



Northern
Territory
Government

DEPARTMENT OF JUSTICE

Annual Report

2011-12

Making Justice Relevant

Vision

A safe, fair, and thriving Northern Territory.

Mission

To foster relevant and accessible justice and regulatory systems that contribute to community wellbeing and sustainability.

Our Values

Integrity – Act ethically, openly, honestly, fairly and with accountability

Courage – Provide robust advice and lead confidently

Respect – Listen to and value different backgrounds, perspectives, ideas and contributions

Professional Excellence – Represent positively the Department and the Northern Territory Government

Commitment – Strive to achieve the Department's strategic directions

Our Core Business

- provide advice to government on justice related issues;
- develop, coordinate, implement and evaluate government policy; and
- manage programs and projects that develop, support and protect the community.

Navigation and Printing

This annual report has been created for optimal viewing as an electronic, online document. This electronic format is in line with the Northern Territory Government's Annual Report Policy.

It can be viewed online at www.nt.gov.au/justice

For optimal printing, set page scaling at 'Fit to Printer Margins', by going to File, Print and altering your options under page handling to 'Fit to Printer Margins'.

To search the entire annual report and supporting documents, press the Ctrl and F keys on your keyboard and type in your search term.

© Northern Territory Government

Northern Territory Department of Attorney-General and Justice
GPO Box 1722
Darwin NT 0801

www.nt.gov.au/justice

Published September 2012 by the Northern Territory Department of the Attorney-General and Justice.

Purpose of the Report

This annual report accounts for the Department of Justice's activities for 2011-12. It reports on the Department's achievements and outcomes under its strategic plan and its success in achieving the performance measures outlined in *Budget Paper No. 3* for 2011-12.

Pursuant to section 28 of the *Public Sector Employment and Management Act* and section 12 of the *Financial Management Act*, the report aims to inform Parliament, Territorians and other stakeholders of:

- the primary functions and responsibilities of the Department;
- significant activities undertaken during the year highlighting specific outcomes against budgeted outputs; and
- the Department's fiscal management and performance.

The report acknowledges that a number of the Department's divisions perform their duties independently of Northern Territory Government control, in accordance with the legislation under which they were established.

Target Audience

This annual report aims to provide information to a broad range of audiences, including:

- our Ministers;
- Members of the Legislative Assembly;
- our staff and future employees;
- other government agencies at the Northern Territory, Australian and local government level;
- community and non-government organisations, particularly those that deliver services in partnership with the Department;
- key industry bodies; and
- the wider public.

The annual report provides a formal mechanism for documenting and acknowledging the achievements of the Department's staff.

The Hon John Elferink MLA
Attorney-General and Minister for Justice
Minister for Correctional Services
Parliament House
DARWIN NT 0800

The Hon Terry Mills MLA
Minister for Lands, Planning and the Environment
Parliament House
DARWIN NT 0800

The Hon David Tollner MLA
Minister for Alcohol Policy
Parliament House
DARWIN NT 0800

The Hon Matthew Conlan MLA
Minister for Racing
Parliament House
DARWIN NT 0800

The Hon Peter Chandler MLA
Minister for Business
Parliament House
DARWIN NT 0800

Dear Ministers

I am pleased to submit to you the 2011-12 annual report for the Department of Justice, in accordance with the provisions of section 28 of the *Public Sector Employment and Management Act* and section 12 of the *Financial Management Act*. In agreement and with the consent of the Chief Executive Officers who will take responsibility for areas that were part of the former Department of Justice portfolio, I am submitting the reports for:

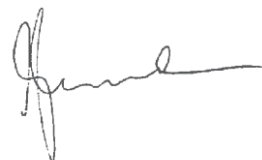
- Northern Territory Correctional Services and Youth Justice on behalf of the Department of Correctional Services;
- Alcohol Policy on behalf of the Department of Health;
- the Environment Protection Authority on behalf of the Department of Lands, Planning and the Environment;

- NT WorkSafe, Gaming and Licensing on behalf of the Department of Business; and
- Racing on behalf of the Department of Sport and Recreation.

Pursuant to my responsibilities as the Accountable Officer under section 13 of the *Financial Management Act*, I advise to the best of my knowledge and belief:

- a) Proper records of all transactions affecting the Department are kept and the employees under my control observe the provisions of the *Financial Management Act*, the Financial Management Regulations and the Treasurer's Directions.
- b) Procedures within this Department afford proper internal control and current descriptions of such procedures were recorded in accordance with the requirements of the *Financial Management Act*.
- c) No indication of fraud, malpractice, material breach of legislation or delegation, major error in or omission from the accounts or records exists.
- d) In accordance with the *Financial Management Act*, the internal audit capacity was adequate and the results of the internal audits were reported to the Chief Executive Officer.
- e) The financial statements included in this report have been prepared from proper accounts and records and are in accordance with Treasurer's Directions, where appropriate.
- f) All Employment Instructions issued by the Commissioner for Public Employment have been adhered to.

Yours sincerely



GREG SHANAHAN
CHIEF EXECUTIVE OFFICER
28 September 2012

Contents



Contents

INTRODUCTION AND OVERVIEW

The Year in Review: CEO's Message.....	10
Organisational Structure.....	12
Justice Executive.....	14
Strategic Planning Framework	18
Enabling Legislation	22
Statutory Office Holders and Statutory Offices.....	22
Separation of Powers Doctrine.....	23
Strategic Priorities for 2012-13	24

STRATEGIC OUTCOMES AND ACHIEVEMENTS

Developing Safer Communities	26
Developing and Maintaining a Sustainable Organisation	30
Protecting and Promoting the Rights of the Vulnerable and Disadvantaged.....	32
Influencing Responsible Economic and Social Development	33
Enhancing Indigenous Outcomes.....	35
Regional Highlights in 2011-2012.....	36

CORPORATE GOVERNANCE

The Governance Structure	42
The Executive Directors Group	43
Business Planning	44
Subcommittees.....	45
Executive, Corporate and Strategic Services	49
Reviews, Audits and Evaluations.....	50
Professional Standards Unit, Northern Territory Correctional Services	53
<i>Information Act</i>	54
Energy Management	55
CDU/NTG Partnership Agreement	56

OUR PEOPLE

Achievements	60
Profile	60
Organisational Changes and Challenges	65
Learning and Developing our People	66

Performance Management	73	LEGISLATIVE REPORTING	133
Recognition.....	73	INSURANCE REPORTING	135
Health and Wellbeing	73	FINANCIAL OVERVIEW AND STATEMENTS	137
Equal Employment Opportunities and Diversity	75	SUPPLEMENTARY INFORMATION	
Industrial Relations	76	Appendix 1 – Acts administered by the Department of Justice – 2011-12.....	178
Compliance with Employment Instructions.....	76	Appendix 2 – Department of Justice Statutory Bodies and Boards	184
REPORT ON PERFORMANCE		Appendix 3 – Audits and Reviews	188
Solicitor for the Northern Territory.....	83	Appendix 4 – Legislation enacted in 2011-12.....	198
Court Support and Independent Offices	89	Appendix 5 – Department of Justice Regulations made in 2011-12	199
Northern Territory Correctional Services	103	CONTACT INFORMATION.....	201
Policy Coordination.....	109		
Licensing, Regulation and Alcohol Strategy	118		
Youth Justice	127		
NT WorkSafe	129		



Introduction and Overview



The Year in Review: CEO's Message

Throughout 2011-12 the Department of Justice continued to deliver on the government's social reform agenda and strive to make justice relevant for Territorians.

Early in 2011-12 the Department welcomed the Environment Protection Authority. With the addition of the Environment Protection Authority we also gained a reporting responsibility to the Minister for the Environment, bringing the number of Ministers to whom we respond to five.

The Department continued to deliver on the government's legislative reform agenda which saw the introduction of the *Caravan Parks Act*, the *Residential Tenancies Act* and the *Sentencing Act*. The national uniform Work Health and Safety legislation was also introduced in 2011-12 and the team at NT WorkSafe provided extensive information and assistance to organisations across the Northern Territory to achieve the new national standards and targets in work health and safety.

Work continued with our colleagues in Health, Police Fire and Emergency Services, Treasury and Lands and Planning to deliver on the government's alcohol reform program. For the Department, this meant the continued work with communities on Alcohol Management Plans, the rollout of the Banned Drinker Register across the Northern Territory and incorporating the Alcohol Permit Management System in Nhulunbuy and Groote Eylandt to continue to support those community initiatives. Support for the night patrol and return to country services continued, in order to assist people to return to their home communities and contribute to a reduction in antisocial behaviour.

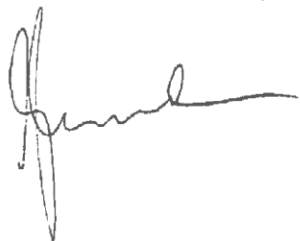
The Youth Justice Review Report recommendations were received and accepted by government in October 2011. As a result, the Youth Justice Unit was immediately established in the Department of Justice to administer services and responses to young people in, or at risk of entering, the youth justice system. Personnel from the departments of Children and Families, Justice, and Police Fire and Emergency Services came together under the new Youth Justice Unit to provide expertise during the initial response to the recommendations.

Significantly, this year also saw the approval of the funding and site for the new Darwin Correctional Precinct to replace the existing Darwin Correctional Centre. Work has commenced on construction of the public private partnership facility that will accommodate 800 prisoners and will also provide a secure mental health and behavioural management facility. In addition to the prison development, NT Correctional Services implemented new community work orders and community work crews.

Robert Jobson, a senior solicitor for the Solicitor for the Northern Territory, was awarded the Chief Minister's Medal. Robert is head of the Criminal Property Forfeiture team, which was acknowledged for setting a national benchmark for reforms and similar schemes. He was recognised as an inspirational leader for many generations of police force recruits, detectives, prosecutors and public service staff in the Territory and I thank him for his continued dedication.

Following the general election in August 2012, the people of the Northern Territory elected a new Country Liberal Party Government which has a significant policy platform in the law and justice area. The portfolio of responsibilities of the Department of Justice will be re-distributed to a number of separate departments. I am confident that the Department's dedicated, talented and committed workforce will continue to professionally deliver on the priorities and policies of the government in their new agencies.

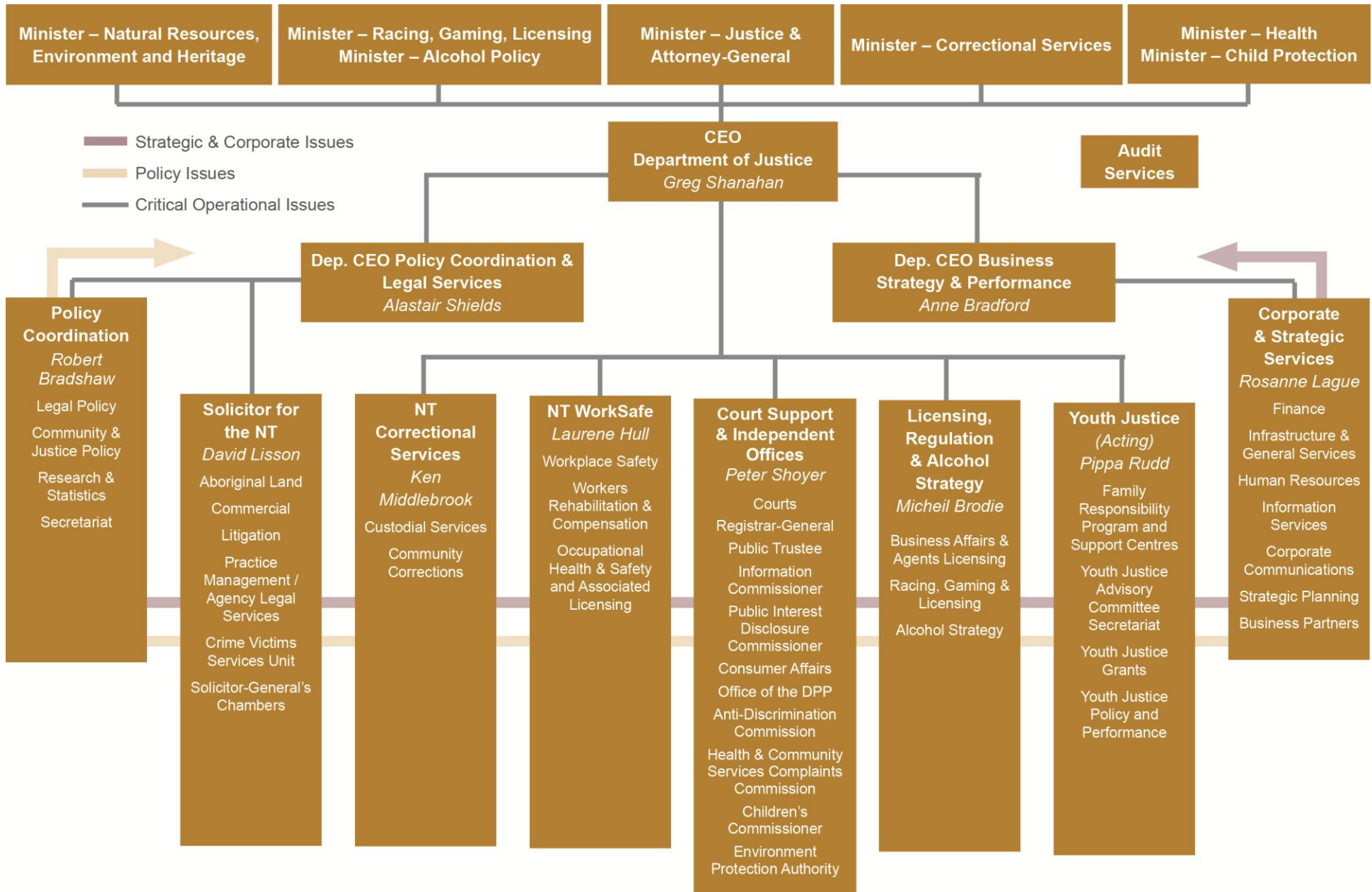
The effort across the Department in 2011-12 has been significant and the achievements outstanding. I would like to thank everyone who has contributed their skills, hard work and commitment across all areas of the Department and the Northern Territory and helped to achieve the significant milestones outlined in this report



Greg Shanahan
Chief Executive Officer
28 September 2012

Introduction and Overview

ORGANISATIONAL STRUCTURE



Output Group (Budget Paper No. 3)	Division Responsible	Outputs (Budget Paper No. 3)
Solicitor for the Northern Territory	Solicitor for the Northern Territory	<ul style="list-style-type: none"> • Solicitor for the Northern Territory
Court Support and Independent Offices	Court Support and Independent Offices	<ul style="list-style-type: none"> • Higher Courts • Lower Courts and Tribunals • Fines Recovery Unit • Independent Offices <ul style="list-style-type: none"> – Registrar-General – Public Trustee – Information Commissioner – Public Interest Disclosures – Consumer Affairs – Anti-Discrimination Commission – Children’s Commissioner – Office of the Director of Public Prosecutions – Health & Community Services Complaints Commission – Environment Protection Authority
Correctional Services	Northern Territory Correctional Services	<ul style="list-style-type: none"> • Custodial Services • Community Corrections • Juvenile Detention
Policy Coordination	Policy Coordination	<ul style="list-style-type: none"> • Community Justice Policy • Legal Policy • Research and Statistics • Community Benefit Fund • Community Justice Grants
Licensing, Regulation and Alcohol Strategy	Licensing, Regulation and Alcohol Strategy	<ul style="list-style-type: none"> • Licensing, Regulation and Alcohol Strategy • Licensing and Regulation Grants • Alcohol Reform Program
Youth Justice Unit	Youth Justice Unit	<ul style="list-style-type: none"> • Youth Justice Unit
WorkSafe	NT WorkSafe	<ul style="list-style-type: none"> • Regulation of Work Health and Safety



Standing (L-R): **Alastair Shields**, Deputy Chief Executive Officer, Policy Coordination and Legal Services
Peter Shoyer, Executive Director, Court Support and Independent Offices
Richard Coates, Director of Public Prosecutions
Ken Middlebrook, Executive Director, Northern Territory Correctional Services
Micheil Brodie, Executive Director, Licensing, Regulation and Alcohol Strategy
Robert Bradshaw, Executive Director, Policy Coordination

Sitting (L-R): **Anne Bradford**, Deputy Chief Executive Officer, Business Strategy and Performance
Greg Shanahan, Chief Executive Officer
Laurene Hull, Executive Director, NT WorkSafe
Pippa Rudd, Acting Executive Director, Youth Justice
Absent: **David Lisson**, Executive Director, Solicitor for the Northern Territory
Ros Lague, Executive Director, Corporate and Strategic Services

JUSTICE EXECUTIVE

Greg Shanahan

CHIEF EXECUTIVE OFFICER

Greg commenced work in the Northern Territory Attorney-General's Department in 1996 as a commercial lawyer. He was appointed Registrar-General in September 1998 and Public Trustee for the Northern Territory in March 1999. Following a review of staffing arrangements in 2002, Greg was appointed Executive Director of Court Support Services and subsequently Deputy Chief Executive Officer, in addition to the aforementioned statutory positions. He was appointed Chief Executive Officer in July 2006. Greg holds a Bachelor of Economics from Flinders University and a Bachelor of Laws from the University of Queensland.

Anne Bradford

DEPUTY CHIEF EXECUTIVE OFFICER Business Strategy and Performance

Anne joined the Department of Justice in July 2008, as the Deputy CEO. Previous appointments were held in Defence, Attorney-General's Department, Health and Aged Care and the Education (Secondary) sector. Anne holds a Master of Education (Professional Practices), a Bachelor of Education (Secondary), a Diploma in Training and Assessment Systems and a Diploma of Management. She is a Graduate

of the Australian Institute of Company Directors, Fellow of the Australian Institute of Management and a chartered member of the Australian Human Resources Institute.

In 2012 Anne was appointed Chair of both NT Procurement Review Boards and a member of the Government Procurement Council. In 2010 she was appointed Chair of the NT Community Benefit Fund and a Commissioner of the NT Legal Aid Commission. In 2006 Anne won the National Telstra Women's Hudson Award for Community and Government and the Northern Territory Telstra Business Woman of the Year award. Anne was awarded the Professional Manager of the Year (Public Sector) for the NT in 2003.

Alastair Shields

DEPUTY CHIEF EXECUTIVE Policy Coordination and Legal Services

Prior to his return to the Department of Justice as the Deputy CEO Policy Coordination and Legal Services in January 2011, Alastair worked for several years as Executive Director, Policy in the Policy Coordination and Implementation Division with the Department of the Chief Minister. Alastair has more than 30 years of public sector experience in the Northern Territory.

His previous positions have included Executive Director, Legal Services and Director, Commercial within the Solicitor for the Northern Territory, Department of Justice. In these roles Alastair was involved in commercial negotiations for major projects such as the AustralAsia Railway and the Darwin City Waterfront Projects. His involvement in these projects was recognised when the Australian Corporate Lawyers Association awarded him the Australian Government Lawyer of the Year Award in 2007.

Robert Bradshaw

EXECUTIVE DIRECTOR Policy Coordination

Robert started with the Department of Law on its establishment on 1 January 1978. At that time he was employed as a Legislative Draftsman with the Commonwealth Attorney-General's Department in Darwin. He subsequently worked in the Department of Law as a commercial lawyer (1978-1985) and has held a number of statutory offices including Registrar-General (1986-1995), Commissioner for Consumer Affairs (1993-1997) and Public Trustee (1996-1997). Since 1997 he has worked in the legal policy Division. Robert has acted as Executive Director, Policy Coordination since April

Introduction and Overview

2010. Robert is also a member of the Agents Licensing Board and the Superannuation Review Board. He holds a Bachelor of Arts (1974) and a Bachelor of Laws (1976) from the University of Sydney.

David Lisson

EXECUTIVE DIRECTOR

Solicitor for the Northern Territory

After a 15-year career as a private barrister and solicitor in British Columbia, Canada, David immigrated with his family to Australia in 1994 where he joined the then Department of Law in Darwin as a senior solicitor in the Litigation Division. He has appeared at all levels of the courts in Australia, including the High Court, and has had conduct of a number of landmark decisions. He became Director of the Litigation Division in early 1998 and has overseen the re-establishment of the capacity of the legal practice to provide a wide range of legal services to government in strategic, sensitive and whole of government issues. He was appointed Executive Director of the Solicitor for the Northern Territory in mid-2007.

Peter Shoyer

EXECUTIVE DIRECTOR

Court Support and Independent Offices

Peter has more than 25 years experience as a lawyer and in public administration. He has worked as a solicitor in private practice, legal adviser to the University of Queensland and in the Office of the Queensland Information Commissioner. Peter was the inaugural Information Commissioner for the Northern Territory from 2003 to 2007, overseeing the implementation of freedom of information and privacy protection laws. He is currently also Public Trustee, Registrar-General and Registrar of Births, Deaths and Marriages for the Northern Territory. He holds a Bachelor of Laws, a Bachelor of Economics and a Master of Laws from the University of Queensland.

Ken Middlebrook

EXECUTIVE DIRECTOR

NT Correctional Services

Ken has 35 years experience in Correctional Services, with 23 of those years in management. His positions have included Superintendent, Chief Superintendent and Assistant Commissioner in New South Wales. Before being appointed as Executive Director

of NT Correctional Services, Ken was NT Correctional Services Director of Operations. In NSW, he had direct involvement with the planning and operational commissioning of the Kempsey and Wellington Coast Correctional Centres, the planning of the South Coast Correctional Centre and the operational commissioning of the Dillwynia Correctional Centre. As regional commander of the north-west region of NSW, he was responsible for 11 correctional centres and introduced a number of initiatives aimed at improving conditions of Indigenous people in custody and their visitors.

Micheil Brodie

EXECUTIVE DIRECTOR

Licensing, Regulation and Alcohol Strategy

Micheil has had an extensive career in the public service having worked at two levels of government and in three jurisdictions. Appointed as Executive Director for Licensing Regulation and Alcohol Strategy in February 2009, Micheil has substantial experience in gambling, alcohol and consumer issues. He has an extensive record of achievement as a public sector manager and has been awarded a Master of Business Administration and an

Executive Master of Public Administration from the Australia New Zealand School of Government.

Laurene Hull EXECUTIVE DIRECTOR NT WorkSafe

Laurene began her career in the Northern Territory in 1981 with the Telstra Corporation, occupying various positions over a 16 year period including senior management roles. She holds a Bachelor of Laws (Hons) and worked in private practice as a solicitor before joining the Northern Territory Government as a policy adviser. She also holds a Diploma in Occupational Health and Safety. Laurene advised the Attorney-General and other Ministers for five years before joining NT WorkSafe in 2008 as the Executive Director.

Laurene was appointed Executive Director during a period of change to the operations of NT WorkSafe, with the amalgamation of three safety regulators (mining, electrical and general) into one organisation and the introduction of the *Workplace Health and Safety Act* – the first significant change in occupational health and safety legislation in the Northern Territory since 1986. Laurene has actively participated as the NT member of Safe Work Australia, in the national projects to harmonise Work Health and Safety Laws and Workers Compensation laws and the

development of the National Work Health and Safety Strategy 2012-2022.

Laurene holds the statutory positions of *Work Health Authority (Workplace Health and Safety Act)* and *Workers Rehabilitation and Compensation Act*, *Electrical Safety Regulator (Electricity Reform Act)*, *Competent Authority (Transport of Dangerous Goods by Road and Rail (National Uniform Legislation) Act)* and *Chief Inspector (Radioactive Ores and Concentrates (Packaging and Transport) Act)*.

Ros Lague EXECUTIVE DIRECTOR Corporate and Strategic Services

Ros commenced as the Director of Corporate and Strategic Services (CaSS) in May 2009, with the role changing to Executive Director CaSS in October 2010. She joined the Department after 21 years working for the Commonwealth Government in the Northern Territory in a range of roles. This included roles with the Federal Court, Family Court and Administrative Appeals Tribunal, in aged care, disability services and community programs with Health and Family Services and more recently the Department of Families and Children's Services (before it became the Department of Families, Housing, Community Services and Indigenous Affairs). Her final role before joining the Department was as the Regional Contracts Manager, then Manager

Technical Services, with Defence Support Group.

Pippa Rudd A/EXECUTIVE DIRECTOR Youth Justice

Pippa has made the Northern Territory her home for the last fifteen years, working in the Northern Territory Public Sector for most of this time. Over the years, she has held a variety of social policy positions including leadership roles in women's policy, community safety and correctional services. During her time with the Department of Justice, Pippa has held a number of senior roles including Director, Crimes Victims Services Unit; Director, Community Justice Policy; and Deputy Director, Northern Territory Correctional Services.

From 2010 to 2011 she moved to the Department of Children and Families as Senior Director, Strategic Reform and Accountability to lead the implementation of recommendations arising from the Board of Inquiry into the Child Protection System in the Northern Territory.

In late 2011, following a review of the youth justice system, Pippa became Acting Director of the new Youth Justice Unit and responsible for implementation of the review recommendations. Pippa holds a Bachelor of Arts and a Bachelor of Law (Hons).

STRATEGIC PLANNING FRAMEWORK

The Department of Justice's strategic plan sets its strategic direction and outcomes for 2009-2012. The Department's central goal, 'Making Justice Relevant', underpins every component of the strategic plan.

The plan is built around five strategic directions:

- developing safer communities;
- developing and maintaining a sustainable organisation;
- protecting and promoting the rights of the vulnerable and disadvantaged;
- influencing responsible economic and social development; and
- enhancing Indigenous outcomes.

Success indicators are aligned to each of the strategic directions. Divisional business plans are structured to capture the Division's priorities which progress the Department's strategic directions and ensure success indicators are met.

The Department undertook a mid-term review of the strategic plan in 2010 to ensure it continued to align with Northern Territory Government priorities and to refine success indicators so they would continue to support the Department's key strategic objectives.

THE DEPARTMENT'S STRATEGIC PLAN 2009-12

VISION

A safe, fair and thriving Northern Territory.

MISSION

Foster relevant and accessible justice and regulatory systems that contribute to community wellbeing and sustainability.

OUR CORE BUSINESS

- To provide advice to government on justice-related issues;
- To develop, coordinate, implement and evaluate government policy; and
- To manage programs and projects that develop, support and protect the community.

OUR VALUES

Integrity – Act ethically, openly, honestly, fairly and with accountability.

Courage – Provide robust advice and lead confidently.

Respect – Listen to and value different backgrounds, perspectives, ideas and contributions.

Professional Excellence – Represent positively the Department and the Northern Territory Government.

Commitment – Strive to achieve the Department's strategic directions.

OUR STRATEGIC THEMES

The following strategic themes underpin the Justice portfolio:

1. Strong partnerships and coordinated responses.
2. Improved services to remote and regional areas.
3. Program delivery to meet government priorities and services that are matched to community needs.
4. Provide inspired guidance for government policy development, implementation and decision making.
5. Improved community understanding of the justice system, services and individual rights and obligations.

OUR STRATEGIC DIRECTIONS

Under the *2009-12 Strategic Plan*, the Department of Justice will strive to make justice relevant through:

- developing safer communities;
- developing and maintaining a sustainable organisation;
- protecting and promoting the rights of the vulnerable and disadvantaged;
- influencing responsible economic and social development; and
- enhancing Indigenous outcomes.

OUR SUCCESS INDICATORS

Developing safer communities

- Reduction in offences
- Reduction in recidivism
- Reduction in workplace injuries

Introduction and Overview

- Improved prosecution success rates
- Reduction in alcohol-related harm and anti-social behaviour
- Increased delivery of culturally appropriate programs, mediation and advocacy
- Increased community awareness and engagement about public safety

Developing and maintaining a sustainable organisation

- Lower harmful ecological impact by the Department
- An intergenerational, diverse, skilled and engaged workforce is attracted and retained
- Government and the community value the Department's services
- Increased collaboration and cooperation within the Department, Government and community

Protecting and promoting the rights of the vulnerable and disadvantaged

- Increase in industry regulatory compliance
- Enhanced understanding of legal rights and obligations

Influencing responsible economic and social development

- Increase workplace safety standards and compliance
- Increased Departmental activity in the 20 Growth Towns
- Successful implementation of Seamless National Economy reforms
- Contribute to major projects

Enhancing Indigenous outcomes

- Programs are aligned to support skill development and employability for Indigenous people
- Reduction in rates of Indigenous offending
- Increased community engagement
- Enhanced understanding of legal rights and obligations
- Increased delivery of culturally appropriate programs and advice

Our Vision

A safe, fair, and thriving Northern Territory.

Our Mission

Foster relevant and accessible justice and regulatory systems that contribute to community wellbeing and sustainability.

Our Core Business

- Provide advice to Government on justice related issues.
- Develop, coordinate, implement and evaluate Government policy.
- Manage programs and projects that develop, support and protect the community.

Our Values

Integrity

Act ethically, openly, honestly, fairly and with accountability.

Courage

Provide robust advice and lead confidently.

Respect

Listen to and value different backgrounds, perspectives, ideas, and contributions.

Professional Excellence

Represent positively the Department and the Northern Territory Government.

Commitment

Strive to achieve the Department's strategic directions.



- Reduction in offences
- Reduction in recidivism
- Reduction in workplace injuries
- Improved prosecution success rates
- Reduction in alcohol related harm and anti social behaviour
- Increased delivery of culturally appropriate programs, mediation and advocacy
- Increased community awareness and engagement about public safety

- Lower harmful ecological impact by the Department
- An intergenerational, diverse, skilled and engaged workforce is attracted and retained
- Government and the community value the Department's services
- Increased collaboration and cooperation within the Department, Government and community

- Increase in industry regulatory compliance
- Enhanced understanding of legal rights and obligations

- Increase workplace safety standards and compliance
- Increased Departmental activity in the 20 Growth Towns
- Successful implementation of Seamless National Economy reforms
- Contribute to major projects

- Programs are aligned to support skill development and employability for Indigenous people
- Reduction in rates of Indigenous offending
- Increased community engagement
- Enhanced understanding of legal rights and obligations
- Increased delivery of culturally appropriate programs and advice

Our Strategic Themes

The strategic themes underpin the Justice portfolio.

Our themes are:

1. Strong partnerships and coordinated responses.
2. Improved services to remote and regional areas.
3. Program delivery to meet Government priorities and services that are matched to community needs.
4. Provide inspired guidance for Government policy development, implementation and decision making.
5. Improved community understanding of the justice system, services and individual rights and obligations.



ENABLING LEGISLATION

The Administrative Arrangements Order of 1 January 2012 (the relevant order as at 30 June 2012) gave the Minister for Justice and Attorney-General, Minister for Racing, Gaming and Licensing, Minister for Alcohol Policy, Minister for Correctional Services, Minister for Natural Resources, Environment and Heritage, Minister for Health and Minister for Child Protection responsibility for administering more than 180 Acts of the Northern Territory through the Department of Justice. A full list of the legislation administered by the Department in 2011-12 is at Appendix 1.

A list summarising the statutory bodies and boards for which the Department was principally responsible is provided at Appendix 2.

Details of offices and office holders for which the Department had financial responsibility are set out below.

STATUTORY OFFICE HOLDERS AND STATUTORY OFFICES

A number of statutory offices came under the umbrella of the Department of Justice and are included in the output structure for the purposes of funding and reporting on performance against the approved agency budget. While the output structure and this report refer to the activities of statutory office holders, it should be noted that their independence is maintained by their respective Acts.

A number of the statutory office holders are:

- the Director of Public Prosecutions, who acts independently and reports separately to the Attorney-General pursuant to section 33 of the *Director of Public Prosecutions Act*;
- the Lands, Planning and Mining Tribunal Chairperson, who reports separately to the Minister for Justice and Attorney-General pursuant to section 38 of the *Lands, Planning and Mining Tribunal Act*;
- the President of the Mental Health Review Tribunal, who reports separately to the Minister for Justice and Attorney-General pursuant to section 140 of the *Mental Health and Related Services Act*;
- the Anti-Discrimination Commissioner, who reports separately to the Minister for Justice and Attorney-General pursuant to section 16 of the *Anti-Discrimination Act*;
- the Information Commissioner, who reports separately to the Minister for Justice and Attorney-General pursuant to section 98 of the *Information Act*;
- the Commissioner for Public Interest Disclosures, who reports separately to the Minister for Justice and Attorney-General pursuant to section 48 of the *Public Interest Disclosure Act*;
- the Commissioner for Consumer Affairs, who reports separately to the Minister for Justice and Attorney-General pursuant to section 12 of the *Consumer Affairs and Fair Trading Act*;
- the Public Trustee, who reports separately to the Minister for Justice and Attorney-General pursuant to section 18 of the *Public Trustee Act*;
- the Work Health Authority, which acts independently and reports separately to the Minister for Justice and Attorney-General pursuant to section 10 of the *Workplace Health and Safety Act* and section 7 of the *Workers Rehabilitation and Compensation Act*;
- the Solicitor-General, appointed pursuant to the *Law Officers Act*, who is a separate, independent source of legal advice for the Attorney-General;

- the Electrical Safety Regulator, who reports separately to the Minister for Justice and Attorney-General pursuant to section 12 of the *Electricity Reform Act*;
- the Licensing Commissioner, who, pursuant to section 21(1) of the *Northern Territory Licensing Commission Act*, reports separately to the Minister for Racing, Gaming and Licensing on the operations of the commission during the year under each Act that confers powers or imposes functions on it;
- the Chairman of the Racing Commission who is appointed pursuant to section 7(1)(a) of the *Racing and Betting Act*;
- the Parole Board which, pursuant to section 3H of the *Parole of Prisoners Act*, reports separately to the Minister for Correctional Services;
- the Commissioner for Health and Community Services Complaints, who reports separately to the Minister for Health pursuant to section 19 of the *Health and Community Services Complaints Act*;
- the Children's Commissioner, who reports separately to the Minister for Child Protection pursuant to section 278 of the *Care and Protection of Children Act*;
- the Environment Protection Authority which reports separately to the Minister for Natural Resources, Environment and Heritage pursuant to section 22 of the *Environment Protection Authority Act*; and
- the Alcohol and other Drugs Tribunal Chairperson, who reports separately to the Minister for Justice and Attorney-General pursuant to section 71 of the *Alcohol Reform (Prevention of Alcohol-related Crime and Substance Misuse) Act*.

This list is not exhaustive.

The Registrar-General, who is appointed pursuant to the *Registration Act*, and the Registrar of Births, Deaths and Marriages, who is appointed pursuant to the *Births, Deaths and Marriages Registration Act*, are also referred to in this report.

SEPARATION OF POWERS DOCTRINE

By virtue of the doctrine of the separation of powers, the judiciary is independent of the executive arm of government. Judges and magistrates exercise their powers independently and are not employees of the Department of Justice or the NT Public Sector.

STRATEGIC PRIORITIES FOR 2012-13

Following the change of Government in August 2012, there has been a reallocation of the portfolio responsibilities of the Department of Justice to a number of new departments. Those departments will develop strategic priorities for 2012-13 and beyond, in order to achieve the new Government's priorities.

Strategic Outcomes and Achievements



Strategic Outcomes and Achievements

This section highlights achievements against the Department's Strategic Plan. Strategic achievements and outcomes have been summarised under the most appropriate strategic direction.

For further detailed achievements, refer to the Divisional achievements contained in the Report on Performance section.

DevelOPing SAFeR CommuniTies

Major legislation was developed in accordance with the Government's legislative program

legislation	Summary of legislative outcomes
Commencement of Section 16 and Part 3 of the <i>Alcohol Reform (Prevention of Alcohol-related Crime and Substance Misuse) Act 2011</i>	Aimed to reduce access to alcohol for people who have demonstrated problem behaviour as a result of their drinking and to encourage or direct those people to seek treatment. Commenced on 1 november 2011 and 1 January 2012.
enactment of the <i>Evidence (National Uniform Legislation) Act 2011</i>	Put in place a new statutory law of evidence that will replace the current common law and statute law. The Act commenced on 15 november 2011.
Commencement of the <i>Serious Crime Control Act 2011</i>	Followed amendments to the <i>Serious Crime Control Amendment Act 2011</i> to ensure the Act is compatible with principles laid down by the High Court Serious Crime Control Regulations. The Act commenced on 1 December 2011.
Commencement of the <i>Fines and Penalties (Recovery) Act 2011</i>	improved the Fines Recovery unit's ability to operate effectively. The Act commenced on 1 march 2012.

Legislation	Summary of legislative outcomes
Commencement of the <i>Penalties Amendment (Chief Minister's and Other Portfolios) Act 2011</i> and the <i>Penalties Amendment (Children and Families, Health and Primary Industry, Fisheries and Resources) Act 2011</i>	Provided for a 15% increase in monetary penalties and expression of most monetary penalties in penalty units for a wide range of legislation across many portfolios. A final Bill to complete this process across all portfolios is expected to be introduced in 2012-13. Commenced on 21 September 2011.
Commencement of various omnibus-type Bills: the <i>Justice and Other Legislation Amendment Act 2011</i> , the <i>Statute Law Revision Act 2011</i> and the <i>Criminal Justice Legislation Amendment Act 2011</i>	made minor amendments to various pieces of northern Territory legislation. The Acts commenced on 21 September and 15 February 2012.
enactment of the <i>Justice (Corrections) and Other Legislation Amendment Act 2012</i>	introduced two new community-based sentencing options, a non-custodial order called a Community Based Order, and a custodial order called a Community Custody Order.
Commencement of the <i>Personal Property Securities (National Uniform Legislation) Act 2010</i>	Provided for the implementation of a national system of registration of personal property securities, and for related purposes. The Act commenced on 30 January 2012.

- Supported the review of the youth justice system and the final report, including recommendations to government.
- Consulted across government and with the non-government sector to inform development of the Youth Justice Strategy.
- Consulted across government and with the non-government sector to shape the development of a new integrated case management approach to young people in or at risk of entering the youth justice system, as recommended by the Youth Justice Review.
- Contributed to the Public Safety model through funding intervention and Case management Services in Darwin, Katherine and Alice Springs, including the Darwin and Palmerston Area night Patrol and Return to Country services.
- Conducted community education to raise community awareness of the Australian classification system on film and literature and the harmful impact of pornography and cyber-bullying.
- in 2011-12, \$2,198,310 in assets was forfeited under the *Criminal Property Forfeiture Act*. Of this, the Public Trustee paid \$719,000 to Consolidated Revenue from realisation of property forfeited under the Act. The object of the Act is to target the proceeds of crime to prevent the unjust enrichment of people involved in criminal activities. Since the Act commenced in 2006, all assets forfeited in the Supreme Court have been as a result of serious drug offending, with criminal penalties ranging between seven to 25 years' imprisonment.
- inmates at the Darwin and Alice Springs Correctional Centre (ASCC) participated in QuickSmart, an Australian first educational program to equip them with skills vital to gaining meaningful employment on their release. QuickSmart instruction was tailored to individual learning levels and designed to strengthen students' recall of basic number facts and mathematical problem solving. ASCC trained a total of five inmates as tutors, with two of these being Indigenous.
- The Barkly Work Camp was officially opened in September 2011.
- In October 2011, the design, construction, finance and maintenance of the new Darwin Correctional Precinct was approved to replace the existing Darwin Correctional Centre. In December 2011, the Development Consent Authority approved full development of the project which allowed site clearing for construction and erection of the precinct fence. Building construction activity started in April 2012 and will continue to June 2014. The precinct is located on a green-field site at Holtze approximately 29km by road from the Darwin Central Business District.
- The Batchelor Institute of Indigenous Tertiary Education was engaged to construct five alcohol and other drug treatment beds at venndale Rehabilitation Facility, Katherine. Ten inmates from Darwin Correctional Centre assisted with construction as trainees while undertaking Certificates I, II and III Construction and Certificate II in Civil Construction, Resources and infrastructure.
- The Post Release House in Tennant Creek opened on 7 January 2012 to provide accommodation for inmates who had served their full term sentence and did not have accommodation immediately available upon their release from custody. The house also provided additional support through monitoring and mentoring to help inmates transition back into the community. The support provided aimed to reduce inmates' risk of re-offending after release from prison.

Strategic Outcomes and Achievements

- Coordinated and participated in stakeholder forums, Safe Work Week, presented at stakeholder events and made inspectors available to attend schools and other education events.
- Contributed to the Enough is Enough alcohol reforms:
 - established the SmART (Substance misuse Assessment and Referral for Treatment) Court to deal with offenders with a serious history of substance misuse;
 - established the Alcohol and Other Drugs Tribunal to assess people who misused alcohol or drugs, whether or not they are offenders, and to impose alcohol bans and order them to undertake treatment where appropriate; and
 - set up additional Births, Deaths and Marriages offices in cooperation with the motor vehicle Registry and Courts, and offering a certificate fee waiver period in order to help Territorians obtain recognised, government-issued photo iD to purchase take away alcohol.
- Hearings at 29 circuit court venues, resulting in 3576 lodgements, were conducted throughout the Territory.
- The Anti Discrimination Commission:
 - Placed talking posters describing the Anti-Discrimination Commission and the Community visitors Program services in each Territory growth Town;
 - Developed a new *Fair Go at Work Training Package* to provide training for qualified and/or experienced trainers to deliver in-house training about discrimination in the workplace under the *Anti-Discrimination Act*.

