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

FEEDBACK
We welcome feedback on our annual report, particularly about its readability and usefulness. Please send your feedback to <front.desk@aic.gov.au>.

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Twitter: https://twitter.com/AICriminology
YouTube: https://www.youtube.com/user/CriminologyTV

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ISSN 2204-6755 (Print)
ISSN 2204-6763 (Online)
LETTER OF TRANSMITTAL

11 October 2018
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 2018, 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 2017–18 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 sincerely

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

**Agency overview**
This section describes the role, functions and values of the AIC and its organisational structure. It also includes the AIC’s outcome and objectives.

**Performance statements**
This section details the Institute’s performance against its outcome. It summarises the AIC’s performance in relation to the key performance indicators (KPIs) set out in its corporate plan. It then documents the Institute’s performance in the areas of research, grants management, communication and information services.

**Governance and accountability**
This section reviews the AIC’s governance and accountability arrangements, including the operation of the Criminology Research Advisory Council, which provides advice to the Director on a range of matters. The section also discusses internal governance, including staffing, finance, information and communications technology, and office services.

**Financial performance**
This section presents the AIC’s financial statements and describes the Institute’s resources and expenditure.

**Appendices**
The appendices list AIC publications, roundtables and other forums.
## ACRONYMS

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>ACIC</td>
<td>Australian Criminal Intelligence Commission</td>
</tr>
<tr>
<td>ACVPA</td>
<td>Australian Crime and Violence Prevention Awards</td>
</tr>
<tr>
<td>AIC</td>
<td>Australian Institute of Criminology</td>
</tr>
<tr>
<td>ANAO</td>
<td>Australian National Audit Office</td>
</tr>
<tr>
<td>CRG</td>
<td>Criminology Research Grant</td>
</tr>
<tr>
<td>DUMA</td>
<td>Drug Use Monitoring in Australia</td>
</tr>
<tr>
<td>HREC</td>
<td>Human Research Ethics Committee</td>
</tr>
<tr>
<td>KPI</td>
<td>Key performance indicator</td>
</tr>
<tr>
<td>NDICP</td>
<td>National Deaths in Custody Program</td>
</tr>
<tr>
<td>NDLERF</td>
<td>National Drug Law Enforcement Research Fund</td>
</tr>
<tr>
<td>NHMP</td>
<td>National Homicide Monitoring Program</td>
</tr>
<tr>
<td>RIP</td>
<td>Research in Practice</td>
</tr>
<tr>
<td>RPP</td>
<td>Research and Public Policy</td>
</tr>
<tr>
<td>T&amp;I</td>
<td><em>Trends &amp; issues</em></td>
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2017–18 AT A GLANCE

PUBLICATIONS

67
RESEARCH PRODUCTS

26
PEER-REVIEWED PUBLICATIONS

CITATIONS

- Peer reviewed journal articles (41%)
- Government publications (38%)
- Other publications (15%)
- Parliamentary (Commonwealth, state and territory) documents (6%)

EVENTS AND SOCIAL MEDIA

20,483
FACEBOOK FOLLOWERS

6,259
TWITTER FOLLOWERS

4,706
EMAIL ALERT SUBSCRIBERS

1,261
CRIMINOLOGY TV SUBSCRIBERS

10
CONFERENCES AND SEMINARS
I am pleased to present the 2017–18 annual report of the AIC, outlining the Institute’s achievements and outcomes for the year.

This has been a significant year of change for the Institute. At the beginning of the financial year, the AIC decided to reduce the amount of fee-for-service research it undertakes and to instead focus on supporting core Commonwealth funded research activity. Although this resulted in a smaller footprint for the AIC, it had little impact on the productivity of the team, which has continued to produce high quality, timely, policy-relevant research on key crime and justice issues.

With the introduction of the Department of Home Affairs, the Institute has sought to develop closer relationships with new policy colleagues and to provide a research service to the entire portfolio. However, I recognise the importance of working closely with states and territories and I am grateful for the support and advice of the Criminology Research Advisory Council, which ensures the AIC’s research continues to have national significance. This year, we continued researching the same priority themes as last year, recognising the time taken to develop and deliver research. These priorities are:

- improving criminal justice responses to family and domestic violence;
- exploring the futures of crime and justice;
- examining the links between volume crime and organised crime; and
- reducing demand for prison.

The AIC has also worked closely with colleagues from the Australian Criminal Intelligence Commission (ACIC), providing internal research support that has resulted in significant improvements to practice. In addition, the investment in building a national organised criminal careers database, using data provided by the ACIC, is now reaping returns. New information is now emerging on the extent of crime committed by organised crime offenders over their lifetimes. This information can be used to assess the impacts of organised crime control policy initiatives.
RESEARCH

The AIC has undertaken a significant program of research to deliver on each of its four priority themes. This research is now entering the publication process and will be released in the coming year. Recognising its role in undertaking, funding and disseminating policy-relevant crime and justice research of national significance, the Institute published research on a wide range of topics during the year. These topics were as diverse as missing persons, forced marriage, Aboriginal prisoners with cognitive impairments, police body-worn cameras, outlaw motorcycle gangs, sex offender registries and teenage antisocial behaviour, to name just a few.

The research team produced 67 reports during the year, including 39 that are available free on the AIC’s website. Further work has also been devoted to growing the Crime Statistics Australia website, in recognition of our support for open data. The website now holds collections on homicide, deaths in custody and drug use monitoring, as well as the Facts and Figures webpage, which is regularly updated with the latest national crime statistics.

DISSEMINATION

Recognising the importance of disseminating the findings of research, the AIC continued to hold events to promote new research and to share information through the JV Barry Library.

We held four major conferences during the year. In July 2017, we teamed up with the Asia Pacific Association of Technology and Society to deliver the 5th International Conference on Cybercrime and Computer Forensics on the Gold Coast. The conference attracted over 200 delegates to hear about the latest trends in cybercrime from a range of international experts. In December 2017 the Institute, with the Australian National University and the University of Canberra, co-hosted the Australian and New Zealand Society of Criminology Conference in Canberra, attracting almost 300 delegates. In May 2018, the Organised Crime Research Forum brought together academics from across Australia to discuss their latest research. In June 2018, the Crime Prevention and Communities Conference, hosted in
association with the Victorian Department of Justice and Regulation in Melbourne, brought together over 300 practitioners to hear about the latest developments in crime prevention. These large-scale conferences were in addition to a series of smaller events exploring the local impacts of organised crime, sex offender registries, violence and cybercrime.

The JV Barry Library continued to provide a range of information services to policymakers and practitioners. Library staff responded to over 600 information requests and provided new material to over 2,500 subscribers to the library’s alert service.

Perhaps the most significant dissemination milestone this year was the launch of the new website (aic.gov.au). It includes over 1,400 reports produced by the AIC, along with access to over 92,000 documents in the library catalogue and links to information on events and grants. This new website is intended to make the AIC’s publications and services more accessible.

As a result of the hard work and dedication of AIC staff, I am pleased to report that, once again, the Australian Institute of Criminology has achieved all of its key performance indicators, fulfilling its mandate as the nation’s research and knowledge centre on crime and justice.

Michael Phelan APM
Director
Australian Institute of Criminology
Section 01
Agency overview

10 INTRODUCTION
12 ORGANISATIONAL STRUCTURE
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—promulgating and disseminating research, compiling trend data and providing policy advice.

The Institute was established in 1973 following the passage of 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 ACIC, 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 jurisdictions, 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.

OBJECTIVES AND OUTCOME

The AIC’s outcome, as stated in the 2018–19 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 sectors;
- 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.

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.
ORGANISATIONAL STRUCTURE

Figure 1 illustrates the AIC’s structure during 2017–18. The AIC’s research and information services reported through the Deputy Director to the AIC Director, who is also the ACIC’s Chief Executive Officer.

In 2017–18, the AIC’s research teams were aligned with priority themes:

- improving criminal justice responses to family and domestic violence;
- examining the links between volume crime and organised crime;
- exploring the futures of crime and justice; and
- reducing demand for prison.

One team also 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).
AIC Director*

Deputy Director

Research

Family & Domestic Violence/Organised Crime—Volume Crime

Futures of Crime & Justice

Reducing Demand for Prison

Crime & Justice Statistical Monitoring

Research Grants Program

Information Services and Library

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

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STATEMENT OF PREPARATION

I, as the accountable authority of the Australian Institute of Criminology, present the 2017–18 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.

Michael Phelan APM
Director
Australian Institute of Criminology
KEY PERFORMANCE INDICATORS

The AIC’s Corporate plan 2017–21 includes a number of key performance indicators (KPIs) which can be used to measure the Institute’s performance. These are shown in Table 1.

TABLE 1: SUMMARY OF PERFORMANCE AGAINST KEY PERFORMANCE INDICATORS 2017–18

<table>
<thead>
<tr>
<th>Key performance indicator</th>
<th>Target</th>
<th>Actual</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 percent of publications in the <em>Trends &amp; issues</em> (T&amp;I) and Research Report series are peer reviewed. This ensures the quality of the Institute’s research output.</td>
<td>100%</td>
<td>100%</td>
<td>Achieved</td>
</tr>
<tr>
<td>Reports produced for each of the monitoring programs are issued according to schedule, annually or biennially.</td>
<td>Five monitoring reports expected in 2017–18</td>
<td>Five reports published in 2017–18</td>
<td>Achieved</td>
</tr>
<tr>
<td>23 peer-reviewed T&amp;I and Research Report papers are prepared for publication.</td>
<td>23 peer-reviewed publications</td>
<td>26 peer-reviewed reports published</td>
<td>Achieved</td>
</tr>
<tr>
<td>38 other publications—including statistical reports, statistical bulletins, briefs, journal articles, consultancy reports—are produced each year.</td>
<td>38 other publications</td>
<td>41 other publications produced</td>
<td>Achieved</td>
</tr>
<tr>
<td>At least 10 roundtables, workshops and other forums are held annually</td>
<td>10 events</td>
<td>10 events</td>
<td>Achieved</td>
</tr>
</tbody>
</table>

COMMENTARY ON PERFORMANCE

The Institute achieved or exceeded its targets for all five KPIs. These included undertaking double-blind peer review of 100 percent of *Trends & issues in crime and criminal justice* papers and Research Reports and publishing planned monitoring reports. Importantly, the AIC exceeded its targets for publications. Twenty-six peer-reviewed publications were produced, against a target of 23 (see Appendix 1 for further details). A further 41 reports were produced by AIC researchers, against a target of 38 (see Appendix 2 for further details). This is a significant achievement and underlines the increased productivity of the research team.

Ten events were held during the year, covering topics such as cybercrime, organised crime, and violence prevention. These events included four major conferences: the International Conference on Cybercrime and Computer Forensics, the Australian and New Zealand Society of Criminology Conference, the Crime Prevention and Communities Conference and the Organised Crime Research Forum. See Appendix 3 for further details.
RESEARCH PERFORMANCE

This year, we decided to continue last year’s priorities rather than establishing new ones, given that these themes continue to be national concerns. At the same time, early discussions were held with the Criminology Research Advisory Council on the priorities for future years. Therefore, in 2017–18 the research team focused its attention on the four key themes described below. In addition, the Institute continued its statistical monitoring activities and added new data to the Crime Statistics Australia web portal.

With the formation of the Department of Home Affairs, AIC staff sought opportunities to undertake research in new areas, including those associated with national security, identity crime and immigration. At the same time, research on crime and justice issues was undertaken with other government departments, including studies of family and domestic violence for the Department of the Prime Minister and Cabinet, fraud for the Attorney-General’s Department and criminal history exclusion associated with the National Disability Insurance Scheme for the Department of Social Services. A study on missing persons in Australia was also completed for the Australian Federal Police. In addition, the AIC continued to work with the states and territories, completing studies on child protection and justice reinvestment in New South Wales, youth offending in South Australia, family and domestic violence in Western Australia and community development in the Australian Capital Territory.

During 2017–18, the AIC conducted research into four priority themes:

- improving criminal justice responses to family and domestic violence
- examining the link between volume crime and organised crime
- exploring the futures of crime and justice; and
- reducing demand for prison.

In addition, the Institute continued to invest in its long-term statistical monitoring programs that allow crime trends to be tracked over time.

IMPROVING CRIMINAL JUSTICE RESPONSES TO FAMILY AND DOMESTIC VIOLENCE

The first tranche of domestic and family violence research projects commenced in 2017–18 and were finalised in 2017–18. This included a review of the evidence on police responses to domestic violence, a review of the effectiveness of protection orders, a review of the factors associated with victim reporting to police, analysis of the prevalence and correlates of short-term repeat offending, and the use of crime script analysis to describe men’s violence against women. Two of these projects resulted in Trends & issues papers which were released during the AIC’s Crime Prevention and Communities Conference in June 2018. They were on protection orders for domestic violence and short-term risk of reoffending.
A rapid evidence assessment of the link between methamphetamine use and domestic violence was also completed in 2017–18. This project used the AIC’s new rapid evidence assessment methodology to review 11 studies on the prevalence of methamphetamine use among domestic violence offenders and the degree to which methamphetamine use increases the risk of violence between partners. Building on this work, a new study exploring the relationship between illicit drug dependency and male-perpetrated domestic violence also commenced in 2017–18.

During the year, the AIC worked with ACT Policing to measure the impact and predictive validity of its new Family Violence Risk Assessment Tool. Uniquely, this study attempts to account for the action taken by police when measuring how well the tool predicts repeat domestic violence victimisation.

Finally, four new projects commenced in 2017–18 that were developed in collaboration with the Department of the Prime Minister and Cabinet. The first two explore the role of situational factors in female-perpetrated domestic violence—one analyses police narratives to identify differences between incidents of intimate partner violence involving Indigenous and non-Indigenous female perpetrators, while the other explores the broader social, historical and cultural settings in which women’s violence takes place, alongside event characteristics. This project analyses data from the AIC’s homicide collection. The other two projects analyse the criminal offending trajectories of domestic violence offenders using data provided by the NSW Bureau of Crime Statistics and Research. By working closely with the department, the AIC is addressing important policy questions in support of the Australian Government’s response to domestic and family violence.

EXAMINING THE LINK BETWEEN VOLUME CRIME AND ORGANISED CRIME

This research program built upon a conceptual study that examined the various relationships between organised and volume crime and developed a typology to classify the different facets of these relationships. This led to a series of statistical studies of the types of crime committed by offenders involved in organised crime groups. Modelled on research from the Netherlands and United Kingdom, this has involved an Australian-first study of the criminal careers of organised crime offenders.

