CRIMTRAC

ANNUAL REPORT
2013–2014

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ANNUAL REPORT
2013–2014

THROUGH DELIVERING NATIONAL SOLUTIONS THAT SUPPORT THE WORK OF POLICE, CRIMTRAC CONTRIBUTES TO A SAFER COMMUNITY AND A SAFER AUSTRALIA

Our role

We are the national information-sharing service for Australia's police, wider law enforcement and national security agencies.

Our responsibilities

Police reference and information services

National fingerprint matching capability

National DNA matching capability

National child sex offender register

Firearms and ballistic services

A cybercrime reporting system

National police checks

OVER 65 THOUSAND PERSONNEL ACROSS 9 POLICE AGENCIES ACCESS CrimTrac SERVICES

OVER 210 THOUSAND TRANSACTIONS EVERY DAY

OVER 10 MILLION RECORDS ON FILE

7 MILLION PHOTOS ON FILE

837 THOUSAND DNA PROFILES

6.3 MILLION RECORDS

140 THOUSAND SAMPLES LINKED TO PROFILES ON THE NATIONAL DATABASE

OVER 3.7 MILLION NATIONAL POLICE HISTORY CHECKS PROCESSED

Our police partners

CrimTrac is a partnership between state, territory and federal police agencies and the Commonwealth Attorney-General's Department.

AUSTRALIAN FEDERAL POLICE

NEW SOUTH WALES POLICE FORCE

NORTHERN TERRITORY POLICE

QUEENSLAND POLICE SERVICE

SOUTH AUSTRALIA POLICE

TASMANIA POLICE

VICTORIA POLICE

WESTERN AUSTRALIA POLICE

AUSTRALIAN CAPITAL TERRITORY POLICING

2013–14 AT A GLANCE

NATIONAL AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM 1

6.3 MILLION PRINT SETS OF **3.7 MILLION**

2.5 MILLION CRIME SCENE PRINTS SEARCHED AND SOLVED

OVER **2 MILLION** SEARCHES IN 13–14

NATIONAL CRIMINAL INVESTIGATION DNA DATABASE 2

OVER **837** THOUSAND RECORDS

RESULTING IN ALMOST **141 000** HIGH STRINGENCY MATCHES TO DATE

NATIONAL POLICE REFERENCE SYSTEM 5

38 MILLION SEARCHES THIS YEAR

CURRENTLY HOLDS OVER **7 MILLION** PHOTOS

OVER **70 000** USERS

NATIONAL POLICE CHECKING SYSTEM 6

3.7 MILLION CHECKS IN 13-14

17 NEW AGENCIES ACCREDITED

NOW **160** ACCREDITED AGENCIES IN TOTAL

9

230 EMPLOYEES

50% **50%**

88.7% FULL TIME **11.3%** PART TIME

10

2 GRADUATES COMPLETED THE ICT GRAD PROGRAM IN DECEMBER 2013

3 NEW GRADUATES COMMENCED IN 2014

NATIONAL FIREARMS IDENTIFICATION DATABASE

3

OVER **16 THOUSAND**
TYPES OF FIREARMS

TOTAL OF **12 229**
SEARCHES IN 13–14

NATIONAL FIREARMS LICENSING AND REGISTRATION SYSTEMS

4

HOLDS **3.7 MILLION**
FIREARM RECORDS

1.5 MILLION
FIREARM LICENSES

NATIONAL CHILD OFFENDER SYSTEM

7

HELPING POLICE PROTECT CHILDREN

IT'S AVAILABLE **24/7** WITH **99.7%**
AVAILABILITY RATE

8

6 OUT OF 7 SERVICES MET OR EXCEEDED AVAILABILITY TARGETS

DELIVERED =
AUSTRALIAN BALLISTIC INFORMATION NETWORK

DEVELOPED =
THE AUSTRALIAN CYBERCRIME ONLINE REPORTING NETWORK

11

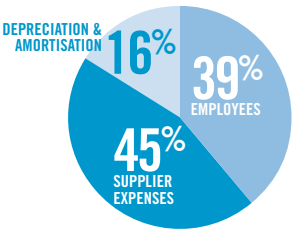
5 BOARD OF MANAGEMENT MEETINGS

4 STRATEGIC ISSUES GROUP MEETINGS

7 NEW MAJOR INITIATIVES APPROVED

12

$65 MILLION OPERATING EXPENDITURE



JUST OVER **$3 MILLION** OPERATING SURPLUS

Source: refer to page 144

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Request a copy

To request a copy of this annual report, please email crimtrac@crimtrac.gov.au. Hard copies are subject to availability.

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LETTER OF TRANSMITTAL

The Hon Michael Keenan MP
Minister for Justice
Parliament House
Canberra ACT 2600

I am pleased to present the CrimTrac Agency's annual report for 1 July 2013 to 30 June 2014, prepared in accordance with section 70 of the *Public Service Act 1999*.

The Act requires me to provide you with a report to present to the Parliament. Our report complies with the requirements for annual reports for departments, executive agencies and bodies under the *Financial Management and Accountability Act 1997*.

I certify that I am satisfied that CrimTrac has in place appropriate fraud prevention, detection, investigation, reporting and data collection procedures and processes, in accordance with the Australian Government Fraud Control Guidelines.

Yours sincerely

Doug Smith APM
Chief Executive Officer
CrimTrac

25 September 2014

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ABOUT THIS REPORT

This report was prepared in accordance with the guidelines issued by the Department of Prime Minister and Cabinet, and under Section 70 of the *Public Service Act 1999*. It contains information on our organisation, administration and performance for 2013–14.

Part 1: Agency overview

Includes information on our role and organisational structure, and introduces our senior executive.

Part 2: Report on performance

Reports on our performance against our program of work, including achievements against deliverables and key performance indicators. It also includes information on our major projects.

Part 3: Corporate governance

Discusses governance arrangements including audit, fraud, security and risk management arrangements.

Part 4: Accountability

Provides information to satisfy the reporting requirements of a range of Commonwealth legislation and Australian Government policies.

Part 5: People management

Includes information on our people management, including workforce demographics.

Part 6: Financial information

Contains the complete set of our audited financial statements, as required under Section 49 of the *Financial Management and Accountability Act 1997.*

Part 7: References

Provides a list of tables and figures within the report, a glossary, acronyms, a compliance index, and an alphabetical index.

PART 1

AGENCY OVERVIEW

CEO REVIEW

It is my privilege to steward CrimTrac in its role in supporting the fight against crime and meeting the information needs of the Australian Policing Community. Our contribution is unique—supporting information-based policing through rapid access to detailed, current and accurate nation-wide reference information, serving the needs of our police partners investigating cold cases and volume crime, and responding to incidents across the spectrum from national security to calls for service.

CrimTrac's operating model of co-planning, co-investment and co-delivery ensures each police agency gains greater information sharing outcomes than if they acted independently. Partnership through collaboration allows us to deliver national solutions to national problems.

The environment in which we operate is challenging and constantly changing. This drives us to continually explore emerging ICT solutions—locally, nationally and internationally.

The *CrimTrac ICT Blueprint for National Police Information Sharing 2014–2018* establishes an ambitious but achievable vision for information sharing in the national policing landscape, reflecting the contributions and expectations of our police partners. This will inform the development of our ICT Roadmap, our adoption of the National Information Exchange Model (NIEM), and will represent a significant investment in our future.

The design of the CrimTrac organisation also reflects the need for responsiveness to a changing environment, aligning CrimTrac teams through a 'Plan, Build, Run' model which provides a structure that is adaptive, better able to focus on business delivery, and well-positioned to capitalise on future opportunities.

Under the guidance of the CrimTrac Board of Management and the leadership of the CrimTrac executive team, CrimTrac continues to deliver critical services to our partner agencies.

Australian Cybercrime Online Reporting Network (ACORN)

The ACORN is a key initiative in Australia's National Plan to Combat Cybercrime. CrimTrac is developing the technical solution for this joint project which also involves all Australian police agencies, the Commonwealth Attorney-General's Department and the Australian Crime Commission.

The ACORN will provide a centralised online reporting facility to simplify public reporting of cybercrime, provide information people need to protect themselves, and ensure agencies can respond more quickly. It will also provide a clearer picture of the scope and nature of cybercrime affecting Australians and enable better operational and policy responses.

Throughout this financial year, we completed significant work on the ACORN, with the launch of the website scheduled for late 2014.

Australian Ballistics Information Network (ABIN)

On 21 May 2014, the Minister for Justice, the Hon Michael Keenan MP, launched the ABIN, enabling a national capability for Australian police agencies to electronically collect, store and analyse recovered ballistic evidence. In the past, many Australian police agencies used a manual process to match ballistic evidence, which is both time consuming and resource intensive. The national capability of the ABIN increases the ability of all Australian police agencies to investigate firearm-related crime, both within their state and across borders.

National Domestic Violence Order Information Sharing System (NDVOISS)

In June 2014, the Prime Minister, the Hon Tony Abbott MP, launched the *Second Action Plan 2013–16 to Reduce Violence against Women and their Children*. The action plan includes a National Domestic Violence Order (DVO) Scheme. We were given $3.4 million over three years to design and develop a prototype National Domestic Violence Order Information Sharing System.

This prototype will focus on improving information sharing of domestic violence orders between a number of states. Ultimately, a key benefit of a national system such as the NDVOISS will be the improved safety of both victims of domestic violence and frontline police. We will be working towards building and testing an operational prototype by 2017, and will begin work on the early stages of the project immediately.

Memorandum of Understanding (MOU) with the Department of Immigration and Border Protection

In June 2014, we signed an MOU with the Department of Immigration and Border Protection to enable the Department access to our National Automated Fingerprint Identification System (NAFIS). The NAFIS holds fingerprint and palm print data and related information used for law enforcement purposes. This is the second such agreement between CrimTrac and the Department. Access to the NAFIS assists the Department to protect Australia's borders.

Integrity Partnership

CrimTrac continued its strong relationship with the Australian Commission for Law Enforcement Integrity (ACLEI), including jointly hosting an integrity conference on 10 September 2013. The conference brought together guest speakers and participants to explore approaches to embedding integrity into our everyday systems and practices. We also maintained our internal focus on integrity through the continued work of our Integrity Advisory Committee.

Our Organisational Capability

We continued to grow our internal capability in the areas of key compliance activity. 2013-14 saw significant advancement in our work to achieve compliance with the Australian Government Digital Transition Policy through progress of our Electronic Document and Records Management System. Additionally, in September 2013 we released agency-wide procurement and contracting guidance material, and in March 2014, created a dedicated Commercial Unit to continue to deliver greater transparency and effectiveness and strengthen our compliance regimes.

Looking ahead

The development of the *CrimTrac Strategic Plan 2015-2020* has involved significant consultation with all police agencies and the Commonwealth Attorney General's Department

The plan defines strategy and direction, and provides a framework for guiding the decision making of the management of CrimTrac and the Board of Management for the next five years.

The strategic priorities articulated in the plan place CrimTrac in a strong position to ensure partner agencies' information sharing needs continue to be met now and into the future.

Our strategic priorities are underpinned by strategic pillars – People, Partnerships, Innovation and Productivity – which form the foundation of our plan.

2014-15 will see CrimTrac:

- together with our partners launch ACORN to enable Australians to actively engage in the fight against cybercrime
- implement a national solution to assist with identification of missing persons and unidentified human remains
- begin scoping and prototyping the National Domestic Violence Order Information Sharing System
- continue to explore options for the replacement of our NAFIS system and the potential inclusion of other biometrics capabilities
- work on identity resolution and the adoption of the National Information Exchange Model
- redevelop our web communication platforms to improve functionality for all users
- develop a new people strategy with greater learning and development opportunities
- build on our graduate career pathway programs.

We have an ambitious agenda, but I am confident that together with our national partners we can achieve our goals. I would like to congratulate CrimTrac staff for their contribution to our agency's achievements over the past year. Their continued energy, focus and commitment ensure we deliver services and capabilities that make a real difference for police and the Australian community. I would also like to thank our national partners for their continued commitment and contribution to working together with CrimTrac to achieve our work outcomes.

The next 12 months will be another challenging and exciting year to add to our strong history, and we are well positioned to take advantage of any and all opportunities.

Doug Smith APM
Chief Executive Officer
CrimTrac

Slide
Slide

ABOUT US

EVERY DAY OUR SERVICES HELP AUSTRALIA'S POLICE MAKE OUR COMMUNITIES SAFER

Our role and function

We deliver national information-sharing solutions that support police in their work. We do this by bringing together essential law enforcement information from around the country and making it accessible to all Australian police and wider law enforcement agencies.

Our services include:

- police reference and information services
- national fingerprint matching capability
- national DNA matching capability
- national child sex offender register
- firearms and ballistic services
- a cybercrime reporting system
- national police checks.

Our outcome and flow-on benefits

As expressed in our Portfolio Budget Statement, our intended outcome is to provide *access to information that supports law enforcement through collaborative national information systems and services*.

Our technical solutions enable Australia's police and law enforcement agencies to share information across state and territory borders. We work in partnership with these agencies to deliver these solutions, which:

- help police to detect, reduce and prevent crime in our community
- assist police to solve and manage cases such as murder, domestic violence, missing persons, disaster victim identification as well as crimes such as buglary and car and property theft
- minimise opportunities for offenders to evade the law by crossing borders.

Through cooperation between Commonwealth agencies and state colleagues, and close consultation with our partners, we are ensuring that police across Australia have the information they need to keep our streets safe.

Our performance

We measure our performance against the deliverables and key performance indicators in our Portfolio Budget Statement. See details on page 18, Part 2: *Report on performance*.

OUR SERVICES HELP POLICE DETECT, REDUCE, PREVENT AND SOLVE CRIME

Our history and broad objectives

CrimTrac was established in 2000 under an Inter-Governmental Agreement (IGA) between the Commonwealth, states and territories to deliver on the vision of sharing national policing information to achieve local, national and international policing outcomes. The IGA underpins our role and sets out our broad objectives of providing high quality information services that:

- meet the needs of the Australian policing community
- establish best practice service models in relation to the provision of information to support policing
- are project-oriented and cost-benefit driven to achieve outcomes.

In 2006 CrimTrac and the state, territory and federal police commissioners signed a Memorandum of Understanding that supports the IGA.

Our financial results

Our revenue for the year was $68 million and our expenses, $65 million, providing an operating surplus of over $3 million. The majority of our expenditure was on supplier and employee expenses.

Our portfolio and accountability

CrimTrac is an Executive Agency within the Commonwealth Attorney-General's portfolio.

This reporting year we were subject to the *Public Service Act 1999* and the *Financial Management and Accountability Act 1997* (FMA Act). The *Public Governance, Performance and Accountability Act 2013* replaces the FMA Act from 1 July 2014.

We are accountable to the Commonwealth Parliament, the Minister for Justice and our Board of Management, which comprises Australia's police commissioners, the ACT Chief Police Officer and a Deputy Secretary of the Attorney-General's Department.

Our minister

At 30 June 2014, Minister for Justice, the Hon Michael Keenan MP, had Commonwealth responsibility for CrimTrac.

Prior to Minister Keenan's appointment, we reported to the former Minister for Home Affairs, Minister for Justice, the Hon Jason Claire MP, from 1 July 2013 to 17 September 2013.

OUR ORGANISATIONAL STRUCTURE

Our Executive

Our Executive is responsible for the high-level management of the agency. Our Executive consists of our Chief Executive Officer, Chief Operating Officer and Chief Information Officer.

Chief Executive Officer | Doug Smith APM

The Commonwealth Minister for Justice appoints our Chief Executive Officer (CEO) on the recommendation of the CrimTrac Board of Management. Our CEO is responsible to the Minister and to the Board for delivering CrimTrac services in accordance with the Inter-Governmental Agreement that established our agency.

Doug provides executive leadership, direction and high-level decision-making, and ensures our operations comply with relevant Commonwealth, state and territory laws.

Doug took up the position of CrimTrac CEO in January 2011. His policing career began more than 40 years ago with the Victoria Police and he has also served with the Queensland Police Service and the Northern Territory Police, Fire and Emergency Services. In 1998 he was promoted to Assistant Commissioner of Police in the Northern Territory, and he acted at times as the Northern Territory Commissioner of Police and Deputy Police Commissioner. Doug's broad policing experience includes working in the stock squad, traffic enforcement, criminal investigations, legal and training, and as a prosecutor.

Doug was awarded the Australian Police Medal for distinguished service to the Queensland Police Service in 1995. He has also obtained a Masters of Public Administration (1994) and a Bachelor of Arts with a double major in Public Administration and Government and a major in History (1993).

Chief Operating Officer | Nicole Mayo

Our Chief Operating Officer (COO) develops our strategic objectives and long-term planning activities, and manages the corporate services that underpin our agency.

Nicole's career spans more than 20 years in the legal profession, both in private practice and the public sector, in the Australian Capital Territory (ACT) and Commonwealth public service. She has a Bachelor of Laws and holds an unrestricted Government Practising Certificate.

Nicole was appointed COO in July 2013. She brings extensive experience working within a complex multi-jurisdictional and legislative environment and is a strong leader who displays resilience and well developed problem solving skills. Nicole is responsible for human resources, legal and procurement, finance, business innovation and development, governance and strategy.

Chief Information Officer | Lee Walton

Our Chief Information Officer (CIO) leads the delivery of national information-sharing services to Australia's police agencies, and manages the implementation of business and information communications technology (ICT) solutions for CrimTrac.

Lee was appointed CIO in January 2013. He has more than 30 years' experience working across government in both Australia and the United Kingdom. This includes 12 years with Defence Signals Directorate, where he held senior positions in project management, ICT reform and as Chief Engineer.

With Lee's extensive experience in the ICT sector, he is highly skilled to lead the delivery of CrimTrac ICT services to meet the needs of our police partners. Lee has a First Class Honours engineering degree and is a Chartered Engineer and registered project manager.