- made changes to the *Liquor Act* to formally legislate against the transportation of alcohol into a restricted area by an entity operating under a northern Territory licensing Commission issued liquor licence. Under the changes, significantly heavier penalties apply if a licensee or their staff operate outside their license conditions, ie operating outside trading hours, or providing alcohol to a non-permit holder.
- The Community Justice Centre provided 151 mediations in 2011-12. The service was provided to help people in the community to resolve their own disputes without legal action. The Centre has achieved year on year increases in the number of mediations provided since 2008:

Year (to 30 June)	Mediations Provided
2008-09	101
2009-10	131
2010-11	144
2011-12	151

- Throughout the year 18 Alcohol management Plans (AmPs) were under development and 25 AmPs were completed, and activities under the plans commenced in regional centres, remote communities and town camps.
- liquor Accords amongst licensees in Katherine and Jabiru were developed. Accords in Alice Springs and Tennant Creek were continued to reduce alcohol harms on premises and to ban problem drinkers across liquor outlets.

- Following extensive consultation, implemented a 'grog Running' information campaign with nT Police in remote communities throughout the Territory, including 30 schools. The campaign increased information on the illegal trafficking and supply of alcohol in restricted communities, penalties, alcohol-related harms, and use of the Crime Stoppers Police number for reporting.
- The east Arnhem Alcohol management System, including the permit system, was evaluated by Menzies School of Health Research. The evaluation found that the permit system achieved sustained reductions in alcohol related harms, including a 34 percent reduction in poured alcohol consumption from the time that the permits system was put in place until the end of March 2010.
- Provided a grant of \$250,000 to the Australian Drug Foundation to deliver the 'Good Sports Program'. This program involves working with sporting clubs in the northern Territory to promote the responsible service of alcohol and a change in the culture of drinking in sporting clubs.
- managed gambling harm reduction and community grant programs funded through levies on electronic gaming machines, including a program that delivered gambling amelioration education and awareness in remote communities.
- Participated in gambling research and policy forums to inform the development of northern Territory gambling policy and programs.
- Managed the Community Benefit Fund and associated secretariat support for its committee.
- Provided over \$2.5 million in grants to key organisations and service providers to enhance the delivery of regional alcohol management planning and alcohol education awareness campaigns throughout the Territory.

DEVELOPING AND MAINTAINING A

SUSTAINABLE ORGANISATION

- Developed an environmental management System and commenced its implementation in 2011-12. This included development of Carbonview, a system that will allow the Department to view its carbon usage patterns over time.
- implemented the green Fleet Policy to ensure vehicles used for operational purposes were selected from a range of vehicles with the lowest greenhouse emissions available at the time of supply.
- On 30 June 2012, the Department had 1426 full time equivalent staff across a range of employment streams. Fifty percent of employees were women, six percent identified as Indigenous, and the average age was 41. The Department actively supported equal employment practices and celebrated diversity in the workplace.
- All divisions completed high level business plans for 2012-13, identifying priorities aligned to the Department's strategic directions to achieve corresponding success indicators and deliver outcomes.
- managed facilities, relocations and staff changes associated with key government initiatives and *Administrative Arrangements Order* changes.
- Responded to changes and new requirements under the *Public Sector Employment and Management Act*.
- implemented the national Partnership Agreement on legal Assistance Services, which brings with it a significantly increased role for the Department in coordinating the obligations of the nT government and the Territory's legal assistance sector. Two Territory-wide service provider forums were conducted in October 2011 and may 2012.
- Commissioned a review of the operations of the nT legal Aid Commission (jointly with the Commonwealth) to provide an objective picture of the organisation's capacity to deliver efficient and effective legal assistance services.
- Provided data and analytical services to support an evidence-based approach to the development and evaluation of justice-related legislation and policy, community safety planning, alcohol management plans and alcohol supply restrictions.
- Facilitated focus groups on current and emerging areas of law such as employment, mining, procurement, and resources, environment and land.
- expanded the graduate law clerk program from 12 months to 24 months to provide greater exposure and experience through extended rotations to various areas of the Department.
- Upgraded court facilities:
 - installed Public Access Display Systems – electronic court lists, for the Darwin and Alice Springs magistrates Court;
 - upgraded docks at the Darwin magistrates Court;
 - finalised security CCTV installation at the Darwin Magistrates Court;
 - installed new videoconferencing equipment in:
 - three courts at the Darwin Supreme Court;
 - Court 1 of the Darwin magistrates Court;
 - Courts 1 and 3 at the Alice Springs law Courts.
- Cleared over 3000 historical matters pending in the magistrates Court in partnership with the nT Police.

- Births, Deaths and Marriages:
 - developed or advanced arrangements with Territory, interstate and national bodies to promote research and identity security, such as the Australian Bureau of Statistics, SANT Datalink and the national Document Verification Service;
 - established a cooperative arrangement with the Katherine Court for the issue of Birth, Death, Marriage and Change of name certificates in Katherine.
- Facilitated the transfer of the environment Protection Authority to the Department in July 2011 to advance its role of providing independent advice on ecologically sustainable development to government and the community.
- Conducted ongoing industry liaison, legislation implementation information, and investigation of activities to influence appropriate commercial conduct provided by Senior Compliance Officers across all regions.
- Supported 17 Senior Compliance Officers to complete the nationally accredited Certificate IV Investigation course conducted by Charles Darwin university.
- implemented the licensing, Regulation and Alcohol Strategy enforcement Policy through extensive industry and stakeholder consultation. The policy was used for all compliance-related matters and was recognised by peak industry bodies. The policy's aim was to enhance compliance-related activities and industry understanding of factors that impact on compliance failures.
- Deployed scanning systems to utilise checks against the Banned Drinker Register at point of sale in 197 premises across the Territory through collaboration and support to licensees and staff in the liquor industry.
- established a cross-agency Performance monitoring and Program learning group under the *Enough is Enough* program, which consisted of members from the Department of Justice (including SMART Court and AOD Tribunal), Department of Health and NT Police.
- Transferred business registration name data for over 18,000 businesses to the Australian Securities and investments Commission (ASIC) as part of the Australian government's national Seamless economy reforms. The new system gives ASIC responsibility for registering, renewing and administering business names for all Australian businesses.

PROTECTING AND PROMOTING THE RIGHTS OF THE VULNERABLE AND DISADVANTAGED

- Funded and evaluated services that provided access to justice and legal advice, including the nT legal Aid Commission, domestic violence and tenancy legal services.
- Commenced the integrated Response to Family and Domestic violence project under the Alice Springs Transformation Plan through securing its funding of \$3.26 million. The project was developed with an aim to reduce family violence and make homes, families and communities safer in Alice Springs.
- Consulted with local government, business groups and victims representatives to ensure the Youth Justice Strategy reflected and responded to the needs of victims of youth offending.
- Continued development of cooperative relationships with indigenous legal representatives and other advocacy groups to ensure understanding of the intent and processes of the victims of Crime Compensation Scheme.
- Provided 74 people on the victims Register with regular advice about the offender for whom they were registered. information related to the offenders' conditions of sentence, parole and/or other supervision by Correctional Services.
- The SFnT provided lawyer delegates to hear residential tenancy cases on behalf of the Commissioner of Tenancies.
- Introduced significant amendments to the *Workers Rehabilitation and Compensation Act*, which reflected the government's commitment to ensuring the fair and effective operation of the northern Territory Workers Compensation Scheme, while balancing the interests of all stakeholders.
- The licensing Commission heard a total of seven liquor complaints. As a result three licensees had their licenses suspended, three were given reprimands, and one was given a monetary fine.
- Supported the enforcement of alcohol free major events targeted at children and adolescents through collaboration with organisations, sporting groups, industry and sponsors.
- Provided free access to government issued photo identity documents for a period of three months to ensure people who were not banned from drinking were able to purchase alcohol as per usual.
- implemented the *Liquor Act* amendments including creation of Designated Areas, and liquor Accords to address liquor related issues such as responsible service and promotion of alcohol, dealing with minors entering licensed premises, and the use of false identification.
- Contributed funding toward the Australian gambling Help Online website in conjunction with other jurisdictions to increase the range of resources and services available to respond to gambling issues.
- introduced new legislation to facilitate self-referral for persons misusing alcohol, or who wished to remove their capacity to purchase takeaway alcohol.
- Developed culturally appropriate materials to promote health and Alcohol and Other Drugs Tribunal service delivery through regions including Katherine, Alice Springs and east Arnhem.

INFLUENCING RESPONSIBLE ECONOMIC AND SOCIAL DEVELOPMENT

Major legislation was developed in accordance with the government's legislative program.

Legislation	Summary of legislative outcomes
Commencement of the <i>Caravan Parks Act 2012</i>	Set the legal framework that governs the rights and obligations of residents and caravan park operators in the northern Territory. The Act commenced on 1 may 2012.
The national Occupational Health and Safety Scheme (including the <i>Work Health Administration Act 2011</i> , the <i>Work Health and Safety (National Uniform Legislation) Act 2011</i> and the <i>Work Health and Safety (National Uniform Legislation) Implementation Act 2011</i>)	established a nationally consistent approach to work health and safety. The new laws commenced on 1 January 2012.

- provided executive support to the Community Safety Working group's monthly meetings. Provided strategic oversight and coordination in the development of Community Safety Plans in eight identified northern Territory growth Towns, including the development of standardised templates to assist communities to address community safety issues.
- implemented and developed an evaluation framework for the Cross Border Justice Scheme, which promoted access to justice in the

cross border region of the northern Territory, South Australia and Western Australia.

- engaged the Central Australian Aboriginal legal Aid Service and nTCOSS as consultants to the Youth Justice unit to ensure the direct input and involvement of non-government organisations in the implementation of recommendations of the Youth Justice Review.
- Developed new administrative and agency arrangements for youth justice services with the view that by 1 march 2013, one minister will assume responsibility for all relevant parts of the *Youth Justice Act*. This will include the Family Responsibility Program and centres, the Youth Justice Advisory Committee, juvenile detention and juvenile community corrections functions.
- The SFNT represented the northern Territory in a wide range of leading cases at all levels of the courts, including the High Court. it provided strategic commercial legal advice in respect of a number of major infrastructure projects and worked to resolve numerous outstanding, but vital, native title and Aboriginal land claims, while also managing the conduct of selected litigation and commercial matters by private legal practitioners.
- The SFNT provided extensive legal, policy, commercial and strategic advice on whole of government and sensitive matters, and drafted and negotiated complex documentation in respect to over 12 major projects.
- Continued to participate in the development of national Model Work Health and Safety (WHS) laws for mining in accordance with the Council of Australian governments Seamless national economy reform project and pursuant to an intergovernmental agreement.

Strategic Outcomes and Achievements

- Developed over 12 First Stage Codes of Practice to provide guidance on various WHS matters and increase workplace safety standards and compliance.
- Conducted more than 100 awareness sessions for industry regarding the model WHS laws.
- Undertook consultation on the draft national model WHS laws, including public forums in major centres and briefings to industry groups, peak bodies and many nT government agencies. Approximately 2,000 individuals attended an nT WorkSafe information session about the national model WHS laws.
- produced a comprehensive range of Information Bulletins providing practical guidance on workplace health and safety and workers compensation, which were made available on the nT WorkSafe website.
- The Land Titles Office continued to participate in the development of the national electronic conveyancing system, which advanced with the establishment of the Australian Registrar's national electronic Conveyancing Council and publication of a draft *Electronic Conveyancing National Law*, model participation rules and model operating requirements.
- participated in national working groups to address match fixing in sport, implement gaming reforms, improve security industry, debt collection and property agents' codes of conduct harmonisation.
- implemented changes to the *Tobacco Control Act* on 2 January 2012.
- implemented the second stage of tobacco regulation through the revised fee structure and annual renewal of licenses. A total of 94 tobacco retail licenses were issued.
- Ongoing deployment of staff to Territory growth Towns to facilitate liaison, consultation and delivery of alcohol management and compliance activities.
- established baseline information and research to provide for the short and long term evaluation of the Alcohol Reform program through collaboration with Menzies School of Health Research, Curtin university and Turning Point Consultants.

ENHANCING INDIGENOUS OUTCOMES

- Two indigenous Cadetship placements for the four year duration of a law degree continued to be supported, which also includes study and work placements in Solicitor for the NT.
- Six indigenous Territorians completed the inaugural Pre-Prison Officer in Training program conducted by the Department of Business and Employment on 23 March 2012. Five of the graduates also successfully completed the Department's Prison Officer in Training program and were employed at the Darwin Correctional Centre. The sixth graduate was employed at the Don Dale Juvenile Detention Centre.
- Developed a series of resources including a DVD, comic strip and brochure, which use a story telling approach and the theme of 'A Better Way' to break the cycle of violence. The comic strip and DVD were developed in four languages (English, Arrernte, Kriol and Yolngu Matha).
- Births, Deaths and Marriages entered into additional arrangements to provide identity information, birth certificates and changes of name to support programs designed to assist indigenous Territorians.
- liquor Accords were established in regional centres to complement the *Liquor Act* and implement a range of strategies to reduce harmful effects of alcohol such as targeting low price and high alcohol volume products.
- Forty-three Alcohol management Plans were developed, enhanced and managed in remote communities, town camps and regional centres in consultation with the local communities and non-government organisations.
- indigenous Territorians were represented in decision making activities to ensure culturally appropriate policy and program development and public awareness campaign content.
- Alcohol and Other Drugs Tribunal and SMART Court hearings were held in regional and remote areas of the Territory, providing clients access without having to travel or leave support networks in home communities.
- Research in identified priority areas under Closing the gap and Tertiary education Partnerships with Charles Darwin university was facilitated.
- The SFNT continued to actively pursue the Aboriginal land Tenure Reform aspects of the nT government's Territory growth Town Strategy. measures under the strategy were aimed to facilitate tenure reform on Aboriginal land and contribute to the economic development opportunities for indigenous Territorians.
- A new indigenous employment and Career Development Strategy for 2012-2014 was prepared. The Department had an established indigenous Reference group and a dedicated indigenous Employment Officer to facilitate the strategy.
- On 30 June 2012 the three year program for the delivery of governance training and transition support of Community Stores in remote indigenous communities to the *Corporations (Aboriginal and Torres Strait Islanders) Act* concluded. The program successfully provided on-site, face to face training and discussion to support board members of 21 Community Stores in their understanding of legislative reporting, board member governance requirements and sustainable organisational operations through targeted financial and legislative literacy.

Strategic Outcomes and Achievements

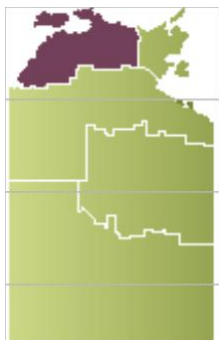
REGIONAL HIGHLIGHTS 2011-12

DARWIN, PALMERSTON AND TOP END RURAL

- liquor Accords for Darwin and Casuarina were supported to assist in reducing alcohol related misuse and its associated harms.
- Electronic identification systems were installed in licensed premises in Designated Areas in support of liquor Accords.
- The Banned Drinker Register (BDR) and electronic scanning devices were installed and operational in all Darwin, Palmerston and rural take away liquor outlets on 1 July 2011. The system upholds court and treatment orders and other alcohol bans at the point of sale, preventing the purchase of takeaway alcohol.
- The Darwin and Palmerston Central Business Districts were declared Designated Areas, allowing police to issue banning notices for specified offences.

KATHERINE

- Wurli-Wurlinjang Health Services was provided with grant funding of \$500,000 to pilot a regional coordinated care/case management project to support people placed on orders by the Alcohol and other Drugs Tribunal.

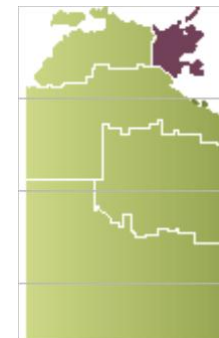


- Menzies School of Health Research and the northern institute received funding of \$200,000 to redevelop and implement the Katherine Alcohol management Plan.
- licensees in Katherine signed off on a liquor Accord targeted at reducing alcohol related harms in liquor outlets in Katherine.

- Staff worked closely with communities across the Katherine region to support, build capacity and develop Alcohol management Plans (AMPs). The Jilkminggan community signed off on a redeveloped AMP.
- established a cooperative arrangement with the Katherine Court enabling Birth, Death, Marriage and Change of name certificates to be issued in Katherine.
- The Bachelor Institute of Indigenous Tertiary Education was engaged to construct five alcohol and other drug treatment beds at venndale Rehabilitation Facility, Katherine. Ten inmates from Darwin Correctional Centre assisted with the construction as trainees while undertaking Certificates I, II and III Construction and Certificate II Civil Construction, Resources and infrastructure..

ARNHEM

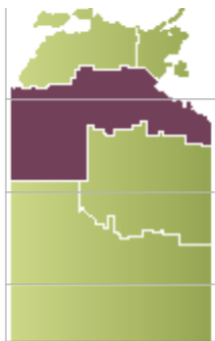
- Two licensing, Regulation and Alcohol Strategy staff were based in nhulunbuy providing permit management, alcohol management planning and community consultation services to the east Arnhem region, including groote eylandt.
- licensing inspectors regularly attended the Arnhem region to provide compliance advice, checks and community engagement support.
- An Alcohol Permit management System was developed and implemented in nhulunbuy and groote eylandt in June 2012 to provide continued liquor permit management in conjunction with the BDR deployment to East Arnhem.



- The Maningrida community signed off on a significantly expanded AMP and a new alcohol supply plan. Bawinanga Aboriginal Association was provided with a grant payment of \$200,000 to employ two part time community members over two years to provide community education and awareness on safe drinking, the permit system and to lead community initiatives in the AmP.
- Assisted the gunbalanya community to complete a new AmP.

BARKLY

- A Senior Compliance Officer based in Tennant Creek provided information and timely and targeted compliance activities with regional licensees.
- Alcohol Strategy staff worked with communities in the Barkly region to develop and implement AmPs, including Tennant Creek, Ali Curung and Elliott.
- The Ali Curung community signed off on a new AmP.
- Julalikari Aboriginal Corporation received a grant of \$200,000 and employed a local person (through the Council of elders and Respected Persons) to undertake community engagement, and implement recommendations from the Menzies School of Health Research's evaluation of the Tennant Creek AmP.

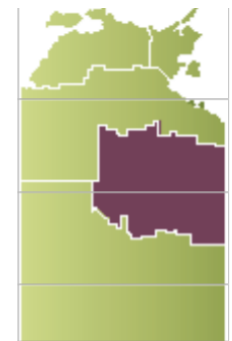


- Anyinginyi Health Service and the Council of elders and Respected Persons were provided with a grant of \$500,000 (over two years) to provide community education and leadership on safe drinking and strong culture, with a particular focus on young people. This initiative supported AmPs in Tennant Creek, Ali Curung and Elliott.

- The BDR was deployed in all takeaway outlets in Tennant Creek by the end of July 2011 and a Designated Precinct Area was declared for the Tennant Creek township in September 2011.
- The Barkly Work Camp was officially opened in September 2011.
- The Post Release House in Tennant Creek opened on 7 January 2012 and provided accommodation to inmates who had served their full term sentence but did not have accommodation immediately available upon their release from custody.

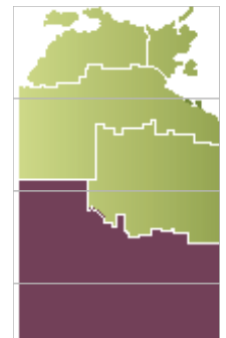
CENTRAL AUSTRALIA

- A team of nine staff is based in Alice Springs to provide place based alcohol management planning, licensing and compliance activities.
- Alcohol Strategy staff worked with the communities of Alice Springs, Titjikala, Amoonguna, Iaramba and Ntaria as well as the town camps of Mount Nancy, Basso Farm, Iarapinta Valley, Hidden Valley and Morris Soak to develop AmPs.
- In 2011-12 Mount Nancy and Basso Farm communities successfully completed redeveloped AmPs.
- In late 2011 a consultant was engaged to evaluate the Red Dust Role models limited community education program targeted at young people in Alice Springs town camps, at a cost of \$60,000.
- A hybrid BDR system, developed to maintain local product restrictions, was deployed in all takeaway outlets in Alice Springs by the end of July 2011.
- Licensees at three public bars in Alice Springs began voluntarily trialling the use of an identification system linked to the BDR for on-premise consumption prior to 2.00 pm.



Strategic Outcomes and Achievements

- in conjunction with the Australian government, the nT government bought back two liquor licences in Alice Springs that were deemed anomalous within the current regulatory framework.
 - A 'One Stop Shop' client interface facility continued to be provided to enhance accessibility, information and the Department's services to the Alice Springs community.
 - increased provision of mediation services through indigenous mediation panels in Yuendumu and Alice Springs, and working with members of the Yuendumu community, government agencies and service providers to coordinate a response to ongoing community unrest (Community and Justice Policy and Community Justice Centre).
 - executed a memorandum of understanding between the Departments of Justice, Children and Families and Chief minister for the implementation of the \$3.26 million integrated Response to Family and Domestic violence project under the Alice Springs Transformation Plan.
 - The Solicitor for the northern Territory has a full-time agency based lawyer at Police Summary Prosecutions in Alice Springs who works exclusively on applications for orders under the *Domestic and Family Violence Act (NT)* and prosecution of domestic violence offences.
 - new videoconferencing equipment was installed in Courts 1 and 3 at the Alice Springs law Courts
- TERRITORY-WIDE**
- governance and financial literacy training was delivered onsite to board members of 21 Community Stores in remote indigenous communities across the Territory.
 - Consultation on the draft national model work health and safety laws including public forums in major centres, and briefings to industry groups, peak bodies and many nT government agencies was undertaken. Approximately 2,000 individuals attended an nT WorkSafe information session about the national model work health and safety laws.
 - Facilitated hearings at 29 circuit court venues throughout the Territory, allowing 3576 cases to be lodged.
 - Talking posters that described the Anti-Discrimination Commission and Community visitor Program services were developed and placed in each Territory growth Town.
 - inmates at the Darwin and Alice Springs Correctional Centre (ASCC) participated in QuickSmart, an Australian first educational program to equip them with skills vital to gaining meaningful employment on their release. QuickSmart instruction was tailored to individual learning levels and designed to strengthen students' recall of basic number facts and mathematical problem solving. ASCC trained a total of five inmates as tutors, with two of these being Indigenous.
 - To support industry in undertaking alcohol management and harm minimisation initiatives, the Australian Hotels Association (nT) were provided with a grant payment of \$103,000.
 - To establish a peak body for Alcohol and Other Drug Services, a grant of \$30,000 was provided (in partnership with the Department of Health) to the northern Council of Social Services.
 - To expand the online support program 'Hello Sunday morning' in the northern Territory, a grant



of \$50,000 (jointly funded with the Department of Health) was provided. This online community education content is targeted at influencing positive drinking behaviour of Territorians.

- For community education programs on the responsible service and consumption of alcohol in sports clubs across the Territory, a grant payment of \$250,000 was provided to goodSports.
- To develop a suite of resources supporting community education on safe drinking including training of local community members and

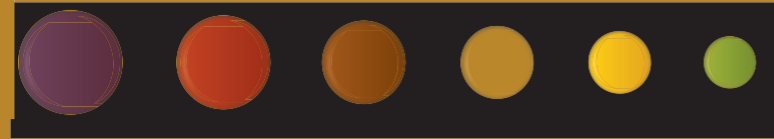
service providers in the use of resources, Creative Territory were paid \$364,000.

- Bowchung consultancy was contracted to undertake research on social clubs in the Territory and to recommend best practice models for harm minimisation and good governance.

Strategic Outcomes and Achievements



Corporate Governance



THE GOVERNANCE STRUCTURE

The Department uses a system of governance that allows it to deliver business outcomes and meet its obligations effectively, efficiently and with minimum risk.

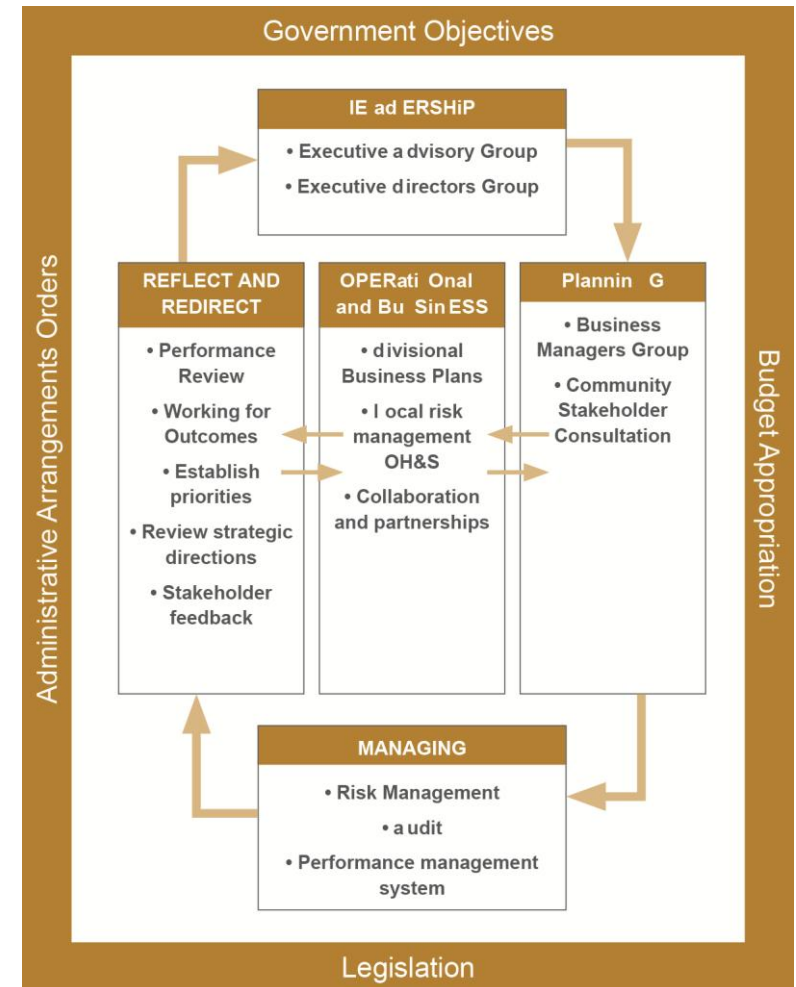
Elements of the Department's system of governance include:

- leadership and management;
- strategic and business planning;
- risk management;
- performance and information management;
- legislative and statutory compliance; and
- audits, reviews and evaluations.

Primary responsibility for the Department's strategic leadership and management rests with the Executive Advisory Group (EAG) and Executive Directors Group (EDG).

The EAG comprises the CEO, the Deputy CEO Business Strategy and Performance, and the Deputy CEO Policy Coordination and Legal Services, and provides high level strategic advice and guidance to assist in decision making on matters referred to it by the CEO. The EAG meets weekly.

The EDG comprises the CEO, Deputy CEOs and Executive Directors of each business division. The EAG and EDG are informed and supported by the Internal Audit Committee in meeting the Department's governance responsibilities. The EDG meets monthly.



A number of subcommittees and advisory groups exist to inform and support both the EAG and EDG. The following pages provide details of the committees and their functions, and show their relationships with the EAG and the EDG.

A dedicated Chief Financial Officer is responsible for the Department's financial governance and a dedicated Chief Information Officer is responsible for the governance of and compliance with the Department's information systems.

The diagram opposite shows the links between the Department's top level leadership group and its business planning and performance monitoring and reporting processes.

THE EXECUTIVE DIRECTORS GROUP

Executive Directors are responsible for ensuring the overall effective management of the Department.

The EDG meets monthly and all members are responsible for ensuring that their divisional staff are briefed on decisions.

The EDG travels periodically to Alice Springs for meetings. It uses these visits as an opportunity for broader networking, sharing information and obtaining feedback from staff.

The members of the EDG are:

- Greg Shanahan, Chief Executive Officer;
- Anne Bradford, Deputy Chief Executive Officer Business Strategy and Performance;

- Alastair Shields, Deputy Chief Executive Officer Policy Coordination and Legal Services;
- David Lisson, Executive Director, Solicitor for the Northern Territory;
- Peter Shoyer, Executive Director, Court Support and Independent Offices;
- Ken Middlebrook, Executive Director, Northern Territory Correctional Services;
- Robert Bradshaw, Executive Director, Policy Coordination;
- Micheil Brodie, Executive Director, Licensing, Regulation and Alcohol Strategy;
- Pippa Rudd, Acting Executive Director, Youth Justice Unit;
- Laurene Hull, Executive Director, NT WorkSafe; and
- Ros Lague, Acting Executive Director, Corporate and Strategic Services.

Information about the members of the Executive Directors Group is set out at page 16.

From time to time, representatives from the Independent Offices are invited to attend EDG meetings or attend as they so desire.

BUSINESS PLANNING

In February 2010, the Department introduced a revised divisional business planning process focused around a whole of agency business planning template. The development of the 2012-13 divisional business plans is the second cycle of planning using the revised process.

The Department's business planning process for 2012-13 was commenced in January 2012, with all divisions now having business plans in place for the 2012-13 period. The template used for this process includes a strategic risk assessment and the alignment of the priorities to whole of government initiatives.

All divisions were offered centrally funded support from an external consultant or the Director of Strategic Planning and Governance, with the standard options being a pre-workshop meeting, facilitated workshop and post-workshop meeting. Particular emphasis for this cycle was placed on identifying the divisional short and long terms risks in a pre-planning meeting/workshop to strengthen the management of the risks through the business plans. Additional effort was also made in building the reporting capabilities to facilitate effective quarterly reporting.

The business planning process within the Department is responsive so that plans can be revisited during the year to accommodate changes in government priorities or emerging community needs.

SUBCOMMITTEES

A number of subcommittees have been established to support specialist information or manage special projects, as determined by the Executive Advisory Group (EAG) and Executive Directors Group (EDG). Information provided by subcommittees informs decision making by the EAG and EDG.

Subcommittee	Members (as at 30 June 2012)	Objective	Meetings held 2011-12
Internal Audit Committee (IAC)	<p>Micheil Brodie, Executive Director Licensing, Regulation and Alcohol Strategy</p> <p>Eric Raeburn, Director DoJ Audit Services (Secretary)</p> <p>Amanda Gunn, Solicitor for the Northern Territory (Member)</p> <p>Jim Laouris, Deputy Public Trustee (Member)</p> <p>Margaret Anderson, Deputy Director, Northern Territory Correctional Services (NTCS) (Member)</p> <p>Marilynne Marshall, Department of the Chief Minister (Observer), until resignation as a result of change of role in March 2012</p> <p>Rob Richards, Auditor General's Office (Observer), until resignation owing to retirement in March 2012.</p>	<p>The IAC provides an oversight role to assist the CEO and the EDG to fulfil their corporate governance responsibilities, particularly in relation to accountability arrangements, internal control, risk management and internal and external audit functions.</p>	<p>Quarterly</p>
Information Management Committee (IMC)	<p>Rosanne Lague, Executive Director, Corporate and Strategic Services (CaSS) (Chair)</p> <p>Anne Bradford, Deputy CEO Business Strategy and Performance</p> <p>Karen Weston, Chief Information Officer</p> <p>Lucie Byrnes, Chief Finance Officer</p> <p>Two Executive Directors for a 12 month term on a rotational basis. To ensure consistency one ED changeover occurred in June and one in December.</p>	<p>The role of the IMC is to ensure the achievement of business goals through appropriate information management and technology. The committee institutes appropriate quality and governance frameworks to ensure that the ongoing application, management and review of the Department's information, communication and technology resources and investments are consistent with its strategic directions and reporting requirements and those of Government.</p>	<p>11 (scheduled to be held monthly). Meetings may also be held out of session.</p>

Subcommittee	Members (as at 30 June 2012)	Objective	Meetings held 2011-12
Integrated Justice Information System (IJIS) Steering Committee	Anne Bradford, Deputy CEO Business Strategy and Performance (Chair) Shayne Maines, NT Police, Fire and Emergency Services Ros Lague, Executive Director CaSS, Dept of Justice Nick Papandonakis, Department of Planning and Infrastructure Chris Hosking, Department of Business and Employment Karen Weston, Chief Information Officer (Secretariat)	To steer the modernisation of the Integrated Justice Information System project to support and maintain integration across the justice continuum. The governance structure includes an IJIS Strategic Working Group and an IJIS Working Group which provide advice, support and recommendations to the IJIS Steering Committee.	A total of two meetings of the IJIS Steering Committee were scheduled.
Business Managers Group	This group consists of the business managers from each Division, Corporate and Strategic Services' Directors and Secretariat.	The group shares information and provides consistent direction, reporting and whole of Department oversight of the broad range of corporate management activities including financial and human resources.	11 (scheduled to be held monthly)
Infrastructure Subcommittee	Franck Alcidi, Director Infrastructure and General Services Ros Lague, Executive Director CaSS Lucie Byrnes, Chief Financial Officer Representatives from each Division Peter Lilliebridge, Infrastructure Manager, CaSS CaSS Coordinator (Secretariat)	The purpose of the committee is to provide transparency, direction and leadership on matters regarding complex or strategic infrastructure issues. It will prioritise and make recommendations for current and future years and provide an opportunity for representatives to address and make submissions for senior executive consideration.	Meetings are scheduled at various times throughout the year to coincide with the Works Programming procedures. These times will vary from year to year.

Subcommittee	Members (as at 30 June 2012)	Objective	Meetings held 2011-12
Integrated Offender Management System Steering Committee	<p>Margaret Anderson, Deputy Director, NTCS (Chair)</p> <p>Philip Brown, Deputy Director, Custodial Operations, NTCS</p> <p>Tracy Luke, Deputy Director, Community Corrections, NTCS</p> <p>Theresa Westmacott, General Manager, Staff Training and Development Centre, NTCS</p> <p>Michael Yaxley, A/General Manager, Juvenile Detention, NTCS</p> <p>Kevin Raby, Superintendent, Darwin Correctional Centre, NTCS</p> <p>Bill Carroll, Superintendent, Alice Springs Correctional Centre, NTCS</p> <p>Vanessa Bates, Manager Business Operations, NTCS</p> <p>Susie Ripper, IOMS Team Leader, NTCS</p> <p>Barbara Sampson, General Manager, Offender Programs, NTCS</p> <p>Margeret Friel, Director Reintegration, Education and Indigenous Affairs, NTCS</p> <p>Graham Lee, Principal Research and Data Officer, NTCS</p> <p>Karen Weston, Chief Information Officer</p>	<p>Takes responsibility for all business issues relating to IOMS. Responsible for approving all budgetary strategy, defining and realising benefits, monitoring risks, quality and timeliness.</p>	<p>Once a calendar month (minimum).</p>
Finance Performance Review	<p>Anne Bradford, Deputy CEO Business Strategy and Performance</p> <p>Lucie Byrnes, Chief Financial Officer</p>	<p>Monthly review and update on the financial performance and status of the Department and to discuss evident issues or strategic options on which to brief the CEO.</p> <p>Committee also conducts budget review meetings with divisional representatives to confirm their financial performance and position and to discuss operational management of issues and strategic options for managing evident funding surpluses or deficits.</p>	<p>Previously one mid year. From 2011-12, divisional reviews schedule is to be quarterly.</p>

Subcommittee	Members (as at 30 June 2012)	Objective	Meetings held 2011-12
Closing the Gap Program Steering Committee	Anne Bradford, Deputy CEO Business Strategy and Performance Lucie Byrnes, Chief Financial Officer	To oversee allocation and expenditure of Closing the Gap funding by the Department of Justice.	Quarterly
Indigenous Reference Group	Colleen Burns, Witness Assistance Service, CSIO Meg Friel, Director Reintegration, Education and Indigenous Affairs, NTCS Philip Brown, Correctional Centre, NTCS Tamika Williams, Corporate Management, Darwin	The group advise management on the implementation of the Department's Indigenous Employment and Career Development Strategy. The group also provide a 'voice' for Indigenous staff in relation to their employment, training and career development issues.	One meeting held in April 2012. The meeting schedule is under review.
Procurement Review Committee (PRC)	Franck Alcidi, Director Infrastructure and General Services (Chair) Sharyne Waite, Senior Procurement Manager Divisional Business Partners on a rotating basis Monalisa Campbell, Senior Finance Manager Member from Community and Justice Policy Representative from Solicitor for the NT (if required)	Committee is responsible for ensuring the quality of procurement is at a high standard, meet requirements in accordance with NTG policy and procedures and address issues including (but not limited to): <ul style="list-style-type: none"> any legal implications; all insurance requirements have been met; differences between estimates vs price has been addressed; the process was appropriate; there is sufficient justification for the basis of the recommendation; ensure appropriate delegation and separation has been achieved; and ensure audit requirements have been met. 	Meetings scheduled as and when required.

EXECUTIVE, CORPORATE AND STRATEGIC SERVICES

The Executive and the Corporate and Strategic Services (CaSS) division provide effective, specialist and support services to all divisions in the Department and works with them to meet their identified priorities.

Executive, which incorporates EAG members, is responsible for providing high level leadership to the Department in order to achieve outcomes and provide the services, frameworks and infrastructure needed to build a fairer and safer community.

Executive consists of:

- Chief Executive Officer;
- Deputy CEO, Business Strategy and Performance (BSP);
- Deputy CEO, Policy Coordination and Legal Services (PC&LS);
- Executive Officer to the CEO;
- Senior Executive Assistant to the CEO;
- Executive Support Officer to the Deputy CEO, BSP;
- Executive Support Officer to the Deputy CEO, PC&LS; and
- Audit Services.

CaSS provides support and guidance on core business processes and strategic advice to the whole of the Department to help all divisions best achieve their business objectives and corporate governance obligations. CaSS also manages service level agreements with the Department of Business and Employment and the Department of Construction and Infrastructure.

The CaSS division consists of:

1. Financial Services
2. Human Resources
3. Infrastructure and General Services
4. Information Services (including Records Management)
5. Strategic Planning and Governance
6. Corporate Communications
7. Business Partners.

The coordination and management of these key activity areas is achieved through CaSS Executive. CaSS is continually improving the support it provides through business process improvements in collaboration with central agencies and the Department's divisions.

REVIEWS, AUDITS AND EVALUATIONS

INTERNAL AUDIT COMMITTEE

Role of the Committee

The Internal Audit Committee (IAC) provides an oversight role to assist the Chief Executive Officer and the Executive Directors Group to fulfil their corporate governance responsibilities, particularly in relation to accountability arrangements, internal control, risk management and internal and external audit functions.

The IAC's functions and responsibilities are to:

- monitor the adequacy of the internal control environment and related policies, practices and procedures;
- monitor corporate risk assessment and the adequacy of the internal controls established to manage identified risks;
- oversee the internal audit function, liaise with external auditors, and monitor the implementation of internal and external audit recommendations;
- review financial statements and other public accountability documents such as annual reports prior to approval by the accountable officer; and
- within the context of the committee's primary objective, undertake any other functions and activities as determined from time to time by the Chief Executive Officer.

The IAC has authority in relation to each of these functions across all areas of the Department, including statutory offices.

Internal Audit Committee Membership

The IAC comprises:

- Micheil Brodie, Executive Director Licensing, Regulation and Alcohol Strategy
- Eric Raeburn, Director DoJ Audit Services (Secretary)
- Amanda Gunn, Practice Management, Solicitor for the Northern Territory (Member)
- Jim Laouris, Deputy Public Trustee (Member)
- Margaret Anderson, Deputy Director, Northern Territory Correctional Services (Member)
- Marilynne Marshall, Department of the Chief Minister (Observer), until resignation as a result of change of role in March 2012
- Rob Richards, Auditor General's Office (Observer), until resignation owing to retirement in March 2012

The Committee met four times during 2011-12 with meetings held October 2011, December 2011, March 2012 and June 2012.

REVIEWS AND AUDITS

49 new audits/reviews were conducted by the Department's Internal Audit Services and four audits were conducted by the Auditor General's Office.

Northern Territory Correctional Services Professional Standards Unit conducted 41 operational audits in prisons, juvenile centres and Community Corrections.