A significant milestone in this research was the successful linkage of data between two ACIC systems—the National Criminal Target List and the National Police Reference System. The National Criminal Target List holds information on serious and organised crime targets who have been reported to the ACIC as operating in or affecting Australia. The National Police Reference System holds national information on persons of interest, including detailed offence histories. These data were used for several studies which commenced in 2017–18.
This data linkage culminated in a project to estimate the taxpayer savings from cancelling the visas of organised crime offenders. Using data from the Department of Home Affairs, the AIC produced a statistical model of known lifetime offending by organised crime offenders in Australia and applied this to the organised crime offenders whose visas were cancelled or refused. This project demonstrates the benefits of the closer working relationship between the AIC and the ACIC, and the value of drawing together existing datasets and viewing them through a criminological lens.

**EXPLORING THE FUTURES OF CRIME AND JUSTICE**

Research continued on exploring critical policy questions and issues affecting law enforcement, the courts and corrections. In connection with the future of the criminal courts, further work was undertaken to assess the nature and extent of videoconferencing in criminal courts throughout Australia. The use of technology in the courts is now extensive, with benefits involving increased access to justice, efficient use of court time and effective presentation of evidence during hearings. Audiovisual systems, in particular, provide substantial cost savings for the courts as well as for corrections departments and legal practitioners. There are, however, many issues yet to be resolved, including cost effectiveness, availability of systems throughout the sector, booking and administration of conferencing and questions of the fairness and legality of using videoconferencing technology to present evidence in court. Court administrators and IT personnel throughout Australia were consulted to gain a complete assessment of these issues, and on-site inspections were undertaken with a sample of cases involving the use of audio-visual technologies in courts at all levels. Data on usage and costs were also sourced from each jurisdiction. An extensive literature review has been compiled and a report is in preparation.

With respect to the future of correctional programs, a review of prior research was conducted that examined recent innovations in the use of information and communications technologies in prisons in Australia and overseas. The review considered the benefits and risks associated with the deployment of technology from the perspectives of prisoners and correctional personnel. The use of videoconferencing between prisons and the courts is one example of this, as is the electronic monitoring of offenders. The AIC’s previous research into electronic monitoring is currently being updated to include the latest information.

**REDUCING DEMAND FOR PRISON**

This program of work involved two key projects. The first investigated the factors contributing to the growth in imprisonment. The project consolidated information from available literature, supplemented with published statistics, and drew on consultation with stakeholders in corrective services agencies, courts, parole release authorities and police across Australia. A report from the project identified multiple reasons associated with the growth in the prison population.
A second project examined community-based service responses to the growing number of women in Australian prisons. This drew on interviews with community-based service providers to gain their views on the factors contributing to the increased imprisonment of women, impacts on their services, and innovative responses to providing support to women after leaving prison.

STATISTICAL MONITORING

In addition to undertaking projects on each of the research priorities, the AIC also administers five long-term statistical collections on crime and justice—the Drug Use Monitoring in Australia (DUMA) 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 (DUMA) program has been operating since 1999 and collects quarterly drug use and criminal justice information from police detainees at multiple sites across Australia. In 2017–18, 2,412 adult and juvenile police detainees were interviewed at five sites in Adelaide, Brisbane, Sydney (two sites) and Perth. Quarterly addenda are administered along with the core questionnaire, this year gathering detainees’ responses about new psychoactive drugs, fraud and deception, and pharmaceutical opioids.

The most recent DUMA Statistical Report was published in April 2018 and describes drug use and offending behaviour among police detainees interviewed in 2015 and 2016. A key finding from the report was the continued increase in amphetamine use among police detainees, which surpassed cannabis use for the first time since data collection began. The DUMA program contributed to the discussion on the misuse of prescription drugs in Australia with the publication of two papers on detainees’ non-medical use of prescription drugs. This research found that four in ten police detainees misused prescription drugs and one-fifth misused prescription opioids. Six short papers were also released on police detainee predictions and perspectives on illicit drug markets and drug market influences.

FRAUD AGAINST THE COMMONWEALTH CENSUS

The AIC’s annual Fraud Against the Commonwealth census was again conducted in September 2017. It collected data on fraud investigations finalised by Commonwealth entities as well as detailed information on the most costly internal fraud and external fraud investigations completed during 2017–18. The Australian Federal Police and the Commonwealth Director of Public Prosecutions also provided information for inclusion in the yearly report to government. The previous report, on fraud investigations finalised in 2015–16, was released in June 2018.
IDENTITY CRIME AND MISUSE PROGRAM
The AIC also completed the national identity crime and misuse monitoring activity for the Attorney-General’s Department, compiling data from governments and private sector organisations nationally. Accompanying this research was a survey of 10,000 individuals from across Australia, developed to quantify their experience of misuse of personal information. A further study was completed for the Attorney-General’s Department to assess the cost of identity crime and misuse experienced by businesses across Australia.

NATIONAL HOMICIDE MONITORING PROGRAM

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. In April 2018 the AIC released the latest Statistical Report on deaths in custody, which presents data on the 115 deaths that occurred in prison custody and 34 deaths in police custody and custody-related operations during 2013–14 and 2014–15. The report showed that prison death rates remain lower than those recorded in previous decades.
Crime Statistics Australia was launched in June 2017 as an interactive website of crime and justice data from the AIC’s and other government statistical collections. Two new webpages were added to the site in 2017–18. The Drug Use Monitoring in Australia webpage presents statistics and trend data on alcohol and drug use among police detainees, patterns of drug use and offending and the characteristics of police detainees. The Deaths in Custody webpage shows key statistics and trend data on death rates, the age, gender and Indigenous status of persons who have died in prison and police custody and the cause, manner and circumstances of their deaths.
OTHER RESEARCH ACTIVITY

Not all of the research undertaken during 2017–18 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:

- child protection;
- community development in a high-density housing area;
- costs of imprisonment;
- dissociation from organised crime;
- family investment models;
- forced marriage;
- identity crime;
- illicit drug markets;
- justice reinvestment;
- missing persons;
- outlaw motorcycle gangs;
- restorative justice;
- supported housing for prisoners returning to the community;
- victimisation of whistleblowers; and
- youth crime.
In March 2018, the AIC hosted a delegation from the Kenyan National Crime Research Centre. Based in Nairobi, the centre is a government agency with a similar remit to the AIC’s. The delegation spent a week with AIC staff, sharing ways in which each agency sets its strategic directions, undertakes its research and disseminates the findings.
In May 2018, the AIC coordinated a workshop in Vienna, Austria, at the headquarters of the United Nations Office on Drugs and Crime. The workshop was part of a meeting of the United Nations Commission on Crime Prevention and Criminal Justice, a policymaking body that guides United Nations activities in the field of crime prevention and criminal justice. The commission also reviews United Nations standards and norms in this area, including their use and application by member states.

Each year, workshops are held to examine specific criminal justice issues and to make recommendations for policy reform. This year’s workshop examined the topic of ‘criminal justice responses to prevent and counter cybercrime in all its forms, including through the strengthening of cooperation at the national and international levels’. AIC staff developed the workshop program, invited international expert participants, and reported the results of the workshop to the plenary commission meeting.
RESEARCH GRANT PROGRAM PERFORMANCE

CRIMINOLOGY RESEARCH GRANTS

The Criminology Research Grants program provides funding for criminological research relevant to crime and justice policy at both the national and state or 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 43 criminology research projects with a total value of more than $2.1 million. Due to additional grants being awarded in 2016, the Advisory Council decided to postpone the 2017–18 round until late 2018. This ensures the program is well placed to continue to support criminological research in the next round of grants.

The Criminology Research Advisory Council comprises representatives from the Australian government and each state and territory. In 2017–18, the Advisory Council was chaired by Ms Julia Griffith, Deputy Secretary Corrections in the Victorian Department of Justice and Regulation. Advisory Council membership is listed in the Governance and accountability section of this report. The AIC provides secretariat services to the Advisory Council.
FUNDING GRANTS AND PROJECTS

The Advisory Council considers the following criteria when approving 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 Mr Matthew Willis, who submits final recommendations to the Director and the Advisory Council for consideration at its November meeting.

2017–18 FUNDING

In 2017–18, the AIC contributed $239,000 (2016–17: $219,000) from the Commonwealth appropriation to fund CRG grants. The AIC also contributed $75,000 (2016–17: $65,930) to administer the grants program (see Tables 3 and 4).

State and territory governments collectively contributed $219,000 (2016–17: $214,266) 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 2017–18.
TABLE 2: STATE AND TERRITORY CONTRIBUTIONS TO THE CRIMINOLOGY RESEARCH GRANTS PROGRAM FOR 2017–18

<table>
<thead>
<tr>
<th>State/territory</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>New South Wales</td>
<td>70,038.85</td>
</tr>
<tr>
<td>Victoria</td>
<td>56,214.65</td>
</tr>
<tr>
<td>Queensland</td>
<td>43,855.05</td>
</tr>
<tr>
<td>Western Australia</td>
<td>23,019.50</td>
</tr>
<tr>
<td>South Australia</td>
<td>15,379.10</td>
</tr>
<tr>
<td>Tasmania</td>
<td>4,647.70</td>
</tr>
<tr>
<td>Australian Capital Territory</td>
<td>3,655.80</td>
</tr>
<tr>
<td>Northern Territory</td>
<td>2,189.35</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>219,000.00</strong></td>
</tr>
</tbody>
</table>

TABLE 3: CRIMINOLOGY RESEARCH GRANTS PROGRAM FINANCIAL DATA 2017–18

<table>
<thead>
<tr>
<th>Total income for CRG program</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth funding(^a)</td>
<td>239,000</td>
</tr>
<tr>
<td>State and territory funding(^b)</td>
<td>309,402</td>
</tr>
<tr>
<td><strong>Total income for purpose of making grants</strong></td>
<td><strong>548,402</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure for CRG program</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants</td>
<td>488,081</td>
</tr>
<tr>
<td>Direct administration expenditure</td>
<td>60,321</td>
</tr>
<tr>
<td><strong>Total expenditure</strong></td>
<td><strong>548,402</strong></td>
</tr>
</tbody>
</table>

\(^a\): Annual Commonwealth funding of $219,000 plus $20,000 funded for the ‘Filicide in Australia’ project
\(^b\): The contribution from the states and territories totals $219,000 with the balance recognised as unearned income

TABLE 4: CRIMINOLOGY RESEARCH GRANTS PROGRAM INDIRECT ADMINISTRATION FINANCIAL DATA 2017–18

<table>
<thead>
<tr>
<th>Total income for CRG program administration</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth funding</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total income</strong></td>
<td><strong>75,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure for CRG administration</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration expenditure</td>
<td>75,000</td>
</tr>
<tr>
<td><strong>Total administration expenditure</strong></td>
<td><strong>75,000</strong></td>
</tr>
</tbody>
</table>
NEW PROJECTS 2017–18

Three new projects commenced in 2017–18, based on when their contracts were executed.

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Team Members</th>
<th>Total Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children in out-of-home-care (OOHC) in the criminal justice system: The view of frontline criminal justice professionals</td>
<td>Dr Kath McFarlane, Associate Professor Alison Gerard, Dr Emma Colvin, Dr Andrew McGrath, Annette Gainsford, John Murray</td>
<td>$47,496</td>
</tr>
<tr>
<td>Costing Indigenous and non-Indigenous offending trajectories: Establishing better estimates to assist the evidence base and prevent offending</td>
<td>Dr Troy Allard, Professor Anna Stewart, Ms April Chrzanowski, Ms Molly McCarthy</td>
<td>$67,984</td>
</tr>
<tr>
<td>Examining Process: Court appearances via videolink for young offenders in Queensland</td>
<td>Associate Professor Terry Hutchinson</td>
<td>$20,082</td>
</tr>
</tbody>
</table>
AUSTRALIAN CRIME AND VIOLENCE PREVENTION AWARDS 2017

ACVPA 2017 award winners

Former Minister for Justice Hon. Michael Keenan MP with Mr Bernie Shakeshaft—Gold award

Former Minister for Justice Hon. Michael Keenan MP with Queensland Fixated Threat Assessment Centre—Gold award

Former Minister for Justice Hon. Michael Keenan MP with Ms Kathy Kelly and Mr Ralph Kelly—Silver award

Deputy Commissioner Stephen Brown of Western Australia Police and Mr Clinton Browning—Silver award
AUSTRALIAN CRIME AND VIOLENCE PREVENTION AWARDS 2017

The AIC manages the annual Australian Crime and Violence Prevention Awards, with the Director of the AIC chairing the selection board. On 19 October 2017, 11 projects were recognised at an award ceremony at Parliament House in Canberra. Four of these projects were led by police and seven by the community.

The Hon Michael Keenan, then the Minister for Justice, announced the winners. There were four gold winners, four silver winners and three bronze winners. The award-winning projects play 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

Enhancing Police Responses to Family Violence Project, Victoria—Gold award winner
This project is a three-year collaboration between law enforcement, a primary health network, forensic mental health and academia that leads to improved risk assessment and management by police in dealing with family violence in Victoria.

Working with police, researchers use existing data to generate new, evidence-based solutions. The involvement of specialist senior psychologists from the state’s forensic mental health service allows for formal and informal training of specialist police. This has had an immediate impact on their understanding of family violence and led to substantially better outcomes for victims of family violence.

Queensland Fixated Threat Assessment Centre, Queensland—Gold award winner
The Queensland Fixated Threat Assessment Centre (QFTAC) is an early intervention initiative of the Queensland Police Service and Forensic Mental Health Service. It was developed to respond to the risk that fixated individuals pose to public office holders, the community and themselves. QFTAC is the first service of its kind in Australia or anywhere outside Europe. It provides risk assessment and intervention for fixated persons, many of whom have untreated or undiagnosed mental disorders.

In 2016, the remit of QFTAC expanded to respond to mentally disordered persons in the national security environment who are at risk of committing grievance-fuelled violence.

Western Australian Government’s response to graffiti vandalism, Western Australia—Silver award winner
The State Graffiti Taskforce is the overarching body that drives the Tough on Graffiti Strategy 2011–2017. The WA Police Graffiti Team implements the projects within the strategy, contributing to a significant reduction of graffiti vandalism across the state.
An independent evaluation found it had achieved a marked and non-displaced reduction in graffiti offences, improvements in offence clear-up rates and a reduction in the number of active offenders. The strategy is easily adaptable to any other area with graffiti problems.

**St George Youth Engagement Program, Queensland—Bronze award winner**
The St George Youth Engagement Program is a resilience and personal development program targeted towards at-risk youth in St George and the surrounding area. The program engages with at-risk youth to improve self-esteem, create a sense of purpose and generate a learning culture by providing life skills and exercises for personal development. Conducted during school holidays, it is designed to improve self-esteem and to provide pathways for learning for youth, with the intention of improving school attendance and reducing youth crime.