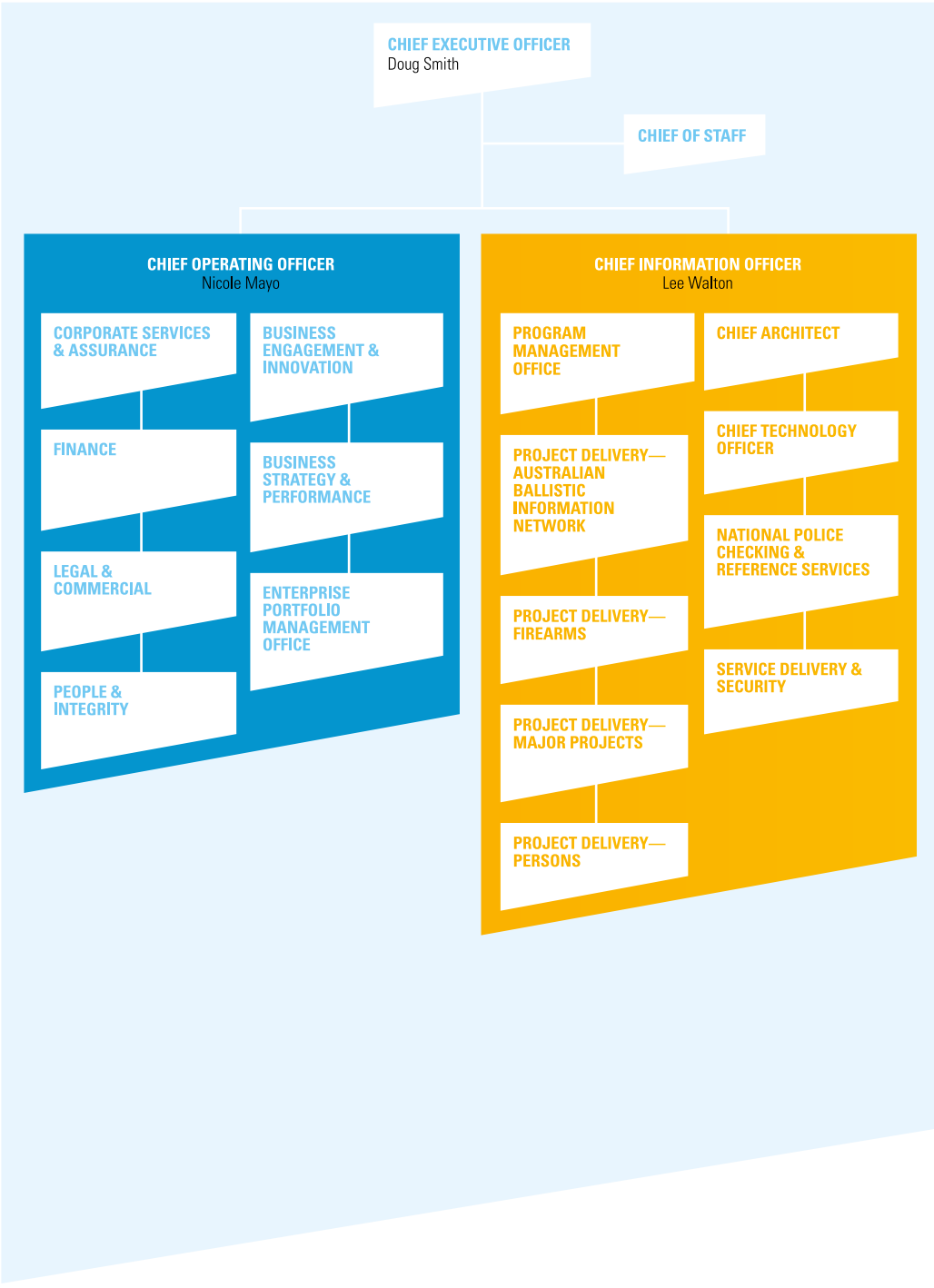
Our structure

As our agency evolves we need to evolve our supporting structure. In April 2014, we implemented a new 'Plan, Build, Run' structure to better align our COO and CIO portfolios. This new structure enables us to:

- better deliver our objectives
- adapt to the changing needs of our partners
- take advantage of emerging business opportunities.

The COO portfolio is responsible for developing the CrimTrac Work Plan, prioritising new initiatives, evaluating outcomes of capabilities, and delivering corporate services. In addition, the restructure moved some ICT planning functions into the COO portfolio. This allows the CIO portfolio to focus on delivering new capability and approved projects, while maintaining and supporting existing services.

Figure 1.1: Crimtrac Organisation Structure as at 30 June 2014



STRATEGIC LANDSCAPE

We are nearing the end of our five year journey to 2015 set out in our current Strategic Plan—CrimTrac 2015. Significant improvements have been made to strengthen our governance, streamline information sharing, and invest in our people.

CrimTrac Strategic Plan 2015–2020

Throughout the year, CrimTrac commenced work and consulted with stakeholders to develop the *CrimTrac Strategic Plan 2015-2020*. The plan for the next five years focuses on four key priority areas—people, partnerships, productivity and innovation. Through these key focus areas we can move towards our desired future state, and effectively respond to the needs of our police partner agencies.

To continue to build on our established partnerships and connect our priority areas, significant planning was undertaken to successfully align our strategic vision to our operating model—co-planning, co-investing, and co-delivery. Furthermore, significant emphasis was placed on ensuring our plan aligns with the strategic direction of each police agency—to remain in step with our partners and continue to deliver services that contribute directly to keeping the Australian community safe.

The plan will become CrimTrac's key driver in setting the direction of our agency and will influence the way we approach and deliver our work.

Our Value Proposition

Through co-planning, co-investment and co-delivery, Australia's police and law enforcement agencies gain greater information sharing and information services outcomes than by acting independently and without collaboration.

Our Mission

To enhance Australian policing and law enforcement with an emphasis on information based policing facilitated through rapid access to detailed, current and accurate police and law enforcement information.

CrimTrac ICT Blueprint 2014–2018

The *CrimTrac ICT Blueprint 2014-2018* was developed throughout the year to guide our ICT direction as we move into the future and invest in innovative information-sharing solutions. It is also an important vision that was developed in line with the *CrimTrac Strategic Plan 2015–2020*.

The ICT Blueprint is built upon feedback from our police partner agencies. It will help us to remove technology barriers between existing systems, enhance our information services, and provide a technical environment for future developments. We will also work to expand the information that Australian police can access by implementing a mature information exchange standard through the National Information Exchange Model (NIEM).

Through the ICT Blueprint, we will continue to assess new ideas and opportunities, and we will take advantage of new technologies to deliver cost effective and efficient solutions that help police to do their work and keep our community safe.

PART 2

REPORT ON PERFORMANCE

PART 2: REPORT ON PERFORMANCE

We report on our program of work, including our performance against our outcome, objective, deliverables and key performance indicators as set out in our Portfolio Budget Statement.

Portfolio Budget Statement 2013–14 excerpt

Outcome 1:

Access to information that supports law enforcement agencies through collaborative national information systems and services.

Program 1.1:

National law enforcement information systems and services.

Program 1.1 objective:

CrimTrac will enhance Australian policing and law enforcement through the provision of high-quality information services that meet the needs of the law enforcement community.

Program 1.1 deliverables

To achieve the program objective, CrimTrac will:

- operate, maintain and enhance existing national critical policing information infrastructure, systems and services, including the:
  - National Automated Fingerprint Identification System
  - National Criminal Investigation DNA Database
  - National Child Offender System
  - National Police Reference System
  - National Police Checking Service
  - National Firearm Licensing and Registration System.

In addition to the above, CrimTrac will:

- continue to strengthen internal capacity and capability
- identify, assess and prioritise capability development opportunities that support our partners and the national strategic intent, including:
  - firearms and ballistics information
  - cybercrime reporting
  - incident and investigation management
  - child protection
  - biometrics
- explore opportunities for the international exchange of policing and law enforcement information.

Program 1.1 key performance indicators

CrimTrac's key performance indicators focus on the agency's ability to provide policing and law enforcement agencies with rapid access to detailed, current and accurate information. CrimTrac's progress in achieving the program objective will be measured according to the following indicators:

- Systems and services are highly available and provide greater access to information.
- Agreed system enhancements are completed to quality, schedule and budget.
- Opportunities to improve information-sharing are identified, assessed and prioritised.
- Ninety-five per cent of criminal history checks are completed within 10 working days.
- Ninety-five per cent of urgent criminal history checks are completed within five working days.

Program of work

Our annual program of work is summarised in our Work Plan 2013–14. In line with our Portfolio Budget Statement, this includes ongoing/business as usual work to deliver, maintain and enhance existing national critical information infrastructure. It was developed in line with our 'Plan', 'Build', 'Run' model and also includes initiatives to identify, assess and prioritise capability development opportunities that support our partners and the national strategic intent. Through sophisticated project analysis and market research we explore new projects and technology platforms that support our partners.

CrimTrac Work Plan 2013–14

	ONGOING / BUSINESS AS USUAL	IMPLEMENT APPROVED INITIATIVES	DEVELOPMENT OF BUSINESS CASE FOR APPROVAL
BIOMETRICS	Deliver national biometric services capability through the support of the following systems: • National Criminal Investigation DNA Database (NCIDD) • National Automated Fingerprint Identification System (NAFIS)	• NAFIS Capacity Upgrade • NAFIS Workstation Refresh • National DNA Investigative Capability (NDIC)	• National Missing Persons and Victim System
CHILD PROTECTION	Deliver national child protection services capability through the support of the following systems: • National Child Offender System (NCOS) • Child Exploitation Tracking System (CETS)	• CETS 'Offline' • NCOS Data Provision and Consumption	
INCIDENT AND INVESTIGATION MANAGEMENT	Deliver national police reference services capability through the support of: • National Police Reference System (NPRS) • National Vehicles of Interest (NVOI) • National Names Index (NNI)	• NPRS Name Matching Upgrade • NSS and NPRS Integration • ASIC / MSIC Information Sharing Capability • Develop and implement a strategy for decommissioning the mainframe applications (NNI/NFLRS/NVOI)	• Examine the high-level business needs for firearm and vehicle capabilities for operational police
CYBERCRIME REPORTING		• Deliver national cybercrime online reporting capability • Australian Cybercrime Online Reporting Network (ACORN)	
FIREARMS AND BALLISTICS INFORMATION	Deliver national firearm services capability to police partners through the support of the following systems: • National Firearms Licensing and Registration System (NFLRS) • National Firearms Identification Database (NFID)	• National Firearms Identification Database (NFID) • Australian Ballistic Information Network (ABIN)	• National Firearms Interface (NFI)

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Performance summary

NATIONAL AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Not achieved	Not achieved
Agreed system enhancements are completed to quality, schedule and budget	Achieved	Achieved
Opportunities to improve information-sharing are identified, assessed and prioritised	Achieved	Achieved

For further information refer to page 25.

NATIONAL CRIMINAL INVESTIGATION DNA DATABASE		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Achieved	Not Applicable
Opportunities to improve information-sharing are identified, assessed and prioritised	Achieved	Achieved

For further information refer to page 27.

NATIONAL CHILD OFFENDER SYSTEM		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Achieved	Achieved
Opportunities to improve information-sharing are identified, assessed and prioritised	Achieved	Achieved

For further information refer to page 35.

NATIONAL FIREARMS IDENTIFICATION DATABASE		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Not Applicable	Not Applicable
Opportunities to improve information-sharing are identified, assessed and prioritised	Not Applicable	Achieved

For further information refer to page 39.

NATIONAL FIREARMS LICENSING AND REGISTRATION SYSTEM		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Not Applicable	Not Applicable
Opportunities to improve information-sharing are identified, assessed and prioritised	Not Applicable	Not Applicable

For further information refer to page 40.

NATIONAL POLICE REFERENCE SYSTEM		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Achieved	Achieved
Opportunities to improve information-sharing are identified, assessed and prioritised	Achieved	Achieved

For further information refer to page 45.

NATIONAL POLICE CHECKING SERVICE		
KEY PERFORMANCE INDICATOR	2012-13	2013-14
Systems and services are highly available and provide greater access to information	Achieved	Achieved
Agreed system enhancements are completed to quality, schedule and budget	Achieved	Achieved
Opportunities to improve information-sharing are identified, assessed and prioritised	Achieved	Achieved
Ninety-five per cent of criminal history checks are completed within 10 working days	Achieved	Not achieved
Ninety-five per cent of urgent criminal history checks are completed within five working days	Not achieved	Not achieved

For further information refer to page 55.

BIOMETRICS SERVICES

Police around Australia use the National Automated Fingerprint Identification System (NAFIS) and National Criminal Investigation DNA Database (NCIDD) to help solve crime and keep our country safe.

HELPING SOLVE CRIMES BY MATCHING CRIME SCENE FINGERPRINTS OR DNA—OFTEN WITH NEAR REAL-TIME UPLOADS THAT ENABLE POLICE TO IDENTIFY SUSPECTS WITHIN MINUTES

National Automated Fingerprint Identification System

The NAFIS helps police identify a person through their fingerprints left at a crime scene.

24/7
AVAILABILITY
98.8%
OF THE TIME

6.3
MILLION
PRINT SETS
OF 3.7
MILLION PEOPLE

61
THOUSAND
FINGER
& PALM PRINTS
IDENTIFIED
FROM CRIME
SCENE

230
THOUSAND
ADDED TO THE
DATABASE

National Criminal Investigation DNA Database

The NCIDD helps police identify a suspect through a DNA sample left at a crime scene.

24/7
AVAILABILITY
99.9%
OF THE TIME

OVER
88
THOUSAND
PROFILES
ADDED TO THE
DATABASE
IN 2013-14

68
THOUSAND
CRIME SCENE
SAMPLES
LINKED TO
PROFILES ON THE
DATABASE

72
THOUSAND
PREVIOUSLY
UNRELATED
CRIMES
LINKED

National Automated Fingerprint Identification System

The National Automated Fingerprint Identification System (NAFIS) is a finger and palm print database and matching system, which we have operated since 2001. The NAFIS includes:

- TenPrint data—finger and palm print images taken in controlled situations, usually by police or immigration authorities, along with corresponding basic biographic information
- Latent data—unsolved finger and palm print impressions recovered from crime scenes.

This system is used by police agencies to help solve crime and identify individuals by establishing a person's identity from fingerprint and palm impressions. It is also used by the Department of Immigration and Border Protection to support Australia's migration program.

The NAFIS enables near real-time upload of prints from crime scenes, making it possible for police to identify a suspect in minutes.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NAFIS is available 24-hours-a-day, seven-days-a-week.
- We provide business support to the NAFIS 24-hours-a-day.

NAFIS AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability %	99.5%	99.4%	98.8%

This year, availability fell below our performance target of 99.5%. However, to ensure we meet our target in 2014–15, our NAFIS Capacity Upgrade project will continue to improve availability and response times for police.

NATIONAL FINGERPRINT IDENTIFICATION SYSTEM RECORDS AND SEARCHES			
YEAR	2011–12	2012–13	2013–14
Crime scene searches (finger and palm)	367 751	408 899	420 188
Crime scene prints identified	52 673	58 693	60 398
Latent fingers searches	264 537	295 293	306 133
Latent finger prints identified	37 546	42 188	43 691
Latent palm searches	103 214	113 606	114 055
Latent palm prints identified	15 127	16 505	16 707
Tenprint to tenprint searches	428 831	482 813	519 156
Livescan initiated tenprint to tenprint searches	246 959	261 966	290 109

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

We enhanced systems through following initiatives during 2013–14.

NAFIS SYSTEM ENHANCEMENT	
INITIATIVE	DESCRIPTION
NAFIS Capacity Upgrade	We delivered phase 1 of this project in June 2014, in line with our schedule and budget—successfully upgrading the existing NAFIS system with modern and more powerful servers, which will help to improve response times for police using the system.
NAFIS Workstation Refresh	This project was undertaken throughout the year to replace ageing equipment used by police. As at 30 June 2014, we had completed hardware procurement and 75% of installations.

For more details about our NAFIS-related projects, see *Biometrics projects* on page 29.

Key performance indicator 3: Opportunities to improve information-sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following initiatives to our annual Work Plan this reporting year.

NAFIS INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	**DESCRIPTION**
NAFIS Capacity Upgrade	In July 2013, the CrimTrac Board of Management approved this project to upgrade the database storage capacity and performance of the NAFIS.
NAFIS Workstation Refresh	In July 2013, the CrimTrac Board of Management approved this initiative to investigate options to replace out-of-date NAFIS equipment used by police agencies.
Fingerprint Capability Replacement	In June 2014 the CrimTrac Board of Management approved a project to upgrade Australia's existing fingerprint capability by 2017. This project will offcially commence in the next reporting period.

National Criminal Investigation DNA Database

The National Criminal Investigation DNA Database (NCIDD) has been in operation since 2001. Since then more than 837 000 DNA profiles have been uploaded. It helps Australian police solve crime by linking DNA profiles from a crime scene with convicted offenders throughout Australia. The database also allows police to match profiles from two or more unsolved crime scenes, linking seemingly unrelated police investigations.

Australian police use DNA evidence to inform or support investigations. DNA evidence has helped implicate criminals in serious offences and helped solve many high volume crimes. It has also established the innocence of people who might otherwise have been suspects.

The NCIDD contains DNA profiles from samples collected by Australian police from crime scenes, convicted offenders, suspects, items belonging to missing persons and unknown deceased persons.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NCIDD is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week, allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support to the NCIDD from 8am to 6pm, Monday to Friday.

NCIDD AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability % measured only during business support hours	98.5%	99.7%	99.9%

This year, we exceeded our performance target of 98.5%.

NCIDD RECORDS AND SEARCHES			
YEAR	2011–12	2012–13	2013–14
Total number of records	678 441	749 601	837 798
Total number of crime scene to crime scene links	9 768	9 702	72 462
Total number of crime scene to person links	18 088	18 568	68 036

The NCIDD is steadily growing with a greater percentage of DNA profiles now being uploaded using new DNA kits instead of the old Profiler Plus kit. The number of high stringency links has increased significantly in the past year due to the NSW Police Force expanding the links to include their intra-jurisdictional links.

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

The system is extremely stable and minimal enhancements were made to the NCIDD in the past year due to the prioritised work to deliver the National DNA Investigative Capability project. When complete, this project will deliver kinship and familial capability to the DNA program.

For more information about DNA-related projects, see *Biometrics projects* on page 29.

Key performance indicator 3: Opportunities to improve information sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following initiatives to our annual Work Plan this reporting year.

DNA INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	DESCRIPTION
National DNA Investigative Capability	In July 2013, the CrimTrac Board of Management approved our initiative to explore options and develop a business case to identify and implement a more sophisticated DNA investigative capability for police. In March 2014, the CrimTrac Board of Management approved the business case and agreed to work beginning on the National DNA Investigative Capability project.
National Missing Persons & Victim System	In June 2014, the CrimTrac Board of Management authorised CrimTrac to implement the National Missing Persons & Victim System.

Biometrics projects

NAFIS Capacity Upgrade

The NAFIS Capacity Upgrade project began in July 2013. The aim is to upgrade the core system to allow for greater capacity and improved system availability by increasing fingerprint matching capacity and reducing wait times for police.

Police agencies have invested in new technologies that enable real-time fingerprint matching, including forensic registers, digital photography and tablet computers at crime scenes. This has been a driving force behind an increased demand for the NAFIS. However, due to this demand, police have experienced some delays in obtaining matches through the NAFIS.

There are two phases to the NAFIS Capacity Upgrade project:

- **Phase 1** (complete)—we successfully upgraded the existing NAFIS system with modern and more powerful servers. This provided additional processing power to meet extra demand through to May 2017.
- **Phase 2** (now underway)—we will update the biometric matching engine and use a new matching algorithm. This will provide greater matching accuracy and improve overall performance of the system.

KEY FACTS: NAFIS CAPACITY UPGRADE	
Outcome	Performance improvements to the NAFIS platform, which will lead to reduced response times for latent searches. This will support operations to 2017.
Scheduled delivery	Phase 1—delivered in June 2014 Phase 2—will be delivered in the next reporting period
Budget	$5.330 million
Status	The upgrade has already increased connections between some police agencies and the CrimTrac Data Centre, allowing for an increase in traffic.

NAFIS Workstation Refresh

The NAFIS Workstation Refresh project is replacing ageing equipment used by police agencies. This will ensure the NAFIS capability continues to be available to police.

KEY FACTS: NAFIS WORKSTATION REFRESH	
Outcome	Ongoing availability of the NAFIS capability for police agencies.
Scheduled delivery	In the next reporting period.
Budget	$0.588 million.
Status	We have completed hardware procurement, and started installation activities. As at 30 June 2014, we have completed 75% of installations.

National DNA Investigative Capability

The National DNA Investigative Capability (NDIC) project will identify and implement a more sophisticated capability for police through new solutions for kinship matching and familial searching capabilities. The project will also deliver an enhanced direct matching function by providing a more accurate matching system. These new capabilities will enhance current DNA matching capabilities across Australia.

The current DNA matching capability has been designed to ensure privacy is protected, meaning any enhancements must also meet strict privacy requirements.

