tanami Kurdiji Indigenous Corporation                      | 93                | To facilitate delivery of General Offender Program to prisoners   | 93                |
| The Salvation Army (NT) Property Trust                              | 3 647             | Supported Bail Accommodation – Alice Springs  | 2 201             |
|   |                   | Supported Bail Accommodation - Darwin   | 1 446             |
| Top End Women's Legal Service Inc.                                  | 1 180             | Australian Government funding under the National Legal Assistance Partnership 2020-25   | 1,180             |
| Victims Of Crime NT Incorporated                                    | 2 252             | Expanding support for victims of crime – pilot program  | 800               |
|   |                   | Support services to victims of crime  | 1 452             |
| Yirara College Of The Finke River Mission Inc.                      | 620               | Walunguru (Kintore) Law and Justice Group Operational Program   | 620               |
| <b>Total<sup>1</sup></b>  | <b>59 484</b>     |   | <b>59 484</b>     |

<sup>1</sup>Totals may vary due to rounding.

# Glossary

|        |  |
|--------|--|
| AASB   | Australian Accounting Standards Board                            |
| ABP    | Addictive behaviours program                                     |
| ACM    | Australian Corrections Medal                                     |
| ADC    | Anti-Discrimination Commission                                   |
| AEP    | Aboriginal Employment Program                                    |
| AGD    | Department of the Attorney-General and Justice                   |
| AJAGMC | Aboriginal Justice Agreement Governance and Monitoring Committee |
| AJU    | Aboriginal justice unit  |
| AMHFA  | Aboriginal Mental Health First Aide=                             |
| AOTA   | Accountable officer's trust account                              |
| ASCC   | Alice Springs Correctional Centre                                |
| ASCU   | Aboriginal, strategy and coordination unit                       |
| ATC    | Alternative to Custody   |
| ATO    | Australian tax office  |
| BIITE  | Bachelor Institute of Indigenous Tertiary Education              |
| BP3    | Budget Paper No. 3: Agency Budget Statements                     |
| BWC    | Barkly Work Camp   |
| CAT    | Cultural Awareness Training                                      |
| CDU    | Charles Darwin University  |
| CEO    | Chief Executive Officer  |
| CJRSU  | Criminal justice research and statistics unit                    |
| CPD    | Continued Professional Development                               |
| CSS    | Commonwealth Superannuation Scheme                               |
| CSWP   | Community support work program                                   |
| CVSU   | Crime Victims Services Unit                                      |
| DASA   | Drug and Alcohol Services Australia                              |
| DCC    | Darwin Correctional Centre                                       |
| DCDD   | Department of Corporate and Digital Development                  |
| DFV    | Domestic and family violence                                     |
| DIPL   | Department of Infrastructure, Planning and Logistics             |
| DITT   | Department of Industry, Trade and Tourism                        |
| DOH    | Department of Health   |
| DPP    | Director of Public Prosecutions                                  |
| DWC    | Datjala Work Camp  |
| EAP    | Employee assistance program                                      |
| ELG    | Executive Leadership Group                                       |
| EMT    | Executive Management Team  |
| EV     | Electric vehicle   |
| EVP    | Elders visiting program  |
| FBT    | Fringe benefits tax  |

|          |  |
|----------|--|
| FRU      | Fines Recovery Unit  |
| FTE      | Full time equivalent   |
| FVOCI    | Fair value through other comprehensive income                              |
| FVP      | Family violence program  |
| FVTPL    | Fair value through profit and loss   |
| GST      | Goods and services tax   |
| HCSCC    | Health and Community Services Complaints Commission                        |
| HECs     | Higher education study assistance  |
| HR       | Human Resources  |
| IADP     | Intensive alcohol and drugs program  |
| IPR      | Individual performance review  |
| IT       | Information technology   |
| KMP      | Key management personnel   |
| KPI      | Key performance indicator  |
| LED      | Light emitting diode   |
| LPAB     | Legal Practitioner Admissions Board  |
| LSI-RNR  | Level of service inventory – risk-need-responsivity                        |
| LTO      | Land Titles Office   |
| MOU      | Memorandum of understanding  |
| NAAJA    | North Australian Aboriginal Justice Agency                                 |
| NAIDOC   | National Aboriginal and Islander Day Observance Committee                  |
| NDIS     | National Disability Insurance Scheme                                       |
| NLAP     | National Legal Assistance Partnership                                      |
| NSW      | New South Wales  |
| NT       | Northern Territory   |
| NTAJA    | Northern Territory Aboriginal Justice Agreement                            |
| NTCA     | Northern Territory Consumer Affairs  |
| NTCAT    | Northern Territory Civil and Administrative Tribunal                       |
| NTCC     | NT Community Corrections   |
| NTCS     | Northern Territory Correctional Services                                   |
| NTG      | Northern Territory Government  |
| NTGPASS  | Northern Territory Government and Public Authorities Superannuation Scheme |
| NTLAC    | Northern Territory Legal Aid Commission                                    |
| NTPS     | Northern Territory Public Sector   |
| NTWS     | Northern Territory WorkSafe  |
| OCPE     | Office of the Commissioner for Public Employment                           |
| ORE      | Offender Rehabilitation and Engagement                                     |
| OV       | Official Visitor   |
| Part IIA | An order of the court made under Part IIA of the Criminal Code Act 1983    |
| PCBU     | Person conducting a business or undertaking                                |
| PHC      | Primary Health Care  |
| PHS      | Prisoner Health Services   |

|            |   |
|------------|---|
| PILS       | Prisoner Integrated Learning System   |
| PSEMA      | Public Sector Employment and Management Act 1995                              |
| PTA        | Pre-training assessment   |
| QLD        | Queensland  |
| RAGE       | Recognising anger and gaining empowerment                                     |
| RFI        | Request for information   |
| RoGS       | (Australian Government Productivity Commission) Report on Government Services |
| RTO        | Registered training organisation  |
| SA         | South Australia   |
| SADFV      | Specialist Approach to Domestic and Family Violence                           |
| SC         | Senior counsel  |
| SCOPP      | Senior Corrections Officer Promotional Practice                               |
| SFNT       | Solicitor for the Northern Territory  |
| SLDC       | Staff learning and development centre   |
| SOTP       | Sex offender treatment program  |
| SSO        | Serious sex offender  |
| SPP        | Specific purpose payments   |
| SSS        | Safe, sober, strong   |
| TAS        | Tasmania  |
| TCO        | Trainee correctional officer  |
| TREAD      | Territory Response to Emergency Animal Disease                                |
| TRM        | Territory Record Manager  |
| UNE        | University of New England   |
| USQ        | University of Southern Queensland   |
| VET        | Vocational education and training   |
| VFT        | Value for Territory   |
| VIC        | Victoria  |
| VoCNT      | Victims of Crime NT   |
| VOI        | Verification of Identity  |
| VOTP       | Violent offender treatment program  |
| WA         | Western Australia   |
| WAS        | Witness Assistance Services   |
| White card | A mandatory safety certification required to work on a construction site      |
| WHS        | Work health and safety  |
| WILS       | Workplace integrated learning scholarship                                     |



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