Audits / reviews conducted by in 2011-12 by Internal Audit Services

Audit	No. of Audits
Bench Warrants for Recall	1
Building Emergency Procedures (Katherine and Alice Springs)	2
Community Benefit Fund	1
Corporate Credit Cards	1
Court Diversionary Program Files (Darwin and Alice Springs)	2
Court Exhibits (Darwin, Katherine and Alice Springs)	6
Courts Repatriation Travel - (Darwin, Katherine and Alice Springs)	3
Crimes Victims Assistance	1
Criminal Property Forfeiture Management and Procedures	1
Defence Leave	1
Electronic Invoice Management System	1
ePASS Accounts	1
GAS Access	1
Grants Administration	1
Hospitality/Entertainment	1
Land Titles Office	1
Licensing, Regulation and Alcohol Strategy Exhibits	1
Mobile Phone Account	1
NT Correctional Services Indigenous Family violent Offender Program	1
NT Correctional Services Sex Offender Program	1
NT WorkSafe Inspectorate	1
NT WorkSafe Investigations	1
NT WorkSafe Permissioning and Advisory Services	1
NT WorkSafe Rehabilitation and Compensation	1
NTCS Professional Standards	1
Outside Employment	1

Audit	No. of Audits
Petty Cash and Counter Floats (Darwin, Katherine and Alice Springs)	5
Procurement	2
Review Licensing, Regulation and Alcohol Strategy Signage Project	1
Review of DoJ Vehicle Fleet	1
Review of Integrated Justice Information System Receipting and Banking Functions	1
Studies Assistance	1
Supreme Court Custodial Contract	1
Travel	1
virtual Private Network Access	1
total	49

Audits conducted by the Auditor General's Office:

- End of Year Review 2010-11
- Agency Compliance Audit
- Office of the Public Trustee - Financial Statements Audit
- Office of the Public Trustee - Interim Financial Statements Audit

Other

- External audit of ICT Security

The recommendations and agreed actions arising out of audits are monitored by Audit Services and the Internal Audit Committee until acquitted.

A sample of audits conducted by the Auditor General's Office and Audit Services is provided at Appendix 3.

RISK MANAGEMENT

The audit committee is reliant upon the divisional business planning process to identify risks. Strategic business risk identification at the divisional level takes place during the annual business planning process. Risks, both long and short term, are identified and assessed through this process. Reporting on business performance is undertaken quarterly which includes a requirement for review and reporting against identified risks as well as assessment of emerging risks, the results of which may be referred to Audit Services.

PROFESSIONAL STANDARDS UNIT, NORTHERN TERRITORY CORRECTIONAL SERVICES

The Professional Standards Unit within Northern Territory Correctional Services (NTCS) exists to ensure integrity and credibility of the division through the provision of investigations, reviews and audit functions, to maintain effective internal control and accountability mechanisms.

Complaints

In 2011-12 a total of 92 complaints were made against the NTCS division. This is a decrease of 11 complaints compared with the 2010-11 total of 103 complaints.

Number	Complaints		
	ASCC	DCC	Other NTCS
Complaints	22	60	10
Substantiated	0	1	0
Completed	22	60	10

Other Investigations

In accordance with section 49 of the *Public Sector Employment and Management Act*, the Professional Standards Unit conducted 19 formal disciplinary investigations over the year, the same number as were conducted in 2010-11.

The Professional Standards unit also conducted six other staff-related investigations that did not result in formal action under the *Public Sector Employment and Management Act*.

No investigations relating to the inability of employees to discharge their duties were conducted in 2011-12 pursuant to Part 7, sections 44-48 of the *Public Sector Employment and Management Act*.

INFORMATION ACT

The *Information Act* (the Act) commenced on 1 July 2003 and creates 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.

An Administrative Access Scheme also operates in the Northern Territory Correctional Services which gives past and present prisoners access to most of their records held by the Department. This scheme does not operate under the Act.

Section 11 of the Act requires a public sector organisation to report annually on:

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

The Information Statement on the Department's website lists all information held by the Department and is available to assist persons interested in making an application under the Act.

	2009-10	2010-11	2011-12
Applications carried over from previous year			
To access personal information	4	1	2
To access government information	2	5	1
New applications to access personal information	25	32	20
New applications to access personal and government information	0	2	3
New applications to access government information	21	19	6
New applications to correct personal information	0	1	0
Total applications open	52	60	32
Requests withdrawn	2	0	2
Requests transferred to another agency	2	0	0
Responses completed within 30 day period	34	54	24
Responses completed exceeding 30 day period	8	6	2
Total applications finalised	46	57	28
Applications on hand at 30 June	6	3	4

ENERGY MANAGEMENT

The Department continues to reduce energy consumption as part of the NT Government-wide Energy Smart Buildings Policy and it continues to pursue energy reduction targets against the government's 2005-06 base data.

The Department engaged a consultant from Environ in 2009-10 to develop an Environmental Management System (EMS). The EMS consultancy was completed and the implementation began in 2011-12.

A key element of the consultancy was the development and implementation of a web-based carbon emission reporting system 'Carbonview'. Data has been loaded for the 2011-12 financial year to view and analyse the Department's carbon emission usage patterns over time.

An increase in facilities and operational activity associated with a rise in prisoner numbers has contributed to increased power costs by approximately 16 per cent in Darwin Correctional Centre and a 10 per cent increase for Alice Springs Correctional Centre.

There has also been an increase in tenancies to accommodate government initiatives such as Alcohol Reforms and the newly formed Youth Justice unit, contributing to power cost increases in the 2011-12 financial year.

The Department is currently trialling energy efficient Light Emitting Diodes lighting and SterilAire in air-conditioning air handling units at the Darwin Supreme Court to improve air quality while also improving energy efficiency. Initial trials have shown favourable results that indicate substantial savings and energy reductions can be achieved.

The Department intends to continue reducing greenhouse gas emissions from its vehicle fleet by 20 per cent over five years; this initiative is now in its second year. A Green Fleet Policy is being implemented to ensure vehicles used for operational purposes are selected from the range of vehicles with the lowest greenhouse emissions available at the time of supply.

The number of hybrid vehicles within the Department's fleet has increased from 10 to 14.

The Department continues to participate in Earth Hour.

CHARLES DARWIN UNIVERSITY/NORTHERN TERRITORY GOVERNMENT PARTNERSHIP AGREEMENT 2006-12

The NT Government has had a partnership agreement with Charles Darwin university (CDU) since 2003. In this reporting period, the overarching aim of the agreement was to continue to expand upon the mutually productive and cooperative relationship between CDU and the NT Government that will result in lasting and sustainable benefits to the Territory's social and economic development.

As part of the governance arrangement, the Agreement reports annually to the NT Government and university Council. Annual reports, together with other information about the Agreement is available at www.cdu.edu.au/government.

The Department has undertaken a specific project with CDU during the reporting period which involves providing vocational training for prisoners at Barkly Work Camp and Alice Springs Correctional Centre.

In addition, the Department has provided support to CDU through grant payments.

The Department values CDU's contribution to higher education, vocational education and training, and research in the Northern Territory and looks forward to identifying opportunities for collaboration under the 2012-17 Partnership Agreement.

This section provides information in accordance with the *Non-statutory reporting requirements for NTG 2011-12 annual reports, July 2012*.

The following table sets out the contracts that the Department held with CDU during the reporting period and indicates how the project contributed to the objectives and outcomes of both the agency and the partnership agreement.

Project	Brief description of project	Value of project (standing exemption/ public tender/ grant)	How the project has contributed to:	
			department of Justice objectives	Cdu/ntG Partnership agreement 2006-12
Alice Springs Correctional Centre and Barkly Work Camp – Supply of Vocational Education and Training for 12 months	Provides accredited training at certificate level to prisoners from Alice Springs Correctional Centre and Barkly Work Camp. Courses were expected to include metal fabrication, small engines/automotive, cookery, literacy and numeracy, and introductory computing.	\$179,230.00 Procurement: Standing exemption	under the 2009-12 Strategic Plan, contributes to <i>developing safer communities</i> and <i>enhancing Indigenous outcomes</i> through improving prisoners' education and training (many who identify as having Indigenous or Torres Strait Islander descent) to promote their employability, reintegration and ultimately to reduce recidivism.	A critical mass of enrolments to enhance CDU's role as a cultural and intellectual leader in the local and global economy. A thriving and engaged Indigenous population that achieves success in relevant education, employment and training programs which are clearly linked to economic and social outcomes. Vocational education and training (VET) that is relevant and appropriate to industry needs, seeks to achieve real employment outcomes, offer a range of suitable courses, and provide seamless pathways for learning, including practical options to move between industry, secondary education, VET and higher education sectors.

Project	Brief description of project	Value of project (standing exemption/ public tender/ grant)	How the project has contributed to:	
			department of Justice objectives	Cdu/ntG Partnership agreement 2006-12
Community Benefit Fund Research Grant Program – Gambling Research Grant 2011	<p>Included funding for two research projects:</p> <p><i>Towards a community safety research program</i> – aimed to identify approaches for future research through a meta analysis of existing knowledge, focusing on community safety, with a specific focus on the inter-relationships between the non-government agencies and DoJ;</p> <p><i>Future planning for ongoing research and development</i> – involved conducting ongoing dialogue, discussions and seminars between DoJ staff and CDU academics across a broad range of disciplines. Also developed a plan for research and development in the future beyond 2011 relating to community safety.</p>	<p>\$170,689.20</p> <p>Procurement: Grant</p>	<p>under the 2009-12 Strategic Plan, contributes to <i>developing safer communities</i> and <i>influencing responsible economic and social development</i> through identifying and raising awareness of measures that could be used to enhance community safety.</p>	<p>Research programs in niche areas that serve to maximise the NT's natural comparative advantages, raise the university's research profile in the national and international arena, and provide relevancy to both the NT's industry and community needs.</p>

Corporate Governance



Our People



Our People

Our people are critical to achieving our vision of a safe, fair and thriving Northern Territory. Every employee contributes to our strategic outcomes and we are proud of their achievements. This section includes some of the individual and team achievements that have helped develop safer communities and details how we are investing in our workforce to help us to achieve goals. We also report information about our workforce and report on compliance with Employment Instructions issued by the Commissioner for Public Employment.

The Department's workforce provides a range of services across the Northern Territory. Employees are involved in delivering legal, court, custodial, probation and parole, professional (in disciplines such as social work, psychology, teaching), investigative and regulatory services across a range of subject areas such as licensing, alcohol management and public safety.

Delivering this range of services in line with our values of integrity, courage, respect, professional excellence and commitment requires skilled and engaged people, who understand our strategic direction. We recognise and appreciate the hard work and dedication shown by our employees over the past year and are committed to investing in further workforce planning and development activities to support their growth, in turn making a positive difference to the communities we serve.

ACHIEVEMENTS

Our employees have made significant achievements at both individual and team level across the organisation which have been recognised in

divisions on an ongoing basis. Of particular note are those that have been recognised outside of the Department.

Robert Jobson won the 2011 Chief Minister's Award for Excellence in the Public Sector. Robert, a Senior Solicitor for the Solicitor for the Northern Territory, was recognised as an inspirational leader for many generations of police force recruits, detectives, prosecutors and NT public service staff. He is head of the Criminal Property Forfeiture team which was acknowledged for setting a national benchmark for reforms and similar schemes nationally.

Anna McGill, Director of Regulatory Reform for NT WorkSafe, has been instrumental in the implementation of the Work Health and Safety National Uniform Laws. In addition to presenting information sessions across the Territory, Anna was invited to speak to HR professionals from all sectors on the importance of HR management in work health and safety at the Australian Human Resources Institute conference for HR practitioners in Darwin.

PROFILE

Staff snapshot

- On 30 June 2012, the Department had 1426 full-time equivalent (FTE) staff compared to 1307 as at 30 June 2011. This is primarily attributed to increased justice activities associated with increasing prisoner numbers, and Australian and Northern Territory Government funded initiatives such as the *new era in corrections* and Alcohol Reform initiatives.
- The average age of our staff is 41, compared to the Northern Territory Public Sector (NTPS) average of 42.6.

- The proportion of women in our workforce continues to increase and women now represent 50 per cent of our staff.
- Indigenous employees comprise 6 per cent of our workforce.
- 211 employees work part time and the Department continues to promote flexible work activities such as flexible hours, job share and home working to support a healthy work life balance for our people.
- The Department's staff separation rate has reduced to 15.29 per cent from 16.9 per cent in 2010-11.

Staffing numbers and composition

FTE numbers by classification as at 30 June 2012

Classification	Casual	Ongoing	Fixed Term	Grand Total
Administrative Officer 2	9.21	12.52	23.13	44.86
Administrative Officer 3	11.62	66.52	48.21	126.35
Administrative Officer 3 Roster	19.43	10.99	7.8	38.22
Administrative Officer 4	0.87	107.08	43.3	151.25
Administrative Officer 4 Roster		5	1	6
Administrative Officer 5		84.79	10	94.79
Administrative Officer 5 Roster		5	1	6
Administrative Officer 6		102.39	14	116.39

1 Staff separation rate reflects staff leaving the NT Government, rather than transfers to other agencies, and is calculated using headcount, rather than FTE methodology.

Classification	Casual	Ongoing	Fixed Term	Grand Total
Administrative Officer 7		58.55	15.48	74.03
Senior Administrative Officer 1	0.87	37.65	9.46	47.98
Senior Administrative Officer 2		32.35	1.8	34.15
Professional 1		1	7.6	8.6
Professional 2		7.8	22.5	30.3
Professional 3		21.6	11.01	32.61
Senior Professional 1		9.9	9.2	19.1
Senior Professional 2		10	12.9	22.9
Executive Contract Officer 1			50.99	50.99
Executive Officer 2		2		2
Executive Contract Officer 2			20	20
Executive Contract Officer 3			11	11
Executive Contract Officer 4			2	2
Executive Contract Officer 6			1	1
Prison Industry Officer		1		1
Prison Officer First Class		74.03		74.03

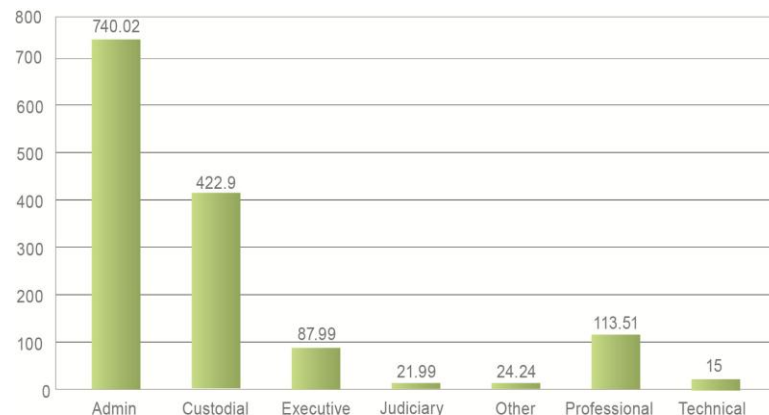
Our People

Classification	Casual	Ongoing	Fixed Term	Grand Total
Prison Officer in Training		1.71 ₄	43	44.71
Prison Officer		163.22	3.97	167.19
Senior Industries Officer		23		23
Senior Prison Officer		56.47		56.47
Chief Prison Officer		28.5		28.5
Chief Industries Officer		19		19
Deputy Superintendent		9		9
Technical 4		9	1	10
Technical 5		2		2
Technical 6		3		3
Other	8.05	11.19	6	25.24
Sub Total	50.05	977.26	376.35	1,403.66
Judiciary		19.99	2	21.99
Department Total	50.05	997.25	378.35	1,425.65

Notes:

- Members of the judiciary are not employees of the Department of Justice, nor are they public servants. They are included here to reflect the public resources utilised for people in the Justice administration and delivery of Justice function.
- 'Other' includes lecturers, home detention officers, apprentices, the Solicitor General and the Director of Public Prosecutions.
- One FTE is based on an employee working full time hours (36.75). An employee working part time or casual hours will be represented as a fraction of this.
- This figure reflects permanent employees of the NTPS who are undertaking a 12-month traineeship while they complete their Certificate III in Custodial Practice.

FTE Numbers by Stream as at 30 June 2012

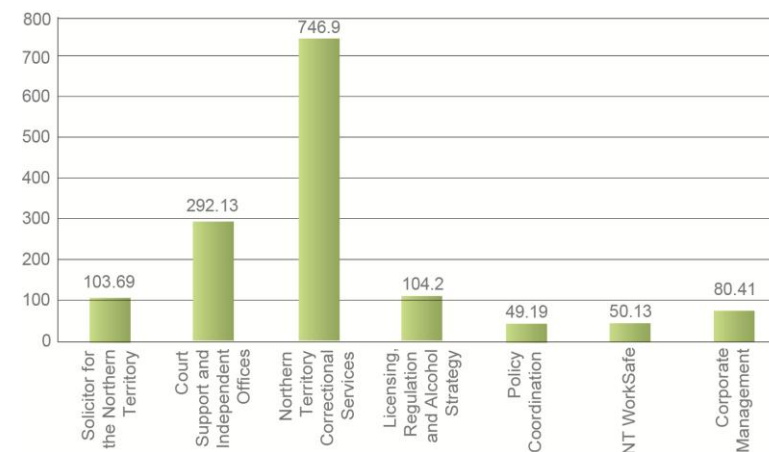


Notes:

Senior legal professionals and the Director for Public Prosecutions are paid under the Executive stream.

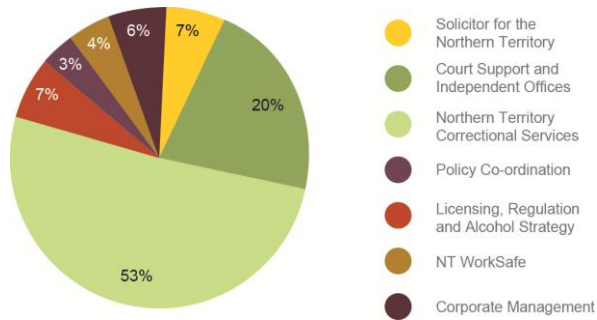
'Other' includes lecturers, apprentices and any other designations not in the Administrative, Professional, Technical and Custodial streams.

FTE Numbers by Division as at 30 June 2012

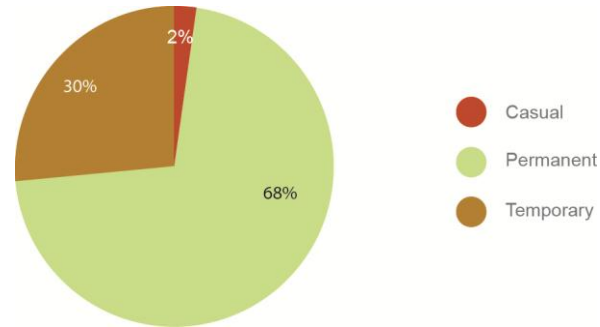


Note: Corporate Management includes the Executive, Audit Services and Corporate and Strategic Services. The Executive includes the CEO and Deputy CEOs.

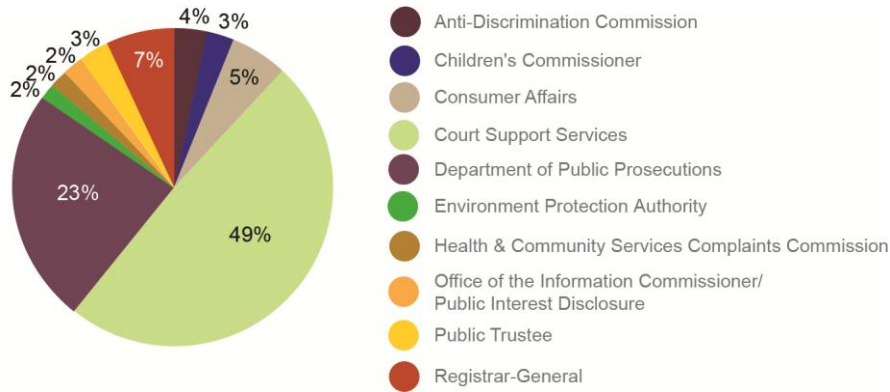
FTE Staffing Percentage by Division as at 30 June 2012



FTE Staffing Percentage by Employment Type as at 30 June 2012

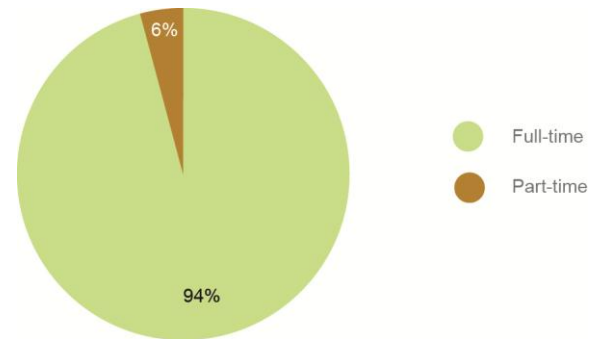


FTE Staffing Percentage by Branch for Court Support and Independent Offices Division as at 30 June 2012



Note: Separate figures are provided for this division, given the large number of statutory offices and associated staff contained within it.

FTE Staffing Percentage by Status as at 30 June 2012

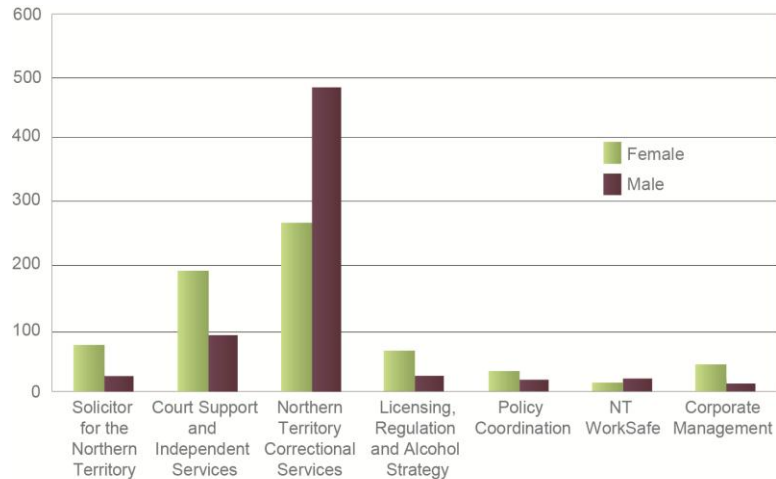


Note: There has been a 1% increase in part-time working arrangements across the reporting period. The Department is committed to work-life balance and will support requests for flexible working arrangements where practical. There were 39 new requests for flexible working arrangements approved during the reporting period.

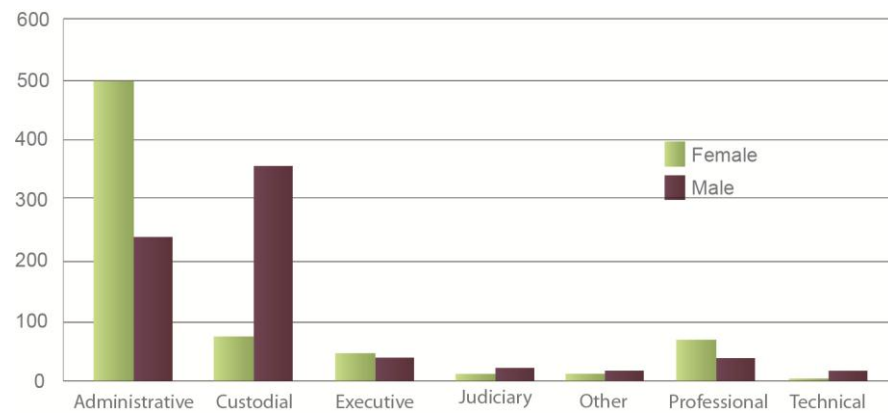
Our People

EMPLOYEE DEMOGRAPHICS

FTE Staffing Numbers by Gender and Division as at 30 June 2012

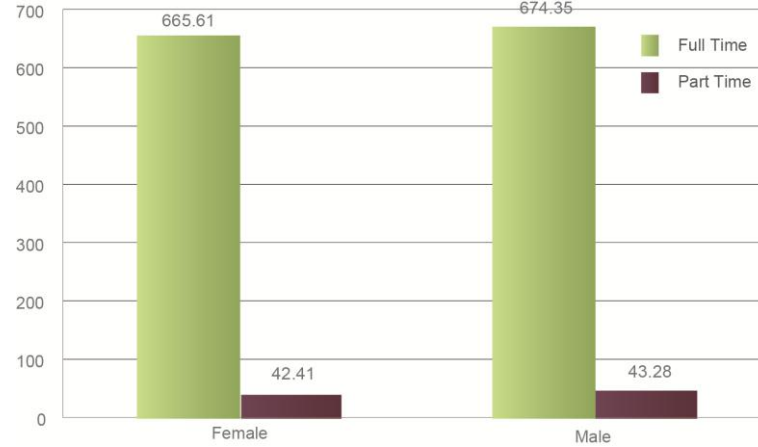


FTE Staffing Numbers by Gender and Stream as at 30 June 2012



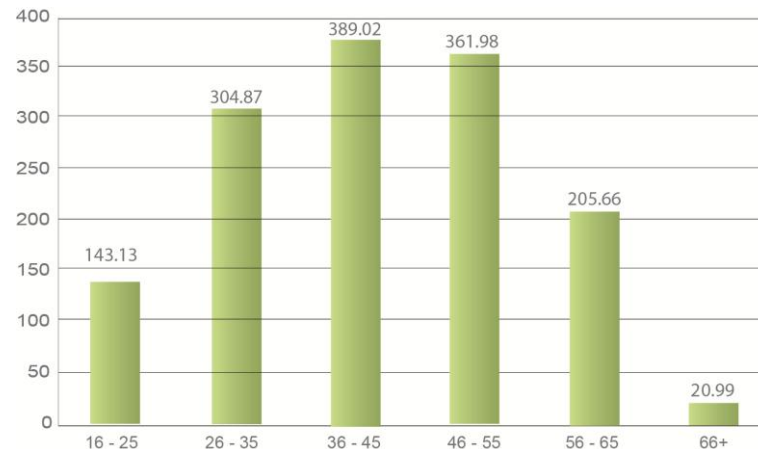
Note: 'Other' includes lecturers, apprentices and any other designations not in the Administrative, Professional, Technical and Custodial streams.

FTE numbers by Status and Gender as at 30 June 2012



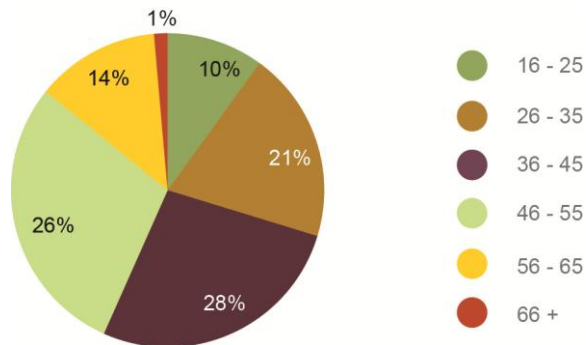
Note: Females represent 50% of all full time employees, an increase of 2% as compared to 2010-11. The gender balance for part time employees shifted in 2011-12, with a greater proportion of men (51%) on part time arrangements than women (49%).

Staff Age Profile as at 30 June 2012



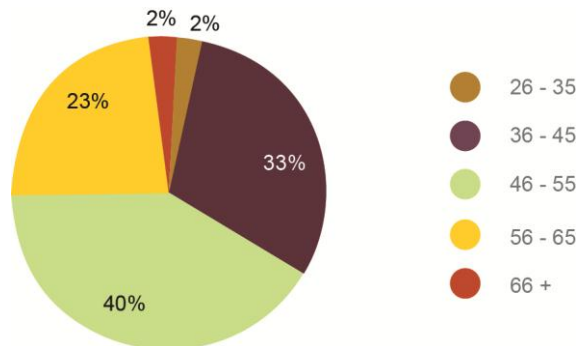
Note: The median age of staff is 41 compared to 39 in 2010-11 and the NTPS median age of 42.6 in 2011-12.

Staff Age Profile Percentage as at 30 June 2012



Notes: The age profile of the Department is changing, with growth in the 16-25 age group (from 9% to 10%), a 26-35 age group decrease (from 22% to 21%), a 36-45 age group (from 29% to 28%) 46-55 age group is steady on 26%, a 56-65 age group increase (from 13% to 14%) and the 66+ age group remains the same at 1%. With more than half the workforce over the age of 45, the Department is conducting further analysis and employee profiling which will inform the Department's workforce plan.

Executive Stream Age Profile Percentage as at 30 June 2012



Note: The changes in workforce age across the Department are reflected in the Executive stream, however there is a much greater proportion of employees over 55 in this stream. The Department continues to develop workforce planning tools such as succession planning to prepare for potential changes in this stream.

ORGANISATIONAL CHANGES AND CHALLENGES

In response to the Review of the *Northern Territory Youth Justice System: Report September 2011*, the youth Justice Unit was established within the Department of Justice. The Department was given the lead role in coordinating the ongoing implementation of the review recommendations across Government, including the development of a whole of government youth Justice Strategy and reforms to the youth justice service system. The youth Justice Unit commenced operation on 7 November 2011 with staff from the Department of Justice as well as senior staff seconded from the departments of Education and Training, Children and Families and Northern Territory Police, Fire and Emergency Services. youth justice functions will continue to transfer from existing agencies between July 2012 and July 2013.

The Government's Alcohol Reform package was introduced on 1 July 2011. Employees across the Department have been involved in the development and monitoring of systems, services and promotional campaigns to support the framework.

On 1 July 2011, the Environment Protection Authority transferred to the Department as one of the independent offices within the Court Support and Independent Offices Division.

A review of employment classification streams for NT WorkSafe Officers was completed during the year. Due to changing requirements for the positions and harmonisation of work health and safety laws in Australia, it was determined that the administrative stream was more appropriate. Staff members and unions were consulted through this process, which included job re-evaluation.

The Department continues to face challenges in attracting and retaining skills, particularly in remote areas and very specialist roles. While some employment programs have been successful, attracting and retaining Indigenous employees remains difficult. In addition, the continuing increase in prisoner numbers places challenges on NT Correctional Centres to recruit additional custodial staff with the necessary skills and experience.

The Department is undertaking further workforce planning and development initiatives to build leadership capability, manage the challenging supply and demand of labour in the Territory and employ a workforce more representative of the communities that it serves.

On 1 January 2012, the *Public Sector Employment and Management Act* and its subordinate legislation were amended to improve human resources administration and management across the NTPS. The Department provided feedback to the Office of the Commissioner for Public Employment (OCPE) during the consultation period. On implementation of the amended Act, all members of the Human Resources branch attended training from OCPE on the changes and any transitional arrangements. The Department is currently undertaking a full review of all HR related policies and procedures, which includes incorporating references to any recently updated legislation to ensure the documents are fit for purpose and follow best practice.

LEADING AND DEVELOPING OUR PEOPLE

Highlights

- Nine NT WorkSafe Inspectors achieved a Diploma of Government (Workplace Inspection)
- Six Indigenous Territorians completed the inaugural Pre-Prison Officer in Training Program
- Twenty-five Prison Officers successfully completed the Senior Prison Officer Promotional Course
- One Community Probation and Parole Officer achieved Certificate II in Justice Systems
- The Graduate Development Program for Law Clerkships has expanded from a 12 month to a 24 month program, and now provides for eight clerkships with greater exposure through parts of the Department
- Employees from the Department have participated in seven different NTPS development programs
- The Department invested \$2,048,302 in training and study activities for staff in the reporting period.
- The Department launched a new Health, Safety and Wellbeing Policy
- Seventy-two employees took part in eight 'Life. Be in it' challenges

It is our aim that every employee has a clear understanding of the Department's vision and strategic plan and that they know how they contribute to it. All new employees who attend Staff Orientation receive a presentation from the Chief Executive Officer on the Department, its strategic plan, Government priorities and Departmental values.

The Department's performance management system requires all new and existing staff to develop an individual performance plan, which should be directly fed from their divisional business plan. This ensures a clear link with the Department's strategic aims and enables employees to identify their responsibilities in delivering them. Each employee has an opportunity to assess their capabilities with their manager and develop an individual learning and development plan to enhance their capabilities and career development opportunities.

The Department has continued to build HR metrics and encourage the development of divisional workforce planning activities. The Department is currently developing a Department-wide strategic workforce plan that will identify people risks and mitigate these, analyse the supply and demand of skills required, and outline planning and development activities so that the Department continues to have a workforce that enables it to deliver its strategic outcomes.

Workforce Learning and Development

The Department has continued to invest in its people and actively promoted development initiatives throughout the year. Employees and their supervisors are encouraged to use a variety of learning methods to develop capabilities that suit individual learning styles and enable enhanced performance in the workplace. In 2011-12, the Department invested a total of \$2,048,302 in training and study activities for staff, excluding judges and magistrates. This figure includes specific funding allocated for initiatives to continue to strengthen leadership. Access to learning and development is provided by individual divisions supporting their employees with training specific to their business needs. This includes attendance at conferences, mediation training, programs

for health professionals, professional standards training for custodial officers, compliance programs, NTPS Leadership Programs and a range of on-the-job support programs. The Department also supports professional memberships and professional allowances in accordance with Enterprise Agreements.

There were 24 employees supported through Study Assistance during 2011-12, an increase from 17 in the previous reporting period. This assistance supported qualifications which included law, community services, behavioural science, criminology and public policy management.

NTPS Programs

The Department promotes and supports nominations for NTPS wide leadership programs as these are designed to enhance capabilities to build a contemporary public sector with high quality leadership. The programs below are coordinated by the Office for the Commissioner for Public Employment.

Public Sector Management Program

The Department continued to support participation in the Public Sector Management Program (PSMP). The PSMP aims to enhance the existing knowledge, skills and attitudes and behaviours of middle and senior managers and contributes to a graduate certificate in Public Sector Management.

During 2011-12 three employees commenced studying the program; two of whom have graduated. A further two employees have been nominated to commence their programs in 2012.

Executive Leaders Program

The Executive Leaders Program forms part of an integrated strategy to address the issue of future leadership supply and presents as a unique opportunity for executives in the NTPS to increase their strategic awareness, build strong executive networks and develop a whole of government perspective. In addition to supplying strong executives for the future, the program aims to improve succession planning and promote mobility and learning across the sector. The Department continued to value this program as a tool to build leadership capability and supported two employees to participate.

Indigenous Leadership

The Kigaruk (Men's) and Lookrukin (Women's) Indigenous Leadership Development Programs are designed to provide a high level, significant learning experience for Aboriginal and Torres Strait Islander men and women employed in the NTPS. *Kigaruk* is a Kungarakan language word, meaning 'adult male'. *Lookrukin* is a Kungarakan language word, meaning 'adult female'.

The objectives of the Kigaruk and Lookrukin programs are to redress the lack of representation of Indigenous men and women in senior management and executive officer positions in the NTPS. In support of improvements in Indigenous leaders in the workforce, the Department has continued to support and approve nominations on these programs.

The Kigaruk and Lookrukin programs are held biennially in alternate years. In the reporting year, two of the Department's Indigenous male employees graduated from the Kigaruk program.

Discovery Women as Leaders Program

The NTPS Discovery Women as Leaders Program is designed to help women develop greater confidence, learn leadership skills and build valuable support and business networks. Participants have the opportunity to gain knowledge on contemporary leadership practices and change the way they view themselves and their career opportunities. In the reporting period three employees from the Department participated in this program.

The Australia and New Zealand School of Government (ANZSOG) Programs

ANZSOG provides teaching programs for current and emerging public sector leaders to enhance the breadth and depth of policy, leadership and management skills needed in today's public sector. These programs are delivered as part of the NTPS building leadership framework.

ANZSOG Rethinking Service Delivery in Changing Times

This interactive workshop is aimed at leaders across the NTPS and explores a range of new possibilities in public service delivery. Participants consider how public organisations might draw upon the work of external parties in a changing environment, setting out the organisational capabilities needed to manage external providers. Six employees from the Department attended this workshop.

ANZSOG Working Across Organisational Boundaries

This program offers managers from across the NTPS the opportunity to learn and work together on effective collaboration. Participants explore

contemporary views of values, strategy and service delivery within the public sector framework. One employee from the Department attended this program in 2011-12.

ANZSOG Economics for Public Sector Managers

This program aims to help public sector managers to make better decisions in allocating scarce resources, in pricing and delivering public sector goods and services, and in regulating private sector activity. The program explores the forces of supply and demand that drive market outcomes and the economic approach to evaluating costs and benefits of public sector activity. It enables public sector managers to appreciate how their decisions are influenced by the macroeconomic framework in which the public and private sectors operate. In 2011-12, 11 employees from the Department attended this program.

Department of Justice Learning and Development Programs

Orientation program

The Department holds Corporate Orientation Programs on a monthly basis throughout the year with key messages being delivered by the Chief Executive Officer on the Department's strategic direction, our values and current Government priorities. Senior Managers from Divisions provide overviews of their activities and discuss key Government focus areas. The program also includes an overview of the code of conduct, work health and safety, conditions of service and an interactive session on appropriate workplace behaviours. In 2011-12, 74 employees attended the Orientation Program.

Community Corrections held two four-week induction programs in 2011-12 for 22 participants. The program was split into two blocks with the first two weeks being delivered for new employees and covering generic Northern Territory Community Corrections (NTCC) sessions including DoJ Orientation. The second two weeks were intended for staff who had several months work experience with NTCC and provided more intense instruction of offender and case management.

Recruitment and Selection Training

The Department continues to support the delivery of recruitment and selection training for all selection panel members. In 2011-12, 136 employees attended training sessions. The training workshop is intended to provide panel members with the necessary skills to recruit candidates based on merit and ensure the principles of natural justice and good human resource management practices underpin the selection process.

In April 2012 the Department of Business and Employment launched a new on-line recruitment system called eRecruit. To support this new system and prevent any delays in the recruitment process, the Department held training and information sessions for employees who were regularly involved in recruitment processes. Thirty-five employees attended the information sessions, with further numbers from regional locations receiving training over the telephone.

First Time Managers Program

The Department's First Time Managers Program was introduced in 2009-10 and is designed to equip managers with the skills and knowledge required to manage and lead in the public sector. It

incorporates the fundamentals of finance, procurement and people management and aims to ensure the ongoing development of graduates as Departmental leaders. Participants are expected to contribute to the development of leadership and corporate initiatives.

The Department continued to support delivery of this program and since its introduction, 57 participants have completed the program.

Emerging Leaders Program

The Emerging Leaders Program is a corporate initiative that was introduced in 2009-10 and is delivered through the Department's Internal Leadership Strategy. It aims to develop and maintain a sustainable organisation through effective leadership. The program is designed to broaden and strengthen the skills and knowledge of individuals who have the potential to be senior leaders within the Department, while providing a foundation for further study at the post graduate level. To continue to provide an appropriate platform for ongoing learning, graduates are also provided with opportunities to influence corporate initiatives.

A total of 51 employees have graduated from the Emerging Leaders Program since it was introduced.

Developing Personal Resilience Through Change

In 2012 the Department piloted two workshops on developing personal resilience through change. The workshops assisted participants to increase awareness of the need for personal resilience, understand symptoms of reducing resilience, provide practical strategies for themselves and others around them and understand organisational

processes such as employee assistance programs that can assist individuals and teams. Thirty managers participated in these pilots and gave positive feedback. The Department is evaluating these workshops as a potential tool to form part of its health and wellbeing strategy.

Continuing Professional Development Program

Solicitor for the Northern Territory

The Solicitor for the Northern Territory runs an internal professional development program for professional and administrative staff to ensure a skilled and professional workforce. The program comprises a mix of internal and external speakers covering a variety of topics. It contributes to mandatory professional development requirements

Prison Officer in Training (POIT)

Northern Territory Correctional Services

POITs are employed on a 12-month traineeship contract while they complete their Certificate III in Custodial Practice. A total of 51 POITs commenced in 2011-12, a decrease from 68 in 2010-11. The decrease in participation is attributable to the Barkly Work Camp becoming fully operational in 2011, however recruitment of prison officers will be ongoing in line with the increasing prisoner projections and staff attrition rate. An increased number of POITs in 2010-11 occurred in preparation for the start of the Barkly Work Camp and in 2011-12 the POIT intake was readjusted to service the three institutions.

Senior Prison Officer Promotion Course

Northern Territory Correctional Services

In February 2012, 25 Prison Officers (17 from Darwin Correctional Centre and eight from Alice Springs Correctional Centre) successfully completed their Senior Prison Officer Promotional Course. On completion the graduates became Prison Officers First Class who are then eligible for ongoing Senior Prison Officer positions.

Fair Go at Work

Northern Territory Correctional Services

A one day workshop was conducted by the Anti-Discrimination Commission in June 2012. The workshop was attended by 12 employees from Darwin and Alice Springs Correctional Centres, the Staff Training and Development Unit and Human Resources. The learning outcomes were to gain a thorough understanding of legislation and appropriate workplace behaviours so that a consistent message could be provided to all Northern Territory Correctional Services staff during future in-house training sessions.

NT WorkSafe Inspector development

NT WorkSafe continued to invest in their staff with a varied training program being offered, particularly to the inspectorate staff as part of NT WorkSafe's commitment to develop the skills of inspectors and comply with national harmonisation of Work Health and Safety legislation.

