



Australian Government
Australian Institute of Criminology



ANNUAL REPORT 2018–19

Annual report contact details

For enquiries about this annual report and general information requests, please contact:

JV Barry Library Manager

Australian Institute of Criminology

GPO Box 1936, Canberra ACT 2601

Tel: +61 2 6243 6969

Email: front.desk@aic.gov.au

Website: aic.gov.au

ALTERNATIVE VERSION

An electronic version of this report, along with further information about the AIC and our work, is available on our website: aic.gov.au.

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ISSN 2204-6755 (Print)

ISSN 2204-6763 (Online)

ISBN 978 1 925304 08 4 (Print)

ISBN 978 1 925304 09 1 (Online)

LETTER OF TRANSMITTAL

18 September 2019

The Hon Peter Dutton MP
Minister for Home Affairs
Parliament House
Canberra ACT 2600

Dear Minister

I am pleased to present the annual report of the Australian Institute of Criminology for the year ended 30 June 2019, prepared in accordance with the requirements of the *Public Governance, Performance and Accountability Act 2013* and the Public Governance, Performance and Accountability Rule 2014.

The report outlines the AIC's performance for 2018–19 and includes audited financial statements.

Subsection 46(1) of the Act requires me to provide you with a report for presentation to the Parliament.

In addition, I certify that I am satisfied the AIC has undertaken all appropriate fraud control measures as set out in Part 2-2 of the Public Governance, Performance and Accountability Rule 2014.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Phelan', with a long horizontal flourish extending to the right.

Michael Phelan APM
Director
Australian Institute of Criminology

GUIDE TO THE REPORT

The annual report of the Australian Institute of Criminology (AIC) is produced to meet parliamentary reporting requirements and to provide information to stakeholders and the community about the Institute's work.

The information contained in this report is provided to inform the Australian Government, members of parliament, state and territory agencies, grant recipients, award winners, consultants, students of crime and criminal justice, potential employees and the public.

The report is designed as follows:

Director's review

In this section, the Director (Chief Executive) reviews the year's significant issues and achievements.

Overview

This section describes the purpose and role of the AIC and its organisational structure. It also includes the AIC's functions and outcome.

Performance

This section summarises the AIC's performance in relation to the criteria set out in its corporate plan. It then details the Institute's performance in the areas of research, grants management, dissemination and events.

Management and accountability

This section reviews the AIC's governance arrangements and external scrutiny, including the operation of the Criminology Research Advisory Council, which provides advice to the Director on a range of matters. It also outlines the AIC's corporate services, procurement and consultancy arrangements.

Our people

The section details workforce matters such as staffing numbers and classifications, remuneration, employment arrangements and work health and safety.

Financial performance

This section presents the AIC's financial statements and describes the Institute's resources and expenditure.

Appendices

The appendices list AIC publications and events and contain mandatory material not included elsewhere.

ACRONYMS

ACIC	Australian Criminal Intelligence Commission
ACVPA	Australian Crime and Violence Prevention Awards
AFP	Australian Federal Police
AIC	Australian Institute of Criminology
CRG	Criminology Research Grant
FOI Act	<i>Freedom of Information Act 1982</i>
HREC	Human Research Ethics Committee
PGPA Act	<i>Public Governance, Performance and Accountability Act 2013</i>
RPP	Research and Public Policy (series)
SOCR-Lab	Serious and Organised Crime Research Laboratory
T&I	<i>Trends & issues</i> (series)

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2018-19 AT A GLANCE

PUBLICATIONS



67

RESEARCH PRODUCTS

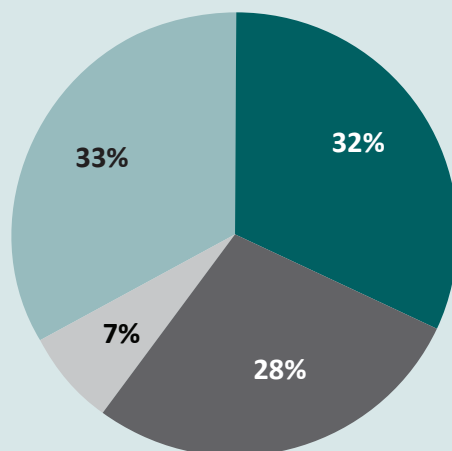


28

PEER-REVIEWED
PUBLICATIONS

CITATIONS

- Government publications (32%)
- Peer-reviewed journal articles (28%)
- Parliamentary (Commonwealth, state and territory) documents (7%)
- Other publications (33%)



EVENTS AND SOCIAL MEDIA



22,171

FACEBOOK
FOLLOWERS



7,401

TWITTER
FOLLOWERS



4,175

EMAIL
SUBSCRIBERS



1,429

CRIMINOLOGY TV
SUBSCRIBERS



12

CONFERENCES
AND SEMINARS



DIRECTOR'S REVIEW

I am pleased to present the 2018–19 annual report of the AIC, outlining the Institute's achievements and outcomes for the year.

As Australia's national research and knowledge centre on crime and justice, the AIC plays a crucial role in developing and disseminating the evidence base to inform policymaking. The Institute's activities in undertaking, funding and disseminating applied crime and justice research have played a key role in shaping Australia's response to issues such as deaths in custodial settings, illicit drug use, child sexual abuse and domestic violence—all of which continue to be of concern to both the Australian Government and state and territory governments.

To ensure the work of the Institute remains focused on policy concerns, staff have developed close working relationships within the Home Affairs portfolio. During the year, new projects were initiated with the Australian Federal Police (AFP), AUSTRAC, the Australian Criminal Intelligence Commission (ACIC), as well as with policymakers in the department.

In recognition of the changing nature of crime in Australia, and in collaboration with the Criminology Research Advisory Council, I revised the AIC's priorities in 2018–19 to focus on six key themes:

- criminal justice responses to family and domestic violence;
- child exploitation material;
- Indigenous over-representation in the criminal justice system;
- youth crime;
- transnational serious and organised crime; and
- illicit drugs.

The AIC based much of its work this year on these themes, while also recognising the need to be flexible enough to support policymakers as new problems emerge that require in-depth analysis of the kind undertaken by Institute staff. In addition, the AIC has continued to undertake long-term statistical monitoring of key crime and justice issues, including homicide, deaths in custody, drug use, identity crime and fraud against the Commonwealth.

RESEARCH

The production of research lies at the heart of the AIC's work, with a team of highly qualified criminologists conducting studies on a wide range of issues of concern to stakeholders and focused around the priority themes. This effort resulted in over 60 research papers being produced during the year, helping the Institute to achieve its research-oriented performance criteria.

Two new research programs were launched in July 2018, following the receipt of funding under the *Proceeds of Crime Act 2002*. The Child Exploitation Material Reduction Research Program funded eight academic teams to develop innovative solutions to the growing problem of child exploitation material. The feature article on page 77–8 provides further details. The new Serious and Organised Crime Research Laboratory, located within the AIC, has been established to use crime science methods and new analytical techniques to identify new approaches to reduce organised crime in Australia. This is already beginning to produce results, with the first ever national statistical analysis of the criminal careers of organised crime offenders, which was used to help cost the impacts of government policies aimed at this group.

Beyond these new initiatives, the AIC has continued to support the Commonwealth and state and territory governments through its research and statistical programs. The National Deaths in Custody Program marked 25 years of collecting and publishing deaths in custody data with an overview of trends covering the period since the Royal Commission into Aboriginal Deaths in Custody. The Drug Use Monitoring in Australia program also entered its 20th year, with data collected in four capital cities across the country.

The research program focusing on criminal justice responses to family and domestic violence published a number of important reports that examined domestic violence risk from both a perpetrator and victim perspective. A highlight of this work was the visit by researchers from the US National Network for Safe Communities, which helped to identify potential approaches for addressing this problem.

Towards the end of the financial year, 18 *Trends & issues* reports and Statistical Bulletins produced during 2018–19 were published in a compendium, which included three studies from each of the AIC's six research priorities. This publication, entitled *Crime & justice research 2019*, is available on the AIC website.

DISSEMINATION

The JV Barry Library continues to play an instrumental role in the dissemination of research material to policymakers and practitioners. It has been responsive to the needs of stakeholders through its ‘front desk’ service, as well as by disseminating emerging evidence produced by the AIC and other crime and justice researchers. This is in addition to the library’s key task of supporting AIC researchers with systematic literature searches.

During the year, the AIC continued to see an increase in the use of its website, with over two million page views and its publications being cited in a wide range of government and other publications. It has also continued to host events, with a number of visiting scholars presenting occasional seminars on subjects as diverse as organised crime, the effectiveness of CCTV, child exploitation material and intimate partner violence. Two major conferences were also hosted during the year. In March, we co-hosted the Australasian Youth Justice Conference with the Australasian Youth Justice Administrators and New South Wales Juvenile Justice. And in May we co-hosted the Organised Crime Research Forum with the Australian National University.

As a result of all of this activity, I am pleased to report that the AIC has once again achieved all of its performance criteria for the year and, more importantly, helped to inform crime and justice policy in Australia.



Michael Phelan APM

Director

Australian Institute of Criminology



Agency overview

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INTRODUCTION

The AIC has served successive Australian governments and the criminal justice system for 45 years as the nation’s research and knowledge centre on crime and justice—undertaking and disseminating research, compiling trend data and providing policy advice.

The Institute was established in 1973 by the Commonwealth *Criminology Research Act 1971*, to centrally collect and analyse national criminological data and provide evidence-based research to government and policing agencies. In late 2010 the Australian Government passed the *Financial Framework Legislation Amendment Act 2010*, amending the *Criminology Research Act*.

Following a machinery-of-government change in October 2015, staff from the AIC were transferred to the Australian Criminal Intelligence Commission, with the ACIC Chief Executive Officer becoming Director of the AIC. Legislative amendments to combine the functions of the AIC and the ACIC are pending parliamentary approval.

Throughout the year, the Institute maintained strong links and partnerships with Commonwealth, state and territory government agencies, police agencies, universities and other research organisations by providing research, analysis and advice. The AIC also frequently undertook research projects in partnership or under contract to meet its partner agencies’ needs.

MINISTER, PORTFOLIO AND DIRECTOR

The AIC is part of the Home Affairs portfolio. The Minister for Home Affairs, the Hon Peter Dutton MP, has ministerial responsibility for the AIC. Mr Michael Phelan is the Director of the AIC.

PURPOSE AND ROLE

The AIC is Australia’s national research and knowledge centre on crime and justice. We undertake and disseminate research and provide policy advice.

FUNCTIONS

The AIC undertakes its functions as set out in the *Criminology Research Act 1971*, which are:

- (a) to promote justice and reduce crime by:
 - (i) conducting criminological research; and
 - (ii) communicating the results of that research to the Commonwealth, the States, the Australian Capital Territory, the Northern Territory and the community;

- (b) to assist the Director in performing the Director's functions;
- (c) to administer programs for awarding grants, and engaging specialists, for:
 - (i) criminological research that is relevant to the public policy of the States, the Australian Capital Territory and the Northern Territory; and
 - (ii) activities related to that research (including the publication of that research, for example).

The functions of the Director include:

- conducting criminological research, including the collection of information and statistics on crime and justice matters;
- communicating the results of that research, including through the publication of research material and seminars and courses of training or instruction;
- providing information and advice on the administration of criminal justice to the Australian Government and state and territory governments; and
- collaborating both within and outside Australia with governments, institutions and authorities, and with bodies and persons, on research and training in connection with the administration of criminal justice.

OUTCOMES

The AIC's outcome, as stated in the Portfolio Budget Statement, is to inform crime and justice policy and practice in Australia by undertaking, funding and disseminating policy-relevant research of national significance; and through the generation of a crime and justice evidence base and national knowledge centre.

This outcome is achieved by:

- undertaking impartial and policy-relevant research of the highest standard on crime and criminal justice;
- working cooperatively with the Home Affairs portfolio, other federal agencies and state and territory government agencies in the AIC's role as the Australian Government's national research centre on crime and justice;
- administering an effective and efficient annual Criminology Research Grants program that results in policy-relevant research; and
- actively disseminating research findings to policymakers, practitioners and the general public, across Australia and internationally, in a timely manner.

ORGANISATIONAL STRUCTURE

Figure 1 illustrates the AIC's structure during 2018–19. The AIC's research and information services reported through the Deputy Director to the AIC Director.

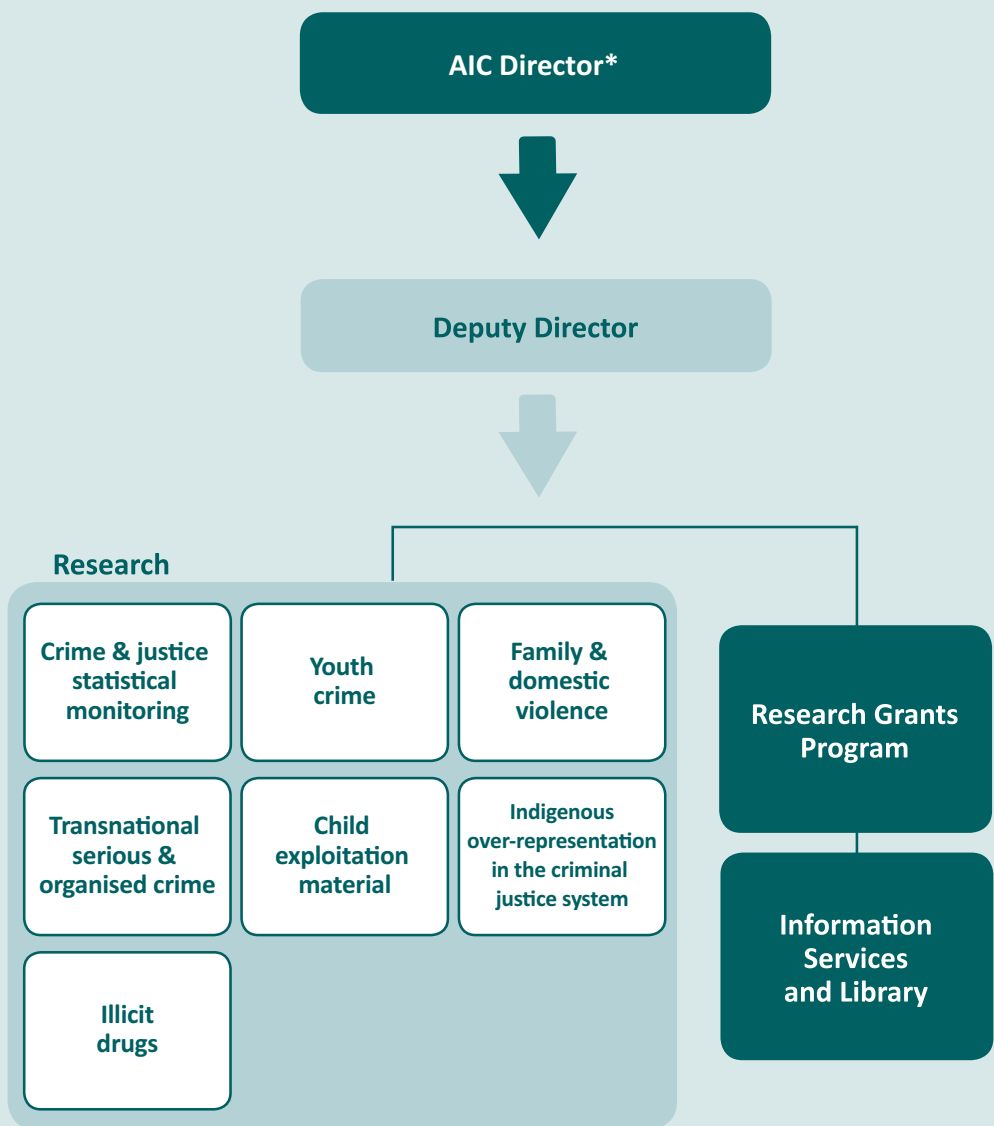
In 2018–19, the AIC's research teams were aligned with six priority themes:

- criminal justice responses to family and domestic violence;
- child exploitation material;
- Indigenous over-representation in the criminal justice system;
- youth crime;
- transnational serious and organised crime; and
- illicit drugs.

Another team focused on crime and justice statistical monitoring.

In addition, the AIC's small grants management team administered the Criminology Research Grants (CRG) and the Australian Crime and Violence Prevention Awards (ACVPA).

**FIGURE 1: ORGANISATIONAL
STRUCTURE AS AT 30 JUNE 2019**



* AIC Director is also the Chief Executive Officer of the Australian Criminal Intelligence Commission.



Performance

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STATEMENT OF PREPARATION

I, as the accountable authority of the Australian Institute of Criminology, present the 2018–19 annual performance statements of the AIC, as required under paragraphs 39(1)(a) and (b) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) and associated rules.

In my opinion, in accordance with section 37 of the PGPA Act, these annual performance statements are based on properly maintained records and, in accordance with section 38 and subsection 39(2), appropriately measure, assess and provide information about the AIC's performance in achieving its purposes. I am satisfied that the statements comply with the requirements of the relevant PGPA rules.

A handwritten signature in black ink, appearing to read 'M. Phelan', with a long horizontal flourish extending to the right.

Michael Phelan APM

Director

Australian Institute of Criminology

PERFORMANCE CRITERIA

The AIC's *Corporate plan 2018–19 to 2021–22* and the Portfolio Budget Statement for 2018–19 include the criteria used to measure the Institute's performance. These are shown in Table 1.

TABLE 1: SUMMARY OF PERFORMANCE AGAINST KEY PERFORMANCE INDICATORS 2018–19

Key performance indicator	Target	Actual	Comment
100 percent of publications in the <i>Trends & issues</i> (T&I) and Research Report series are peer reviewed. This ensures the quality of the Institute's research output.	100%	100%	Achieved
Reports produced for each of the monitoring programs are issued according to schedule, annually or biennially.	4 monitoring reports expected in 2018–19	4 reports published in 2018–19	Achieved
23 peer-reviewed T&I and Research Report papers are prepared for publication.	23 peer-reviewed publications	28 peer-reviewed reports published	Achieved
38 other publications—including Statistical Reports, Statistical Bulletins, briefs, journal articles, consultancy reports et cetera—are produced each year.	38 other publications	39 other publications produced	Achieved
At least 10 roundtables, workshops and other forums are held annually.	10 events	12 events	Achieved

The AIC achieved or exceeded its targets for all five of its performance criteria. During the year, all *Trends & issues* and Research Reports were subject to rigorous, double-blind peer review, ensuring that the Institute's research stands up to external scrutiny. In total, 28 peer-reviewed reports were produced, against a target of 23 for the year. See *Appendix 1* for further details.

The AIC also intended to release four Statistical Reports during the year and all were released as planned, thereby helping to achieve the target of producing 38 other publications. For details of these publications, see *Appendix 2*.

Recognising the importance of disseminating research findings through face-to-face events, as well as through publication, the AIC also has a target of holding 10 roundtables, workshops and other forums each year. In 2018–19, 12 such events were held on a range of topics, including child exploitation material, the mafia, organised crime, CCTV, domestic violence and youth crime. See *Appendix 3* for further details.

RESEARCH PERFORMANCE

The AIC's research priorities are set annually by the Director, in consultation with the Criminology Research Advisory Council. The research priorities for 2018–19 were:

- criminal justice responses to family and domestic violence;
- child exploitation material;
- Indigenous over-representation in the criminal justice system;
- youth crime;
- transnational serious and organised crime; and
- illicit drugs.

CRIMINAL JUSTICE RESPONSES TO FAMILY AND DOMESTIC VIOLENCE

Several papers on family and domestic violence were published in late 2018, including a large-scale review of the evidence on police responses to domestic violence, a paper examining who does and does not report domestic violence to police, a study using crime script analysis to describe men's violence against women, and a review of evidence on the link between methamphetamine use and domestic violence. Further research on the links between methamphetamine dependency and domestic violence was also completed, contributing to our understanding of the harms associated with this drug.

In 2018–19, work was completed on a collaborative project with ACT Policing which assessed how accurately the police agency's Family Violence Risk Assessment Tool predicted reoffending. Results of this work are being used to refine the tool, making it not only more accurate but also quicker for police to use.

Collectively, this work helps to build the evidence base needed to support trialling new approaches to domestic violence, including the application of focused deterrence strategies. The AIC hosted experts from the Intimate Partner Violence Intervention at the National Network for Safe Communities in early 2019 and held a series of workshops and seminars exploring the potential of this approach in more detail, the outcomes of which have been documented in a forthcoming paper. For more information about the Intimate Partner Violence Intervention, see page 73–4.