**COMMUNITY-LED WINNERS**

**BackTrack YouthWorks, New South Wales—Gold award winner**
BackTrack is a non-government youth organisation working to address risk factors recognised as contributing to juvenile crime, including family dysfunction, disengagement from education, poverty, substance abuse and psychological distress. BackTrack provides youth with diversionary activities, case management, education, training and personal security to interrupt these key risk factors which result in youth coming into contact with the legal system. The BackTrack model has been proven to be effective in multiple NSW communities, with 87 percent of youth who complete the program moving into training or some form of employment, and maintaining positive life relationships.

**Prisoners’ Kids: The Invisible Victims of crime, South Australia—Gold award winner**
The Prisoners’ Kids Family Care Team works with children who have a parent in prison and their families. Referrals come from imprisoned parents, school teachers and others. The team comprises qualified and experienced social workers who make home visits and put strengthening factors around the children and their families so they continue to attend school. The team links prisoners’ kids who require more intensive support to community support programs such as counselling and social/recreation programs. The team works with prisoners’ kids to write individual goal plans for their futures and refers them to mentoring camps where they are taught positive values and how to make good choices.
The NSW Health Education Centre Against Violence, Aboriginal Qualification Pathway, New South Wales—Silver award winner

The NSW Health Education Centre Against Violence is a specialised registered training organisation providing training and support in relation to interpersonal violence. Its Aboriginal team delivers a range of community development programs including Strong Aboriginal Women, Strong Aboriginal Men and Weaving the Net, a child protection program. It also offers two courses nationally accredited by the Australian Skills Quality Authority:

- Certificate IV Aboriginal Family Health (Family Violence, Sexual Assault & Child Protection); and
- Advanced Diploma in Aboriginal Specialist Trauma Counselling.

The Aboriginal Qualification Pathway works to reduce violence in Aboriginal communities by training and retaining a skilled Aboriginal workforce.

Take Kare Safe Spaces and Ambassador Program, New South Wales—Silver award winner

The Take Kare Safe Space program operates year round from 10 pm to 4 am on Friday and Saturday nights in Sydney’s central business district, Kings Cross and Darling Harbour. A ‘sliding door moment’ occurs for all youth who find themselves alone and vulnerable—a fun night out could turn out to be anything but. Take Kare Ambassadors have completed over 9,000 hours of volunteering to keep youth safe through interventions that minimise the risk of physical and sexual assault, theft and injury.

Braking the Cycle, Queensland—Silver award winner

Learner Driver Mentor Programs help learner drivers who have difficulty complying with the graduated driver licensing system, which in Queensland requires them to obtain 100 hours of supervised on-road driving experience in order to graduate from their learner licence to their provisional licence. These learners may not have access to an appropriate supervisor or an appropriate vehicle, or they may be unable to afford professional driving lessons. Learner Driver Mentor Programs provide a safe vehicle and pair learner drivers with volunteer mentors who help them to get the required hours of driving experience.

Originally Braking the Cycle had a strong focus on driving hours, licences and employment outcomes; however, it quickly became evident that crime prevention and diversion from unlicensed driving was an essential cornerstone of the program. As a result, training safe and competent provisional drivers became one of the program’s core aims.

Neighbourhood Watch Australasia Remote and Vulnerable Communities Project, Queensland—Bronze award winner

Neighbourhood Watch Australasia aims to empower remote community members by working with local police to share responsibility for addressing local crime and antisocial behaviour. The project was implemented following broad community consultation, and used an engagement model focusing on localised problem solving, education and awareness.
The project also developed Speak Up, a culturally appropriate, highly visual educational resource for members of remote communities to increase awareness of antisocial behaviour and how community members can safely report crime. Confidence, language, distance, culture and understanding of the process are a few of the barriers identified and addressed in this educational resource, which is appropriate for all ages.

**Encounter Youth’s Party Safe Education™, South Australia—Bronze award winner**

Encounter Youth’s Party Safe Education™ program equips young Australians from years 9 to 12, parents and community members to prevent and reduce alcohol-related crime in young people. An early intervention crime prevention approach is adopted to educate people about alcohol-fuelled violence, sexual assault, drink-driving and antisocial behaviour. Young people are empowered to reduce risk factors and strengthen protective factors. Encounter Youth aim to increase the safety of young Australians engaging in celebrations and improve their understanding of social responsibility, thereby reducing risk-taking and offending and making the Australian community safer to live in.
COMMUNICATION AND INFORMATION SERVICES PERFORMANCE

COMMUNICATION

One of the AIC’s critical functions is disseminating new research findings, recognising that applied criminological research should inform policy, practice and the wider community debate on issues of concern. The communication function ensures the AIC’s research is disseminated and widely understood, is targeted at those who will use the findings, and informs policy and practice.

PUBLICATIONS

The AIC communicates new knowledge developed by both AIC researchers and external authors. The AIC’s regular publications are the foundation of this. 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 2017–18 is presented in Table 5. Details of the publications are listed in appendices 1 and 2.

<table>
<thead>
<tr>
<th>Publication type</th>
<th>n</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Reports</td>
<td>8</td>
</tr>
<tr>
<td><em>Trends &amp; issues in crime and criminal justice</em></td>
<td>18</td>
</tr>
<tr>
<td>Statistical Reports</td>
<td>5</td>
</tr>
<tr>
<td>Statistical Bulletins</td>
<td>8</td>
</tr>
<tr>
<td>Other</td>
<td>28</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><em>67</em></td>
</tr>
</tbody>
</table>

PEER REVIEW AND PUBLICATIONS PROCESS

Research Reports and *Trends & issues* papers are subject to a rigorous review process before they are accepted for publication. Drafts are reviewed by senior research staff and also undergo external review. All publications are then reviewed by the Deputy Director and edited to conform to AIC publishing style, promoting clear and understandable research.
WEBSITE

The AIC has been a significant criminal justice publisher since the mid-1970s. During 2017–18, the AIC launched a new website—the first significant update of the site in the last decade. This new site has been designed to make the AIC’s reports easier to discover. Publications cover a broad range of subjects and there are approximately 1,450 AIC publications on the website.

During 2017–18, the number of people who used the AIC website decreased by 15 percent. Page views also decreased by 15 percent (see Table 6). This may be explained by the transition from the old to the new site, with many of the pages on the old site, to which external sites may have linked, no longer available. This is anticipated to be a temporary issue.

TABLE 6: WEB SESSIONS AND PAGE VIEWS, 2016–17 AND 2017–18 (N)

<table>
<thead>
<tr>
<th></th>
<th>Sessions</th>
<th>Users</th>
<th>Page views</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016–17</td>
<td>1,200,881</td>
<td>830,277</td>
<td>2,368,282</td>
</tr>
<tr>
<td>2017–18</td>
<td>1,013,918</td>
<td>705,522</td>
<td>2,015,344</td>
</tr>
</tbody>
</table>

Source: Google analytics

Given the focus of the AIC’s social media activity on Facebook and Twitter, it was unsurprising that these contributed the greatest increases in referrals to the website.
Source: Google analytics

While desktop computers remain the most common way of accessing the AIC website, traffic from mobile phones represents one in five website sessions. Mobile access is likely to increase in future now that the website is formatted for mobile use.

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: AIC PUBLICATIONS PERFORMANCE 2017–18 (N)**

<table>
<thead>
<tr>
<th>Title</th>
<th>Page views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trends in violent crime (T&amp;I 359)</td>
<td>30,307</td>
</tr>
<tr>
<td>Effective crime prevention interventions for implementation by local government (RPP 120)</td>
<td>17,516</td>
</tr>
<tr>
<td>Australian crime: Facts and figures 2014</td>
<td>14,113</td>
</tr>
<tr>
<td>Key issues in domestic violence (RIP 7)</td>
<td>13,033</td>
</tr>
<tr>
<td>Homicide in Australia: 2012–13 to 2013–14 (SR 2)</td>
<td>9,452</td>
</tr>
<tr>
<td>Key issues in alcohol-related violence (RIP 4)</td>
<td>8,945</td>
</tr>
<tr>
<td>Firearm trafficking and serious and organised crime gangs (RPP 116)</td>
<td>8,463</td>
</tr>
<tr>
<td>Misperceptions about child sex offenders (T&amp;I 429)</td>
<td>8,427</td>
</tr>
<tr>
<td>What makes juvenile offenders different from adult offenders (T&amp;I 409)</td>
<td>8,400</td>
</tr>
<tr>
<td>Domestic/family homicide in Australia (RIP 38)</td>
<td>7,163</td>
</tr>
<tr>
<td>Migrant sex workers in Australia (RPP 131)</td>
<td>6,800</td>
</tr>
</tbody>
</table>

**MEDIA**

The AIC’s media engagement is both proactive, triggered by publications and events, and reactive, when journalists request information or interviews on general criminal justice topics. Over the year there were 144 media contacts and 15 interviews.

**SOCIAL MEDIA**

At June 2018 the AIC had an online subscriber network of 32,709 people:

- 20,483 Facebook followers;
- 6,259 Twitter followers;
- 4,706 email alert subscribers; and
- 1,261 CriminologyTV YouTube subscribers.

CriminologyTV makes 332 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 ACVPA award ceremonies.
TOP FIVE TWEETS FOR 2017–18

1. Do you know how many missing persons reports were made to Australian state and territory police between 2008 and 2015? Read our report commissioned by @AusFedPolice & the NMPCC 'Missing Persons – Who is at risk?' to find the answer bit.ly/2B5K8a4 (Twitter poll)
   
   🇦🇺 15,000 impressions (14 December 2017)

2. Hear from one of Australia’s #cyber security experts, Michelle Price @AustCyber at #ICCCF2017 free panel session: bit.ly/2tbA7V1 pic.twitter.com/Pm1sJeTW49
   
   🇦🇺 6,210 impressions (22 November 2017)

3. Did you know that since the turn of the century Australia has experienced a significant decline in crime, especially by young people? Our latest Trends & Issues paper, Where have all the young offenders gone? examines the different theories why bit.ly/2Jk3YmE pic.twitter.com/BlVnHlsrgN
   
   🇦🇺 6,157 impressions (8 June 2018)

4. Our library is your library. Visit aic.gov.au and discover the world of criminology through our many books, research papers and publications. pic.twitter.com/ixFNfwjoCh
   
   🇦🇺 5,575 impressions (21 February 2018)

5. How much does prison really cost? Find out about the direct and indirect costs and savings associated with prisons and community corrections in our latest Research Report available online now aic.gov.au/publications/r... pic.twitter.com/IQWwp4bYpl
   
   🇦🇺 5,078 impressions (24 April 2018)
TOP FIVE FACEBOOK POSTS 2017–18

Any government agency, not-for-profit organisation or individual person making a significant contribution to a program in Australia can be nominated for an ACVPA. Projects can address specific groups such as rural and remote communities, women, children, youth, family, migrant, ethnic or Indigenous communities, or specific problems such as alcohol-related violence. Nominate your program today! aic.gov.au/acvpa2018

1. BackTrack is a community youth organisation working to address risk factors recognised as contributing to juvenile crime, including family dysfunction, disengagement from education, poverty, substance abuse and psychological distress. Last year, BackTrack won the Gold award at the ACVPA ceremony for its outstanding contribution to the community. Do you know a program that deserves the same recognition? Head to aic.gov.au/acvpa2018 and nominate today.

2. Less than a month to the 30th Australian & New Zealand Society of Criminology Conference, 5–8 December 2017 at QT Canberra. Don’t miss your chance to hear lawyer and Deputy Chief Executive officer of Legal Aid ACT Louise Taylor present on Indigenous Australians and the criminal justice system. bit.ly/2y8idpd #ANZSOC2017

3. Learn all about last year’s ACVPA Gold winners on our website: bit.ly/2s9JfXn If any of these sounds like a project you’re a part of, head to aic.gov.au/acvpa2018 and nominate for the 2018 ACVPA today!

4. Since winning a Gold award at last year’s ACVPA ceremony, Second Chances South Australia’s Prisoner’s Kids (PK) program has enjoyed greater acknowledgement and validation for their work, putting them in a stronger position to help the community. We want to recognise more projects like PK and we need your help to find them! Spread the word or nominate now at aic.gov.au/acvpa2018 today
FIGURE 4: SOCIAL MEDIA FOLLOWERS BY YEAR (N)

OCCASIONAL SEMINARS

The AIC hosted three occasional seminars this year.

What impact do public sex offender registers have on community safety?
Dr Christopher Dowling and Sarah Napier, 5 September 2017

Drawing on published literature, this presentation provided an overview of what is known about the crime prevention efficacy of public sex offender registries. This presentation reviewed the latest empirical evidence from Australia and overseas regarding the effectiveness of public and non-public sex offender registries. Results showed that while public sex offender registries may have a small general deterrent effect on first-time offenders, they do not reduce recidivism. Despite having strong public support, they appear to have little effect on levels of fear in the community. While the evidence was limited to a small number of US studies, non-public sex offender registries did appear to reduce reoffending by assisting law enforcement.
The nature and impact of organised crime in local communities  
Professor Martin Gill, 16 October 2017

This presentation explored the findings from a study that examined the impact of organised crime. The research provided an understanding of the ways in which different types of organised crime groups form and operate and depicted their impact on local communities. These groups take many different forms, from loose networks to rigid family structures. Some specialise in specific types of crime, while others are more versatile, responding to opportunities. Despite the need to stay under the police radar, they all engaged in ongoing criminal activities. Professor Gill reported on how these groups impacted on localities and examined some potential responses in an era where police resources are stretched.

Prosecuting cybercrime: Legal and other challenges  
Esther George, 20 November 2017

This seminar examined the issues and obstacles that law enforcement globally face in dealing with cybercrime. These include the borderless nature of cybercrime, the multiplicity of jurisdictions involved, the challenges in detecting cybercrime and the difficulties in obtaining admissible evidence to support prosecutions owing to its transient nature, volume, and the need for expertise and legislation in this field. The presentation also explored the challenges associated with electronic evidence, particularly its availability, reliability and admissibility.
CONFERENCES

International Conference on Cybercrime and Computer Forensics

Australian and New Zealand Society of Criminology Conference

International Conference on Cybercrime and Computer Forensics
WORKSHOPS

One workshop was delivered during the year.

*Criminal justice responses to prevent and counter cybercrime in all its forms, including through the strengthening of cooperation at the national and international levels*

In May 2018, the AIC coordinated a workshop on cybercrime held in Vienna, Austria, at the headquarters of the United Nations Office on Drugs and Crime. The workshop was associated with a meeting of the United Nations Commission on Crime Prevention and Criminal Justice. It brought together experts from Australia, Canada, China, Italy, the United Kingdom and the United Nations to discuss cybercrime law enforcement and international legislation.