KEY FACTS: NATIONAL DNA INVESTIGATIVE CAPABILITY	
Outcome	A more sophisticated DNA investigative capability for police, including kinship matching and familial searching.
Scheduled delivery	In the next reporting period.
Budget	$1.451 million
Status	Work on this project has commenced. Next steps include gathering detailed requirements to inform a request for tender process.

National Missing Persons & Victim System

The objective of the National Missing Persons & Victim System (NMPVS) initiative is to provide police and other law enforcement agencies with the ability to undertake national searches on long-term missing persons, unidentified human remains, and disaster victim identification.

A national solution will help police in each state and territory to share and match information on missing persons, which is currently limited by the use of localised systems in each jurisdiction.

KEY FACTS: NATIONAL MISSING PERSONS & VICTIM SYSTEM	
Outcome	A national automated capability for police to match long-term missing person and unidentified human remains information. It will also allow easier access to shared information in the event of a major disaster.
Scheduled delivery	In the next reporting period.
Budget	$0.435 million
Status	Project planning has commenced.

HELPING POLICE COMBAT CRIME

'It could be just one fingerprint that identifies a person as being at the scene. There might be no other evidence apart from that or a drop of blood or a DNA match. But that's all you need and then there's just no way out for them at the end of the day.'

Chroming is a toxic form of substance abuse. It could mean inhaling solvents like paint, deodorants or glue and in cities like Townsville and Rockhampton, it's a growing threat to kids.

Often it's due to boredom. But once someone gets a taste for the high they get from sniffing—short lived though it is—addiction kicks in and ultimately it can cause neurological and cardio-vascular problems. It can even cause death.

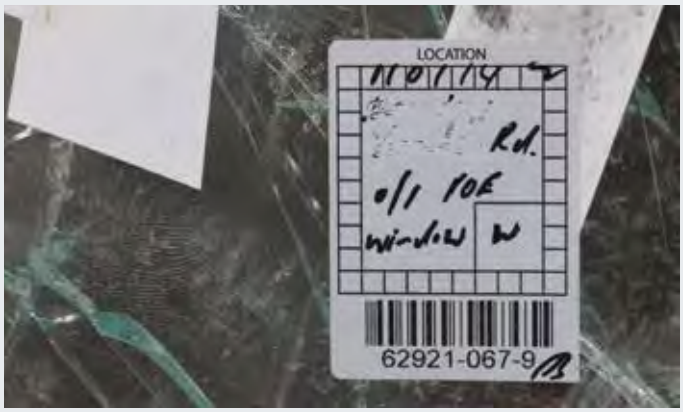
The problem spills over and affects the community at large. Shop owners have been forced to remove aerosol deodorants from the shelves to stop them being stolen by addicts, while hardware stores face mounting damages bills to replace glass smashed by offenders who have broken in to steal glue.

This was exactly the scenario that faced Senior Constable Barnes of the Rockhampton Police Scenes of Crime Section, when he was called to a break-in at a major hardware store early on the morning of 11 January 2014.

A crime is committed

During the night someone had thrown a rock at a window of the store and after 'tapping away' at it a few times, created a hole big enough to crawl through. Senior Constable Barnes said the offender must have been pretty determined as his first attempt to make the hole larger set off the alarm.

Security made a pass but it is thought they may not have reactivated the alarm, and after hiding in some nearby bushes, the offender made a second, successful attempt to break in to the store.



Senior Constable Barnes said the offender stole 'a number of tins of substances such as glue'. He said 'It's quite common for offenders up here to sniff glue. They sniff glue, they sniff paint, they sniff different aerosols and things. It's like a quick high for them. So a lot of the time when hardware stores get broken into they'll make a beeline for the glue section, the paint section, and it's all part of getting their high.'

After reviewing the CCTV footage, Senior Constable Barnes did a visual inspection of the break-in area to determine which area he would photograph. It was during this examination he saw some bloodstains on the broken glass and hair stuck to one of the glass fragments.

After collecting these biological exhibits, Senior Constable Barnes then looked for fingerprints—the quickest way to identify someone. He found them on the window where the offender had climbed through.

A hit is made

After packaging all the exhibits and logging them at the station, all but the hair were forwarded to the Forensics' Laboratory in Brisbane for analysis. Senior Constable Barnes said 'we didn't send that [the hair] to the lab to try and get any identification on that because we were hopeful of getting both the fingerprints identified and the blood. If we got no hits on either of those we would've sent the hair away'.

He was right. Within three to four hours they had a hit.

The offender's DNA and fingerprints were on file with CrimTrac. The 27-year old offender was caught within days and with such strong forensic evidence against him—backed up by CCTV footage—he admitted to the crime.

Senior Constable Barnes said the main benefit of CrimTrac systems in this case was the offender may not have been caught if Police hadn't been able to match his fingerprints or DNA.

'It could be just one fingerprint that identifies a person as being at the scene. There might be no other evidence apart from that or a drop of blood or a DNA match. But that's all you need and then there's just no way out for them at the end of the day.'

CHILD PROTECTION

HELPING POLICE PROTECT CHILDREN AT RISK

Police use our child protection solutions to help identify and manage offenders against children, helping to protect children at risk.

National Child Offender System

24/7 AVAILABILITY

99.7% OF THE TIME

HOLDS

SENSITIVE INFORMATION

WE DO NOT REPORT ON STATISTICS

OR TYPE OF INFORMATION HELD

National Child Offender System

The National Child Offender System (NCOS) is a web-based application that allows Australian police to record and share child offender information. It directly enables police in each state and territory to manage key information to meet their requirements under respective child protection legislation.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NCOS is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provides business support to the NCOS 24-hours-a-day.

NCOS AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability %	99.5%	99.7%	99.7%

This year, we exceeded our performance target of 99.5%.

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

We enhanced systems through the following initiatives during 2013–14.

NCOS SYSTEM ENHANCEMENTS	
INITIATIVE	DESCRIPTION
Routine releases	July 2013, we addressed minor bug fixes and ensured the NCOS is functioning to its full capacity. May 2014, we provided minor enhancements and also increased the capacity for police agencies to export records from 5 000 to 6 000.

For more information, see *Child protection projects* on page 36.

Key performance indicator 3: Opportunities to improve information sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following child protection related initiatives to our annual Work Plan this reporting year.

CHILD PROTECTION INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	DESCRIPTION
National Child Offender System (NCOS) Provision and Consumption	July 2013, the CrimTrac Board of Management approved the NCOS Provision and Consumption project. This initiative will remove the need for police to manually re-enter data between local child offender systems and the NCOS.

CHILD PROTECTION INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	**DESCRIPTION**
Child Exploitation Tracking System (CETS)	This project was carried over from the CrimTrac Work Plan 2012-13. Project delivery continued throughout the year.

Child protection projects

National Child Offender System—Data Provision and Consumption

The NCOS—Data Provision and Consumption project will deliver a national solution that removes the need for police to manually re-enter data between local child offender systems and the NCOS. This manual entry approach is error prone and resource intensive for police agencies.

The solution will enable all police agencies to more easily upload and share offender case information. This will ensure enriched data is stored in the NCOS.

KEY FACTS: NCOS DATA PROVISION AND CONSUMPTION	
Outcome	The capability for police to more easily share child offender case information, upload data in real time and export offender data from the NCOS for policing purposes.
Scheduled delivery	In the next reporting period.
Budget	$1.061 million
Status	Detailed requirements have been gathered and reviewed. This will be used to develop the technical solution.

Child Exploitation Tracking Systems

The Child Exploitation Tracking System (CETS) is a joint project between CrimTrac and the Australian Federal Police. This national solution will automate the process of linking seized child exploitation material with previously identified images.

We are rolling out the CETS solution for our police partners nationally. We will soon begin procuring hardware, and the Australian Federal Police will implement tools and provide training and business process support. The final product will be made available for our police partners in the next reporting period.

The CETS will also provide a foundation for other child protection activities such as child exploitation material management services (once approved) that will expand the image library and provide greater flexibility for police agencies to choose the technology that best suits their local environment whilst participating in a national information-sharing solution.

KEY FACTS: CHILD EXPLOITATION TRACKING SYSTEM	
Outcome	The CETS initiative will provide the capability to link seized child exploitation material with previously identified images, reducing practitioner exposure.
Scheduled delivery	In the next reporting period.
Budget	$3.416 million
Status	The Australian Federal Police and CrimTrac are working collaboratively to roll-out the CETS nationally. However, the CETS solution is no longer supported by the vendor and activities to identify a replacement solution will be undertaken in collaboration with partner agencies.

FIREARMS AND BALLISTICS

HELPING POLICE MATCH CRIME SCENE BALLISTICS AND WEAPONS

Our firearms solutions are valuable tools for police to solve firearm-related crime and to prevent gun crime in Australia.

National Firearms Identification Database

The National Firearms Identification Database (NFID) helps police to identify and describe individual firearms consistently.

24/7 AVAILABILITY 99.9% OF THE TIME

12 229 SEARCHES IN 2013-14

MORE THAN 16 000 UNIQUE FIREARM TEMPLATES

National Firearms Licensing and Registration System

The National Firearms Licensing and Registration System (NFLRS) helps firearms registries view the licence and registration information held by other states and territories.

24/7 AVAILABILITY 99.9% OF THE TIME

3.7 MILLION RECORDS

1.5 MILLION LICENSES RECORDED

Australian Ballistic Information Network

The Australian Ballistic Information Network (ABIN) helps police match ballistic evidence across state and territory borders.

National Firearms Identification Database

The National Firearms Identification Database (NFID) is a reference tool that helps Australian police identify and record firearms in a consistent way. The database enables police to identify and characterise a firearm, using details such as make, model, calibre and capacity.

The database assists police to ensure a firearm is described consistently during its registration, during importation or during transfer of ownership and movement across state and territory borders.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NFID is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support to the NFID from 8am to 6pm, Monday to Friday.

NFID AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability % measured only during business support hours	96%	99.5%	99.9%

NFID RECORDS AND SEARCHES		
YEAR	2012–13*	2013–14
Total number of Template searches	38	1 295
Total number of Detailed searches	350	10 934

* The NFID was delivered in February 2013. Therefore statistics before this time do not exist.

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

Following the successful delivery of the NFID in February 2013, stages four and five of the NFID project have continued to enhance the capability of the NFID system. For more information, see *Firearms and ballistics projects* on page 41.

Key performance indicator 3: Opportunities to improve information sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following firearms-related initiatives to our Annual Work Plan this reporting year.

FIREARMS INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	**DESCRIPTION**
Australian Ballistics Information Network (ABIN)	July 2013, the CrimTrac Board of Management approved commencement of the ABIN project. In July 2014 we will deliver a capability for police to easily share ballistic evidence across state and territory borders, helping to electronically match ballistic evidence gathered from a crime scene to the firearm used in the crime.
National Firearms Interface (NFI)	March 2014, the CrimTrac Board of Management approved in principle commencement of the NFI project. The NFI will increase the capability of sharing firearms data in systems nationally. The Law, Crime and Community Safety Council meeting will consider the business case in August 2014.
National Firearms Identification Database (NFID)	The NFID was carried over from the 2012-13 Work Plan. Project delivery continued throughout this year.

National Firearms Licensing and Registration System

The National Firearms Licensing and Registration System (NFLRS) is a valuable tool used to ensure compliance with registration. It enables police to access the following information:

- firearm licence holders
- licensed firearm dealers
- registered firearms
- lost, stolen and transferred firearms.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NFLRS is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support to the NFLRS from 8am to 6pm, Monday to Friday.

NFLRS AVAILABILITY TARGET			
YEAR	**TARGET KPI**	**2012–13**	**2013–14**
Availability % measured only during business support hours	98.5%	100%	99.9%

This year we exceeded our performance target of 98.5%

NFLRS RECORDS AND SEARCHES			
YEAR	**2011–12**	**2012–13**	**2013–14**
Total number of firearms	4.4 million	4.6 million	3.7 million
Total number of licences	Not available	1.7 million	1.5 million
Total number of searches	163 000	201 000	206 000

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

The NFLRS is a stable and reliable system. We did not make any major enhancements this year.

Firearms and ballistic projects

National Firearm Identification Database (stages 4 and 5)

Following the successful implementation of the NFID in February 2013, stages 4 and 5 of the project have been delivered to provide a capability for the NFID to integrate with police systems and to ensure the quality of the records.

- **Stage 4** delivered integration services for police agencies to automatically search and upload NFID data into their firearm systems.
- **Stage 5** delivered a NFID Data Quality Report that compared the data quality of NFID to the Royal Canadian Mounted Police Firearms Reference Table and to manufacturers' specifications.

KEY FACTS: NATIONAL FIREARMS IDENTIFICATION DATABASE	
Outcome	Improved efficiency for registering firearms and increased cross-jurisdictional integrity of firearm data.
Scheduled delivery	Stage 4 ended in September 2013 with an expenditure of $0.279m. Stage 5 ended in May 2014 with an expenditure of $0.071m.
Budget	Total NFID project budget was $1.771 million Total expenditure was $1.192 million
Status	Stages four and five of the NFID project have been delivered, and the project was closed in May 2014. The decision to invest further in NFID data can be better considered following the tender process for National Firearms Index.

National Firearms Interface

The National Firearms Interface (NFI) will provide increased capability for police to share firearm data, in turn leading to increased police and public safety. It will do this by delivering a national firearms information repository. It will identify links between people, firearms, organisations and locations, as well as providing enhanced search and reporting capabilities. The NFI will also notify when firearms ownership is transferred, and will integrate with the NFID.

KEY FACTS: NATIONAL FIREARMS INTERFACE	
Outcome	Increased police capability to share firearms data, leading to increased police and public safety. Capability to identify links between people, firearms, organisations and locations, and enhanced search and reporting capabilities.
Scheduled delivery	We plan to deliver this project 36 months after the Law Crime and Community Safety Council approves the business case.
Budget	$4.436 million (proposed budget)
Status	In April 2014 the National Police Senior Officers Group endorsed the NFI Stage 1 business case, and recommended it for consideration and approval by the Law Crime and Community Safety Council. We will present the business case for approval in July 2014.

Australian Ballistic Information Network

The Australian Ballistic Information Network (ABIN) will help police across Australia electronically match crime scene ballistic evidence to the weapon used in the crime or link crimes if the same firearm is used at multiple scenes. This national solution will build on existing ballistic libraries that operate in a number of states, and will allow police to search for a ballistic signature of a firearm to see if it is linked to other crimes across Australia.

We procured the underlying Forensic Technology Integrated Ballistic Identification System (IBIS) technology. The IBIS® integrates with the existing equipment used by the New South Wales Police Force, South Australia Police, Queensland Police Service and Australian Federal Police.

KEY FACTS: AUSTRALIAN BALLISTIC INFORMATION NETWORK	
Outcome	Capability to electronically match ballistic evidence from crime scenes to the firearm used, helping police solve and prevent firearm-related crime.
Scheduled delivery	The ABIN is scheduled to be delivered in July 2014. We began back capturing test fires, cartridge cases and projectiles in June 2014 and completion is scheduled for June 2015.
Budget	$6.471million
Status	As at 30 June 2014, the project was progressing on schedule, with installation and implementation of ABIN equipment completed in New South Wales, Western Australia, Queensland, South Australia and Northern Territory.

Police
Police

POLICE REFERENCE SERVICES

HELPING POLICE SHARE ESSENTIAL INFORMATION

Australia's various police agencies share essential policing information through the National Police Reference System (NPRS).

24/7
AVAILABILITY
99.5%
OF THE TIME

OVER 38 MILLION
SEARCHES THIS YEAR

OVER 10 MILLION
RECORDS ON FILE

OVER 7 MILLION
PHOTOS ON FILE

National Police Reference System

The National Police Reference System (NPRS) enables Australian police agencies to share essential policing information with other police agencies. The NPRS provides key reference data to support police officers, investigators and analysts.

The NPRS records core data such as name, identity information and photographs, information on warnings, warrants and wanted persons, offence history, protection and violence orders, firearms involvements, and information relating to the child protection register.

The NPRS also contains information on missing persons, unidentified persons and bodies, and escapees.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NPRS is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support to the NPRS for 24-hours-a-day, every day.

NPRS AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability %	99.5%	99.7%	99.5%

NPRS RECORDS AND SEARCHES			
YEAR	2011–12	2012–13	2013–14
Total number of distinct users	55 000	68 000	70 000
Total number of person searches	33.2 million	35 million	38 million
Total number of persons of interest	10.3 million	10.3 million	10.7 million
Total number of persons of interest with photos	1.7 million	1.8 million	2.1 million
Total number of photos	5.3 million	6.1 million	7 million*
Total number of unique NPRS identifiers	3.6 million	3.6 million	3.7 million

* includes 261 641 from AUSCHECK

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

We delivered the following improvement opportunities this reporting year.

NPRS SYSTEM ENHANCEMENTS	
INITIATIVE	**DESCRIPTION**
NPRS Web Application refresh	This project delivered several benefits including: • upgrading the user interface to comply with Web Content Accessibility Guidelines • improving workflow and usability for police agencies • providing more data fields for police agencies • repairing known bugs within the application • undertaking enhancements requested by police agencies to support emerging operational policing needs • providing a more accurate and effective audit capture. We delivered this refresh as part of business as usual, completing it on schedule and releasing it in December 2013. As this was a business as usual activity, it did not have a specific budget allocated. The total cost was $0.443 million.
The Aviation Security Identification Card/Maritime Security Identification Card (ASIC/MSIC) Information Sharing Capability	This project delivered a capability for police to view ASIC and MSIC applicant and current cardholder data within NPRS. We delivered this initiative on schedule, with the technical solution applied to the NPRS in June 2014. We also successfully applied the associated AusCheck dataset to the NPRS database ahead of our 30 June 2014 deadline.

For more information, see *Police reference projects* on page 47.

Key performance indicator 3: Opportunities to improve information sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following police reference initiatives to our annual Work Plan this reporting year.

NPRS INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	**DESCRIPTION**
Name Matching Upgrade	December 2013, the CrimTrac Board of Management approved for us to begin the NPRS Name Matching Upgrade. The project will replace the existing name matching search tool used by NPRS with the newly acquired software Informatica Identity Resolution (IIR).
The Aviation Security Identification Card / Maritime Security Identification Card (ASIC/MSIC)	July 2013, the ASIC/MSIC Information Sharing Capability was added to our annual Work Plan at the request of the Commonwealth Attorney-General's Department. This initiative will share ASIC and MSIC information between the AusCheck system and police.

Police reference projects

Aviation Security Identification Card / Maritime Security Identification Card (ASIC/MSIC) Information Sharing Capability

Through the ASIC/MSIC Information Sharing Capability project we will deliver a capability for police to view ASIC and MSIC applicants' and current cardholders' data within the NPRS.

KEY FACTS: ASIC/MISC	
Outcome	Information about ASIC and MSIC applicants and current cardholders is shared between the AusCheck system and police.
Scheduled delivery	In the next reporting period.
Budget	$0.189 million
Status	We introduced the ASIC/MSIC changes to the NPRS on 10 June 2014. The back capture of AusCheck data was completed ahead of schedule before 30 June 2014.

Name Matching Project Upgrade

Name matching is a critical component of our police reference and police checking services. This project will upgrade the existing name matching software within the National Police Reference Service to the new *Informatica Identity Resolution* software.

KEY FACTS: NAME MATCHING PROJECT UPGRADE	
Outcome	The most accurate name matching capability possible to support the National Police Reference System and the National Police Checking Service.
Scheduled delivery	In the next reporting period.
Budget	$0.757 million
Status	Development work was completed in March 2014. Police agency representatives will have the opportunity to evaluate the new capabilities before late July 2014, before we introduce the upgraded software.