CHILD EXPLOITATION MATERIAL

During 2018–19 the Institute published two *Trends & issues* papers relating to child exploitation material. One looked at the demographic profile, psychological characteristics and offending patterns of child exploitation material offenders. The other paper explored the implications of child sex dolls, a growing number of which have been imported into Australia in recent years. This research coincided with a bill being introduced into the House of Representatives which seeks to prohibit the possession of such dolls.

The AIC is also funding research projects under the Child Exploitation Material Reduction Research Program. Established in July 2018 in partnership with the AFP, this program uses funding received under the *Proceeds of Crime Act 2002* and seeks to reduce the production, distribution, storage and viewing of child exploitation material. For more information about this program, see page 77–8.

The Institute is also supporting an Australian Research Council-funded Linkage Project called ‘Online child sexual exploitation: Understanding and responding to internet sexual offenders’. It is being conducted by Swinburne University and Monash University.

INDIGENOUS OVER-REPRESENTATION IN THE CRIMINAL JUSTICE SYSTEM

The over-representation of Aboriginal and Torres Strait Islander people in the criminal justice system remains a pressing concern for policymakers, practitioners and Indigenous communities. In 2018–19 three papers were published on this priority theme. Firstly, a *Trends & issues* paper discusses the impact of an adult literacy program on interactions with the criminal justice system. A second *Trends & issues* paper looks at the experiences of young Aboriginal people with fetal alcohol spectrum disorder who come into contact with the criminal justice system. A Statistical Bulletin examining deaths in prison and police custody during the 25 years following the Royal Commission into Aboriginal Deaths in Custody also sheds light on the over-representation of Indigenous people in the criminal justice system.

YOUTH CRIME

Understanding and reducing young people’s involvement with the criminal justice system has been identified as a research priority for the AIC. Three papers were published on this research theme in 2018–19:

- a study using data on 21,000 children examining the link between parental offending and childhood conduct problems;
- an analysis of the decision-making and emotional control of adolescents who engage in antisocial behaviour; and
- a paper examining the differences between offenders who began sexually abusing children as either adults or adolescents.

TRANSNATIONAL SERIOUS AND ORGANISED CRIME

This year the AIC established the Serious and Organised Crime Research Laboratory (SOCR-Lab), funded for three years under the *Proceeds of Crime Act 2002*. The SOCR-Lab uses a crime science approach, classic criminological concepts, new analytic methods and innovative data sources to discover methods to detect and disrupt serious and organised crime affecting Australia. It aims to gain insight into an under-researched area.

The SOCR-Lab is supported by a cross-portfolio advisory group with representatives from the ACIC, the Commonwealth Transnational Serious and Organised Crime Centre, the Department of Home Affairs and the AFP. This ensures the work of the SOCR-Lab is relevant to and can help to inform the work of the portfolio. The SOCR-Lab's work in 2018–19 was organised around three themes: predicting and disrupting serious and organised criminal activity, illicit drug markets (see below) and the economics of serious and organised crime.

The first paper to be published by the SOCR-Lab, on the criminal histories of Australian organised crime offenders, was published in early 2019. Findings from the second stage of this work—analysis of the offending trajectories of organised crime offenders—were presented to the Stockholm Criminology Symposium in June 2019. Work to predict prolific and violent reoffending by organised crime offenders, and to measure escalation and concentration of offending, was also progressed this year.

Several projects have been undertaken under the broad theme of the economics of serious and organised crime. The aim of this research theme is twofold: first, to develop and refine estimates of the costs of serious and organised crime using improved methods and, second, to explore the processes used by serious and organised crime groups in order to identify opportunities for disruption. A better understanding of the complex financial processes organised crime groups use could help law enforcement agencies to reduce the rewards associated with this criminal activity. Research conducted on this theme includes the Statistical Report *Estimating the costs of serious and organised crime in Australia 2016–17*, which was published in 2018.

ILLCIT DRUGS

In response to growing concern about the problems associated with synthetic opioids, particularly fentanyl use in North America, the AIC's SOCR-Lab undertook two pieces of work on this topic. The first explored the factors that contributed to the opioid epidemics in the United States and Canada, including social and environmental conditions, key events and features of synthetic opioids, and compared this with the current situation in Australia. The second involved a rapid evidence assessment of the effectiveness of supply reduction strategies targeting the harms associated with the misuse of pharmaceutical opioids. The SOCR-Lab also commissioned the Australian National University's Cybercrime Observatory to do research on current trends in the availability of fentanyl on cryptomarkets. Specifically, this involved capturing data from six prominent cryptomarkets on the number of fentanyl listings, prices, physical forms and vendors.

The SOCR-Lab has also embarked on an ambitious program of work exploring the dynamics of illicit drug markets and the impact of law enforcement responses. This includes commissioning a number of leading academics to conduct research to address existing knowledge gaps.

STATISTICAL MONITORING

In addition to undertaking projects on each of the research priorities, the AIC administers five long-term statistical collections on crime and justice: the Drug Use Monitoring in Australia program, the Fraud Against the Commonwealth census, the Identity Crime and Misuse Survey, the National Homicide Monitoring Program and the National Deaths in Custody Program.

DRUG USE MONITORING IN AUSTRALIA PROGRAM

The Drug Use Monitoring in Australia program has been operating since 1999 and collects quarterly drug and alcohol use and criminal justice information from police detainees at multiple sites across Australia. During this reporting period, 2,333 adult police detainees were interviewed at five sites in Adelaide, Brisbane, Sydney (Bankstown and Surry Hills) and Perth. Quarterly addenda are administered with the core questionnaire, this year gathering detainees' responses about the use of mobile communications in drug supply, open and closed markets for amphetamine type stimulants, and gambling behaviour.

In 2018–19 we published the Drug Use Monitoring in Australia report for 2017. This Statistical Report found that a seven-year increase in amphetamine use reversed in 2017, with equal proportions of detainees testing positive for methamphetamine and cannabis. The AIC added to its current focus on prescription opioids with a Statistical Bulletin on fentanyl use among police detainees, which showed that the prevalence of reported

fentanyl use remained at three percent between 2016 and 2018. A Statistical Bulletin on polydrug use, released in December 2018, reported 41 percent of detainees had used two or more drugs in the previous 30 days, up from 30 percent in 2009. Most polydrug users combined methamphetamine and cannabis use.

FRAUD AGAINST THE COMMONWEALTH

The AIC upheld its responsibility for conducting the annual Fraud Against the Commonwealth census of Australian Government entities' experience of and response to public sector fraud. The annual reports for 2016–17 and 2017–18 were prepared. The AIC also worked with the private sector consultancy firm Maddocks to produce an online publication, released in September 2018, based on the findings of the 2015–16 census.

IDENTITY CRIME AND MISUSE SURVEY

The AIC continued its work for the Identity Security Branch of the Department of Home Affairs, conducting regular surveys of the public and national data collection from the public and private sectors concerning identity crime and misuse. Five papers dealing with identity crime were released in 2018–19:

- *Identity crime and misuse in Australia 2017;*
- *Identity crime and misuse in Australia: Results of the 2017 online survey;*
- *Counting the costs of identity crime and misuse in Australia, 2015–16;*
- *Estimating the cost to Australian businesses of identity crime and misuse; and*
- *Use and acceptance of biometric technologies in 2017.*

NATIONAL HOMICIDE MONITORING PROGRAM

Two Statistical Reports from the Homicide in Australia series, covering the years 2014–15 and 2015–16, were finalised for release. Data from the National Homicide Monitoring Program were published in two reports on filicide (the killing of a child by a parent or parent-equivalent). These data also contributed to the Queensland Sentencing Advisory Council's examination of child homicide and proposed changes to sentencing laws.

NATIONAL DEATHS IN CUSTODY PROGRAM

The National Deaths in Custody Program was established in 1992 following a recommendation of the Royal Commission into Aboriginal Deaths in Custody. A Statistical Bulletin examining Indigenous and non-Indigenous deaths in prison and police custody over the 25 years since the Royal Commission was published in February 2019. The paper showed an overall decrease in Indigenous prison custody death rates since 1991–92. The AIC also released the most recent *Deaths in custody in Australia* Statistical Report, which described the 74 deaths in prison custody and 17 deaths in police custody recorded in 2016–17.

OTHER RESEARCH

Not all of the research undertaken during 2018–19 can be categorised into one of the priority themes. Some research relates to priorities from prior years, while some relates to fee-for-service research commissioned by Commonwealth, state or territory agencies. Topics covered by this research included:

- human trafficking and slavery;
- public sector corruption associated with organised crime groups;
- videoconference technology in court proceedings;
- the effectiveness of a youth justice program;
- the cost of alcohol-related crime;
- police use of CCTV;
- child sexual exploitation in South-East Asian orphanages;
- information sharing among law enforcement;
- energy drink consumption and antisocial behaviour; and
- information and communication technology in prisons.

In 2019 the AIC and the Australian National University co-hosted the Organised Crime Research Forum. The forum has been held annually since 2016 and its aim is to build research capacity in the field of organised crime. The 2019 forum was held in Canberra on 30 and 31 May. It brought together 120 policymakers, law enforcement professionals and academics from around the country to discuss the latest developments in organised crime research.

Speakers at the 2019 forum examined various topics relating to criminal gangs and networks, trafficking, and illicit drugs on the darknet:

- recruitment into organised crime groups;
- the criminal careers of mafia members and bosses;
- disaffiliation from criminal gangs;
- organised crime in rural and remote communities;
- female organised crime offenders;
- the international expansion of outlaw motorcycle gangs;
- the availability of synthetic opioids and novel psychoactive substances on the darknet;
- the effect of law enforcement pressure on illegal cryptomarkets;
- how drug users and traffickers adapt to changes in the market;
- trafficking of steroids;
- the relationship between the price and purity of drugs and the harm they cause;
- a program in which police officers teach hotel owners to recognise and report drug dealing;
- the threat of extremists in cyberspace and the effect they can have on society; and
- wildlife trafficking.

The list of speakers included three AIC researchers. Research Manager Anthony Morgan examined changes in the prevalence and seriousness of offending by outlaw motorcycle gangs. Principal Research Analyst Dr Christopher Dowling analysed the mobility of outlaw motorcycle gangs and gang members. Lastly, Senior Research Analyst Isabella Voce discussed a method of identifying prolific, high-risk and violent organised crime offenders.

ORGANISED CRIME RESEARCH FORUM



GRANT PROGRAM PERFORMANCE

CRIMINOLOGY RESEARCH GRANTS

The Criminology Research Grants program provides funding for criminological research relevant to crime and justice policy at either the national or state and territory level. The program promotes the value and usefulness of such research by publishing and disseminating the findings of the funded work.

The CRG program is administered by the AIC and funded by the Commonwealth and state and territory governments (see Table 2). Taking into account the recommendations of the Criminology Research Advisory Council, the Director of the AIC approves a number of research grants and other funded research projects each year. The program is currently funding 37 criminology research projects with a total value of \$1,918,034.

The Criminology Research Advisory Council comprises representatives from the Australian Government and each state and territory. In 2018–19, the Advisory Council was chaired by Ms Julia Griffith, a Deputy Secretary in the Victorian Department of Justice and Community Safety. Advisory Council membership is listed in the *Management and accountability* section of this report. The AIC provides secretariat services to the Advisory Council.

FUNDING GRANTS AND PROJECTS

The Advisory Council takes into account the following criteria when considering research grant applications:

- public policy relevance;
- the extent to which the proposed research will have practical application and contribute to the understanding, prevention or correction of criminal behaviour;
- the likelihood of the proposed research making a substantial and original contribution to criminological knowledge;
- the cost-effectiveness of the research;
- the soundness of the design and methodology, and the feasibility of the research;
- the competence of the applicant(s) or principal investigator(s) to undertake the proposed research;
- ethics committee approval, where appropriate;
- availability of data, where required; and
- the extent of funding or in-kind support obtained from relevant agencies.

GRANT ASSESSMENT PANEL

A panel of two independent expert criminologists reviews grant applications each year. The panellists are selected by the Criminology Research Advisory Council from recommendations made by the President of the Australian and New Zealand Society of Criminology. Each panel member usually serves for two years.

Panel members assess all grant applications independently of each other and complete an assessment sheet for each application. They then meet to discuss the assessments with the AIC's Academic Adviser to the Advisory Council, currently Matthew Willis, who submits final recommendations to the Director and the Advisory Council for consideration at its November meeting.

2018–19 FUNDING

In 2018–19, the AIC contributed \$219,000 (2017–18: \$239,000) from the Commonwealth appropriation to fund CRG grants. The AIC also contributed \$75,000 (2017–18: \$75,000) to administer the grants program (see Tables 3 and 4).

State and territory governments collectively contributed \$219,000 (2017–18: \$219,000) to the AIC to fund grants. State and territory contributions were calculated on a pro rata population basis, as shown in Table 2. Table 3 summarises CRG program income and expenditure for 2018–19.

TABLE 2: STATE AND TERRITORY CONTRIBUTIONS TO THE CRIMINOLOGY RESEARCH GRANTS PROGRAM FOR 2018–19

State/territory	\$
New South Wales	69,991
Victoria	56,468
Queensland	43,904
Western Australia	22,857
South Australia	15,281
Tasmania	4,640
Australian Capital Territory	3,678
Northern Territory	2,181
Total	219,000

TABLE 3: CRIMINOLOGY RESEARCH GRANTS PROGRAM FINANCIAL DATA 2018–19

Total income for CRG program	\$
Commonwealth funding	219,000
State and territory funding	180,208 ^a
Total income for purpose of making grants	399,208
Expenditure for CRG program	
Grants	328,016
Direct administration expenditure	71,193
Total expenditure	399,208

a: The total 2018–19 state/territory contribution is \$219,000. The unused portion is reported as unearned revenue in the statement of financial position.

TABLE 4: CRIMINOLOGY RESEARCH GRANTS PROGRAM INDIRECT ADMINISTRATION FINANCIAL DATA 2018–19

Total income for CRG program administration	\$
Commonwealth funding	75,000
Total income	75,000
Expenditure for CRG administration	
Administration expenditure	75,000
Total administration expenditure	75,000

NEW PROJECTS 2018–19

Information on projects awarded funding during 2018–19 is available on the CRG website: crg.aic.gov.au/applications/successful.html.

Three new projects commenced in 2018–19, based on when their contracts were executed.

Preventing image-based cybercrime in Australia: The role of bystanders

Dr Asher Flynn, Associate Professor Nicola Henry

Total funding: \$68,351

Young offenders and acquired brain injury: Reducing/addressing imprisonment and recidivism

Associate Professor Gaye Lansdell, Dr Bernadette Saunders, Dr Anna Eriksson

Total funding: \$44,852

Adverse childhood experiences and trauma among young people in the youth justice system: A South Australian study

Dr Catia Malvaso, Professor Andrew Day, Professor Paul Delfabbro, Ms Louisa Hackett,
Dr Jesse Cale, Professor Stuart Ross

Total funding: \$75,893.40

DISSEMINATION PERFORMANCE

PUBLICATIONS

One of the AIC’s functions is disseminating new research findings, recognising that applied criminological research should inform policy, practice and community debate on issues of concern. The dissemination function ensures the AIC’s research is publicly available and easily understood, so that it informs policy and practice.

The AIC communicates new knowledge developed by AIC researchers and external authors. The AIC’s regular publications are the foundation of this. Research Reports and *Trends & issues* papers are subject to a rigorous peer-review process before they are accepted for publication. Drafts are also reviewed by senior research staff. All publications are then reviewed by the Deputy Director and edited to conform to AIC publishing style, promoting clear and understandable research. Due to the large volume of publications the AIC produces, these are generally designed, edited and typeset in-house.

A summary of reports published by the AIC in 2018–19 is presented in Table 5. Details of the publications are listed in appendices 1 and 2.

TABLE 5: AIC PUBLICATIONS RELEASED, 2018–19

Publication series	n
Research Reports	4
<i>Trends & issues in crime and criminal justice</i>	24
Statistical Reports	7
Statistical Bulletins	7
Other	25
Total	67

WEBSITE

The AIC has been a significant criminal justice publisher since the mid-1970s. During 2018–19 the AIC website attracted over 800,000 users, who accessed more than 1,490 publications. The number of page views during the reporting period was over two million, an increase on the year before.

TABLE 6: WEB SESSIONS AND PAGE VIEWS, 2017–18 AND 2018–19

	Sessions	Users	Page views
2017–18	1,013,918	705,522	2,015,344
2018–19	1,149,412	801,765	2,054,410

Source: Google analytics

SOCIAL MEDIA

TOP FIVE TWEETS FOR 2018–19



1

Did you know that Australian taxpayers saved an estimated \$116 million as a result of the government cancelling and refusing visas of 184 organised crime offenders? Read our latest Statistical Report to find out more bit.ly/2mv90Pz

👁️ 109,021 impressions (18 July 2018)

2

We have released findings from a study conducted in partnership with the [@ACCCgovau](https://twitter.com/ACCCgovau) [@SCAMwatch_gov](https://twitter.com/SCAMwatch_gov). The study looks at the factors that make individuals vulnerable to consumer fraud and that lead to their victimisation bit.ly/tandi577

👁️ 14,578 impressions (2 May 2019)

3

Just over four months until the [@QldPolice](https://twitter.com/QldPolice) hosts the Australasian Indigenous Family Violence Policing Conference at Cairns, 19-21 June 2019. Registrations and abstracts are welcomed through the following website: afvpconference.org

👁️ 11,553 impressions (18 February 2019)

4

Today we recognised 12 of Australia's best in crime and violence prevention. Senator the Hon Linda Reynolds CSC, Assistant Minister for Home Affairs, presented the Australian Crime and Violence Prevention Awards at Parliament House in Canberra. Learn more: aic.gov.au/acvpa2018

👁️ 10,849 impressions (29 November 2018)

5

Our latest Statistical Bulletin Co-Offending among youth homicide offenders in Australia describes the characteristics of homicide incidents perpetrated by offenders aged 10–17 years and examines whether they are more likely to co-offend. For more info bit.ly/2L3XBAH


👁️ 10,399 impressions (10 July 2018)

TOP FIVE FACEBOOK POSTS 2018–19




1

Do you have a program that helps prevent crime and violence in Australia? There is still time to nominate for the 2019 Australian Crime and Violence Prevention Awards. Nominations are open until Friday 28 June. Don't miss this opportunity. www.aic.gov.au/acvpa2019

 8,526 impressions (13 June 2019)

2

Seeking Researchers at APS6 and EL1 levels to join the Australian Institute of Criminology! Be part of a new \$2.9 million research centre, undertaking research that will help our law enforcement partners to detect and disrupt serious and organised crime affecting Australia. Australian Citizenship essential. We are particularly looking for economists, statisticians and data scientists to join the team. Applications close at 11.30 pm AEST, 30 September 2018. bit.ly/2beN9FK

 5,795 impressions (18 September 2018)

3

We're growing again and have several exciting job opportunities, including some located within the Serious and Organised Crime Research Laboratory.

The SOCR-Lab works in partnership with law enforcement and academia to undertake rigorous, applied organised crime research.