NT WorkSafe Inspectors have been studying for the Diploma of Government (Workplace Inspection) over the past two years. During

2011-12, nine Inspectors graduated with the Diploma. All Inspectors also completed three workshops totalling six days training on the new harmonised legislation that was conducted by all jurisdictions; two NT WorkSafe Inspectors completed train the trainer programs for consistency. All NT WorkSafe Inspectors also completed five days training, delivered by Solicitor for the Northern Territory, in the application of law.

Employment programs

Graduate Development Program

This program provides university graduates with the opportunity to begin their career with the NTPS in an environment that continues their professional training within a supervised workplace.

Four graduate trainees undertaking legal studies commenced with the Department in 2011-12, three with the Solicitor for the Northern Territory and one with the Office of the Director of Public Prosecutions.

As of January 2012 the program was expanded from a 12 month to a 24 month program, providing greater exposure and experience to clerks through extended rotations to various areas of the Department. The clerks from the January 2011 intake were transitioned into the new program. The expanded program provides eight clerkships over the 24 month period with an annual rollover / intake of four clerks.

Indigenous Cadetship Support Program

In an effort to improve recruitment and retention of Indigenous Territorians, the Department continued to support placements in the Indigenous Cadetship Support Program. The program is jointly funded

by the Northern Territory and Australian governments and is aimed at improving the employment prospects of Indigenous people. Indigenous students undertaking TAFE or tertiary studies are provided 12 weeks paid full-time employment annually (for the duration of their studies), as well as financial support for course fees and book, equipment and study allowances.

The Department currently supports two cadets under this program and both are studying law.

Indigenous Employment Program

On 23 March 2012, six Indigenous Territorians completed the inaugural Pre-Prison Officer in Training program conducted by the Department of Business and Employment. The graduates completed a Certificate III in Community Services, fitness training, cross cultural and work readiness training. Five of the Indigenous graduates also successfully completed the Prison Officer in Training Program with the Department of Justice and are employed at Darwin Correctional Centre. The sixth graduate is employed at the Don Dale Juvenile Detention Centre.

Apprentice Program

The NTPS Apprentice Program is an entry level recruitment program that aims to provide Territorians with an opportunity to gain a qualification through structured employment and training over a 12 month period in the NTPS.

During the 2011-12 financial year five apprentices commenced with the Department. All were still working in the Apprenticeship Program at 30 June 2012.

Northern Territory Public Sector Project Employment Program

In 2011-12 the Department continued to support one employee through the Project Employment Program. This program is coordinated by the Commissioner for Public Employment and is specifically for people who have an intellectual and/or learning disability. It offers employment opportunities to enable participants to gain skills and experience to widen their employment options.

Vacation Employment

During the 2011-12 mid-semester break, the Department employed six university students through the formal vacation employment program. The Department also offers students employment to backfill short-term vacancies as they arise and summer clerkships are offered annually by the Solicitor for the Northern Territory. These opportunities aim to provide valuable workplace experience for students.

NT Correctional Services Community Probation and Parole Officers

The Department continues to recruit Community Probation and Parole Officers (CPPO) to work in remote Indigenous communities. In 2011-12 another CPPO successfully completed his Certificate II in Justice Services. Since the CPPO program began in 2007, 23 CPPOs have been recruited and eight have completed the Certificate II in Justice Services, with a further five due to commence the qualification in October 2012. Of the CPPOs recruited since 2007, four have progressed to more senior roles in NT Correctional Services and 11 remain in the CPPO position, providing a vital link between the community and more urban based Probation and Parole Officers.

PERFORMANCE MANAGEMENT

The Department is committed to providing a framework that supports the appropriate management of performance. Following the launch of the new performance management system – the Individual Performance Review in 2011 – further work has been undertaken to embed the process across Divisions. Information, guidance and presentations on the performance based senior classification pay increments have been delivered by Human Resources.

All employees are expected to have a performance plan that feeds from their divisional business plan, providing a clear link from the Department's strategic direction to individual efforts and responsibilities. Employees understand their roles and what is expected of them and receive regular feedback from their supervisor on their personal performance.

RECOGNITION

Recognition of Service Policy

In October 2011, the Department implemented a Recognition of Service Policy to acknowledge the dedication, commitment and professionalism of its people. Through this policy, the Department formally acknowledges employees who achieve milestones of 10, 20 and 30 years of continuous service to the Department or the Northern Territory Government.

Solicitor for the Northern Territory Professional Development Award

The Solicitor for the Northern Territory provides an annual professional development award to recognise and reward the achievement

of individuals who have demonstrated exceptional potential and professional excellence in the early years of their career. One award is offered each year to law officers within the graduate clerk to Professional 3 range. The successful applicant receives a benefit to undertake an accredited professional development opportunity.

NT Correctional Services Long Service Medal

Deputy Superintendent Michael McDonald has worked with NT Correctional Services as a prison officer for 31 years. He was awarded a NTCS Long Service Medal in recognition of his significant contribution to the security and wellbeing of Darwin and Alice Springs Correctional Centre. Mr McDonald has worked his way up the rank structure from Prison Officer to his current rank of Deputy Superintendent and has also relieved as Superintendent at Alice Springs and Darwin Correctional Centre.

HEALTH AND WELLBEING

The Department believes that investing in our people means much more than expending on workplace learning and development; it also means investing in people's wellbeing so that they are fully engaged in their work, enjoy their work environment, feel safe and secure and have a healthy work-life balance.

In October 2011 the Department launched a new Health and Wellbeing Policy, detailing options of accessing health, safety and wellbeing support and activities that promote a healthy lifestyle and work life balance. Strategies include information, support and advice for employees dealing with personal wellbeing challenges as well as promoting amenities and sponsorship options that will enable employees to lead more active and healthy lives.

Below are some of the support and activities that have already been utilised.

Employee Assistance Programs

The Department continued to promote use of the Employee Assistance Program (EAP). Promotion of the EAP has been incorporated into the Health, Safety and Wellbeing Policy and information is also made available to employees during the Orientation Program. In 2012 the NT Government agreed on a new panel contract for the EAP, increasing the number of providers available from two to four. Promotional material has been distributed to employees and a new intranet information page has been developed to help employees choose the most appropriate way to access support for confidential counselling and professional advice.

Flu Vaccinations

In April 2012 all employees were provided with the opportunity to have a free flu vaccination. Ninety-one Department employees received a flu vaccination from a nurse at Old Admiralty Towers and a further 35 employees, who were unable to attend, received flu vouchers to use at another health provider.

Life. Be in it

The Department promotes employee participation in the 'Life. Be in it' corporate challenges and funds one team per challenge each year. This is a fantastic way to stay fit and healthy as well as meet new colleagues from across the Department. In 2011-12 the Department supported 72 people taking part in eight different challenges; these included touch football, volleyball, netball and archery. As well as

CEO Greg Shanahan and Tina Sacca present Kellie Boja (centre) of Camp Quality with a donation from the DoJ Life. Be in it corporate challenges.



promoting a healthy lifestyle and bringing people together, these challenges enabled teams to raise money for charity through the deposit scheme for the 'Just-us' branded sporting T-shirts. In August 2012 the CEO presented Camp Quality with a cheque for \$240.

Darwin City to Surf

In May 2012, 18 employees were sponsored by the Department to take part in the annual Darwin City to Surf fun run. Twelve employees ran the 4km route and six took on the more challenging 12km route, all wearing pink shirts (the Department's 'Just-us' colours).

Developing Personal Resilience Through Change

In 2012, 30 managers attended two pilot workshops on developing personal resilience through change. The workshops assisted participants to increase awareness of the need for personal resilience, understand symptoms of reducing resilience, provide practical strategies for themselves and others around them, and understand

organisational processes such as employee assistance programs that can assist individuals and teams.

EQUAL EMPLOYMENT OPPORTUNITIES AND DIVERSITY

All employees are encouraged to update their personal details in MyHR to enable accurate recording of equal opportunities data.

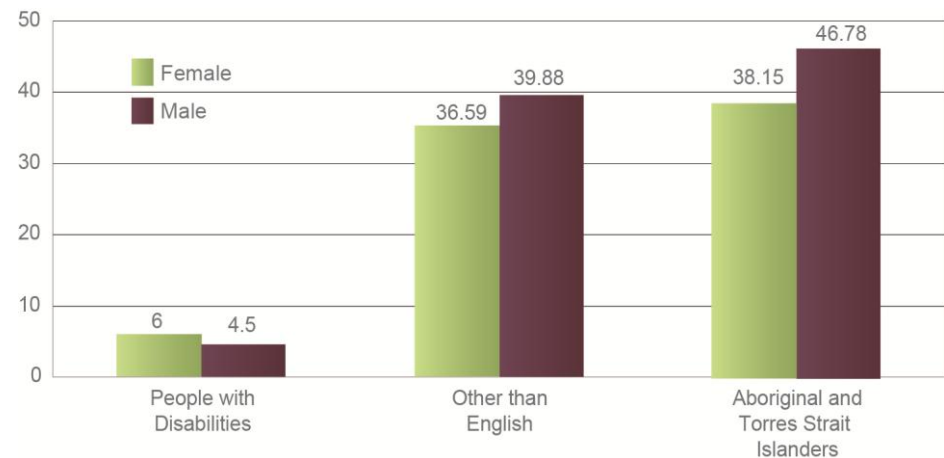
Female employees represent 50 per cent of the Department's workforce, a growth of 2 per cent from 2010-11. Indigenous employees represent 6 per cent of the workforce, those from non-English speaking backgrounds represent 5 per cent and those with a disability remain unchanged at 1 per cent.

Although the proportion of some of the target groups, such as Indigenous employees, has not grown due to growth in total numbers in the Department, the absolute number of individuals in the Department has increased as the total FTE has grown.

A Taste of Harmony

In March 2012 employees from a number of divisions held events to celebrate a 'Taste of Harmony'. The annual event held across Australia gives workplaces the opportunity to celebrate diversity in their workforce. Employees brought in food from various cultures and shared stories of their background, culture and favourite recipes.

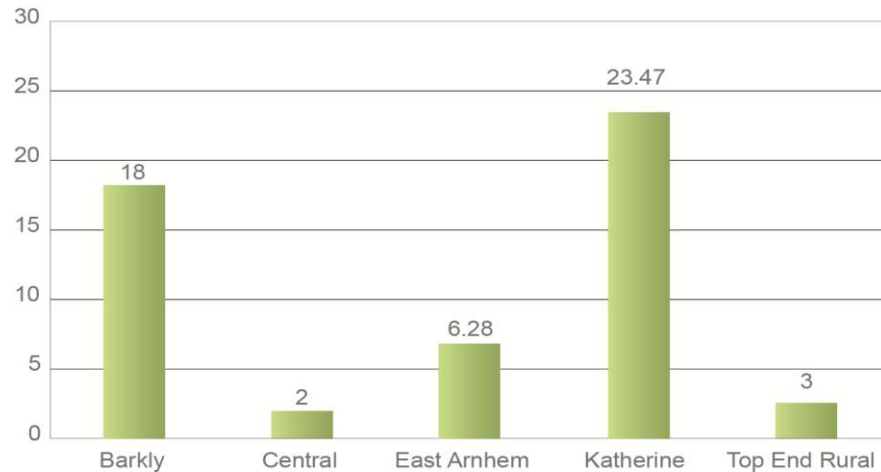
Equal Employment Opportunity Group by Gender as at 30 June 2012



Notes:

- 1 These figures include only self-identified individuals in the categories shown in the above chart.
- 2 These figures also only include employees who were paid in the pay period as at 30 June 2012.

Remote Workforce by Region as at 30 June 2012



Growth Towns

During 2011-12 the Department had five staff employed in growth towns. These were predominantly Community Probation and Parole Officers.

INDUSTRIAL RELATIONS

In accordance with the current enterprise agreement provisions, the Department ensures that relevant unions are consulted on all organisational changes affecting employees.

In 2011-12 the Department continued to support the enterprise agreement process and on 26 April 2012 the new Prison Officer Enterprise Agreement became effective.

COMPLIANCE WITH EMPLOYMENT INSTRUCTIONS

On 1 January 2012, the *Public Sector Employment and Management Act* (the Act) and its subordinate legislation (including Employment Instructions) were amended to improve human resources administration and management across the NTPS. Key changes to the Act and subordinate legislation affecting the Department's human resource management included:

- the use of contemporary employment terminology;
- processes under the Act dealing with employee performance, inability, medical incapacity and discipline have been simplified;
- changes to sections dealing with probation, abandonment of employment and a new section for multiple employment arrangements following review and feedback;
- the introduction of a provision for Special Measures available under the *Anti-Discrimination Act* to assist people from disadvantaged groups; and
- appeals and grievance processes have been streamlined.

Under these changes the names, content and number of Employment Instructions have also changed, as well as some of the requirements within these Employment Instructions.

The Department is currently undertaking a full review of all HR related policies and procedures. This includes incorporating references to recently updated Employment Instructions to ensure they are fit for purpose.

Employment Instruction 1 – Filling Vacancies

Agency to develop procedures for filling vacancies consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

- The Department publishes extensive procedural guidelines for advertising, selection and appointment processes on its intranet.
- Intensive training in the principles and processes of recruitment and selection was delivered to 136 employees during the 2011-12 year and will continue to be delivered as required.

Employment Instruction 2 – Probation

A Chief Executive Officer must develop a probation procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

- The Probation Policy is available for all staff and managers on the Department's intranet website. An improved and updated Policy, Procedure and supporting forms and guidance are in the process of being approved as part of the review of all HR related policies and procedures.

Employment Instruction 3 – Natural Justice

A person who may be adversely affected by an impending decision must be afforded natural justice before a final decision is made.

- The rules of natural justice are observed and reinforced through the HR consultancy framework.

- The principle of natural justice is being written into all relevant policies and procedures for complete clarity as part of the Department's review of HR related policies and procedures.

Employment Instruction 4 – Employee Performance Management and Development Systems

A Chief Executive Officer must develop and implement an employee performance management and development procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

- The Department's performance management program, the Individual Performance Review, including a policy and a comprehensive procedural toolkit, is available to all staff on the Department's intranet.
- Information sessions on the Senior Classification performance based pay increment were delivered to divisions during the reporting period.

Employment Instruction 5 – Medical Examinations

A Chief Executive Officer may engage a health practitioner in accordance with the Act.

- The legal requirements and best practice for undertaking medical examinations are observed and reinforced through the HR consultancy framework.

Employment Instruction 6 – Employee Performance and Inability

This Employment Instruction sets out rules for undertaking an employee performance and inability process in accordance with the Act

but does not require the Chief Executive Officer establish any particular Agency policy and/or procedures.

- Managers continue to implement this Employment Instruction as necessary, with support and advice from Human Resources. The requirements within this Employment Instruction are observed and reinforced through the HR consultancy framework.

Employment Instruction 7 – Discipline

This Employment Instruction sets out rules for undertaking an employee performance and inability process in accordance with the Act but does not require the Chief Executive Officer establish any particular Agency policy and/or procedures.

- The Department's Discipline Policy is available on the intranet and can be accessed by all staff. An improved and updated policy, procedure and supporting guidance are in the process of being approved as part of the review of all HR related policies and procedures.
- HR provides assistance to managers in dealing with discipline issues.

Employment Instruction 8 – Internal Agency Complaints and Section 59 Grievance Reviews

A Chief Executive Officer must develop an internal employee grievance handling policy and procedure consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

- The Department's review of Treatment in Employment Policy, process flowchart, supporting information and forms are available on the intranet and can be accessed by all staff. An improved and

updated policy, procedure and supporting guidance are in the process of being approved as part of the review of all HR related policies and procedures.

- HR continues to promote sound workplace practices, with workshops encouraging appropriate workplace behaviour delivered as part of the Orientation program and separately as required.
- Mediation continues to be used as an early intervention tool and has been actively and effectively applied to resolve issues.

Employment Instruction 9 – Employee Records

The Commissioner for Public Employment has delegated the responsibility for keeping records to each Chief Executive Officer. In addition to the requirements of the Act and its subordinate legislation, a Chief Executive Officer must comply with the requirements of the *Information Act (NT)* regarding correction, collection and handling of personal information contained in an employee's employment record.

- All staff employment records are securely maintained and stored by the Department of Business and Employment on behalf of the Department of Justice.
- Access to employment records and PIPS information is restricted.
- The Department conducts a biannual audit of PIPS access to ensure compliance.

Employment Instruction 10 – Equality of Employment Opportunity Programs

A Chief Executive Officer must develop an Equality of Employment Opportunity Program consistent with the Act, its subordinate legislation,

the *Anti-Discrimination Act* and any relevant award or enterprise agreement.

- The Department's Diversity Policy is available to all staff on the intranet.
- Cross-cultural awareness training (delivered through the Office for the Commissioner for Public Employment) is promoted.
- The Department delivers appropriate workplace behaviour training to new staff at orientation; this includes information about discrimination in the workplace and the steps taken to prevent this.
- The Department finalised a new Indigenous Employment and Career Development Strategy for 2012-14. It has an established Indigenous Reference Group and a dedicated Indigenous Employment Officer to facilitate the strategy.

Employment Instruction 11 – Occupational Health and Safety Standards Programs

A Chief Executive Officer must ensure the application in his or her agency of appropriate occupational health and safety standards and programs. A Chief Executive Officer is required to provide information in the Agency annual report in relation to the agency occupational health and safety programs.

Chief Executive Officers will develop programs that ensure employees and their representatives are consulted in the development and implementation of OH&S programs in the agency.

- OH&S continued to be included in the Department's orientation program to ensure new employees were aware of their OH&S rights and responsibilities.

- Induction guidelines, available on the intranet, include specific OH&S matters relevant to the immediate work environment for managers to discuss with new starters.
- A project to realign the Department's OH&S framework to the *Work Health and Safety (National Uniform Legislation) Act 2011* came into effect on 1 January 2012 and accommodates the new Employment Instruction 11. Consultation has occurred to develop a revised Work Health and Safety Policy and Management System.
- Fire Warden and First Aid training was delivered throughout the year.
- The Department case manages work-related injuries to ensure expedient rehabilitation and return to the workplace, where appropriate. Early intervention is a focus to reduce the number of potential workers compensation claims across the agency.
- The Employee Assistance Program is promoted widely across the Department and to employees who may be experiencing work and non-work related difficulties.

Employment Instruction 12 – Code of Conduct

A Chief Executive Officer may issue an agency-specific code of conduct which is consistent with the Act, its associated subordinate legislation, this Code and any other relevant legislation.

A Chief Executive Officer may issue agency guidelines/policy regarding the acceptance of gifts and benefits by Public Sector Officers, consistent with the Code.

- Information sessions on the Code of Conduct are provided to new employees as part of orientation and electronic copies are made available on the intranet.

- NT Correctional Services have a specific Code of Conduct in addition to the NTPS Code of Conduct. Extensive training is delivered to staff within the division on their specific Code of Conduct.
- The Department's Acceptance of Gifts and Benefits Policy is available to all staff on the intranet.

Employment Instruction 13 – Appropriate Workplace Behaviour

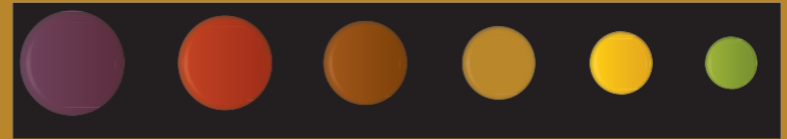
This new Employment Instruction was implemented on 29 June 2012.

A Chief Executive Officer must develop and implement an agency policy and procedure to foster appropriate workplace behaviour and a culture of respect, and to deal effectively with inappropriate behaviour and bullying as defined in the Employment Instruction. The policy and procedure are to be consistent with the Act, its subordinate legislation and any relevant award or enterprise agreement.

- The Department's Appropriate Workplace Behaviour Policy is available on the intranet for all employees to access.

- An improved and updated policy, procedure and supporting guidance are in the process of being approved as part of the review of all HR related policies and procedures and in response to the new Employment Instruction.
- The Department continues to deliver a session on Appropriate Workplace Behaviour as part of the Department's employee orientation program. In addition, the Human Resources branch attends Divisional inductions and training programs as and when required to deliver training on appropriate workplace behaviours.

Report on Performance



REPORT ON PERFORMANCE

This section outlines the Department's performance against planned outcomes. It also includes performance measures to demonstrate efficiency and effectiveness in achieving the outcomes.

It follows the output structure outlined in *Budget Paper No. 3* for 2011-12, identifies achievements during the year and provides directions for 2012-13.

It should be noted that trend analysis has been provided as it related to 2011-12 performance measures only.

The 2011-12 estimates referred to in this section are as published in *Budget Paper No. 3*.

SOLICITOR FOR THE NORTHERN TERRITORY

Provides civil litigation, commercial and native title legal services to government, manages the outsourcing of selected legal services and administers the scheme that provides financial support to victims of crime.

OUTCOME

Government is provided with the benefit of quality legal advice and representation.

OUTPUT

- Solicitor for the Northern Territory (SFNT)

Key deliverables	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Legal services (solicitor hours)	Total	Total	Total	Total	
	96,600	91,244 ₁	96,600	87,251	76,506
internal lawyers	48,540	NA ₂	48,540	51,745	
agency-based lawyers	48,060	NA	48,060	35,506	
Instructions outsourced	450	446	450	404	614
client satisfaction	85%	87%	85%	89%	89%
<i>Victims of Crime Assistance Act</i> applications	525	510	525	478	506
Number of people on Victims Register	60	74 ₃	90	81	New deliverable

1 The variance in the estimate and actual total time is due to technical difficulties experienced with new time recording software resulting in an inability to adequately capture time during various periods throughout the year.

2 The split between internal lawyer and agency based lawyer time is unable to be identified due to technical difficulties with new time recording software.

3 The number of people on the Victims Register increases as new people are added, but also reduces as people are removed (usually because the offender has been released from prison and/or is no longer under the supervision of Corrections).

2011-12 ACHIEVEMENTS

Developing safer communities

The object of the *Criminal Property Forfeiture Act* (the Act) is to target proceeds of crime to prevent the unjust enrichment of persons involved in criminal activities. Since March 2006, assets to the value of \$7.7 million (est) have been forfeited under the Act. A further \$6.5 million in assets are held under restraint pending the outcome of legal proceedings. Significantly, the Territory leads the way in unexplained wealth matters, having successfully concluded nine matters of this type, with another presently before the Supreme Court, involving an estimated \$1 million in assets.

In 2011-12, a total of \$2,198,310 in assets was forfeited under the Act. Assets forfeited in the Supreme Court have to date all been as a result of serious illicit drug offending, with criminal penalties ranging between 7 to 25 years imprisonment. The Act provides protections for persons who own property, but who are innocent in relation to the offending. Consequently those persons' interests are protected and they are paid out from forfeited funds. The remainder of the funds are paid to consolidated revenue.

Protecting and promoting the rights of the vulnerable and disadvantaged

Victims of Crime Compensation Scheme

- the operational cost of the Victims of crime Assistance Scheme as a percentage of the overall cost of the scheme remains relatively low at 23 per cent in 2011-12, having been reduced from a high of

42 per cent in 2002-03 to 21 per cent in 2010-11 with the shift from a court-based to administrative decision-making framework.

- Anglicare, under its service contract with the Department, has further developed and consolidated the counselling and support service for victims of crime, and increased the percentage of Indigenous clients receiving services.
- There has been continued development of cooperative relationships with Indigenous legal representatives and other advocacy groups to ensure understanding of the intent and processes of the scheme.
- Seventy-four people on the Victims Register receive regular advice about the offender for whom they are registered. Information relates to the offenders' conditions of sentence, parole and/or other supervision by Correctional Services.

Residential Tenancies disputes

- The SFNT has provided lawyer delegates to hear residential tenancy cases on behalf of the Commissioner of Tenancies. The number of matters proceeding to Inquiry and the time required by lawyer delegates to prepare for, hear and decide those matters, has increased since 2010-2011. This, in turn, has necessitated the appointment of a further delegate in 2011-12 to assist with the increased workload.

Influencing responsible economic and social development

- The SFNT represented the Northern Territory in a wide range of leading cases at all levels of the courts, including the High Court. It has provided strategic commercial legal advice in respect of a number of major infrastructure projects and has worked to resolve numerous outstanding, but vital, native title and Aboriginal land

claims, while also managing the conduct of selected litigation and commercial matters by private legal practitioners. Specific achievements/accomplishments in 2011-12 include:

- Provision of advice and opinions on the interpretation and application of Territory and Commonwealth laws, and legal issues and disputes.
- Assisted the Solicitor-General and Counsel with tobacco industry challenge to commonwealth legislation in the High court.
- Instructing and representing (junior counsel) the Northern Territory Attorney-General in the High Court challenge to the *Criminal Property Forfeiture Act*.
- Provision of counsel assisting to a range of Territory Boards and Tribunals, including the Disciplinary Appeals Board under the *Public Sector Employment and Management Act*, Teachers Registration Board, Anti-Discrimination, Promotion Appeals, Grievance Review, Tenancies, Screening Authority and the Licensing commission.
- Representation of the Northern Territory and MacDonnell Shire council in the Supreme court in relation to a legal challenge to the validity of the 2008 Local Government reforms brought by members of the former Amoonguna Community Inc.
- Ongoing advice and representation regarding the investigation and prosecution of the Darwin Port Corporation over pollution incidents at East Arm Port, which was the first prosecution under the *Waste Management and Pollution Control Act* for environmental offences.
- Representation in prosecution of a building company for environmental nuisance under the *Waste Management and Pollution Control Act*.
- Representation of the Territory and the Minister for Natural Resources in the Supreme court in a claim for water allocation in a regional area.
- Representing the ceO of the Department of children and Families (DCF) in the Supreme Court in a series of appeals regarding the conduct of child protection hearings in the family matters jurisdiction.
- Representing the CEO of DCF in the Court of Appeal in a challenge to the ceO's powers to allow children in her care to reside interstate with their carers.
- Representing the Territory in various coronial inquiries.
- Representing the commissioner of Police, corrections and courts in claims for wrongful imprisonment.
- Providing a prosecution service on behalf of various Territory agencies under the Animal Welfare legislation, *Liquor Act*, *Private Security Act*, Crowd Controllers, Security Firms and Security Officers Regulations, the Water Safety legislation, Parks and Wildlife legislation, Work Health legislation, *Tobacco Control Act* and the *Domestic and Family Violence Act*.
- Building the capacity of agencies to investigate and run their own prosecutions by conducting training courses and shadowing prosecutions.
- Representing the Commissioner for Public Employment in the Fair Work Australia Tribunal.

- Representing the Teacher’s Registration Board in appeals to the Local court.
- Provision of high level advice in respect to the Container Deposit Scheme and plastic bag ban. Members of the cross-agency taskforce with responsibility for progressing the introduction and implementation of the schemes.
- Representation of the Parks and Wildlife Commission in fast-tracked litigation in the Supreme Court relating to the operation of helicopter tours at Nitmiluk (Katherine Gorge) National Park.
- Assistance to the controller of Water Resources in the development of water allocation plans currently being circulated for public comment in respect of several regional areas.
- Jabiru Township Native Title Claim: Continuing implementation of the in-principle agreement regarding settlement of the Jabiru native title claim.
- Negotiation and preparation of Indigenous Land use Agreements with native title holders to enable land release in regional towns for public, commercial and private use.
- Kenbi Land Claim: Continuing negotiation regarding settlement of the Kenbi Land claim.
- Continuing progression of all outstanding native title matters in the Northern Territory. Fifteen consent determinations of native title over pastoral leases, the town areas of Daly Waters and Mataranka were agreed between the Applicants and the Northern Territory covering an area of approximately 36,000 square kilometres.
- Provision of legal and strategic advice for streamlining native title court processes to enable speedier resolution of claims.
- Provision of legal and strategic advice for developing principles of settlement for native title claims, in particular claims affecting towns.
- continuing negotiations with Land councils and other stakeholders following the High Court’s decision in the Blue Mud Bay case (*Northern Territory of Australia & Anor v Arnhem Land Aboriginal Land Trust & Ors*, July 2008). The negotiations, which are being led by the Department of the Chief Minister, are aimed at finding practical and positive outcomes to issues arising from the decision.
- Representing the Territory in the Timber Creek Native Title Compensation Claim. This is a test case which will hopefully determine the value of native title rights and interests.
- continued progression of outstanding land claims under the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cwlth).
- The SFNT provided extensive legal, policy, commercial and strategic advice on whole of government and sensitive matters, and drafted and negotiated complex documentation in respect of the following major projects:
 - Darwin City Waterfront Redevelopment – Continued ongoing advice.
 - Marine Supply Base – the SFNT has provided advice and drafted contract documentation and is now advising on a range of issues related to this important infrastructure project.

- Inpex Ichthys LNG Project – Following execution of the Project Development Agreement, SFNT has continued to work on ancillary land tenure agreements and other associated agreements related to the LNG Plant site and to the construction workers' accommodation village to support the construction phase which is now underway. SFNT is advising on a broad range of matters relating to approvals required for the project and the conditions imposed on those approvals.
- National Parks and Reserves – Significant work has been done by SFNT in respect of arrangements for handover to traditional owners of West MacDonnell National Park (Schedule 1 of the *Parks and Reserves (Framework for Future) Act*) and Watarrka National Park (Schedule 2 of the *Parks and Reserves (Framework for Future) Act*).
- NT Secure Facilities Project (new prison) – SFNT provides ongoing advice and is assisting on the project as required. Significant work was completed during 2011-2012 culminating in contractual close and commencement of construction due for completion in mid 2014.
- Johnston Stage 1 and Stage 2 Residential Subdivisions – Work continues on the delivery of titles for these residential developments.
- Wirrina Housing Redevelopment – Agreement was signed on 4 August 2010. Construction is underway with completion anticipated in September 2012. The SFNT continues to provide advice on this matter as required.
- Alice Springs Town Camps – The Northern Territory's lease is due to expire in December 2012 and a considerable amount of work is required to bed down post December arrangements. SFNT provides advice to Strategic Indigenous Housing and Infrastructure Program on the implementation of works, contract management and reform of the public housing framework.
- Indigenous Remote Housing Project – Legal work continues in relation to the commercial framework underpinning the alliance agreements and SFNT continues to provide advice on a range of matters related to this project.
- Short Stay Accommodation Village – SFNT acted in the recent successful finalisation of the contract related to the design, construction and operation of a Short Stay Accommodation Village.
- Fidelity Fund Scheme under the *Building Amendment (Residential Building Consumer Protection) Act* – SFNT is drafting the contractual framework for the establishment of this Fund.
- Affordable Housing Rental Company – SFNT continues to work with the Affordable Housing Rental Company to finalise the establishment and funding of this important initiative.
- Katherine Regional Cultural Precinct – provided advice regarding the ancillary land tenure arrangements, and the preparation of necessary agreements, required for the establishment of the cultural centre and to enable its operation and use.
- The SFNT continued to actively pursue the Aboriginal Land Tenure Reform aspects of the Northern Territory Government's Territory Growth Town Strategy. This work has been undertaken through the allocation of a senior lawyer and junior lawyer. Both positions are funded by Department of Housing, Local Government and Regional

Services. In pursuing these reforms during the reporting period, the SFNT has:

- Negotiated precedent template leases under s19 of *Aboriginal Land Rights Act* with the Northern and central Land councils and the Commonwealth's Executive Director of Township Leasing. These documents are currently being rolled out across the Territory.
- Secured NTG assets within s19A township lease area.
- Assisted the Department of Lands and Planning to resolve the long outstanding issue of the status of roads on Aboriginal Land.
- Continued to provide advice on the application of relevant NT legislation to Aboriginal Land as it relates to planning and land use issues.

These measures form part of the Territory Growth Town Strategy and will facilitate tenure reform on Aboriginal land and contribute to the economic development opportunities for indigenous Territorians.

Developing and maintaining a sustainable organisation

- Maintained a skilled, capable and professional workforce to meet the challenges and needs of the organisation through participating in the Internal Performance Review Program and targeting Continuing

Professional Development sessions to meet the service and strategic needs of clients and professional development needs of staff.

- Facilitated focus groups on current and emerging areas of law such as employment, mining, procurement, resources, environment and land.
- Expanded the graduate law clerk program from a 12 month to 24 month program providing greater exposure and experience through extended rotations to various areas of the Department.
- Continued to support a collegiate, supportive and social culture through flexible work practices, social events and initiatives to reduce environmental impact.

enhancing Indigenous outcomes

- continued to support two Indigenous cadetship placements for the four year duration of a law degree which also includes study and work placements in SFNT.

COURT SUPPORT AND INDEPENDENT OFFICES

Provides administrative and other support services to enable courts and tribunals to administer justice for the community, including:

- registry and processing of case documents;
- support for trials and hearings;
- fines recovery; and
- mediation services.

Independent offices protect the community's legal rights and property interests by:

- providing land and life event (births, deaths and marriages) registration services and searching facilities;
- providing trustee and estate administration services and managing restrained and forfeited property;
- overseeing freedom of information, privacy protection laws and the public interest disclosure law;
- providing consumer protection services;
- providing protection from discrimination through education and independent complaint handling;
- monitoring the quality of government mental health services and providing complaint resolution and advocacy;
- ensuring the wellbeing of vulnerable children;
- providing the community with an avenue to resolve complaints between health service providers and clients;
- providing public advice to government on governance frameworks for best practice environmental protection and sustainability, and

evaluation of environmental management and compliance practices in the Northern Territory; and

- providing an independent public prosecution service.

OUTCOMES

- Effective judicial support services to enable delivery of justice to the community by the courts and tribunals of the Northern Territory.
- A safe, secure and equitable society in which a person's legal rights and property interests are protected.

OUTPUTS

- Higher courts
- Lower courts and Tribunals
- Fines Recovery Unit
- Registrar-General
- Public Trustee
- Information commissioner
- Public Interest Disclosures
- consumer Affairs
- Anti-Discrimination commission
- children's commissioner
- Health and Community Services Complaints Commission
- Environment Protection Authority
- Office of the Director of Public Prosecutions

HIGHER COURTS

Provides processing, appropriate case-flow management for the higher courts including the Supreme court and courts of appeal.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual		2010-11 Actual	2009-10 Actual
Quantity					
cases lodged					
- criminal	500	510	500	458	485
- Civil	500	488	500	510	482
Sitting days					
- criminal	1,000	979	1,000	949	932
- Civil	250	263	250	213	190
Quality					
client satisfaction	85%	TBA	85%	73%	96%
Timeliness					
Finalisation of cases within 12 months					
- criminal	85%	94%	85%	92%	93%
- Civil	85%	89%	85%	88%	85%

LOWER COURTS AND TRIBUNALS

Provides processing, appropriate case-flow management for the lower courts, tribunals or other statutory offices. Includes the Community Justice Centre (CJC) which provides free mediation services and public awareness functions to help people resolve their own disputes.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual		2010-11 Actual	2009-10 Actual
Quantity					
criminal cases lodged ¹					
- major centre courts ²	10,000	10,450	10,000	10,472	10,422
- circuit courts ³	3,200	3,078	3,200	3,433	3,465
Civil cases lodged	6,000	6,781	6,000	7,601	7,964
Sitting days	3,000	3,166	3,000	3,100	2,898
Circuit court days	390	372	390	373	374
Community Justice centre mediations	150	151	150	144	131
Community Justice centre presentations	30	29	30	48	31
Quality					
client satisfaction	85%	TBA	85%	50%	74%
Community Justice centre client satisfaction	85%	92%	85%	85%	85%
Timeliness					

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Finalisation of cases within six months					
- criminal ⁴	80%	63%	80%	81%	81%
- Civil	85%	82%	85%	88%	81%
Finalisation of coronial cases within 12 months	60%	65%	60%	70%	40%

1 Prosecutions for breach of bail are counted separately as previously action for breach of bail was not counted as a separate lodgement. Total 'Breach of Bail' lodgements for each quarter are -

QTR 1 - major centres	301
circuit courts	48
QTR 2 - major centres	417
circuit courts	147
QTR 3 - major centres	355
circuit courts	192
QTR 4 - major centres	460
circuit courts	111
Full Year - Major Centres	1,533
circuit courts	498

2 major centres are Alice Springs, Katherine and Darwin

3 Circuit courts are held at Ali Curung, Alyangula, Barunga, Borroloola, Daly River, Elliott, Galiwin'ku, Hermannsburg, Jabiru, Kalkarindji, Kintore, Lajamanu, Maningrida, Milikapiti, Mutitjulu, Nguiu, Ngukurr, Nhulunbuy, Numbulwar, Oenpelli, Papunya, Pirlangimpi, Tennant Creek, Timber Creek, Ti Tree, Wadeye, Yuendumu and Yarralin.

4 2,800 historical matters (greater than 6 months old) were closed during 11-12 skewing the finalisation figures for this year.

FINES RECOVERY UNIT

Processes and collects court fines and infringement penalties.

measures	2011-12	2011-12	2012-13	2010-11	2009-10
	estimate	Actual	estimate	Actual	Actual
Quantity					
enforcements issued:					
- Court fines	9,000	8,470 ₂	9,000	9,547	9,348
- Infringement penalties	23,000	23,230	23,000	21,354	21,343
Fines and penalties paid in full	52,000	51,540	52,000	51,779	49,160
Quality					
client satisfaction	85%	94%	85%	92%	88%
Fine and penalty clearance rate	85%	80% ₃	85%	81%	79%
Timeliness					
Enforcements fully paid within 12 months					
- Court fines	35%	32% ₄	35%	37%	40%
- Infringements penalties	65%	63% ₄	65%	67%	68%

- 1 Enforcement orders are issued if a person does not pay a fine or penalty within the prescribed time.
- 2 The reduction in enforcements of Court fines is in part a reflection of a reduction in the number of court ordered fines during the year.
- 3 The clearance rate records fines and infringements paid in full during the year (irrespective of when they were issued) as a proportion of fines and penalties issued during the year. The figure is similar to previous years.
- 4 Time to Pay arrangements are set up to pay the oldest matter first, resulting in a delay in payments on the most recent fines / penalties. As some debtors accrue more fines or penalties an increasing number require more than 12 months to pay off the total debt, so reducing the proportion paid off within 12 months.

OFFICE OF THE REGISTRAR-GENERAL

Registers dealings with land and other property, powers of attorney, births, deaths, marriages and changes of name and sex.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Records maintained (M)	1.2	1.19	1.22	1.15	1.12
Registrations	33,000	33,362 ¹	32,000	29,403	33,867
Searches	850,000	905,049 ¹	800,000	794,752	688,155
Quality					
client satisfaction	95%	98%	95%	97%	98%
Timeliness					
Life event certificates issued within 24 hours	95%	98%	95%	97%	98%
Life events registered within 72 hours	95%	99%	95%	99%	99%
Land dealings and instruments registered within 48 hours	97%	100%	97%	100%	100%

¹ Increase due to high activity in Births, Deaths & Marriages particularly during four month certificate and change of name fee waiver period.

OFFICE OF THE PUBLIC TRUSTEE

Provides will registry and will-making, trustee and estate administration services. Manages restrained and forfeited property under the *Criminal Property Forfeiture Act*.

Performance Measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Deceased estates active	140	142 ¹	140	129	175
Deceased estates finalised	160	110 ¹	140	170	260
Trusts active	660	662	660	669	635
Trusts finalised	100	111	100	123	99
Wills prepared	250	240 ²	250	311 ²	384
Quality					
client satisfaction	90%	91%	90%	93%	94%
Timeliness					
Finalise deceased estates:					
- within 12 months	65%	70%	65%	62%	55%
- within 24 months	85%	89%	85%	84%	85%

- 1 Deceased estates active and finalised are less than the original estimate due to reduced number of new estates.
- 2 Wills prepared reduced due to a new policy limiting the circumstances in which the Public Trustee will make wills.

OFFICE OF THE INFORMATION COMMISSIONER

Promotes knowledge about freedom of information (FOI) and privacy rights within government and the community. Investigates and attempts to resolve complaints about FOI and privacy matters and considers related applications.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Complaints (includes complaints carried over) - FOI - Privacy	25 10	24 7	20 6	22 ¹ 10 ¹	31 10
Complaints finalised - FOI - Privacy	12 4	12 5	15 4	N/A	N/A
Awareness and training - Presentations - Participants	20 250	17 312	20 250	20 ² 315	16 304
FOI and privacy hours (advice and audits)	650	650	650	N/A	N/A
Quality					
Training participant satisfaction	80%	85%	80%	86%	89%
Timeliness					
Complaints finalised			Disc.		
within 12 months: - FOI - Privacy	50% 70%	83% 40%		38% 50%	22% 67%

PUBLIC INTEREST DISCLOSURES

Investigates public interest disclosures and ensures that any improper conduct is properly dealt with. Protects persons who make public interest disclosures from acts of reprisal. Promotes awareness about the legislation.

Performance measures	current Year		Targets	Previous Year	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Public interest disclosures ¹	60	70	60	75	78
Review relocation applications ²	1	0	Disc.	0	0
Awareness and training: - presentations - participants	10 400	11 456	10 400	26 558	24 1,026
Quality					
Participant satisfaction ³	90%	91%	90%	90%	90%
Timeliness					
Disclosures resolved or investigation reports presented to responsible authority within six months	70%	68%	70%	N/A	N/A

1 Includes all disclosures (including files carried over from the previous year) whether or not ultimately assessed as falling within the Act.