ROUNDTABLES

One roundtable was held during the financial year.

*Violence Prevention Roundtable*

In April 2018, a roundtable on violence prevention was held in Sydney, in collaboration with the University of Sydney. It brought together Professor David Kennedy and Rachel Locke from the US National Network on Safer Communities with crime prevention practitioners to discuss evidence based methods and approaches to preventing violence.

CONFERENCES

The AIC hosted four conferences in 2017–18.

*International Conference on Cybercrime and Computer Forensics*

This conference, held on the Gold Coast in July 2017, was hosted in collaboration with the Asia Pacific Association of Technology and Society. It brought together over 200 delegates to hear from a range on international experts about the latest trends in cybercrime.

*Australian and New Zealand Society of Criminology Conference*

This conference, held in Canberra in December 2017, was hosted in collaboration with the Australian National University and the University of Canberra. It attracted almost 300 academics and researchers to hear about the latest developments in criminology.

*Organised Crime Research Forum*

Hosted in collaboration with the Australian National University in Canberra in May 2018, this forum brought together academics from across Australia to present and discuss their latest organised crime research. This year, the event also attracted an audience of over 50 law enforcement policymakers and practitioners.
Crime Prevention and Communities Conference

Hosted in association with the Victorian Department of Justice and Regulation in Melbourne in June 2018, this conference brought together over 300 practitioners to hear about the latest developments in crime prevention. This was the fourth time the AIC has hosted this event.

INFORMATION SERVICES AND LIBRARY PERFORMANCE

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 2015–16 TO 2017–18

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Inquiry responses &lt;15 mins</td>
<td>492</td>
<td>478</td>
<td>597</td>
</tr>
<tr>
<td>Hours spent on complex queries</td>
<td>242</td>
<td>281</td>
<td>438</td>
</tr>
<tr>
<td>Records added to CINCH</td>
<td>1,110</td>
<td>1,174</td>
<td>939</td>
</tr>
<tr>
<td>Monographs added to collection</td>
<td>497</td>
<td>654</td>
<td>519</td>
</tr>
<tr>
<td>Journal articles supplied by other libraries</td>
<td>143</td>
<td>304</td>
<td>381</td>
</tr>
<tr>
<td>Journal articles supplied to other libraries</td>
<td>372</td>
<td>302</td>
<td>276</td>
</tr>
<tr>
<td>Items loaned to other libraries</td>
<td>103</td>
<td>109</td>
<td>77</td>
</tr>
<tr>
<td>Items borrowed from other libraries</td>
<td>35</td>
<td>24</td>
<td>34</td>
</tr>
</tbody>
</table>

SERVICES FOR STAKEHOLDERS

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

- maintaining and developing the CINCH database;
- alerting subscribers, by email and RSS feed, to developments in their subject areas;
- responding to enquiries from an array of law enforcement and justice personnel, researchers, other practitioners, students and 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 consists of 11,451 hard copy book titles, 139 individual serial subscriptions and access to more than 1,780 serial titles through subscribed databases. All of the Institute’s publications are also held in the library. Library holdings can be viewed from the library catalogue: http://library.aic.gov.au.

CINCH: AUSTRALIAN CRIMINOLOGY DATABASE
CINCH was established over 40 years ago and is very well known among university students and academics in particular as the key compendium for Australian criminology and criminal justice literature. CINCH records go back to 1968 and subscribers are located in Australia, Canada and New Zealand. The majority are from academic institutions, followed by government (state and federal), TAFE and state libraries and finally corporate organisational subscribers.

The CINCH bibliographic database is compiled and maintained by the AIC’s library team. The database is one of a family of index databases that can be accessed via Informit (see http://informit.com.au for more information). The intention is for CINCH to include all new material about crime and criminal justice in Australasia—books, reports, journal articles, websites, conference proceedings and papers—while including high-quality subject indexing and abstracts. CINCH records are also included in the JV Barry Library’s catalogue.

CRIME AND JUSTICE ALERTS
Contemporary, evidence-based information is disseminated to practitioners and policymakers worldwide via the Institute’s monthly email Crime and Justice Information Alerts. This free service provides information on 15 topics to 2,508 individual subscribers, an annual increase of four percent over last year. The alerts also allow the library to highlight new AIC publications to a subscribed audience.

STAKEHOLDER AND PUBLIC ENQUIRIES
The JV Barry Library is the first point of contact for telephone and email enquiries from external stakeholders and the public. The team responded to a diverse range of requests, performing literature searches, locating AIC web-based statistics and information sources, making referrals to supporting agencies and answering questions. The approximately 50 queries received each month are generally answered within 24 hours and come from diverse clients including government officers, members of the public, solicitors, students, researchers, law enforcement and justice personnel, and academics.
Examples of external enquiries received in 2017–18 include:

- an officer from the Police Federation of Australia requesting information on motor vehicle pursuit fatalities;
- a researcher requesting information about deaths in custody and coroners’ recommendations;
- a Victorian Agency for Health Information researcher seeking data on shotgun homicides in Australia;
- a Hebrew University of Jerusalem researcher seeking information on hate crime in Australia;
- a query from the Victorian Department of Premier and Cabinet regarding child homicide in Victoria; and
- a Reserve Bank of Australia researcher enquiring about international crime rates by country.

**NETWORKING ACROSS SECTORS**

In 2017–18, over 760 loans and article copies were exchanged through the interlibrary loans service. The 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 the 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 & Policy Observatory for the general research community and policymakers; to library networks both local and international (e.g. World Criminal Justice Libraries Network); 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—from the most recent to those from the 1970s. In addition to the numerous journal articles which cite the AIC, citation analysis shows AIC material being used by all levels of government. Government organisations that have cited the Institute’s publications include:

- Parliament of Australia
- Parliament of New South Wales
- Parliament of Queensland
- Parliament of Victoria
- Attorney-General’s Department
- Australian Institute of Family Studies
- Australian Institute of Health and Welfare
- Australian Law Reform Commission
- Australian National Audit Office
- New South Wales Bureau of Crime Statistics and Research
- Office of the Inspector of Custodial Services (Western Australia)
- Queensland Family and Child Commission
- Royal Commission into the Protection and Detention of Children in the Northern Territory
- Royal Commission into Institutional Responses to Child Sexual Abuse
- Victorian Auditor-General’s Office

The various materials which cite our publications can be classified by type. As shown in Figure 5, from a sample of 435 publications, AIC citations appear in a variety of contexts, with government documents and peer-reviewed journals representing nearly 80 percent.
The subjects of the cited publications were diverse but the most popular topics are shown in Figure 6. Subject tags given to the cited publications indicated 26 broad topics were covered by the citations.
DATABASE PROVIDERS

ProQuest, GALE and Ebsco are database providers that host a large range of information products for academic, school, public, corporate and government agencies around the world. Their distribution of AIC material indicates its reach. ProQuest statistics show that 26,298 *Trends & issues* papers were downloaded by academic and government sectors in Australasia (70.5%) and beyond (29.5%).
Section 03

Governance and accountability

54  EXTERNAL SCRUTINY AND REVIEW
64  INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICES
65  STATUTORY REPORTING REQUIREMENTS
EXTERNAL SCRUTINY AND REVIEW

In 2017–18, no judicial decisions or decisions of administrative tribunals affected the Institute, nor were there any relevant parliamentary committee reports or Ombudsman reports.

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.

CORPORATE GOVERNANCE

In 2017–18, the AIC continued to enhance its accountability and governance practices and to implement changes in Commonwealth legislation and policy to ensure its corporate integrity.

DIRECTOR (CHIEF EXECUTIVE OF THE AIC)

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

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 2017–18 the council met on the following occasions:

- 20 July 2017, by teleconference.
- 24 November 2017, by teleconference.
- 1 March 2018 in Canberra.
COUNCIL MEMBERS AT 30 JUNE 2018

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

New South Wales
Mr Paul Miller, Deputy Secretary, Justice Strategy and Police, NSW Department of Justice

Victoria
Ms Julia Griffith, Deputy Secretary, Corrections, Victorian Department of Justice (Chair)

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

Western Australia
Dr Adam Tomison, Director General, WA Department of Justice

South Australia
Mr Adam Kilvert, Chief Executive, Policy and Community, 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

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 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, consider findings and recommendations, and 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**

**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 the reporting period, the HREC reviewed and approved 15 new proposals. The HREC met on three occasions: 17 July 2017, 15 November 2017 and 22 February 2018.

The committee chair in 2017–18 was Professor Nicolas Peterson PhD, Fellow of the Academy of the Social Sciences in Australia. The committee’s other members at 30 June 2018 were:

- Mr Derek Jory MA (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 Christopher Nelson (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).
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 2018 were:

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

RISK MANAGEMENT

The AIC’s risk management framework provides the mechanism to prevent or minimise the impact of adverse events on the Institute’s ability to achieve its outcomes. The framework aims to provide a systematic process for making informed decisions and ensure that risks have been identified, managed and appropriately treated. The AIC’s risk management process encapsulates fraud control planning and processes in accordance with the Commonwealth Fraud Control Guidelines.

The primary components of the AIC’s risk management strategy are as follows:

- risk management policy and framework;
- risk management plan and risk assessment registers;
- protective security management framework;
- business continuity management plan;
- Accountable Authority Instructions;
- finance policy and procedures;
- project management framework; and
- internal audit program.

The AIC also participates in the annual Comcover risk management survey, which seeks to benchmark agencies’ risk management frameworks, programs and systems against those of all participating agencies and peer group agencies.
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 identified in 2017–18.

PROTECTIVE SECURITY
The AIC, as an Australian Government agency, 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.

HUMAN RESOURCES
Staff were informed of the AIC’s strategic and corporate direction throughout the reporting year at meetings, via the intranet, emails and internal blog posts informing and updating staff on research projects and corporate issues.

The AIC continued to provide staff with learning and development opportunities, including effective performance development and staff management.

The Institute’s security, payroll and reporting functions were provided by the ACIC.

WORKFORCE PLANNING
The AIC continually monitors workforce requirements. Staff are employed on the basis of requirements arising from both appropriation-funded and fee-for-service research and support activities. The AIC takes into account outsourcing opportunities in the university research and corporate sectors. Flexible staff arrangements are essential for meeting research outputs and for enabling collaboration. This includes engaging leading national and international research organisations and individuals from within these organisations.
The Institute undertakes workforce planning on an ongoing basis due to its constantly changing operational environment. Structured planning occurs as part of the strategic planning and development process. This includes the consideration of priorities for the upcoming year and the resources required to complete the priority tasks.

This year, the agency is undertaking an active and continuous workforce planning approach that will encompass the following initiatives:

- gathering business intelligence to inform the organisation about the current and future impact of the external and internal environment at an enterprise level; and
- supporting and enabling the AIC to become more resilient to structural and cultural changes as they occur, ensuring the AIC will be better positioned for the future.

To achieve this, the workforce planning team will undertake two separate but interrelated tasks:

- operational workforce planning, aligning with the organisation’s annual planning cycle; and
- strategic workforce planning, aligning with the Strategic Plan.

Both approaches will ensure that workforce planning is future focused and based on identifying and exploring a range of possible future scenarios.

**PERFORMANCE DEVELOPMENT SYSTEM**

Under the *Public Service Act 1999* (Cth), the AIC is required to have in place effective performance management. Our staff performance plans incorporate work outcomes, career planning, capability and skills enhancement and require regular performance feedback. An online system supports our performance management process and assists staff to make strategic links between business objectives and individual activities when identifying opportunities for development.

In 2017–18, our Performance Development System completion rate was 100 percent.

Our Enterprise Agreement 2016–2019 provides for salary advancement using a three-point scale (high performing, performing well and requires development). Eligible staff receive an incremental increase if they receive a rating of high performing or performing well.

Managers are given guidance on the more formal aspects of the performance management process, including managing underperformance. Managers and staff are supported through coaching to maintain an appropriate focus on the issues at hand.

**RECOGNITION**

The Institute recognises staff who make a significant contribution to achieving its goals through a formal rewards and recognition program which includes an award for *Excellence in the field of Research*. Individuals are also recognised for their service to the AIC with awards for 10, 15 and 20 years of service.
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 COMMUNICATION
The AIC contributed to the 2018 Australian Public Service Employee Census. This survey gave staff the opportunity to communicate perceived weaknesses and strengths to management anonymously. The results of the survey showed continuing improvement across a range of areas.

All-staff meetings are held fortnightly and provide an opportunity for managers to advise staff of 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.

INTERNSHIP PROGRAM
During the year the AIC hosted four interns through the Australian National Internship Program.

LOCATION OF STAFF
Most staff are located at the AIC’s head office in Canberra. Three staff members are located elsewhere: one in New South Wales, one in Victoria and one in South Australia.
### STAFFING

#### TABLE 9: ALL STAFF BY CLASSIFICATION LEVEL

<table>
<thead>
<tr>
<th>Classification</th>
<th>30 Jun 2016</th>
<th>30 Jun 2017</th>
<th>30 Jun 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>SES Band 1 (equivalent)</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Executive Level 2</td>
<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Executive Level 1</td>
<td>6</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>APS 6</td>
<td>5</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>APS 5</td>
<td>7</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>APS 4</td>
<td>6</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>APS 3</td>
<td>4</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>APS 2</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>APS 1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>34</strong></td>
<td><strong>37</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Note: Staffing figures do not include the Director or staff on temporary transfer to another agency, and figures show staff at their actual classification

#### TABLE 10: AVERAGE STAFFING LEVEL BY FINANCIAL YEAR

<table>
<thead>
<tr>
<th>Financial year</th>
<th>Average staffing level</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013–14</td>
<td>45.2</td>
</tr>
<tr>
<td>2014–15</td>
<td>49.9</td>
</tr>
<tr>
<td>2015–16</td>
<td>38.6</td>
</tr>
<tr>
<td>2016–17</td>
<td>33.3</td>
</tr>
<tr>
<td>2017–18</td>
<td>25.2</td>
</tr>
</tbody>
</table>
### TABLE 11: ALL STAFF BY EMPLOYMENT STATUS, FULL-TIME STATUS AND GENDER

<table>
<thead>
<tr>
<th></th>
<th>Male (n)</th>
<th>Female (n)</th>
<th>Total (n)</th>
<th>Females as % of total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ongoing</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full time</td>
<td>5</td>
<td>7</td>
<td>5</td>
<td>17</td>
</tr>
<tr>
<td>Part time</td>
<td>–</td>
<td>1</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>5</td>
<td>8</td>
<td>6</td>
<td>20</td>
</tr>
<tr>
<td><strong>Non-ongoing</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full time</td>
<td>2</td>
<td>3</td>
<td>–</td>
<td>6</td>
</tr>
<tr>
<td>Part time</td>
<td>–</td>
<td>–</td>
<td>–</td>
<td>1</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>2</td>
<td>3</td>
<td>–</td>
<td>7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>7</td>
<td>11</td>
<td>6</td>
<td>27</td>
</tr>
</tbody>
</table>

Note: Staffing figures do not include the Director or staff on temporary transfer to another agency. Figures show staff at their actual classification.