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POLICE

CYBERCRIME REPORTING

HELPING TO IMPROVE INFORMATION ABOUT AND RESPONSES TO CYBERCRIME

We are developing the Australian Cybercrime Online Reporting Network (ACORN) to help police and other law enforcement agencies gather valuable data about cybercrime and to enhance information and contribute to improved responses to cybercrime across Australia.

Australian Cybercrime Online Reporting Network

We are developing a national online reporting facility for cybercrime, called the Australian Cybercrime Online Reporting Network (ACORN).

Members of the public will be able to use the ACORN website to report cybercrime. The ACORN will also explain how to recognise and avoid common forms of cybercrime, and provide advice for people who have fallen victim to cybercrime.

The ACORN may refer cybercrime reports to police and government agencies for information and action as appropriate. It will help to make data collection easier for police and improve information on how cybercrime affects Australians. There is a significant opportunity to capture repeat cybercrime instances and, in turn, enable police and government agencies to respond effectively.

The ACORN will make it easier for people to report cybercrime by removing the need to phone or attend a police station to make a report.

Benefits include:

- better access to reporting facilities in Australia, leading to an increase in cybercrime reporting
- enhanced access to educational and prevention strategies for all Australians
- increased rate of cybercrime resolution
- reduced duplication, time and costs of police effort.

KEY FACTS: AUSTRALIAN CYBERCRIME ONLINE REPORTING NETWORK	
Outcome	Cybercrime frequency and impact is reduced, as a national online system allows the public to report and find out about cybercrime.
Scheduled delivery	In the next reporting period.
Budget	$1.454 million
Status	We are on track to deliver ACORN in late-2014.

JOINING FORCES AGAINST CYBERCRIME THROUGH ACORN

Malicious software attacks, hardware tampering, leaking of confidential data, hacking and attacks on websites—cybercrime is a growing focus for law enforcement around the world.

Criminals exploit the Internet because it is globally connected, borderless, anonymous, fast, low-risk, easily accessible and contains high volumes of rich data.

The Australian Cybercrime Online Reporting Network (ACORN) is critical to Australia's response and developed as a result of the *2013 National Plan to Combat Cybercrime*, ACORN will enable the public to report instances of cybercrime online. This will make it easier for police agencies to collect information and essential data and help to ensure that Australia becomes a harder target for cybercriminals.

CrimTrac is developing the technical solution for the ACORN. It is now in the final stage of development and on track for release later this year. This is a significant project for us, as cybercrime is fast becoming a major focus nationally and internationally.

In preparation for ACORN's launch in late 2014, we hosted a national conference in June to promote the benefits to law enforcement stakeholders.

The conference brought together representatives from ACT Policing, the Commonwealth Attorney-General's Department, Australian Crime Commission, Australian Federal Police, Australian Strategic Policy Institute, Commonwealth Department of Communications, Victoria Police, Western Australia Police, NSW Fair Trading, the Embassy of the United States of America, and the New Zealand High Commission.

Featured industry experts and international speakers provided insights on different aspects of cybercrime:

- Mr John Lyons, Chief Executive, International Cyber Security Protection Alliance (ICSPA) spoke about the ICSPA's role in cybercrime, implications of cybercrime for business communities, and the meteoric growth in cyber-criminality and possible measures to help mitigate the phenomenon.

- Mr Khoo Boon Hui, Senior Deputy Secretary, Singapore Ministry of Home Affairs, Former President, INTERPOL, emphasised the implications of cybercrime for citizens and the challenges for the community and law enforcement agencies. He also outlined the role of INTERPOL and international collaboration in responding to cybercrime.

- Ms Johanna Hladun, Attache (legal), Embassy of the United States of America highlighted the international responses to cybercrime, and the partnership between the Federal Bureau of Investigation and the National White Collar Crime Centre.
- Assistant Commissioner Tim Morris, National Manager, High Tech Crime Operations, Australian Federal Police spoke about the international experience of cybercrime compared with the Australian experience, and the current threat level for cybercrime in Australia. He emphasised the important role of CrimTrac in building a technical capability that will bring the Commonwealth, states and territories together to fight cybercrime.
- Assistant Commissioner Peter Cotter, NSW Police Force facilitated a question and answer session with the guest speakers.
- Our CEO, Mr Doug Smith outlined Australia's approach to addressing cybercrime, the ACORN system, what it means for police agencies, and the benefits. This set the landscape for Detective Inspector Tim Thomas, Western Australia Police, together with Dr John Moss, Acting National Manager Collection and Analytics, Australian Crime Commission and Mr Steve Arundel, Senior Project Manager, ACORN to showcase the ACORN system.
- Dr Tobias Feakin, Senior Analyst National Security, Australian Strategic Policy Institute concluded the conference as dinner speaker.

Successful promotion of ACORN will enhance its effectiveness. The ACORN Conference was a positive event to collaborate with stakeholders—attracting some 60 delegates—providing the platform for thought-provoking discussions and paving the way for ACORN to be a successful national capability.

NATIONAL POLICE CHECKING SERVICE

HELPING ORGANISATIONS CHECK IF PEOPLE HAVE POLICE RECORDS

National Police Checking Services help to ensure the integrity of individuals placed in a position of trust—enhancing the safety of the community.

OVER 3.7 MILLION NATIONAL POLICE **CHECKS** PROCESSED

28 PERCENT OF CHECKS **REFERRED** TO POLICE FOR INVESTIGATION

17 NEW ORGANISATIONS ACCREDITED

24/7 AVAILABILITY **99.9%** OF THE TIME

National Police Checking Service

The National Police Checking Service (NPCS) is delivered to Australian police and other organisations that are accredited with CrimTrac. The service supports their processes for assessing the suitability of people applying for employment, Australian citizenship or appointment to positions of trust.

Community benefit

A total of 160 organisations across all sectors of the community use our National Police Checking Service to help screen personnel, volunteers or employees working with children or vulnerable groups, or otherwise occupying positions of trust. This helps to minimise the risk of appointing someone unsuitable or with an adverse police record.

During the reporting period the *Royal Commission into Institutional Responses to Child Sexual Abuse* drew national attention to working-with-children checks. The Australian Capital Territory and Tasmanian governments also both established their working-with-children legislative screening units, and both became CrimTrac Accredited Agencies.

Key performance indicator 1: Systems and services are highly available and provide greater access to information

- The NPCS is available 24-hours-a-day, seven-days-a-week for a total of 165 hours per week allowing 3 hours of scheduled outages per week for routine maintenance and upgrades.
- We provide customer support to CrimTrac accredited organisations from 8:30am to 5pm Monday to Friday.
- We provide business support to the NPCS IT systems from 8am to 6pm, Monday to Friday.
- We accredited 17 new organisations during the reporting period.

NPCS AVAILABILITY TARGET			
YEAR	TARGET KPI	2012–13	2013–14
Availability % measured only during business support hours	98.5%	99.6%	99.9%

NPCS RECORDS AND SEARCHES			
YEAR	2011–12	2012–13	2013–14
Total number of checks	3.08 million	3.21 million	3.74 million
Total number of checks referred	869 000	881 000	1.05 million
Total number of referrals	1.36 million	1.47 million	1.73 million

Total number of checks: is the total number of requests for police history information submitted to the National Police Checking Support System.
Total number of checks referred: is the number of checks where CrimTrac National Names Index found a potential match.
Total number of referrals: is the where potential matches were referred to our police partners for further investigation.

Key performance indicator 2: Agreed system enhancements are completed to quality, schedule and budget

We developed new Terms of Service during the reporting period, to take account of amendments to the *Privacy Act 1988* in March 2014 and align with the new Australian Privacy Principles. We also developed educational activities for our NPCS stakeholders, including assurance monitoring and support materials to help accredited organisations meet their compliance obligations. We will begin rolling out the new Terms of Service and educational material in July 2014.

Key performance indicator 3: Opportunities to improve information sharing are identified, assessed and prioritised

We identified improvement opportunities and added the following NPCS-related initiatives to our annual Work Plan this reporting year.

NPCS INITIATIVES ADDED TO WORK PLAN	
INITIATIVE	**DESCRIPTION**
Criminal History Exchange with New Zealand	In January 2012 the Prime Ministers of Australia and New Zealand agreed to the exchange of criminal history information between the two countries. As at 30 June 2014, this project was on hold pending outcomes from the Law, Crime and Community Safety Council.

Key performance indicator 4: Ninety-five per cent of criminal history checks are completed within 10 working days

NPCS SERVICE LEVEL TARGETS – REGULAR CHECKS				
YEAR	**TARGET KPI**	**2011–12**	**2012–13**	**2013–14**
% of criminal history checks completed in 10 working days	95%	97%	96%	91.6%

- 91.61% of police history checks were completed within 10 working days.

Key performance indicator 5: Ninety-five per cent of urgent criminal history checks are completed within five working days

NPCS SERVICE LEVEL TARGETS – URGENT CHECKS				
YEAR	**TARGET KPI**	**2011–12**	**2012–13**	**2013–14**
% of criminal history checks completed in 10 working days	95%	93%	90%	94.4%

- 94.35% of urgent checks were completed within 10 working days. This was below our target of 95%.

KPIs 4 and 5 state that 95% of routine and urgent checks will be processed within 10 working days. We fell short of this target as a result of an increased demand for the service. As indicated a large number of checks were referred to police for further investigation increasing their workload markedly. We will continue to work with our police partners to improve the service.

PART 3

CORPORATE GOVERNANCE

PART 3: CORPORATE GOVERNANCE

Our robust governance and assurance framework ensures transparent, ethical and accountable decision-making and helps to manage risks and partner relations. Effective corporate management helps us achieve our goals.

TRANSPARENT, ETHICAL AND ACCOUNTABLE DECISION-MAKING

INTERNAL AND EXTERNAL GOVERNANCE BODIES

STRATEGIC PLANNING AND DECISIONS

AUDIT AND RISK MANAGEMENT

FRAUD CONTROL AND SECURITY

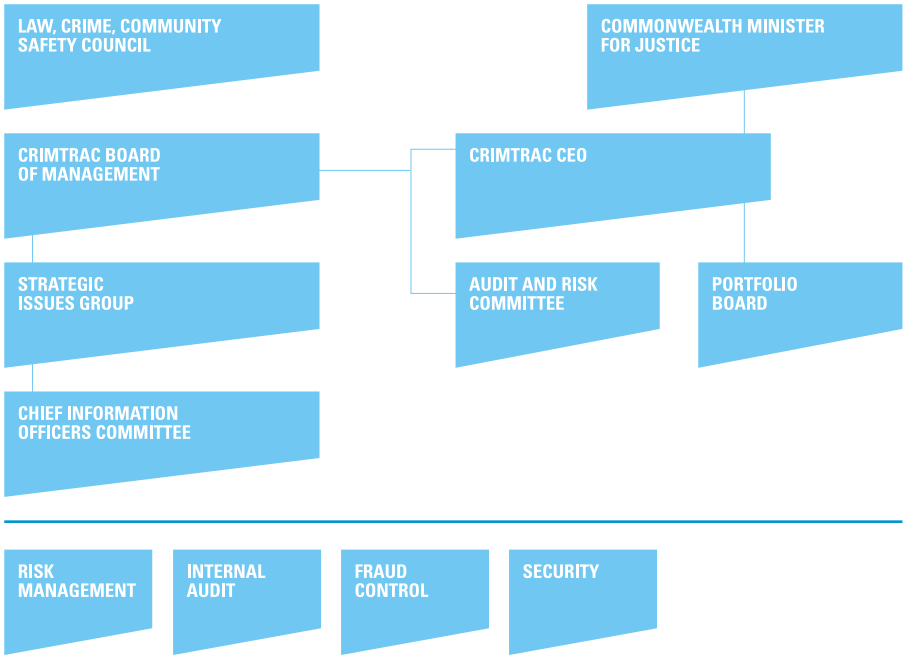
Corporate Governance

Our robust corporate governance and assurance framework provides rigour and discipline to the way we deliver our work. It ensures transparent, ethical and accountable decision-making, and helps us manage risk and our partner relations.

Governance bodies form a key part our assurance processes. They include the CrimTrac Board of Management, our Strategic Issues Group, Chief Information Officers Committee, the Audit and Risk Committee, and Portfolio Board. These committees enable us to work collaboratively with our police partners to ensure we achieve desired outcomes for police.

Governance framework

Figure 3.1: CrimTrac Governance Framework



Minister for Justice

The Minister for Justice, the Hon Michael Keenan MP, has Commonwealth responsibility for CrimTrac. The Minister provides guidance on the Government's strategic priorities for CrimTrac.

Law, Crime and Community Safety Council

The Council of Australian Governments (COAG) meeting on 13 December 2013 decided to amalgamate the former Standing Council on Law and Justice (SCLJ) and the Standing Council on Police and Emergency Management (SCPEM) to form the Law, Crime and Community Safety Council (LCCSC).

The LCCSC considers matters related to law reform, law enforcement and crime reduction, as well as emergency management, including policy, operations and service provision. The LCCSC is responsible for approving our strategic direction and initiatives that require legislation or special funding consideration.

CrimTrac Board of Management

The CrimTrac Inter-Governmental Agreement (IGA) establishes the CrimTrac Board of Management, which comprises all Australia's police commissioners, the ACT Chief Police Officer, and a Deputy Secretary of the Commonwealth Attorney-General's Department.

The Board is responsible for the efficient and effective delivery of the CrimTrac initiative.

On 3 July 2013, Commissioner Ian Stewart of the Queensland Police Service succeeded Commissioner Andrew Scipione of the New South Wales Police Force as Chair of the Board.

The Board held five meetings during the reporting period: 3 July 2013, 5 September 2013, 28 November 2013, 13 March 2014, and 10 June 2014.

The Board approved the build and implementation of:

- Australian Ballistics Information Network Project (3 July 2013)
- National Automated Fingerprint Identification System Capacity Upgrade Project (3 July 2013).
- National Firearms Interface Project (13 March 2014, subject to LCCSC approved)
- National DNA Investigative Capability Project (13 March 2014)
- Biometric Identification Services initial scoping. This includes the replacement of the National Automated Fingerprint Identification System (10 June 2014)
- a national information capability for long-term missing persons, unidentified human remains and disaster victim identification (10 June 2014).

Commissioner Ian Stewart APM

Queensland Police Service

Chair, CrimTrac Board of Management

Commissioner Gary Burns BM APM

South Australia Police

Deputy Chair, CrimTrac Board of Management

Commissioner Andrew Scipione APM

New South Wales Police Force

Chief Commissioner Ken Lay APM

Victoria Police

Commissioner Karl O'Callaghan APM

Western Australia Police

Commissioner John McRoberts APM

Northern Territory Police

Commissioner Darren Hine APM

Tasmania Police

Commissioner Tony Negus APM

Australian Federal Police

Chief Police Officer Rudi Lammers APM

Australian Capital Territory Policing

Katherine Jones

Deputy Secretary, Commonwealth Attorney-General's Department

Strategic Issues Group

Our Strategic Issues Group (SIG) provides strategic, considered and aggregated advice to the Board of Management in relation to national information-sharing solutions.

This advisory function:

- identifies all key operational, technical and financial implications
- identifies and, where possible, eliminates obstacles to successful implementation of our solutions
- ensures appropriate representation for police agencies on CrimTrac program and project boards to align work activities
- contributes to our annual business planning, prioritisation and performance measurement.

The SIG comprises representatives at a senior executive level from all Australian police agencies, the Commonwealth Attorney-General's Department and our Executive.

The SIG met four times during the reporting period: 20 August 2013, 12 November 2013, 18 February 2014, and 13 May 2014.

Chief Information Officers' Committee

The Chief Information Officers' Committee (CIOC) was established by the CrimTrac Board of Management through the Strategic Issues Group. It provides ICT leadership, direction and assurance to the Board of Management, through the Strategic Issues Group, for our ICT services and initiatives.

During the reporting period, the CIOC:

- developed Terms of Reference, which were approved by the Board of Management in September 2013
- identified the National Information Exchange Model (NIEM) as a successful international framework by which various government agencies can share data—the NIEM was subsequently adopted by the Board of Management to support information sharing for the police and wider justice community
- established system availability measures and disaster recovery targets for each of our systems, which were subsequently approved by the Board of Management
- started developing principles to support increased software sharing between police agencies
- provided advice to support the development of the CrimTrac ICT Blueprint for National Police Information Sharing 2014–2018
- provided strategic guidance on several ICT initiatives to ensure effective coordination and interoperability between CrimTrac services and police ICT systems.

Members of the CIOC include the Chief Information Officer (CIO) or Chief Technology Officer from each police agency, as well as the CIO of New Zealand Police and the National Manager of the Australian Crime Commission. The CIOC met four times during the reporting period.

Audit and Risk Committee

The CrimTrac Audit and Risk Committee provides independent assurance and advice on our risk, control and compliance frameworks and financial statement responsibilities. The Committee reports to our CEO and the CrimTrac Board of Management.

The Committee is chaired by an independent member, and consists of three other independent members and one CrimTrac member. The CEO appoints all Committee members, including the Chair. Committee membership includes:

- Mr Will Laurie—Chair (independent member)
- Dr David Lacey—Deputy Chair (independent member)
- Mr Trevor Kennedy—representing the Commonwealth Attorney-General's Department
- Ms Katherine Van Gurp, Northern Territory Police, Fire and Emergency Services—representing our partner agencies
- Ms Carolyn Nixon, CrimTrac Chief of Staff—representing CrimTrac.

The Australian National Audit Office (ANAO) is also invited to attend each committee meeting. The current ANAO representative is Mr Sean Benfield.

The Committee met quarterly during 2013–14, with an additional meeting in September 2013 to review and recommend the approval of the 2012–13 Financial Statements. The Committee's key outcomes during the reporting period included reviews of:

- our enterprise risk and control frameworks
- our 2012–13 Financial Statements and Certificate of Compliance
- the performance of our internal audit function, and endorsement of our *Internal Audit Strategy 2013–16* and *Audit Work Plan*
- tabled audit reports and the implementation of recommendations
- updates on business continuity planning and disaster recovery arrangements
- our *Fraud Control Plan 2013-2015* and fraud control activities
- the results of an assessment of the Committee's performance and associated recommendations.

Portfolio Board

The Portfolio Board (PFB) governs and provides strategic oversight of CrimTrac's portfolio of programs and projects. Its role is to:

- make investment decisions
- ensure that the portfolio of work is in line with strategic and organisational goals
- continually monitor that the work being undertaken remains valid to operational policy.

The PFB operates as an internal board with a focus on investment decisions. It is the primary approver for all internal projects. The PFB provides, through the Chief Executive Officer (CEO), recommendations to the SIG and the BoM on external projects.

The PFB is comprised of members of our senior executive, and from relevant directors representing various interests including ICT, legal, finance, business, and strategy. The Portfolio Board had 12 regular meetings plus six out of session meetings throughout the year.

Risk management

We apply an enterprise-wide risk management framework that helps us make informed decisions, while also meeting corporate accountabilities.

The process of identifying, analysing, treating, monitoring and reviewing risks is embedded into all of our functions and contributes directly to achieving our corporate goals.

During the reporting period, we:

- reviewed risk management requirements under the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) and developed a capability improvement priority plan to ensure compliance with the PGPA Act
- continued to develop the framework for managing enterprise risk, as well as for specific risk functions, including project management, security, fraud and safety
- tested and confirmed identified enterprise risks and treatments
- delivered training on enterprise risk management to all staff through our annual Corporate Awareness e-learning program
- developed and implemented an Internal Control Framework, which includes mapping CrimTrac's key controls, control ownership and monitoring activities
- developed and implemented a *Security Risk Plan*
- conducted a fraud risk assessment, identifying and implementing recommendations for strengthening controls where required.

