

Legal Services Expenditure Report 2024-25

The Summary Sheet is only visible once you have confirmed that the Entry Form is complete and there are no errors.

Australian Institute of Criminology

63 257 175 248

NCCE

Summary Totals (explainer)

Summary

In this section you are required to review and confirm the summary totals for your entity's **2024-25** Legal Services Expenditure Report.

Summary Totals

The Summary Totals are calculated based on what you entered in the Entry Form.

Total Legal Services Expenditure = Internal + External Legal Services Expenditure

Internal Legal Services Expenditure = Internal Legal Services Expenditure

External Legal Services Expenditure = Counsel Fees + Disbursements + Professional Fees (calculated from the total value of expenditure against each provider entered in the Professional Fees section)

Expenditure comparison

Your entity's total legal services expenditure for **2024-25** is displayed below and compared with your entity's expenditure from the previous financial year. This allows you to see the difference in expenditure, which will help inform your commentary.

Entities that have not reported before because they are new or been the subject of Machinery of Government changes that substantially changed the entity will display '0' expenditure for the previous financial year.

Commentary	Commentary is mandatory to complete. This information allows your entity the chance to ensure that AGD can understand trends and habits of legal expenditure within the Commonwealth to maintain the scope of the Whole of Australian Government Legal Services Panel and provide insights to the needs of the Commonwealth in the future.		
Summary Totals			
	Total legal services expenditure	\$	11,721
	Total internal legal services expenditure	\$	-
	Total external legal services expenditure	\$	11,721
	Total number of government lawyers		0
	Total number of briefs to counsel		0
	Total value of briefs to counsel	\$	-
	Total value of disbursements (excluding counsel)	\$	-
	Total number of domestic providers (excluding AGS)		0
	Total value of professional fees	\$	11,721
	Total value of professional fees using the Panel flexibility mechanisms	\$	-
	Are the Summary Totals correct? Yes		
Expenditure Comparison			
	Total Legal Services Expenditure (2024-25)	\$	11,721
	Total Legal Services Expenditure (2023-24)	\$	4,293
	Total Expenditure Change	\$	7,428
	Internal Expenditure Change	\$	-
	External Expenditure Change	\$	7,428
Commentary			

Providing commentary	<p>Commentary is mandatory to complete.</p> <p>You must provide a meaningful description addressing your expenditure. A brief description with appropriate detail of the reason(s) for any increase/decrease is required. It is not necessary to go into the specifics of a matter.</p> <p>Commentary should take privacy, legal privilege and other protected information into consideration. Commentary will not be made public or shared with other entities by OLSC, but may be subject to Freedom of Information requests.</p> <p>Once you confirm that the commentary has been entered correctly the background will turn green and you can then provide your final confirmation to complete the template.</p>	
Explaining a significant change in expenditure	<p>Additional detail is especially required for the explanation of a significant change in total expenditure from the previous financial year.</p>	
	<p>Please enter commentary below</p> <p>The AIC's legal expenses have increased this financial year as the AIC had an additional matter incurring legal services expenditure. Internal expenses otherwise remain the same as last financial year 2023-24.</p>	
Commentary criteria	<p>NOTE: Your commentary must meet the following criteria:</p> <ul style="list-style-type: none"> - your response must be at least 25 characters - you must provide a meaningful description addressing your expenditure, it cannot just be N/A. - commentary does not include any person's name, <u>legally privileged</u> or other protected information. 	
	<p>Please confirm your commentary meets the above criteria</p>	<p>I confirm</p>

Final confirmation	<p>You have completed all the required fields in your entity's Legal Services Expenditure Report template.</p> <p>If you are satisfied that the information you have provided is correct, please provide your final confirmation below. Do not confirm unless you are satisfied your entries are correct. You can edit your template by returning to the Entry Form and revising your entries.</p> <p>Once you have provided final confirmation, a final version of your entity's Legal Services Expenditure Report for 2024-25 will appear below. The report is locked for editing, so if you notice incorrect details you will need to revise your entries in the Entry Form. If you encounter any issues you may contact OLSC for assistance.</p>		
	Please provide final confirmation of your entity's legal services expenditure		I confirm
	<p>This template is now complete. Below is your entity's Legal Services Expenditure Report for 2024-25.</p> <p>Please save this template as a .XLSX file using the following naming convention: OLSC – [Name of Entity] (acronym) – 2024-25 LSER – [date submitted to OLSC] e.g.: OLSC – Attorney-General's Department (AGD) – 2024-25 LSER – 1 August 2025</p> <p>Please email this completed template to LSER@ag.gov.au no later than 29 August 2025.</p>		
Legal Services Expenditure Report 2024-25			
	Entity Name	Australian Institute of Criminology	
	Entity ABN	63 257 175 248	
	Entity Type	NCCE	
	Totals		
	Total legal services expenditure	\$	11,721
	Total internal legal services expenditure	\$	-
	Total external legal services expenditure	\$	11,721
Section 1 Internal Legal Services Expenditure			
		Total value of internal legal services expenditure	\$ -
Section 2a Number of Government Lawyers			
	APS Levels 1-6 (Junior Legal Officer / Lawyer <2 years PAE / Lawyers >2 years PAE)		0
	Executive Legal 1 (Senior Legal Officer / Assistant Director / Associate)		0
	Executive Level 2 (Principal Legal Officer / Director / Senior Associate / Special Counsel)		0
	SES Bands 1-3 (General Counsel / Chief Counsel / Partner)		0