For more information and to apply: bit.ly/2ISJelh

 5,592 impressions (3 May 2019)

4

Our research has revealed the extent of human trafficking and slavery in Australia. The new research shows as many as four in five victims go undetected in Australia. The report uses the statistical method of multiple systems estimation (MSE) to estimate the hidden number of human trafficking and slavery victims in Australia. Read the report to learn more: bit.ly/2TRbPJw

 5,283 impressions (20 May 2019)

5

New jobs alert! We're seeking applications from talented graduate-level researchers (APS4 level) who are passionate about informing crime and justice policy. Applications close 31 October: <https://aic.gov.au/about-us/careers>


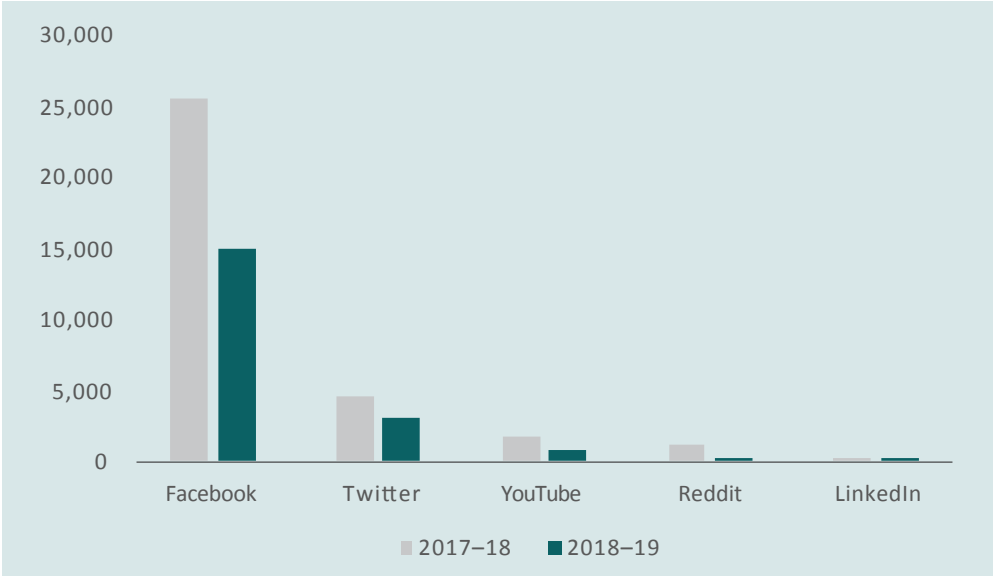
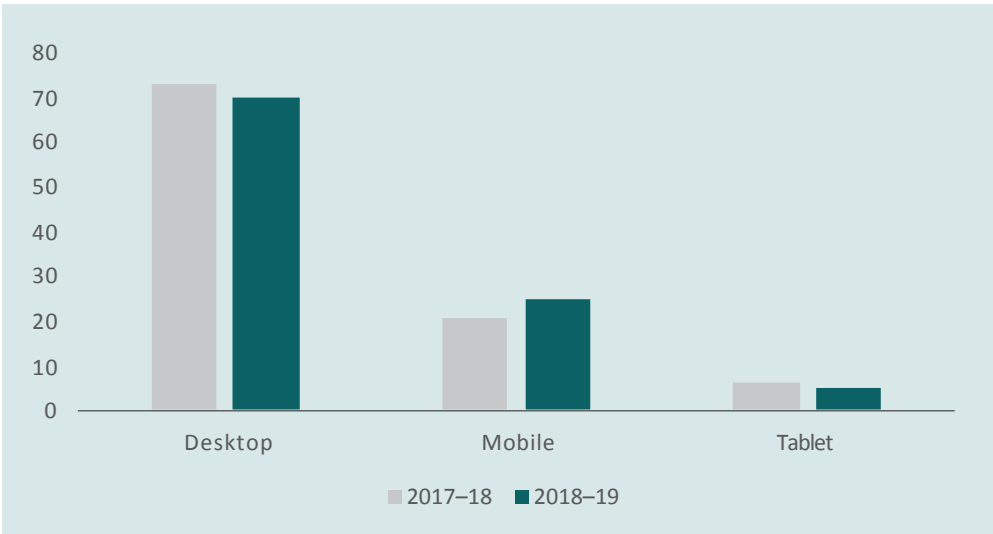
 4,408 impressions (18 October 2018)

FIGURE 2: TOP FIVE REFERRALS TO AIC WEBSITE FROM SOCIAL MEDIA BY SESSIONS, 2017–18 AND 2018–19



Source: Google analytics

FIGURE 3: DEVICES USED TO ACCESS WEBSITE BY SESSION (%)



Source: Google analytics

Table 7 shows the AIC’s most popular publications based on page views. These demonstrate the importance and continuing relevance of the AIC’s extensive back catalogue of research, as a number of these reports were published over five years ago.

TABLE 7: MOST POPULAR AIC PUBLICATIONS, 2018–19

Title	Year of publication	Page views
Trends in violent crime (T&I 359)	2008	42,414
Misperceptions about child sex offenders (T&I 429)	2011	22,312
Effective crime prevention interventions for implementation by local government (RPP 120)	2012	21,163
Homicide in Australia 2012–13 to 2013–14 (SR 2)	2017	19,817
What makes juvenile offenders different from adult offenders? (T&I 409)	2011	17,318
Capital punishment (T&I 3)	1987	16,312
Migrant sex workers (RPP 131)	2015	15,369
Australian threshold quantities for drug trafficking (T&I 467)	2014	14,954
The portrayal of violence in the media (T&I 55)	1996	14,087
Electronic monitoring in the criminal justice system (T&I 254)	2003	13,026

Note: RPP=Research and Public Policy (series)

Source: Google analytics

MEDIA

The AIC’s media engagement is both proactive, triggered by publications and events, and reactive, when journalists request information or interviews on criminal justice topics. During 2018–19 there were 152 media contacts and 19 interviews.

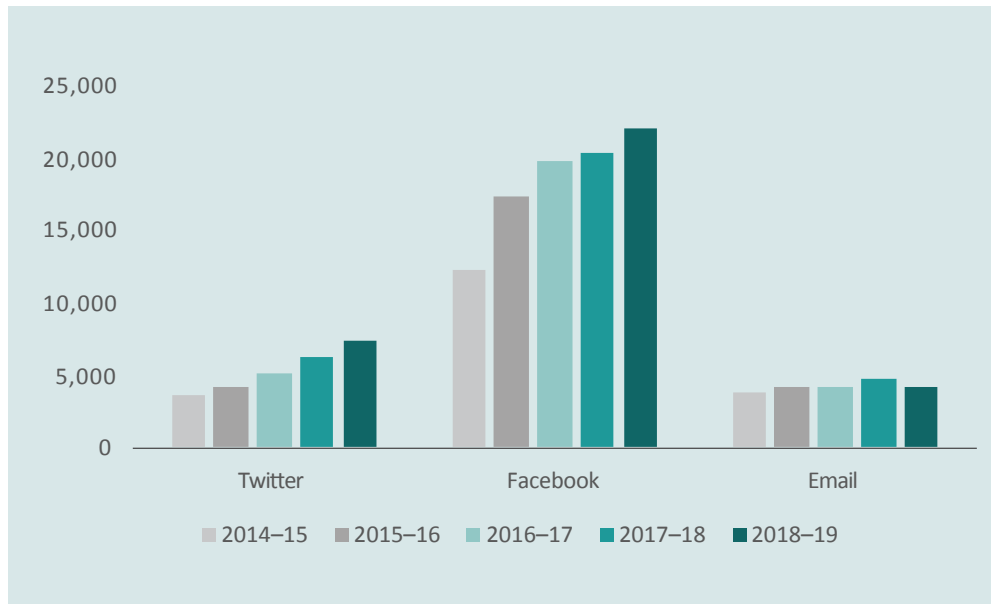
SOCIAL MEDIA

At June 2019 the AIC had an online subscriber network of 35,176 people:

- 22,171 Facebook followers;
- 7,401 Twitter followers;
- 4,175 email subscribers; and
- 1,429 CriminologyTV YouTube subscribers.

CriminologyTV makes 342 AIC video files publicly available to both subscribers and non-subscribers worldwide, substantially expanding access to AIC products. These videos include lectures, keynote conference presentations, seminars and award ceremonies.

FIGURE 4: SOCIAL MEDIA FOLLOWERS BY FINANCIAL YEAR



EVENTS

CONFERENCES

The AIC hosted two conferences in 2018–19.

Australasian Youth Justice Conference, Sydney, 30 April – 2 May 2019

Co-hosted by the AIC, Australasian Youth Justice Administrators and Juvenile Justice New South Wales, this conference explored the theme ‘Contemporary challenges, innovative solutions’. Over three days the conference brought together juvenile justice administrators, practitioners and policymakers from government and community organisations, academics, students and others with a keen interest in effective, innovative youth justice outcomes. Presentations explored education, emerging technologies, mental health, fetal alcohol spectrum disorder, countering violent extremism, the over-representation of different groups, and safety, security and rehabilitation. For more information, see page 68–9.

Organised Crime Research Forum, Canberra, 30–31 May 2019

The Organised Crime Research Forum, held annually since 2016, is co-hosted by the AIC and the Australian National University. It aims to build Australia's organised crime research capacity by bringing academics together to discuss their work in this area. Themes of presentations at the 2019 forum included drug trafficking, the darknet and gangs. A total of 120 people attended from around the country, including policymakers, researchers and law enforcement professionals. For more information, see page 23–4.

OCCASIONAL SEMINARS

In 2018–19, the AIC hosted seven occasional seminars.

Where have all the young offenders gone?

Associate Professor Jason Payne, Sydney, 29 November 2018

At this seminar co-hosted by the AIC and the University of Sydney, the Australian National University's Jason Payne presented the findings of his recent study. The research compared all those born in New South Wales in 1984 and 1994 and found that the proportion of the population who had come into contact with the criminal justice system halved over the 10-year period.

Intimate Partner Violence Intervention Strategy

Rachel Teicher, Canberra, 18 February 2019

Rachel Teicher is the Director of the Intimate Partner Violence Intervention Strategy at John Jay College of Criminal Justice's National Network for Safe Communities (NNSC). The strategy is a multi-agency response to domestic violence being piloted with police agencies in the United States, drawing largely on the NNSC's own research. This seminar was one of three events dedicated to the Intimate Partner Violence Intervention Strategy. For more information, see page 73–4.

Intimate Partner Violence Intervention Strategy

Rachel Teicher, Sydney, 20 February 2019

This seminar, co-hosted by the AIC and the University of Sydney, was the last of three events focused on the Intimate Partner Violence Intervention Strategy of John Jay College of Criminal Justice's National Network for Safe Communities. For more information, see page 73–4.

Police use of CCTV on the rail network

Anthony Morgan, Canberra, 14 March 2019

At this seminar AIC Research Manager Anthony Morgan examined how CCTV helps the police to solve crime. He analysed the crime types for which CCTV is most useful and how the availability of footage affects the likelihood of a case being solved. The presentation was based on extensive research conducted by the AIC on the police use of CCTV on the NSW rail network, an important contribution to an otherwise weak evidence base.

Between the devil and the deep blue sea: Preliminary findings of an exploration of trafficking, organised crime and security ploys in Genoa and Melbourne

Dr Anna Sergi, Canberra, 29 March 2019

Dr Anna Sergi from the University of Essex presented the preliminary findings of research conducted in the ports of Genoa, Italy and Melbourne, Australia. She discussed the illicit activities detected in the ports, how organised criminal groups seek to use ports, and the challenges for authorities in preventing crime and securing trade.

Where are the Italian mafias in Italy and abroad?

Associate Professor Francesco Calderoni, Sydney, 28 May 2019

Associate Professor Francesco Calderoni, from the Università Cattolica del Sacro Cuore in Milan, discussed the movement of Italian mafias from their territories of origin in southern Italy to other regions and around the world. He presented his analysis of the presence and activities of various mafias and discussed the implications of this research. The presentation also explored policies that could prevent or tackle the spread of mafias to new territories.

Where are the Italian mafias in Italy and abroad?

Associate Professor Francesco Calderoni, Canberra, 29 May 2019

This seminar was the second presented by Associate Professor Francesco Calderoni of the Università Cattolica del Sacro Cuore. As in the seminar in Sydney the day before, he discussed why mafia groups move to new regions of the world and how they establish themselves in new territories.

ROUNDTABLES

The AIC hosted two roundtables this reporting period.

Child Exploitation Material Reduction Research Program Roundtable

Brisbane, 1 November 2018

The AIC and the AFP's Australian Centre to Counter Child Exploitation co-hosted an information roundtable on the Child Exploitation Material Reduction Research Program. Under this program, the AIC offered funding for research projects aimed at reducing child exploitation material. The roundtable gave potential applicants a chance to discuss ideas with law enforcement personnel, investigators, legal scholars, technology specialists and policymakers. For more information, see page 77–8.

Intimate Partner Violence Intervention Strategy Roundtable

Rachel Teicher, Sydney, 12 February 2019

This roundtable, co-hosted by the AIC and the University of Sydney, was one of three events focused on the Intimate Partner Violence Intervention Strategy of John Jay College of Criminal Justice's National Network for Safe Communities. For more information, see page 73–4.

OTHER EVENTS

Australian Crime and Violence Prevention Awards ceremony

Australian Institute of Criminology, 29 November 2018

The AIC manages the annual Australian Crime and Violence Prevention Awards, with the Director of the AIC chairing the selection board. Senator the Hon Linda Reynolds CSC, then the Assistant Minister for Home Affairs, announced the 2018 winners at a ceremony held in Parliament House, Canberra. For more information, see page 55–9.

EVENTS



AIC Director Michael Phelan at 2019 Organised Crime Research Forum



Australasian Youth Justice Conference



Child exploitation material roundtable



US National Network for Safe Communities roundtable



2019 Organised Crime Research Forum



Elizabeth Eggins from UQ at Organised Crime Research Forum



Australasian Youth Justice Conference



Crime and Violence Prevention Awards



Child exploitation material roundtable



Australasian Youth Justice Conference



Crime and Violence Prevention Awards



Child exploitation material roundtable

LIBRARY AND INFORMATION SERVICES

The Institute’s information services, centred around the JV Barry Library, are essential to our role as the national knowledge centre on crime and criminal justice. The library provides information to practitioners, policymakers, academics, students and the general public. The Information Services team also offers fundamental support to AIC researchers, particularly by anticipating their research requirements and proactively sourcing new and authoritative material. Table 8 summarises the key outputs associated with information services.

TABLE 8: LIBRARY SERVICES ACTIVITY, 2016–17 TO 2018–19

	2016–17	2017–18	2018–19
Inquiry responses <15 mins	478	597	631
Hours spent on complex queries	281	438	511
Records added to CINCH	1,174	939	821
Monographs added to collection	654	519	423
Journal articles supplied by other libraries	304	381	258
Journal articles supplied to other libraries	302	276	229
Items loaned to other libraries	109	77	50
Items borrowed from other libraries	24	34	17

SERVICES FOR STAKEHOLDERS

The library maintains and promotes a significant specialist criminological information collection and provides a range of services to inform the sector. These services include:

- maintaining and developing the CINCH database—the largest single source of Australian criminological resources in Australia;
- alerting subscribers, by email and RSS feed, to new resources in their subject areas;
- responding to enquiries from an array of stakeholders including law enforcement and justice personnel, researchers, students and members of the public; and
- providing hard-copy and electronic materials through national and networked interlibrary loan schemes.

In addition to assisting AIC researchers with literature searches and the provision of resources, library staff also monitor the distribution, reach and influence of AIC publications.

LIBRARY COLLECTION

The library collection is made up of electronic and print material. The physical collection can be divided into three distinct categories: books, serials or journal articles, and the AIC archive. Although additions to the collection are predominantly in electronic format, hard-copy books are still popular. The print collection currently contains 11,568 books.

CINCH: AUSTRALIAN CRIMINOLOGY DATABASE

The AIC has developed and maintained the CINCH database of Australasian literature on crime and criminal justice for over 40 years. In addition to providing free, open access to resources from the AIC library catalogue, CINCH is also part of the suite of Australian databases provided by Informit (RMIT). RMIT delivers this content to libraries in universities, government departments, non-government organisations and private companies, predominantly in Australia but with some overseas subscribers too. AIC librarians constantly scan available crime and justice resources to source literature and add it to the CINCH database. The database currently holds over 60,000 records.

CRIME AND JUSTICE EMAIL ALERTS

The monthly Crime and Justice Alerts provide subscribers with relevant and timely crime and justice resources from Australia and overseas. Some of the newly added CINCH items are used for the alerts, along with material from overseas. This free service provides information on 15 topics to 2,585 individual subscribers. The number of subscribers increased by three percent during 2018–19.

STAKEHOLDER AND PUBLIC ENQUIRIES

The library is the AIC's first point of contact for telephone and email enquiries from external stakeholders and the public. Every day a diverse range of information requests are received by the library team, and they are generally answered within 24 hours. Approximately 50 queries are received each month from clients such as government officers, law enforcement and criminal justice officials, academics, students and members of the public from Australia and overseas.

NETWORKING ACROSS SECTORS

In 2018–19, over 550 items were exchanged through the interlibrary loans service. The JV Barry Library partners with other libraries from agencies in the law enforcement, university, government, health and community sectors to maintain strong reciprocal networks. The library is also a member of Libraries Australia Document Delivery service. This service minimises duplication of resources while maximising the effectiveness and specialisation of library collections across the nation.

The library gives notice of new AIC publications and events to the CrimNet email discussion list for criminal justice researchers, practitioners and policymakers; to the Analysis and Policy Observatory for the general research community and policymakers; to library networks both local and international for inclusion in their own databases and to circulate to their users; and to other related professional networks and commercial databases such as Ebsco and ProQuest.

The library also contributes to most of the Institute's conferences, forums, visiting delegations and seminars.

DISTRIBUTION, REACH AND INFLUENCE OF AIC PUBLICATIONS

The AIC has a significant influence on criminological research and policy development across multiple jurisdictions, nationally and internationally. Crime and justice researchers and practitioners, international organisations and parliaments continue to use AIC publications—both the most recent papers and those produced in the 1980s. In addition to the numerous journal articles which cite AIC publications, citation analysis shows AIC material being used by all levels of government. Government organisations that cited the Institute's publications in 2018–19 include:

- Parliament of Australia;
- parliaments of Queensland, Victoria, New South Wales, South Australia and Tasmania;
- Commonwealth Attorney-General's Department;
- Australian Bureau of Statistics;
- Australian Federal Police;
- Australian Institute of Health and Welfare;
- Productivity Commission;
- Australian Taxation Office;
- New South Wales Bureau of Crime Statistics and Research;
- New South Wales Law Reform Commission;
- Northern Territory Department of the Attorney General and Justice;
- Queensland Department of Child Safety, Youth and Women;
- Victoria's Sentencing Advisory Council; and
- Western Australian Department of the Premier and Cabinet.

The various materials which cite our publications can be classified by type. As shown in Figure 5 for a sample of 457 publications, citations appeared in a variety of contexts, with over a third occurring in government and parliamentary documents.

FIGURE 5: WHERE AIC MATERIAL IS USED (%)

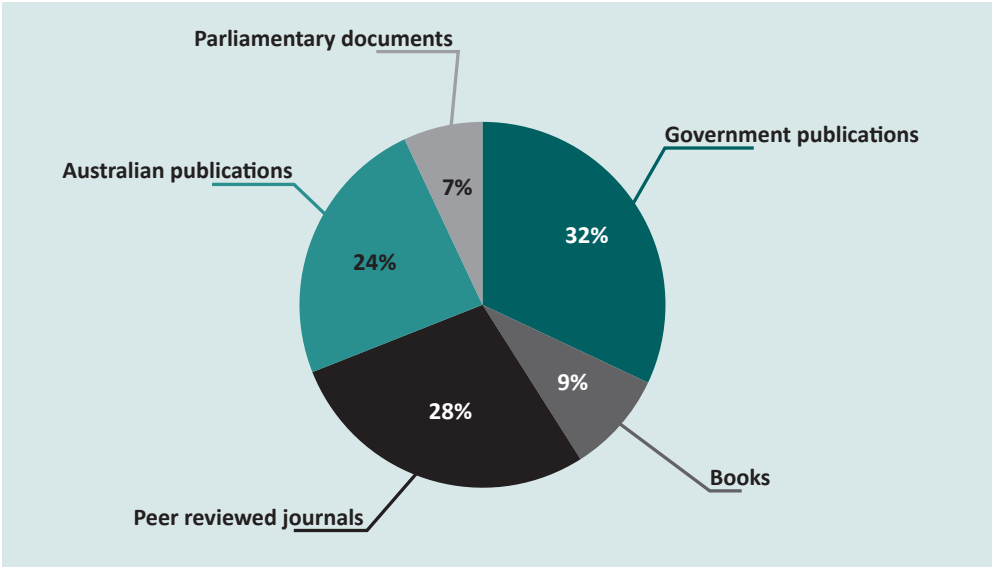
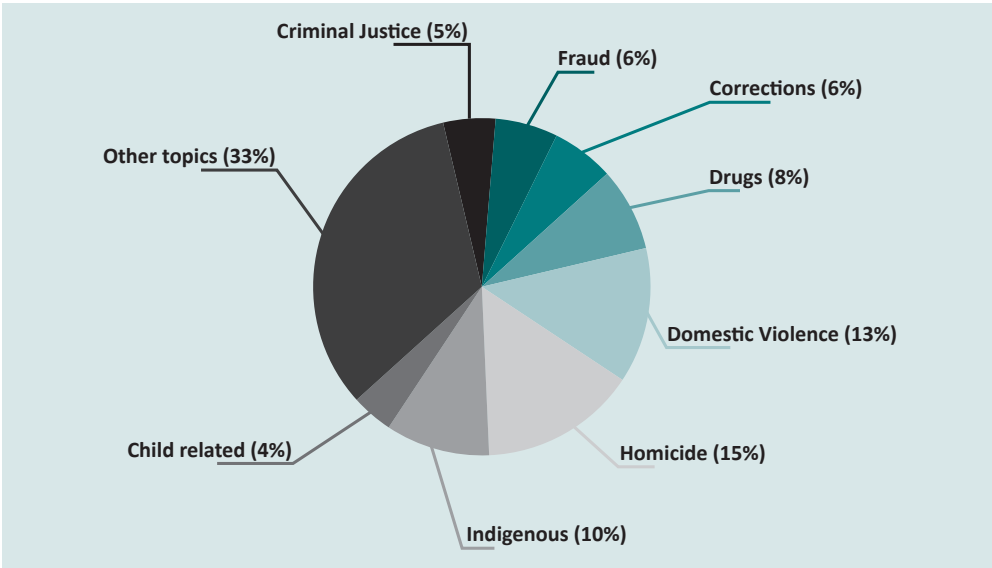


FIGURE 6: TOPICS OF AIC PUBLICATIONS CITED



DATABASE PROVIDERS

ProQuest, GALE and Ebsco are database providers that host a large range of information products for universities, schools and corporate and government agencies around the world. Their distribution of AIC material indicates its reach. Ebsco statistics show that 21,021 *Trends & issues* papers were downloaded during 2018–19. Table 9 indicates the most popular publications in this series.