2 A public officer (whistleblower) may request relocation because of an act of reprisal against the officer. Discontinued.

3 Participant satisfaction refers only to participants in face-to-face training.

CONSUMER AFFAIRS

Provides a regulatory framework where the community is informed on consumer rights and responsibilities, and responsible business conduct is promoted.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Enquiries received	18,000	17,847 ¹	18,000	17,570	15,925
consumer and business actions	450	474 ²	600	833	1,376
compliance actions	130	77 ³	200	166	239
Tenancy applications	800	760 ⁴	800	857	756

1 Enquiries received continue at a high level with increasing consumer awareness of consumer affairs services.

2 Consumer and Business Actions include educational activities and to a wide range of groups, including real estate agents, trader visits, etc. They increased due to the need to inform consumers and traders about the consumer Law and demand from real estate agents for information about the *Residential Tenancies Act*.

3 Compliance actions reduced in 2011-12 due to diversion of resources to a complex matter.

4 Tenancy applications are slightly down which may be a result of earlier resolution of issues through calls that the office is receiving for advice.

ANTI-DISCRIMINATION COMMISSION

Provides anti-discrimination education, training and public awareness to the private sector, government and the general community. Accepts, investigates and conciliates complaints, and conducts public hearings in respect of anti-discrimination matters.

The Community Visitor Program (CVP) provides complaint and advocacy services for people receiving treatment under the *Mental Health and Related Services Act* and monitors the quality of government mental health services.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Public awareness / community-based events, development of educational resources and training (hours) 1	300	623	300	N/A	N/A
complaint handling					
- Complaints received	130	202	Disc.	244	186
- Total complaints handled	198	344	Disc.	512	275
- complaints closed	130	250	Disc.	236	152

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Complaints (includes complaints carried over)	New measure	-	300	N/A	N/A
complaints accepted	New measure	-	120	N/A	N/A
complaints outstanding (in progress)	New measure	-	200	N/A	N/A
Complaints finalised (includes rejected figure)	New measure	-	160	N/A	N/A
cVP panel and community visitor inspections completed	8	9	8	N/A	N/A
Policy Hours (advice from ADC and CVP)	New measure	-	120		
Quality					
Participant satisfaction with training	85%	100%	85%	100%	100%
Percentage of finalised complaints conciliated	35%	45%	Disc.	22%	43%

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Percentage of accepted complaints settled	New measure	-	35%	N/A	N/A
Timeliness					
complaints closed within six months of receipt	50%	59%		52%	61%
complaints closed within eight months of receipt	New measure	-	60%	N/A	N/A
cVP contact within one working day of request	100%	95%	100%	N/A	N/A

Revised measure: expanded to include development of educational resources and training which is measured in hours. The figure has increased due to the hours undertaken developing the 'Fair Go at Work Train the Trainer package.

CHILDREN'S COMMISSIONER

The Office of the Northern Territory Children's Commissioner is responsible for investigating complaints regarding required services for vulnerable children, monitoring the administration of the *Care and Protection of Children Act* so far as it relates to vulnerable children, dealing with submissions received by the Commissioner regarding the recommendations arising from the Board of Inquiry into the Child Protection System of the Northern Territory and for monitoring the Territory's response to the Little Children are Sacred Report.

Performance measures	current Year		Targets	Previous Years
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual
Quantity				
Approaches received	90	119 ¹	90	68
Number of referrals ²	14	11	14	10
Complaints investigated	60	95 ¹	65	48
Public awareness and educations programs	59	27	28	12

1 Approaches received and complaints investigated have increased due to expansion of the commissioner's role and powers.

2 Complaints referred to another body for investigation.

HEALTH AND COMMUNITY SERVICES COMPLAINTS COMMISSION

Provides an avenue to resolve complaints between health, disability and aged service providers and service users, and contribute to improvement of those services.

Performance Measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Inquiries and complaints received	550	559	550	502	552
Inquiries and complaints closed	500	485	500	411	428
Complaints resolved within 180 days of receipt	>70%	78%	>80%	78%	94%

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

Provides an independent public prosecution service for the Northern Territory and provides witness and victim support services throughout the criminal justice process through the Witness Assistance Service (WAS).

Performance measures	current Year		Targets	Previous Year
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual
Quantity				
New matters	1,400	2,021	1,400	1,482
Finalisations:				
- Supreme court pleas	220	397	220	235
- Supreme court trials	50	49	50	66
- Supreme court withdrawn	50	43	50	49
- Not committed to Supreme court	20	1	20	2
- Summary hearings/pleas	815	959	815	794
- Summary withdrawn	245	234	245	212
- Appeals at all levels	75	68	75	64
Witness Assistance Services clients	1,300	1,493	1,300	1,536
Duty prosecutors days	1,000	1,097	1,000	932
CPF file hours provided by SFNT 1	3,385	3,370	N/A	2,574

Quality				
matters committed to the Supreme court 2	90%	100%	N/A	99%
Findings of guilt (including guilty pleas) in Supreme court	90%	95%	90%	93%
Findings of guilt (including guilty pleas) in Court of Summary Jurisdiction	90%	91%	90%	90%
Convictions after trial or hearing	80%	91%	80%	90%
Files where CPF order obtained ²	80%	75%	N/A	90%
Timeliness				
Filing of indictments within 28 days of committal	65%	75%	65%	70%
Supreme court matters withdrawn less than 28 days before a trial was to commence	65%	63%	65%	60%
CPF matters finalised in Local court within 12 months	90%	50%	N/A	80%
CPF matters finalised in Supreme court within 24 months ²	90%	83%	N/A	80%

1 Performance measure removed in 2012-13.

2 Performance measure no longer applicable.

ENVIRONMENT PROTECTION AUTHORITY

The Environment Protection Authority is an independent statutory body. It provides advice to government and the community on governance frameworks for best practice environmental protection and sustainability, and evaluation of environmental management and compliance practices within the Territory.

Performance Measures	Current Year		Targets	Previous Year
	2011-12 Estimate	2011-12 Actual	2012-13 Estimate	2010-11 Actual
Strategic Advice				
Final advice provided to Government	2	2	2	3
Formal public stakeholder events held	8	8	8	8
Discussion papers and reports released	4	4	2	2
Reviews and Assessments				

Performance Measures	Current Year		Targets	Previous Year
	2011-12 Estimate	2011-12 Actual	2012-13 Estimate	2010-11 Actual
Incoming referrals from public and Government	4	4	4	2
Projects and reviews commenced	5	5	3	3
Monitoring and Reports				
Cumulative impact reports released ¹	1	0	1	N/A

¹ measure not used/recorded in 2010-11

2011-12 ACHIEVEMENTS

- contributed to the *Enough is Enough* alcohol reforms by:
 - establishing the SMART (Substance Misuse Assessment and Referral for Treatment) Court to deal with offenders with a serious history of substance misuse;
 - establishing the Alcohol and Other Drugs Tribunal to assess people who are misusing alcohol or drugs whether or not they are offenders, and to impose alcohol bans and order them to undertake treatment where appropriate;
 - setting up additional Births, Deaths and Marriages offices in co-operation with the Motor Vehicle Registry and Courts and offering a certificate fee waiver period in order to facilitate Territorians obtaining up-to-date ID required to purchase take away alcohol.
- Upgraded court facilities:
 - installed Public Access Display Systems (PADS) – electronic court lists, for the Darwin and Alice Springs magistrates court;
 - upgraded docks at the Darwin Magistrates Court;
 - finalised security CCTV installation at the Darwin Magistrates court;
 - installed new videoconferencing equipment in:
 - three courts at the Darwin Supreme court;
 - court 1 of the Darwin magistrates court;
 - courts 1 and 3 at the Alice Springs Law courts.
- Facilitated hearings at 29 circuit court venues throughout the Territory.
- In partnership with the NT Police, conducted a project that cleared over 3,000 historical matters pending in the Magistrates Court.
- The Community Justice Centre provided 151 mediations; up from 144 in 2010-11, 131 in 2009-10, 101 in 2008-09 and 50 in 2007-08.
- Installed energy efficient lighting at Nichols Place, Darwin.
- Introduced procedures to implement amendments to fines recovery legislation aimed at improving the effectiveness of fines recovery.
- The Public Trustee paid \$719,000 to Consolidated Revenue from realisation of property forfeited under the *Criminal Property Forfeiture Act*.
- Land Titles Office continued to participate in the development of the national electronic conveyancing system, which advanced with the establishment of the Australian Registrar's National electronic Conveyancing Council and publication of a draft *Electronic Conveyancing National Law*, model participation rules and model operating requirements.
- Births, Deaths and Marriages:
 - developed or advanced arrangements with Territory, interstate and national bodies to promote research and identity security, including:
 - Australian Bureau of Statistics;
 - SANT Datalink;
 - National Document Verification Service;
 - entered into additional arrangements to provide identity information, birth certificates and changes of name to facilitate programs designed to assist Indigenous Territorians;

- established a cooperative arrangement with the Katherine Court for the issue of Birth, Death, Marriage and Change of Name certificates in Katherine.
- Facilitated the transfer of the Environment Protection Authority (EPA) to the Department of Justice in July 2011 to advance the EPA's role of providing independent advice on ecologically sustainable development to government and the community.
- Anti-Discrimination Commission:
 - Talking posters describing ADC and CVP services have been placed in each Territory Growth Town.
 - New Train the Trainer Manual titled 'Fair Go at Work' developed.

NORTHERN TERRITORY CORRECTIONAL SERVICES

As part of the criminal justice system, and in partnership with the community, contributes to individual and community safety by:

- providing for the safe, secure and humane care and custody of adult inmates and juvenile detainees and support strategies that contribute to a reduction in their likelihood of re-offending upon release;
- administering sentences and orders of the courts and the Parole Board through effective supervision and offender management in order to address risk factors that contribute to re-offending;
- providing assessments and reports to the courts and the Parole Board to assist with effective sentencing and to enhance decision-making processes; and
- ensuring that a range of therapeutic and re-integration interventions are available to sentenced inmates, community-based clients and juvenile detainees, to assist in their rehabilitation.

OUTCOME

A safe, secure and humane correctional system operating within a legal framework.

OUTPUTS

- Custodial Services
- Community Corrections
- Juvenile Detention

CUSTODIAL SERVICES

Provides safe, secure and humane care of adult inmates while offering a range of therapeutic and re-integration interventions to assist in their rehabilitation.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	1010-11 Actual	2009-10 Actual
Quantity					
Daily average number of inmates ¹	1,310	1,337	1,450	1,172	1,082
Expected peak beds required ¹	1,360	1,373	1,510	1,283	1,137
Quality					
Participation in education ²	40%	47%	40%	33%	40%
Participation in employment programs ³	75%	73%	75%	81%	58%
Serious inmate on inmate assaults	<10	3	<10	4	3

1 Inmate numbers fluctuate in response to numerous variables that may include police activity, court activity, length of sentences imposed, and sentencing options available.

2 The number of inmates participating in accredited education and training courses as a percentage of those eligible to participate.

3 The number of inmates employed as a percentage of those eligible to work.

COMMUNITY CORRECTIONS

Provides assessment, monitoring and supervision services to community-based clients in line with sentences and orders issued by the courts and the Parole Board.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	1010-11 Actual	2009-10 Actual
Quantity					
Offenders under supervision (daily average)	Adult ¹ – 1,200 Juvenile – 120	Adult ¹ – 1,144 Juvenile – 181	Adult ¹ – 1,400 Juvenile – 120	Adult – 1,088 Juvenile – 39	1,466
Order commencements ²	Adult – 1,200 Juvenile – 90	Adult – 1,283 Juvenile – 187	Adult – 1,200 Juvenile – 90	Adult – 945 Juvenile – 180	1,125
Community work hours completed	15,000	16,344 ³	15,000		
Quality					
Proportion of orders completed successfully ²	70%	65%	70%	64%	76%

1 Estimate reduced owing to delays in the commencement of the *Justice (Corrections) and Other Legislation Amendment Act 2011* until February 2012.

2 Orders completed during the year that were not breached.

3 Community work hours completed are a new line item for 2011-12. New community work initiatives including Community Work Coordinators, Community Work Crews and the Community Works Grants Scheme have driven the significant increase in community work hours during 2011-12.

JUVENILE DETENTION

Provides safe, secure and humane care of juvenile detainees while offering a range of therapeutic and re-integration interventions to assist in their rehabilitation.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	1010-11 Actual	2009-10 Actual
Quantity					
Daily average juvenile detainees ¹	40	38	50	39	28
Expected peak beds required ^{1,2}	50	48	60	60	36
Quality					
Proportion of case management plans that include post-release options	100%	100%	100%	100%	100%

1 Decreases in 2011-12 estimate owing to a peak in juvenile detainee numbers in March

2011 which has not re-occurred; previous detainee reception numbers have since returned to previous growth projections.

2 The maximum number of beds required to accommodate fluctuations in juvenile detainee numbers above daily averages.

2011-12 ACHIEVEMENTS

The Barkly Work Camp was officially opened by the Chief Minister and Minister for Correctional Services on 8 September 2011.

On 5 October 2011, the Northern Territory Government approved the design, construction, finance and maintenance of the new Darwin Correctional Precinct to replace the existing Darwin Correctional Centre. The precinct is located on a green-field site at Holtze approximately 29km by road from the Darwin Central Business District. In December 2011, the Development Consent Authority approved full development of the project which allowed site clearing for construction and erection of the precinct fence. Building construction activity commenced on 2 April 2012, and will continue to June 2014. The Precinct includes:

- an 800 bed correctional centre (with capacity for a further 200 beds) multi-classification for remand and sentenced males and females;
- a 30 bed Secure Mental Health and Behavioural Management facility;
- a 48 bed Supported Accommodation and Program centre; and
- the Correctional Services Staff Development and Training Centre.

The Batchelor Institute of Indigenous Tertiary Education has been engaged to construct five alcohol and other drug treatment beds at Venndale Rehabilitation Facility, Katherine, with the assistance of 10 inmates from Darwin correctional centre as trainees to assist with the construction, while undertaking Certificates I, II and III Construction and Certificate II Civil Construction, Resources and Infrastructure.

The Post Release House opened on 7 January 2012 and provides accommodation to inmates who have served their full time sentence and do not have accommodation immediately available upon their release from custody.

On 27 February 2012, part of the *Justice (Corrections) and Other Legislation Amendment Act 2011* commenced, introducing two new community-based sentencing options, a non-custodial order called Community Based Order and a custodial order called a Community Custody Based Order.

On 23 March 2012, six Indigenous Territorians completed the inaugural Pre-Prison Officer in Training program conducted by the Department of Business and Employment. The graduates completed a Certificate III in Community Services, fitness training, cross cultural and work readiness training. Five of the Indigenous graduates also successfully completed the Prison Officer in Training program with the Department of Justice and are employed at Darwin Correctional Centre. The sixth graduate is employed at the Don Dale Juvenile Detention Centre.

Inmates at the Darwin and Alice Springs correctional centre participated in *QuickSmart*, an Australian first educational program to equip them with skills vital to gaining meaningful employment on their release. *QuickSmart* instruction is tailored to individual learning levels and is designed to strengthen students' recall of basic number facts and mathematical problem solving. ASCC have trained a total of five inmates as tutors, with two of these being Indigenous.

The Community Corrections Indigenous Family Violent Offender Program (IFVOP) developed a series of resources including a DVD,

comic strip and IFVOP brochure. The methodology is story telling and the theme is 'A Better Way' leading to breaking the cycle of violence. The comic strip and the DVD have been developed in four languages (English, Arrernte, Kriol and Yolngu Matha) with the opportunity to translate into any other language in the NT and Australia. The comic strip and the DVD use an old Aboriginal man who has attended the program to talk to a younger Aboriginal man about his experience and how the program helped him to make better choices and assisted him to break the cycle of violence.

The key underlying principles in the development of the resources are:

1. Storytelling is an excellent way to convey the family violence message to people living in remote Indigenous communities who do not speak English, or speak English as a second or third language. Indigenous people relate well to, and engage with, stories relevant to their lives and culture.
2. Translation of the materials will help audiences to be more open to the messages. It can also help communication materials to become a talking point within the local community.

3. The new resources will be modelling more appropriate responses to situations that can lead to family violence. Most program resources focus on spousal abuse and focus on the violence and participants then discuss appropriate options. The new resources will change the focus. The still images trigger in the offenders' minds what regularly happens; they then hear it unfold and observe a series of more appropriate community/personal responses. The scenarios will depict family violence incidents specific to regional and remote communities of the NT.

The Detainee Information Program Schedule has been established to assist in providing a clear and structured management program for the detainees and Juvenile Justice Officers in the Don Dale Juvenile Detention centre. The program operates outside of school hours, weekends and holidays only.

POLICY COORDINATION

Provides strategic legal, justice and social policy advice to government and delivers a range of programs and services, monitors, funds and coordinates the implementation of related government policies and research, including the coordination of ministerial briefings and correspondence.

OUTCOME

enhanced coordination and integration of Department and whole-of-government activities and services, ensuring quality policy development and effective service delivery.

OUTPUTS

- Community and Justice Policy
- Legal Policy (including DoJ Secretariat)
- Research and Statistics
- Community Benefit Fund
- Community Justice Grants

Policy Coordination was formed on 1 July 2007. Data is only available back to that date.

Policy Coordination assumed responsibility for the Department's Secretariat function as from 1 January 2011. In 2011-12 changes were made to provide clear demarcation between grants governance and program management responsibilities. Under the new arrangements CJP manages the Community Benefit Fund and the Grants Governance Unit within Corporate and Strategic Services Division manages the departmental grants accountability framework.

COMMUNITY AND JUSTICE POLICY

Provides strategic policy and program analysis and advice on community justice issues.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Community visits	100	69	120	94	Not measured
Minister's satisfaction with:					
– Strategic policy and program advice	>5	>5	>5	Not measured	Not measured
– agreed timeframes and milestones met	>5	>5	>5	Not measured	Not measured

Notes:

As measured by client survey to determine satisfaction with the operations of Community and Justice Policy and percentage of Ministerial briefings submitted within allocated timeframes.

Community visits relate to visits conducted under two Commonwealth funded Northern Territory National Emergency programs (namely ACE and Community Safety). ACE is not funded under Stronger Futures and will be wound down by 30 September 2012. Community Safety is also not funded under Stronger Futures and was wound done by 1 July 2012. Both programs began to be wound down prior to 30 June 2012. The estimate for 2012-13 will be revised so as to take account of these developments.

LEGAL POLICY

Develops, reviews and implements legislative change, and advises the Department's portfolio Ministers (namely the Minister for Justice and Attorney-General, Minister for Racing Gaming and Licensing and Alcohol Policy, the Minister for Correctional Services, the Minister for Health, the minister for child Protection and the minister for Natural Resources, Environment and Heritage) and the government on policy, legal and justice measures, and provides ministerial support through the Secretariat function.

Performance measures	current Year			Targets	Previous Years	
	2011-12 Budget	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Bills introduced to Parliament	20	17	15 ¹	20	22	17
Cabinet comments completed within 5 working days	90%	90%	77%	90%	97%	92%
Minister's satisfaction with: ²						
– Strategic policy and program advice	>5	>5		>5	N/A	N/A
– agreed timeframes and milestones met	>5	>5		>5	N/A	N/A

1 Fewer Bills introduced in the fourth quarter due to 2012 Election.

2 Measures regarding the Minister's satisfaction range from a rating of 1 – extremely dissatisfied, to 6 – extremely satisfied.

RESEARCH AND STATISTICS

Provides research and analytical services to further the development and evaluation of evidence-based policy supporting the government’s legislative, community safety and alcohol strategies; and collates, analyses and reports key crime and justice statistics to meet Territory and national reporting obligations.

Performance measures	current Year			Targets	Previous Years	
	2011-12 Budget	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Request for analytical services ¹						
– scheduled requests	180	89	104	124	165	138
– ad hoc requests	120	120	137	140	147	151
compliance with mandated standards ²	95%	95%	98%	95%	95%	100%

1 Includes published and unpublished reports of crime, justice, corrections and alcohol- related statistics.
 2 Mandated standards of timeliness relate to timeframes set by government processes, departmental processes and external reporting agencies.

COMMUNITY BENEFIT FUND

Provides funding support for gambling-related policy, research and amelioration programs for problem gambling, as well as grants for general community development and improvement projects.

Performance measures	current Year			Targets	Previous Years	
	2011-12 Budget	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Grants administered:						
– gambling amelioration grants	7	2	2	2	8	6
– gambling research grants	1	2	2	1	1	1
– community organisation grants	300	200	160 ¹	200	283	283

¹ This includes 9 major grants. The estimated number of grants was not reached due to a decrease in revenue, which resulted in less funding being available and fewer grants approved.

Note:

A separate report detailing the activities of the Community Benefit Fund and the Community Benefit Committee is prepared in accordance with the Gaming Control Act.. This provides more detail concerning the gambling amelioration grants, gambling grants and community organization grants.

COMMUNITY JUSTICE GRANTS

Manages and monitors payments to non-government sector and semi government organisations, including grants to the Northern Territory Legal Aid commission.

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Grants administered ¹	11	11	11	9	measure not used
Grant payment approved within five working days of receiving a satisfactory progress report	100%	100%	100%	100%	100%

¹ Includes payments to support the operation of Integrated Case Management Services in Darwin, Katherine and Alice Springs (managed on a day to day basis by staff from the Department of Housing, Local Government and Regional Services), funding for the Northern Territory Legal Aid Commission for a range of services including Domestic Violence Legal Services in Darwin, and funding for Victims of Crime NT for operational costs and the administration of the clean up Assistance Scheme.

2011-12 ACHIEVEMENTS

- Major legislation was developed in accordance with the government's legislative program. Highlights include:
 - commencement of the provisions dealing with referrals to the Alcohol and Drugs Tribunal (section 16 and Part 3 of the *Alcohol Reform (Prevention of Alcohol-related Crime and Substance Misuse) Act 2011* on 1 November 2011 and 1 January 2012. Amendments were made to the alcohol reforms in the *Liquor and Other Legislation Amendments Act 2012* the majority of the provisions commencing on 30 May 2012 and the remainder on 27 July 2012;
 - enactment of the *Evidence (National Uniform Legislation) Act 2011* on 15 November 2011. A consequential amendment Bill was introduced on 29 March 2012, but lapsed on the prorogation of the Legislative Assembly in August 2012;
 - commencement on 1 December 2011 of the *Serious Crime Control Act* following amendments in the *Serious Crime Control Amendment Act 2011* to ensure the Act is compatible with principles laid down in 2011 by the High Court. The Serious crime control Regulations commenced 20 Dec 2011;
 - commencement on 27 February 2012 of the *Justice (Corrections) and Other Legislation Amendment Act 2011* which give effect to *new era in corrections* initiatives, creating additional sentencing options for courts and empowering them to order that the licence disqualification and demerit points of some traffic offenders have no effect. The Prisons (Correctional Services) (Community Orders) Regulations 2011 also commenced on 27 February 2012;
- as part of COAG reforms:
 - the *Personal Property Securities (National Uniform Legislation) Act 2010* commenced 30 January 2012;
 - the National Occupational Health & Safety scheme (comprising the *Work Health Administration Act 2011*, the *Work Health and Safety (National Uniform Legislation) Act 2011* and the *Work Health and Safety (National Uniform Legislation) Implementation Act 2011*) commenced on 1 January 2012;
 - the *Business Names (National Uniform Legislation) Request Act 2011* commenced 21 December 2011 and the *Business Names (National Uniform Legislation) Implementation Act 2011* commenced on 27 April 2012 and 28 May 2012. The national scheme commenced on 28 May 2012;
 - an audit was done of NT legislation to implement COAG principles on directors' liability; and
 - the Intergovernmental Agreement for Electronic Conveyancing legislation was signed and legislation is being drafted.
- commencement on 1 March 2012 of the *Fines and Penalties (Recovery) and Other Legislation Amendment Act 2011* to improve the effectiveness of the operation of the Fines Recovery unit;
- the *Commercial Arbitration (National Uniform Legislation) Act 2011* commenced on 1 August 2012;
- as part of reforms developed under the auspices of the Standing Council of Law and Justice, the *Commercial Arbitration (National*

- Uniform Legislation) Act 2011* was enacted with commencement on 1 August 2012;
- commencement on 21 September 2011 of the *Penalties Amendment (Chief Minister's and Other Portfolios) Act 2011* and the *Penalties Amendment (Children and Families, Health and Primary Industry, Fisheries and Resources) Act 2011*, which provide for a 15 per cent increase in monetary penalties and expression of most monetary penalties in penalty units for a wide range of legislation across most portfolios. A final Bill to complete this process across all portfolios is expected to be introduced in 2012-2013;
 - commencement on 1 May 2012 of the *Caravan Parks Act 2012*; and
 - commencement of various justice omnibus-type Bills, being the *Justice and Other Legislation Amendment Act 2011* and the *Statute Law Revision Act 2011* which both commenced on 21 September 2011, the *Criminal Justice Legislation Amendment Act 2011* which commenced on 15 February 2012 and enactment of the *Justice and Other Legislation Amendment Act 2012*.
- Provided executive support to the Northern Territory Law Reform committee.
 - Ongoing implementation of the National Partnership Agreement on Legal Assistance Services which brings with it a significantly increased role for the Department of Justice in coordinating the obligations of the NT Government and the Territory's legal assistance sector under that agreement, including two Territory wide service provider forums conducted in October 2011 and May 2012.
 - The Department contributed to the Public Safety Model through funding of Intervention and Case Management Services in Darwin, Katherine and Alice Springs, that include the Darwin and Palmerston Area Night Patrol and Return to Country services. In 2011-12, the management of Alice Springs closed circuit television monitoring was transferred to Police, Fire and Emergency Services. From 1 July 2011, five regional officers responsible for implementing public safety programs and activities, were transferred from Community and Justice Policy to the Department of Housing, Local Government and Regional Services.
 - Provided executive support to the monthly meetings of the Community Safety Working Group. Provided strategic oversight and coordination in the development of Community Safety Plans in eight identified Northern Territory Growth Towns, including the development of standardised templates to assist communities in addressing community safety issues.
 - Developed and conducted community education to raise awareness of the Australian classification system on film and literature and the harmful impact of pornography and cyber-bullying.
 - Managed gambling harm reduction and community grant programs funded through levies on electronic gaming machines, including a program that delivered gambling amelioration education and awareness in remote communities.
 - Managed the Community Benefit Fund and associated secretariat support for its committee.
 - Participated in gambling research and policy forums to inform the development of Northern Territory gambling policy and programs.

- Funded and evaluated services that provide access to justice and legal advice, including the NT Legal Aid Commission, domestic violence and tenancy legal services.
- Carried out a review of the Official Visitors Program and administered the program for correctional centres and juvenile detention centres in the Northern Territory (responsibility transferred to Corrections from 1 February 2012).
- Facilitated research in identified priority areas under Closing the Gap and Tertiary Education Partnerships with Charles Darwin University.
- Coordinated the implementation and participated in the development of an evaluation framework for the Cross Border Justice Scheme to promote access to justice in the cross border region of the Northern Territory, South Australia and Western Australia. This includes a working partnership between the respective governments.
- Undertook a Secretariat role in responding to law and justice related community safety issues in Yuendumu.
- Supported the review of the youth justice system and the final report, including recommendations to government (September 2011).
- Secured funding for the \$3.26 million Integrated Response to Family and Domestic Violence project under the Alice Springs Transformation Plan.
- Commissioned a review of the operations of the NT Legal Aid Commission (jointly with the Commonwealth) to provide an objective picture of the capacity of the organisation to deliver efficient and effective legal assistance services.
- Provided data and analytical services to support an evidence-based approach to the development and evaluation of justice-related legislation and policy, community safety planning, alcohol management plans and alcohol supply restrictions.
- Published *NT Quarterly Crime & Justice Statistics* up to the march 2011 quarter.
- Provided data and analytical support to the Youth Justice Review.
- Delivered the Wholesale Alcohol Supply data for 2003 – 2010.
- Provided data and analytical services for the ongoing monitoring of the Alcohol Reforms.
- Provided justice data for key NT and national reporting agencies (T2030; Productivity Commission; ABS; Treasury).

LICENSING, REGULATION AND ALCOHOL STRATEGY

Manages and monitors the Northern Territory's regulatory regimes including gambling, liquor and security providers and administration of racing grants.

OUTCOME

To promote community wellbeing and safety through effective and efficient regulatory operations, education and strategic policy leadership and coordination of the Alcohol Reform Program across the Northern Territory Government.

OUTPUTS

- Licensing, Regulation and Alcohol Strategy (LCAS)
- Licensing and Regulation Grants
- Alcohol Reform Program



Licensing, Regulation and Alcohol Strategy

Administers and enforces the Northern Territory's regulatory regimes for gaming, wagering, liquor, kava, tobacco, private security, business affairs, associations' administration, licensing under the *Consumer Affairs and Fair Trading Act*, agents' licensing and escort agencies.

Provides support for the following statutory authorities:

- Northern Territory Licensing Commission;

- Northern Territory Racing Commission;
- Real Estate Agents Licensing Board; and
- Agents Licensing Fidelity Guarantee Fund.

Develops and implements strategies for reducing alcohol supply, consumption and resultant harm.

Key Deliverables	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Quantity					
Licences and permits administered ¹	21,000	24,194	21,000	20,078	20,417
Business names and associations administered	24,000	24,299	2,000	19,923	19,637
Operational visits undertaken ²	2,000	1,503	2,000	3,398	2,893
Public Education and Community consultation ³	600	862	600	177	219
Alcohol Management Plans under development ⁴	21	18	28	17	10
Alcohol management Plans managed	26	25	32	21	10

1 Licences and permits administered are higher than anticipated due to an increase in liquor permits issued.

2 Operational visits undertaken are lower than anticipated due to an increased level of stakeholder training delivery of the Banned Drinker Register system, and administration of an increased volume in license and permit applications and amendments.

3 Public education and community consultation is higher than anticipated due to increased alcohol permit system development activity, rollout of final phase of the Banned Drinker Register, alcohol management planning activities, and communication regarding interim transitional Stronger Futures arrangements.

4 Variance in Alcohol Management Plans under development is due to unclear deliverables required under Stronger Futures, post 30 June 2012, and the impact of committing to additional lengthy AMP activities.

Report on Performance

Licensing and Regulation Grants

Provides policy advice and administration of racing industry funding.

Key Deliverables	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Support provided to Thoroughbred Racing Northern Territory and Darwin Greyhound Association	12.6	16.5 ¹	15.7	18.6 ²	3.5 ³
Number of race meetings held across the Northern Territory	127	127	127	127	129

- 1 Variance due to an advance payment operational funding payment of \$3.3M to TRNT for 2012/13 and a \$1.2m GST adjustment for 2011/12.
- 2 The 2010-11 Actual varies from past Annual Reports due to a \$2.5M payment to TRNT for jockeys' workers compensation insurance
- 3 The 2009-10 Actual varies from past Annual Reports due to a \$3.5M payment to TRNT for jockeys' workers compensation insurance that had been previously reported as a payment by NT Treasury.

Alcohol Reform Program

The Alcohol Reform Program targets problem drinkers who cause alcohol-related crime and antisocial behaviour in our community. The reforms introduced Territory-wide problem drinker bans and mandatory treatment through establishment of a Banned Drinker Register and ID scanner system, an Alcohol and Other Drugs Tribunal for non-criminal matters and a SMART court for criminal-related matters.

Key Deliverables	current Year		Targets
	2011-12 estimate	2011-12 Actual	2012-13 estimate
Number of alcohol bans issued ¹	2,300	12,362	12,000
Treatment Orders completed ²	150	112	150
Number of attempts to purchase alcohol denied	5,000	16,490	15,000
Number of applications received by the Alcohol and Other Drugs Tribunal ³	600	711	600
Number of referrals received by the SMART Court	375	175	375

1 The number of alcohol bans issued includes First, Second and Third BATs and all other ban types therefore will not equal the number of persons on the BDR.

Bans are recorded in the month in which the ban commences. The figure for July 2011 includes 444 bans that started prior to July 2011. The number of alcohol bans issued prior to July 2011 have been revised to include those bans with a start date before 2011.

The counting rules used to determine the number of alcohol bans issued each month may result in a proportion of the bans being reported in the wrong month.

2 The SMART Court and AOD Tribunal are in the first year of operation.

3 Applications to the Tribunal include BAT reviews as well as harm referrals.

Report on Performance

2011-12 ACHIEVEMENTS / STRATEGIC OUTCOMES

Developing Safer Communities

Alcohol Reforms

- Successfully implemented the Northern Territory Government's Alcohol Reform package with a total of \$72 million allocated over five years. The *Enough is Enough* strategy is a collaborative approach (with NT Police, Department of Health and non-government organisations), aimed at breaking the cycle of problem drinking and addressing the issues such drinking creates.

The *Enough is Enough* Five Point Plan encompasses:

- banning problem drinkers and mandatory alcohol treatment orders;
- a Banned Drinker Register;
- Alcohol court reforms;
- increased rehabilitation services;
- awareness campaigns.
- established the new Substance misuse Assessment and Referral for Treatment (SMART) Court as part of the Alcohol Reform package. The SMART Court replaced the Alcohol Court and makes orders for people who have been found guilty of criminal offence involving or related to alcohol or drug misuse.
As at 30 June 2012, the SMART Court had received 175 referrals, and issued 125 SMART Court Orders for periods of between six and 12 months. A total of 12 people in Darwin and 12 in Alice Springs successfully completed the requirements of an Order.
- Introduced the Liquor and Other Legislation Bill 2012 was introduced

to Parliament in march 2012 to amend the *Summary Offences Act*, *Liquor Act* and *Alcohol Reform (Prevention of Alcohol-related Crime and Substance Misuse) Act*. The amended legislation strengthened the powers of the Alcohol and Other Drugs (AOD) Tribunal to make orders for the benefit of people who misuse alcohol or other drugs. As at 1 January 2012, the Alcohol and Other Drugs (AOD) Tribunal commenced receiving mandatory referrals from NT Police for people who have breached a third Banning Alcohol and Treatment Notice. As at 30 June 2012, a total of 676 mandatory referral applications have been lodged and 49 hearings conducted by the AOD Tribunal.

- Installed Point of Sale devices in the Alcohol Permit Management System in Nhulunbuy and Groote Eylandt in June 2012.
- Deployed the ID scanning equipment in all 197 licensed take-away outlets throughout the Territory.
- Implemented an integrated Alcohol Permit Management System (APMS) as the final phase of the Banned Drinker Register initiative with installation of Point of Sale devices in the APMS areas of Nhulunbuy and Groote Eylandt in June 2012. This will support the tracking of alcohol permits in communities to ensure that only those persons issued with a permit may purchase takeaway alcohol. Permit holders who are on or added to the Banned Drinker Register will automatically have their permits revoked.
As at 30 June 2012 a total of 2,491 people were listed on the Banned Drinker Register. In its initial year of operation the BDR has resulted in a total of 16,490 declined alcohol sales.
- Developed a permit management system that interacts with the Banned Drinker Register.

- Developed a portal for monitoring on-line local and interstate alcohol sales which interacts with the Banned Drinker Register.
- Designated Areas status implemented in Tennant Creek and Katherine.
- The Research and Statistics Unit provided established alcohol sales and consumption monitoring and reporting arrangements.
- Implemented the Enough is Enough social marketing and public awareness strategy to reduce alcohol related demand and harm.
- Delivered a comprehensive anti-social and community safety public awareness campaign relating to alcohol reform legislation and unacceptable rates of alcohol related anti-social behaviour and crime.
- Communication and engagement sessions delivered to service users, stakeholders and partners, including non-government organisations in relation to the available services and benefits of the AOD Tribunal, and advice relating to health and therapeutic case management of people with alcohol misuse issues.

Alcohol Management

- Provided over \$2.5 million in grants to key organisations and service providers to enhance the delivery of regional alcohol management planning and alcohol education awareness campaigns throughout the Territory.
- In 2011-12 there were 18 Alcohol Management Plans (AMPs) under development and 25 AMPs signed off and being managed in regional centres, remote communities and town camps.
- Developed a Liquor Accord amongst licensees in Katherine and Jabiru and continued Accords in Alice Springs and Tennant Creek to reduce alcohol harms on premises and to ban problem drinkers across liquor outlets.
- Implemented a Grog Running campaign in remote communities, including 30 schools, throughout the Territory. The campaign increases information on the illegal trafficking and supply of alcohol in restricted communities, penalties, alcohol-related harms, and use of the crime Stoppers Police number for reporting. The campaign was conducted in conjunction with NT Police and involved extensive consultation with service providers, including health clinics, schools, licensees, non-government organisations and community members.
- An evaluation of the East Arnhem Alcohol Management System, including the permit system was undertaken by Menzies School of Health Research. The evaluation found that the permit system had achieved sustained reductions in alcohol related harms, including a 34 per cent reduction in pour alcohol consumption from the time that the permits systems was put in place until the end of March 2010.
- Contracted Menzies School of Health Research to undertake background research and develop a proposal for undertaking a large scale survey on drinking patterns and attitudes in the Northern Territory. This research will provide baseline data on which to measure progress in addressing alcohol related harms, across all settings including regional centres, remote communities, people living rough, as well as in town camps.
- Implemented a large scale social marketing strategy and safe drinking campaign targeting Indigenous communities.
- Progressed the removal and replacement of signs erected along highways en route to Indigenous communities during the Australian Government's Intervention in the Northern Territory.

- Provided a grant payment of \$250,000 to the Australian Drug Foundation to deliver the Good Sports Program. This program involves working with sporting clubs in the Northern Territory on responsible service of alcohol and changing the culture of drinking in sporting clubs.
- Funded the Australian Hotels Association NT \$103,000 per annum to work with licensees in developing and introducing strategies to reduce alcohol related harms including participation in developing and implementing AmPs.

Developing and Maintaining a Sustainable Organisation

- Conducted ongoing industry liaison, legislation implementation information, and investigation of activities to influence appropriate commercial conduct provided by Senior Compliance Officers across all regions.
- A total of 17 Senior Compliance Officers completed the nationally accredited Certificate IV Investigation course conducted by Charles Darwin University.
- Successfully implemented the LRAS Enforcement Policy through extensive industry and stakeholder consultation. The policy is used for all compliance related matters, and is recognised by peak industry bodies. It is enhancing compliance related activities and industry understanding of factors that impact on compliance failures.
- Through collaboration and support to licensees and staff in the liquor industry, successfully deployed scanning systems to utilise checks against the Banner Drinker Register at point of sale in 197 premises across the Territory.
- Established a cross-agency Performance Monitoring and Program

Learning Group under the enough is enough program consisting of members from the Department of Justice (including SMART Court and AOD Tribunal), Department of Health, and NT Police.

- Successfully transferred business registration name data for over 18,000 businesses to the Australian Securities and Investments Commission as part of the Australian Government's National Seamless Economy reforms. The new system will give Australian Securities and Investment Commission responsibility for registering, renewing and administering business names for all Australian businesses.
- Implemented a motor vehicle dealer sector self assessment process in line with implementation of a risk based compliance and licensing framework.
- Worked with the NT gambling industry as it continues to be a significant contributor to the NT economy through direct employment.
- As at 30 June 2012 the three year program for the delivery of governance training and transition support of Community Stores in remote Indigenous communities to the *Corporations (Aboriginal and Torres Strait Islanders) Act* concluded.
- This program successfully provided on-site, face to face training and discussion to support board members of 21 Community Stores in their understanding of legislative reporting, board member governance requirements and sustainable organisational operations through targeted financial and legislative literacy.
- changes were made to the *Liquor Act* to formally legislate against the transportation of alcohol into a restricted area by an entity operating under a Northern Territory Licensing Commission issued

liquor licence. Significantly heavier penalties will apply if a licensee or their staff operate outside their license conditions, ie operating outside trading hours, or provision of alcohol to a non-permit holder.

Protecting and Promoting the Rights of the Vulnerable and Disadvantaged

The Licensing Commission heard a total of seven liquor complaints, resulting in three licensees having their license suspended, three given reprimands, and one given a monetary fine.

- Provided advice and ongoing support to the newly created position of Senior Client Manager Community Based Childcare and participated in the inaugural NT Community Based Childcare Summit.
- Worked with organisations, sporting groups, industry and sponsors to support the enforcement of alcohol free major events targeted at children and adolescents.
- Provided free access to identity documents for a period of three months to ensure people who were not banned from drinking were able to purchase their alcohol as per usual.
- Signed a three year agreement in conjunction with other jurisdictions to contribute funding for the Australian Gambling Help On-Line website.
- Introduced new legislation to facilitate self-referral for persons misusing alcohol, or who wished to remove their capacity to purchase takeaway alcohol.
- Developed culturally appropriate materials to promote health and tribunal service delivery through regions including Katherine, Alice Springs and east Arnhem.