Our risk management continues to mature and will be informed by corporate objectives identified in our CrimTrac *Strategic Plan 2015–2020*.

Internal Audit

Our internal audit function provides assurance to the CEO and the CrimTrac Board of Management that our financial and operational controls work efficiently and effectively. Our risk-based assurance program has a strong focus on performance audit activity, while providing assurance on key control areas.

This program of work helps us deliver on our strategic objectives and creates an environment of continuous improvement. Activities completed during 2013–14 provided assurance on:

- fraud and information management arrangements
- service delivery within the National Police Checking Service
- the relocation of our secondary data centre
- IT security accreditation
- elements of our disaster recovery arrangements
- information and records management.

We accepted all recommendations made as part of this work, with our Audit and Risk Committee continuing to monitor implementation.

Fraud control

We are committed to implementing and maintaining fraud controls and meeting all reporting and compliance obligations.

- During the reporting period, we finalised our biennial fraud risk assessment and released our *Fraud Control Plan 2013–2015*, including substantially reviewing and revising our *Fraud Control Policy*.

We continue to raise awareness of fraud risk and fraud control responsibilities through:

- induction training for new starters
- a dedicated fraud awareness module within the annual Corporate Awareness e-learning program for all staff
- the release of the *Fraud Control Plan 2013–15* and the revised *Fraud Control Policy*.

Our next fraud risk assessment and fraud control plan, due in mid-2015, will focus more strongly on corruption assessment and control.

Security

Our security function helps us achieve our strategic objectives by providing security services that meet the needs of key stakeholders.

Throughout the reporting period, we assessed and reported compliance against the *Protective Security Policy Framework*, meeting all 33 mandatory requirements. These include:

- formalising several security policies and procedures
- introducing physical site accreditation
- improving clearance procedures
- assessing against the National eAuthentication Framework (NeAF).

We also finalised accreditation of CrimTrac's baseline environment against the Australian Government Information Security Manual (ISM). We will now shift our focus to system-level assessments. This activity involves supporting new projects, including the Australian Ballistic Information Network (ABIN) and the Australian Cybercrime Online Reporting Network (ACORN), to ensure they achieve required ISM compliance.

We also made significant progress towards compliance against the Australian Signals Directorate 'ASD Top 4'.

We strengthened our security assurance capability by completing an extensive Active Vulnerability Assessment (AVA) incorporating public, partner and internal attack vectors. This led to us establishing a penetration testing partner to ensure ongoing and regular testing of high-risk assets.

ACCOUNTABILITY | PART 4

PART 4: ACCOUNTABILITY

ENSURING WE ARE ACCOUNTABLE AND TRANSPARENT—SUPPORTING A CULTURE OF INTEGRITY AND ACCOUNTABILITY

We are accountable for all our decisions and activities.

ASSET MANAGEMENT AND EFFECTIVE PROCUREMENT

ETHICAL STANDARDS AND PROTECTING PRIVACY

ACCURATE RECORD KEEPING

FREEDOM OF INFORMATION

External scrutiny

In addition to our obligations to the CrimTrac Board of Management, we are accountable to a range of Commonwealth bodies including the Commonwealth Ombudsman, Australian Public Service Commission, Office of the Australian Information Commissioner, Australian Commission for Law Enforcement Integrity and Australian National Audit Office.

The Australian National Audit Office conducts performance audits of the efficiency and effectiveness of our operations and financial audits of our financial statements. CrimTrac was not selected for participation in external performance audits during the reporting period.

During the reporting period, CrimTrac has not been the subject of any judicial decisions or decisions of administrative tribunals.

Section 76 of the *Public Interest Disclosure Act 2013* requires us to report annually to the Commonwealth Ombudsman on the handling of public interest disclosures within our agency. We complied with this request for the reporting period.

The Office of the Australian Information Commissioner includes the Freedom of Information Commissioner and the Privacy Commissioner who review our compliance with information transparency, freedom of information (FOI) and privacy. During the year, the Commission notified us of one proposed review of an FOI request.

On 1 July 2013 we came under the jurisdiction of the Australian Commission for Law Enforcement Integrity (ACLEI), following a 2011 recommendation from the Parliamentary Joint Committee on the ACLEI. The committee recommended that CrimTrac come under the jurisdiction of ACLEI due to the value of the information we hold.

Asset management

Information technology software is our major non-financial asset. Asset purchases are initially recognised at cost, except for purchases of less than $5 000.00, which are expensed in the year of acquisition. Assets with a cost of less than $5 000.00 but purchased in bulk are capitalised where the bulk purchase cost exceeds $25 000.00.

Externally purchased third-party software is reported at fair value. Internally developed software assets are reported at cost. We capitalise internally developed software according to *Australian Accounting Standards Board (AASB) 138 Intangible Assets* and relevant accounting guidance. Internally developed software assets include costs generated during the application development phase of a project, but exclude costs relating to preliminary and post implementation phases—these costs are expensed. The project costs capitalised during the financial year under the policy were $2.947 million. This includes costs for completion of some developments transferred to the asset register during the year and other major projects still within the development stages.

Our full asset accounting policies are at Note 1 in the Financial statements—Summary of significant accounting policies on page 100. Asset information is also included in our Financial statements.

Purchasing and procurement

Due to our unique function, we undertake considerable procurement for an agency of our size, both in terms of volume and value. We are especially active in procuring information and communications technology, which we do efficiently through *Whole of Australian Government Arrangements* and other Commonwealth contracts and panel arrangements.

In recent years, we have improved our procurement and contracting process to deliver greater efficiency, transparency and better record-keeping.

In September 2013, we released agency-wide procurement and contracting guidance material based on Commonwealth policy and legislation to achieve efficiencies in CrimTrac procurement processes. We updated this guidance material in preparation for the commencement of the *Public Governance Performance and Accountability Act 2013* from 1 July 2014.

This reporting year, three tiers of procurement training were available to CrimTrac staff.

- More than 170 staff attended internally-run procurement and contracting training.
- Many executive level staff with spending delegations completed a Certificate IV in Government (Procurement and Contracting) course and received their certificates in November 2013. We will continue this training in 2014–15 for selected staff.
- Online procurement and contracting training as part of our mandatory Corporate Awareness training program (completed annually).

In March 2014 we created the Commercial Unit to centralise Procurement Support Officers within the Legal Team. During 2014–15, the Commercial Unit will focus on contract management and aims to develop tools, guidance and training to improve Contract Management within CrimTrac.

Consultancy services, competitive tendering and contracting

We engage consultants when we require specialist expertise or independent research, review or assessment to assist in our decision-making. We mainly select consultants through existing Commonwealth contractual arrangements. Decisions to engage consultants were made in accordance with the *Financial Management and Accountability Act 1997* and related regulations, including the *Commonwealth Procurement Rules*.

The main purposes for which we engage consultants are:

- legal services—general legal advice
- specialist advisory ICT services
- independent evaluations and review
- business process analysis, design and other advice
- internal audit services
- property valuations.

During 2013–14, we entered into nine new consultancy contracts involving total actual expenditure of $368 220.73. In addition, nine ongoing consultancy contracts were active during 2013–14 year, involving total actual expenditure of $380 011.06.

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.

During the reporting period, no contracts were exempt from publication on AusTender.

ANAO access clauses

All CrimTrac contracts entered into during 2013–14, valued over $100 000, include Australian National Audit Office access clauses.

Discretionary grants

We do not provide any discretionary grants.

Ethical standards

We continue to embed the Australian Pubic Service (APS) Values into everyday work practices, supporting a culture of integrity and accountability. CrimTrac's Chief Executive Instructions require all officials to ensure that actions in dealing with Commonwealth resources are consistent with the APS Values and Code of Conduct.

We fall under the jurisdiction of the Australian Commission for Law Enforcement Integrity, which places additional legislative obligations on us to ensure integrity remains at the highest possible standard.

Ethical values and standards are included in our development programs and training for all staff. For example, we provided information sessions to all staff about the changes to the *Public Service Act 1999* that came into effect on 1 July 2013.

Integrity Advisory Committee

In 2013 we established our Integrity Advisory Committee (IAC) to advise our senior leaders on how CrimTrac can continue to grow as an integrity-based organisation.

The IAC provides advice on potential integrity issues arising from the risk framework and on ways we can address these risks. This includes advice on:

- upholding the APS Values and the Code of Conduct, preventing fraud and managing ethical challenges associated with relationships and conflict of interest
- enhancing partner agency and stakeholder confidence in CrimTrac's integrity
- meeting best practice standards.

Privacy

We conduct our business in accordance with the *Privacy Act 1988* and ensure that we have a range of privacy compliance processes in place.

We balance privacy considerations with delivering effective information solutions for police. We collect, retain, collate and organise law enforcement information to support and facilitate the exchange of information between law enforcement agencies. We do not alter, modify or remove information we receive from police agencies without the express permission of the originating agency. This means that we must refer any requests to correct details in our policing information systems to the originating agency. We have established a process to manage this referral that minimises the administrative burden on individuals and on police agencies.

Records management

We are committed to achieving compliance with Australian Government Digital Transition Policy by October 2014. Following the establishment of an Electronic Document and Records Management System (EDRMS) Implementation Project in the previous reporting period, we have been working towards achieving compliance with the policy.

We have assessed ourselves using the National Archives Check-up 2.0 tool and continue to meet requirements of the Senate continuing order.

Advertising and market research

During 2013–14 we did not incur any costs relating to market research, polling or direct mail, or conduct any advertising or marketing campaigns.

Freedom of information

The *Freedom of Information Act 1982* (FOI Act) creates a right for members of the public to access documents possessed by Commonwealth agencies. We are required to publish information to the public as part of the FOI Act Information Publication Scheme (IPS).

We have well-established processes to meet our obligations under the FOI Act and IPS. In accordance with the IPS requirements, we publish our IPS plan on our website.

During the reporting period, we received 10 FOI requests for access to documents. We met all requests within the statutory timeframes. Eight requests were for access to the applicants' personal information (in one case, to information held by CrimTrac on the applicant's deceased parent). The other request was withdrawn.

While the Commonwealth FOI Act obliges agencies to consider requests to amend or annotate records by an FOI applicant, this is not possible for information provided by police agencies to CrimTrac systems. Applications to amend personal information are directed to the state or territory police agency that provided the information.

Ecologically sustainable development

We are committed to providing an ecologically sustainable business that adheres to government and industry best practice. This saves us costs through reduced resource use, and delivers benefits to society through reduced waste and pollution.

We maintained a National Australian Built Environmental Rating Scheme (NABERS) whole of building rating of 4.5 stars, taking into account the purchase of 8.6% accredited green power. We continue to work with the property lessor to improve the performance of our premises.

During the reporting period, we diverted away from landfill:

- 8 480 kilograms of paper for recycling
- 144 cubic metres of co-mingled waste for recycling
- 1.58 tons of organic waste to vermiculture.

Tenant light and power usage decreased to 6 355 mega joules per person, 1 145 mega joules below the Energy Efficiency in Government Operations policy target of 7 500 mega joules per person.

By implementing our ACT Smart Office Program together with increased staff education, we reduced general waste to landfill to 106 cubic metres, 26% less than last year.

We continue to work on ICT initiatives to improve efficiency, in line with the *Australian Government ICT Sustainability Plan 2010–2015*. During the reporting period, key outcomes included:

- paper usage of 6.7 reams per person, below the 2015 target of 9 reams per person
- replacing our existing storage area network with a key focus on energy efficiency.

Correction of material errors in previous annual report

Our 2012–13 Annual Report stated that 866 000 National Police History checks were referred to police for further investigation. The correct figure is 881 000.

PART 5

PEOPLE MANAGEMENT

PART 5: PEOPLE MANAGEMENT

We optimise our workforce to achieve business outcomes.

230
EMPLOYEES
50% 50%

88.7%
FULL-TIME
11.3%
PERCENT PART-TIME

25%
NOT BORN

21%
NON-ENGLISH SPEAKING BACKGROUND

4.8%
IDENTIFY AS LIVING WITH DISABILITY

ENABLING OUR WORKFORCE TO DELIVER ON THE STRATEGIC PRIORITIES OF POLICE AGENCIES

Our people

Over the reporting period, we implemented strategies which enabled our workforce to support the delivery of the strategic priorities of police agencies. Our ability to optimise our workforce is central to achieving our business outcomes.

As at 30 June 2014, our workforce consisted of:

- 221 (96.1%) ongoing employees and nine (3.9%) non-ongoing employees
- 88.7% full-time employees and 11.3% part-time employees
- 50% female staff
- 50% male staff
- 4.8% of staff identifying as having a disability.

During the year, 28 staff ceased employment and 27 staff commenced employment with the agency.

Our workforce metrics indicate improvement in organisational health across key measures, and we continued to monitor and foster a positive working environment through staff surveys, combined with regular communication and consultation activities. We also progressed key workforce engagement strategies during the reporting period, including:

- regular meetings of the CrimTrac Staff Consultative Committee, Reconciliation Action Plan Steering Committee and Workplace Health and Wellbeing Committee
- all-staff workplace respect training
- regular portfolio 'stand up' meetings with the Senior Executive
- staff engagement sessions with senior leaders.

We continued to support the Australian Government's APS interim recruitment arrangements, which prioritise redeploying existing APS staff to vacant positions. Our Executive Staffing Committee continued to consider all permanent and longer-term temporary staffing actions. This committee is responsible for managing our overall workforce numbers against agreed budget allocation.

Our inaugural ICT Graduate Program was successful, with two graduates completing their intensive development program in 2013–14. In addition we engaged an additional three ICT graduates through the Australian Government ICT Graduate Program coordinated by the Department of Finance. Our ongoing participation in this program contributes to the development and maintenance of our future workforce capability.

DEVELOPING FUTURE ICT LEADERS

Innovative, high-end ICT solutions are at the heart of the service and products we provide to our police partners. To continue building our essential capabilities, and help develop the ICT leaders of the future, we ran our first ICT Graduate Program in 2013.

The program aims to build strong ICT professionals who can lead the Australian Public Service through the exciting and challenging times ahead.

Our graduates, Shawn and Anil, quickly showed the promise of bright futures—winning the 2013 Australian Government ICT Graduate Program ICT major project outstanding achievement award and coming second in the ICT major project video presentation award. They were the only graduates shortlisted in both award categories.

Introducing a graduate program reinforces our commitment to engaging and developing the diverse workforce that is critical to CrimTrac's success, now and into the future.

Anil and Shawn are representative of the varied academic and working backgrounds of our employees. Shawn completed a Bachelor of Information Technology in Networking and has relocated to Canberra from Brisbane. Anil moved from Melbourne to join CrimTrac, and brings previous public sector experience and post-graduate qualifications including a Masters of Information Technology.

Shawn and Anil rotated through several of our business areas during their first 12 months with us. They also completed a comprehensive development program, incorporating activities delivered by the Australian Public Service Commission (APSC), which complement our in-house development activities.

'I found the year challenging and was impressed by CrimTrac's technical capabilities,' said Shawn. 'My work was rewarding, as I realised that my efforts can help law enforcement and benefit society. I am grateful for the support and mentoring I received from my supervisors, team members and other CrimTrac colleagues, and I'm looking forward to taking on greater responsibility and contributing to CrimTrac's future success.'

Anil agreed that the range of experiences and graduate learning and development programs were excellent.

'I've enjoyed interacting with CrimTrac's customers and stakeholders and troubleshooting their technical issues in consultation with senior colleagues. Winning the outstanding achievement award with Shawn was a highlight. My goal is to become a specialist in integration technologies and transition into a management role,' said Anil.

Our ICT Graduate Program is delivered in partnership with the Department of Finance and the APSC. The program provides us with a holistic approach to attracting, selecting and developing talented university graduates who are seeking to build a career in ICT in the public sector. It targets individuals who demonstrate ability in ICT disciplines which are considered essential to our ongoing workforce requirements. The development component of the program provides our graduates with the fundamental skills required to work as effective members of CrimTrac and the broader Australian Public Service.

The Department of Finance, through the Australian Government Information Management Office, maintains responsibility for the administration of the Australian Government's suite of ICT entry-level programs. The Australian Public Service Commission is responsible for administration of the APS Graduate Development Program.

CrimTrac's ICT Graduates, Shawn and Anil, accepting their ICT major project outstanding achievement award.

Workplace relations

The *CrimTrac Enterprise Agreement 2011–2014* was the source of employment terms and conditions for all Australian Public Service Level 1 (APS1) to Executive Level 2 (EL2) employees throughout the reporting period. Our Enterprise Agreement has positioned CrimTrac as an attractive employer, while also providing flexibility to respond to our changing workforce needs.

There is no provision for performance pay under our Enterprise Agreement.

All Senior Executive Service (SES) staff are covered by Section 24 determinations under the *Public Service Act 1999* for their terms and conditions of employment.

In March 2014, the Australian Government released the *Australian Government Public Sector Workplace Bargaining Policy*. Our Enterprise Agreement nominally expired on 30 June 2014 and we will be developing the next Enterprise Agreement in accordance with this policy.

Staffing overview

Table 5.1: CrimTrac staff as at 30 June 2014

CLASSIFICATION	FULL-TIME		PART-TIME		CASUAL		TOTAL
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
APS 1	0	0	1	0	0	0	1
APS 2	0	0	0	0	0	0	0
APS 3	2	5	0	0	0	0	7
APS 4	15	15	0	2	0	0	32
APS 5	14	20	0	1	0	0	35
APS 6	20	21	1	7	0	0	49
EL 1	46	26	1	12	0	0	85
EL 2	13	4	0	1	0	0	18
SES1	1	1	0	0	0	0	2
CEO	1	0	0	0	0	0	1
Total	112	92	3	23	0	0	230

Table 5.2: CrimTrac salary ranges by classification as at 30 June 2014

CLASSIFICATION	SALARY RANGE
APS 1	$47 618–$52 625
APS 2	$53 889–$59 757
APS 3	$61 380–$66 245
APS 4	$68 409–$74 277
APS 5	$76 302–$80 909
APS 6	$82 410–$94 667
EL 1	$103 090–$125 434
EL 2	$129 197–$149 609

Work health and safety

We continue to build and embed work health and safety (WHS) practices into everyday operations. Our main focus has been on providing rehabilitation services to staff and implementing policies, guidance and training. Key WHS achievements include:

- implementing recommendations from the Rehabilitation Management System review to support injured employees returning to work
- implementing the Psychological Health Injury Prevention Strategy
- providing compulsory staff training on promoting a workplace free from bullying and harassment
- providing information sessions for staff on topics such as change management and conflict resolution
- merging our WHS and Wellbeing Committees to strengthen links between employee wellbeing and WHS outcomes
- successfully integrating health and safety practices into our agency-wide restructure and office relocation activities
- hosting presentations by St Johns Ambulance and WorkWatch, in recognition of National Safety Week—including a first aid information session and demonstrations on how to use a defibrillator and administer an Epi-pen injection.

We continue to support employee health and wellbeing through:

- offering influenza vaccinations for all staff
- promoting workstation assessments and use of ergonomic equipment
- providing specialist health support services through accredited rehabilitation providers and employee assistance programs
- training for first aid officers and health and safety representatives.