TABLE 9: MOST POPULAR TRENDS & ISSUES PAPERS, 2018–19

Title	Downloads
Marijuana legalisation in the United States: An Australian perspective	714
Police detainee perspectives on police body-worn cameras	591
Who reports domestic violence to police? A review of the evidence	553
Filicide offenders	485
Understanding and preventing the onset of child sexual abuse in adolescence and adulthood	411

CELEBRATING 45 YEARS OF THE JV BARRY LIBRARY

In 2019 the Institute celebrated the 45th anniversary of the JV Barry Library. The library was opened in 1974, soon after the AIC was established. It is named in honour of Sir John Vincent Barry (1903–1969), a Victorian Supreme Court justice and distinguished criminologist.

Over the last 45 years, the library has been an integral part of the AIC. It continues to play an important role in promoting the Institute as Australia's national research and knowledge centre on crime and justice. The JV Barry Library is currently led by Jane Shelling, a Churchill Fellow who is passionate about innovative ways of disseminating information. Jane and her small team of librarians manage the collection of hard-copy books and journals, as well as supplying information to researchers, practitioners, academics, students and the general public. They also maintain CINCH, a database of Australian criminology material, and disseminate the latest research to thousands of email alert subscribers.

In May 2019 we celebrated the library's 45th anniversary by launching an anthology titled *Crime & justice research 2019*. The anthology includes 18 papers on the AIC's priority research themes: family and domestic violence, child exploitation, Indigenous over-representation in the criminal justice system, youth crime, serious and organised crime, and illicit drugs. These papers, along with the Institute's other publications, benefit from the library's dedicated and responsive service and the librarians' commitment to finding the highest quality sources.

45 YEARS OF THE JV BARRY LIBRARY





03

Management and accountability

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- 51 EXTERNAL SCRUTINY
- 53 PROCUREMENT

CORPORATE GOVERNANCE

DIRECTOR

Mr Michael Phelan, the CEO of the ACIC, is the Director of the AIC. He was appointed to both roles on 13 November 2017.

AUDIT COMMITTEE

In accordance with responsibilities under section 45 of the *Public Governance, Performance and Accountability Act 2013*, the Director has established and maintains an independent Audit Committee. The Audit Committee's authority is established under its Charter, which sets out the committee's functions and responsibilities.

The Audit Committee functions as a joint audit committee for the AIC and the ACIC and endorses the Internal Audit Charter, approves the annual audit plan, reviews progress against the plan and considers all audit reports. It also monitors implementation of all internal and external audit recommendations and takes a keen interest in the implementation of recommendations arising from other reviews, including those of the Australian National Audit Office and the Commonwealth Ombudsman.

The Audit Committee provides advice on matters of concern raised by internal auditors or the Auditor-General and advises the Director on the preparation and review of the AIC's financial statements and certificate of compliance.

The Audit Committee includes an independent external chair and three members as well as an observer from the Australian National Audit Office. The committee meets quarterly to review internal and external audit reports, to consider findings and recommendations, and to oversee the internal audit program. The committee also holds an additional meeting once a year to review the financial statements. In addition, the committee monitors risk, internal controls, fraud and corruption prevention activities, and performance reporting.

MANAGEMENT COMMITTEES

RESEARCH MANAGERS COMMITTEE

The Research Managers Committee meets every two weeks to consider both strategic and operational aspects of the AIC's research program and provides advice to the Executive Committee on research priorities and risks. The meetings are regularly attended by other senior management staff to discuss specific management topics. Its members at 30 June 2019 were:

- Dr Rick Brown, Deputy Director (Chair);
- Dr Russell Smith, Principal Criminologist;
- Mr Matthew Willis, Research Manager;
- Mr Anthony Morgan, Research Manager;
- Dr Samantha Bricknell, Research Manager; and
- Ms Jane Shelling, JV Barry Library Manager.

HUMAN RESEARCH ETHICS COMMITTEE

The AIC's Human Research Ethics Committee (HREC) has been operating since 1992. Its eight members have backgrounds in law, religion, social work and research, as stipulated in the National Health and Medical Research Council's guidelines for ethics committees.

The HREC's role is to advise the Director (or Deputy Director) whether approval to proceed should be granted for proposed research involving human subjects. The HREC regularly reviews proposed projects to ensure that appropriate safeguards exist to ensure the conduct of the research is consistent with ethical standards.

During 2018–19, the HREC reviewed and approved 18 new proposals. The HREC met on three occasions: 1 November 2018, 28 February 2019 and 6 June 2019.

The committee chair in 2018–19 was Professor Nicolas Peterson PhD, Fellow of the Academy of the Social Sciences in Australia. The committee's other members at 30 June 2019 were:

- Mr Derek Jory (layman);
- Ms Christine Freudenstein (laywoman);
- Professor Debra Rickwood PhD, MAPS (person with knowledge of, and current experience in, the care, counselling or treatment of people);
- Miss Dolores Schneider LLB (lawyer);
- Reverend Martin Christensen (person who performs a pastoral care role in a community);
- Associate Professor Tony Krone PhD (person with knowledge of, and current experience in, research regularly considered by the HREC); and
- Ms Samantha Lyneham BSocSc, PGDip Crim, PhD candidate (person with knowledge of, and current experience in, research regularly considered by the HREC).

RISK MANAGEMENT

FRAUD AND CORRUPTION CONTROL

As required by the Commonwealth Fraud Control Framework, the Director certifies he is confident that:

- a fraud and corruption risk assessment and fraud and corruption control plan has been prepared in accordance with the requirements of the Commonwealth Fraud Control Framework;
- appropriate fraud prevention, detection, investigation and reporting procedures and processes are in place; and
- annual fraud data that complies with the Commonwealth Fraud Control Framework has been collected and reported.

Fraud and corruption risks were assessed as part of the ACIC's fraud and corruption risk assessment process. The inclusion of corruption control in the fraud control plan recognises the ACIC's organisational environment as a target for infiltration and corruption. No fraud or corruption was reported or identified in 2018–19.

PROTECTIVE SECURITY

As an Australian Government agency, the AIC is required to follow the Commonwealth Government Protective Security Policy Framework and the Commonwealth Government Information Security Manual. The AIC's protective security requirements are managed by the ACIC.

The AIC runs a stable and secure ICT network in accordance with the Commonwealth Government Protective Security Policy Framework and related information security requirements. The AIC continues to enhance the performance of its systems and reduce the overheads associated with its ICT service.

Backup and disaster recovery systems have been upgraded and improved to strengthen the protection of AIC systems and data.

In collaboration with Australian Survey Research, the AIC has developed a data collection system for the Drug Use Monitoring in Australia program. The system allows offline survey data collection to be integrated into the online survey environment. The process enables the offline collection of data and significantly reduces costs and processing time by eliminating hard-copy survey instruments and the labour-intensive data entry and validation process. An improved version has been developed and is currently in use.

STAFF CONSULTATION

All-staff meetings are held fortnightly and give managers an opportunity to discuss achievements or events over the past two weeks. These meetings also provide an open forum for staff to discuss any relevant issues.

The AIC's intranet is its main vehicle for sharing and developing knowledge. It provides links to information in the JV Barry Library catalogue, the external databases to which the library subscribes and the public domain. By providing access to research projects, datasets and presentations, the intranet encourages researchers to build on and extend previous AIC research.

The AIC contributed to the 2019 Australian Public Service Employee Census. This survey gave staff the opportunity to communicate perceived weaknesses and strengths to management anonymously.

EXTERNAL SCRUTINY

In 2018–19, no judicial decisions or decisions of administrative tribunals affected the Institute, nor were there any parliamentary committee reports or Ombudsman reports relating to the AIC.

The AIC undertakes a risk assessment annually and reviews risks on a regular basis. The Institute is subject to an annual statutory audit performed by the Australian National Audit Office. In addition, regular internal audit reviews are undertaken by an independent consultant. The outcomes of all audits are presented to the AIC's Audit Committee.

CRIMINOLOGY RESEARCH ADVISORY COUNCIL

The Criminology Research Advisory Council was established under 2011 amendments to the *Criminology Research Act 1971*. This council and its members have no legal, management or financial responsibility for the AIC. The role of the council and its members is to advise the Director in relation to:

- strategic priorities for criminological research;
- priorities for communicating the results of that research; and
- applications for research grants made under the CRG program.

The Criminology Research Advisory Council consists of nine members representing the Australian Government and state and territory governments. This composition ensures that areas targeted for research funding reflect national, state and territory priorities.

In 2018–19 the council met on the following occasions:

- 20 July 2018, via teleconference;
- 23 November 2018 in Canberra; and
- 5 April 2019 in Canberra.

COUNCIL MEMBERS AT 30 JUNE 2019

Commonwealth

Mr Hamish Hansford, First Assistant Secretary, National Security and Law Enforcement Division, Department of Home Affairs

New South Wales

Mr Paul Miller, Deputy Secretary, Justice Strategy and Policy, New South Wales Department of Justice (until September 2018)

Ms Kate Connors, Acting Deputy Secretary, Justice Strategy and Policy, New South Wales Department of Justice (from November 2018)

Victoria

Ms Julia Griffith, Deputy Secretary, Victorian Department of Justice and Community Safety (Chair)

Queensland

Ms Jennifer Lang, Deputy Director General, Queensland Department of Justice and Attorney-General (Deputy Chair)

Western Australia

Dr Adam Tomison, Director General, Western Australian Department of Justice

South Australia

Mr Adam Kilvert, Chief Executive, Policy and Community, South Australian Attorney-General's Department

Tasmania

Ms Kathrine Morgan-Wicks, Secretary, Tasmanian Department of Justice

Australian Capital Territory

Ms Alison Playford, Director-General, ACT Justice and Community Safety Directorate

Northern Territory

Mr Greg Shanahan, Chief Executive, NT Department of the Attorney-General and Justice

PROCUREMENT

The AIC's approach to procuring property and services, including consultancies, is consistent with the Australian Government's procurement policy and legislation. The Commonwealth Procurement Rules are applied to activities through the Accountable Authority Instructions and supporting operational policies and procedures, which are reviewed for consistency with the Commonwealth Procurement Framework. The procurement framework reflects the core principle governing Australian Government procurement—value for money. The Institute's policies and procedures also focus on:

- encouraging competitive, non-discriminatory procurement processes;
- efficient, effective, economical and ethical use of resources; and
- accountability and transparency.

During 2018–19 the AIC continued to participate in whole-of-government, coordinated procurement initiatives and sought opportunities to lower tendering costs and provide savings through economies of scale.

PROPERTY AND CORPORATE SERVICES

Support services including functions relating to finance, human resources, ICT and property are provided by the ACIC. The AIC currently occupies space leased by the ACIC.

LEGAL SERVICES

The AIC engages legal services from the Legal Services Multi-Use List framework, in accordance with the Legal Services Directions 2005. Legal services include both contract and consultancy services relating to legislation, governance, contracting and human resource matters.

During 2018–19, the AIC made no expenditure on legal services (2017–18: \$0).

CONSULTANTS

Consultants are engaged where particular specialist expertise is necessary, sufficiently skilled expertise is not immediately available in-house, or independent advice on a matter is required.

We make decisions to engage consultants in accordance with the *Public Governance, Performance and Accountability Act 2013* and related regulations including the Commonwealth Procurement Rules and relevant internal policies.

During 2018–19, no new consultancy contracts were entered into. In addition, no ongoing consultancy contracts were active during the period. During the previous reporting period, one consultancy contract was entered into.

Annual reports contain information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website: www.tenders.gov.au. Contracts in excess of \$100,000 are reported in accordance with the requirements of Senate Order 192 and detailed on the AIC website: aic.gov.au.

SUPPORTING SMALL BUSINESS

The AIC supports small business participation in the Commonwealth Government procurement market. Small and medium enterprise and small enterprise participation statistics are available on the Department of Finance's website: www.finance.gov.au/procurement/statistics-on-commonwealth-purchasing-contracts/.

The AIC recognises the importance of ensuring that small businesses are paid on time. We support the use of small and medium enterprises through various means, including the use of template contracts for both low risk and higher risk procurements and compliance with the Australian Government's Supplier Pay on Time or Pay Interest Policy.

AUSTRALIAN NATIONAL AUDIT OFFICE ACCESS

The AIC's contract templates contain standard clauses to provide for the Auditor-General to have access to the contractor's premises. All contracts entered into during the reporting period contained these standard clauses.

EXEMPT CONTRACTS

The AIC has not entered into any contracts or standing offers that have been exempted from publication on AusTender.

Every year the AIC recognises projects that prevent crime and improve public safety with the Australian Crime and Violence Prevention Awards. Any government agency, not-for-profit organisation or individual who makes a significant contribution to such a project in Australia can be nominated for an award. Projects may address specific groups such as rural and remote communities, women, children, young people, families, migrants, ethnic or Indigenous communities, or specific problems such as alcohol-related violence. The Director of the AIC chairs the selection board.

In 2018, 12 projects were recognised. Five of these projects were led by police and seven by community groups. On 29 November Senator the Hon Linda Reynolds CSC, then the Assistant Minister for Home Affairs, announced the winners at a ceremony in Parliament House, Canberra. There were three gold winners, four silver winners and five bronze winners. The award-winning projects played a crucial role in preventing and protecting against crime and violence, and in reducing the impact of crime on people's lives.

POLICE-LED WINNERS

Queensland Police Service Gold Coast Domestic and Family Violence Taskforce, Queensland—Gold award winner

The Gold Coast Domestic and Family Violence Taskforce has, since January 2016, demonstrated Queensland Police Service's innovation and community leadership. The taskforce has developed new relationships, programs, practices and strategies which have substantially improved safety for our most vulnerable. This is a multi-faceted, evidence-based response to family and domestic violence that has reduced violence and prevented homicides.

Speak Up, Be Strong, Be Heard, Queensland—Silver award winner

The Speak Up, Be Strong, Be Heard project was developed in response to the report *Preventing youth sexual violence and abuse in West Cairns and Aurukun*. The project developed an ethos of child protection by increasing community awareness of youth sexual violence and abuse, strengthening reporting obligations and improving the overarching agency interventions in the community. This is a unique and effective approach to dealing with the problem of youth sexual violence and abuse in Cape York communities. The program engages locally in a culturally appropriate and inclusive way that responds to local Indigenous needs.

AUSTRALIAN CRIME & VIOLENCE PREVENTION AWARDS 2018



2018 Australian Crime and Violence Prevention Awards at Parliament House in Canberra.



Connected Women, Queensland—Silver award winner

Connected Women is a nine-week program led by women from the Queensland Police Service. It is designed especially for newly arrived young Muslim refugee women. The Islamic Women's Association of Australia works in partnership with senior female police mentors to empower and educate these young women. This is a practical approach to connecting police with vulnerable women who may have experienced trauma, who may be victims of family violence and other offences, and who may not trust police. The program has the potential to empower these women in ways that help them stay free of violent victimisation.

Stay Safe in our State: Advice for international students, New South Wales—Bronze award winner

This project involved creating a video which provides information on safety and crime prevention to international students at the University of Wollongong. International students are known to be vulnerable to opportunistic crime, including robbery, theft and assault. The project aimed to increase public safety while reducing fear of crime by increasing viewers' awareness of safety issues and teaching them how to access assistance. The video is available for viewing online, at local services and through the university's orientation program. It has also been made accessible in a number of common languages. The project has been recognised by the NSW Police Force and the NSW Department of Industry.

South West District Blue Light Shearing Project, Queensland—Bronze award winner

Approximately three years ago, Police Liaison Officer Laurie Bateman started a program teaching shearing skills to vulnerable young people in the Cunnamulla community to curb and prevent offending behaviour. From these humble beginnings, PLO Bateman has secured funding and formalised a partnership with Blue Light Queensland to establish the South West Blue Light Shearing Project. At a time when jobs are difficult to find, the shearing project has provided much needed skills and hope to young people in the south west, affording them work in one of the few local industries with future growth prospects. The program has already diverted many young people away from offending and violent behaviour and given them hope for the future. This is a good example of a local initiative in a community that has a range of socio-economic challenges. The project contributes to positive outcomes in employment, wellbeing and crime prevention.

COMMUNITY-LED WINNERS

Out Teach Mobile Education, Tasmania—Gold award winner

Out Teach Mobile Education employs a specialist teacher to work one-on-one with students aged 10 to 18 years who are in contact with the justice system and disengaged from learning. The teacher collaborates with youth workers from Save the Children's youth justice mentoring program to reduce youth crime by increasing protective factors of wellbeing and education. A mobile classroom in outdoor and informal settings allows engagement with the hardest-to-reach learners. This is a simple but valuable initiative that addresses education deficit, a key social determinant of disadvantage and involvement with the criminal justice system. Over three years, 80 percent of participants did not return to court and 89 percent did not return to or enter detention.

Together We Can, Victoria—Gold award winner

Family Life, in partnership with Cardinia Shire, Victoria Police, the University of Melbourne and the Cardinia community, developed and implemented a community-based social change initiative: Together We Can. This initiative aims to address the problem of family and domestic violence through a whole-of-community approach. This project, the first of its kind in Australia, has shown promising outcomes, with a 16 percent reduction in reported incidents of family violence over the life of the project.

Mac River Residential Drug and Alcohol Rehabilitation Service, New South Wales—Silver award winner

Mission Australia has been delivering the Mac River Residential Drug and Alcohol Centre since 2011. The service is a partnership between Mission Australia, NSW Juvenile Justice, the NSW Department of Education and the NSW Department of Health. It provides a 12-week residential drug and alcohol treatment for 13–18 year olds from rural New South Wales. These young people receive intensive therapeutic treatment to address offending behaviours and substance use, participate in formal schooling, develop life skills, receive social and emotional support, participate in family therapy and are supported to engage with their culture.

Day for Daniel, Queensland—Silver award winner

Day for Daniel is a national day of action, raising awareness of child safety. The theme of the day is to wear red and educate children about personal safety. The overall goal is to prevent children from experiencing abuse or, if they have, to help them to identify this and talk to an adult who can help them. This is a longstanding national event that has widespread reach and recognition. Evidence suggests it is effective in raising understanding and awareness in a way that can help to prevent rare but devastating forms of crime. While it is only one day per year, its reach means many school age children will be exposed to the messages repeatedly across their school life, aiding retention of the information.

Seeds of Affinity: Pathways for Women, South Australia—Bronze award winner

Seeds of Affinity supports and empowers women during their time in prison and upon their release. Once released, women connect with each other by meeting twice weekly to make skin care products and gourmet treats, and by sharing their stories over cooking and sharing a meal together. They create toiletry packs for women in prison and advocate for the rights of criminalised women and their children. Most importantly, women who attend Seeds of Affinity community workshops feel a sense of belonging, solidarity and self-worth during the difficult transition from prison back to the community. This program meets the needs of the growing number of women in prison in South Australia and is almost totally reliant on volunteers.