Influencing Responsible Economic and Social Development

- Implemented the *Liquor Act* amendments including creation of Designated Areas, and Liquor Accords to address liquor related issues such as responsible service and promotion of alcohol, dealing with minors entering licensed premises, and the use of false identification.
- NT Government and the Australian Hotels Association (AHA) continue to work together on a number of strategies including implementation of voluntary Liquor Accords.
- Established Liquor Accords in Darwin, Palmerston, Casuarina, Tennant Creek, Alice Springs and Katherine. A broad range of licensees are members of the Liquor Accords in reach region, including casinos, hotels, clubs, stores and restaurant type premises. The Katherine Region Action Group will oversee implementation of the Katherine Liquor Accord.
- Two Restricted Areas were declared (Katherine and Tennant Creek).
- The Division worked closely with the community and stakeholders to support alcohol free environments through the provision of Restricted Areas Permits for major events and communities activities.
- Participated in national working groups to address match fixing in sport, implement gaming reforms, improve security industry, debt collection and property agents' codes of conduct harmonisation.
- Implemented changes to the *Tobacco Control Act* on 2 January 2012.
- Implemented the second stage of tobacco regulation through the revised fee structure and annual renewal of licenses. A total of 94

tobacco retail licenses have been issued.

- Reviewed and amended the Handbook for Justices of the Peace. The Licensing Commission issued a total of 4,272 liquor permits and revoked 118. Liquor permits are granted to residents and visitors to allow the holder to possess, control and consume liquor in a restricted area.
- Commenced three formal investigations under the *Associations Act*. One resulted in the appointment of a statutory manager, while two are ongoing.
- Ongoing deployment of staff to Territory Growth Towns to liaise and consult with, and deliver alcohol management and compliance activities.
- Collaborated with Menzies School of Health Research, Curtin University and Turning Point Consultants to establish baseline information and research to provide for the short and long term evaluation of the Alcohol Reform program.

Enhancing Indigenous Outcomes

The establishment of Liquor Accords in regional centres in the Territory complement the *Liquor Act* to implement a range of strategies to reduce harmful effects of alcohol such as targeting low price, and high alcohol volume products.

Development of Alcohol Management Plans (AMPs) in communities and town camps in consultation with the local communities and non-government organisations.

A total of 43 AMPs were being developed, enhanced or being managed in remote communities, town camps and regional centres across the Territory.

Indigenous Territorians are represented in decision making activities to ensure culturally appropriate policy and program development, and public awareness campaign content.

The AOD Tribunal and SMART Court hearings have been held in regional and remote areas of the Territory, providing clients with access without having to travel or leave support networks in home communities.

YOUTH JUSTICE UNIT

OUTCOME

To provide youth justice policy advice to government, and to coordinate implementation of the recommendations of the Review of the Northern Territory Youth Justice System.

OUTPUT GROUP – YOUTH JUSTICE UNIT

The Youth Justice unit was established in October 2011, with seed funding of \$200,000, to administer and coordinate services and

responses to young people in, or at risk of entering, the youth justice system.

Additional funding was provided during 2011-12 for the operation of the Unit and the implementation of the Review of Northern Territory Youth Justice System Report recommendations, including increased community based diversion programs in Katherine and Tennant Creek.

Key Deliverables	current Year		Targets	Previous Years
	2011-12 estimate	2011-12 Actual	2012-13 Budget	2010-11 Actual
Services delivered within agreed timeframes	95%	80%	95%	NA
Proportion of Review recommendations implemented	30%	30%	70%	NA
Recommendations commenced under the Review of Northern Territory Youth Justice System Report	8	8	9	NA

Services delivered. In the first instance, this indicator has measured the delivery of policy advice to government, including the timely preparation of Ministerial and Cabinet documentation. From 1 September 2013 this will include the delivery of court and legislatively mandated services within required timeframes.

Proportion of Review recommendations implemented. The figure of 30 per cent is based on completion of recommendations 1 and 2 in 2011-12, and the partial implementation of 5 and 9 (which have multiple parts). The figure of 70 per cent is based on completion of recommendations 1, 2, 3, 5 and 7 and partial implementation of 6 and 9.

Recommendations commenced. All recommendations have been started in 2011-12. However, the figure of 8 is reflective of the limited work undertaken during 2011-12 in relation to recommendation 4 and parts of recommendation 9 relating to the establishment of a formal evaluation framework.

2011-12 ACHIEVEMENTS

Developing Safer Communities

- Consultation across government and with the non-government sector to inform the development of the Youth Justice Strategy.
- Consultation across government and with the non-government sector to shape the development of a new integrated case management approach to young people in or at risk of entering the youth justice system, as recommended by the Youth Justice Review.

Protecting and promoting the rights of the vulnerable and disadvantaged

- Consultation with local government, business groups and victims representatives to ensure the Youth Justice Strategy is reflective of and responsive to the needs of victims of youth offending.

Influencing responsible economic and social development

- Engaged the Central Australian Aboriginal Legal Aid Service and NTcOSS as consultants to the Youth Justice unit to ensure the

direct input and involvement of non-government organisations in the implementation of recommendations of the Youth Justice Review.

- Developed new administrative and agency arrangements for youth justice services so that by 1 March 2013 the Minister for Justice and Attorney-General will assume responsibility for all relevant parts of the *Youth Justice Act* including the Family Responsibility Program and centres, the Youth Justice Advisory Committee, juvenile detention and juvenile community corrections functions.

enhancing Indigenous outcomes

- Development of a Youth Justice Strategy aimed at reducing the overrepresentation of Indigenous young people in the youth justice system.

NT WORKSAFE

Provides advice on safe work practices and enforcing compliance with work health and safety standards and improving workers compensation outcomes.

OUTCOME

To provide Territory-wide regulation of work health and safety, dangerous goods, electrical safety and rehabilitation and workers' compensation.

REGULATION OF WORK HEALTH AND SAFETY

OUTPUT

- Regulation of Work Health and Safety

Performance measures	current Year		Targets	Previous Years	
	2011-12 estimate	2011-12 Actual	2012-13 estimate	2010-11 Actual	2009-10 Actual
Completed workplace visits	4,000	4,914 ¹	5,000	4,730	5,053
Employer satisfaction with outcome of workplace visits	75%	87%	75%	93%	88%
Workers compensation mediations completed	220	214 ²	220	232	206
Information session/education campaigns conducted	75	100 ³	50	44	measure not used
Attendee satisfaction with information sessions	75%	96%	75%	96%	measure not used
Licences issued	8,000	9,164	8,000	9,899	6,111
Licences issued within 20 days	90%	88%	90%	89%	94%
Worker satisfaction	75%	94%	75%	81%	96%
Response to general inquiries within five days	90%	87%	90%	83%	measure not used

1. Figure is well over target due to fireworks visits required for Territory Day (1 July) and increased activity generally within the inspectorate.
2. Figure is less than forecast due to fewer disputes and resulting mediation requests during December and January.
3. Increase related to the introduction of *Work Health and Safety (National Uniform Legislation) Act 2011* in January 2012.

20011-12 ACHIEVEMENTS

Legislation and Regulation

- NT WorkSafe continues to participate in the development of National Model Work Health and Safety (WHS) laws for mining in accordance with the Council of Australian Governments (COAG) Seamless National Economy (SNE) reform project and pursuant to an Intergovernmental agreement.
- The national model WHS laws commenced in the NT on 1 January 2012. The package of legislation comprised:
 - *Work Health Administration Act 2011*
 - *Work Health and Safety (National Uniform Legislation) Implementation Act 2011*
 - *Work Health and Safety (National Uniform Legislation) Act 2011*
 - Work Health and Safety (National Uniform Legislation) Regulations 2011
 - First Stage Codes of Practice:
 - Confined space
 - First Aid in the workplace
 - Hazardous Manual Tasks
 - How to manage and control asbestos in the workplace
 - How to manage work health and safety risks
 - How to safely remove asbestos
 - Labelling of workplace hazardous chemicals
 - Managing noise and preventing hearing loss
 - Managing the risk of falls at workplaces
 - Managing the work environment and facilities
 - Preparation of safety data sheets for hazardous chemicals
 - Preventing Falls in housing construction
 - Work Health and Safety consultation, cooperation and coordination
- Codes of Practice have been developed by a tripartite strategic issues group of Safe Work Australia, which includes representation from the Northern Territory.
- NT WorkSafe invested significant resources into national tripartite technical advisory groups which have input to the policy development process for the model Work Health and Safety Regulations.
- Consultation has taken place through the Workplace Health and Safety Advisory Council established under the *Workplace Health and Safety Act (NT)*.
- Concurrent to the legislative process being undertaken in each jurisdiction, each regulator is participating in the Regulators' Harmonisation Project (RHP) which is aimed at ensuring consistent administration of the model laws. The RHP includes a range of activities to achieve this consistent administration and includes the development of (but not limited to) common principles and procedures for inspection and investigation work; common approach to inspector appointment and training.
- Further amendments to the *Dangerous Goods Act* re fireworks following industry input, with a focus on improving public safety outcomes for Territory Day.
- Amended version of Australian Code for the Transport of Dangerous Goods by Road and Rail, 7th Edition (ADG7) called up under the *Transport of Dangerous Goods by Road and Rail (National Uniform Legislation) Act 2010*.

- Significant amendments to the *Workers Rehabilitation and Compensation Act*.
 - the definition of ‘worker’ to remove the reference to the Australian Business Number (ABN) and to clarify a test for determining whether a person is a worker or a true independent contractor for the purposes of the scheme.
 - Section 65B of the Act to allow access to compensation by workers injured in Australia but who reside overseas.
 - Section 65 of the Act to provide immediate and fairer access to compensation for older workers who are injured and to reflect the Australian Government’s decision to increase the qualifying age for the aged pension.
 - Section 49 of the Act to provide certainty of the types of benefits that can be taken into account in calculating the worker’s normal weekly earnings for the purposes of payment of weekly compensation.
 - Section 89 of the Act to bring the interest rate payable on late payments of weekly compensation in line with the interest rate applicable to Supreme court judgement debts.
 - Section 116 of the Act to provide specific power of the Supreme Court to remit matters back to the Work Health Court in appropriate circumstances.
- Commenced project to review the *Electricity Reform Act* for regulation of solar installations and the distribution network.

education and Awareness

- In 2010-11 NT WorkSafe have continued to conduct information sessions on the national model WHS laws, including quarterly presentations to the Workplace Health and Safety Advisory Council, and the five subcommittees in Resources, Construction, Agriculture/

Primary Industries, Health and Community Services and Transport and Storage.

- More than 100 awareness sessions were conducted for industry regarding the model WHS laws.
- In the Northern Territory, consultation on the draft national model WHS laws included public forums in major centres, as well as briefings to industry groups and peak bodies and many NT Government agencies. Approximately 2000 individuals attended an NT WorkSafe information session about the national model WHS laws.
- NT WorkSafe has participated in stakeholder forums, Safe Work Week, presented at stakeholder events and makes available inspectors to attend schools and other education events.
- A comprehensive range of Information Bulletins providing practical guidance on workplace health and safety and workers compensation has been produced and these are available on the NT WorkSafe website.

Workers Compensation Consultation with Industry

- Informed and sought input from Northern Territory stakeholders through the Workers Rehabilitation and Compensation Advisory Council the local tripartite industry based consultative committee for rehabilitation and compensation matters.
- Participated in national tripartite technical advisory groups which input to the policy development process for the national model WHS laws.
- Developed Best Practice Guidelines for Insurers.
- Reviewed the process for mediation adjournments.



Legislative Reporting



Legislative Reporting

Section 63 of the *Construction Contracts (Security of Payments) Act* (the Act) requires that the relevant Chief Executive Officer provide a report on the operation and effectiveness of the Act for the year. The Act provides a speedy dispute resolution mechanism for building disputes. The process permits disputes to be resolved on an interim basis pending any further action before the courts. These interim resolutions permit construction contracts to proceed, with monies being paid, subject to the reservation of the right to proceed to court. The Act is administered by the Department of Justice through the Policy Coordination Division. Mr Guy Riley holds the position of Construction Contracts Registrar.

Some statistics concerning the operation of the Act, since its commencement on 1 August 2006, are as follows:

Year (to 30 June)	Number of applications	Determinations	Rejections of applications (eg. for being made out of time)	Court actions resulting from determinations
2005-06	1	1	0	0
2006-07	9	7	2	1
2007-08 ¹	14 ¹	10	5	2
2008-09	20	15 ²	5	2
2009-10	19	15 ²	4	2 ³
2010-11	11 ⁴	5	5	1 ³
2011-12	3 ⁵	3 ⁵	0	1 ⁵

Notes

- 1 In 2007-08 there was one more determination than application because the adjudicator rejected the application for a lack of jurisdiction, but the matter went to the local Court where the Magistrate took a different view and referred the matter back to the adjudicator. As a result there was a rejection and a determination for the same application.
- 2 One of the determinations was subsequently overturned in the Courts on the basis that the adjudicator did not have the jurisdiction to make a determination (and therefore should have rejected the application).
3. One of the Court actions was a successful appeal against a decision of the Supreme Court made during the previous financial year.
4. One application was deemed to be dismissed because the adjudicator failed to make a determination within the required time.
- 5 This matter was determined twice – the original determination being set aside as the application was found by the Supreme Court to have been made before there was no dispute on foot (see Department of Construction and Infrastructure v Urban and Rural Contracting Pty Ltd and Anor [2012] NTSC 22). The applicant then reapplied and the adjudicator made the same determination.

Insurance Reporting



Reporting on insurance activities is a requirement pursuant to Treasurer's Direction R2.1 Insurance Arrangements.

The management of insurance risks and responsibilities in the Department is currently achieved through policy and guidance documentation and reviews in areas such as staff wellbeing and occupational health and safety, motor vehicle usage, building maintenance and travel procedures.

Classification	2008-09 Total Value in \$	2009-10 Total Value in \$	2010-11 Total Value in \$	2011-12 Total Value in \$
Self Insurance Claims				
Workers Compensation – total costs as provided by DBE	1,575,184	1,430,170	872,835	469,174
Workers Compensation – early intervention program managed by DoJ	11,206	36,939	27,528	33,959
Employee Assistance Program ₁			27,605	76,342 ₂
Motor Vehicles – total costs as provided by NT Fleet	120,056	64,736	79,670	59,351
Professional Indemnity – legal settlement costs	0	0	0	0
Public Liability – legal settlement costs	40,000	0	0	0
Damaged Clothing Compensation	0	0	301	410
Commercial Insurance Premiums				
Overseas Travel	143	0	283	0
Professional Indemnity Insurance	1,474	1,500	1,273	1,273
Commercial Insurance Claims				
Commercial Insurance Claims	0	0	0	
Total	1,748,063	1,533,345	1,017,865	640,509

1 From 2011 individual divisions were responsible for coding early intervention data; previously this was completed centrally. This has resulted in variations in coding, specifically where Employee Assistance Program (EAP) costs have been incorrectly coded to early intervention, instead of to the discreet EAP ledger code. As a result early intervention and EAP figures have been reported separately for 2010-11 and 2011-12.

The Department offers EAP to benefit all its staff and their immediate families and dependants. The program can be used for a variety of assistance measures including counselling, professional advice and educational sessions. Due to the confidential nature of this service it is not possible to determine whether EAP services have been used as an early interventional tool or for other purposes.

2 The rise in EAP can be attributed to an increase in overall staff numbers as well as continued promotion of EAP and how it can benefit employees.

Financial Overview and Statements



FINANCIAL STATEMENT OVERVIEW

For the Year ended 30 June 2012

The 2011-12 financial statements and notes for the Department of Justice have been prepared on an accrual basis. The statements provide information on the financial operations, balance sheet, changes in equity and cash flows of the Department for the year ended 30 June 2012.

Key results at year end for the Department were:

- an operating deficit of \$15.9 million for the 2011-12 financial year. \$14.8 million of the deficit is attributed to depreciation expense which is not funded from income.
- net equity of \$341.9 million as at 30 June 2012. This is a decrease in equity of \$14.9 million from the balance reported at 30 June 2011. There was a net movement in the property, plant and equipment account of negative \$12.6 million primarily attributed to depreciation expense being greater than transfers and acquisitions for the year.
- cash of \$4.1 million at year end, a decrease of \$16.3 million from 2010-11. The decrease in cash held is primarily due to a one-off deposit that was received at the end of the 2010-11 for \$12.2 million which related to a legal matter. This cash deposit was paid out in 2011-12.

OPERATING STATEMENT

The operating statement provides information on the financial performance of the Department during the year. The surplus or deficit for the year is calculated by subtracting the expense items from the revenue items.

	2012	2011	Variation	
	\$'000	\$'000	\$'000	%
Operating Income	257,355	228,992	28,363	12.4
Operating Expenses	273,215	252,353	20,862	8.3
Net Surplus / Deficit	(15,860)	(23,361)	7,501	(32.1)

For the year ended 30 June 2012, the Department's operating statement recorded a deficit of \$15.9 million, which was an improvement compared to \$23.4 million in 2010-11.

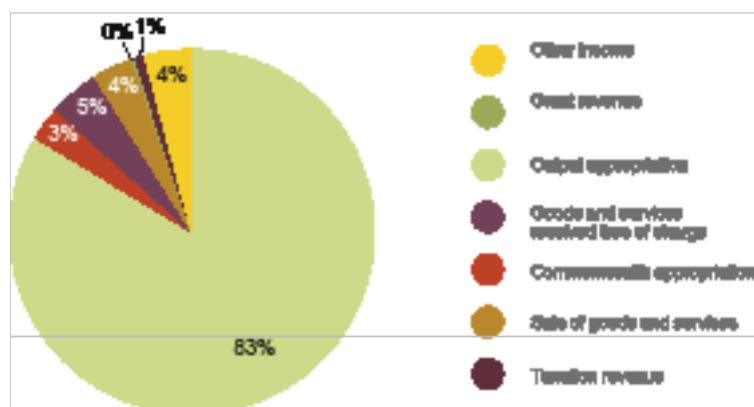
A financial deficit outcome is expected within the Northern Territory Government's financial management framework. Government agencies are not funded for non-cash items such as depreciation and some expenses are funded from the approved use of cash balances from the end of the previous year (i.e. not current year income). Unfunded depreciation was \$14.8 million for the year.

OPERATING INCOME

	2012	2011	Variation	
	\$'000	\$'000	\$'000	%
Output appropriation	215,285	190,245	25,040	13.1
Commonwealth appropriation	7,742	7,618	124	1.6
Goods and services received free of charge	11,783	10,011	1,772	17.7
Sale of goods and services	9,136	8,877	259	2.9

Grant revenue	631	1,391	(760)	(54.6)
Taxation revenue	2,127	2,153	(26)	(1.2)
Other income	10,651	8,697	1,954	22.5
	257,355	228,992	28,363	12.4

Total operating income for 2011-12 was \$257.4 million, an increase of \$28.4 million compared to 2010-11.



The Department of Justice's principal source of revenue (83 per cent or \$215.3 million in 2011-12) is output appropriation from the NT Government. The increase in Output Revenue represents additional funding approved for 2011-12 for new and on-going major initiatives including:

- transfer of the Environment Protection Authority (EPA) from the Department of Natural Resources, Environment, The Arts and Sport \$1.3 million
- creation of the Youth Justice Unit \$0.2 million
- transfer of the Children's Commissioner from the Department of Children and Families \$0.3 million

- sustainable funding of NT Legal Aid \$0.9 million
- thoroughbred racing NT workers compensation \$2.4 million
- the new prison project \$1.4 million
- Community Corrections Workforce Review initiatives \$2.2 million
- the Alcohol Reform Program \$1.3 million
- funding to support increasing prisoner numbers \$3.8 million
- Barkly Work Camp in Tennant Creek \$0.8 million
- the *new era in corrections* \$7.3 million
- transfer of Summary Prosecutions from Police, Fire and Emergency Services \$0.6 million
- Closing the Gap - Offender Rehabilitation \$0.3 million
- the remaining revenue is comprised of Commonwealth appropriation (3 per cent or \$7.7 million), sale of goods and services (4 per cent or \$9.1 million) and other income (10 per cent or \$25.2 million), which is made up of grant income, taxation revenue, goods and services free of charge and other income.

Of the \$2.0 million increase in the other income category \$1.1 million relates to additional Agency Based Lawyer funding which is consequential to additional lawyer capacity being employed across the NT Government.

In addition, there was a notional income to recognise the corporate service value, provided free of charge by the Department of Business and Employment, of \$11.8 million, an increase of \$1.8 million compared to 2010-11. This revenue is offset by notional expenditure to the same value.

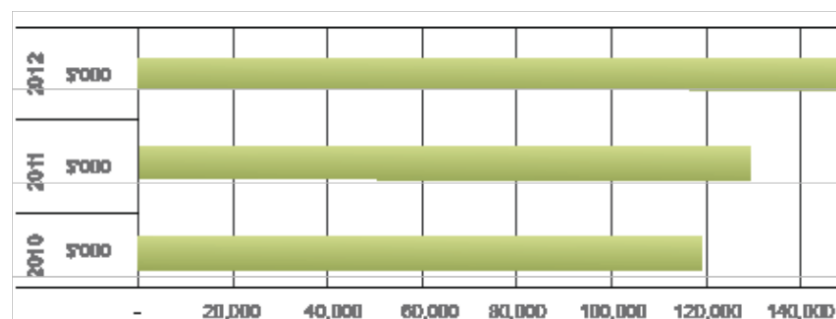
OPERATING EXPENSES

	2012	2011	Variation
--	------	------	-----------

	\$'000	\$'000	\$'000	%
Employee Expenses	147,381	128,976	18,405	14.3
Purchase of Goods and Services	64,469	64,109	360	0.6
Repairs & Maintenance	3,944	5,173	(1,229)	(23.8)
Asset Expenses	14,781	14,208	573	4.0
Free of Charge Services	11,911	10,011	1,900	19.0
Grants	30,729	29,876	853	2.9
	273,215	252,353	20,862	8.3

Total operating expenses for 2011-12 were \$273.2 million. The total movement in expenses between 2010-11 and 2011-12 was an increase of \$20.9 million. Table 3 summaries expenditure by category. There was an overall growth in expenditure during the year of 7.6 per cent. This is mainly attributed to an increase in employee classification, as detailed below. While this represents a significant increase in expenses across the Department, it was indicative of the increase in services being provided by the agency.

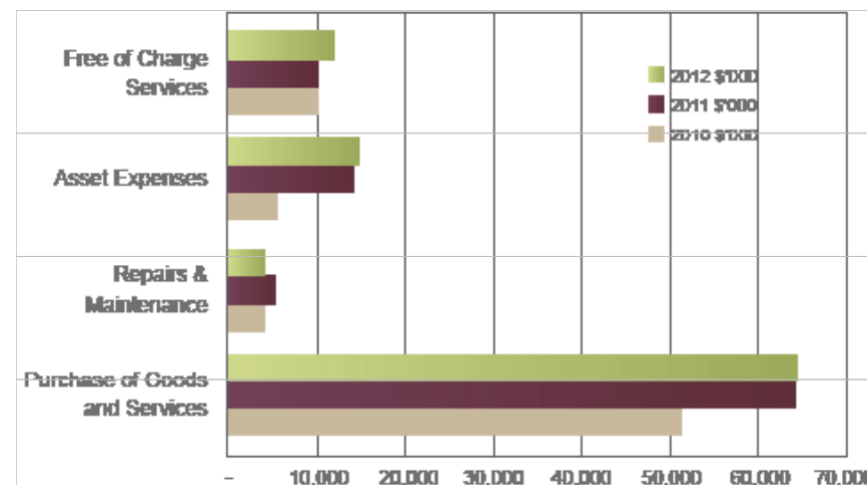
EMPLOYEE EXPENSES



Employee expenses in 2011-12 increased by \$18.4 million compared to 2010-11. This represents 88 per cent of the total increase in

expenses. This increase is in part due to the Enterprise Bargaining Agreement salary rate rise of 3 per cent in August 2011 for general employees and prison officers. There has also been an increase in the number of full-time employees because of an increase in services across the Department, such as the EPA, Youth Justice Unit and Children's Commissioner.

ADMINISTRATION EXPENSES

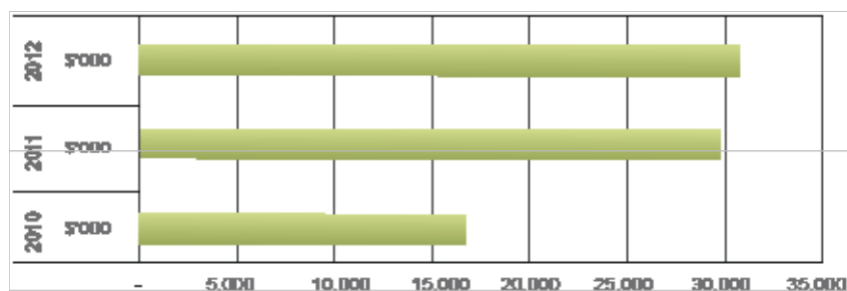


Administration expenses comprise the purchase of goods and services, repairs and maintenance, and depreciation of assets. It also reflects the notional cost of shared services provided by the Department of Business and Employment to Justice as an agency.

In 2011-12, the purchase of goods and services increased by \$0.4 million compared with 2010-11. This represents only 2 per cent of the total increase in expenses. The asset expenses in 2011-12 were only \$0.6 million greater than 2010-11, also representing only 3 per cent of the total increase in expenses. These increases are in line with the increases in services for the Department.

The decrease in the repairs and maintenance expenses by \$1.2 million compared to 2010-11 is due to system changes that delayed the programming of works.

GRANTS AND SUBSIDIES



Grant expenses in 2011-12 increased by \$0.9 million compared to 2010-11, representing 4 per cent of the total increase in expenses. The movement in Grants expenses is attributable to a grant to NT Legal Aid for \$0.9 million to sustain their funding.

BALANCE SHEET

The Balance Sheet shows the Department's financial position. The balances reported are the net worth to the NT Government of the Department's asset holdings (what is owned) against liabilities (what is owed). A positive balance in the Balance Sheet indicates that the Department owns sufficient assets to meet any debts it owes as a result of operation. This balance is known as Net Equity.

	2012	2011	Variation	
	\$'000	\$'000	\$'000	%
Financial Position				
Total assets	375,380	402,944	(27,565)	(6.8)
Total liabilities	33,479	46,166	(12,687)	(27.5)
Net Equity	341,901	356,779	(14,879)	(4.2)

The Net Financial position of the Department at 30 June 2012 was \$341.9 million. This represents a decrease of \$14.9 million compared to the previous financial year.

During 2011-12 the Department's total assets decreased from \$402.9 million to \$375.4 million. The \$27.6 million decrease is mainly attributed to a decrease in cash balances (\$16.3 million) and property, plant and equipment (\$12.6 million).

The decrease in property, plant and equipment is a result of acquisitions and transfers only totalling \$2.2 million for the year, compared to a depreciation expense of \$14.8 million.

The Department held liabilities totalling \$33.5 million at 30 June 2012, a decrease of \$12.7 million from 2010-11. This is due to a one-off deposit that was received at the end of the 2010-11 for \$12.2 million which was related to a legal matter. This cash deposit was paid out in 2011-12. The increase in deposits held offsets the corresponding decrease in cash balances in total assets.

In 2011-12, the Department continued to maintain a strong financial position, with liabilities representing less than 9 per cent of total assets.

STATEMENT OF CHANGES IN EQUITY

The statement of Changes in Equity reflects movements in equity balances during the year.

	2012	2011	Variation	
	\$'000	\$'000	\$'000	%
Capital	198,596	197,615	981	0.5
Reserves	235,656	235,656	-	-
Accumulated Funds	(92,352)	(76,493)	(15,859)	20.7
Balance of Equity	341,900	356,778	(14,878)	(4.2)

Equity decreased by \$14.9 million in 2011-12 to \$341.9 million. Equity movements were in relation to:

- Equity transfers for completed capital works items / projects including - Community Corrections Workforce Review \$0.3 million and purchase of capital equipment for Adult Correctional Centres \$0.2 million
- A net operating deficit of \$15.9 million for the year.

CASH FLOW STATEMENT

The statement of Cash Flows shows total cash payments and receipts during the financial year.

	2012	2011	Variation	
	\$'000	\$'000	\$'000	%
Cash at beginning of reporting period	20,403	4,935	15,468	313.4
Net movement	(16,256)	15,468	(31,724)	(205.1)
Cash at end of reporting period	4,147	20,404	(16,257)	(79.7)

The net movement of the cash balance from the end of 2010-11 to the end of 2011-12 is \$16.3 million. The cash and deposits held at the end of 2010-11 were utilised in 2011-12 to meet the Department's obligations under externally funded programs.

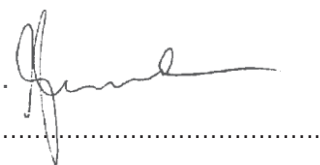
The decrease in cash held is primarily due to a one-off deposit that was received at the end of the 2010-11 for \$12.2 million which related to a legal matter. This cash deposit was paid out in 2011-12. All monies held in trust are fully reconciled and held in accordance with trust accounting procedures. Also contributing to the reduction in cash is a one-off equity injection of \$5.0 million which was received in 2010-11. This was to correct the negative cash balances.

CERTIFICATION OF THE FINANCIAL STATEMENTS

We certify that the attached financial statements for the Department of Justice have been prepared from proper accounts and records in accordance with the prescribed format, the *Financial Management Act* and Treasurer's Directions.

We further state that the information set out in the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2012 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.



Greg Shanahan
Chief Executive
29 August 2012



Lucie Byrnes
Chief Finance Officer
29 August 2012

Financial Overview and Statements

ANNUAL REPORT 2011-12
For the year ended 30 June 2012

DEPARTMENT OF JUSTICE COMPREHENSIVE OPERATING STATEMENT

For the year ended 30 June 2012

	note	2012 \$'000	2011 \$'000
INCOME			
Taxation Revenue		2,127	2,154
<i>Grants and Subsidies Revenue</i>			
Current		631	1,391
Appropriation			
Output		215,285	190,245
Commonwealth		7,742	7,618
Sales of Goods and Services		9,136	8,877
Goods and Services Received Free of Charge	4	11,784	10,010
Other Income		10,651	8,697
TOTAL INCOME	3	257,356	228,992
EXPENSES			
Employee Expenses		147,381	128,976
<i>Administrative Expenses</i>			
Purchases of Goods and Services	6	64,469	64,109
Repairs and Maintenance		3,944	5,173
Depreciation and Amortisation	10, 11	14,781	5,347
Other Administrative Expenses ⁽¹⁾		11,911	10,011
<i>Grants and Subsidies Expenses</i>			
Current		30,684	28,476
Capital		45	1,400
TOTAL EXPENSES	3	273,215	252,353
NET SURPLUS/(DEFICIT)		(15,859)	(23,361)
OTHER COMPREHENSIVE INCOME			
Asset Revaluation Reserve			1,515
TOTAL OTHER COMPREHENSIVE INCOME		0	1,515
COMPREHENSIVE RESULT		(15,859)	(21,846)

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

1 Includes DBE service charges.

DEPARTMENT OF JUSTICE BALANCE SHEET
as at 30 June 2012

	note	2012 \$'000	2011 \$'000
ASSETS			
Current Assets			
Cash and Deposits	7	4,147	20,403
Receivables	8	2,996	1,733
Inventories	9	248	317
Prepayments		434	356
Total Current Assets		7,825	22,809
Non-Current Assets			
Property, Plant and Equipment	10	366,896	379,478
Heritage and Cultural Assets	11c	659	657
Total Non-Current Assets		367,555	380,135
TOTAL ASSETS		375,380	402,944
LIABILITIES			
Current Liabilities			
Deposits Held (a)	13	1,304	15,011
Payables	12	8,539	10,672
Provisions	14	16,104	13,908
Total Current Liabilities		25,947	39,591
Non-Current Liabilities			
Provisions	14	7,532	6,575
Total Non-Current Liabilities		7,532	6,575
TOTAL LIABILITIES		33,479	46,166
NET ASSETS		341,901	356,778
EQUITY			
Capital		198,598	197,615
Reserves	16	235,656	235,656
Accumulated Funds		(92,353)	(76,493)
TOTAL EQUITY		341,901	356,778

The Balance Sheet is to be read in conjunction with the notes to the financial statements.

Financial Overview and Statements

For the year ended 30 June 2012

DEPARTMENT OF JUSTICE STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2012

	note	equity at 1 July \$'000	Comprehensive result \$'000	transactions with owners in their capacity as owners \$'000	equity at 30 June \$'000
2011-12					
accumulated Funds		(76,493)	(15,860)		(92,353)
		(76,493)	(15,860)		(92,353)
reserves	16	235,656			235,656
Asset Revaluation Reserve		235,656	0	0	235,656
Capital – transactions with owners		197,616			170,237
Equity Injections					
Capital Appropriation		-	-	736	736
Equity Transfers In		-	-	313	313
Other Equity Injections		-	-		
Equity Withdrawals					
Capital Withdrawal		-	-	(67)	(67)
Equity Transfers Out		-	-		
		197,616	0	982	198,598
total equity at end of Financial Year		356,779	(15,860)	982	341,901
2010-11					
accumulated Funds		(53,131)	(23,361)		(76,493)
		(53,131)	(23,361)	0	(76,493)
reserves	16	234,140			234,140
Asset Revaluation Reserve		234,140	1,516		1,516
		234,140	1,516	0	235,656
Capital – transactions with owners		170,237			157,079
Equity Injections					
Capital Appropriation		-	-	2,810	2,810
Equity Transfers In		-	-	20,263	20,263
Other Equity Injections		-	-	5,000	5,000
Equity Withdrawals					
Capital Withdrawal		-	-	(87)	(87)
Equity Transfers Out		-	-	(607)	(607)
		170,237	0	27,379	197,616
total equity at end of Financial Year		351,246	(21,845)	27,379	356,779

This Statement of Changes in Equity is to be read in conjunction with the notes to the financial statements.

DEPARTMENT OF JUSTICE CASH FLOW STATEMENT
For the year ended 30 June 2012

	note	2012 \$'000	2011 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
<i>Operating Receipts</i>			
Taxes Received		2,127	2,154
<i>Grants and Subsidies Received</i>			
Current		631	1,391
Appropriation			
Output		215,285	190,245
Commonwealth		7,742	7,618
Receipts From Sales of Goods And Services		<u>26,773</u>	<u>26,360</u>
<i>Total Operating Receipts</i>		<u>252,558</u>	<u>227,768</u>
<i>Operating Payments</i>			
Payments to Employees		143,370	125,223
Payments for Goods and Services		79,789	74,354
<i>Grants and Subsidies Paid</i>			
Current		30,684	28,476
Capital		<u>45</u>	<u>1,400</u>
<i>Total Operating Payments</i>		<u>253,888</u>	<u>229,452</u>
net Cash From/(used In) operating activities	17	(1,330)	(1,685)
CASH FLOWS FROM INVESTING ACTIVITIES			
<i>Investing Payments</i>			
Purchases of Assets		<u>1,887</u>	<u>4,393</u>
<i>Total Investing Payments</i>		<u>1,887</u>	<u>4,393</u>
net Cash From/(used In) Investing activities		(1,887)	(4,393)
CASH FLOWS FROM FINANCING ACTIVITIES			
<i>Financing Receipts</i>			
Deposits Received		(13,707)	13,824
<i>Equity Injections</i>			
Capital Appropriation		736	2,810
Other Equity Injections			<u>5,000</u>

Financial Overview and Statements –

DEPARTMENT OF JUSTICE NOTES TO THE FINANCIAL STATEMENTS

DEPARTMENT OF JUSTICE CASH FLOW STATEMENT Continued For the year ended 30 June 2012

	note	2012 \$'000	2011 \$'000
Total Financing Receipts		<u>(12,971)</u>	<u>21,634</u>
Financing Payments			
Equity Withdrawals		<u>67</u>	<u>67</u>
Total Financing Payments		<u>67</u>	<u>67</u>
net Cash From/(used In) Financing activities		<u>(13,038)</u>	<u>21,547</u>
Net Increase/(Decrease) in Cash Held		<u>(16,256)</u>	<u>15,469</u>
Cash at Beginning of Financial Year		<u>20,403</u>	<u>4,935</u>
CASH AT END OF FINANCIAL YEAR		<u>4,147</u>	<u>20,404</u>

The Cash Flow Statement is to be read in conjunction with the notes to the financial statements.

INDEX OF NOTES TO THE FINANCIAL STATEMENTS

1. Objectives and Funding
2. Statement of Significant Accounting Policies
3. Comprehensive Operating Statement by Output Group

INCOME

4. Goods and Services Received Free of Charge
5. Gain on Disposal of Assets

EXPENSES

6. Purchases of Goods and Services

ASSETS

7. Cash and Deposits
8. Receivables
9. Inventories
10. Property, Plant and Equipment
11. Heritage and Cultural Assets

LIABILITIES

12. Payables
13. Deposits Held
14. Provisions
15. Other Liabilities

EQUITY

16. Reserves

OTHER DISCLOSURES

17. Notes to the Cash Flow Statement
18. Financial Instruments
19. Commitments
20. Contingent Liabilities and Contingent Assets
21. Events Subsequent to Balance Date
22. Accountable Officer's Trust Account
23. Write-offs, Postponements, Waivers, Gifts and Ex Gratia
24. Schedule of Territory Items

1. OBJECTIVES AND FUNDING

The Department of Justice coordinates all elements of the Territory's justice system, with the exception of policing, to provide the services, frameworks and infrastructure required to build a fairer and safer community. The Department also undertakes licensing and regulation within a range of industries.

The Department has seven main output groups:

- (a) Solicitor for the Northern Territory – provides civil litigation, commercial and native title legal services to Government, manages the outsourcing of selected legal services and administers the scheme that provides financial support to victims of crime. Consequently, Government is provided with the benefit of quality legal advice and representation.
- (b) Court Support and Independent Offices – provides administrative support services to enable courts and tribunals to administer justice for the community including registry and processing of case documents, support for trials and hearings, fine recovery and mediation services. Independent offices protect the community's legal rights and property interests by registration services and searching facilities, providing trustee and estate administration services and managing restrained and forfeited property, overseeing freedom of information and privacy protection law, providing consumer protection services, providing protection from discrimination through education and independent complaint handling, and providing an independent public prosecution service. The outcome is a safe, secure and equitable society in which a person's legal rights and property interests are protected.
- (c) Correctional Services – as part of the criminal justice system, and in partnership with the community, contributes to individual and community safety by: providing for the safe and secure care and custody of adult prisoners and juvenile detainees and support strategies that contribute to a reduction in their likelihood of re-offending on release; managing orders of the Courts and Parole Board through effective supervision and offender management to address issues that lead to offending, providing assessments and reports to the Courts and the Parole Board to assist with effective sentencing and enhance judicial decision-making processes, and ensuring a range of rehabilitation and reintegration programs are available to sentenced prisoners, community-based clients and juvenile detainees.
- (d) Policy Coordination – provides strategic legal and social policy advice to Government and monitors and coordinates the implementation of related Government policies and research.
- (e) Licensing, Regulation and Alcohol Strategy – manage and monitor the Territory's industry regulatory regimes including gambling, liquor, security providers, and administration of racing grants.
- (f) Youth Justice Unit – provides youth justice policy advice to Government and programs and services to youth people in or at risk of entering the youth justice system.
- (g) NT WorkSafe – provision of advice on safe work practices and enforcing compliance with occupational health and safety standards and improving workers compensation outcomes.

The Department is predominantly funded by, and is dependent on, the receipt of Parliamentary appropriations. The financial statements encompass all funds through which the Agency controls resources to carry on its functions and deliver outputs. For reporting purposes, outputs delivered by the Agency are summarised into several Output Groups. Note 3 provides summary financial information in the form of a Comprehensive Operating Statement by Output Group.

2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of accounting

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

- (i) a Certification of the Financial Statements;
- (ii) a Comprehensive Operating Statement;
- (iii) a Balance Sheet;
- (iv) a Statement of Changes in Equity;
- (v) a Cash Flow Statement; and
- (vi) applicable explanatory notes to the financial statements.

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

statements, all intra Agency transactions and balances have been eliminated.

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

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

AASB 2010-4 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1, 7, 101 & 134 and Interpretation 13].

The Standard amends a number of pronouncements as a result of the International Accounting Standards Board's (IASB) 2008-2010 cycle of annual improvements. Key amendments include clarification of content of statement of changes in equity (AASB 101) and financial instrument disclosures (AASB 7). The Standard does not impact the financial statements.

AASB 2010-5 Amendments to Australian Accounting Standards [AASB 1, 3, 4, 5, 101, 107, 112, 118, 119, 121, 132, 133, 134, 137, 139, 140, 1023 & 1038 and Interpretations 112, 115, 127, 132 & 1042]

The Standard makes numerous editorial amendments to a range of Australian Accounting Standards and Interpretations, including amendments to reflect changes made to the text of International Financial Reporting Standards by the IASB. The Standard does not impact the financial statements.