### TABLE 12: ALL STAFF BY CLASSIFICATION LEVEL AND GENDER

<table>
<thead>
<tr>
<th></th>
<th>Male (n)</th>
<th>Female (n)</th>
<th>Total (n)</th>
<th>Females as % of total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SES Band 1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>–</td>
</tr>
<tr>
<td>Executive Level 2</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Executive Level 1</td>
<td>1</td>
<td>1</td>
<td>–</td>
<td>5</td>
</tr>
<tr>
<td>APS 6</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>APS 5</td>
<td>–</td>
<td>1</td>
<td>–</td>
<td>7</td>
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<tr>
<td>APS 4</td>
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<tr>
<td>APS 3</td>
<td>–</td>
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<td>–</td>
<td>4</td>
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<td>APS 2</td>
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<td>APS 1</td>
<td>–</td>
<td>–</td>
<td>–</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>7</td>
<td>11</td>
<td>6</td>
<td>27</td>
</tr>
</tbody>
</table>

Note: Staffing figures do not include the Director or staff on temporary transfer to another agency. Figures show staff at their actual classification.
### TABLE 13: EMPLOYMENT ARRANGEMENTS (N)

<table>
<thead>
<tr>
<th>Employment arrangement</th>
<th>Staff</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise agreement</td>
<td>SES (equivalent)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Non-SES</td>
<td>33</td>
<td>34</td>
<td>17</td>
</tr>
<tr>
<td>Common law contracts</td>
<td>SES (equivalent)</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Non-SES</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Individual flexibility</td>
<td>SES (equivalent)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>arrangements</td>
<td>Non-SES</td>
<td>0</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

### TABLE 14: STAFF SEPARATIONS BY CLASSIFICATION LEVEL AND EMPLOYMENT CATEGORY (N)

<table>
<thead>
<tr>
<th></th>
<th>Ongoing</th>
<th>Non-ongoing</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Executive</td>
<td>–</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>SES Band 1 (equivalent)</td>
<td>1</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>–</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>Executive Level 2</td>
<td>1</td>
<td>1</td>
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<td></td>
<td>1</td>
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<td></td>
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<td>3</td>
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<td>Executive Level 1</td>
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<td>–</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>APS 5</td>
<td>–</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2</td>
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<td></td>
<td>4</td>
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<td>6</td>
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<tr>
<td>APS 2</td>
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<td>1</td>
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<td></td>
<td>1</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>APS 1</td>
<td>–</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>–</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>Total</td>
<td>6</td>
<td>10</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>18</td>
<td>11</td>
<td>20</td>
</tr>
</tbody>
</table>
TABLE 15: SALARY RANGES BY CLASSIFICATION LEVEL AS AT 30 JUNE 2018

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary range</th>
</tr>
</thead>
<tbody>
<tr>
<td>APS 1 Trainee</td>
<td>$44,153–48,799</td>
</tr>
<tr>
<td>APS 2 Admin assistant</td>
<td>$50,722–56,245</td>
</tr>
<tr>
<td>APS 3 Research Officer 1/Admin Officer 1</td>
<td>$58,681–63,334</td>
</tr>
<tr>
<td>APS 4 Research Officer 2/Admin Officer 2</td>
<td>$64,501–70,035</td>
</tr>
<tr>
<td>APS 5 Research Analyst/Senior Admin Officer</td>
<td>$71,418–75,731</td>
</tr>
<tr>
<td>APS 6 Senior Research Analyst/Senior Admin Officer 2</td>
<td>$77,924–88,183</td>
</tr>
<tr>
<td>Executive level 1 Principal Research Analyst/Admin Specialist</td>
<td>$98,244–118,443</td>
</tr>
<tr>
<td>Executive level 2 Research Manager/Admin Executive</td>
<td>$122,744–138,295</td>
</tr>
<tr>
<td>SES SES Band 1</td>
<td>$152,697+</td>
</tr>
</tbody>
</table>

INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICES

NETWORK AND INFRASTRUCTURE

The AIC runs a stable and secure ICT network in accordance with 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 DUMA 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.
STATUTORY REPORTING REQUIREMENTS

WORK HEALTH AND SAFETY PRIORITIES FOR 2017–18

The AIC’s work health and safety responsibilities are managed by the ACIC. This year we:

- strengthened our risk management and due diligence framework. This involved developing a health and safety assurance process for higher risk work environments and revising due diligence checklists for officers;
- strengthened our existing work health and safety systems to ensure effective and innovative work health and safety support for the AIC; and
- implemented tailored early intervention strategies and rehabilitation case management, leading to improved injury prevention and workers compensation performance.

WORK HEALTH AND SAFETY MANAGEMENT ARRANGEMENTS

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.

CONSULTATIVE ARRANGEMENTS

The National Work Health and Safety Committee is the conduit for consultation with employees on all work health and safety issues. Local Work Health and Safety Committees meet regularly and provide input to the national committee.
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.

PREVENTION PROGRAMS

We take a proactive approach to identify and control hazards in the workplace and to prevent injury. 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 (EAP) 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 low risk employees;
- conducted regular workplace inspections to identify hazards and determine appropriate controls; and
- coordinated a number of EAP awareness sessions following the engagement of a new EAP provider. The new EAP provider also coordinated mental health awareness training.

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 2017–18.
INCIDENT AND INJURY

There was one incident reported during 2017–18. The mechanism of injury was ‘other/unspecified’.

NOTIFIABLE INCIDENTS

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 2017–18.

WORK HEALTH AND SAFETY INVESTIGATIONS

The AIC was not subject to any external work health and safety investigations in 2017–18.

DIVERSITY REPORTING

The Diversity and Inclusion Sub-Committee developed a series of Diversity Action Plans for 2017–19 on gender equity, people from culturally and linguistically diverse backgrounds and people with disability. The Reconciliation Action Plan 2018–20 was launched on 19 April 2018 and is intended to drive greater equality and understanding of Aboriginal and Torres Strait Islander peoples and their culture and history. It is an Innovate Reconciliation Action Plan that outlines the actions the AIC will undertake to work towards reconciliation.

The AIC is working towards a culture that encourages inclusivity and embraces diversity regardless of gender, age, culture, religion, language or personal circumstances.

The National Disability Strategy 2010–2020, which sets out a 10-year national policy framework to improve the lives of people with disability, promotes participation and creates 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. These reports can be found at www.dss.gov.au.

### TABLE 16: DIVERSITY DEMOGRAPHICS

<table>
<thead>
<tr>
<th>Gender</th>
<th>Employees who have a disability</th>
<th>Employees who do not have English as a first language</th>
<th>Employees who identify as Aboriginal and Torres Strait Islander</th>
</tr>
</thead>
<tbody>
<tr>
<td>67% women</td>
<td>0%</td>
<td>5.5%</td>
<td>0%</td>
</tr>
</tbody>
</table>
CARER RECOGNITION ACT
The Institute is compliant with its obligations under the Carer Recognition Act 2010.

ECOLOGICALLY SUSTAINABLE DEVELOPMENT AND 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.

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 2017–18 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.
AUSTRALIAN NATIONAL AUDIT OFFICE ACCESS CLAUSES

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.

CONSULTANCY SERVICES

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. The services provided by new and continuing consultants over the reporting period included internal audit services, legal advice, counselling services and independent IT assessment.

During 2017–18, one new consultancy contract was entered into, involving total actual expenditure of $1,100 including GST. In addition, four ongoing consultancies were active during the year, involving total actual expenditure of $46,200 (including GST). Expenditure for the year totalled $47,300 including GST (2016–17: $55,933 excluding GST).

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).

PROPERTY AND SHARED CORPORATE SERVICES

Since the machinery-of-government changes came into effect, the support services of the AIC have been subsumed into the support services of the ACIC. As such, functions relating to finance, human resources, ICT and property are now provided to the AIC by the ACIC. The AIC currently occupies space leased by the ACIC. The lease of the former AIC premises expired in December 2017.
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 2017–18, the AIC made no expenditure on legal services (2016–17: $0).

PROCUREMENT INITIATIVE TO SUPPORT SMALL BUSINESS


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.

GRANTS

Information on grants awarded by the AIC during 2017–18 is available on the Criminology Research Grants website (www.crg.aic.gov.au).

FREEDOM OF INFORMATION

Details about how to make a freedom of information request of the AIC are on our website (aic.gov.au/freedom-information).
FINANCIAL OVERVIEW

The AIC’s operating result for the year ended 30 June 2018 was a surplus of $0.418 million (2016–17: deficit $0.521 million). Excluding depreciation expenses the surplus is $0.461 million. The surplus is due to reductions in both employee and supplier expenditures in line with the agency’s reduced reliance on external research revenue. In addition, following an independent revaluation, the value of the library collection increased by $0.709m.

The AIC received an unmodified audit opinion from the Australian National Audit Office. During 2017–18 there were no instances of significant non-compliance with the finance law.


- $0.459 million from conference registration fees;
- $0.436 million from provision of research services;
- $0.336 million from jurisdictions’ contribution for Criminology Research Grants and Australian Crime and Violence Prevention Awards; and
- $0.117 million from other minor sources including royalties and audit services received free of charge.

FIGURE 7: 2017–18 REVENUE


The AIC’s net asset position has improved significantly to $1.496m (2016–17: $0.357 million). This improvement is due to both the revaluation of the library collection and the operating surplus.

The closing balance of the Criminology Research Special Account as at 30 June 2018 was $0.937 million (2016–17: $1.281 million).
The following tables report actual appropriation, payments, budgets and actual expenses against the outcome.

**TABLE 17: AGENCY RESOURCE STATEMENT 2017–18**

<table>
<thead>
<tr>
<th></th>
<th>Actual available appropriations for 2017–18 $’000</th>
<th>Payments made 2017–18 $’000</th>
<th>Balance remaining $’000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ordinary annual services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Departmental appropriations(^1)</td>
<td>5,025</td>
<td>5,007</td>
<td>18</td>
</tr>
<tr>
<td>Total</td>
<td>5,025</td>
<td>5,007</td>
<td>18</td>
</tr>
<tr>
<td><strong>Special accounts</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening balance</td>
<td>1,281</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>Receipts to special accounts</td>
<td>1,240</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td>Payments made</td>
<td>–</td>
<td>1,584</td>
<td>–</td>
</tr>
<tr>
<td>Closing balance</td>
<td>–</td>
<td>–</td>
<td>937</td>
</tr>
<tr>
<td>Total</td>
<td>2,521</td>
<td>1,584</td>
<td>937</td>
</tr>
<tr>
<td><strong>Total resourcing and payments</strong></td>
<td>7,546</td>
<td>6,591</td>
<td>955</td>
</tr>
</tbody>
</table>

\(^1\) Includes an amount of $0.023m in 2017–18 for the Departmental Capital Budget. For accounting purposes this amount has been designated as ‘contributions by owners’.

**TABLE 18: EXPENDITURE AND STAFFING BY OUTCOME**

<table>
<thead>
<tr>
<th>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</th>
<th>Budget 2017–18 $’000</th>
<th>Actual Expenses 2017–18 $’000</th>
<th>Variation $’000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Outcome 1: Departmental expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Departmental Appropriations</td>
<td>5,002</td>
<td>5,002</td>
<td>–</td>
</tr>
<tr>
<td>Special Accounts</td>
<td>2,789</td>
<td>846</td>
<td>1,943</td>
</tr>
<tr>
<td>Expenses not requiring appropriation in the Budget year</td>
<td>145</td>
<td>83</td>
<td>62</td>
</tr>
<tr>
<td><strong>Total for Outcome 1</strong></td>
<td>7,936</td>
<td>5,931</td>
<td>2,005</td>
</tr>
<tr>
<td><strong>Total expenses for Outcome 1</strong></td>
<td>7,936</td>
<td>5,931</td>
<td>2,005</td>
</tr>
<tr>
<td><strong>Average staffing level (number)</strong></td>
<td>46</td>
<td>25</td>
<td></td>
</tr>
</tbody>
</table>
INDEPENDENT AUDITOR’S REPORT

To the Minister for Home Affairs

Opinion

In my opinion, the financial statements of the Australian Institute of Criminology for the year ended 30 June 2018:

(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 Australian Institute of Criminology as at 30 June 2018 and its financial performance and cash flows for the year then ended.

The financial statements of the Australian Institute of Criminology, which I have audited, comprise the following statements as at 30 June 2018 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 and forming part of the financial statements.

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 Australian Institute of Criminology and 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 Australian Institute of Criminology, the Director is responsible under the Public Governance, Performance and Accountability Act 2013 for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards – Reduced Disclosure Requirements and the rules made under that Act. The Director is also responsible for such internal control as the Director determines is necessary to enable the preparation and fair presentation 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 Australian Institute of Criminology’s ability 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.
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 those charged with governance 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

Bola Oyetunji
Senior Executive Director
Delegate of the Auditor-General
Canberra
18 September 2018
STATEMENT BY THE ACCOUNTABLE AUTHORITY AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2018 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
Australian Institute of Criminology
17 September, 2018

Signed............................................