Mates on the Move and Class Mates training projects, New South Wales—Bronze award winner

Mates on the Move is a social enterprise initiative of the Prisoners' Aid Association of New South Wales. Mates on the Move provides work experience and employment for people leaving prison. It funds training for those leaving prison to make them job ready. Mates on the Move provides commercial removal and storage services to the community, and is aiming to sustain not only the removal business but the training projects. The training includes a Certificate II in Warehouse Operations, Certificate III in Furniture Removals, forklift licences, work health and safety blue cards and life skills training such as cooking skills. Mates on the Move also provides ongoing employment for ex-prisoners. This is an innovative and practical project that helps reduce the growth of imprisonment by addressing key contributors to reoffending.



Our people

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STAFFING PROFILE

As at 30 June 2019, the AIC had 21 employees. Most of these staff are located at the AIC’s head office in Canberra. Three employees are located elsewhere: one in New South Wales, one in Victoria and one in South Australia.

Following machinery-of-government arrangements implemented in October 2015, AIC staff are employed by the Australian Criminal Intelligence Commission and seconded to the Institute. The tables below include only those seconded staff. These staff are also counted in the ACIC’s annual report.

Tables 10 to 13 present the number of ongoing and non-ongoing staff in 2017–18 and 2018–19, broken down by gender, location, and full-time/part-time status.

TABLE 10: ALL ONGOING EMPLOYEES, CURRENT REPORTING PERIOD (2018–19)

Location	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
NSW	–	–	–	–	1	1	–	–	–	1
Qld	–	–	–	–	–	–	–	–	–	–
SA	–	1	1	–	–	–	–	–	–	1
Tas	–	–	–	–	–	–	–	–	–	–
Vic	1	–	1	–	–	–	–	–	–	1
WA	–	–	–	–	–	–	–	–	–	–
ACT	4	–	4	7	4	11	–	–	–	15
NT	–	–	–	–	–	–	–	–	–	–
Overseas	–	–	–	–	–	–	–	–	–	–
Total	5	1	6	7	5	12	–	–	–	18

TABLE 11: ALL NON-ONGOING EMPLOYEES, CURRENT REPORTING PERIOD (2018–19)

Location	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
NSW	–	–	–	–	–	–	–	–	–	–
Qld	–	–	–	–	–	–	–	–	–	–
SA	–	–	–	–	–	–	–	–	–	–
Tas	–	–	–	–	–	–	–	–	–	–
Vic	–	–	–	–	–	–	–	–	–	–
WA	–	–	–	–	–	–	–	–	–	–
ACT	–	–	–	3	–	3	–	–	–	3
NT	–	–	–	–	–	–	–	–	–	–
Overseas	–	–	–	–	–	–	–	–	–	–
Total	–	–	–	3	–	3	–	–	–	3

TABLE 12: ALL ONGOING EMPLOYEES, PREVIOUS REPORTING PERIOD (2017–18)

Location	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
NSW	–	–	–	–	1	1	–	–	–	1
Qld	–	–	–	–	–	–	–	–	–	–
SA	–	1	1	–	–	–	–	–	–	1
Tas	–	–	–	–	–	–	–	–	–	–
Vic	1	–	1	–	–	–	–	–	–	1
WA	–	–	–	–	–	–	–	–	–	–
ACT	4	–	4	7	1	8	–	–	–	12
NT	–	–	–	–	–	–	–	–	–	–
Overseas	–	–	–	–	–	–	–	–	–	–
Total	5	1	6	7	2	9	–	–	–	15

TABLE 13: ALL NON-ONGOING EMPLOYEES, PREVIOUS REPORTING PERIOD (2017–18)

Location	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
NSW	–	–	–	–	–	–	–	–	–	–
Qld	–	–	–	–	–	–	–	–	–	–
SA	–	–	–	–	–	–	–	–	–	–
Tas	–	–	–	–	–	–	–	–	–	–
Vic	–	–	–	–	–	–	–	–	–	–
WA	–	–	–	–	–	–	–	–	–	–
ACT	–	–	–	2	1	3	–	–	–	–
NT	–	–	–	–	–	–	–	–	–	–
Overseas	–	–	–	–	–	–	–	–	–	–
Total	–	–	–	2	1	3	–	–	–	3

STAFF CLASSIFICATIONS

Tables 14 to 19 present a breakdown of staff numbers by classification, gender and full-time/part-time status.

TABLE 14: ONGOING EMPLOYEES BY CLASSIFICATION, CURRENT REPORTING PERIOD (2018–19)

Classification	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
SES 3	–	–	–	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–	–	–	–
SES 1	1	–	1	–	–	–	–	–	–	1
EL 2	3	–	3	1	–	1	–	–	–	4
EL 1	–	–	–	1	3	4	–	–	–	4
APS 6	1	1	2	–	2	2	–	–	–	4
APS 5	–	–	–	4	–	4	–	–	–	4
APS 4	–	–	–	–	–	–	–	–	–	–
APS 3	–	–	–	1	–	1	–	–	–	1
APS 2	–	–	–	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–	–	–	–
Total	5	1	6	7	5	12	–	–	–	18

TABLE 15: NON-ONGOING EMPLOYEES BY CLASSIFICATION, CURRENT REPORTING PERIOD (2018–19)

Classification	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
SES 3	–	–	–	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–	–	–	–
SES 1	–	–	–	–	–	–	–	–	–	–
EL 2	–	–	–	–	–	–	–	–	–	–
EL 1	–	–	–	–	–	–	–	–	–	–
APS 6	–	–	–	1	–	1	–	–	–	1
APS 5	–	–	–	–	–	–	–	–	–	–
APS 4	–	–	–	2	–	2	–	–	–	2
APS 3	–	–	–	–	–	–	–	–	–	–
APS 2	–	–	–	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–	–	–	–
Total	–	–	–	3	–	3	–	–	–	3

TABLE 16: ONGOING EMPLOYEES BY CLASSIFICATION, PREVIOUS REPORTING PERIOD (2017–18)

Classification	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
SES 3	–	–	–	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–	–	–	–
SES 1	1	–	1	–	–	–	–	–	–	1
EL 2	3	–	3	1	–	1	–	–	–	4
EL 1	–	–	–	2	2	4	–	–	–	4
APS 6	1	1	2	1	–	1	–	–	–	3
APS 5	–	–	–	3	–	3	–	–	–	3
APS 4	–	–	–	–	–	–	–	–	–	–
APS 3	–	–	–	–	–	–	–	–	–	–
APS 2	–	–	–	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–	–	–	–
Total	5	1	6	7	2	9	–	–	–	15

TABLE 17: NON-ONGOING EMPLOYEES BY CLASSIFICATION, PREVIOUS REPORTING PERIOD (2017–18)

Classification	Male			Female			Indeterminate			Total
	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time	Total	
SES 3	–	–	–	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–	–	–	–
SES 1	–	–	–	–	–	–	–	–	–	–
EL 2	–	–	–	–	–	–	–	–	–	–
EL 1	–	–	–	–	–	–	–	–	–	–
APS 6	–	–	–	–	–	–	–	–	–	–
APS 5	–	–	–	–	1	1	–	–	–	1
APS 4	–	–	–	2	–	2	–	–	–	2
APS 3	–	–	–	–	–	–	–	–	–	–
APS 2	–	–	–	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–	–	–	–
Total	–	–	–	2	1	3	–	–	–	3

The following tables present the number of ongoing and non-ongoing staff employed in each of the last two financial years by classification and full-time/part-time status.

TABLE 18: EMPLOYEES BY FULL-TIME/PART-TIME STATUS, CURRENT REPORTING PERIOD (2018–19)

Classification	Ongoing			Non-ongoing			Total
	Full time	Part time	Total Ongoing	Full time	Part time	Total Non-ongoing	
SES 3	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–
SES 1	1	–	1	–	–	–	1
EL 2	4	–	4	–	–	–	4
EL 1	1	3	4	–	–	–	4
APS 6	1	3	4	1	–	1	5
APS 5	4	–	4	–	–	–	4
APS 4	–	–	–	2	–	2	2
APS 3	1	–	1	–	–	–	1
APS 2	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–
Total	12	6	18	3	–	3	21

TABLE 19: EMPLOYEES BY FULL-TIME/PART-TIME STATUS, PREVIOUS REPORTING PERIOD (2017–18)

Classification	Ongoing			Non-ongoing			Total
	Full time	Part time	Total Ongoing	Full time	Part time	Total Non-ongoing	
SES 3	–	–	–	–	–	–	–
SES 2	–	–	–	–	–	–	–
SES 1	1	–	1	–	–	–	1
EL 2	4	–	4	–	–	–	4
EL 1	2	2	4	–	–	–	4
APS 6	2	1	3	–	–	–	3
APS 5	3	–	3	–	1	1	4
APS 4	–	–	–	2	–	2	2
APS 3	–	–	–	–	–	–	–
APS 2	–	–	–	–	–	–	–
APS 1	–	–	–	–	–	–	–
Other	–	–	–	–	–	–	–
Total	12	3	15	2	1	3	18

Tables 20 and 21 present the number of ongoing and non-ongoing staff by location for each of the last two financial years.

TABLE 20: EMPLOYMENT TYPE BY LOCATION, CURRENT REPORTING PERIOD (2018–19)

	Ongoing	Non-ongoing	Total
NSW	1	–	1
Qld	–	–	–
SA	1	–	1
Tas	–	–	–
Vic	1	–	1
WA	–	–	–
ACT	15	3	18
NT	–	–	–
Overseas	–	–	–
Total	18	3	21

TABLE 21: EMPLOYMENT TYPE BY LOCATION, PREVIOUS REPORTING PERIOD (2017–18)

	Ongoing	Non-ongoing	Total
NSW	1	–	1
Qld	–	–	–
SA	1	–	1
Tas	–	–	–
Vic	1	–	1
WA	–	–	–
ACT	12	3	15
NT	–	–	–
Overseas	–	–	–
Total	15	3	18

3RD AUSTRALASIAN YOUTH JUSTICE CONFERENCE

During the second half of 2018–19, the AIC partnered with the Australasian Youth Justice Administrators and NSW Juvenile Justice to deliver the 3rd Australasian Youth Justice Conference. Held at the International Convention Centre in Sydney from 30 April to 2 May 2019, the conference brought together delegates from across Australia and New Zealand. Youth justice administrators, practitioners and policymakers from government and non-government organisations joined with academics and students to discuss topics related to the theme ‘Contemporary challenges, innovative solutions’. The overwhelming interest in youth justice led to a sold-out event.

Over three days delegates heard from keynote speakers from the United States and New Zealand as well as Australia. Presentations addressed the conference sub-themes of emerging technologies, mental health, fetal alcohol spectrum disorder, education, countering violent extremism, the over-representation of various groups, and safety, security and rehabilitation.

Throughout the conference, formal presentations were complemented by an exhibition of artworks produced by residents of NSW Juvenile Justice facilities, as well as a display showcasing the agency’s history and its role working with young people engaged in the criminal justice system. The diverse range of people coming together to discuss shared passions and interests made for vibrant and rewarding networking opportunities. The AIC was proud to have been a part of this important event, the success of which was borne out by the highly positive feedback from delegates and youth justice administrators alike.



DIVERSITY

The AIC is committed to creating an environment that respects and values the expertise, experiences and abilities of all employees. In doing so, we are able to build an inclusive and diverse workforce that allows us to better serve the community by delivering on our key purpose of being Australia’s national research and knowledge centre on crime and justice.

In partnership with the ACIC, the ACIC Diversity and Inclusion Sub-committee of the Operations Management Committee oversees our Workplace Diversity Program and provides support for and input into the development, maintenance and implementation of our action plans. The agency has four diversity action plans for 2017–2019, focusing on:

- gender equity;
- Aboriginal and Torres Strait Islander peoples;
- people with disability; and
- people from culturally and linguistically diverse backgrounds.

The Diversity and Inclusion Sub-committee meets quarterly and consists of Senior Executive level Diversity Champions and Deputy Champions as well as diversity working group members. They actively promote, participate in and support initiatives to improve diversity awareness, access and inclusion within the agency.

INDIGENOUS EMPLOYMENT

TABLE 22: INDIGENOUS EMPLOYMENT, CURRENT REPORTING PERIOD (2018–19)

	Total
Ongoing	—
Non-ongoing	—
Total	—

TABLE 23: INDIGENOUS EMPLOYMENT, PREVIOUS REPORTING PERIOD (2017–18)

	Total
Ongoing	—
Non-ongoing	—
Total	—

REMUNERATION

SALARY

The salary ranges for APS 1–6 and Executive Level staff are set out in the *Enterprise Agreement 2016–2019*. The ranges for 2018–19 are presented in Table 24.

TABLE 24: SALARY RANGES BY CLASSIFICATION LEVEL, CURRENT REPORTING PERIOD (2018–19)

	Minimum salary	Maximum salary
SES 3	–	–
SES 2	–	–
SES 1	–	–
EL 2	\$124,585	\$140,369
EL 1	\$99,717	\$120,219
APS 6	\$79,093	\$89,505
APS 5	\$72,489	\$76,867
APS 4	\$65,469	\$71,085
APS 3	\$59,561	\$64,284
APS 2	\$51,483	\$57,088
APS 1	\$44,815	\$49,531
Other	–	–
Total	–	–

EXECUTIVE REMUNERATION

The nature and amount of remuneration for SES officers is determined through the ACIC Senior Executive Service Remuneration and Benefits Policy. SES salary increases take into account the complexity of the role, current and previous performance, contribution to corporate goals and values, the financial position of the ACIC, comparisons with other SES officers and the quantum of remuneration relative to other ACIC staff. The ACIC uses common-law contracts for all SES employees to govern remuneration and entitlements.

TABLE 25: REMUNERATION OF KEY MANAGEMENT PERSONNEL, 2018–19

Personal details		Short term benefits			Post employment benefits	Other long term benefits		Termination benefits	Total remuneration
Name	Position title	Base salary	Bonuses	Other benefits and allowances	Superannuation contributions	Long service leave	Other long term benefits		
Dr Rick Brown	Deputy Director	\$186,198	–	\$5,396	\$29,406	\$4,824	–	–	\$225,824

There are no other senior executives or other highly paid staff who meet the reporting requirements of *Resource management guide no. 138*.

PERFORMANCE PAY

The agency does not have a system of performance payments. Rather, incremental advancement is available to eligible staff as part of our performance development system.

NON-SALARY BENEFITS

Non-salary benefits include flexible working arrangements for APS 1–6 officers, time-off-in-lieu arrangements for Executive Level staff, tertiary studies assistance and a comprehensive performance development system. Staff are also offered free influenza vaccinations, and an employee assistance program is available to provide counselling and support to staff members and their families.

EMPLOYMENT ARRANGEMENTS

The Institute's employment arrangements are outlined in Table 26.

TABLE 26: EMPLOYMENT ARRANGEMENTS, CURRENT REPORTING PERIOD (2018–19)

	SES	Non-SES	Total
Enterprise agreement	–	17	17
Common-law contract	1	–	1
Individual flexibility arrangement	–	–	–
Total	–	–	18

AIC HOSTS THE US NATIONAL NETWORK FOR SAFE COMMUNITIES

In February 2019 the AIC hosted a visit from the US National Network for Safe Communities. The National Network is part of New York City's John Jay College of Criminal Justice. It was established in 2009 and works with city governments, local police agencies and community representatives in more than 80 cities in the United States and other countries to implement strategies proven to reduce crime and improve safety.

The National Network's Intimate Partner Violence Intervention Strategy employs a focused deterrence approach to the problem of domestic violence. Specifically, the strategy seeks to remove the burden of preventing violence from victims, intervene early in the repeat victimisation process, make it clear to offenders that violence will not be tolerated, and take action to deter offenders and, if necessary, incapacitate them.

The visit gave researchers and policymakers an opportunity to learn about the Intimate Partner Violence Intervention Strategy and about the National Network's methods. Rachel Teicher, the Director of the Intimate Partner Violence Intervention Strategy, spoke about her work at three events in Canberra and Sydney, co-hosted by the AIC and the University of Sydney. She talked about the ideas behind the strategy and how it works. She also discussed the results of trials conducted across the United States, which found the strategy effective in reducing intimate partner homicide, calls for service and victim injuries.

The strategy involves building a coalition of police, community members, service providers and victims' advocates who work together to intervene early and often. They not only support victims but show offenders that even low-level violence will have consequences. Offenders are told about the legal sanctions they will face if they reoffend and are also offered help.

These events provided a valuable opportunity to learn about an innovative and data-driven approach to reducing domestic violence, and its possible application to the Australian context.

AIC HOSTS THE US NATIONAL NETWORK FOR SAFE COMMUNITIES



LEARNING AND DEVELOPMENT

Our learning and development strategies support capability development in identified priority areas. The objective is to develop a responsive and high performing workforce so that we can deliver on our role as Australia's national research and knowledge centre on crime and justice. We adopt a blended learning and development philosophy which recognises that experience within the workplace provides for the most effective learning. This on-the-job training is complemented by coaching and mentoring as well as formal learning opportunities.

WORK HEALTH AND SAFETY

We take a proactive approach to work health and safety and injury prevention. We continue to identify and assess hazards and ensure that risk control strategies are in place. This year we:

- provided access to an employee assistance program which includes manager assistance, mediation services and other employee information and support services;
- implemented targeted and random, unannounced drug and alcohol testing of high risk and lower risk employees;
- conducted regular workplace inspections to identify hazards and determine appropriate controls; and
- implemented an early intervention training program that targeted managers. The purpose of the program was to provide managers with tools and strategies to support employees who may require early intervention assistance.

NATIONAL WORK HEALTH AND SAFETY COMMITTEE

The National Work Health and Safety Committee meets quarterly and is responsible for:

- supporting the executive by helping to identify, develop, review and implement measures to protect and actively manage the health and safety of workers;
- promoting and monitoring measures to ensure safe work practices;
- facilitating consultation and communication with workers about work health and safety matters; and
- undertaking functions as prescribed in the *Work Health and Safety Act 2011* and related regulations.

HEALTH AND WELLBEING PROGRAM

Our Health and Wellbeing Program continues to evolve with staff input, reviews of better practice and new initiatives. The program aims to:

- help staff make positive health and behaviour changes;
- promote a culture that supports healthy and positive lifestyles;
- provide a central source of health and wellbeing information and resources;
- inspire staff to take ownership of health and wellbeing initiatives in their offices;
- encompass a broad view of health including physical, mental and social aspects; and
- demonstrate our commitment to the health and wellbeing of employees and their families.

WORKERS COMPENSATION

The agency's workers compensation insurance premium gives an indication of an employer's effectiveness in preventing injury or illness and in helping its employees to return to work quickly and safely after a work-related injury or illness. The AIC is committed to supporting employees with work-related injuries or illness and, as outlined in our policies, early intervention is a key strategy. There were no workers compensation claims submitted during 2018–19.

INCIDENTS AND INVESTIGATIONS

There were no incidents reported during 2018–19.

Under section 38 of the *Work Health and Safety Act 2011*, the agency is required to notify Comcare immediately after becoming aware of any death, serious personal injury or dangerous incident. There were no notifiable incidents during 2018–19. Nor was the AIC subject to any external work health and safety investigations in 2018–19.

CHILD EXPLOITATION MATERIAL REDUCTION RESEARCH PROGRAM



AIC Deputy Director Dr Rick Brown, AFP Deputy Commissioner Operations Neil Gaughan, Minister for Home Affairs the Hon Peter Dutton MP and AIC Director Michael Phelan



CHILD EXPLOITATION MATERIAL REDUCTION RESEARCH PROGRAM

In July 2018 the AIC established the Child Exploitation Material Reduction Research Program using funding received under the *Proceeds of Crime Act 2002*. The program seeks to reduce the production, distribution, storage and viewing of child exploitation material (CEM).

We approached the market in October 2018, offering total funding of \$800,000 for research into ways of reducing CEM offending. To help generate ideas for research projects, the AIC co-hosted a roundtable with the AFP's Australian Centre to Counter Child Exploitation in Brisbane on 1 November 2018. The roundtable brought together academics, technology specialists, investigators, intelligence experts and policymakers to explore ways of preventing and detecting CEM offending.

In January 2019, eight projects were awarded funding. These projects aim to reduce CEM offending in different ways. The aims are as follows:

- to develop an evidence-based psychological treatment program to prevent CEM offenders from reoffending (Swinburne University and Monash University);
- to determine the most effective criminal justice responses to CEM offending (University of Queensland and Queensland University of Technology);
- to develop an automated 'webcrawler' tool that uses biometric technology to detect new CEM and the victims and perpetrators involved (University of Adelaide, Flinders University, San Jose State University and Michigan State University);
- to produce an online toolkit informing government and practitioners of the most effective evidence-based prevention measures (University of the Sunshine Coast);
- to analyse the processes involved in CEM production and distribution to help investigators detect and prevent these offences (Griffith University, University of New South Wales and Michigan State University);
- to examine whether automated pop-up messages deter children and young people from uploading explicit images they have created (University of Tasmania, La Trobe University, University College London and University of Canberra);
- to produce guidelines for police to follow when posing as children online to identify offenders (Griffith University and Queensland Police Service); and
- to understand the role of parents in producing CEM of their children in order to identify ways of detecting these offences (University of New South Wales and Queensland Police Service).