AASB 2010-6 Amendments to Australian Accounting Standards – Disclosures on Transfers of Financial Assets [AASB 1 & 7]

The Standard makes amendments to AASB 7 *Financial Instruments: Disclosures* resulting from the IASB's comprehensive review of off balance sheet activities. The amendments introduce additional disclosures, designed to allow users of financial statements to improve their understanding of transfer transactions of financial assets, including understanding the possible effects of any risks that may remain with the entity that transferred the assets. The Standard does not impact the financial statements.

(b) Australian Accounting Standards and Interpretations Issued but not yet effective

At the date of authorisation of the financial statements, the Standards and Interpretations listed below were in issue but not yet effective.

Standard / Interpretation	Summary	effective for annual reporting periods beginning on or after
AASB 9 <i>Financial Instruments (Dec 2010)</i> , AASB 2010-7 <i>Amendments to Australian Accounting Standards arising from AASB 9 (Dec 2010)</i> [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127]	AASB 9 incorporates revised requirements for the classification and measurement of financial instruments resulting from the IASB's project to replace IAS 39 <i>Financial Instruments: Recognition and Measurement</i> (AASB 139 <i>Financial Instruments: Recognition and Measurement</i>).	1 Jan 2013
AASB 13 <i>Fair Value Measurement</i> , AASB 2011-8 <i>Amendments to Australian Accounting Standards arising from AASB 13</i> [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 & 132]	Replaces the guidance on fair value measurement in existing AASB accounting literature with a single standard. The Standard defines fair value, provides guidance on how to determine fair value and requires disclosures about fair value measurements.	1 Jan 2013

(c) agency and territory Items

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

Central Holding Authority

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

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

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

The Central Holding Authority recognises and records all Territory items, and as such, these items are not included in the Agency's financial statements. However, as the Agency is accountable for certain Territory items managed on behalf of Government, these

items have been separately disclosed in note 24 - Schedule of Territory Items.

(d) Comparatives

Where necessary, comparative information for the 2010-11 financial year has been reclassified to provide consistency with current year disclosures.

(e) Presentation and rounding of amounts

Amounts in the financial statements and notes to the financial statements are presented in Australian dollars and have been rounded to the nearest thousand dollars, with amounts of \$500 or less being rounded down to zero.

(f) Changes in accounting Policies

There have been no changes to accounting policies adopted in 2011-12 as a result of management decisions.

(g) accounting Judgements and estimates

The preparation of the financial report requires the making of judgements and estimates that affect the recognised amounts of assets, liabilities, revenues and expenses and the disclosure of contingent liabilities. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis for making judgements about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Judgements and estimates that have significant effects on the financial statements are disclosed in the relevant notes to the financial statements. Notes that include significant judgements and estimates are:

- Employee Benefits – Note 2(v) and Note 14: Non-current liabilities in respect of employee benefits are measured as the present value of estimated future cash outflows based on the appropriate Government bond rate, estimates of future salary and wage levels and employee periods of service.
- Allowance for Impairment Losses – Note 2(o), 8: Receivables & 18: Financial Instruments
- Depreciation and Amortisation – Note 2(k), Note 10: Property, Plant and Equipment and Note 11.

(h) Goods and Services tax

Income, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred on a purchase of goods and services is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Balance Sheet.

Cash flows are included in the Cash Flow Statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows. Commitments and contingencies are disclosed net of the amount of GST recoverable or payable unless otherwise specified.

(i) Income recognition

Income encompasses both revenue and gains.

Income is recognised at the fair value of the consideration received, exclusive of the amount of GST. Exchanges of goods or services of the same nature and value without any cash consideration being exchanged are not recognised as income.

Grants and Other Contributions

Grants, donations, gifts and other non-reciprocal contributions are recognised as revenue when the Agency obtains control over the assets comprising the contributions. Control is normally obtained upon receipt.

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

Appropriation

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

Commonwealth appropriation follows from the Intergovernmental Agreement on Federal Financial Relations, resulting in Special Purpose Payments and National Partnership payments being made by the Commonwealth Treasury to state treasuries, in a manner similar to arrangements for GST payments. These payments are received by Treasury on behalf of the Central Holding Authority and then passed on to the relevant agencies as Commonwealth Appropriation.

Revenue in respect of Appropriations is recognised in the period in which the Agency gains control of the funds.

Sale of Goods

Revenue from the sale of goods is recognised (net of returns, discounts and allowances) when:

- the significant risks and rewards of ownership of the goods have transferred to the buyer;
- the Agency retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be reliably measured;

- it is probable that the economic benefits associated with the transaction will flow to the Agency; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of Services

Revenue from rendering services is recognised by reference to the stage of completion of the contract. The revenue is recognised when:

- the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the entity.

Interest Revenue

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

Goods and Services Received Free of Charge

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

Disposal of Assets

A gain or loss on disposal of assets is included as a gain or loss on the date control of the asset passes to the buyer, usually when an unconditional contract of sale is signed. The gain or loss on disposal is calculated as the difference between the carrying

amount of the asset at the time of disposal and the net proceeds on disposal. Refer also to note 5.

Contributions of Assets

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

(j) repairs and Maintenance expense

Funding is received for repairs and maintenance works associated with Agency assets as part of Output Revenue. Costs associated with repairs and maintenance works on Agency assets are expensed as incurred.

(k) depreciation and amortisation expense

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

Amortisation applies in relation to intangible non-current assets with limited useful lives and is calculated and accounted for in a similar manner to depreciation.

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

	2012	2011
Buildings		
Supreme Court	100 Years	100 Years
Public Buildings	50 Years	50 Years
Sheds / Demountables	10 – 20 Years	10 – 20 Years
Plant and Equipment		
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	5 Years	5 Years
Office Equipment	5 – 10 Years	5 – 10 Years
Power Generators	5 – 10 Years	5 – 10 Years
Security Systems	5 – 10 Years	5 – 10 Years
Telephone / Radio / Communication Equipment	3 – 10 Years	3 – 10 Years
Heritage and Cultural Assets		
Artworks / sculptures	100 Years	100 Years
Intangibles		
Software – general	2 – 5 Years	2 – 5 Years
Software – corporate system	5 – 10 Years	5 – 10 Years

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

(l) Cash and deposits

For the purposes of the Balance Sheet and the Cash Flow Statement, cash includes cash on hand, cash at bank and cash equivalents. Cash equivalents are highly liquid short-term investments that are readily convertible to cash. Cash at bank includes monies held in the Accountable Officer's Trust Account that are ultimately payable to the beneficial owner – refer also to note 22.

(m) Inventories

Inventories include assets held either for sale (general inventories) or for distribution at no or nominal consideration in the ordinary course of business operations.

General inventories are valued at the lower of cost and net realisable value, while those 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 are assigned using a mixture of first-in, first-out or weighted average cost formula or using specific identification of their individual costs.

Inventory held for distribution are regularly assessed for obsolescence and loss.

(n) receivables

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

The allowance for impairment losses represents the amount of receivables the Agency estimates are likely to be uncollectible and are considered doubtful. Analyses of the age of the receivables that are past due as at the reporting date are disclosed in an aging schedule under credit risk in Note 18 Financial Instruments.

Reconciliation of changes in the allowance accounts is also presented.

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

(o) Property, Plant and equipment**acquisitions**

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

The construction cost of property, plant and equipment includes the cost of materials and direct labour, and an appropriate proportion of fixed and variable overheads.

Complex assets

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

Subsequent additional Costs

Costs incurred on property, plant and equipment subsequent to initial acquisition are capitalised when it is probable that future economic benefits in excess of the originally assessed performance of the asset will flow to the Agency in future years. Where these costs represent separate components of a complex asset, they are

accounted for as separate assets and are separately depreciated over their expected useful lives.

Construction (Work in Progress)

As part of the financial management framework, the Department of Construction and Infrastructure 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 Construction and Infrastructure 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 Agency.

(p) Revaluations and Impairment

revaluation of assets

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

- Land;
- Buildings;
- Infrastructure Assets;
- Heritage and Cultural Assets; and
- Intangibles.

Fair value is the amount for which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arms length transaction.

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

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

Impairment of assets

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

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

Impairment losses are recognised in the Comprehensive Operating Statement. They are disclosed as an expense unless the asset is carried at a revalued amount. Where the asset is measured at a revalued amount, the impairment loss is offset against the Asset Revaluation Surplus for that class of asset to the extent that an available balance exists in the Asset Revaluation Surplus.

In certain situations, an impairment loss may subsequently be reversed. Where an impairment loss is subsequently reversed, the carrying amount of the asset is increased to the revised estimate of its recoverable amount. A reversal of an impairment loss is recognised in the Comprehensive Operating Statement as income, unless the asset is carried at a revalued amount, in which case the

impairment reversal results in an increase in the Asset Revaluation Surplus. Note 16 provides additional information in relation to the Asset Revaluation Surplus.

(q) Leased assets

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

Finance Leases

Finance leases are capitalised. A leased asset and a lease liability equal to the present value of the minimum lease payments are recognised at the inception of the lease.

Lease payments are allocated between the principal component of the lease liability and the interest expense.

Operating Leases

Operating lease payments made at regular intervals throughout the term are expensed when the payments are due, except where an alternative basis is more representative of the pattern of benefits to be derived from the leased property. Lease incentives under an operating lease of a building or office space are recognised as an integral part of the consideration for the use of the leased asset. Lease incentives are to be recognised as a deduction of the lease expenses over the term of the lease.

(r) Payables

Liabilities for accounts payable and other amounts payable are carried at cost which is the fair value of the consideration to be paid

in the future for goods and services received, whether or not billed to the Agency. Accounts payable are normally settled within 30 days.

(s) Employee Benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries and recreation leave. Liabilities arising in respect of wages and salaries and recreation leave and other employee benefit liabilities that fall due within twelve 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 twelve months of the reporting date are measured at present value, calculated using the Government long term bond rate.

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

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

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

As part of the financial management framework, the Central Holding Authority assumes the long service leave liabilities of Government Agencies, including the Department, and as such no long service leave liability is recognised in agency financial statements.

(t) Superannuation

Employees' superannuation entitlements are provided through the:

- NT Government and Public Authorities Superannuation Scheme;
- Commonwealth Superannuation Scheme; or
- non-government employee nominated schemes for those employees commencing on or after 10 August 1999.

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

(u) Contributions by and distributions to Government

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

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

(v) Commitments

Disclosures in relation to capital and other commitments, including lease commitments are shown at note 19 and are consistent with the requirements contained in AASB 101, AASB 116 and AASB 117.

Commitments are those contracted as at 30 June where the amount of the future commitment can be reliably measured.

3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP

	note	Solicitor for the nt		Court Support and Independent Offices		Correctional Services		Policy Coordination		Licensing, regulation and alcohol Strategy		Youth Justice unit		WorkSafe		total	
		2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INCOME																	
Taxation Revenue		-	-	-	-	-	-	2127	2,154	-	-	-	-	-	-	2127	2,154
Grants and Subsidies Revenue																	
Current		-	-	358	578	13	5	260	260	-	546	-	-	-	-	631	1,391
Appropriation																	
Output		12,978	12,212	42,065	36,725	108,603	86,081	13,077	12,721	31,402	36,225	153	-	7,007	6,281	215,285	190,245
Commonwealth		-	-	-	-	276	280	996	958	6,470	6,380	-	-	-	-	7,742	7,618
Sales of Goods and Services (b)		2	3	7,578	7,840	673	375	1	2	482	504	-	-	400	153	9,136	8,877
Goods and Services Received Free of Charge	4	1,115	1,076	2,304	2,024	5,126	4,376	709	594	1,647	1,021	-	-	883	920	11,784	10,010
Other Income (b)		6,283	5,134	1,412	1,080	2,422	2,119	118	1	410	349	-	-	6	13	10,651	8,697
TOTAL INCOME		20,378	18,425	53,717	48,247	117,113		17,288	16,690	40,411	45,026	153	-	8,296	7,370	257,356	

3. COMPREHENSIVE OPERATING STATEMENT BY OUTPUT GROUP continued

	note	Solicitor for the nt		Court Support and Independent Offices		Correctional Services		Policy Coordination		Licensing, regulation and alcohol Strategy		Youth Justice unit		WorkSafe		total	
		2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011	2012	2011
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
EXPENSES																	
Employee Expenses		13,236	11,180	35,354	32,921	75,690	65,754	6,061	5,566	11,093	8,392	481	-	5,466	5,163	147,381	128,976
Administrative Expenses																	
Purchases of Goods and Services	6	5,429	5,272	16,868	16,595	30,283	27,818	1,721	2,074	8,039	10,117	146	-	1,983	2,233	64,469	64,109
Repairs and Maintenance		14	19	1,445	2,461	2,392	2,660	10	10	67	21	-	-	16	2		
Depreciation and Amortisation	10, 11	50	54	4,320	4,051	10,030	9,766	32	31	309	261	-	-	40	45	3,944	5,173
Other Administrative Expenses ⁽¹⁾		1,121	1,076	2,330	2,024	5,204	4,376	713	595	1,656	1,021	-	-	887	919	14,781	14,206
Grants and Subsidies Expenses																11,911	10,011
Current		289	282	38	50	753	461	10,687	8,692	18,370	18,991	-	-	547	-		
Capital		-	-	-	-	-	-	-	-	45	1,400	-	-	-	-	30,684	
TOTAL EXPENSES		20,139	17,883	60,355	58,102	124,352	110,835	19,224	16,968	39,579	40,203	627	-	8,939	8,362	273,215	252,353
NET SURPLUS/ (DEFICIT)		239	542	(6,638)	(9,855)	(7,239)	(17,599)	(1,936)	(278)	832	4,823	(474)	0	(643)	(992)	(15,859)	(23,361)

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

¹ Includes DBE service charges.

	2012 \$'000	2011 \$'000
4. GOODS AND SERVICES RECEIVED FREE OF CHARGE		
Corporate and Information Services	11,784	10,010
	<u>11,784</u>	<u>10,010</u>
5. GAIN ^(A) ON DISPOSAL OF ASSETS		
Net proceeds from the disposal of non-current assets	-	-
Less: Carrying value of non-current assets disposed	-	-
Gain ^(a) on the disposal of non-current assets	<u>-</u>	<u>-</u>
6. PURCHASES OF GOODS AND SERVICES		
The net surplus/(deficit) has been arrived at after charging the following expenses:		
Goods and Services Expenses:		
Consultants ¹	5,547	6,044
Advertising ²	27	52
Marketing and Promotion ³	1,815	1,474
Document Production	244	303
Legal Expenses ⁴	6,671	6,676
Recruitment ⁵	615	576
Training and Study	2,046	1,767
Official Duty Fares	2,227	2,118
Travelling Allowance	948	807
Fuel	731	640
Other	43,598	43,652
	<u>64,469</u>	<u>64,109</u>

1 Includes marketing and promotion and IT consultants.

2 Does not include recruitment advertising or marketing and promotion advertising.

3 Includes advertising for marketing and promotion but excludes marketing and promotion consultants' expenses, which are incorporated in the consultants category.

4 Includes legal fees, claim and settlement costs.

5 Includes recruitment related advertising costs.

	2012 \$'000	2011 \$'000
7. CASH AND DEPOSITS		
Cash on Hand	47	47
Cash at Bank	4,100	20,356
	<u>4,147</u>	<u>20,403</u>
8. RECEIVABLES		
Current		
Accounts Receivable	1,689	403
Less: Allowance for Impairment Losses	<u>(123)</u>	<u>(95)</u>
	1,566	308
Interest Receivables	-	-
GST Receivables	1,238	1,425
Other Receivables	<u>192</u>	
	1,430	1,425
non-Current		
Other Receivables	-	-
total receivables	<u>2,996</u>	<u>1,733</u>
9. INVENTORIES		
General Inventories	<u>248</u>	<u>317</u>
	248	317

	2012 \$'000	2011 \$'000
10. PROPERTY, PLANT AND EQUIPMENT		
Land		
At Fair Value	73,243	73,243
Buildings		
At Fair Value	460,315	460,010
Less: Accumulated Depreciation	(178,229)	(165,707)
	<u>282,086</u>	<u>294,303</u>
Plant and equipment		
At Fair Value	20,973	19,070
Less: Accumulated Depreciation	(9,644)	(7,584)
	<u>11,329</u>	<u>11,486</u>
Computer hardware		
At Capitalised Cost	1,261	1,222
Less: Accumulated Depreciation	(1,023)	(776)
	<u>238</u>	<u>446</u>
total Property, Plant and equipment	<u>366,896</u>	<u>379,478</u>

Property, Plant and equipment Valuations

The latest revaluations as at 30 June 2012 was independently conducted. The valuer was the Australian Valuation Office The revaluation was based on value in use.

PROPERTY, PLANT AND EQUIPMENT continued

2012 Property, Plant and equipment reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2010-11 is set out below:

	Land \$'000	Buildings \$'000	Plant & equipment \$'000	Computer hardware \$'000	total \$'000
Carrying amount as at 1 July 2011	73,243	294,303	11,486	446	379,478
Additions			1,838	39	1,877
Depreciation		(12,522)	(2,003)	(247)	(14,772)
Additions/(Disposals) from Asset Transfers		305	8		313
Revaluation Increments/Decrements	-	-			-
Carrying amount as at 30 June 2012	73,243	282,086	11,329	238	366,896

2011 Property, Plant and equipment reconciliations

A reconciliation of the carrying amount of property, plant and equipment at the beginning and end of 2010-11 is set out below:

	Land \$'000	Buildings \$'000	Plant & equipment \$'000	Computer hardware \$'000	total \$'000
Carrying amount as at 1 July 2010	73,291	286,569	7,816	454	368,130
Additions			4,159	224	4,383
Depreciation		(12,337)	(1,632)	(232)	(14,201)
Additions/(Disposals) from Asset Transfers	(606)	19,114	1,143		19,651
Revaluation Increments/(Decrements)	558	957			1,515
Carrying amount as at 30 June 2011	73,243	294,303	11,486	446	379,478

	2012 \$'000	2011 \$'000
11. HERITAGE AND CULTURAL ASSETS		
Carrying amount		
At valuation	828	818
Less: Accumulated Depreciation	(169)	(161)
Written down value – 30 June	<u>659</u>	<u>657</u>
reconciliation of movements		
Carrying amount at 1 July	657	655
Additions	10	10
Depreciation	(8)	(8)
Carrying Amount as at 30 June	<u>659</u>	<u>657</u>
12. PAYABLES		
Accounts Payable	2,493	5,861
Accrued Expenses	6,046	4,811
total Payables	<u>8,539</u>	<u>10,672</u>
13. DEPOSITS HELD		
Accountable Officer's Trust Account	1,264	14,993
Clearing Account	40	18
total deposits held	<u>1,304</u>	<u>15,011</u>

	2012 \$'000	2011 \$'000
14. PROVISIONS		
Current		
<i>Employee Benefits</i>		
Recreation Leave	10,990	9,755
Leave Loading	1,193	1,018
Recreation Leave Fares	35	39
<i>Other Current Provisions</i>		
Fringe Benefit Tax	299	282
Payroll Tax and Oncost	1,253	1,154
Superannuation	2,334	1,660
	<u>16,104</u>	<u>13,908</u>
non-Current		
<i>Employee Benefits</i>		
Recreation Leave	7,532	6,575
	<u>7,532</u>	<u>6,575</u>
total Provisions	<u>23,636</u>	<u>20,483</u>
reconciliations of Provisions ^(a)		
Fringe Benefit Tax		
Balance as at 1 July 2011	282	183
Additional Provisions Recognised	1,146	2,249
Reductions Arising from Payments	(1,129)	(2,150)
Balance as at 30 June 2012	<u>299</u>	<u>282</u>
Payroll tax and oncost		
Balance as at 1 July 2011	1,154	998
Additional Provisions Recognised	7,545	1,159
Reductions Arising from Payments	(7,446)	(1,003)
Balance as at 30 June 2012	<u>1,253</u>	<u>1,154</u>
Superannuation		
Balance as at 1 July 2011	1,660	871
Additional Provisions Recognised	10,680	1,698
Reductions Arising from Payments	(10,006)	(909)
Balance as at 30 June 2012	<u>2,334</u>	<u>1,660</u>

The Agency employed 1,426 employees as at 30 June 2012 (1,307 employees as at 30 June 2011).

	2012 \$'000	2011 \$'000
15. OTHER LIABILITIES		
Current		
Unearned Revenue	-	-
	<hr/>	<hr/>
16. RESERVES		
asset revaluation Surplus	235,656	234,140
<i>(i) Nature and Purpose of the Asset Revaluation Surplus</i>		
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.		
<i>(ii) Movements in the Asset Revaluation Surplus</i>		
Balance as at 1 July	235,656	234,140
Changes in accounting policies		
Correction of prior period errors		
Increment/(decrement) – Land		559
Impairment (losses)/reversals – Land		
Increment/(decrement) – Buildings		957
Impairment (losses)/reversals – Buildings		
Increment/(decrement) – Infrastructure		
Impairment (losses)/reversals – Infrastructure		
Balance as at 30 June	<hr/> 235,656	<hr/> 235,656

2012
\$'000

2011
\$'000

17. NOTES TO THE CASH FLOW STATEMENT

reconciliation of Cash

The total of Agency Cash and Deposits of \$4.147 million 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

Net Surplus/(Deficit)	(15,859)	(23,361)
<i>Non-Cash Items:</i>		
Depreciation and Amortisation	14,781	14,208
R&M – Minor New Work Non Cash	-	6
<i>Changes in Assets and Liabilities:</i>		
Decrease/(Increase) in Receivables	(1,263)	229
Decrease/(Increase) in Inventories		(88)
Decrease/(Increase) in Prepayments	(10)	(38)
Decrease/(Increase) in Other Assets	-	-
(Decrease)/Increase in Payables		(2,132)4,317
(Decrease)/Increase in Provision for Employee Benefits	2,363	2,005
(Decrease)/Increase in Other Provisions		7901,044
(Decrease)/Increase in Other Deferred Income	-	(7)
(Decrease)/Increase in Other Liabilities	-	-
net Cash From operating activities	(1,330)	(1,685)

18. FINANCIAL INSTRUMENTS

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

(a) Categorisation of Financial Instruments

The carrying amounts of the Department of Justice financial assets and liabilities by category are disclosed in the table below.

	2012 \$000	2011 \$000
Financial assets		
Cash and deposits	4,147	20,403
Loans and receivables	1,758	1,962
	5,905	20,711

(b) Credit risk

The Agency has limited credit risk exposure (risk of default). In respect of any dealings with organisations external to Government, the Agency 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 Agency's maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.

Receivables

Receivable balances are monitored on an ongoing basis to ensure that exposure to bad debts is not significant. A reconciliation and aging analysis of receivables is presented below.

Financial Overview and Statements –

DEPARTMENT OF JUSTICE NOTES TO THE FINANCIAL STATEMENTS

	aging of receivables \$000	aging of Impaired receivables \$000	net receivables \$000
2011-12			
Not Overdue	1,439		1,439
Overdue for less than 30 Days	33		33
Overdue for 30 to 60 Days	71	23	48
Overdue for more than 60 Days	146	100	46
total	<u>1,689</u>	<u>123</u>	<u>1,566</u>
reconciliation of the allowance for Impairment Losses			
Opening		95	
Written off during the year			
Recovered during the year			
Increase/(decrease) in allowance recognised in profit or loss		28	
total		<u>123</u>	
2010-11			
Not Overdue	244		244
Overdue for less than 30 Days	47		47
Overdue for 30 to 60 Days	5		5
Overdue for more than 60 Days	107	95	12
total	<u>403</u>	<u>95</u>	<u>308</u>
reconciliation of the allowance for Impairment Losses			
Opening		309	
Written off during the year			
Recovered during the year			
Increase/(decrease) in allowance recognised in profit or loss		(214)	
total		<u>95</u>	

(c) Liquidity risk

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

(d) Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The primary market risk that an Agency is likely to be exposed to is interest rate risk.

The Department of Justice has limited exposure to interest rate risk as Agency financial assets and financial liabilities are non-interest bearing.

(e) net Fair Value

The carrying amount of financial assets and financial liabilities recorded in the financial statements approximates their respective net fair values. Where differences exist, these are not material.

	2012 \$'000	2011 \$'000
19. COMMITMENTS		
(ii) other expenditure Commitments		
Other non-cancellable expenditure commitments not recognised as liabilities are payable as follows:		
Within one year	1,381	6,746
Later than one year and not later than five years	-	-
Later than five years	-	-
	1,381	6,746
(iii) operating Lease Commitments		
The Agency leases property under non-cancellable operating leases expiring from one to five years. Leases generally provide the Agency with a right of renewal at which time all lease terms are renegotiated. The Agency also leases items of plant and equipment under non-cancellable operating leases. Future operating lease commitments not recognised as liabilities are payable as follows:		
Within one year	2,959	1,616
Later than one year and not later than five years	2,970	2,073
Later than five years	26	45
	5,955	3,734

20. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

(a) Contingent liabilities

The Department of Justice has entered into a number of contracts or agreements with private organisations. Included in these contracts and agreements are terms and conditions requiring the agency to provide either a guarantee or indemnity to the beneficiaries.

The Department of Justice maintains a register of contingent liabilities. Contingent liabilities are not accounted for on the agency's financial statement as they are difficult to quantify and the likelihood of occurrence is uncertain.

The contingent liability resulting from these undertakings is unquantified and no claims have risen to date. The NT Government cannot avoid involvement in litigation that may potentially result in exposure to liability. Each indemnity provided has been assessed and approved by either the Accountable Officer or the Treasurer, with Ministerial endorsement, to pose a significant risk to the Territory.

(b) Contingent assets

Under the *Crimes (Victims Assistance) Act*, the Territory is entitled to recover from an offender monies equal to the amount of assistance, costs and disbursements paid to victims under the Act. However, due to offenders being imprisoned for lengthy terms, offenders 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 reliably quantified.

21. EVENTS SUBSEQUENT TO BALANCE DATE

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

22. ACCOUNTABLE OFFICER'S TRUST ACCOUNT

In accordance with section 7 of the *Financial Management Act*, an Accountable Officer's Trust Account has been established for the receipt of money to be held in trust. A summary of activity is shown below:

nature of trust Money	opening Balance			Closing Balance
	1 July 2011	receipts	Payments	30 June 2012
	\$'000	\$'000	\$'000	\$'000
Prisoner	498	5,040	5,194	344
Bail and Courts	220	1,078	1,025	273
Unclaimed Monies	12	14	5	21
Other	14,262	-	13,636	626
	14,992	6,132	19,860	1,264

Notes:

- (1) Prisoner Trust monies include prisoner monies, money received for sale of artworks, gifts and earnings held in trust by the Northern Territory Government on behalf of prisoners.
- (2) Bail and Courts trust monies held for bail and other court monies.

23. WRITE-OFFS, POSTPONEMENTS, WAIVERS, GIFTS AND EX GRATIA PAYMENTS

	agency		agency		territory Items		territory Items	
	2012	no. of	2011	no. of	2012	no. of	2011	no. of
	\$'000	trans.	\$'000	trans.	\$'000	trans.	\$'000	trans.
Write-offs, Postponements and Waivers under the <i>Financial Management Act</i>								
Represented by:								
<u>Amounts written off, postponed and waived by Delegates</u>								
Irrecoverable amounts payable to the Territory or an Agency written off	1	2	44	42				
Losses or deficiencies of money written off			1	2				
Public property written off								
Waiver or postponement of right to receive or recover money or property								
total written off, postponed and waived by delegates	1	2	45	44				
<u>Amounts written off, postponed and waived by the Treasurer</u>								
Irrecoverable amounts payable to the Territory or an Agency written off			27	7				
Losses or deficiencies of money written off								
Public property written off								
Waiver or postponement of right to receive or recover money or property			117	71				
total written off, postponed and waived by the treasurer			144	78				

24. SCHEDULE OF TERRITORY ITEMS

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

	2012 \$'000	2011 \$'000
TERRITORY INCOME AND EXPENSES		
<i>Income</i>		
Taxation Revenue		-
Grants and Subsidies Revenue		
Current		-
Capital		-
Fees from Regulatory Services	1,457	1,142
Other Income	12,284	11,627
total Income	<u>13,741</u>	<u>12,769</u>
<i>Expenses</i>		
Central Holding Authority Income Transferred		
Doubtful debts		
Bad Debts	13,741	12,769
Other Administrative Expenses		
total expenses	<u>13,741</u>	<u>12,769</u>
territory Income less expenses	<u>-</u>	<u>-</u>



Supplementary Information



APPENDIX 1

ACTS ADMINISTERED BY THE DEPARTMENT OF JUSTICE – 2011-12 (using Administrative Arrangements Order 1 January 2012)

Racing, Gaming and Licensing

Gaming Control Act (except provisions relating to taxes and levies)

Gaming control (commission Procedures) Regulations

Gaming control (community Gaming) Regulations

Gaming control (Gaming Machines) Regulations

Gaming control (Internet Gaming) Regulations

Gaming control (Licensing) Regulations

Gaming Machine Act (except Part 8)

Gaming Machine Regulations

Gaming Machine Rules

Kava Management Act

Kava Management Regulations

Liquor Act

Liquor Regulations

Northern Territory Licensing Commission Act

Private Security Act

Private Security (crowd controllers) Regulations

Private Security (Miscellaneous Matters) Regulations

Private Security (Security Firms) Regulations

Private Security (Security Officers) Regulations

Prostitution Regulation Act

Prostitution Regulations

Racing and Betting Act (except provisions relating to turnover tax)

Greyhound Racing Rules

Racing and betting Regulations

Totalizator Rules

Sale of NT TAB Act

Soccer Football Pools Act (except provisions relating to duties)

Soccer Football Pools Regulations

Tobacco Control Act (licensing and enforcement)

Tobacco control Regulations

Totalisator Licensing and Regulation Act (except provisions relating to wagering tax)

Totalisator Licensing and Regulation Regulations

Totalisator Licensing and Regulation (Arbitration) Regulations

Totalisator Licensing and Regulation (Hearings) Regulations

Totalisator Licensing and Regulation (Wagering) Rules

Unlawful Betting Act

Health

Health and Community Services Complaints Act

Health and community Services complaints Regulations

Child Protection

Care and Protection of Children Act (Parts 3.3 and 5.1) Justice and

Attorney-General

Absconding Debtors Act

Absconding Debtors Regulations

Accommodation Providers Act

Administration and Probate Act

Administration and Probate Regulations

Age of Majority Act

Aged and Infirm Persons' Property Act

Agents Licensing Act

Agents Licensing Regulations

Alcohol Reform (Prevention of Alcohol-related Crime and Substance Misuse) Act

Alcohol Reform (Substance Misuse Assessment and Referral for Treatment Court) Act

Alcohol Reform (Substance Misuse Assessment and Referral for Treatment court) Regulations

Amendments Incorporation Act

Anglican Church of Australia Act

Anti-Discrimination Act

Anti-Discrimination Regulations

Associations Act

Associations Regulations

Associations (Model constitution) Regulations

Auctioneers Act

Auctioneers Act Repeal Act

Australian Crime Commission (Northern Territory) Act

Australian crime commission (Northern Territory) Regulations

Bail Act

bail Regulations

Births, Deaths and Marriages Registration Act

births, Deaths and Marriages Registration Regulations

Business Names (National Uniform Legislation) Request Act

Business Names Act

business Names Regulations_

Business Tenancies (Fair Dealings) Act

business Tenancies (Fair Dealings) Regulations

Catholic Church in the Northern Territory Act

Choice of Law (Limitation Periods) Act

Classification of Publications, Films and Computer Games Act

Classification of Publications, Films and Computer Games Regulations

Commercial and Private Agents Licensing Act

commercial and Private Agents Licensing Regulations

Commercial Arbitration (National Uniform Legislation) Act

Community Justice Centre Act

Companies (Trustees and Personal Representatives) Act

Companies (Unclaimed Assets and Moneys) Act

Compensation (Fatal Injuries) Act

Construction Contracts (Security of Payments) Act

construction contracts (Security of Payments) Regulations

Consumer Affairs and Fair Trading Act

consumer Affairs and Fair Trading (Infringement Notice Offences) Regulations

consumer Affairs and Fair Trading (Motor Vehicle Dealers) Regulations

consumer Affairs and Fair Trading (Pawnbrokers and Second-hand Dealers) Regulations

Supplementary Information

consumer Affairs and Fair Trading (Tow Truck Operators code of Practice) Regulations
 consumer Affairs and Fair Trading (Trading Stamps) Regulations
 consumer Affairs and Fair Trading (Travel Agents) Regulations
Consumer Credit (National Uniform Legislation) Implementation Act
Contracts Act
Co-operatives Act
 co-operatives Regulations
Coroners Act
 coroners Regulations
Corporations (Financial Services Reform Amendments) Act
Corporations (Northern Territory Request) Act
Corporations Reform (Northern Territory) Act
 corporations Law Rules
Court Security Act
 court Security Regulations
Courts and Administrative Tribunals (Immunities) Act
Crimes at Sea Act
Criminal Code Act
Criminal Investigation (Extra-territorial Offences) Act
 criminal Investigation (Extra-territorial Offences) Regulations
Criminal Property Forfeiture Act
 criminal Property Forfeiture Regulations
Criminal Records (Spent Convictions) Act
 criminal Records (Spent convictions) Regulations
Cross-border Justice Act
 cross-border Justice Regulations
Crown Proceedings Act

crown Proceedings Regulations
Cullen Bay Marina Act
 cullen bay Marina Regulations
Dangerous Goods Act
 Dangerous Goods Regulations
De Facto Relationships Act
De Facto Relationships (Northern Territory Request) Act
Defamation Act 2006
Director of Public Prosecutions Act
Domestic and Family Violence Act
 Domestic and Family Violence Regulations
Domicile Act
Electricity Reform Act (insofar as it relates to safety regulation)
Electronic Transactions (Northern Territory) Act
 Electronic Transactions (Northern Territory) Regulations
Encroachment of Buildings Act
Evidence Act
 Evidence Regulations
 Evidence (Order for Taking of Evidence) Regulations
Evidence (Business Records) Interim Arrangements Act
Evidence (National Uniform Legislation) Act
Family Provision Act
Fences Act
Financial Sector Reform (Northern Territory) Act
Financial Transaction Reports Act 1992
Fines and Penalties (Recovery) Act
 Fines and Penalties (Recovery) Regulations
Information Act (except Part 9)

Information Regulations
Interpretation Act
Juries Act
 Juries Regulations
Jurisdiction of Courts (Cross-Vesting) Act
Justices Act
 Justices Regulations
Justices Rules
Justices of the Peace Act
Lake Bennett (Land Title) Act
Land Title Act
 Land Title Regulations
Lands, Planning and Mining Tribunal Act
 Lands and Mining Tribunal Rules
Law Officers Act
Law of Property Act
Law Reform (Gender, Sexuality and De Facto Relationships) Act 2003
Law Reform (Miscellaneous Provisions) Act
Legal Profession Act
 Legal Profession Regulations
 Legal Profession Admission Rules
 Rules of Professional conduct and Practice
Limitation Act
Local Court Act
 crimes (Victims Assistance) Rules
 Local court Regulations
 Local court Rules
 Local court (Adoption of children) Rules

Magistrates Act
Married Persons (Equality of Status) Act
Mental Health and Related Services Act (Part 15)
Misuse of Drugs Act
 Misuse of Drugs Regulations
Oaths, Affidavits and Declarations Act
Observance of Law Act
Off-shore Waters (Application of Territory Laws) Act
Ordinances Revision Act
Partnership Act
Penalty Units Act 2009
 Penalty units Regulations
Personal Injuries (Civil Claims) Act
Personal Injuries (Liabilities and Damages) Act
 Personal Injuries (Liabilities and Damages) Regulations
Personal Property Securities (National Uniform Legislation) Implementation Act
Powers of Attorney Act
 Powers of Attorney Regulations
Presbyterian Church (Northern Territory) Property Trust Act
Price Exploitation Prevention Act
Printers and Newspapers Act 1984
Professional Standards Act
 Professional Standards Regulations
Proportionate Liability Act 2005
Public Interest Disclosure Act
 Public Interest Disclosure Regulations
Public Notaries Act
Public Seal Act 1954

Supplementary Information

Public Trustee Act

Public Trustee Regulations

Radioactive Ores and Concentrates (Packaging and Transport) Act

Radioactive Ores and concentrates (Packaging and Transport) Regulations

Real Property (Unit Titles) Act

Real Property (unit Titles) Regulations

Records of Depositions Act

Records of Depositions Regulations

Registration Act

Registration Regulations

Residential Tenancies Act

Residential Tenancies Regulations

Retirement Villages Act

Retirement Villages Regulations

Rights of the Terminally Ill Act

Rights of the Terminally Ill Regulations

Sale of Goods Act

Sale of Goods (Vienna Convention) Act

Sale of Land (Rights and Duties of Parties) Act

Sale of Land (Rights and Duties of Parties) Regulations

Salvation Army (Northern Territory) Property Trust Act

Sea-Carriage Documents Act 1998

Sentencing Act

Sentencing Regulations

Sentencing (Crime of Murder) and Parole Reform Act

Sentencing of Juveniles (Miscellaneous Provisions) Act

Serious Crime Control Act

Serious crime control Regulations

Sexual Offences (Evidence and Procedure) Act

Sheriff Act

Sheriff Regulations

Small Claims Act

Small claims Regulations

Small Claims Rules

Sources of the Law Act 1985

Standard Time Act 2005

Status of Children Act

Status of children Regulations

Statute Law Revision Act

Statute Law Revision (Registration of Instruments) Act

Summary Offences Act

Summary Offences Regulations

Supreme Court Act

Supreme court Regulations

Supreme court Rules

Supreme court (Absconding Debtors) Rules

Supreme court (Senior counsel) Rules 2007

Supreme Court (Judges Long Leave Payments) Act

Supreme Court (Judges Pensions) Act

Supreme Court (Rules of Procedure) Act

Surveillance Devices Act

Surveillance Devices Regulations

Terrorism (Northern Territory) Request Act 2003

The Commercial Banking Company of Sydney Limited (Merger) Act

The Commercial Bank of Australia Limited (Merger) Act

Transport of Dangerous Goods by Road and Rail (National Uniform Legislation) Act

Transport of Dangerous Goods by Road and Rail (National uniform Legislation) Regulations

Trespass Act

Trustee Act

Unauthorised Documents Act

Unclaimed Superannuation Benefits Act

Uncollected Goods Act

uncollected Goods Regulations

Unit Titles Act

unit Titles Regulations

unit Titles (Management Modules) Regulations

Unit Title Schemes Act

unit Title Schemes (General Provisions and Transitional Matters) Regulations

unit Title Schemes (Management Modules) Regulations

Uniting Church in Australia Act

Vexatious Proceedings Act

Victims of Crime Assistance Act

Victims of crime Assistance Regulations

Victims of Crime Rights and Services Act

Victims of crime Rights and Services Regulations

Warehousemen's Liens Act

Wills Act

Witness Protection (Northern Territory) Act

Workers Rehabilitation and Compensation Act

Workers Rehabilitation and compensation Regulations

Work Health Administration Act

Work Health Court Rules

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National uniform Legislation) Regulations

Work Health and Safety (National Uniform Legislation) Implementation Act 2011

Youth Justice Act (Part 4)

Natural Resources, Environment and Heritage

Environment Protection Authority Act

Correctional Services

International Transfer of Prisoners (Northern Territory) Act 2000

Parole of Prisoners Act Parole

Orders (Transfer) Act Prisoners

(Interstate Transfer) Act

Prisoners (Interstate Transfer) Regulations

Prisons (Correctional Services) Act

Prisons (correctional Services) Regulations

Prisons (correctional Services) (community Orders) Regulations

Youth Justice Act (provisions relating to juvenile detention)

Youth Justice Regulations

APPENDIX 2

DEPARTMENT OF JUSTICE STATUTORY BODIES AND BOARDS

Agents Licensing Act

Agents Licensing board of the Northern Territory

This board is established pursuant to section 6 of the *Agents Licensing Act*. The purpose of the board is to administer the legislation and consider applications from, and complaints about, real estate, business and conveyancing agents.

Agents Licensing Fidelity Guarantee Fund of the Northern Territory

This Fund is a body corporate and is established pursuant to section 94 of the *Agents Licensing Act*. The purpose of the Fund is to administer contributions and levies paid under the legislation.

Classification of Publications, Films and Computer Games Act

Publications and Films Review board

This board is established pursuant to section 7 of the *Classification of Publications, Films and Computer Games Act*. The purpose of the board is to report on the administration of the legislation, provide advice and to act as censor if required.