Yvette Whittaker
Chief Financial Officer
Australian Institute of Criminology
17 September, 2018
### STATEMENT OF COMPREHENSIVE INCOME

**for the period ended 30 June 2018**

<table>
<thead>
<tr>
<th>Net Cost of Services</th>
<th>Notes</th>
<th>2018</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>1.1A</td>
<td>2,837,401</td>
<td>4,516,000</td>
<td>3,527,336</td>
</tr>
<tr>
<td>Suppliers</td>
<td>1.1B</td>
<td>3,049,514</td>
<td>3,315,000</td>
<td>3,252,717</td>
</tr>
<tr>
<td>Depreciation and amortisation</td>
<td>2.2A</td>
<td>43,241</td>
<td>105,000</td>
<td>143,420</td>
</tr>
<tr>
<td>Write-down and impairment of assets</td>
<td>2.2A</td>
<td>1,000</td>
<td>-</td>
<td>14,766</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td></td>
<td>5,931,156</td>
<td>7,936,000</td>
<td>6,938,239</td>
</tr>
</tbody>
</table>

**Own-source income**

**Own-source revenue**

| Rendering of services | 1.2A | 1,262,486 | 2,739,000 | 1,225,287 |
| Royalties             |      | 44,385    | 50,000    | 57,625    |
| Other revenue         | 1.2B | 40,305    | -         | 56,839    |
| **Total own-source revenue** |     | 1,347,176 | 2,789,000 | 1,339,751 |

**Gains**

| Other gains           |       | -        | 40,000   | -         |
| **Total gains**       |       | -        | 40,000   | -         |
| **Total own-source income** |     | 1,347,176 | 2,829,000 | 1,339,751 |

**Net cost of services**

| 4,583,980            | 5,107,000 | 5,598,488 |

**Revenue from Government**

| 1.2C                | 5,002,000 | 5,002,000 | 5,077,347 |

**Surplus/(Deficit) attributable to the Australian Government**

| 418,020              | (105,000) | (521,141) |

**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**

| 1,134,791              | (105,000) | (521,141) |

The above statement should be read in conjunction with the accompanying notes. Budget variances commentary: see Note 6 for major variance explanations.
### STATEMENT OF FINANCIAL POSITION

**as at 30 June 2018**

<table>
<thead>
<tr>
<th></th>
<th>Notes</th>
<th>2018</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Assets</td>
<td>2.5</td>
<td>936,856</td>
<td>1,008,000</td>
<td>1,281,417</td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td></td>
<td>936,856</td>
<td>1,008,000</td>
<td>1,281,417</td>
</tr>
<tr>
<td>Trade and other receivables</td>
<td>2.1A</td>
<td>329,663</td>
<td>716,000</td>
<td>281,754</td>
</tr>
<tr>
<td>Total financial assets</td>
<td></td>
<td>1,266,519</td>
<td>1,724,000</td>
<td>1,563,171</td>
</tr>
<tr>
<td>Non-Financial Assets</td>
<td>2.2A</td>
<td>25,150</td>
<td>-</td>
<td>41,006</td>
</tr>
<tr>
<td>Furniture and office equipment</td>
<td></td>
<td>25,150</td>
<td>-</td>
<td>41,006</td>
</tr>
<tr>
<td>Library collection</td>
<td>2.2A</td>
<td>766,800</td>
<td>209,000</td>
<td>57,812</td>
</tr>
<tr>
<td>Intangibles</td>
<td>2.2A</td>
<td>2,104</td>
<td>-</td>
<td>17,779</td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>69,928</td>
<td>84,000</td>
<td>131,348</td>
</tr>
<tr>
<td>Total non-financial assets</td>
<td></td>
<td>863,982</td>
<td>293,000</td>
<td>247,945</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td></td>
<td>2,130,501</td>
<td>2,017,000</td>
<td>1,811,116</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables</td>
<td>2.3A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Suppliers</td>
<td></td>
<td>175,630</td>
<td>751,000</td>
<td>544,658</td>
</tr>
<tr>
<td>Other payables</td>
<td></td>
<td>458,210</td>
<td>991,000</td>
<td>670,787</td>
</tr>
<tr>
<td>Total payables</td>
<td></td>
<td>633,840</td>
<td>1,742,000</td>
<td>1,215,445</td>
</tr>
<tr>
<td>Provisions</td>
<td>2.4A</td>
<td>-</td>
<td>-</td>
<td>238,801</td>
</tr>
<tr>
<td>Provision for onerous lease obligations</td>
<td>2.4A</td>
<td>-</td>
<td>-</td>
<td>238,801</td>
</tr>
<tr>
<td>Total provisions</td>
<td></td>
<td></td>
<td></td>
<td>238,801</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td></td>
<td>633,840</td>
<td>1,742,000</td>
<td>1,454,246</td>
</tr>
<tr>
<td><strong>Net assets</strong></td>
<td></td>
<td>1,496,661</td>
<td>275,000</td>
<td>356,870</td>
</tr>
<tr>
<td><strong>EQUITY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributed equity</td>
<td></td>
<td>1,185,294</td>
<td>1,203,000</td>
<td>1,180,294</td>
</tr>
<tr>
<td>Reserves</td>
<td></td>
<td>861,254</td>
<td>144,000</td>
<td>144,483</td>
</tr>
<tr>
<td>Accumulated deficit</td>
<td>(549,887)</td>
<td>(1,072,000)</td>
<td>(967,907)</td>
<td></td>
</tr>
<tr>
<td><strong>Total equity</strong></td>
<td></td>
<td>1,496,661</td>
<td>275,000</td>
<td>356,870</td>
</tr>
</tbody>
</table>

The above statement should be read in conjunction with the accompanying notes.
Budget variances commentary: see Note 6 for major variance explanations.
**STATEMENT OF CHANGES IN EQUITY**  
for the period ended 30 June 2018

<table>
<thead>
<tr>
<th></th>
<th>Retained earnings</th>
<th>Asset revaluation surplus</th>
<th>Contributed equity/capital</th>
<th>Total equity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance carried forward from previous period</td>
<td>(967,907)</td>
<td>(967,000)</td>
<td>(446,766)</td>
<td>144,483</td>
</tr>
<tr>
<td>Opening balance</td>
<td>(967,907)</td>
<td>(967,000)</td>
<td>(446,766)</td>
<td>144,483</td>
</tr>
</tbody>
</table>

Comprehensive income

| Surplus (Deficit) for the period | 418,020 | (105,000) | (521,141) | - | - | - | - | - | - | 418,020 | (105,000) | (521,141) |
| Other comprehensive income    | - | - | - | 716,771 | - | - | - | - | - | - | 716,771 | - | - |
| Total comprehensive income    | 418,020 | (105,000) | (521,141) | 716,771 | - | - | - | - | - | 1,134,791 | (105,000) | (521,141) |

Total comprehensive income attributable to the Australian Government

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>418,020</td>
<td>(105,000)</td>
<td>(521,141)</td>
<td>716,771</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,134,791</td>
<td>(105,000)</td>
<td>(521,141)</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Transactions with owners

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental capital budget¹</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td>23,000</td>
<td>23,000</td>
<td>5,000</td>
<td>23,000</td>
<td>23,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total transactions with owners</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td>23,000</td>
<td>23,000</td>
<td>5,000</td>
<td>23,000</td>
<td>23,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closing balance as at 30 June</td>
<td>(549,887)</td>
<td>(1,072,000)</td>
<td>(967,907)</td>
<td>861,254</td>
<td>144,000</td>
<td>144,483</td>
<td>1,185,294</td>
<td>1,203,000</td>
<td>1,180,294</td>
<td>1,496,661</td>
<td>275,000</td>
<td>356,870</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The above statement should be read in conjunction with the accompanying notes.
Budget variances commentary: see Note 6 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 2018

<table>
<thead>
<tr>
<th>Notes</th>
<th>2018</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**OPERATING ACTIVITIES**

**Cash received**

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>3.1A</th>
<th>5,002,000</th>
<th>5,002,000</th>
<th>5,077,347</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rendering of services</td>
<td></td>
<td>1,058,066</td>
<td>2,739,000</td>
<td>1,669,309</td>
</tr>
<tr>
<td>Net GST received</td>
<td></td>
<td>141,147</td>
<td></td>
<td>141,965</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>40,819</td>
<td>50,000</td>
<td>76,964</td>
</tr>
<tr>
<td><strong>Total cash received</strong></td>
<td></td>
<td>6,242,032</td>
<td>7,791,000</td>
<td>6,965,585</td>
</tr>
</tbody>
</table>

**Cash used**

<table>
<thead>
<tr>
<th>Employees</th>
<th>2,837,401</th>
<th>4,516,000</th>
<th>3,776,356</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suppliers</td>
<td>3,749,265</td>
<td>3,498,000</td>
<td>3,906,550</td>
</tr>
<tr>
<td><strong>Total cash used</strong></td>
<td></td>
<td>6,586,666</td>
<td>8,014,000</td>
</tr>
</tbody>
</table>

**Net cash used by operating activities**

<table>
<thead>
<tr>
<th></th>
<th>(344,634)</th>
<th>(223,000)</th>
<th>(717,321)</th>
</tr>
</thead>
</table>

**INVESTING ACTIVITIES**

**Cash used**

<table>
<thead>
<tr>
<th>Purchase of property, plant and equipment</th>
<th>4,927</th>
<th>105,000</th>
<th>4,406</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of intangibles</td>
<td></td>
<td></td>
<td>31,350</td>
</tr>
<tr>
<td><strong>Total cash used</strong></td>
<td></td>
<td>4,927</td>
<td>105,000</td>
</tr>
</tbody>
</table>

**Net cash used by investing activities**

<table>
<thead>
<tr>
<th></th>
<th>(4,927)</th>
<th>(105,000)</th>
<th>(35,756)</th>
</tr>
</thead>
</table>

**FINANCING ACTIVITIES**

**Cash received**

<table>
<thead>
<tr>
<th>Contributed equity</th>
<th>5,000</th>
<th>23,000</th>
<th>23,000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total cash received</strong></td>
<td>5,000</td>
<td>23,000</td>
<td>23,000</td>
</tr>
</tbody>
</table>

**Net cash from financing activities**

<table>
<thead>
<tr>
<th></th>
<th>5,000</th>
<th>23,000</th>
<th>23,000</th>
</tr>
</thead>
</table>

**Net decrease in cash held**

<table>
<thead>
<tr>
<th></th>
<th>(344,561)</th>
<th>(305,000)</th>
<th>(730,077)</th>
</tr>
</thead>
</table>

**Cash and cash equivalents at the beginning of the reporting period**

<table>
<thead>
<tr>
<th></th>
<th>1,281,417</th>
<th>1,313,000</th>
<th>2,011,494</th>
</tr>
</thead>
</table>

**Cash and cash equivalents at the end of the reporting period**

|      | 2.5 | 936,856 | 1,008,000 | 1,281,417 |
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) for reporting periods ending on or after 1 July 2017; 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 2016–17 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 2018 (2016–17: Nil).

Events after the reporting period
No subsequent events to report after the balance date.
Note 1.1: Expenses

<table>
<thead>
<tr>
<th>Note 1.1A: Employee benefits</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>2,175,266</td>
<td>2,655,007</td>
</tr>
<tr>
<td>Superannuation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Defined contribution plans</td>
<td>226,463</td>
<td>320,367</td>
</tr>
<tr>
<td>Defined benefit plans</td>
<td>177,307</td>
<td>180,238</td>
</tr>
<tr>
<td>Leave and other entitlements</td>
<td>254,616</td>
<td>371,724</td>
</tr>
<tr>
<td>Separation and redundancies</td>
<td>3,749</td>
<td>-</td>
</tr>
<tr>
<td>Total employee benefits</td>
<td>2,837,401</td>
<td>3,527,336</td>
</tr>
</tbody>
</table>

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 account for the contributions as if they were contributions to defined contribution plans.
**Note 1.1: Expenses (continued)**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**Note 1.1B: Suppliers**

**Goods and services**

<table>
<thead>
<tr>
<th>Service</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractors and consultants</td>
<td>782,737</td>
<td>730,194</td>
</tr>
<tr>
<td>Research services</td>
<td>471,903</td>
<td>479,302</td>
</tr>
<tr>
<td>Travel</td>
<td>95,504</td>
<td>138,135</td>
</tr>
<tr>
<td>Information technology</td>
<td>99,171</td>
<td>133,282</td>
</tr>
<tr>
<td>Property operating expenses</td>
<td>274,999</td>
<td>474,121</td>
</tr>
<tr>
<td>Office rent</td>
<td>218,748</td>
<td>332,837</td>
</tr>
<tr>
<td>Outsourced corporate services</td>
<td>545,121</td>
<td>545,000</td>
</tr>
<tr>
<td>Conferences and meetings</td>
<td>378,663</td>
<td>150,320</td>
</tr>
<tr>
<td>Other</td>
<td>182,668</td>
<td>269,526</td>
</tr>
<tr>
<td><strong>Total suppliers</strong></td>
<td>3,049,514</td>
<td>3,252,717</td>
</tr>
</tbody>
</table>

**Leasing commitments**

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

<table>
<thead>
<tr>
<th>Duration</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within 1 year</td>
<td>- 238,779</td>
</tr>
<tr>
<td><strong>Total operating lease commitments</strong></td>
<td>- 238,779</td>
</tr>
</tbody>
</table>

1. Total operating lease commitments excludes GST. The lease for the former headquarters expired in December 2017.

**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 accommodation and minor office equipment under operating lease agreements.
Note 1.2: Own Source Revenue

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Own-Source Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Note 1.2A: Rendering of Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Research Contract Income</td>
<td>435,651</td>
<td>688,596</td>
</tr>
<tr>
<td>Conference Income</td>
<td>458,697</td>
<td>166,836</td>
</tr>
<tr>
<td>Other Services Income</td>
<td>368,138</td>
<td>369,855</td>
</tr>
<tr>
<td>Total rendering of services</td>
<td>1,262,486</td>
<td>1,225,287</td>
</tr>
</tbody>
</table>

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 the 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 the end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

Note 1.2B: Other Revenue

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources received free of charge - audit services</td>
<td>39,000</td>
<td>39,000</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>1,305</td>
<td>17,839</td>
</tr>
<tr>
<td>Total other revenue</td>
<td>40,305</td>
<td>56,839</td>
</tr>
</tbody>
</table>

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 would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Revenue from Government

Note 1.2C: Revenue from Government

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Departmental appropriations</td>
<td>5,002,000</td>
<td>5,077,347</td>
</tr>
<tr>
<td>Total revenue from Government</td>
<td>5,002,000</td>
<td>5,077,347</td>
</tr>
</tbody>
</table>

Accounting Policy

Amounts appropriated for departmental appropriations for the year 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

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Note 2.1A: Trade and Other Receivables

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debtors</td>
<td>208,808</td>
<td>74,725</td>
</tr>
<tr>
<td>Accrued Revenue</td>
<td>110,984</td>
<td>183,041</td>
</tr>
<tr>
<td>GST receivable</td>
<td>-</td>
<td>18,988</td>
</tr>
<tr>
<td>Royalties receivable</td>
<td>9,871</td>
<td>5,000</td>
</tr>
<tr>
<td><strong>Total trade and other receivables</strong></td>
<td><strong>329,663</strong></td>
<td><strong>281,754</strong></td>
</tr>
</tbody>
</table>