Section 2b Government lawyers primary workplace		
	ACT	0
	NSW (capital city)	0
	NSW (other)	0
	NT (capital city)	0
	NT (other)	0
	QLD (capital city)	0
	QLD (other)	0
	SA (capital city)	0
	SA (other)	0
	Tasmania (capital city)	0
	Tasmania (other)	0
	Victoria (capital city)	0
	Victoria (other)	0
	WA (capital city)	0
	WA (other)	0
	Australia (other – external territories etc)	0
	Overseas	0
Section 3 Counsel Briefs		
	Total number of briefs to counsel	0
	Total value of briefs to counsel	\$ -
Section 3a Junior Counsel (direct briefs)		
	Total number of direct briefs to male junior counsel	0
	Total value of direct briefs to male junior counsel	\$ -
	Total number of direct briefs to female junior counsel	0
	Total value of direct briefs to female junior counsel	\$ -
	Total number of direct briefs to gender X junior counsel	0
	Total value of direct briefs to gender X junior counsel	\$ -
	Junior Counsel (indirect briefs)	
	Total number of indirect briefs to male junior counsel	0
	Total value of indirect briefs to male junior counsel	\$ -
	Total number of indirect briefs to female junior counsel	0
	Total value of indirect briefs to female junior counsel	\$ -
	Total number of indirect briefs to gender X junior counsel	0
	Total value of indirect briefs to gender X junior counsel	\$ -
	Total number of briefs to junior counsel	0
	Total value of briefs to junior counsel	\$ -
Section 3b Senior counsel (direct briefs)		

	Total number of direct briefs to male senior counsel	0
	Total value of direct briefs to male senior counsel	\$ -
	Total number of direct briefs to female senior counsel	0
	Total value of direct briefs to female senior counsel	\$ -
	Total number of direct briefs to gender X senior counsel	0
	Total value of direct briefs to gender X senior counsel	\$ -
	Senior Counsel (indirect briefs)	
	Total number of indirect briefs to male senior counsel	0
	Total value of indirect briefs to male senior counsel	\$ -
	Total number of indirect briefs to female senior counsel	0
	Total value of indirect briefs to female senior counsel	\$ -
	Total number of indirect briefs to gender X senior counsel	0
	Total value of indirect briefs to gender X senior counsel	\$ -
	Total number of briefs to senior counsel	0
	Total value of briefs to senior counsel	\$ -
Section 4 Disbursements		
	Total value of disbursements	\$ -
Section 5 Legal Services Panels		
	Entity participation in the Whole of Australian Government Legal Services Panel during 2024-25 (Auto-filled)	Yes
	Invoiced Panel Fee for 2024-25 (GST exclusive) (Auto-filled)	\$ -
	Total value of professional fees expenditure under the Whole of Australian Government Legal Services Panel (SON3622041) – Old Panel expired 30 June 2024	\$ 11,727
	Total value of professional fees expenditure under the Whole of Australian Government Legal Services Panel (SON4072331) – New Panel commenced 1 July 2024	\$ -
	Total value of professional fees expenditure – 10% off-Panel allowance	\$ -
	Total value of professional fees expenditure – Exemption from using the Panel granted by AGD	\$ -
Professional Fees		
Section 6	Total value of professional fees	\$ 11,721
Other Government Providers		
Section 6a	Attorney-General's Department (DO NOT INCLUDE PANEL FEE)	\$ -
	Department of Foreign Affairs and Trade	\$ -
	Office of Parliamentary Counsel	\$ -
Overseas Legal Services Providers		
Section 6b	Overseas firms (total figure)	\$ -

Domestic Providers		
Section 6c	Australian Government Solicitor	\$ 11,721