Community Justice Centre Act

Northern Territory community Justice centre

The centre is established pursuant to section 7 of the *Community Justice Centre Act*. The purpose of the centre is to make guidelines, deal with complaints and to make reports and recommendations to

the Minister in relation to the operations of the community Justice centre.

community Justice consultative council

This council is established pursuant to section 24 of the *Community Justice Centre Act*. The purpose of the council is to provide mediation services to the community and adjudicate construction contract payment disputes.

Consumer Affairs and Fair Trading Act

Tow Truck Operators code of Practice Administering Authority

This Authority is established pursuant to section 5 of the Schedule to the consumer Affairs and Fair Trading (Tow Truck Operators code of Practice) Regulations. The Authority is responsible for monitoring compliance with the code, declaring areas where rosters of tow truck operators may operate and establishing rosters for those areas and determining disputes about fees for services.

Fines and Penalties (Recovery) Act

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*. 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.

Gaming Control Act

Community Benefit Committee

This committee is established pursuant to section 68b of the *Gaming Control Act*. The committee makes recommendations to the Minister

in relation to the disbursement from the Community Benefit Fund and monitors contributions that clubs with gaming machines make to the community.

Lands, Planning and Mining Tribunal Act

Lands, Planning and Mining Tribunal

This Tribunal is established pursuant to section 4 of the *Lands, Planning and Mining Tribunal Act*. The Tribunal is to hear and make recommendations about objections to the acquisition of land under the *Lands Acquisition Act*, assess compensation for compulsorily acquired land and consider planning appeals in relation to the *Planning Act*.

Legal Aid Act

Northern Territory Legal Aid commission

This commission is established pursuant to section 5 of the *Legal Aid Act*. The purpose of the commission is to provide legal assistance in accordance with the legislation.

Legal Profession Act

council of the Law Society Northern Territory

This council is established pursuant to section 638 of the *Legal Profession Act*. 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*. 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*. 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*. The Tribunal hears complaints against legal practitioners in the Northern Territory.

Legal Practitioners Funds Management committee

This committee is a body corporate established by section 659 of the *Legal Profession Act*. The Committee administers the financial aspects of the legislations including management of the Legal Practitioners Fidelity Fund.

Mental Health and Related Services Act

Mental Health Review Tribunal

This Tribunal is established pursuant to section 118 of the *Mental Health and Related Services Act*. The purpose of the Tribunal is to review the involuntary admission and treatment of persons under the legislation.

Northern Territory Law Reform Commission

Northern Territory Law Reform commission

This commission is established by constitution (a non-statutory committee). Its purpose is to recommend law reform measures to the Attorney-General.

Supplementary Information

WWW.DEPOT.CO.UK

Northern Territory Licensing Commission Act

Licensing commission

This commission is established pursuant to section 4 of the *Northern Territory Licensing Commission Act*. It is responsible for the issue of licences and the adjudication of applications, complaints, objections and related matters pursuant to the *Northern Territory Licensing Commission Act*, *Gaming Machine Act*, *Liquor Act*, *Private Security Act*, *Gaming Control Act*, *Totalisator Licensing and Regulation Act*, *Prostitution Regulation Act* and *Kava Management Act*.

Parole of Prisoners Act

Parole board of the Northern Territory

This board is established pursuant to section 3A of the *Parole of Prisoners Act*. The purpose of the board is to consider those prisoners with a non-parole period for release, consider revocation of parole and consider variations of parole conditions.

Prisons (Correctional Services) Act

Alice Springs and Barkly Region community Work Advisory committee

This committee is established pursuant to section 94E of the *Prisons (Correctional Services) Act*. The purpose of the committee is to review and approve all work projects for the community Work Order program.

Professional Standards Act

Professional Standards council

This council is established pursuant to section 41 of the *Professional Standards Act*. 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 to the standards and their risk management strategies.

Prostitution Regulation Act

Escort Agency Licensing Appeals Tribunal

This Tribunal is constituted from time to time pursuant to section 33 of the *Prostitution Regulation Act*. The Tribunal hears appeals from decisions of the NT Licensing commission or the commissioner of Police made under the legislation.

Public Trustee Act

Public Trustee Investment board

This board is established and constituted pursuant to section 12 of the *Public Trustee Act*. The purpose of the board is to control and authorise investment of money in the common Fund of the Public Trustee.

Racing and Betting Act

Racing Appeals Tribunal

This Tribunal is established pursuant to section 145F of the *Racing and Betting Act*. It hears appeals from persons aggrieved by a decision of a steward or club official, subject to certain conditions and parameters.

Racing commission

This commission is established pursuant to section 6 of the *Racing and Betting Act*. It regulates legalised betting, provides controls

for racing, conducts or provides totalisator betting facilities and distributes industry funding.

Registration Act

Lands Titles Registration and General Registry Office

This Office is established pursuant to section 4 of the *Registration Act*. It is the Office of the Registrar-General and Deputy Registrar-General.

Victims of Crime Assistance Act

Victims Assistance Fund

This Fund is established pursuant to section 60 of the *Victims of Crime Assistance Act*. The Fund consists of money levied under the legislation.

Victims of Crime Rights and Services Act

crime Victims Services unit

This unit is established pursuant to section 5 of the *Victims of Crime Rights and Services Act*. 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.

Workers Rehabilitation and Compensation Act

Nominal Insurer

This body is a corporation established pursuant to section 150 of the *Workers Rehabilitation and Compensation Act*, to protect injured workers whose employers do not have workers compensation

insurance and protect employers and injured workers where insurers default in the payment of compensation under workers compensation insurance.

Scheme Monitoring committee

This committee is established pursuant to section 141 of the *Workers Rehabilitation and Compensation Act*. The purpose of the committee is to monitor the viability and performance of the workers compensation scheme in the Northern Territory and to consider and report on the effectiveness of the premiums offered by insurers.

Workers Rehabilitation and compensation Advisory council

This council is established pursuant to section 8 of the *Workers Rehabilitation and Compensation Act*. The purpose of the council is to review the operation of the legislation, carry out investigations regarding the rehabilitation and compensation of injured workers, and provide advice to the Minister on matters related to the legislation.

Workplace Health and Safety Act 2007

Workplace Health and Safety Advisory council

This council is established pursuant to section 21 of the *Workplace Health and Safety Act 2007*. The council's purpose is to review the operation of the legislation, carry out investigations, at the request of the Minister, into matters relevant to occupational health and safety and provide advice to the Minister on matters related to the legislation.

APPENDIX 3

AUDITS AND REVIEWS

The following are excerpts of audits conducted by the Auditor General's Office and the Department of Justice Audit Services.

AGENCY COMPLIANCE AUDIT

Conducted by: NT Auditor General's Office

PURPOSE

The purpose of the audit was to ensure that the internal control systems operating within the agency include certain necessary features. These features identify Parliament's expectations for how the Department should be managing the financial resources allocated to it from the public account.

AUDIT OPINION

In general the accounting and control procedures examined provide reasonable assurance that the responsibilities of the Accountable Officer, as set out in Treasurer's Directions and Procurement Regulations and Guidelines, will be met if those systems continue to operate in the manner identified in the audit. However, certain issues relating to the Agency's registers and compliance with the Accounting and Property Manual require attention. These issues are detailed in the attached schedules.

KEY FINDINGS

Accountable Officer's Trust Account reconciliations

As reported in the Agency Compliance Audit management letters since June 2009, the Accountable Officer's Trust Account ("AOTA") for the Alice Springs correctional centre remains unreconciled and has not been correctly reconciled since August 2008.

MATTERS ARISING

Issue 1 - Accountable Officer's Trust Account (AOTA) reconciliations

As identified in previous audits the AOTA maintained at the Alice Springs Correctional Centre does not reconcile. The reconciliation reviewed for the Alice Springs correctional centre was for the month ended January 2012. This reconciliation disclosed an unknown variance of \$11,386.38. The

last time this AOTA was accurately reconciled was in August 2008. It was also noted that the Prisoner Money Management System (PMMS) allows report dates to be manually manipulated.

The TAB Telebet AOTA reconciliation at January 2012 contained several non-trust related transactions. It was subsequently identified that the January reconciliation provided for audit review did not contain all of the transactions relating to the reconciliation period.

Agency Response

The continued non reconciliation of the ASCC AOTA is acknowledged. The anomalies are confined to the cashless vending machine transactions and reporting. During May 2012, a consultant was engaged by the cashless server programmers to trouble shoot and re-program the system.

The non-trust related, incorrect transactions found in the TAB telebet AOTA are acknowledged. Officers with responsibility for this account have been advised of the errors and of their responsibilities for ensuring that the trust account activity is appropriately managed and verified each month. DoJ is revisiting the policy whereby responsible officers will be required to acknowledge the AOTA is acquitted and any actions being taken to resolve any discrepancies. Template reports are also being prepared to assist AOTA holders to fully and consistently report. Further training and information will be provided with the revised policy and template reports.

AUDIT CONCLUSION

This matter will be revisited during future audits.

Issue 2 - Hospitality and travel documented procedures were not adhered to

Of the sample of 10 hospitality transactions tested, the following deficiencies were identified:

- 1 transaction had not been authorised prior to invoice date.
- 4 hospitality forms had not been dated, therefore it was not possible to verify that prior approval had been received.
- 2 transactions had been authorised by officers with insufficient delegations.

Of the sample of 10 travel transactions tested, the following deficiencies were identified:

- 3 transactions had been approved subsequent to the travel expenses being incurred.

Agency Response

The process deficiencies identified above are acknowledged. Formal advice from the Chief Executive Officer will be circulated to all staff re-confirming the necessity for prior approval to be actioned and to be identifiable for all expenditure transactions and for officers to be individually

cognisant of their position delegation limitations. DoJ is currently reviewing the Hospitality and Travel Policies and will provide training and information sessions to all relevant staff.

AUDIT CONCLUSION

This matter will be revisited during future audits.

Issue 3 - Procurement documented procedures were not adhered to

Of the 32 transactions tested, various instances of non-compliance of the Procurement Regulations and Directions were identified, as follows:

- 2 invoices had not been paid within 30 days of receipt.
- 1 internal requisition could not be provided therefore prior approval was unable to be verified.
- 1 supplier had been engaged before Northern Territory Industry capability Network approval was granted.
- A Tier 2 transaction had not followed the specified procurement procedures.
- The continued use of contract D06-0820 which had expired in April 2010.

Agency Response

The above instances of non compliance with Procurement Regulations and Directions are acknowledged. Advice will be provided to all staff with procurement responsibilities conveying the audit findings and re-confirming their responsibilities to adhere to the regulations and directions. Officers involved in the specific procurement activities above, will be consulted regarding the non-compliant actions and reminders given of the requirement to follow documented procurement procedures. DoJ is reviewing the guidance materials available for DoJ personnel undertaking procurement activity and developing a robust information and training package. DoJ has also established a specialist procurement advisor and established an internal Procurement committee to review procurement actions prior to approval by the DoJ delegate.

AUDIT CONCLUSION

This matter will be revisited during future audits.

Issue 4 - Internal audit deficiencies

It is acknowledged that the Agency has undertaken significant internal audit activity during the year. However, as noted in the prior year the updating of the Agency's Strategic Business Risk Assessment (SBRA) was dependant of finalisation of divisional business plans. This process is still ongoing.

As such, the current audit activity being undertaken has no clear nexus to the identified risks in the latest finalised risk assessment, prepared in 2007.

Agency Response

The Department of Justice no longer develops a separate Agency Strategic business Risk Assessment but rather, the strategic business risks are identified during the development and review of the Business Plans for each division. Strategic business risks are identified during, and are integral to, the consideration and development of the annual business plan for each division. Short and long term risks are identified, discussed, recorded and assessed. Strategic risks identified in Divisional business plans are collated, monitored and reviewed at the Department level. This provides an integrated, holistic, timely oversight as well as good governance for a whole of Agency consideration of strategic business risks. Divisions of DoJ have reviewed their 2011-12 business Plans and development of the 2012-13 Division business Plans are underway. The DoJ Strategic Plan is due for renewal in 2012-13 and the longer term strategic risks will be considered during the renewal process.

Divisions are required to report performance against their business plan quarterly and during that process, to review the identified risks and management of those risks. Emerging risks identified during the review or in the normal course of activity, may also be referred to Audit Services for consideration, advice or audit investigation.

The Agency has a robust internal audit capacity that is formulated through consultation with the senior management and is approved by the chief Executive Officer and the Audit Committee. It is directly informed by Divisions identifying their strategic business risks during the business planning process ensuring timely and relevant correlation between the risks identified during business planning and the audit activity of the Agency's internal audit program.

AUDIT CONCLUSION

DoJ's response is noted.

Issue 5 - Building revaluations

A revaluation of buildings held by the Agency was conducted in 2011. On review of the Agency's fixed asset register it was identified that 2 buildings were omitted from the revaluation.

The Treasurer's Direction (TD) A2.4.18(i) provides "The selective revaluation of assets, within a class of assets can lead to inconsistent asset values being reported in an Agency's financial statements." This TD goes on further to provide where selective revaluations are performed, all assets in the class should be revalued within a 5 year period.

The two assets excluded from this valuation were last revalued in 2005.

Agency Response

Northern Territory Treasury organises the whole of government revaluation with the Australian Valuation Office. According to NTT, the revaluation plan is based on the type of asset and the value of the asset on a 5 years cycle. The current revaluation plan is as follows:

- 2009-2010 Significant Items eg Hospital, Prisons, etc.
- 2010-2011 buildings over \$1M
- 2011-2012 cultural Assets
- 2012-2013 Land
- 2013-2014 Roads

According to NTT's revaluation plan buildings under \$1M, for example Alyangula Office and Wadeye Office, will not be revalued.

Department of Justice has noted this finding and will be investigating the option of organising revaluation of the two identified assets to resolve this issue.

AUDIT CONCLUSION

This matter will be revisited during future audits.

COMMON FUNDS OF THE PUBLIC TRUSTEE - FINANCIAL STATEMENTS AUDIT FOR THE YEAR ENDED 30 JUNE 2011

Conducted by: NT Auditor General's Office

PURPOSE

The objective of the audit was to conduct sufficient audit work to form an opinion on the financial statements of the Common Funds of the Public Trustee for the year ended 30 June 2011.

AUDIT OPINION

I have issued an unqualified audit opinion on the financial statements of the Common Funds of the Public Trustee for the financial year ended 30 June 2011.

Matters arising

The purpose of this correspondence is to advise that there were no matters to report, arising from the financial statements audit of the Common Funds of the Public Trustee.

AUDIT OF CRIMES VICTIMS ASSISTANCE (CVA)

conducted by: DoJ Internal Audit

PURPOSE

The audit objective was to verify that payments of financial assistance to eligible victims of crime have been made in compliance with the *Victims of Crime Assistance Act* (VOCA). The audit also considered the management of the recovery of money from offenders as permitted under Part 5 of the *Victims of Crime Assistance Act*.

FINDINGS

Payments of Financial Assistance

No issues were identified in the review of the payments managed by the Crimes Victims Services Unit (CVSU). File management practices were noted as thorough and well organised.

Management of Debt Recoveries

The management of debtors is currently maintained on an Access database within the division. CVA debtors are also recorded on the Government Accounting System (GAS) however are not recognised as assets, in accordance with a specific Treasury policy brief on this issue.

Issue 1 - The Access database and GAS records for CVA debts do not reconcile.

Several factors contribute to this situation. Firstly, regular reconciliations had not been undertaken by the divisional staff for quite some time. A preliminary reconciliation was undertaken prior to end of June 2011, however a full reconciliation had not been undertaken for at least 12 months.

The auditor was advised that this was due to the high workload in this area. It was also explained that the area has experienced considerable staff turnover and long periods of vacancy in the Debt Recovery clerk position in the recent past, which has had a corresponding impact on this task.

Additionally, it is apparent that DbE have not been consistent in updating debtor records at the time that payments are recorded, and as a result numerous debtor records do not reflect the true balance owing.

The result is that the Access database and GAS records do not reconcile and that it will take considerable work for these variances to be fully investigated and resolved.

The division advised the auditor that due to the high workload of the Debt Recovery clerk, the process of reconciliation will now be undertaken by the Finance Officer. This is considered appropriate as it will provide some independence in the process.

Issue 2 - Unclear exercise of delegation – non-recovery of debts

Before proceeding toward debt recovery an assessment of the file and prospects of recovery is undertaken. Currently these assessments are primarily undertaken by the acting Manager Agency Legal Services due to her expertise in this area, who then prepares a file note in respect to the likelihood of recoverability of the debt. Before any recovery action is taken, the victim is notified and provided an opportunity to respond with any concerns they may have about such action.

On the basis of this assessment the debt may or may not be pursued. In addition, some of the debts which are set aside are done so on the basis of an expired Statement of claim. In both circumstances there is no formal write off or endorsement of the decision.

There is currently no clear delegation or set policy in respect to the authority required to make a determination as to whether or not to proceed with debt recovery. Audit Services was advised that such decisions are usually made by a senior lawyer assisting the Debt Recovery position but that straightforward matters, for instance where the debtor has died, the Debt Recovery Clerk may simply close the file.

The Division advised that on straightforward matters, such as where the offender is deceased, or where recovery action cannot proceed due to risk to the victim, that such decisions would rest with the Manager, Agency Legal Services and that all other decisions would be made by a Senior Agency Lawyer.

The Division has agreed to document the policy and procedures in relation to assessment and recommended action and will develop a file note template for the recording of decisions made.

Issue 3 - Backlog of Files Awaiting Assessment.

Once financial assistance issues have been resolved by CVSU, all files resulting in a payment are forwarded to the Debt Recovery area for assessment as to recovery action. At the time of audit, there was a significant accumulation of files awaiting assessment.

Under s.56 (2) of the VOCA, debt recovery proceedings must commence within three years after the payment of financial assistance to the victim.

Three (3) staff are involved in the debt recovery process, however only one (the Debt Recovery clerk) is dedicated full time to this task. Given the volume of work involved in debt recovery and the current staffing arrangements, the agency runs the risks of not being able to assess the files and commence recovery action within the legislated time period.

The Division advised that the backlog has accumulated due to the recent change in policy which requires all victims to be contacted prior to any recovery action taking place. The Division will explore the possibility of efficiencies to be gained through CVSU's work with the victim, it is possible that this could become part of the process of finalising payments of financial assistance to victims.

Issue 4 - Write off of Unrecoverable Debts

The Territory has 12 years from the date of a judgment order to actively seek recovery of debts, after which time the agency cannot enforce the debt. Write off of unrecoverable amounts payable to the Territory or an Agency are required to be written off in accordance with s.35(1)(a) of the *Financial Management Act (FMA)*. Delegations of \$3,000 and \$1,500 are available to the CEO and Executive Directors respectively.

Several years ago SFNT sought the advice of Treasury in regard to the write off of CVA debts, specifically seeking clarification as to whether the provisions of s.35(1)(a) of the FMA applied. However the issue was never formally resolved and as a consequence at the time of audit there were a significant number of debts identified for write off where no action had been taken.

SFNT will submit a proposal to the Deputy CEO seeking endorsement of a request to the Treasurer to increase the write off amount specifically related to the CVA debts under the FMA.

RECOMMENDATIONS

The audit resulted in seven recommendations as follows:

- That monthly reconciliations are undertaken between the Access database and GAS CVA debtors, and that any variations are investigated and resolved in a timely manner.
- That SFNT document the policy and procedures as mentioned above.
- That all recommendations in respect to recovery action are endorsed by another officer, preferably senior, to the person making the assessment.
- Management consider allocating additional resources to the debt recovery function.
- A timeline for review of files is implemented to ensure that files are assessed well within recovery period.
- It is recommended that Treasury's written advice is sought in respect to the write off of unrecoverable CVA debts and that the identified unrecoverable debts are dealt with in accordance with that advice.

- That once obtained, the CVA debt procedure manual is updated to reflect the advice provided by Treasury.

ACTION TAKEN

The Division has taken action to address the issues and implement the recommendations arising out of this audit.

AUDIT OF VIRTUAL PRIVATE NETWORK (VPN) ACCESS

conducted by: DoJ Internal Audit

PURPOSE

The audit was undertaken to verify VPN access to ensure that all access corresponded to current employees and contractors.

The audit is based on a report of all DoJ VPN accounts as at 30 November 2011.

FINDINGS

During this audit 345 VPN accounts were checked. Of these 40 did not correspond to an employee name in PIPS. Whilst it was acknowledged that some of these accounts may belong to current contractors, there were several accounts where former employees are the account managers, in addition the majority of these accounts do not have expiry dates.

VPN access is currently approved by delegated managers in ePASS, however there does not appear to be any procedures or advice within DoJ (or NTG) relating to the minimum requirements for employees to be granted VPN access. No procedures were found relating to VPN access for external to government personnel or companies.

The issues raised in this audit have been brought to the attention of the DoJ Chief Information Officer.

RECOMMENDATIONS

It is recommended that:

- DoJ ICT Services follow up all non-matching VPN accounts to ensure the validity of the accounts.
- Expiry dates are entered for all non government accounts.
- A review VPN accounts is conducted yearly by DoJ ICT Services.
- Accounts held by non employees include reference to the organisation or contractor in the Account Name so that these are clearly identifiable.

- DoJ IcT Services provide procedural advice for delegates regarding the approval process and criteria required for DoJ employees to have VPN access.
- DoJ ICT Services provide specific procedures for granting VPN access to non government personnel and organisations.

ACTION TAKEN

All recommendations were accepted and ICT Services has undertaken action in response to this audit, including developing reports, providing training and amending the naming convention for accounts within ePASS. Further work is continuing.

Supplementary Information

APPENDIX 4

DEPARTMENT OF JUSTICE LEGISLATION ENACTED IN 2011-12

(with commencement notes)

Act	Assent	commencement
<i>Commercial Arbitration (National Uniform Legislation) Act 2011</i>	31 August 2011	01 August 2012
<i>Justice (Corrections) and Other Legislation Amendment Act 2011</i>	31 August 2011	Sections 3, 9 to 11, 15 to 17, 19, 20, 24, 33, 42, schs 1 and 2, sch 4 pt 1 and sch 5 commenced 31 August 2011; remainder commenced 27 February 2012.
<i>Justice and Other Legislation Amendment Act 2011</i>	31 August 2011	21 September 2011
<i>Penalties Amendment (Chief Minister's and Other Portfolios) Act 2011</i>	31 August 2011	21 September 2011
<i>Penalties Amendment (Children and Families, Health and Primary Industry, Fisheries and Resources) Act 2011</i>	31 August 2011	21 September 2011
<i>Statute Law Revision Act 2011</i>	31 August 2011	21 September 2011
<i>Business Names (National Uniform Legislation) Request Act 2011</i>	15 November 2011	21 December 2011
<i>Criminal Justice Legislation Amendment Act 2011</i>	15 November 2011	15 February 2012
<i>Evidence (National Uniform Legislation) Act 2011</i>	15 November 2011	Not commenced
<i>Serious Crime Control Amendment Act 2011</i>	30 November 2011	01 December 2011
<i>Work Health Administration Act 2011</i>	14 December 2011	01 January 2012
<i>Work Health and Safety (National Uniform Legislation) Implementation Act 2011</i>	14 December 2011	01 January 2012
<i>Work Health and Safety (National Uniform Legislation) Act 2011</i>	14 December 2011	01 January 2012
<i>Fines and Penalties (Recovery) and Other Legislation Amendment Act 2011</i>	21 December 2011	01 March 2012
<i>Caravan Parks Act 2012</i>	21 March 2012	Sections 21 and 22 commenced 21 March 2012; remainder commenced 01 May 2012
<i>Justice and Other Legislation Amendment Act 2012</i>	21 March 2012	Parts 1, 2, 3, 5, 6 and 7 commence 1 August 2012; Parts 4, 8 and 9 commence 1 September 2012.
<i>Business Names (National Uniform Legislation) Implementation Act 2012</i>	27 April 2012	Parts 3 and 4 commenced 28 May 2012; remainder on 27 April 2012
<i>Workers Rehabilitation and Compensation Legislation Amendment Act 2012</i>	27 April 2012	01 July 2012
<i>Liquor and Other Legislation Amendment Act 2012</i>	22 May 2012	Parts 1 to 3, ss 15 and 29 and Parts 5 and 6 commenced 30 May 2012; remainder commence 27 July 2012.

APPENDIX 5

DEPARTMENT OF JUSTICE REGULATIONS MADE IN 2011-12

(with commencement notes)

Regulations	Date made	commencement
Sale of Land (Rights and Duties of Parties) Regulations	27 July 2011	commence on the commencement of the <i>Sale of Land (Rights and Duties of Parties) Act 2010</i> – not yet commenced
Misuse of Drugs Amendment (Synthetic cannabinoids) Regulations 2011	12 August 2011	12 August 2011
Liquor Amendment Regulations (No. 2) 2011	31 August 2011	31 August 2011
Misuse of Drugs Amendment (Synthetic cannabinoids) Regulations (No. 2) 2011	31 August 2011	31 August 2011
Public Interest Disclosure Amendment Regulations 2011	02 November 2011	02 November 2011
Legal Practitioners Disciplinary Tribunal Amendment (Affidavits) Rules 2011	09 November 2011	09 November 2011
Supreme court Amendment Regulations 2011	23 November 2011	23 November 2011
Serious crime control Regulations	20 December 2011	20 December 2011
Prisons (correctional Services) (community Orders) Regulations	20 December 2011	commence on the commencement of Part 4 of the <i>Justice (Corrections) and Other Legislation Amendment Act 2011</i> – 27 February 2012
Work Health and Safety (National uniform Legislation) Regulations	30 December 2011	01 January 2012
Work Health and Safety (National uniform Legislation) consequential Amendments Regulations 2011	30 December 2011	01 January 2012
Supreme court Amendment (Subpoena) Rules 2011	01 February 2012	01 February 2012
criminal Records (Spent convictions) Amendment Regulations 2012	08 February 2012	08 February 2012
Work Health and Safety (National uniform Legislation) Amendment Regulations 2012	01 March 2012	01 March 2012
Fines and Penalties (Recovery) Amendment (Housing) Regulations 2012	28 March 2012	28 March 2012
Tobacco control Amendment Regulations 2012	28 March 2012	28 March 2012
Supreme court Amendment (Mediation and Sentencing) Rules 2012	11 April 2012	11 April 2012
Supreme court Amendment (Notice of Appeal) Rules 2012	11 April 2012	11 April 2012
caravan Parks Regulations	25 April 2012	01 May 2012
Associations Amendment Regulations 2012	25 April 2012	25 April 2012
consumer Affairs and Fair Trading (Infringement Notice Offences) Regulations	30 May 2012	30 May 2012
Penalty units Amendment Regulations 2012	30 May 2012	01 July 2012
Fines and Penalties (Recovery) Amendment (Mining and Management) Regulations 2012	28 June 2012	28 June 2012



Contact Information



Contact Information

CONTACT INFORMATION

INTERNET ADDRESSES

Department of Justice website: <http://www.nt.gov.au/justice/>

Information Access and Privacy website: <http://www.infocomm.nt.gov.au>

Location	Postal Address	Phone	Fax
General Inquiries	GPO Box 1722 DARWIN NT 0801	(08) 8935 7777	(08) 8935 7798

Executive	Postal Address	Phone	Fax
8th Floor, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7404	(08) 8935 7414

Anti-Discrimination Commission	Postal Address	Phone	Fax
7th Floor, 9-11 Cavenagh Street DARWIN NT 0800	LMB 22 GPO DARWIN NT 0801	(08) 8999 1444 TTY (08) 8999 1466 Freecall 1800 813 846	(08) 8981 3812

Consumer Affairs	Postal Address	Phone	Fax
1st Floor, The Met Building 13 Scaturchio Street CASUARINA NT 0810	PO Box 40946 CASUARINA NT 0811	(08) 8999 1999 Freecall 1800 018 319	(08) 8935 7738

Consumer Affairs	Postal Address	Phone	Fax
Compliance	PO Box 40946 CASUARINA NT 0811	(08) 8999 1999 Freecall 1800 018 319	(08) 8935 7738
Tenancy	GPO Box 40946 CASUARINA NT 0811	(08) 8999 1999 1800 019 319	(08) 8935 7738
Consumer Affairs (Alice Springs) Level 1, Belvedere House Parsons Street ALICE SPRINGS NT 0870	PO Box 1745 ALICE SPRINGS NT 0871	(08) 8999 1999 1800 019 319	(08) 8951 5442

Court Support	Postal Address	Phone	Fax
Fines Recovery Unit 1st Floor, Nichols Place Cnr Bennett and Cavenagh Streets DARWIN NT 0800	GPO Box 1218 DARWIN NT 0801	Freecall 1800 111 530	(08) 8924 3636
Sheriff's Office Ground Floor Supreme Court Building State Square DARWIN NT 0800	GPO Box 3946 DARWIN NT 0801	(08) 8999 7930	(08) 8999 7848
COURTS			
Magistrates Court Criminal Registry Nichols Place Cnr Bennett and Cavenagh Streets DARWIN NT 0800	GPO Box 1281 DARWIN NT 0801	(08) 8999 6225	(08) 8999 7936

Contact Information

Court Support	Postal Address	Phone	Fax
Magistrates Court Local Courts Nichols Place Cnr Bennett and Cavenagh Streets DARWIN NT 0800	GPO Box 1281 DARWIN NT 0801	(08) 8999 6225	(08) 8999 7936
Coroner's Office Nichols Place Cnr Bennett and Cavenagh Streets DARWIN NT 0801	GPO Box 1281 DARWIN NT 0801	(08) 8999 7770	(08) 8999 5128
Supreme Court Supreme Court Building State Square DARWIN NT 0800	GPO Box 3946 DARWIN NT 0801	(08) 8999 6574	(08) 8999 5446
Supreme Court Registry Supreme Court Building State Square DARWIN NT 0801	GPO Box 3946 DARWIN NT 0801	(08) 8999 7953	(08) 8999 5446
REGIONAL COURTS			
Local Court Alice Springs Court House Cnr Bennett and Cavenagh Streets ALICE SPRINGS NT 0870	PO Box 1394 ALICE SPRINGS NT 0871	(08) 8951 5716	(08) 8951 5702
Groote Eylandt Court House Aijawarra Crescent ALYANGULA NT 0885	c/- PO Box 496 NHULUNBUY NT 0881	(08) 8987 6287 (court days) (08) 8987 1378 (non-court days)	(08) 8987 6228

Court Support	Postal Address	Phone	Fax
Jabiru Court House c/- Police Station JABIRU NT 0886		If court sitting (08) 8979 2322 (court days) Otherwise (08) 8999 6380	(08) 8979 2216
Katherine Court House First Street KATHERINE NT 0850	PO Box 1694 KATHERINE NT 0851	(08) 8973 8956	(08) 8973 8962
Nhulunbuy Court House Endeavour Square NHULUNBUY NT 0880	PO Box 496 NHULUNBUY NT 0881	(08) 8987 1378	(08) 8987 2392
Tennant Creek Court House Paterson Street TENNANT CREEK NT 0860	PO Box 84 TENNANT CREEK NT 0861	(08) 8962 4377	(08) 8962 4375
TRIBUNALS			
Mental Health Review Tribunal Level 1, The MET Building (Cascom 5) 13 Scaturchio Street	GPO Box 1281 DARWIN NT 0801	(08) 8999 5002	(08) 8999 5005
Lands and Mining Tribunal Level 1, The MET Building (Cascom 5) 13 Scaturchio Street CASUARINA	GPO Box 1281 DARWIN NT 0801	(08) 8999 5001	(08) 8999 5005

Community Justice Centre	Postal Address	Phone	Fax
Level 1, Darwin Magistrates Court Nichols Place DARWIN cjc.doj@nt.gov.au	GPO Box 1722 DARWIN NT 0801	Freecall: 1800 000 473 (NT only)	(08) 8999 6226

Contact Information

Crime Victims Services Unit	Postal Address	Phone	Fax
Level 3, Old Admiralty Towers 68 The Esplanade DARWIN	GPO Box 1722 DARWIN NT 0801	(08) 8924 4080 Freecall: 1800 460 363 (NT only)	(08) 8981 2083

Justice of the Peace and Commissioner for Oaths	Postal Address	Phone	Fax
Level 1, Enterprise House 28-30 Knuckey Street DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8999 1809	(08) 8999 1888

Licensing, Regulation and Alcohol Strategy (includes Business Affairs)	Postal Address	Phone	Fax
Darwin (Head Office) Level 1, Enterprise House 28-30 Knuckey Street DARWIN NT 0800 lr.doj@nt.gov.au	GPO Box 1154 DARWIN NT 0801	(08) 8999 1800	(08) 8999 1888
Katherine Randazzo Building 18 Katherine Terrace KATHERINE NT 0850	PO Box 2138 KATHERINE NT 0851	(08) 8973 8811	(08) 8972 8910
Tennant Creek Ground Floor, Government Centre Peko Road TENNANT CREEK	PO Box 1069 TENNANT CREEK NT 0861	(08) 8962 4330	(08) 8963 4468

Alice Springs Level 1, Belvedere House Corner Parsons and Bath Streets ALICE SPRINGS	PO Box 8470 ALICE SPRINGS NT 0871	(08) 8951 5195	(08) 8951 8591
Nhulunbuy Shop 6, Endeavour Square NHULUNBUY NT 0880	Shop 6, Endeavour Square NHULUNBUY NT 0880	(08) 8939 2800	(08) 8939 2888
Northern Territory Correctional Services	Postal Address	Phone	Fax
Head Office 68 The Esplanade DARWIN NT 0800 ntcsinquiries@nt.gov.au	GPO Box 3196 DARWIN NT 0801	(08) 8935 7466	(08) 8935 7461
Darwin Correctional Centre Tivendale Road BERRIMAH NT 0820	GPO Box 1407 DARWIN NT 0801	(08) 8922 0111	(08) 8947 1306
Alice Springs Correctional Centre Stuart Highway (South) ALICE SPRINGS NT 0870	PO Box 56 ALICE SPRINGS NT 0871	(08) 8951 8911	(08) 8951 8918
Don Dale Juvenile Detention Centre Tivendale Road BERRIMAH NT 0828	GPO Box 1407 DARWIN NT 0801	(08) 8922 0400	(08) 8947 1084

Contact Information

Northern Territory Correctional Services	Postal Address	Phone	Fax
Community Corrections Head Office 2nd Floor, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800 communitycorrectionsNTcS.doj@nt.gov.au	GPO Box 3196 DARWIN NT 0801	(08) 8935 7777	(08) 8942 3189
Casuarina Community Corrections Shop 4, Cascom Centre 13-17 Scaturchio Street NAKARA NT 0810	GPO Box 40696 CASUARINA NT 0811	(08) 8922 6501	(08) 8922 6555
Palmerston and Top End Region 2/7 Rolyat Street PALMERSTON NT 0830	PO Box 1180 PALMERSTON NT 0831	(08) 8939 0100	(08) 8939 0110
Groote Eylandt (Alyangula) Cnr Arnhem Cres and Taylor Street ALYANGULA NT 0885	PO Box 623 ALYANGULA NT 0885	(08) 8987 6077	(08) 8987 6589
Nhulunbuy Arnhem House Endeavour Square NHULUNBUY NT 0880	PO Box 471 NHULUNBUY NT 0881	(08) 8939 2806	(08) 8939 2888
Wadeye (Port Keats) Lot 491 PORT KEATS NT 0822	Private Mail bag WADEYE NT 0822	(08) 8978 2309	(08) 8978 2322
Katherine Government centre First Street KATHERINE NT 0850	PO Box 2031 KATHERINE NT 0851	(08) 8973 8743	(08) 8973 8757

Northern Territory Correctional Services	Postal Address	Phone	Fax
Tennant Creek Government Centre Building Peko Road TENNANT CREEK NT 0860	PO Box 1069 TENNANT CREEK NT 0861	(08) 8962 4466	(08) 8962 4468
Alice Springs Greatorex Building Parsons Street ALICE SPRINGS NT 0870	PO Box 2407 ALICE SPRINGS NT 0871	(08) 8951 5631	(08) 8951 5169

NT WorkSafe	Postal Address	Phone	Fax
Darwin Office Level 1 Darwin Plaza Building 41 Smith Street Mall DARWIN NT 0800 www.worksafe.nt.gov.au	GPO Box 1722 DARWIN NT 0801	Freecall 1800 019 115 (Workplace Health and Safety) Freecall 1800 250 713 (Rehabilitation and compensation)	(08) 8999 5141
Katherine Office Ground Floor Katherine Government Centre First Street KATHERINE NT 0850	PO Box 529 KATHERINE NT 0851	Freecall 1800 019 115 (Workplace Health and Safety) Freecall 1800 250 713 (Rehabilitation and compensation)	(08) 8973 8930
Alice Springs Office Peter Sitzler Building 67 North Stuart Highway ALICE SPRINGS NT 0870	PO Box 2134 ALICE SPRINGS NT 0871	Freecall 1800 019 115 (Workplace Health and Safety) Freecall 1800 250 713 (Rehabilitation and compensation)	(08) 8999 8618

Contact Information

Office of the Commissioner for Public Interest Disclosure	Postal Address	Phone	Fax
7th Level 9-11 Cavenagh Street DARWIN NT 0800	GPO Box 3750 DARWIN NT 0801	Freecall: 1800 250 918	(08) 8941 7238

Office of the Director of Public Prosecutions	Postal Address	Phone	Fax
Darwin Office (inc. Witness Assistance Service) Level 5, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 3321 DARWIN NT 0801	(08) 8935 7500 Freecall: 1800 659 449	(08) 8935 7552
Alice Springs Office 1st Floor, Centrepoint Building Cnr Hartley Street and Gregory Tce ALICE SPRINGS NT 0870	PO Box 2185 ALICE SPRINGS NT 0871	(08) 8951 5800 Freecall: 1800 659 449	(08) 8951 5812
Katherine Office (Witness Assistance Service) Randazzo Building 18 Katherine Terrace KATHERINE NT 0850	PO Box 1295 KATHERINE NT 0851	(08) 8973 8813 Freecall: 1800 659 449	(08) 8973 8866

Office of the Information Commissioner	Postal Address	Phone	Fax
7th Level, 9-11 Cavenagh Street DARWIN NT 0800	GPO Box 3750 DARWIN NT 0801	(08) 8999 1500 Freecall: 1800 005 610	(08) 8981 3812

Policy Coordination	Postal Address	Phone	Fax
Legal Policy and Secretariat Level 7, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7668	(08) 8935 7662
Research and Statistics Level 2, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7446	(08) 8935 7450
Community and Justice Policy – Darwin Level 2, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7484	(08) 8935 7450
Community and Justice Policy – Alice Springs 1st Floor Belvedere House Parsons Street ALICE SPRINGS NT 0870	PO Box 1745 ALICE SPRINGS NT 0871	(08) 8951 5446	(08) 8951 5442

Public Trustee	Postal Address	Phone	Fax
Nichols Place Cnr Cavenagh and Bennett Streets DARWIN NT 0800	GPO Box 470 DARWIN NT 0801	(08) 8999 7271	(08) 8999 7882

Contact Information

Agent for Public Trustee Centrepont Building Cnr Gregory Terrace and Hartley Street ALICE SPRINGS NT 0870	PO Box 8043 ALICE SPRINGS NT 0871	(08) 8951 5493	(08) 8951 5340
---	--------------------------------------	----------------	----------------

Registrar-General	Postal Address	Phone	Fax
Office of Births, Deaths and Marriages (Darwin) Ground Floor, Nichols Place Cnr Cavenagh and Bennett Streets DARWIN NT 0800	GPO Box 3021 DARWIN NT 0801	(08) 8999 6119	(08) 8999 6324
Office of Births, Deaths and Marriages (Alice Springs) Centrepont Building Cnr Gregory Terrace and Hartley Street ALICE SPRINGS NT 0870	PO Box 8043 ALICE SPRINGS NT 0871	(08) 8951 5339	(08) 8951 5340
Land Titles Office (Darwin) Ground Floor, Nichols Place Cnr Cavenagh & Bennett Streets DARWIN NT 0800	GPO Box 3021 DARWIN NT 0801	(08) 8999 6520	(08) 8999 6239
Land Titles Office (Alice Springs) Centrepont Building Cnr Gregory Terrace and Hartley Street	PO Box 8043 ALICE SPRINGS NT 0871	(08) 8951 5339	(08) 8951 5340

Solicitor for the Northern Territory	Postal Address	Phone	Fax
Aboriginal Land Level 1, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7766	(08) 8935 7773
Commercial Level 1, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7809	(08) 8935 7810
Litigation Level 1, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7844	(08) 8935 7857
Practice Management Level 1, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7829	(08) 8935 7857
Graham Nicholson Law Library Level 3, Old Admiralty Towers 68 The Esplanade DARWIN NT 0800	GPO Box 1722 DARWIN NT 0801	(08) 8935 7831	(08) 8935 7828

Youth Justice Unit	Postal Address	Phone	Fax
Level 2, Old Admiralty Towers 68 The Esplanade DARWIN	GPO Box 1722 DARWIN NT 0801	(08) 8935 7554	(08) 8935 7774