Accounting Policy

**Trade and Other Receivables**

Trade and other receivables are recorded at fair value less any impairment. Trade and other receivables are recognised when the AIC becomes party to a contract and has a legal right to receive cash. Trade and other receivables are derecognised on payment and are assessed for impairment at the end of each reporting period. Allowances are made when collectability of the debt is no longer probable.
### Note 2.2: Non-Financial Assets

#### Note 2.2A: Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment and Intangibles (2017–18)

<table>
<thead>
<tr>
<th></th>
<th>Furniture and Office Equipment</th>
<th>Leasehold Improvements</th>
<th>Library Collection</th>
<th>Intangibles</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>As at 1 July 2017</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gross book value</td>
<td>366,091</td>
<td>451,000</td>
<td>681,523</td>
<td>70,450</td>
<td>1,569,064</td>
</tr>
<tr>
<td>Accumulated depreciation/amortisation and impairment</td>
<td>(325,085)</td>
<td>(451,000)</td>
<td>(623,711)</td>
<td>(52,671)</td>
<td>(1,452,467)</td>
</tr>
<tr>
<td><strong>Total as at 1 July 2017</strong></td>
<td>41,006</td>
<td>-</td>
<td>57,812</td>
<td>17,779</td>
<td>116,597</td>
</tr>
<tr>
<td>Additions: Purchase</td>
<td>-</td>
<td>-</td>
<td>4,927</td>
<td>-</td>
<td>4,927</td>
</tr>
<tr>
<td>Other Comprehensive Income</td>
<td>7,447</td>
<td>-</td>
<td>709,324</td>
<td>-</td>
<td>716,771</td>
</tr>
<tr>
<td>Depreciation and amortisation expense</td>
<td>(22,303)</td>
<td>-</td>
<td>(5,263)</td>
<td>(15,675)</td>
<td>(43,241)</td>
</tr>
<tr>
<td>Write-down and impairment of assets</td>
<td>(1,000)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(1,000)</td>
</tr>
<tr>
<td><strong>Total as at 30 June 2018</strong></td>
<td>25,150</td>
<td>-</td>
<td>766,800</td>
<td>2,104</td>
<td>794,054</td>
</tr>
</tbody>
</table>

**Total as at 30 June 2018 represented by:**

<table>
<thead>
<tr>
<th></th>
<th>Furniture and Office Equipment</th>
<th>Leasehold Improvements</th>
<th>Library Collection</th>
<th>Intangibles</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross book value</td>
<td>25,150</td>
<td>-</td>
<td>766,800</td>
<td>70,450</td>
<td>862,400</td>
</tr>
<tr>
<td>Accumulated depreciation and impairment</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>(68,346)</td>
<td>(68,346)</td>
</tr>
<tr>
<td><strong>Total as at 30 June 2018</strong></td>
<td>25,150</td>
<td>-</td>
<td>766,800</td>
<td>2,104</td>
<td>794,054</td>
</tr>
</tbody>
</table>

There are no furniture & office equipment, library and intangibles expected to be sold or written off within the next 12 months. The AIC assessed all assets for indicators of impairment as at 30 June 2018 and none were noted.

**Revaluation of non-financial assets**

The AIC engaged an external valuer to undertake the valuation of these assets for financial reporting purposes. The valuation was conducted in accordance with the Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment. The market approach was utilised to determine the fair values of the assets which were both level 2 and level 3 measurements.

A revaluation increment of $7,447 for Furniture & Office Equipment (2016-17: Nil) and a revaluation increment of $709,324 for the Library Collection (2016-17: Nil) were credited to the asset revaluation surplus by asset class and included in the equity section of the Statement of Financial Position. No decrements were expensed in 2018 (2016-17: Nil).
Note 2.2: Non-Financial Assets (continued)

**Accounting Policy**

**Asset Recognition**

Purchases of library assets are capitalised when the cost exceeds $2,000. Purchases of other property, plant and equipment are recognised initially at cost in the Statement of Financial Position, except for purchases costing less than $5,000 which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total). Where required under the standards the initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

**Revaluations**

Fair values for each class of asset are determined as shown below:

<table>
<thead>
<tr>
<th>Asset class</th>
<th>Fair value measured at:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property, plant &amp; equipment</td>
<td>Current replacement cost</td>
</tr>
<tr>
<td>Leasehold Improvements</td>
<td>Current replacement cost</td>
</tr>
<tr>
<td>Library Collection</td>
<td>Market valuation</td>
</tr>
</tbody>
</table>

Following initial recognition at cost, property plant and equipment are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Valuations are conducted every 3 years.

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 was 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 reversed a previous revaluation increment for that class. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

**Depreciation**

Depreciable property, plant and equipment & leasehold improvement assets are written-off to their estimated residual values over their estimated useful lives to the AIC using the straight-line method of depreciation. The library collection is depreciated using the reducing balance method at a rate of 15 percent with a five percent residual value. Depreciation rates applying to infrastructure, plant and equipment are based on a useful life of 2 to 10 years (2016–17: 2 to 10 years). Software licences with the renewable term of one year or longer are treated as prepayments at the time of purchases and expensed over the 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.

**Impairment**

All assets were assessed for impairment as at 30 June 2018. 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.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset’s ability to generate future cash flows, and the asset would be replaced if the AIC were deprived of the asset, its value in use is taken to be its current replacement cost.

**Intangibles**

AIC’s intangibles comprise only purchased software. Software assets are carried at cost less accumulated amortisation and accumulated impairment losses. Software is amortised on a straight-line basis over its anticipated useful life. The useful lives of the AIC’s software are 2 to 5 years (2016-17: 2-5 years). All software assets were assessed for indications of impairment as at 30 June 2018.

**Significant Accounting Judgements and Estimates**

Based on the characteristics of the items within the library and researched market evidence for library material in both Australia and internationally the external valuer advised that the market approach should be utilised in preference to the Current Replacement Cost (CRC) approach as the market approach utilised more observable inputs than the CRC approach. Under the previous valuation the monographs were considered to have an intrinsic value to the AIC and that the majority would not be replaced if lost or destroyed unless the AIC undertook a new project which required this information. However, based on the AASB 13 (Fair Value Measurement) the fair value is a market-based measurement, because the entity uses the assumptions that market participants would use when pricing the asset, not an entity-specific measurement.
### Note 2.3: Payables

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

#### Note 2.3A: Other Payables

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Unearned income</td>
<td>444,691</td>
<td>670,787</td>
</tr>
<tr>
<td>GST payable to ATO</td>
<td>13,519</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total other payables</strong></td>
<td>458,210</td>
<td>670,787</td>
</tr>
</tbody>
</table>

**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: Other Provisions

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

#### Note 2.4A: Provision for Onerous Lease Obligations

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>238,801</th>
</tr>
</thead>
<tbody>
<tr>
<td>Onerous lease obligations</td>
<td>-</td>
<td>238,801</td>
</tr>
<tr>
<td><strong>Total provision for onerous lease obligations</strong></td>
<td>-</td>
<td>238,801</td>
</tr>
</tbody>
</table>

The lease for the former headquarters expired in December 2017.
### 2.5: Special Accounts

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Balance brought forward from previous period</td>
<td>1,281,417</td>
<td>2,011,494</td>
</tr>
<tr>
<td>Increases</td>
<td>1,240,032</td>
<td>1,888,239</td>
</tr>
<tr>
<td>Available for payments</td>
<td>2,521,449</td>
<td>3,899,733</td>
</tr>
<tr>
<td>Decreases</td>
<td>1,584,593</td>
<td>2,618,316</td>
</tr>
<tr>
<td>Total balance carried to the next period</td>
<td>936,856</td>
<td>1,281,417</td>
</tr>
</tbody>
</table>

**Note 2.5A: Special Account: Criminology Research Special Account**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash held in entity bank accounts</td>
<td>60,291</td>
<td>68,400</td>
</tr>
<tr>
<td>Cash held in the Official Public Account</td>
<td>876,565</td>
<td>1,213,017</td>
</tr>
<tr>
<td>Total balance carried to the next period</td>
<td>936,856</td>
<td>1,281,417</td>
</tr>
</tbody>
</table>


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 and territory including administering programs to award grants, engage specialists for research and publication of that research.
### 3.1: Appropriations

**Note 3.1A: Annual Appropriation (‘Recoverable GST exclusive’)***

**Annual Appropriations for 2018**

<table>
<thead>
<tr>
<th></th>
<th>Annual Appropriation</th>
<th>Adjustments to appropriation</th>
<th>Total appropriation</th>
<th>Appropriation applied in 2018 (current and prior years)</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ordinary annual services</td>
<td>5,002,000</td>
<td>-</td>
<td>5,002,000</td>
<td>(5,002,000)</td>
<td>-</td>
</tr>
<tr>
<td>Capital Budgets(^2)</td>
<td>23,000</td>
<td>-</td>
<td>23,000</td>
<td>(5,000)</td>
<td>18,000</td>
</tr>
<tr>
<td><strong>Total departmental</strong></td>
<td>5,025,000</td>
<td>-</td>
<td>5,025,000</td>
<td>(5,007,000)</td>
<td>18,000</td>
</tr>
</tbody>
</table>

**Annual Appropriations for 2017**

<table>
<thead>
<tr>
<th></th>
<th>Annual Appropriation</th>
<th>Adjustments to appropriation</th>
<th>Total appropriation</th>
<th>Appropriation applied in 2017 (current and prior years)</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ordinary annual services</td>
<td>5,077,347</td>
<td>-</td>
<td>5,077,347</td>
<td>(5,077,347)</td>
<td>-</td>
</tr>
<tr>
<td>Capital Budgets(^2)</td>
<td>23,000</td>
<td>-</td>
<td>23,000</td>
<td>(23,000)</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total departmental</strong></td>
<td>5,100,347</td>
<td>-</td>
<td>5,100,347</td>
<td>(5,100,347)</td>
<td>-</td>
</tr>
</tbody>
</table>

1. The AIC has no ordinary annual appropriations variance to report.
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 2018 (2016-17: nil).

The AIC has drawn $5,000 Capital Budgets as at 30 June 2018 (2016-17: $23,000) and the remaining $18,000 will be rolled over to 2018-19.
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 Director. 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: see note below) is reported in the table below:

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short-term employee benefits</td>
<td>193,288</td>
<td>178,585</td>
</tr>
<tr>
<td>Post-employment benefits</td>
<td>29,133</td>
<td>28,791</td>
</tr>
<tr>
<td>Other long-term benefits</td>
<td>19,620</td>
<td>19,234</td>
</tr>
<tr>
<td>Total key management personnel remuneration expenses¹</td>
<td>242,041</td>
<td>226,610</td>
</tr>
</tbody>
</table>

Note 4.1: Key Management Personnel Remuneration

Note 4.1: Key Management Personnel Remuneration

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short-term employee benefits</td>
<td>193,288</td>
<td>178,585</td>
</tr>
<tr>
<td>Post-employment benefits</td>
<td>29,133</td>
<td>28,791</td>
</tr>
<tr>
<td>Other long-term benefits</td>
<td>19,620</td>
<td>19,234</td>
</tr>
<tr>
<td>Total key management personnel remuneration expenses¹</td>
<td>242,041</td>
<td>226,610</td>
</tr>
</tbody>
</table>

Total number of key management personnel

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

¹ Includes officers substantively holding or acting for a period exceeding three months in a key management personnel position, for the 2017–18 financial year the AIC had one key management personnel (2016–17: 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" (see Note 1.1B).

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 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

<table>
<thead>
<tr>
<th>Notes</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

## Note 5.1A: Categories of Financial Instruments

### Financial Assets

#### Loans and other receivables:
- Cash and cash equivalents: 936,856, 1,281,417
- Trade and other receivables: 2.1A 319,792, 257,766
- Royalties receivables: 2.1A 9,871, 5,000

**Total financial assets**: 1,266,519, 1,544,183

### Financial Liabilities

#### Financial liabilities measured at amortised cost
- Trade creditors and accruals: 175,630, 544,658

**Total financial liabilities**: 175,630, 544,658
Note 6: Explanations of Major Variances Between Budget and Actual

The following table provides a comparison of the original budget as presented in the 2017–18 Portfolio Budget Statements (PBS) to the 2017–18 final outcome as presented in accordance with Australian Accounting Standards for the entity. The Budget is not audited.

Variance are considered to be ‘major’ based on the following criteria:
- the variance between budget and actual is greater than 10%; and
- the variance between budget and actual is greater than 1% of the relevant category (Income, Expenses and Equity totals); or an item below this threshold but is considered important for the reader’s understanding or is relevant to an assessment of the discharge of accountability and to an analysis of performance of an entity.

<table>
<thead>
<tr>
<th>Explanations of major variances</th>
<th>Affected line items (and statement)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget assumptions</strong></td>
<td>Rendering of services, Employee benefits (Statement of Comprehensive Income), Trade and other receivables (Statement of Financial Position).</td>
</tr>
<tr>
<td>The market conditions for criminology researcher consultancy is less bouyant than the budget (less number and value of research service contracts secured during the year), resulting in lower research revenue and trade receivables. The lower revenue in turn restricted the agency’s ability to engage additional staff, resulting in lower employee costs.</td>
<td></td>
</tr>
<tr>
<td><strong>Timing of supplier payments</strong></td>
<td>Cash and cash equivalents, Suppliers and Other payables (Statement of Financial Position).</td>
</tr>
<tr>
<td>Due to transition to a new Financial Management Information System (FMIS) for the AIC from financial year 2018-19, there was an effort to reduce outstanding creditors, resulting lower supplier payables, other payables and cash balances at close of year.</td>
<td></td>
</tr>
<tr>
<td><strong>Classification misalignment</strong></td>
<td>Other Revenue, Other Gains (Statement of Comprehensive Income).</td>
</tr>
<tr>
<td>Audit services received free of charge are reported as other revenue in the Annual Report and other gains in Budget. The Budget will be revised to follow the Annual Report classification.</td>
<td></td>
</tr>
<tr>
<td><strong>Property plant and equipment and intangibles</strong></td>
<td>Property, plant and equipment (Statement of Financial Position), Reserves (Statement of Financial Position).</td>
</tr>
<tr>
<td>Asset revaluations were conducted as at 30 June 2018 in accordance with the Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment.</td>
<td></td>
</tr>
<tr>
<td>A revaluation increment of $7,447 for Furniture &amp; Office Equipment was credited to the asset revaluation surplus by asset class (2016-17: Nil).</td>
<td></td>
</tr>
<tr>
<td>The increased availability of market information for special items such as the library collection facilitated a market valuation of the AIC library collection resulting in a revaluation increment of $709,324 (2016-17: Nil).</td>
<td></td>
</tr>
</tbody>
</table>
Section 05
Appendices
APPENDIX 1: PEER-REVIEWED PUBLICATIONS

The following peer-reviewed papers were released in 2017–18.