Learning and development

Maintaining a skilled and capable workforce is fundamental to delivering on our key objectives. We continue to foster a professional development culture through targeted learning and development activities. During the reporting period, we enhanced our workforce capability through specific training programs including:

- Online Corporate Awareness—provides training on the legislative and policy requirements affecting all CrimTrac employees and contractors
- Certificate IV in Frontline Management—focuses on enhancing core management skills. Successful completion results in a nationally recognised qualification
- Promoting a Harassment Free Workplace—promotes awareness of legislation around workplace harassment and an employee's obligation to create a respectful and courteous workplace
- Leading Change Management Program—provides employees with tools to analyse, scope, plan for and implement change programs for CrimTrac
- Shaping Strategy Development Workshop—fosters strategic thinking, including environmental scanning and best practice models and tools for developing strategies
- CrimTrac Executive Coaching Program—provides targeted one-on-one professional development support with a focus on personal growth, career development, leadership, self-awareness, thinking preferences and emotional intelligence
- Certificate IV Procurement and Contracting—enhances procurement and contracting capability. Successful completion results in a nationally recognised qualification

In addition, we provided ongoing support for our staff to participate in targeted leadership development programs that align to our corporate objectives. These include:

- Graduate Diploma of Executive Leadership (Police and Emergency Services)
- Graduate Certificate in Applied Management (Police and Emergency Services)
- the Women In Law Enforcement Strategy (WILES) program
- Degree of Executive Master of Public Administration
- Career Development Assessment Centre.

CrimTrac employees also continue to access study assistance and study leave provisions to complete learning opportunities that align with our workforce capability needs.

Workforce planning

The *CrimTrac Workforce Plan 2013–15* provides a high-level overview of current and future workforce capability issues and outlines targeted strategies that will ensure our future human capital requirements are met.

The *CrimTrac Workforce Plan 2013–15* aligns with the APS-wide Workforce Planning Framework developed following the release of the *Ahead of the Game: Blueprint for the Reform of Australian Government Administration*.

The APS Reform Blueprint noted that capability gaps across the APS have increased due to the lack of workforce planning. To address this planning gap, the Australian Public Service Commission developed a Human Capital Framework, which we adopted in developing our workforce plan.

Our workforce planning strategies during 2013-14 provide a focus on workplace integrity, succession planning and developing future workforce capabilities to support our transition to a 'Plan, Build, Run' operating model.

Workplace diversity

We have responsibilities related to our employer role under the Commonwealth Disability Strategy framework. In 2007-08, reporting on the employer role was transferred to the Australian Public Service Commission's State of the Service Report and the APS Statistical Bulletin. These reports are available at www.apsc.gov.au.

Diversity and social inclusion

Throughout the reporting period, we:

- maintained memberships with Australian Network on Disability (AND) and Diversity Council Australia (DCA)
- participated in the APSC pilot program *Recruit*Ability–designed to facilitate the progression of applicants with disability to further assessment, such as interview
- utilised the 'affirmative measure provisions' provided by the APS Commissioner's Directions. This allows a person with disability to be directly employed where a disability employment services provider has assessed the person as being unable to compete successfully on merit due to his or her disability
- participated in development opportunities that target women in an ICT environment.

Reconciliation Action Plan

Throughout the reporting period, we:

- commenced the process of progressing our Reconciliation Action Plan (RAP) from an 'Innovative RAP' to a 'Stretch RAP'
- participated in the APS Indigenous Pathways program. The Australian Public Service Commission facilitates bulk recruitment exercises for the intake of indigenous graduates on behalf of participating APS agencies.
- celebrated and recognised Aboriginal and Torres Strait Islander persons particularly during Reconciliation week and NAIDOC week activities
- continue to support Indigenous Community Services through awareness and fund raising activities

Diversity Statistics

As at 30 June 2014:

- 24.8% of employees were not born in Australia
- 21.3% of employees first language is not English
- 31.3% of employees identify as having at least one parent who did not speak English as a first language
- 4.8% of employees identify as having a disability.

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PART 6

FINANCIAL INFORMATION

FINANCIAL OVERVIEW

In 2013-14 CrimTrac recorded an operating surplus of $3.162 million compared to a deficit for 2012-13 of $0.804 million (excludes asset revaluation surplus).

Total revenue for 2013-14 was $67.754 million compared with $63.470 million for 2012-13. Revenue from the National Police Checking Service (NPCS) increased from $60.494 million in 2012-13 to $65.180 million in 2013-14; an increase of $4.686 million. The increase in NPCS revenue was due to growth in the volume of chargeable criminal history checks conducted by CrimTrac, from 3.16 million in 2012-13 to 3.55 million in 2013-14 (+12%).

Total expenses for 2013-14 were $64.592 million; an increase of $0.318 million from the 2012–13 expenses total of $64.274 million. Employee expenses increased from $24.648 million in 2012-13 to $24.830 million in 2013-14. The average staffing level increased from 213 in 2012-13 to 223 in 2013-14. Capitalised employee costs increased from $1.847 million in 2012-13 to $2.210 million in 2013-14. Supplier expenses decreased by $0.485 million from $29.493 million in 2012-13 to $29.008 million in 2013-14.

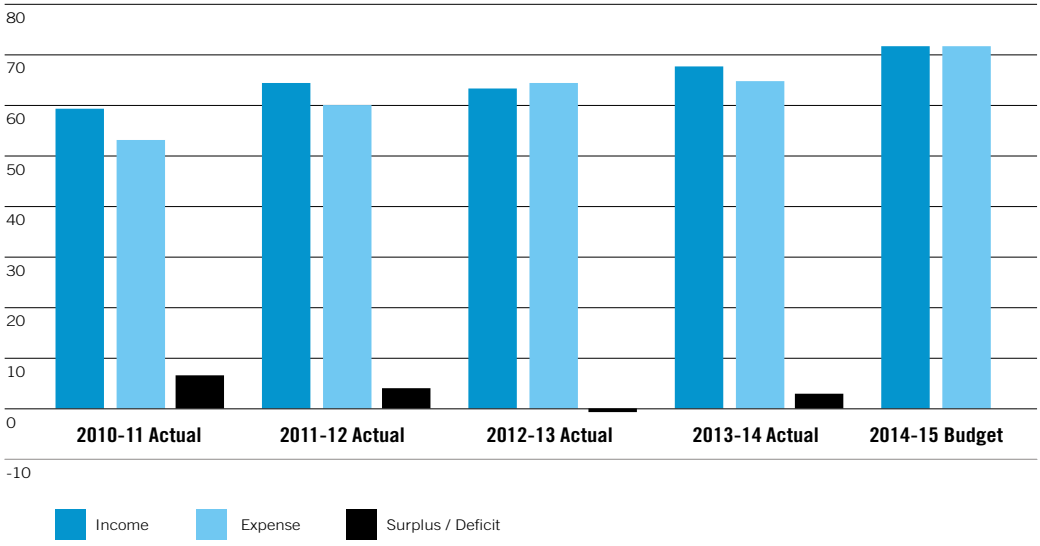
Project activity amounted to $12.830 million dollars in 2013-14, compared to $12.301 million for 2012-13. Project expenditure on system development is capitalised where the work will provide future economic benefits or expensed where the expenditure is not eligible for capitalisation under the Australian Accounting Standards. Major project activity during 2013-14 included the Data Archiving and Storage Capability Project, the Australian Ballistics Information Network Implementation, the Australian Cybercrime Online Reporting Network and the National Automated Fingerprint Identification System upgrade.

At 30 June 2014 CrimTrac total assets were $154.376 million, which is an increase of $3.795 million from the 30 June 2013 total assets of $150.581 million. Asset increases included a $0.876 million increase to prepayments, which is largely attributable to maintenance and support prepayments. At 30 June 2014, total liabilities were $13.754 million, an increase of $0.316 million from the 30 June 2013 total liabilities of $13.438 million. The Agency's net asset (assets minus liabilities) position of $140.622 million increased from the 30 June 2013 net assets balance of $137.143 million.

Agency commitments increased from $37.906 million at 30 June 2013 to $41.993 million at 30 June 2014. Significant commitments at 30 June 2014 include $11.303 million for the NAFIS support contract, $8.512 million for the remaining four year lease for office accommodation, $8.044 million for a data centre lease and $4.861 million to implement and support the Australian Ballistics Information Network.

Figure 6.1 below reflects CrimTrac's total income, expenses and surplus or deficit over the past four years, and the budget for the 2014-15 financial year.

Figure 6.1: CrimTrac Financial Summary 2010–11 to 2014–15 ($million)



Revenue derived from the National Police Checking Service has increased in line with increased volumes which have grown from 2.90 million chargeable checks in 2010-11 to 3.55 million checks in 2013-14. Total income for 2012-13 reduced due to the loss of the interest equivalency appropriation. Expenses have increased steadily over the four year period due to increased expenditure on maintenance and support of existing systems, expenditure to ensure the availability of systems and increased payments to police agencies for referral and final vetting work undertaken as part of NPCS checks.

Outcome performance

CrimTrac has one outcome which is 'access to information that supports law enforcement agencies through collaborative national information systems and services'. The outcome is delivered by the Agency's 'national law enforcement information systems and services' program.

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

Table 6.1: Agency resource statement 2013–14

	Actual Available Appropriations for 2013–14 $'000	Payments Made 2013–14 $'000	Balance Remaining $'000
SPECIAL ACCOUNTS			
Opening balance	111,980		
Appropriation receipts	–		
Non-appropriation receipts to special accounts	75,081		
Payments made		70,670	
Closing Balance			116,391
Total resourcing and payments	**187,061**	**70,670**	

Note: All revenue is attributed to the special account.

The closing balance of the CrimTrac Special Account is $116.391m. As a non appropriated agency, these funds are available for future delivery of agency outcomes.

Table 6.2: Expenditure and Staffing by Outcome

Outcome 1 – Access to information that supports law enforcement agencies through collaborative national information systems and services.	Budget 2013–14 $'000	Actual Expenses 2013–14 $'000	Variation $'000
OUTCOME 1			
Departmental expenses - Special accounts			
Total for Outcome 1	67,025	64,592	2,433
Outcome 1 totals by appropriation type	**67,025**	**64,592**	**2,433**
Departmental expenses - Special accounts	67,025	64,592	2,433
Total expenses for Outcome 1	**67,025**	**64,592**	**2,433**

	Actual 2012–13	Actual 2013–14	
Average staffing level (number)	213	223	

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

FINANCIAL STATEMENTS

Australian National
Audit Office

INDEPENDENT AUDITOR'S REPORT

To the Minister for Justice

I have audited the accompanying financial statements of the CrimTrac Agency for the year ended 30 June 2014, which comprise: a Statement by the Chief Executive and Chief Financial Officer; Statement of Comprehensive Income; Statement of Financial Position; Statement of Changes in Equity; Cash Flow Statement; Schedule of Commitments; and Notes comprising a Summary of Significant Accounting Policies and other explanatory information.

Chief Executive's Responsibility for the Financial Statements

The Chief Executive of the CrimTrac Agency is responsible for the preparation of financial statements that give a true and fair view in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, including the Australian Accounting Standards, and for such internal control as is necessary to enable the preparation of financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I have conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. These auditing standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the CrimTrac Agency's preparation of the financial statements that give a true and fair view 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 CrimTrac Agency's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Chief Executive of the CrimTrac Agency, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Opinion

In my opinion, the financial statements of the CrimTrac Agency:

(a) have been prepared in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, including the Australian Accounting Standards; and

(b) give a true and fair view of the matters required by the Finance Minister's Orders, including the CrimTrac Agency's financial position as at 30 June 2014 and its financial performance and cash flows for the year then ended.

Australian National Audit Office

Sean Benfield
Senior Director

Delegate of the Auditor-General

Canberra
25 September 2014

STATEMENT BY THE CHIEF EXECUTIVE AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2014 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, as amended.

Signed
Doug Smith APM
Chief Executive Officer
25 September 2014

Signed
Yvette Whittaker
Chief Financial Officer
25 September 2014

STATEMENT OF COMPREHENSIVE INCOME

for the period ended 30 June 2014

	Notes	2014 $'000	2013 $'000
NET COST OF SERVICES			
Expenses			
Employee benefits	3A	**24,830**	24,648
Supplier expenses	3B	**29,008**	29,493
Depreciation and amortisation	3C	**10,512**	10,117
Write-down of assets	3D	**242**	16
Total expenses		**64,592**	64,274
Own-Source Income			
Own-source revenue			
Sale of goods and rendering of services	4A	**67,674**	63,400
Other revenue	4B	**80**	70
Total own-source revenue		**67,754**	63,470
Total own-source income		**67,754**	63,470
Net cost of / (contribution by) services		**(3,162)**	804
Surplus (Deficit)		**3,162**	(804)
OTHER COMPREHENSIVE INCOME			
Items not subject to subsequent reclassification to net cost of services			
Changes in asset revaluation surplus		**317**	1,510
Total comprehensive income		**3,479**	706

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

STATEMENT OF FINANCIAL POSITION

as at 30 June 2014

	Notes	2014 $'000	2013 $'000
ASSETS			
Financial assets			
Cash and cash equivalents	6A	**1,740**	1,887
Trade and other receivables	6B	**124,019**	120,028
Total financial assets		**125,759**	121,915
Non–financial assets			
Land and buildings	7A,C	**3,162**	3,898
Property, plant and equipment	7B,C	**6,779**	6,176
Intangibles	7D,E	**15,544**	16,336
Other non-financial assets	7F	**3,132**	2,256
Total non–financial assets		**28,617**	28,666
Total assets		**154,376**	150,581
LIABILITIES			
Payables			
Suppliers	8A	**5,638**	4,733
Other payables	8B	**1,115**	1,865
Total payables		**6,753**	6,598
Provisions			
Employee provisions	9A	**7,001**	6,840
Total provisions		**7,001**	6,840
Total liabilities		**13,754**	13,438
Net assets		**140,622**	137,143
EQUITY			
Reserves		**3,777**	3,460
Retained earnings		**136,845**	133,683
Total equity		**140,622**	137,143

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

STATEMENT OF CHANGES IN EQUITY

for the period ended 30 June 2014

	Retained earnings		Asset revaluation surplus		Administered transfers		Total equity	
	2014	2013	**2014**	2013	**2014**	2013	**2014**	2013
	$'000	$'000	**$'000**	$'000	**$'000**	$'000	**$'000**	$'000
Opening balance								
Balance carried forward from previous period	**133,683**	143,781	**3,460**	1,950	**–**	(9,294)	**137,143**	136,437
Adjusted opening balance	**133,683**	143,781	**3,460**	1,950	**–**	(9,294)	**137,143**	136,437
Comprehensive income								
Other comprehensive income	**–**	-	**317**	1,510	**–**	-	**317**	1,510
Surplus (Deficit) for the period	**3,162**	(804)	**–**	-	**–**	-	**3,162**	(804)
Total comprehensive income	**3,162**	(804)	**317**	1,510	**–**	-	**3,479**	706
Transfers between equity components	**–**	(9,294)	**–**	-	**–**	9,294	**–**	-
Closing balance	**136,845**	133,683	**3,777**	3,460	**–**	-	**140,622**	137,143

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

CASH FLOW STATEMENT

for the period ended 30 June 2014

	Notes	2014 $'000	2013 $'000
OPERATING ACTIVITIES			
Cash received			
Sale of goods and rendering of services		**75,080**	69,380
Total cash received		**75,080**	69,380
Cash used			
Employees		**25,091**	22,673
Suppliers		**32,071**	34,831
Net GST paid		**3,545**	2,704
Total cash used		**60,707**	60,208
Net cash from operating activities	10	**14,373**	9,172
INVESTING ACTIVITIES			
Cash received			
Proceeds from sales of property, plant and equipment		**1**	-
Total cash received		**1**	-
Cash used			
Purchase of property, plant and equipment		**4,113**	3,772
Purchase of intangibles		**5,850**	4,182
Total cash used		**9,963**	7,954
Net cash used by investing activities		**(9,962)**	(7,954)
FINANCING ACTIVITIES			
Cash used			
Net transfers to the Official Public Account		**4,558**	726
Total cash used		**4,558**	726
Net cash used by financing activities		**(4,558)**	(726)
Net increase (decrease) in cash held		**(147)**	492
Cash and cash equivalents at the beginning of the reporting period		**1,887**	1,395
Cash and cash equivalents at the end of the reporting period	6A	**1,740**	1,887

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

SCHEDULE OF COMMITMENTS

as at 30 June 2014

	2014 $'000	2013 $'000
BY TYPE		
Commitments receivable		
Net GST recoverable on commitments	**4,515**	3,670
Project payments receivable	**3,350**	-
Total commitments receivable	**7,865**	3,670
Commitments payable		
Capital commitments		
Property, plant and equipment	**3,451**	-
Intangibles[1]	**1,194**	2,105
Total capital commitments	**4,645**	2,105
Other commitments		
Operating leases[2]	**20,244**	20,862
Other[3]	**24,969**	18,609
Total other commitments	**45,213**	39,471
Total commitments payable	**49,858**	41,576
Net commitments by type	**41,993**	37,906
BY MATURITY		
Commitments receivable		
One year or less	**4,712**	1,427
From one to five years	**2,749**	1,816
Over five years	**404**	427
Total commitments receivable	**7,865**	3,670
Commitments payable		
Capital commitments		
One year or less	**4,645**	1,489
From one to five years	**–**	616
Total capital commitments	**4,645**	2,105

SCHEDULE OF COMMITMENTS (Continued)

as at 30 June 2014

	2014	2013
	$'000	$'000
Operating lease commitments		
One year or less	**4,027**	3,696
From one to five years	**11,771**	12,466
Over five years	**4,446**	4,700
Total operating lease commitments	**20,244**	20,862
Other commitments		
One year or less	**9,874**	11,581
From one to five years	**15,095**	7,028
Total other commitments	**24,969**	18,609
Total commitments payable	**49,858**	41,576
Net commitments by maturity	**41,993**	37,906

Note: Commitments are GST inclusive where relevant.

1. The intangibles commitment is project expenditure that will be capitalised.
2. Operating leases are effectively non-cancellable and comprise leases for office accommodation and data centre facilities.

   Nature of lease/general description of leasing arrangement

   Lease for office accommodation

   CrimTrac exercised an option to enter a new lease for eight years in 2010. The lease may be extended for a further five years at CrimTrac's option, following a one-off rental adjustment to market levels. Lease payments are subject to annual fixed increases.

   Lease for data centre facilities

   The primary data centre lease was for an initial term of two years. CrimTrac may extend for four further terms of two years.

   The secondary data centre lease is for ten years. Lease payments will increase by the lease price index from 1 January 2016.
3. Other commitments are primarily information technology support arrangements.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1.1 Objectives of CrimTrac

CrimTrac is an Australian Government controlled entity. It is a not-for-profit entity.

CrimTrac's objectives as set out in the Inter-Governmental Agreement signed in July 2000 are:

a) the provision of high quality information services that:

i) meet the needs of the Australian policing community;
ii) establish best practice service models in relation to the provision of information to support policing; and
iii) are project-oriented and cost-benefit driven to achieve outcomes;

b) support for the jurisdictions in the implementation and use of CrimTrac services; and

c) providing controlled access to appropriate information by duly accredited third parties.

CrimTrac has continued to carry out the financial and operational functions assigned to it in the July 2000 Inter-Governmental Agreement. It continues to operate as an executive agency established under the Public Service Act 1999 as part of the Australian Government Attorney-General's portfolio.

CrimTrac is structured to meet one outcome:

Outcome 1: Access to information that supports law enforcement agencies through collaborative national information systems and services.

Program 1.1: National law enforcement information systems and services.