The projects will be completed in 2020 and the findings presented at a conference in Brisbane. The findings are expected to help law enforcement, corrections, child protection and other agencies to disrupt and prevent CEM offences.



05

Financial performance

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FINANCIAL OVERVIEW

The AIC's operating result for the year ended 30 June 2019 was a surplus of \$0.467 million. Excluding depreciation expenses the operating surplus is \$0.496 million for the 2018–19 financial year. The surplus is due to reductions in employee expenditure and increasing own source revenue from research activity.

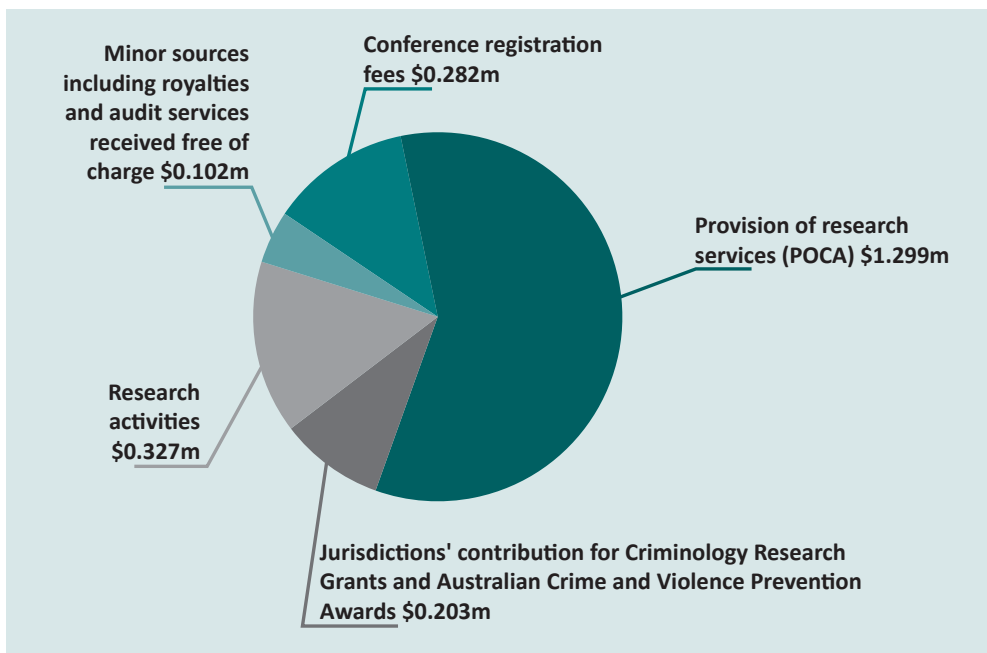
The AIC received an unmodified audit opinion from the Australian National Audit Office.

During 2018–19 there were no instances of significant non-compliance with the finance law.

The AIC's revenue totalled \$6.803 million in 2018–19 (2017–18: \$6.349 million). Revenue included \$4.590 million appropriation for operating budget and \$2.213 million own source income. Own source income includes:

- \$0.282 million from conference registration fees;
- \$1.299 million from provision of research services (POCA);
- \$0.203 million from jurisdictions' contribution for Criminology Research Grants and Australian Crime and Violence Prevention Awards;
- \$0.327 million from research activities; and
- \$0.102 million for other minor sources including royalties and audit services received free of charge.

FIGURE 7: OWN SOURCE INCOME, 2018–19



The AIC's operating expenses totalled \$6.336 million in 2018–19 (2017–18: \$5.931 million).

Employee expenditure fell during the year, consistent with the fall in average staffing levels from 25 ASL in 2017–18 to 18 ASL in the current year.

The AIC's net asset position has improved significantly to \$2.003 million (2017–18: \$1.496 million). This improvement is mainly due to the operating surplus.

The closing balance of the Criminology Research Special Account as at 30 June 2019 was \$1.883 million (2017–18: \$0.937 million).

The following tables report actual appropriation, payments, budgets and actual expenses against the outcome.

TABLE 27: AGENCY RESOURCE STATEMENT 2018–19

	Actual available appropriations for 2018–19 \$'000	Payments made 2018–19 \$'000	Balance remaining \$'000
Ordinary annual services			
Departmental appropriations ¹	4,630	4,630	–
Total	4,630	4,630	–
Opening balance	937		
Receipts to special accounts	3,304		
Payments made		2,358	
Closing balance			1,883
Total	4,241	2,358	1,883
Total resourcing and payments	8,871	6,988	1,883

- 1 Includes an amount of \$0.022m in 2018–19 for the Departmental Capital Budget, and an amount of \$0.18m of Departmental Capital Budget that was carried over from 2017–18. For accounting purposes this amount has been designated as 'contributions by owners'.

TABLE 28: EXPENDITURE AND STAFFING BY OUTCOME

Outcome 1: Informed crime and justice policy and practice in Australia by undertaking, funding and disseminating policy-relevant research of national significance; and through the generation of a crime and justice evidence base and national knowledge centre	Budget 2018–19 \$'000	Actual Expenses 2018–19 \$'000	Variation \$'000
Outcome 1: Departmental expenses			
Departmental appropriations	4,975	4,590	385
Special accounts	1,520	1,678	(158)
Expenses not requiring appropriation in the Budget year	62	68	(6)
Total for Outcome 1	6,557	6,336	221
Total expenses for Outcome 1	6,557	6,336	221
	Budget 2018–19	Actual 2018–19	
Average staffing level (number)	46	18	

AUDITED FINANCIAL STATEMENTS



INDEPENDENT AUDITOR'S REPORT

To the Minister for Home Affairs

Opinion

In my opinion, the financial statements of the Australian Institute of Criminology ('the Entity') for the year ended 30 June 2019:

- (a) comply with Australian Accounting Standards – Reduced Disclosure Requirements and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of the Entity as at 30 June 2019 and its financial performance and cash flows for the year then ended.

The financial statements of the Entity, which I have audited, comprise the following statements as at 30 June 2019 and for the year then ended:

- Statement by the Accountable Authority and Chief Financial Officer;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Cash Flow Statement; and
- Notes to the financial statements, comprising a Summary of Significant Accounting Policies and other explanatory information.

Basis for opinion

I conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Entity in accordance with the relevant ethical requirements for financial statement audits conducted by the Auditor-General and his delegates. These include the relevant independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) to the extent that they are not in conflict with the *Auditor-General Act 1997*. I have also fulfilled my other responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Accountable Authority's responsibility for the financial statements

As the Accountable Authority of the Entity, the Director is responsible under the *Public Governance, Performance and Accountability Act 2013* (the Act) for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards – Reduced Disclosure Requirements and the rules made under the Act. The Director is also responsible for such internal control as the Director determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Director is responsible for assessing the ability of the Entity to continue as a going concern, taking into account whether the Entity's operations will cease as a result of an administrative restructure or for any other reason. The Director is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the assessment indicates that it is not appropriate.

GPO Box 707 CANBERRA ACT 2601
19 National Circuit BARTON ACT
Phone (02) 6203 7300 Fax (02) 6203 7777

Auditor's responsibilities for the audit of the financial statements

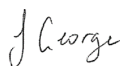
My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian National Audit Office Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with the Australian National Audit Office Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control;
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Accountable Authority;
- conclude on the appropriateness of the Accountable Authority's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern; and
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Accountable Authority regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Australian National Audit Office



Jodi George
Executive Director
Delegate of the Auditor-General

Canberra
1 October 2019




Australian Government
Australian Institute of Criminology

STATEMENT BY THE ACCOUNTABLE AUTHORITY AND CHIEF FINANCIAL OFFICER

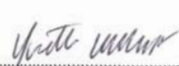
In our opinion, the attached financial statements for the year ended 30 June 2019 comply with subsection 42(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

In our opinion, at the date of this statement, there are reasonable grounds to believe that the Australian Institute of Criminology will be able to pay its debts as and when they fall due.

Signed.....

Michael Phelan APM
Director

/ October 2019

Signed.....

Yvette Whittaker
Chief Financial Officer

/ October 2019

STATEMENT OF COMPREHENSIVE INCOME

for the period ended 30 June 2019

		2019	Budget 2019	2018
	Notes	\$	\$	\$
NET COST OF SERVICES				
Expenses				
Employee benefits	1.1A	2,167,030	3,152,000	2,837,401
Suppliers	1.1B	4,139,791	3,383,000	3,049,514
Depreciation and amortisation	2.2A	29,403	22,000	43,241
Write-down and impairment of property, plant and equipment	2.2A	-	-	1,000
Total expenses		6,336,223	6,557,000	5,931,156
Own-Source Income				
Own-source revenue				
Rendering of services	1.2A	2,133,556	1,470,000	1,262,486
Royalties		37,837	50,000	44,385
Other revenue	1.2B	41,549	40,000	40,305
Total own-source revenue		2,212,942	1,560,000	1,347,176
Net cost of services		(4,123,281)	(4,997,000)	(4,583,980)
Revenue from Government - Departmental Appropriations	1.2C	4,590,000	4,975,000	5,002,000
Surplus/(Deficit) attributable to the Australian Government		466,719	(22,000)	418,020
OTHER COMPREHENSIVE INCOME				
Items not subject to subsequent reclassification to net cost of services				
Changes in asset revaluation surplus		-	-	716,771
Total other comprehensive income		-	-	716,771
Total comprehensive income/(loss) attributable to the Australian Government		466,719	(22,000)	1,134,791

The above statement should be read in conjunction with the accompanying notes.

Budget to actual variance commentary: see Note 7 for major variance explanations.

STATEMENT OF FINANCIAL POSITION*as at 30 June 2019*

		2019	Budget 2019	2018
	Notes	\$	\$	\$
ASSETS				
Financial assets				
Cash and cash equivalents	2.4	1,882,684	1,058,000	936,856
Trade and other receivables	2.1A	529,894	282,000	329,663
Total financial assets		2,412,578	1,340,000	1,266,519
Non-financial assets				
Furniture and office equipment	2.2A	95,620	76,000	25,150
Library collection	2.2A	755,791	-	766,800
Intangibles	2.2A	-	17,000	2,104
Prepayments		78,151	132,000	69,928
Total non-financial assets		929,562	225,000	863,982
Total assets		3,342,140	1,565,000	2,130,501
LIABILITIES				
Payables				
Suppliers	2.3A	352,989	544,000	175,630
Other payables	2.3A	985,771	671,000	458,210
Total payables		1,338,760	1,215,000	633,840
Provisions				
Other provisions		-	16,000	-
Total provisions		-	16,000	-
Total liabilities		1,338,760	1,231,000	633,840
Net assets		2,003,380	334,000	1,496,661
EQUITY				
Contributed equity		1,225,294	1,225,000	1,185,294
Reserves		861,254	144,000	861,254
Accumulated Deficit		(83,168)	(1,035,000)	(549,887)
Total equity		2,003,380	334,000	1,496,661

The above statement should be read in conjunction with the accompanying notes.

Budget to actual variance commentary: see Note 7 for major variance explanations.

STATEMENT OF CHANGES IN EQUITY
for the period ended 30 June 2019

	Retained earnings			Asset revaluation surplus			Contributed equity/capital			Total equity		
	Budget	2019	2018	Budget	2019	2018	Budget	2019	2018	Budget	2019	2018
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance carried forward from previous period	(549,887)	(1,013,000)	(967,907)	861,254	144,000	144,483	1,185,294	1,203,000	1,180,294	1,496,661	334,000	356,870
Opening balance	(549,887)	(1,013,000)	(967,907)	861,254	144,000	144,483	1,185,294	1,203,000	1,180,294	1,496,661	334,000	356,870
Comprehensive income												
Surplus (Deficit) for the period	466,719	(22,000)	418,020	-	-	-	-	-	-	466,719	(22,000)	418,020
Other comprehensive income	-	-	-	-	-	716,771	-	-	-	-	-	716,771
Total comprehensive income	466,719	(22,000)	418,020	-	-	716,771	-	-	-	466,719	(22,000)	1,134,791
Transactions with owners												
Contributions by owners												
Departmental capital budget ¹	-	-	-	-	-	-	40,000	22,000	5,000	40,000	22,000	5,000
Total transactions with owners	-	-	-	-	-	-	40,000	22,000	5,000	40,000	22,000	5,000
Closing balance as at 30 June	(83,168)	(1,035,000)	(549,887)	861,254	144,000	861,254	1,225,294	1,225,000	1,185,294	2,003,380	334,000	1,496,661

The above statement should be read in conjunction with the accompanying notes.

Budget to actual variance commentary: see Note 7 for major variance explanations.

1. Amounts appropriated which are designated as 'Departmental capital budgets' are recognised directly in transactions with owners in that year.

CASH FLOW STATEMENT*for the period ended 30 June 2019*

	2019	Budget 2019	2018
	\$	\$	\$
OPERATING ACTIVITIES			
Cash received			
Appropriations	4,590,000	4,975,000	5,002,000
Rendering of services	2,427,003	1,470,000	1,058,066
Net GST received	110,711	-	141,147
Other	37,837	50,000	40,819
Total cash received	7,165,551	6,495,000	6,242,032
Cash used			
Employees	2,167,030	3,152,000	2,837,401
Suppliers	3,895,223	3,343,000	3,749,265
Section 74 receipts transferred to Official Public Account	110,711	-	-
Total cash used	6,172,963	6,495,000	6,586,666
Net cash from operating activities	992,588	-	(344,634)
INVESTING ACTIVITIES			
Cash used			
Purchase of property, plant and equipment and intangibles	86,760	22,000	4,927
Total cash used	86,760	22,000	4,927
Net cash used by investing activities	(86,760)	(22,000)	(4,927)
FINANCING ACTIVITIES			
Cash received			
Contributed equity	40,000	22,000	5,000
Total cash received	40,000	22,000	5,000
Net cash from financing activities	40,000	22,000	5,000
Net Increase (Decrease) in cash held	945,828	-	(344,561)
Cash and cash equivalents at the beginning of the reporting period	936,856	1,058,000	1,281,427
Cash and cash equivalents at the end of the reporting period	1,882,684	1,058,000	936,856

The above statement should be read in conjunction with the accompanying notes.

Budget to actual variance commentary: see Note 7 for major variance explanations.

OVERVIEW

Objectives of the Australian Institute of Criminology

The Australian Institute of Criminology (AIC) is an Australian Government controlled entity. The objective of the AIC is to inform crime and justice policy and practice in Australia by undertaking, funding and disseminating policy relevant research of national significance; and through the generation of a crime and justice evidence base and national knowledge centre.

The continued existence of the AIC in its present form is dependent on Government policy and on continuing funding by Parliament. The AIC's activities contributing toward this outcome are classified as departmental. Departmental activities involve the use of assets and income controlled, or liabilities and expenses incurred by the AIC in its own right.

Basis of Preparation of the Financial Statements

The financial statements are general purpose financial statements and are required by *section 42 of the Public Governance, Performance and Accountability Act 2013*.

The financial statements and notes have been prepared in accordance with:

- a) *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015 (FRR)*; and
- b) Australian Accounting Standards and Interpretations – Reduced Disclosure Requirements issued by the Australian Accounting Standards Board that apply for the reporting period.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost convention, except for certain assets and liabilities which are carried at fair value. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position.

The financial statements are presented in Australian dollars and values are rounded to the nearest dollar.

Unless an alternative treatment is specifically required by an accounting standard or the FRR, assets and liabilities are recognised in the statement of financial position when and only when it is probable that future economic benefits will flow to the entity or a future sacrifice of economic benefits will be required and the amounts of the assets or liabilities can be reliably measured. However, assets and liabilities arising under executory contracts are not recognised unless required by an accounting standard.

Unless an alternative treatment is specifically required by an accounting standard, income and expenses are recognised in the statement of comprehensive income when and only when the flow, consumption or loss of economic benefits has occurred and can be reliably measured.

Taxation

The AIC is exempt from all forms of taxation except fringe benefits tax (FBT) and the goods and services tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- a) where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- b) for receivables and payables.

Comparative Figures

Comparative figures for 2017-18 reflect the figures reported in the AIC's 2017-18 financial statements.

Comparative figures have been adjusted to conform with changes in presentation to these financial statements where required.

Contingent assets and liabilities

The AIC did not have any quantifiable contingencies to report for the financial year ended 30 June 2019 (2017-18: Nil).

Events after the reporting period

No subsequent events to report after the balance date.

Note 1.1: Expenses

	2019	2018
	\$	\$
Note 1.1A: Employee benefits		
Wages and salaries	1,593,417	2,175,266
Superannuation		
Defined contribution plans	176,928	226,463
Defined benefit plans	143,074	177,307
Leave and other entitlements	253,611	254,616
Separation and redundancies	-	3,749
Total employee benefits	2,167,030	2,837,401

AIC staff were primarily employed by ACIC for the duration of the year and seconded to the AIC to resource AIC's ongoing operations. The ACIC initially met all the employee expenses, and claimed reimbursement from the AIC on a monthly basis. Therefore, whilst the employee benefits costs are reflected in the AIC statement of comprehensive income, the AIC does not hold any liabilities or provision in respect to employees in the statement of financial position.

Accounting Policy*Superannuation*

The ACIC staff seconded to AIC were members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) or the PSS accumulation plan (PSSap) or other superannuation funds held outside the Australian Government.

The PSSap is a defined contribution scheme. The CSS and PSS are defined benefit schemes for the Australian Government. The liability for defined benefit schemes is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported by the Department of Finance as an administered item.

The ACIC makes employer contributions to the employees' defined benefit superannuation schemes in respect to the staff seconded to AIC at rates determined by an actuary to be sufficient to meet the current cost to the Government. The ACIC and AIC accounts for the contributions as if they were contributions to defined contribution plans.

Note 1.1: Expenses (continued)

	2019	2018
	\$	\$

Note 1.1B: Suppliers

Goods and services

Contractors and consultants ¹	1,384,047	782,737
Research services	426,775	471,903
Travel	156,493	95,504
Information technology	112,881	99,171
Property operating expenses ²	-	274,999
Office rent ²	-	218,748
Outsourced corporate expenses ³	1,644,621	545,121
Conferences and meetings	276,412	378,663
Other	138,562	182,668
Total goods and services	4,139,791	3,049,514

1 Contractor and consultants have increased due to the increased workload resulting from Proceeds of Crime Account funding.

2 Property and Office Rent expenses relate to the AIC's lease in Griffith which terminated in December 2017.

3 Outsourced Corporate Expenses for 2018-19 includes all costs services provided by the ACIC to the AIC. The agreement is service based, not input based, as such this line item now incorporates costs that may have previously been charged under Employee Benefits.

Leasing commitments

Commitments for minimum lease payments in relation to non-cancellable operating leases are payable as follows:

Within 1 year	-	238,779
Between 1 to 5 years	-	-
More than 5 years	-	-
Total operating lease commitments ¹	-	238,779

1. Total operating lease commitments excludes GST.

Accounting Policy

Operating lease payments are expensed on a straight line basis which is representative of the pattern of benefits derived from the leased asset. The AIC leased office space in Griffith until December 2017.

Note 1.2: Own Source Revenue

	2019	2018
	\$	\$

Own-Source Revenue**Note 1.2A: Rendering of Services**

Proceeds of crime and memoranda of understanding	1,298,702	-
Research contract income	326,673	435,651
Conference income	282,212	458,697
Other services income	225,969	368,138
Total rendering of services	2,133,556	1,262,486

Accounting Policy*Rendering of Services*

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

- a) the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- b) the probable economic benefits associated with the transaction will flow to AIC.

The stage of completion of services at the reporting date is determined by reference to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

Note 1.2B: Other Revenue

Resources received free of charge - audit services	39,000	39,000
Other	2,549	1,305
Total other revenue	41,549	40,305

Accounting Policy*Resources Received Free of Charge*

Resources received free of charge are recognised as revenue when, and only when a fair value can be reliably measured and the services or transferred assets would have been purchased if they had not been provided free of charge. Use of those resources is recognised as appropriate as an expense.