**TRENDS & ISSUES IN CRIME AND CRIMINAL JUSTICE**


**RESEARCH REPORTS**


APPENDIX 2: OTHER PUBLICATIONS

The publications listed below were released in 2017–18.

STATISTICAL REPORTS


STATISTICAL BULLETINS


REPORTS TO THE CRIMINOLOGY RESEARCH ADVISORY COUNCIL


EXTERNAL REPORTS


CONSULTANCY REPORTS

Dowling C, Facchini L & Morgan A 2017. Review of the National Criminal Target List. Report to the Australian Criminal Intelligence Commission


Lyneham S & Morgan A 2018. Evaluation framework for Youth Control Order and Intensive Bail Monitoring and Control Bail Supervision Scheme. Report to the Victorian Department of Justice and Regulation


Willis M 2018. Kimberley Family Violence Service Interim evaluation. Report prepared for Western Australian Department of Justice

Morgan A, Fuller G & Brown R 2018. What are the taxpayer savings from visa cancellations for organised crime offenders? Report to the Minister for Home Affairs


JOURNAL ARTICLES
Smith RG 2017. Celebrating the 50th Anniversary of ANZSOC’s inaugural meeting. *PacifiCrim* 14: 4, 7

BOOK CHAPTERS

SUBMISSIONS
ACIC–AIC submission to the Parliamentary Joint Committee on Law Enforcement’s Inquiry into the impact of new and emerging information and communications technology

OTHER
APPENDIX 3: CONFERENCES, ROUNDTABLES, WORKSHOPS AND FORUMS

16–18 JULY 2017, GOLD COAST

Conference: 5th International Conference in Cybercrime and Computer Forensics. In collaboration with the Asia Pacific Association of Technology and Society

5 SEPTEMBER 2017, CANBERRA

Occasional seminar: What impact do public sex offender registers have on community safety? Christopher Dowling and Sarah Napier, Australian Institute of Criminology

16 OCTOBER 2017, CANBERRA

Occasional seminar: The nature and impact of organised crime in local communities. Professor Martin Gill, Perpetuity Research

19 OCTOBER 2017, CANBERRA

Award ceremony: Australian Crime and Violence Prevention Awards ceremony

20 NOVEMBER 2017, CANBERRA

Occasional seminar: Prosecuting Cybercrime: Legal and other challenges. Esther George, Global Prosecutors E-Crime Network

5–8 DECEMBER 2017, CANBERRA

Conference: 30th Annual Australian and New Zealand Society of Criminology Conference. In collaboration with the Australian National University and University of Canberra

17 APRIL 2018, SYDNEY

Roundtable: Violence Prevention Roundtable. In collaboration with the University of Sydney
14 MAY 2018, VIENNA

Occasional seminar: There’s a scam out there for everyone: An examination of tricks employed by scammers in work-at-home and romance scams. Professor Monica Whitty, University of Warwick

31 MAY–1 JUNE 2018, CANBERRA

Forum: Organised Crime Research Forum. In collaboration with the Australian National University

3–8 JUNE 2018, MELBOURNE

Conference: 4th Crime Prevention and Communities Conference. In collaboration with the Victorian Department of Justice and Regulation
### APPENDIX 4: COMPLIANCE INDEX

<table>
<thead>
<tr>
<th>PGPA Rule Reference</th>
<th>Description</th>
<th>Requirement</th>
<th>References</th>
</tr>
</thead>
<tbody>
<tr>
<td>17AD(g)</td>
<td>Letter of transmittal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AI</td>
<td>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</td>
<td>Mandatory</td>
<td>Page 1</td>
</tr>
<tr>
<td>17AD(h)</td>
<td>Aids to access</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AJ(a)</td>
<td>Table of contents</td>
<td>Mandatory</td>
<td>Page 4</td>
</tr>
<tr>
<td>17AJ(b)</td>
<td>Alphabetical index</td>
<td>Mandatory</td>
<td>Page 113</td>
</tr>
<tr>
<td>17AJ(c)</td>
<td>Glossary of abbreviations and acronyms</td>
<td>Mandatory</td>
<td>Page 3</td>
</tr>
<tr>
<td>17AJ(d)</td>
<td>List of requirements</td>
<td>Mandatory</td>
<td>Pages 104–109</td>
</tr>
<tr>
<td>17AJ(e)</td>
<td>Details of contact officer</td>
<td>Mandatory</td>
<td>Inside front cover</td>
</tr>
<tr>
<td>17AJ(f)</td>
<td>Entity’s website address</td>
<td>Mandatory</td>
<td>Inside front cover</td>
</tr>
<tr>
<td>17AJ(g)</td>
<td>Electronic address of report</td>
<td>Mandatory</td>
<td>Inside front cover</td>
</tr>
<tr>
<td>17AD(a)</td>
<td>Review by accountable authority</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AD(a)</td>
<td>A review by the accountable authority of the entity</td>
<td>Mandatory</td>
<td>Pages 6–8</td>
</tr>
<tr>
<td>17AD(b)</td>
<td>Overview of the entity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AE(1)(a)(i)</td>
<td>A description of the role and functions of the entity</td>
<td>Mandatory</td>
<td>Pages 10–11</td>
</tr>
<tr>
<td>17AE(1)(a)(ii)</td>
<td>A description of the organisational structure of the entity</td>
<td>Mandatory</td>
<td>Pages 12–13</td>
</tr>
<tr>
<td>17AE(1)(a)(iii)</td>
<td>A description of the outcomes and programs administered by the entity</td>
<td>Mandatory</td>
<td>Pages 10–11</td>
</tr>
<tr>
<td>17AE(1)(a)(iv)</td>
<td>A description of the purposes of the entity as included in corporate plan</td>
<td>Mandatory</td>
<td>Pages 10–12</td>
</tr>
<tr>
<td>17AE(1)(b)</td>
<td>An outline of the structure of the portfolio of the entity</td>
<td>Portfolio departments—mandatory</td>
<td>Page 10</td>
</tr>
<tr>
<td>PGPA Rule Reference</td>
<td>Description</td>
<td>Requirement</td>
<td>References</td>
</tr>
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</tr>
<tr>
<td>17AE(2)</td>
<td>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</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AD(c)</td>
<td>Report on the Performance of the entity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AD(c)(i); 16F</td>
<td>Annual performance statement in accordance with paragraph 39(1)(b) of the Act and section 16F of the Rule</td>
<td>Mandatory</td>
<td>Page 16</td>
</tr>
<tr>
<td>17AD(c)(ii)</td>
<td>Report on Financial Performance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AF(1)(a)</td>
<td>A discussion and analysis of the entity’s financial performance</td>
<td>Mandatory</td>
<td>Page 72</td>
</tr>
<tr>
<td>17AF(1)(b)</td>
<td>A table summarising the total resources and total payments of the entity</td>
<td>Mandatory</td>
<td>Page 73</td>
</tr>
<tr>
<td>17AF(2)</td>
<td>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</td>
<td>If applicable, mandatory</td>
<td>Page 72</td>
</tr>
<tr>
<td>17AD(d)</td>
<td>Management and Accountability</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AG(2)(a)</td>
<td>Information on compliance with section 10 (fraud systems)</td>
<td>Mandatory</td>
<td>Page 58</td>
</tr>
<tr>
<td>17AG(2)(b)(i)</td>
<td>A certification by accountable authority that fraud risk assessments and fraud control plans have been prepared</td>
<td>Mandatory</td>
<td>Page 58</td>
</tr>
<tr>
<td>17AG(2)(b)(ii)</td>
<td>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</td>
<td>Mandatory</td>
<td>Page 58</td>
</tr>
<tr>
<td>17AG(2)(b)(iii)</td>
<td>A certification by accountable authority that all reasonable measures have been taken to deal appropriately with fraud relating to the entity</td>
<td>Mandatory</td>
<td>Pages 1, 58</td>
</tr>
<tr>
<td>PGPA Rule Reference</td>
<td>Description</td>
<td>Requirement</td>
<td>References</td>
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</tr>
<tr>
<td>17AG(2)(c)</td>
<td>An outline of structures and processes in place for the entity to implement principles and objectives of corporate governance</td>
<td>Mandatory</td>
<td>Pages 53–70</td>
</tr>
<tr>
<td>17AG(2)(d)–(e)</td>
<td>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</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

**External Scrutiny**

| 17AG(3)             | Information on the most significant developments in external scrutiny and the entity’s response to the scrutiny | Mandatory | Page 54 |
| 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 | Pages 58–60 |
| 17AG(4)(b)          | Statistics on the entity’s APS employees on an ongoing and non ongoing basis; including the following:  
  ▪ 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 60–63, 67 |
<p>| 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 | Pages 59, 63 |
| 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 63 |
| 17AG(4)(c)(ii)      | The salary ranges available for APS employees by classification level | Mandatory | Page 64 |</p>
<table>
<thead>
<tr>
<th>PGPA Rule Reference</th>
<th>Description</th>
<th>Requirement</th>
<th>References</th>
</tr>
</thead>
<tbody>
<tr>
<td>17AG(4)(c)(iii)</td>
<td>A description of non salary benefits provided to employees</td>
<td>Mandatory</td>
<td>Page 60</td>
</tr>
<tr>
<td>17AG(4)(d)(i)</td>
<td>Information on the number of employees at each classification level who received performance pay</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AG(4)(d)(ii)</td>
<td>Information on aggregate amounts of performance pay at each classification level</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AG(4)(d)(iii)</td>
<td>Information on the average amount of performance payment, and range of such payments, at each classification level</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AG(4)(d)(iv)</td>
<td>Information on aggregate amount of performance payments</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

**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 |

**Purchasing**

| 17AG(6)             | An assessment of entity performance against the Commonwealth Procurement Rules. | Mandatory | Page 68 |

**Consultants**

<p>| 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 69 |
| 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 69 |
| 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 69 |
| 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 69 |</p>
<table>
<thead>
<tr>
<th>PGPA Rule Reference</th>
<th>Description</th>
<th>Requirement</th>
<th>References</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Australian National Audit Office Access Clauses</strong></td>
<td></td>
<td></td>
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<tr>
<td>17AG(8)</td>
<td>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.</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Exempt contracts</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AG(9)</td>
<td>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.</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Small business</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AG(10) (a)</td>
<td>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.”</td>
<td>Mandatory</td>
<td>Page 70</td>
</tr>
<tr>
<td>17AG(10) (b)</td>
<td>An outline of the ways in which the procurement practices of the entity support small and medium enterprises</td>
<td>Mandatory</td>
<td>Page 70</td>
</tr>
<tr>
<td>17AG(10) (c)</td>
<td>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.”</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Financial Statements</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AD(e)</td>
<td>Inclusion of the annual financial statements in accordance with subsection 43(4) of the Act</td>
<td>Mandatory</td>
<td>Pages 74–93</td>
</tr>
<tr>
<td>PGPA Rule Reference</td>
<td>Description</td>
<td>Requirement</td>
<td>References</td>
</tr>
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</tr>
<tr>
<td><strong>Other Mandatory Information</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17AH(1)(a)(i)</td>
<td>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.”</td>
<td>If applicable, mandatory</td>
<td>Page 110</td>
</tr>
<tr>
<td>17AH(1)(a)(ii)</td>
<td>If the entity did not conduct advertising campaigns, a statement to that effect</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AH(1)(b)</td>
<td>A statement that “Information on grants awarded by [name of entity] during [reporting period] is available at [address of entity’s website].”</td>
<td>If applicable, mandatory</td>
<td>Page 70</td>
</tr>
<tr>
<td>17AH(1)(c)</td>
<td>Outline of mechanisms of disability reporting, including reference to website for further information</td>
<td>Mandatory</td>
<td>Page 67</td>
</tr>
<tr>
<td>17AH(1)(d)</td>
<td>Website reference to where the entity’s Information Publication Scheme statement pursuant to Part II of FOI Act can be found</td>
<td>Mandatory</td>
<td>Pages 111–112</td>
</tr>
<tr>
<td>17AH(1)(e)</td>
<td>Correction of material errors in previous annual report</td>
<td>If applicable, mandatory</td>
<td>Not applicable</td>
</tr>
<tr>
<td>17AH(2)</td>
<td>Information required by other legislation</td>
<td>Mandatory</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>
APPENDIX 5: ADVERTISING AND MARKET RESEARCH

During 2017–18, 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.
APPENDIX 6: FREEDOM OF INFORMATION REPORT

During 2017–18, the AIC received one request for information under the Freedom of Information Act 1982 (FOI Act).

STATEMENT

Prior to reforms that came into effect on 1 May 2011, section 8 of the FOI Act required agencies to publish annually statements containing particulars and information about their organisation, functions, decision-making powers, consultative arrangements, categories of documents maintained and facilities and procedures to enable members of the public to obtain access to documents under the FOI Act. These statements were required by the FOI Act to be included in the annual report of each agency.

From 1 May 2011 agencies subject to the FOI Act 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. Information published under the IPS requirements is accessible from our website.

The following information is correct as at 30 June 2018.

ORGANISATION

As at 30 June 2018 the Australian Institute of Criminology is a Commonwealth statutory authority and was established in 1973 under the Criminology Research Act 1971.

FUNCTIONS

The functions of the Australian Institute of Criminology are listed in section 6 of the Criminology Research Act and are summarised as follows:

- to conduct criminological research on matters specified by the Attorney-General;
- to conduct criminological research which is approved by the Board;
- to communicate to the Commonwealth and the states the results of research conducted by the Institute;
- to conduct seminars and courses of training or instruction for people engaged, or to be engaged, in criminological research or in work related to the prevention or correction of criminal behaviour as specified by the Attorney-General or approved by the Board;
- to advise the Criminology Research Advisory Council on needs for, and programs of, criminological research;
to provide secretarial and administrative services for the Council;

to give advice and assistance on any research performed wholly or partly with moneys provided from the Criminology Research Fund;

to give advice on the compilation of statistics relating to crime;

to publish such material resulting from or connected with the performance of its functions as is approved by the Board; and

to do anything incidental or conducive to the performance of any of the foregoing functions.

CATEGORIES OF DOCUMENTS

In addition, annual reports, corporate and strategic plans, research reports and other documents can be obtained from the AIC website.

ACCESS TO DOCUMENTS
All applications for access to documents in the possession of the AIC are handled in our Canberra office.

Requests under the provisions of the FOI Act should be addressed to:

frontdesk@aic.gov.au
Australian Institute of Criminology
GPO Box 1936
CANBERRA ACT 2601

Further information is available at aic.gov.au/freedom-information.
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