CrimTrac's activities contributing toward this outcome are classified as either departmental or administered. Departmental activities involve the use of assets, liabilities, revenues and expenses controlled or incurred by CrimTrac in its own right. Administered activities involve the management or oversight by CrimTrac, on behalf of the Government, of items controlled or incurred by the Government.

The continued existence of CrimTrac in its present form and with its present program is dependent on Government policy.

1.2 Basis of Preparation of the Financial Statements

The financial statements are required by section 49 of the *Financial Management and Accountability Act 1997* and are general purpose financial statements.

The Financial Statements have been prepared in accordance with:

- Finance Minister's Orders (or FMO) for reporting periods ending on or after 1 July 2013; and
- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) 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 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 thousand dollars unless otherwise specified.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Unless an alternative treatment is specifically required by an accounting standard or the FMO, assets and liabilities are recognised in the balance sheet 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 Agreements Equally Proportionately Unperformed are not recognised unless required by an accounting standard. Liabilities and assets that are unrecognised are reported in the schedule of commitments or the schedule of contingencies.

Unless 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.

The Australian Government continues to have regard to developments in case law, including the High Court's most recent decision on Commonwealth expenditure in *Williams v Commonwealth [2014] HCA 23*, as they contribute to the larger body of law relevant to the development of Commonwealth programs. In accordance with its general practice, the Government will continue to monitor and assess risk and decide on any appropriate actions to respond to risks of expenditure not being consistent with constitutional or other legal requirements.

1.3 Significant Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, the entity has made the following judgements that have had a significant impact on the amounts recorded in the financial statements:

- the fair value of leasehold improvements, property, plant and equipment and purchased computer software has been based on the depreciated replacement cost or market value as determined by an independent valuer
- leave provisions involve assumptions based on expected tenure of staff, patterns of leave claims and payouts, future salary movements and discount rates.

1.4 New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

No accounting standard has been adopted earlier than the application date as stated in the standard. AASB13 Fair Value Measurement was applied in 2013-14, resulting in additional asset disclosures. There were no other new standards, revised standards, interpretations or amending standards issued prior to the signing of the statement by the Chief Executive and Chief Financial Officer that were applicable to the current reporting period and had a financial impact on CrimTrac.

Future Australian Accounting Standard Requirements

AASB 1055 Budgetary Reporting will be applied in 2014-15. AASB 1055 will require disclosure of the annual budgets provided to parliament and explanation of major variances. There are no other new standards, revised standards, interpretations or amending standards issued prior to the signing of the statement by the Chief Executive and Chief Financial Officer and applicable to the future reporting period that are expected to have a future financial impact on CrimTrac.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1.5 Revenue

Resources Received Free of Charge

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

Resources received free of charge are recorded as either revenue or gains depending on their nature.

Other Types of Revenue

Revenue from the sale of goods is recognised when:

- the risks and rewards of ownership have been transferred to the buyer;
- the agency retains no managerial involvement or effective control over the goods;
- the revenue and transaction costs incurred can be reliably measured; and
- it is probable that the economic benefits associated with the transaction will flow to the entity.

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

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

The stage of completion of contracts 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 was reviewed at the end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

1.6 Gains

Resources Received Free of Charge

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

Resources received free of charge are recorded as either revenue or gains depending on their nature.

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition, unless received from another Government agency or authority as a consequence of a restructuring of administrative arrangements.

Sale of Assets

Gains from disposal of assets are recognised when control of the asset has passed to the buyer.

1.7 Employee Benefits

Liabilities for 'short-term employee benefits' (as defined in AASB 119 Employee Benefits) and termination benefits due within twelve months of end of reporting period are measured at their nominal amounts.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits are measured as net total of the present value of the defined benefit obligation at the end of the reporting period minus the fair value at the end of the reporting period of plan assets (if any) out of which the obligations are to be settled directly.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by employees of the agency is estimated to be less than the annual entitlement for sick leave.

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that will be applied at the time the leave is taken, including the agency's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave was calculated using the shorthand method provided by the Australian Government actuary. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Separation and Redundancy

Provision is made for separation and redundancy benefit payments. CrimTrac recognises a provision for termination when it has developed a detailed formal plan for the termination and has informed the employee affected that it will carry out the termination.

Superannuation

Staff of CrimTrac are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS) or the PSS accumulation plan (PSSap).

The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme.

The liability for defined benefits 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 and Deregulation as an administered item.

CrimTrac makes employer contributions to the employee superannuation scheme at rates determined by an actuary to be sufficient to meet the current cost to the Government of the superannuation entitlements of the agency's employees. CrimTrac accounts for the contributions as if they were contributions to defined contribution plans.

The liability for superannuation recognised as at 30 June represents outstanding contributions for the final fortnight of the year.

1.8 Leases

A distinction is made between finance leases and operating leases. Finance leases effectively transfer from the lessor to the lessee substantially all the risks and rewards incidental to ownership of leased assets. An operating lease is a lease that is not a finance lease. In operating leases, the lessor effectively retains substantially all such risks and benefits.

Where an asset is acquired by means of a finance lease, the asset is capitalised at either the fair value of the lease property or, if lower, the present value of minimum lease payments at the inception of the contract and a liability is recognised at the same time and for the same amount.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The discount rate used is the interest rate implicit in the lease. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a straight-line basis which is representative of the pattern of benefits derived from the leased assets.

1.9 Borrowing Costs

All borrowing costs are expensed as incurred.

1.10 Cash

Cash and cash equivalents includes cash on hand, cash held with outsiders, demand deposits in bank accounts with an original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value. Cash is recognised at its nominal amount.

1.11 Financial Assets

CrimTrac classifies its financial assets as loans and receivables.

The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

Financial assets are recognised and derecognised upon trade date.

Effective Interest Method

The effective interest method is a method of calculating the amortised cost of a financial asset and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, where appropriate, a shorter period.

Income is recognised on an effective interest rate basis except for financial assets that are recognised at fair value through profit or loss.

Loans and Receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Impairment of Financial Assets

Financial assets are assessed for impairment at the end of each reporting period.

Financial assets held at amortised cost - if there is objective evidence that an impairment loss has been incurred for loans and receivables held at amortised cost, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate. The carrying amount is reduced by way of an allowance account. The loss is recognised in the statement of comprehensive income.

Financial assets held at cost - If there is objective evidence that an impairment loss has been incurred the amount of the impairment loss is the difference between the carrying amount of the asset and the present value of the estimated future cash flows discounted at the current market rate for similar assets.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1.12 Financial Liabilities

Financial liabilities are classified as other financial liabilities.

Financial liabilities are recognised and derecognised upon 'trade date'.

Other Financial Liabilities

Other financial liabilities are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability, or, where appropriate, a shorter period.

Supplier and other payables 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).

1.13 Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the balance sheet but are reported in the relevant schedules and notes. They may arise from uncertainty as to the existence of a liability or asset or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain and contingent liabilities are disclosed when settlement is greater than remote.

1.14 Acquisition of Assets

Assets are recorded at cost on acquisition except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken. Financial assets are initially measured at their fair value plus transaction costs where appropriate.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and income at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor agency's accounts immediately prior to the restructuring.

1.15 Property, Plant and Equipment

Asset Recognition Threshold

Purchases of property, plant and equipment are recognised initially at cost in the balance sheet, except for purchases costing less than $5,000, which are expensed in the year of acquisition.

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. CrimTrac does not have any 'make good' provisions at 30 June 2014 (2013: Nil).

Revaluations

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

Asset class	Fair value measured at:
Leasehold improvements	Depreciated replacement cost
Plant & equipment	Market selling price

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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 with sufficient frequency to ensure that the carrying amounts of assets do not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reverses 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 reverse a previous revaluation increment for that class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

Depreciation

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to CrimTrac using, in all cases, the straight-line method of depreciation.

Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

	2014	2013
Leasehold improvements	Effective lease term	Effective lease term
Plant and Equipment	3 to 10 years	3 to 10 years

Impairment

All assets were assessed for impairment at 30 June 2014. 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 CrimTrac were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

Derecognition

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

1.16 Intangibles

CrimTrac's intangibles comprise purchased and internally developed software. Internally developed software assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Externally purchased software assets are recognised initially at cost in the balance sheet, except for purchases costing less than $5,000, which are expensed in the year of acquisition.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Following initial recognition at cost, these assets are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets do not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reverses 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 reverse a previous revaluation increment for that class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

Software is amortised on a straight-line basis over its anticipated useful life. The useful life of CrimTrac's software is from 3 to 10 years (2013: 3 to 10 years).

All software assets were assessed for indications of impairment as at 30 June 2014.

1.17 Taxation

The agency 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:

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

1.18 Reporting of Administered Activities

Administered Cash Transfers to and from the Official Public Account

From 2006 to 2010 CrimTrac funded the administered payments to State and Territory police jurisdictions for the development of the provision of data to the National Police Reference System, thereby drawing funds from the Official Public Account (OPA) maintained by the Department of Finance and Deregulation. The administered payments transferred from CrimTrac during this period are shown on the Statement of Changes in Equity. The administered payments balance was transferred to retained earnings at 30 June 2013.

NOTE 2: EVENTS AFTER THE REPORTING PERIOD

No significant events occurred after reporting date, which warrant disclosure, or are required to be brought to account in the financial statements.

NOTE 3: EXPENSES

	2014 $'000	2013 $'000
Note 3A: Employee Benefits		
Wages and salaries	**18,066**	17,501
Superannuation		
Defined contribution plans	**1,939**	1,739
Defined benefit plans	**2,212**	1,835
Leave and other entitlements	**2,295**	2,865
Separation and redundancies	**318**	708
Total employee benefits	**24,830**	24,648
Note 3B: Suppliers		
Goods and services supplied or rendered		
Information technology[1]	**14,268**	14,558
Jurisdiction fees	**5,631**	5,114
Contractors	**1,585**	1,849
Training and development	**557**	525
Travel and accommodation	**472**	507
Consultants	**392**	887
Physical security	**390**	353
Legal fees	**354**	292
General office expenses	**353**	450
Internal audit consultants	**288**	412
Marketing and communication	**72**	165
Other goods and services	**730**	697
Total goods and services supplied or rendered	**25,092**	25,809
Goods supplied in connection with		
Related entities	**–**	-
External parties	**536**	504
Total goods supplied	**536**	504

NOTE 3: EXPENSES (CONTINUED)

	2014 $'000	2013 $'000
Services rendered in connection with		
Related entities	**4,863**	5,726
External parties	**19,693**	19,579
Total services rendered	**24,556**	25,305
Total goods and services supplied or rendered	**25,092**	25,809
Other suppliers		
Operating lease rentals in connection with		
External parties		
Minimum lease payments[1]	**3,590**	3,480
Workers compensation expenses	**326**	204
Total other suppliers	**3,916**	3,684
Total suppliers	**29,008**	29,493

Note 3C: Depreciation and Amortisation

Depreciation		
Property, plant and equipment	**3,137**	2,556
Buildings - leasehold improvements	**736**	730
Total depreciation	**3,873**	3,286
Amortisation		
Intangibles	**6,639**	6,831
Total amortisation	**6,639**	6,831
Total depreciation and amortisation	**10,512**	10,117

Note 3D: Write-Down and Impairment of Assets

Asset write-downs and impairments from		
Write-down of property, plant and equipment	**242**	16
Write-down of intangible assets	**–**	-
Total write-down of assets	**242**	16

1. Data centre lease expenses were reclassified from information technology supplier expenses to lease payments in 2013-14. The 2012-13 comparative figure has been adjusted to reflect the reclassification.

NOTE 4: OWN-SOURCE INCOME

Own-Source Revenue	2014 $'000	2013 $'000
Note 4A: Sale of Goods and Rendering of Services		
Sale of goods in connection with		
Related entities	**–**	128
External parties	**1**	-
Total sale of goods	**1**	128
Rendering of services in connection with		
Related entities	**20,455**	19,315
External parties	**47,218**	43,957
Total rendering of services	**67,673**	63,272
Total sale of goods and rendering of services	**67,674**	63,400
Note 4B: Other Revenue		
Resources received free of charge	**80**	70
Total other revenue	**80**	70

NOTE 5: FAIR VALUE MEASUREMENTS

The following tables provide an analysis of assets and liabilities that are measured at fair value. The different levels of the fair value hierarchy are defined below.

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Unobservable inputs for the asset or liability.

Note 5A: Fair Value Measurements

Fair value measurements at the end of the reporting period by hierarchy for assets and liabilities in 2014

	Fair value measurements at the end of the reporting period using			
	Fair value	Level 1 inputs	Level 2 inputs	Level 3 inputs
	$'000	$'000	$'000	$'000
Non-financial assets				
Leasehold improvements	4,621	-	-	4,621
Furniture and equipment	715	-	-	715
Computer equipment	6,734	-	4,843	1,891
Purchased software	3,781	-	-	3,781
Total non-financial assets	15,851	-	4,843	11,008
Total fair value measurements of assets in the statement of financial position	15,851	-	4,843	11,008

Fair value measurements – highest and best use differs from current use for non-financial assets (NFAs)

The highest and best use of all non-financial assets are the same as their current use.

NOTE 5: FAIR VALUE MEASUREMENTS (CONTINUED)

Note 5B: Valuation Technique and Inputs for Level 2 and Level 3 Fair Value Measurements

Level 2 and 3 fair value measurements – valuation technique and the inputs used for assets and liabilities in 2014

	Category (Level 2 or Level 3)	Fair value $'000	Valuation technique(s)[1]	Inputs used[2]	Range[3]
Non-financial assets					
Leasehold improvements	Level 3	4,621	Depreciated replacement cost	Price per square metre Expected useful life	N/A
Furniture and equipment	Level 3	715	Depreciated replacement cost	Estimated replacement cost Expected useful life	N/A
Computer equipment	Level 2	4,843	Market comparables	Sale price of comparable computer equipment	N/A
Computer equipment	Level 3	1,891	Depreciated replacement cost	Estimated replacement cost Expected useful life	N/A
Purchased software	Level 3	3,781	Depreciated replacement cost	Estimated replacement cost Expected useful life	N/A

1. No change in valuation technique occurred during the period.
2. Significant unobservable inputs only. The estimated replacement cost used for the office fit-out was $1,500/sqm.
3. Range and weighted average rates for unobservable inputs are not available. Where applicable, this information will be obtained from future valuations.

Recurring and non-recurring Level 3 fair value measurements – valuation processes

CrimTrac procured valuation services from appropriately qualified valuers. CrimTrac has relied on the valuation models and information provided by valuers. Depreciated replacement cost methodology was used for leasehold improvements and furniture and valued in June 2012, purchased software valued in June 2013 and the installation component of specific computer equipment.

Recurring Level 3 fair value measurements – sensitivity of inputs

The significant unobservable inputs used in the fair value measurement of the entity's leasehold improvement assets are the estimated replacement cost and expected useful life. Significant increases (decreases) in any of those inputs in isolation would result in a significantly higher (lower) fair value measurement.

The significant unobservable inputs used in the fair value measurement of the entity's furniture and computer equipment assets are estimated replacement cost and expected useful life. Significant increases (decreases) in any of those inputs in isolation would result in a significantly higher (lower) fair value measurement.

The significant unobservable inputs used in the fair value measurement of the entity's purchased software assets are estimated replacement cost and expected useful life. Significant increases (decreases) in any of those inputs in isolation would result in a significantly higher (lower) fair value measurement.

NOTE 5: FAIR VALUE MEASUREMENTS (CONTINUED)

Note 5C: Reconciliation for Recurring Level 3 Fair Value Measurements

Recurring Level 3 fair value measurements – reconciliation for assets

	Non–financial assets				
	Leasehold improvement	Furniture and equipment	Computer equipment	Purchased software	Total
	2014	2014	2014	2014	2014
	$'000	$'000	$'000	$'000	$'000
Opening balance	4,621	629	2,476	3,790	11,516
Total gains/(losses) recognised in net cost of services	-	-	-	-	-
Total gains/(losses) recognised in other comprehensive income[1]	-	-	(585)	(9)	(594)
Purchases	-	86	-	-	86
Closing balance	4,621	715	1,891	3,781	11,008
Changes in unrealised gains/(losses) recognised in net cost of services for assets held at the end of the reporting period.	-	-	-	-	-

1. These gains/(losses) are presented in the Statement of Comprehensive Income under changes in asset revaluation surplus.

NOTE 6: FINANCIAL ASSETS

	2014 $'000	2013 $'000
Note 6A: Cash and Cash Equivalents		
Cash on hand or on deposit	**1,740**	1,887
Total cash and cash equivalents	**1,740**	1,887
Note 6B: Trade and Other Receivables		
Goods and services receivables in connection with		
Related entities	**2,505**	2,653
External parties	**6,863**	7,282
Total goods and services receivables	**9,368**	9,935
OPA receivable		
OPA Special Account	**114,651**	110,093
Total appropriations receivable	**114,651**	110,093
Total trade and other receivables (gross)	**124,019**	120,028
Total impairment allowance account	**–**	-
Total trade and other receivables (net)	**124,019**	120,028
Trade and other receivables (net) expected to be recovered		
No more than 12 months	**124,019**	120,028
Total trade and other receivables (net)	**124,019**	120,028
Trade and other receivables (gross) aged as follows		
Not overdue	**123,765**	119,854
Overdue by		
0 to 30 days	**254**	173
61 to 90 days	**–**	1
Total trade and receivables (gross)	**124,019**	120,028

The impairment allowance account for 2014 is Nil (2013: Nil).

NOTE 7: NON-FINANCIAL ASSETS

	2014 $'000	2013 $'000
Note 7A: Land and Buildings		
Leasehold improvements		
Fair value	**4,621**	4,621
Accumulated depreciation	**(1,459)**	(723)
Total leasehold improvements	**3,162**	3,898
Total land and buildings	**3,162**	3,898

No indicators of impairment were found for land and buildings.
No land or buildings are expected to be sold or disposed of within the next 12 months.

Note 7B: Property, Plant and Equipment		
Property, plant and equipment		
Assets under construction	**2,784**	179
Fair value	**4,665**	15,719
Accumulated depreciation	**(670)**	(9,722)
Total property, plant and equipment	**6,779**	6,176

Impairment indicators found for computer equipment (subclass of property, plant and equipment) were physical damage, technological obsolescence, asset performance and changes in asset use.

No property, plant or equipment was held for sale or disposal at 30 June 2014.

Revaluations of non-financial assets

Asset revaluations are conducted in accordance with the revaluation policy stated at Note 1.
An independent valuer revalued computer equipment assets at 31 March 2014.

The revaluation increment for computer equipment (subclass of property, plant and equipment) in 2014 was $341,824 (2013: Nil).

A revaluation surplus decrement of $24,646 (2013: $Nil) was recorded for impairment of computer equipment and purchased software. The adjustment was against the revaluation surplus in accordance with AASB136 Impairment Of Assets.

The revaluation increment and impairment decrement were transferred to the asset revaluation surplus by asset class and included in the equity section of the Statement of Financial Position. No decrement was expensed (2013: Nil).