Note 1.2C: Revenue from Government

Appropriations		
Departmental appropriations	4,590,000	5,002,000
Total revenue from Government	4,590,000	5,002,000

Accounting Policy*Revenue from Government*

Amounts appropriated for departmental appropriations for the year (adjusted for any formal additions and reductions) are recognised as Revenue from Government when the AIC gains control of the appropriation, except for certain amounts that relate to activities that are reciprocal in nature, in which case revenue is recognised only when it has been earned. Appropriations receivable are recognised at their nominal amounts.

Note 2.1: Financial Assets

		2019	2018
	Notes	\$	\$
Note 2.1A: Trade and other receivables			
Debtors		370,382	208,808
Accrued Revenue		-	110,984
Appropriation Receivable	3.1B	110,711	-
GST receivable		48,801	-
Royalties receivable		-	9,871
Total trade and other receivables		529,894	329,663

Accounting Policy

Trade and Other Receivables

Trade receivables and other receivables are held for the purpose of collecting the contractual cash flows of principal and interest at market interest rates. They are subsequently measured at amortised cost using the effective interest method, adjusted for any loss allowance.

Note 2.2: Non-Financial Assets**Note 2.2A: Reconciliation of the Opening and Closing Balances of Non-Financial Assets**

	Furniture and office equipment	Library collection	Intangibles	Total
	\$	\$	\$	\$
As at 1 July 2018				
Gross book value	25,150	766,800	70,450	862,400
Accumulated depreciation, amortisation and impairment	-	-	(68,346)	(68,346)
Total as at 1 July 2018	25,150	766,800	2,104	794,054
Additions				
Purchase	82,433	4,327	-	86,760
Depreciation/amortisation	(11,962)	(15,336)	(2,104)	(29,403)
Total as at 30 June 2019	95,620	755,791	-	851,411
Total as at 30 June 2019 represented by				
Gross book value	107,583	771,127	70,450	949,160
Accumulated depreciation, amortisation and impairment	(11,963)	(15,336)	(70,450)	(97,749)
Total as at 30 June 2019	95,620	755,791	-	851,411

Revaluations of non-financial assets

All revaluations were conducted in accordance with the revaluation policy stated in note 2.2A. The last full valuation was carried out in 2017-18.

Note 2.2: Non-Financial Assets (continued)

Accounting Policy

Asset Recognition

Furniture and office equipment costing greater than \$5,000, leasehold improvements costing greater than \$25,000, intangible assets purchased externally costing greater than \$5,000 and intangible assets purchased and modified or developed internally costing greater than \$20,000 are capitalised. All library items are accumulated as a single asset on a financial year basis and recognised irrespective of the value. Items costing less than these thresholds are expensed in the year of acquisition.

Revaluations

Following initial recognition at cost, furniture and office equipment are carried at fair value. Carrying values of the assets are reviewed every third year to determine if an independent valuation is required. The regularity of independent valuations depends on the volatility of movements in the market values for the relevant assets. Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reversed a previous revaluation decrement of the same asset class that is previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the surplus/deficit except to the extent that they reverse a previous revaluation increment for that class. Upon revaluation, any accumulated depreciation is eliminated against the gross carrying amount of the asset.

Depreciation

Depreciable furniture and office equipment assets are written-off to their estimated residual values over their estimated useful life using the straight-line method of depreciation. Leasehold improvements are depreciated over the life of the lease term. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following expected useful lives, unless an individual asset is assessed as having a different useful life.

	2019	2018
Furniture and Office Equipment	3-10 years	3-10 years
Intangibles - Software purchased	3-5 years	3-5 years
Library	50 years	6 years ¹

1 This was 15% diminishing value with a 5% residual. The depreciation rate was changed to avoid significant valuation adjustments

Intangibles

Intangibles assets comprise internally developed software and externally purchased software. These assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Software licences with the renewable term ending beyond 30 June 2019 are treated as prepayments at the time of purchase and expensed over the term of the prepayment.

Impairment

All assets were assessed for impairment at 30 June 2019. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

Derecognition

An item of furniture and office equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.

Significant Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, the AIC has made assumptions or estimates in measuring the fair value of the assets that have the most significant impact on the amounts recorded in the financial statements. The fair value of the AIC's furniture and office equipment has been taken to be the market value or current replacement costs as determined by an independent valuer.

Note 2.3: Payables

	2019	2018
	\$	\$

Note 2.3A: Suppliers

Trade creditors and accruals	352,989	175,630
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Note 2.3B: Other payables

Unearned income	948,183	444,691
GST payable	1,156	13,519
Other	36,432	-
Total other payables	985,771	458,210

Accounting Policy*Financial Liabilities*

Supplier and other payables are classified as 'other financial liabilities' and are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced). Supplier and other payables are derecognised on payment.

NOTE 2.4: Special Accounts

	Notes	2019	2018
		\$	\$

Note 2.4: Criminology Research Special Account

Balance brought forward from previous period		936,856	1,281,417
Total increases		3,304,277	1,240,032
Available for payments		4,241,133	2,521,449
Total decreases		(2,358,449)	(1,584,593)
Total balance carried to the next period		1,882,684	936,856
Balance represented by:			
Cash held in entity bank accounts	3.1B	192,020	60,291
Cash held in the Official Public Account		1,690,664	876,565
Total balance carried to the next period		1,882,684	936,856

Appropriation: *Public Governance, Performance and Accountability Act 2013* section 80.

The Criminology Research Special Account is established under Section 46 of the *Criminology Research Act 1971* as amended through the Financial Framework Legislative Amendment Act 2010 with effect from 1 July 2011.

Purpose: Conduct criminology research to promote justice, crime reduction and communicating results to Commonwealth, State & Territory, including administering programs to award grants, engage specialists for research and publication of that research.

Note 3.1: Appropriations

Note 3.1A: Annual Appropriation ('Recoverable GST exclusive')

Annual Appropriations for 2019

	Annual Appropriation \$	Adjustments to appropriation \$	Total appropriation \$	Appropriation applied in 2019 (current and prior years) \$	Variance ¹ \$
Departmental					
Ordinary annual services	4,590,000	-	4,590,000	(4,590,000)	-
Capital Budgets	22,000	-	22,000	(40,000)	(18,000)
Total departmental	4,612,000	-	4,612,000	(4,630,000)	(18,000)

Annual Appropriations for 2018

	Annual Appropriation \$	Adjustments to appropriation \$	Total appropriation \$	Appropriation applied in 2018 (current and prior years) \$	Variance \$
Departmental					
Ordinary annual services	5,002,000	-	5,002,000	(5,002,000)	-
Capital Budget ²	23,000	-	23,000	(5,000)	18,000
Total departmental	5,025,000	-	5,025,000	(5,007,000)	18,000

1. The AIC has no ordinary annual appropriations variance to report. The unspent capital appropriation from 2017-18 was carried forward and was fully spent in 2018-19.
2. Departmental Capital Budgets are appropriated through the Appropriation Act (No. 1). They form part of ordinary annual services, and are not separately identified in the Appropriation Act.

Unspent Annual Appropriations ('Recoverable GST exclusive')

The AIC has no undrawn and unspent ordinary annual appropriation as at 30 June 2019 (2017-18: nil).

The AIC has no undrawn and unspent ordinary annual appropriation as at 30 June 2019, and has also drawn \$18,000 Capital Budgets not drawn as at 30 June 2018.

Note 3.1: Appropriations (continued)

	Notes	2019	2018
		\$	\$

Note 3.1B: Unspent Annual Appropriations ('Recoverable GST exclusive')**Departmental**

Appropriation Act (No.1) 2018-19 ¹	2.1A	110,711	-
Appropriation Act (No.1) 2018-19 - cash held at bank ¹	2.4	192,020	-
Total departmental		302,731	-

1. The Appropriation Act (No.1) balance for 2018-19 represents unused appropriation for the year.

Note 4.1: Key Management Personnel Remuneration

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity. The AIC has determined the key management personnel positions to be the Director and the Deputy Director¹. The key management personnel remuneration excludes the remuneration and other benefits of the Minister. The Minister's remuneration and other benefits are set by the Remuneration Tribunal and are not paid by the AIC. Key management personnel remuneration (excluding the Director: refer note below) is reported in the table below:

	2019	2018
	\$	\$
Note 4.1: Key Management Personnel Remuneration		
Short-term employee benefits	191,594	193,288
Post-employment benefits	29,406	29,133
Other long-term employee benefits	4,824	19,620
Total key management personnel remuneration expenses¹	225,824	242,041
Total number of key management personnel¹	1	1

1. Includes officers substantively holding or acting for a period exceeding three months in a key management personnel position, for the 2018-19 financial year the AIC had one key management personnel (2017-18: one). The ACIC CEO is also the Director of the Australian Institute of Criminology (AIC). The full cost of the CEO is included in ACIC financial statements, and therefore not disclosed here. The AIC makes a contribution towards the overheads of the ACIC, including executive oversight, which is shown in "Suppliers" (Refer Note 1.1B).

Note 4.2: Related Party Disclosure**Related party relationships:**

The AIC is an Australian Government controlled entity. Related parties of the AIC comprise the Ministers responsible for the AIC, other Cabinet Ministers, other Australian Government entities, the key management personnel of the AIC, and parties related to the AIC's key management personnel (including close family members and entities controlled by themselves, their close family members or jointly with close family members).

Transactions with related parties:

Given the breadth of Government activities, related parties may transact with the government sector in the same capacity as ordinary citizens. Such transactions include the payment or refund of taxes. These transactions have not been separately disclosed in this note.

Giving consideration to relationships with related entities, and transactions entered into during the reporting period by the entity, it has been determined that there are no related party transactions requiring disclosure.

Note 5.1: Financial Instruments

		2019	2018
	Notes	\$	\$

Note 5.1A: Categories of Financial Instruments**Financial Assets measured at amortised cost****Loans and receivables**

Cash and cash equivalents		1,882,684	936,856
Trade and other receivables	2.1A	370,382	329,663
Total financial assets		2,253,066	1,266,519

Financial Liabilities**Financial liabilities measured at amortised cost**

Trade creditors and accruals	2.3A	352,989	175,630
Total financial liabilities		352,989	175,630

Changes with the implementation of AASB 9

AIC was reporting financial assets at amortised cost under the AASB 139 as loans and receivables. However, under the AASB 9 it has been reclassified as financial assets at amortised cost. AASB 9 did not have any impact on financial liability disclosure.

Based on the receivable management history and the current debt management process, the AIC assessed its risk of impairment is nil or immaterial. Hence, nil impairment is reported in the financial assets.

Note 6.1 : Aggregate Assets and Liabilities

	2019	2018
	\$	\$

Note 6.1: Aggregate Assets and Liabilities

Assets expected to be recovered in:

No more than 12 months	2,490,729	1,336,447
More than 12 months	851,411	794,054
Total Assets	3,342,140	2,130,501

Assets expected to be settled in:

No more than 12 months	1,338,760	633,840
More than 12 months	-	-
Total Liabilities	1,338,760	633,840

Note 7: Budgetary Variance Reporting

The following are explanations of events that have impacted on the AIC's operations and activities for the year. Budget numbers are sourced from the AIC's PBS for 2018-19 and are provided in the primary statements. Budgeted numbers are not audited.

Major variances are those deemed relevant or most significant to an analysis of the AIC's performance by management, not focussed merely on numerical differences between the actual and budgeted amounts.

When providing explanations, the AIC has identified the financial impact in relation to those key aggregates relevant to the AIC's performance. Users should be aware that there will be consequential impacts on related statements i.e. a variance in the Statement of Comprehensive Income is likely to have consequential impacts in the Statement of Financial Position and the Cash Flow Statement.

Explanation for major variances	Affected line items (and statement)
Proceeds of Crime Account Research The AIC secured funding from the Proceeds of Crime Account (POCA) for research which was achieved post budget. This funding has had a significant effect on the AIC's financial statements. Providing a significant new revenue stream (\$1.3m), influencing some supplier expenses, consultants and contractors in particular, and substantially increasing cash at bank, unearned revenue in other payables and creditors.	<i>Expenses: Supplier expenses (Statement of Comprehensive Income) Own Source Revenue: Rendering of Services (Statement of Comprehensive Income) Financial Assets: Cash and Cash Equivalents (Statement of Financial Position) Financial Liabilities: Supplier Payables, Other Payables (Statement of Financial Position)</i>
Shared Services Subsequent to the budget the AIC implemented a new agreement for corporate services including accommodation with the ACIC. The new agreement results in corporate services being charged to the AIC on a cost recovery basis rather than the AIC paying for specific positions. This has shifted expenditure from employee benefits to outsourced corporate expenses.	<i>Expenses: Employee Benefits, Supplier Expenses (Statement of Comprehensive Income)</i>
Appropriation Adjustment The AIC appropriation was reduced by \$0.385m for savings achieved as part of the machinery of government changes.	<i>Revenue from Government (Statement of Comprehensive Income)</i>
Appropriation Receivable The AIC recognised \$0.111m appropriation receivable for unspent appropriation as a result of GST refunded on deemed appropriation revenue.	<i>Financial Asset: Trade and Other Receivables (Statement of Financial Position)</i>



06

Appendices

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APPENDIX 1: PEER-REVIEWED PUBLICATIONS

TRENDS & ISSUES IN CRIME AND CRIMINAL JUSTICE

McKillop N, Rayment-McHugh S, Smallbone S & Bromham Z 2018. Understanding and preventing the onset of child sexual abuse in adolescence and adulthood. *Trends & issues in crime and criminal justice* no. 554. Canberra: Australian Institute of Criminology

Blackley R & Bartels L 2018. Sentencing and treatment of juvenile sex offenders in Australia. *Trends & issues in crime and criminal justice* no. 555. Canberra: Australian Institute of Criminology

Modecki K, Uink B & Barber B 2018. Antisocial behaviour during the teenage years: Understanding developmental risks. *Trends & issues in crime and criminal justice* no. 556. Canberra: Australian Institute of Criminology

Blagg H & Tulich T 2018. Diversionary pathways for Aboriginal youth with fetal alcohol spectrum disorder. *Trends & issues in crime and criminal justice* no. 557. Canberra: Australian Institute of Criminology

Boxall H, Boyd C, Dowling C & Morgan A 2018. Understanding domestic violence incidents using crime script analysis. *Trends & issues in crime and criminal justice* no. 558. Canberra: Australian Institute of Criminology

Voce I & Boxall H 2018. Who reports domestic violence to police? A review of the evidence. *Trends & issues in crime and criminal justice* no. 559. Canberra: Australian Institute of Criminology

Kerr A & Willis M 2018. Prisoner use of information and communications technology. *Trends & issues in crime and criminal justice* no. 560. Canberra: Australian Institute of Criminology

Morgan A & Coughlan M 2018. Police use of CCTV on the rail network. *Trends & issues in crime and criminal justice* no. 561. Canberra: Australian Institute of Criminology

Wise J, Harris B, Nickson R, Boughton B & Beetson J 2018. Impact of the 'Yes, I Can!' adult literacy campaign on interactions with the criminal justice system. *Trends & issues in crime and criminal justice* no. 562. Canberra: Australian Institute of Criminology

Dowling C & Morgan A 2018. Is methamphetamine use associated with domestic violence? *Trends & issues in crime and criminal justice* no. 563. Canberra: Australian Institute of Criminology

Brown R & Bricknell S 2018. What is the profile of child exploitation material offenders? *Trends & issues in crime and criminal justice* no. 564. Canberra: Australian Institute of Criminology

Brown R & Smith RG 2018. Exploring the relationship between organised crime and volume crime. *Trends & issues in crime and criminal justice* no. 565. Canberra: Australian Institute of Criminology

Brown R 2018. Understanding law enforcement information sharing for criminal intelligence purposes. *Trends & issues in crime and criminal justice* no. 566. Canberra: Australian Institute of Criminology

Fuller G, Morgan A & Brown R 2018. Criminal histories of Australian organised crime offenders. *Trends & issues in crime and criminal justice* no. 567. Canberra: Australian Institute of Criminology

Brown T, Bricknell S, Bryant W, Lyneham S, Tyson D & Fernandez Arias P 2019. Filicide offenders. *Trends & issues in crime and criminal justice* no. 568. Canberra: Australian Institute of Criminology

Smith RG, Gannoni A & Goldsmid S 2019. Use and acceptance of biometric technologies in 2017. *Trends & issues in crime and criminal justice* no. 569. Canberra: Australian Institute of Criminology

Brown R & Shelling J 2019. Exploring the implications of child sex dolls. *Trends & issues in crime and criminal justice* no. 570. Canberra: Australian Institute of Criminology

Tzoumakis S, Burton M, Carr V, Dean K, Laurens K & Green M 2019. Parental offending and children's conduct problems. *Trends & issues in crime and criminal justice* no. 571. Canberra: Australian Institute of Criminology

Henry N, Flynn A & Powell A 2019. Image-based sexual abuse: Victims and perpetrators. *Trends & issues in crime and criminal justice* no. 572. Canberra: Australian Institute of Criminology

Sullivan T & English F 2019. Is alcohol and energy drink consumption associated with antisocial behaviour? *Trends & issues in crime and criminal justice* no. 573. Canberra: Australian Institute of Criminology

Lyneham S & Facchini L 2019. Benevolent harm: Orphanages, voluntourism and child sexual exploitation in South-East Asia. *Trends & issues in crime and criminal justice* no. 574. Canberra: Australian Institute of Criminology

Dowling C, Morgan A, Gannoni A & Jorna P 2019. How do police use CCTV footage in criminal investigations? *Trends & issues in crime and criminal justice* no. 575. Canberra: Australian Institute of Criminology

Morgan A & Dowling C 2019. Does CCTV help police solve crime? *Trends & issues in crime and criminal justice* no. 576. Canberra: Australian Institute of Criminology

Emami C, Smith RG & Jorna P 2019. Predicting online fraud victimisation in Australia. *Trends & issues in crime and criminal justice* no. 577. Canberra: Australian Institute of Criminology

RESEARCH REPORTS

Morgan A, Lyneham S, Davy D & Coughlan M 2018. *Towards national measures of alcohol-related crime*. Research Report no. 12. Canberra: Australian Institute of Criminology

Dowling C, Morgan A, Boyd C & Voce I 2018. *Policing domestic violence: A review of the evidence*. Research Report no. 13. Canberra: Australian Institute of Criminology

Lyneham S, Voce I, Fuller G & Boxall H 2018. *Evaluation of the ReBoot Intensive Intervention Trial: Final report*. Research Report no. 14. Canberra: Australian Institute of Criminology

Smith RG 2018. *Estimating the cost to Australian businesses of identity crime and misuse*. Research Report no. 15. Canberra: Australian Institute of Criminology

APPENDIX 2: OTHER PUBLICATIONS

STATISTICAL REPORTS

Morgan A, Brown R & Fuller G 2018. *What are the taxpayer savings from cancelling the visas of organised crime offenders?* Statistical Report no. 8. Canberra: Australian Institute of Criminology

Smith RG 2018. *Estimating the costs of serious and organised crime in Australia 2016–17.* Statistical Report no. 9. Canberra: Australian Institute of Criminology

Jorna P & Smith RG 2018. *Identity crime and misuse in Australia 2017.* Statistical Report no. 10. Canberra: Australian Institute of Criminology

Goldsmid S, Gannoni A & Smith RG 2018. *Identity crime and misuse in Australia: Results of the 2017 online survey.* Statistical Report no. 11. Canberra: Australian Institute of Criminology

Gannoni A & Bricknell S 2019. *National Deaths in Custody Program: Deaths in custody in Australia 2015–16.* Statistical Report no. 12. Canberra: Australian Institute of Criminology

Gannoni A & Bricknell S 2019. *National Deaths in Custody Program: Deaths in custody in Australia 2016–17.* Statistical Report no. 13. Canberra: Australian Institute of Criminology

Patterson E, Sullivan T & Bricknell S 2019. *Drug use monitoring in Australia: Drug use among police detainees, 2017.* Statistical Report no. 14. Canberra: Australian Institute of Criminology

STATISTICAL BULLETINS

Bricknell S & Bryant W 2018. *Co-offending among young homicide offenders in Australia.* Statistical Bulletin no. 12. Canberra: Australian Institute of Criminology

Sullivan T & Patterson E 2018. *Fentanyl use by police detainees remains unchanged.* Statistical Bulletin no. 13. Canberra: Australian Institute of Criminology

Patterson E, Sullivan T & Bricknell S 2018. *Polydrug use among police detainees.* Statistical Bulletin no. 14. Canberra: Australian Institute of Criminology

Smith RG & Jorna P 2018. *Counting the costs of identity crime and misuse in Australia, 2015–16.* Statistical Bulletin no. 15. Canberra: Australian Institute of Criminology

Lyneham S, Dowling C & Bricknell S 2019. *Estimating the dark figure of human trafficking and slavery victimisation in Australia.* Statistical Bulletin no. 16. Canberra: Australian Institute of Criminology

Gannoni A & Bricknell S 2019. *Indigenous deaths in custody: 25 years since the Royal Commission into Aboriginal Deaths in Custody*. Statistical Bulletin no. 17. Canberra: Australian Institute of Criminology

Ball M, Broadhurst R & Trivedi H 2019. *How much fentanyl is available on the darknet?* Statistical Bulletin no. 18. Canberra: Australian Institute of Criminology

REPORTS TO THE CRIMINOLOGY RESEARCH ADVISORY COUNCIL

Blagg H & Tulich T 2018. *Developing diversionary pathways for Indigenous youth with foetal alcohol spectrum disorders (FASD): A three community study in Western Australia*. CRG 34/14–15. Canberra: Australian Institute of Criminology

Brown T, Lyneham S, Bryant W, Bricknell S, Tomison A, Tyson D & Fernandez Arias P 2019. *Filicide in Australia 2000–2012: A national study*. Report to the Criminology Research Advisory Council. CRG 52/14–15. Canberra: Australian Institute of Criminology

McKillop N, Rayment-McHugh S, Smallbone S & Bromham Z 2018. *A comparison of individual, ecological and situational factors associated with adolescence- and adulthood-onset sexual abuse of children*. Report to the Criminology Research Advisory Council. CRG 30/13–14. Canberra: Australian Institute of Criminology

Modecki KL & Uink B 2018. *Understanding delinquency during the teenage years: Developmental pathways of antisocial decision making among disadvantaged youth*. Report to the Criminology Research Advisory Council. CRG 13/14–15. Canberra: Australian Institute of Criminology

Wise J, Nickson R, Harris B, Boughton B & Beetson J 2018. *Improving Aboriginal adult literacy rates: What potential does the Yes I can! Adult literacy campaign have for reducing offending and improving interactions with the criminal justice system in NSW Aboriginal communities?* Report to the Criminology Research Advisory Council. CRG 06/15–16. Canberra: Australian Institute of Criminology

CONSULTANCY REPORTS

Australian Institute of Criminology 2019. NDIS Worker Screening Check – Category 1 and 2 Exclusion Offences and Equivalence Table. Report to the Department of Social Security

Australian Institute of Criminology & Institute of Child Protection Studies 2019. Evaluation of the Youth Hope Program 2014–2017: South Western Sydney. Report to the NSW Department of Family and Community Services

Australian Institute of Criminology & Institute of Child Protection Studies 2019. Evaluation of the Youth Hope Program 2014–2017: Western New South Wales. Report to the NSW Department of Family and Community Services

Australian Institute of Criminology & Institute of Child Protection Studies 2019. Evaluation of the Youth Hope Program 2014–2017: Tamworth. Report to the NSW Department of Family and Community Services

Australian Institute of Criminology & Institute of Child Protection Studies 2019. Evaluation of the Youth Hope Program 2014–2017: Western Sydney. Report to the NSW Department of Family and Community Services

Australian Institute of Criminology & Institute of Child Protection Studies 2019. Evaluation of the Youth Hope Program 2014–2017: Central Coast and Hunter–New England. Report to the NSW Department of Family and Community Services

Boxall H, Dowling C, Morgan A & Willis M 2018. Evaluation of the Living Safe Together Intervention Program: Final report. Report to the Countering Violent Extremism Centre, Department of Home Affairs

Brown R & Morgan A 2019. What led to the current opioid epidemics in the US and Canada, and how does this compare to Australia? Report to the Department of Home Affairs

Lyneham S & Voce I 2019. Review of the National Action Plan to Combat Human Trafficking and Slavery 2015–19. Report to the Department of Home Affairs

Morgan A, Sullivan T & Shelling J 2019. Rapid review of supply reduction responses to pharmaceutical opioids. Report to the Department of Home Affairs

Willis M, Lyneham S, Fuller G & Voce I 2018. Evaluation of the New South Wales Family Investment Model pilot program: Final report. Report to NSW Department of Justice

JOURNAL ARTICLES

Coomber K, Chikritzhs T, Morgan A, Lam T, Droste N, Mayshak R et al. 2018. Targeting at-risk samples through brief face-to-face interviews in night-time entertainment precincts. *Journal of Substance Use* 23(4): 353–357

Dowling C & Morgan A 2018. Police investigations of domestic violence: What does the evidence say? *Police Science* 3(2): 6–11

Lee M, Taylor E & Willis M 2018. Being held to account: Detainees' perceptions of police body-worn cameras. *Australian & New Zealand Journal of Criminology* 52(2): 174–192

Morgan A 2019. Adam Sutton Award for Crime Prevention. *PacifiCrim* 16(1): 11

Smith RG 2018. Stanley William Johnston: A personal reflection. *PacifiCrim* 15(2): 17–18

BOOK CHAPTERS

Brown R & Clarke RV 2019. International trafficking in stolen vehicles. In Natarajan M (ed), *International and transnational crime and justice*. Cambridge: Cambridge University Press: 31–36

OTHER PUBLICATIONS

Australian Institute of Criminology 2018. *Annual report 2017–18*. Canberra: Australian Institute of Criminology

Maddocks & Australian Institute of Criminology 2018. Latest developments in Commonwealth fraud and corruption. Online publication. <https://www.maddocks.com.au/latest-developments-commonwealth-fraud-corruption/>

Phelan M 2019. *Crime & justice research 2019*. Canberra: Australian Institute of Criminology

APPENDIX 3: EVENTS

1 November 2018, Brisbane

Roundtable: Child Exploitation Material Reduction Research Program

Co-hosted with the AFP's Australian Centre to Counter Child Exploitation

29 November 2018, Canberra

Award ceremony: Australian Crime and Violence Prevention Awards

29 November 2018, Sydney

Seminar: Where have all the young offenders gone?

Associate Professor Jason Payne, Australian National University

Co-hosted with the University of Sydney

12 February 2019, Sydney

Roundtable: Intimate Partner Violence Intervention Strategy

Rachel Teicher, US National Network for Safe Communities

18 February 2019, Canberra

Seminar: Intimate Partner Violence Intervention Strategy

Rachel Teicher, US National Network for Safe Communities

20 February 2019, Sydney

Seminar: Intimate Partner Violence Intervention Strategy

Rachel Teicher, US National Network for Safe Communities

14 March 2019, Canberra

Seminar: Police use of CCTV on the rail network

Anthony Morgan, Australian Institute of Criminology

29 March 2019, Canberra

Seminar: Between the devil and the deep blue sea: Preliminary findings of an exploration of trafficking, organised crime and security ploys in Genoa and Melbourne

Dr Anna Sergi, University of Essex

30 April – 2 May 2019, Sydney

Conference: 3rd Australasian Youth Justice Conference

28 May 2019, Sydney

Seminar: Where are the Italian mafias in Italy and abroad?

Associate Professor Francesco Calderoni, Università Cattolica del Sacro Cuore, Milan

Co-hosted with the University of Sydney

29 May 2019, Canberra

Seminar: Where are the Italian mafias in Italy and abroad?

Associate Professor Francesco Calderoni, Università Cattolica del Sacro Cuore, Milan

Co-hosted with the University of Sydney

30–31 May 2019, Canberra

Conference: Organised Crime Research Forum

Co-hosted with the Australian National University

APPENDIX 4: STATUTORY REPORTING

ADVERTISING AND MARKET RESEARCH

During 2018–19, the AIC conducted the following advertising campaign:

- Australian Crime and Violence Prevention Awards.

Further information on this advertising campaign is available on the AIC's website (aic.gov.au) and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available on the Department of Finance's website: www.finance.gov.au.

FREEDOM OF INFORMATION

The AIC is subject to the Commonwealth *Freedom of Information Act 1982* (FOI Act). As such, we are required to publish information to the public as part of the Information Publication Scheme (IPS). This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report. Each agency must display on its website a plan showing what information it publishes in accordance with the IPS requirements. The Institute's plan is available at aic.gov.au/freedom-information/information-publication-scheme.

ENVIRONMENTAL PERFORMANCE

This report on ecologically sustainable development and environmental matters is provided in accordance with section 516(a) of the *Environment Protection and Biodiversity Conservation Act 1999*. The Institute's executive and staff are committed to the principles of ecologically sustainable development.

Initiatives to reduce the Institute's environmental impacts include the following:

- staff are encouraged to use web-based and teleconference facilities where possible rather than undertaking air travel, which has adverse effects;
- selected seminars are made available electronically so people do not have to travel to the Institute to hear them;
- all AIC publications are available online, reducing the need for printing and paper use; and
- waste generation (resource waste and greenhouse gas emissions) is reduced by recycling paper, cardboard, glass, plastics and metals.

The AIC continues to look for ways to reduce its impact on the environment when undertaking new procurements.

DISABILITY REPORTING MECHANISM

Since 1994, non-corporate Commonwealth entities have reported on their performance as policy adviser, purchaser, employer, regulator and provider under the Commonwealth Disability Strategy. In 2007–08, reporting on the employer role was transferred to the Australian Public Service Commission's *State of the service* reports and the APS Statistical Bulletin. These reports are available at www.apsc.gov.au. From 2010–11, entities have no longer been required to report on these functions.

The Commonwealth Disability Strategy has been overtaken by the National Disability Strategy 2010–2020, which sets out a 10-year national policy framework to improve the lives of people with disability, promote participation and create a more inclusive society. A high-level, two-yearly report will track progress against each of the six outcome areas of the strategy and present a picture of how people with disability are faring. The first of these progress reports was published in 2014, and can be found at www.dss.gov.au.

APPENDIX 5: COMPLIANCE INDEX

PGPA Rule Reference	Description	Requirement	References
17AD(g)	Letter of transmittal		
17AI	A copy of the letter of transmittal signed and dated by accountable authority on date final text approved, with statement that the report has been prepared in accordance with section 46 of the Act and any enabling legislation that specifies additional requirements in relation to the annual report.	Mandatory	Page 1
17AD(h)	Aids to access		
17AJ(a)	Table of contents	Mandatory	Page 4
17AJ(b)	Alphabetical index	Mandatory	Pages 124–30
17AJ(c)	Glossary of abbreviations and acronyms	Mandatory	Page 3
17AJ(d)	List of requirements	Mandatory	Pages 117–23
17AJ(e)	Details of contact officer	Mandatory	Inside front cover
17AJ(f)	Entity's website address	Mandatory	Inside front cover
17AJ(g)	Electronic address of report	Mandatory	Inside front cover
17AD(a)	Review by accountable authority		
17AD(a)	A review by the accountable authority of the entity	Mandatory	Pages 6–8
17AD(b)	Overview of the entity		
17AE(1)(a)(i)	A description of the role and functions of the entity	Mandatory	Pages 10–11
17AE(1)(a)(ii)	A description of the organisational structure of the entity	Mandatory	Pages 12–13
17AE(1)(a)(iii)	A description of the outcomes and programmes administered by the entity	Mandatory	Page 11
17AE(1)(a)(iv)	A description of the purposes of the entity as included in corporate plan	Mandatory	Page 10
17AE(1)(aa)(i)	Name of the accountable authority or each member of the accountable authority	Mandatory	Page 10
17AE(1)(aa)(ii)	Position title of the accountable authority or each member of the accountable authority	Mandatory	Page 10
17AE(1)(aa)(iii)	Period as the accountable authority or member of the accountable authority within the reporting period	Mandatory	Page 48

PGPA Rule Reference	Description	Requirement	References
17AE(1)(b)	An outline of the structure of the portfolio of the entity	Portfolio departments mandatory	Page 10
17AE(2)	Where the outcomes and programs administered by the entity differ from any Portfolio Budget Statement, Portfolio Additional Estimates Statement or other portfolio estimates statement that was prepared for the entity for the period, include details of variation and reasons for change	If applicable, mandatory	Not applicable
17AD(c)	Report on the Performance of the entity		
	Annual performance statements		
17AD(c)(i); 16F	Annual performance statement in accordance with paragraph 39(1)(b) of the Act and section 16F of the Rule	Mandatory	Pages 15–16
17AD(c)(ii)	Report on financial performance		
17AF(1)(a)	A discussion and analysis of the entity's financial performance	Mandatory	Pages 80–1
17AF(1)(b)	A table summarising the total resources and total payments of the entity	Mandatory	Pages 82–3
17AF(2)	If there may be significant changes in the financial results during or after the previous or current reporting period, information on those changes, including: the cause of any operating loss of the entity; how the entity has responded to the loss and the actions that have been taken in relation to the loss; and any matter or circumstances that it can reasonably be anticipated will have a significant impact on the entity's future operation or financial results	If applicable, mandatory	Page 81
17AD(d)	Management and accountability		
	Corporate governance		
17AG(2)(a)	Information on compliance with section 10 (fraud systems)	Mandatory	Pages 48, 50
17AG(2)(b)(i)	A certification by accountable authority that fraud risk assessments and fraud control plans have been prepared	Mandatory	Page 50
17AG(2)(b)(ii)	A certification by accountable authority that appropriate mechanisms for preventing, detecting incidents of, investigating or otherwise dealing with, and recording or reporting fraud that meet the specific needs of the entity are in place	Mandatory	Page 50

PGPA Rule Reference	Description	Requirement	References
17AG(2)(b)(iii)	A certification by accountable authority that all reasonable measures have been taken to deal appropriately with fraud relating to the entity	Mandatory	Page 50
17AG(2)(c)	An outline of structures and processes in place for the entity to implement principles and objectives of corporate governance	Mandatory	Pages 48–9
17AG(2)(d) – (e)	A statement of significant issues reported to Minister under paragraph 19(1)(e) of the Act that relates to non compliance with Finance law and action taken to remedy non compliance	If applicable, mandatory	Not applicable
External scrutiny			
17AG(3)	Information on the most significant developments in external scrutiny and the entity's response to the scrutiny	Mandatory	Page 51
17AG(3)(a)	Information on judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner that may have a significant effect on the operations of the entity	If applicable, mandatory	Not applicable
17AG(3)(b)	Information on any reports on operations of the entity by the Auditor General (other than report under section 43 of the Act), a Parliamentary Committee, or the Commonwealth Ombudsman	If applicable, mandatory	Not applicable
17AG(3)(c)	Information on any capability reviews on the entity that were released during the period	If applicable, mandatory	Not applicable
Management of human resources			
17AG(4)(a)	An assessment of the entity's effectiveness in managing and developing employees to achieve entity objectives	Mandatory	Page 75
17AG(4)(aa)	Statistics on the entity's employees on an ongoing and non ongoing basis, including the following: (a) statistics on full time employees; (b) statistics on part time employees; (c) statistics on gender (d) statistics on staff location	Mandatory	Pages 61–3

PGPA Rule Reference	Description	Requirement	References
17AG(4)(b)	<p>Statistics on the entity's APS employees on an ongoing and non ongoing basis; including the following:</p> <ul style="list-style-type: none"> ■ Statistics on staffing classification level; ■ Statistics on full time employees; ■ Statistics on part time employees; ■ Statistics on gender; ■ Statistics on staff location; ■ Statistics on employees who identify as Indigenous. 	Mandatory	Pages 63–7, 70
17AG(4)(c)	Information on any enterprise agreements, individual flexibility arrangements, Australian workplace agreements, common law contracts and determinations under subsection 24(1) of the Public Service Act 1999	Mandatory	Page 72
17AG(4)(c)(i)	Information on the number of SES and non SES employees covered by agreements etc identified in paragraph 17AG(4)(c)	Mandatory	Page 72
17AG(4)(c)(ii)	The salary ranges available for APS employees by classification level	Mandatory	Page 71
17AG(4)(c)(iii)	A description of non salary benefits provided to employees	Mandatory	Page 72
17AG(4)(d)(i)	Information on the number of employees at each classification level who received performance pay	If applicable, mandatory	Not applicable
17AG(4)(d)(ii)	Information on aggregate amounts of performance pay at each classification level	If applicable, mandatory	Not applicable
17AG(4)(d)(iii)	Information on the average amount of performance payment, and range of such payments, at each classification level	If applicable, mandatory	Not applicable
17AG(4)(d)(iv)	Information on aggregate amount of performance payments	If applicable, mandatory	Not applicable
Assets management			
17AG(5)	An assessment of effectiveness of assets management where asset management is a significant part of the entity's activities	If applicable, mandatory	Not applicable

PGPA Rule Reference	Description	Requirement	References
Purchasing			
17AG(6)	An assessment of entity performance against the Commonwealth Procurement Rules	Mandatory	Page 53
Consultants			
17AG(7)(a)	A summary statement detailing the number of new contracts engaging consultants entered into during the period; the total actual expenditure on all new consultancy contracts entered into during the period (inclusive of GST); the number of ongoing consultancy contracts that were entered into during a previous reporting period; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST)	Mandatory	Page 54
17AG(7)(b)	A statement that “During [reporting period], [specified number] new consultancy contracts were entered into involving total actual expenditure of \$[specified million]. In addition, [specified number] ongoing consultancy contracts were active during the period, involving total actual expenditure of \$[specified million]”.	Mandatory	Page 54
17AG(7)(c)	A summary of the policies and procedures for selecting and engaging consultants and the main categories of purposes for which consultants were selected and engaged	Mandatory	Page 53
17AG(7)(d)	A statement that “Annual reports contain information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website.”	Mandatory	Page 54
Australian National Audit Office Access clauses			
17AG(8)	If an entity entered into a contract with a value of more than \$100 000 (inclusive of GST) and the contract did not provide the Auditor General with access to the contractor’s premises, the report must include the name of the contractor, purpose and value of the contract, and the reason why a clause allowing access was not included in the contract	If applicable, mandatory	Not applicable

PGPA Rule Reference	Description	Requirement	References
Exempt contracts			
17AG(9)	If an entity entered into a contract or there is a standing offer with a value greater than \$10 000 (inclusive of GST) which has been exempted from being published in AusTender because it would disclose exempt matters under the FOI Act, the annual report must include a statement that the contract or standing offer has been exempted, and the value of the contract or standing offer, to the extent that doing so does not disclose the exempt matters	If applicable, mandatory	Not applicable
Small business			
17AG(10) (a)	A statement that “[Name of entity] supports small business participation in the Commonwealth Government procurement market. Small and Medium Enterprises (SME) and Small Enterprise participation statistics are available on the Department of Finance’s website.”	Mandatory	Page 54
17AG(10) (b)	An outline of the ways in which the procurement practices of the entity support small and medium enterprises	Mandatory	Page 54
17AG(10) (c)	If the entity is considered by the Department administered by the Finance Minister as material in nature—a statement that “[Name of entity] recognises the importance of ensuring that small businesses are paid on time. The results of the Survey of Australian Government Payments to Small Business are available on the Treasury’s website.”	If applicable, mandatory	Not applicable
Financial statements			
17AD(e)	Inclusion of the annual financial statements in accordance with subsection 43(4) of the Act	Mandatory	Pages 84–5
Executive remuneration			
17AD(da)	Information about executive remuneration in accordance with Subdivision C of Division 3A of Part 2 3 of the Rule	Mandatory	Pages 71–2

PGPA Rule Reference	Description	Requirement	References
17AD(f)	Other mandatory information		
17AH(1)(a)(i)	If the entity conducted advertising campaigns, a statement that “During [reporting period], the [name of entity] conducted the following advertising campaigns: [name of advertising campaigns undertaken]. Further information on those advertising campaigns is available at [address of entity’s website] and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available on the Department of Finance’s website.”	If applicable, mandatory	Page 115
17AH(1)(a)(ii)	If the entity did not conduct advertising campaigns, a statement to that effect	If applicable, mandatory	Not applicable
17AH(1)(b)	A statement that “Information on grants awarded by [name of entity] during [reporting period] is available at [address of entity’s website].”	If applicable, mandatory	Page 28
17AH(1)(c)	Outline of mechanisms of disability reporting, including reference to website for further information	Mandatory	Page 116
17AH(1)(d)	Website reference to where the entity’s Information Publication Scheme statement pursuant to Part II of FOI Act can be found	Mandatory	Page 115
17AH(1)(e)	Correction of material errors in previous annual report	If applicable, mandatory	Not applicable
17AH(2)	Information required by other legislation	Mandatory	Not applicable

APPENDIX 6: ALPHABETICAL INDEX

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