NOTE 7: NON-FINANCIAL ASSETS (CONTINUED)

Note 7C: Reconciliation of the Opening and Closing Balances of Property, Plant and Equipment

Reconciliation of the opening and closing balance of property, plant and equipment for 2013–14

	Buildings – leasehold improvements $'000	Property, plant & equipment $'000	Total $'000
As at 1 July 2013			
Gross book value	**4,621**	**15,899**	**20,520**
Accumulated depreciation and impairment	**(723)**	**(9,723)**	**(10,446)**
Total as at 1 July 2013	**3,898**	**6,176**	**10,074**
Additions			
By purchase	**–**	**3,662**	**3,662**
Revaluations and impairments recognised in other comprehensive income	**–**	**320**	**320**
Depreciation expense	**(736)**	**(3,137)**	**(3,873)**
Disposals			
Write-off	**–**	**(242)**	**(242)**
Total as at 30 June 2014	**3,162**	**6,779**	**9,941**
Total as at 30 June 2014 represented by			
Gross book value	**4,621**	**7,449**	**12,070**
Accumulated depreciation	**(1,459)**	**(670)**	**(2,129)**
Total as at 30 June 2014	**3,162**	**6,779**	**9,941**

NOTE 7: NON–FINANCIAL ASSETS (CONTINUED)

Reconciliation of the opening and closing balance of property, plant and equipment for 2012-13

	Buildings - leasehold improvements $'000	Property, plant & equipment $'000	Total $'000
As at 1 July 2012			
Gross book value	4,046	12,776	16,822
Accumulated depreciation and impairment	-	(7,218)	(7,218)
Total as at 1 July 2012	4,046	5,558	9,604
Additions			
By purchase	597	3,175	3,772
Revaluations recognised in other comprehensive income	-	-	-
Depreciation expense	(730)	(2,556)	(3,286)
Disposals			-
Write-off	(15)	(1)	(16)
Total as at 30 June 2013	3,898	6,176	10,074
Total as at 30 June 2013 represented by			
Gross book value	4,621	15,899	20,520
Accumulated depreciation	(723)	(9,723)	(10,446)
Total as at 30 June 2013	3,898	6,176	10,074

	2014 $'000	2013 $'000
Note 7D: Intangibles		
Computer software		
Internally developed – in progress	**6,191**	1,764
Internally developed – in use	**37,990**	36,566
Purchased	**3,781**	3,790
Accumulated amortisation	**(32,418)**	(25,784)
Total computer software	**15,544**	16,336
Total intangibles	**15,544**	16,336

Impairment indicators found for externally purchased software were technological obsolescence and changes in asset use.
No intangibles are expected to be sold or disposed of within the next 12 months.

NOTE 7: NON-FINANCIAL ASSETS (CONTINUED)

Revaluations of non-financial assets

Asset revaluations are conducted in accordance with the revaluation policy stated at Note 1. An independent valuer revalued purchased software at 30 June 2013.

The revaluation increment for purchased software in 2014 was nil (2013: $1,510,073).

The revaluation increment and decrement was transferred to the asset revaluation surplus by asset class and included in the equity section of the balance sheet. No decrement was expensed (2013: Nil).

Note 7E: Reconciliation of the Opening and Closing Balances of Intangibles

Reconciliation of the opening and closing balances of intangibles for 2013–14

	Computer software internally developed	Computer software purchased	Total
	$'000	$'000	$'000
As at 1 July 2013			
Gross book value	**38,330**	**3,790**	**42,120**
Accumulated amortisation and impairment	**(25,765)**	**(19)**	**(25,784)**
Total as at 1 July 2013	**12,565**	**3,771**	**16,336**
Additions			
By purchase	**–**	**–**	**–**
Internally developed	**5,850**	**–**	**5,850**
Impairments recognised in other comprehensive income	**–**	**(3)**	**(3)**
Amortisation	**(5,362)**	**(1,277)**	**(6,639)**
Other movement	**–**	**–**	**–**
Total as at 30 June 2014	**13,053**	**2,491**	**15,544**
Total as at 30 June 2014 represented by			
Gross book value	**44,181**	**3,781**	**47,962**
Accumulated amortisation and impairment	**(31,128)**	**(1,290)**	**(32,418)**
Total as at 30 June 2014	**13,053**	**2,491**	**15,544**

NOTE 7: NON–FINANCIAL ASSETS (CONTINUED)

Reconciliation of the opening and closing balances of intangibles for 2012-13

	Computer software internally developed $'000	Computer software purchased $'000	Total $'000
As at 1 July 2012			
Gross book value	33,849	7,775	41,624
Accumulated amortisation and impairment	(18,957)	(5,192)	(24,149)
Total as at 1 July 2012	14,892	2,583	17,475
Additions			
By purchase	-	1,740	1,740
Internally developed	2,442	-	2,442
Revaluations recognised in other comprehensive income	-	1,510	1,510
Amortisation	(5,916)	(915)	(6,831)
Other movement	1,147	(1,147)	-
Total as at 30 June 2013	12,565	3,771	16,336
Total as at 30 June 2013 represented by			
Gross book value	38,330	3,790	42,120
Accumulated amortisation and impairment	(25,765)	(19)	(25,784)
Total as at 30 June 2013	12,565	3,771	16,336

	2014 $'000	2013 $'000
Note 7F: Other Non–Financial Assets		
Prepayments	**3,132**	2,256
Total other non–financial assets	**3,132**	2,256
Total other non–financial assets expected to be recovered		
No more than 12 months	**1,599**	979
More than 12 months	**1,533**	1,277
Total other non–financial assets	**3,132**	2,256

No indicators of impairment were found for other non-financial assets.

NOTE 8: PAYABLES

	2014 $'000	2013 $'000
Note 8A: Suppliers		
Trade creditors and accruals	**4,318**	3,473
Operating lease rentals	**1,320**	1,260
Total suppliers	**5,638**	4,733
Suppliers expected to be settled		
No more than 12 months	**4,368**	3,473
More than 12 months	**1,270**	1,260
Total suppliers	**5,638**	4,733
Suppliers in connection with		
Related entities	**1,107**	654
External parties	**4,531**	4,079
Total suppliers	**5,638**	4,733

Settlement was usually made within 30 days.

Note 8B: Other Payables		
Wages and salaries	**633**	520
Superannuation	**127**	99
Separations and redundancies	**–**	549
GST payable to the ATO	**283**	645
Other	**72**	52
Total other payables	**1,115**	1,865
Other payables expected to be settled		
No more than 12 months	**1,115**	1,865
Total other payables	**1,115**	1,865

NOTE 9: PROVISIONS

	2014 $'000	2013 $'000
Note 9A: Employee Provisions		
Leave	**7,001**	6,840
Total employee provisions	**7,001**	6,840
Employee provisions expected to be settled		
No more than 12 months	**5,533**	5,319
More than 12 months	**1,468**	1,521
Total employee provisions	**7,001**	6,840

NOTE 10: CASH FLOW RECONCILIATION

	2014 $'000	2013 $'000
Reconciliation of cash and cash equivalents as per statement of financial position to cash flow statement		
Cash and cash equivalents as per		
Cash flow statement	**1,740**	1,887
Statement of financial position	**1,740**	1,887
	–	-
Reconciliation of net cost of services to net cash from/(used by) operating activities		
Net (cost of) / contribution by services	**3,162**	(804)
Adjustments for non-cash items		
Depreciation / amortisation	**10,512**	10,117
Losses from asset disposal / write-offs	**242**	16
Movements in assets and liabilities		
Assets		
(Increase) / decrease in goods/services receivable	**567**	(307)
(Increase) in prepayments	**(876)**	(1,328)
Adjustment for non-operating movement in prepayments	**450**	-
Liabilities		
Increase / (decrease) in supplier payables	**905**	(748)
Increase / (decrease) in other payables	**(388)**	682
Increase in employee provisions	**161**	1,472
Increase / (decrease) in GST payable	**(362)**	72
Net cash from operating activities	**14,373**	9,172

NOTE 11: CONTINGENT LIABILITIES AND ASSETS

CrimTrac has no contingencies in the current and preceding reporting periods and therefore has not prepared a Schedule of Contingencies.

NOTE 12: SENIOR EXECUTIVE REMUNERATION

Note 12A: Senior Executive Remuneration Expenses for the Reporting Period

	2014 $	2013 $
Short-term employee benefits		
Salary	**672,688**	332,779
Salary packaged benefits	**18,601**	812
Total short-term employee benefits	**691,289**	333,591
Post-employment benefits		
Superannuation	**119,072**	55,558
Total post-employment benefits	**119,072**	55,558
Other long-term benefits		
Annual leave accrued	**54,844**	34,142
Long service leave accrued	**20,854**	12,041
Total other long-term employee benefits	**75,698**	46,183
Termination benefits		
Separation expenses	**–**	530,678
Total termination benefits	**–**	530,678
Total senior executive remuneration expenses	**886,059**	966,010

Notes:

1. Note 12A is prepared on an accrual basis.
2. Note 12A excludes acting arrangements and part-year service where remuneration expensed was less than $195,000.

NOTE 12: SENIOR EXECUTIVE REMUNERATION (CONTINUED)

Note 12B: Average Annual Reportable Remuneration Paid to Substantive Senior Executives during the Reporting Period

Average annual reportable remuneration paid to substantive senior executives in 2014

Average annual reportable remuneration[1]	Substantive senior executives	Reportable salary[2]	Contributed superannuation[3]	Reportable allowances[4]	Bonus paid[5]	Total reportable remuneration
	No.	$	$	$	$	$
Total reportable remuneration (including part-time arrangements):						
Less than $195,000	**1**	**92,971**	**19,039**	**–**	**–**	**112,010**
$225,000 to $254,999	**2**	**207,289**	**39,033**	**50**	**–**	**246,372**
$345,000 to $374,999	**1**	**315,379**	**40,300**	**–**	**–**	**355,679**
Total number of substantive senior executives	**4**					

Average annual reportable remuneration paid to substantive senior executives in 2013

Average annual reportable remuneration[1]	Substantive senior executives	Reportable salary[2]	Contributed superannuation[3]	Reportable allowances[4]	Bonus paid[5]	Total reportable remuneration
	No.	$	$	$	$	$
Total reportable remuneration (including part-time arrangements):						
$285,000 to $314,999	1	250,264	47,250	-	-	297,514
$315,000 to $344,999	1	283,128	36,889	-	-	320,017
Total number of substantive senior executives	2					

Notes:

1. This table reports substantive senior executives who received remuneration during the reporting period. Each row is an averaged figure based on headcount for individuals in the band.
2. 'Reportable salary' includes the following:
   a) gross payments (less any bonuses paid, which are separated out and disclosed in the 'bonus paid' column);
   b) reportable fringe benefits (at the net amount prior to 'grossing up' to account for tax benefits); and
   c) reportable employer superannuation contributions; and
   d) exempt foreign employment income.
3. The 'contributed superannuation' amount is the average actual superannuation contributions paid to senior executives in that reportable remuneration band during the reporting period.
4. 'Reportable allowances' are the average actual allowances paid as per the 'total allowances' line on individuals' payment summaries.
5. 'Bonus paid' represents average actual bonuses paid during the reporting period in that reportable remuneration band. The 'bonus paid' within a particular band may vary between financial years due to various factors such as individuals commencing with or leaving the entity during the financial year.

NOTE 12: SENIOR EXECUTIVE REMUNERATION (CONTINUED)

Note 12C: Average Annual Reportable Remuneration Paid to Other Highly Paid Staff during the Reporting Period

Average annual reportable remuneration paid to other highly paid staff in 2014

Average annual reportable remuneration[1]	**Other highly paid staff**	**Reportable salary[2]**	**Contributed superannuation[3]**	**Reportable allowances[4]**	**Bonus paid[5]**	**Total reportable remuneration**
	No.	**$**	**$**	**$**	**$**	**$**
Total reportable remuneration (including part-time arrangements):						
$195,000 to $224,999	**1**	**185,623**	**28,210**	**–**	**–**	**213,833**
Total number of other highly paid staff	**1**					

Average annual reportable remuneration paid to other highly paid staff in 2013

Average annual reportable remuneration[1]	Other highly paid staff	Reportable salary[2]	Contributed superannuation[3]	Reportable allowances[4]	Bonus paid[5]	Total reportable remuneration
	No.	$	$	$	$	$
Total reportable remuneration (including part-time arrangements):						
$195,000 to $224,999	1	182,099	27,720	233	-	210,052
Total number of other highly paid staff	1					

Notes:

1. This table reports staff:
   a) who were employed by the entity during the reporting period;
   b) whose reportable remuneration was $195,000 or more for the reporting period; and
   c) were not required to be disclosed in Table B or director disclosures.
   Each row is an averaged figure based on headcount for individuals in the band.
2. 'Reportable salary' includes the following:
   a) gross payments (less any bonuses paid, which are separated out and disclosed in the 'bonus paid' column);
   b) reportable fringe benefits (at the net amount prior to 'grossing up' for tax purposes);
   c) reportable employer superannuation contributions; and
   d) exempt foreign employment income.
3. The 'contributed superannuation' amount is the average cost to the entity for the provision of superannuation benefits to other highly paid staff in that reportable remuneration band during the reporting period.
4. 'Reportable allowances' are the average actual allowances paid as per the 'total allowances' line on individuals' payment summaries.
5. 'Bonus paid' represents average actual bonuses paid during the reporting period in that reportable remuneration band. The 'bonus paid' within a particular band may vary between financial years due to various factors such as individuals commencing with or leaving the entity during the financial year.

NOTE 13: REMUNERATION OF AUDITORS

	2014	2013
	$'000	$'000
Financial statement audit services were provided free of charge to the agency by the Australian National Audit Office (ANAO).		
Fair value of the services provided		
Financial statement audit services	**70**	70
Total fair value of services received	**70**	70

The ANAO provided assurance engagements free of charge to the agency. No other services were provided by the Auditor-General.

NOTE 14: FINANCIAL INSTRUMENTS

	2014 $'000	2013 $'000
Note 14A: Categories of Financial Instruments		
Financial Assets		
Loans and receivables		
Cash and cash equivalents	**1,740**	1,887
Trade receivables	**9,368**	9,935
Total loans and receivables	**11,108**	11,822
Total financial assets	**11,108**	11,822
Financial Liabilities		
Financial liabilities measured at amortised cost		
Trade creditors	**4,318**	3,473
Total financial liabilities measured at amortised cost	**4,318**	3,473
Total financial liabilities	**4,318**	3,473

The net income/expense from financial assets and financial liabilities not at fair value from profit and loss is Nil (2013: Nil).

NOTE 14: FINANCIAL INSTRUMENTS (CONTINUED)

Note 14B: Fair Value of Financial Instruments

	Carrying amount 2014	**Fair value 2014**	Carrying amount 2013	Fair value 2013
	$'000	**$'000**	$'000	$'000
Financial Assets				
Cash and cash equivalents	**1,740**	**1,740**	1,887	1,887
Trade receivables	**9,368**	**9,368**	9,935	9,935
Total financial assets	**11,108**	**11,108**	11,822	11,822
Financial Liabilities				
Trade creditors	**4,318**	**4,318**	3,473	3,473
Total financial liabilities	**4,318**	**4,318**	3,473	3,473

The fair values for cash, trade receivables and trade creditors is the nominal value.

Note 14C: Credit Risk

CrimTrac is exposed to minimal credit risk as loans and receivables are cash and trade receivables.

The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables 2014: $9,368,000 (2013: $9,935,000).

CrimTrac has assessed the risk of the default on payment and as such has no need to allocate an allowance for impairment.

CrimTrac manages its credit risk by undertaking an accreditation process for its accredited agencies. In addition, CrimTrac has policies and procedures that are to be applied during debt recovery.

The agency has no significant exposures to any concentrations of credit risk.

Credit quality of financial instruments not past due or individually determined as impaired

	Not past due nor impaired	Not past due nor impaired	**Past due or impaired**	Past due or impaired
	2014	2013	**2014**	2013
	$'000	$'000	**$'000**	$'000
Cash and cash equivalents	**1,740**	1,887	**–**	-
Trade receivables	**9,114**	9,761	**254**	174
Total	**10,854**	11,648	**254**	174

NOTE 14: FINANCIAL INSTRUMENTS (CONTINUED)

Ageing of financial assets that were past due but not impaired for 2014

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	
	$'000	$'000	$'000	$'000	Total
Trade receivables	**254**	**–**	**–**	**–**	**254**
Total	**254**	**–**	**–**	**–**	**254**

Ageing of financial assets that were past due but not impaired for 2013

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	
	$'000	$'000	$'000	$'000	Total
Trade receivables	173	-	1	-	174
Total	173	-	1	-	174

Note 14D: Liquidity Risk

CrimTrac's financial liabilities are payables and operating leases rentals. The exposure to liquidity risk is based on the notion that CrimTrac will have difficulty in meeting its obligations associated with financial liabilities. This is highly unlikely due to CrimTrac's available funds and internal policies and procedures put in place to ensure there are appropriate resources to meet its financial obligations.

Maturities for non-derivative financial liabilities 2014

	On demand	within 1 year	1 to 2 years	2 to 5 years	> 5 years	Total
	$'000	$'000	$'000	$'000	$'000	$'000
Trade creditors	**–**	**4,318**	**–**	**–**	**–**	**4,318**
Total	**–**	**4,318**	**–**	**–**	**–**	**4,318**

Maturities for non-derivative financial liabilities 2013

	On demand	within 1 year	1 to 2 years	2 to 5 years	> 5 years	Total
	$'000	$'000	$'000	$'000	$'000	$'000
Trade creditors	**–**	3,473	-	-	-	3,473
Total	**–**	3,473	-	-	-	3,473

CrimTrac has no derivative financial liabilities in both the current and prior year.

Note 14E: Market Risk

CrimTrac is not exposed to 'Currency risk' or 'Other price risk'. CrimTrac does not hold any significant interest-bearing items on the Statement of Financial Position, therefore is not subject to 'interest rate risk'.

NOTE 15: FINANCIAL ASSETS RECONCILIATION

	Notes	2014 $'000	2013 $'000
Total financial assets as per statement of financial position		**125,759**	121,915
Less: non–financial instrument components			
OPA receivable	6B	**114,651**	110,093
Total non–financial instrument components		**114,651**	110,093
Total financial assets as per financial instruments note	14A	**11,108**	11,822

NOTE 16: SPECIAL ACCOUNTS

National Policing Information Systems and Services Special Account (Departmental)	2014	2013
	$'000	$'000
National Policing Information Systems and Services Special Account (Departmental)	**2014**	2013
	$'000	$'000

Legal Authority: Financial Management and Accountability Act 1997; s20(1) (FMA Act)

Appropriation: Financial Management and Accountability Act 1997; s20

Purpose:

(1) The purposes of the National Policing Information Systems and Services Special Account, in relation to which amounts may be debited from the Special Account, are:

a) scoping, developing, procuring, implementing and operating new and existing information technology systems and services in relation to the agency and its stakeholders and clients; and

b) to repay to an original payer amounts credited to the Special Account and residual after any necessary payments made for a purpose mentioned in paragraph a); and

c) activities that are incidental to a purpose mentioned in paragraphs a) or b); and

d) to reduce the balance of the Special Accounts (and, therefore, the available appropriation for the Account) without making a real or notional payment; and

e) to repay amounts where an Act or other law requires or permits the repayment of an amount received.

(2) To avoid doubt, incidental activities include:

a) the administration of the Special Account; and

b) dealing with direct and indirect costs.

Balance brought forward from previous period	**111,980**	110,762
Increases		
Appropriation for reporting period	**–**	-
Receipts from the provision of goods and services	**75,080**	69,380
Other receipts	**1**	-
Total increases	**75,081**	69,380
Available for payments	**187,061**	180,142
Decreases		
Departmental		
Payments made - suppliers	**42,034**	42,785
Payments made - employees	**25,091**	22,673
Net GST Paid	**3,545**	2,704
Total departmental decreases	**70,670**	68,162
Total decreases	**70,670**	68,162
Balance carried to next period and represented by	**116,391**	111,980
Cash - transferred to the Official Public Account	**114,651**	110,093
Cash - held by the Agency	**1,740**	1,887
Total balance carried to the next period	**116,391**	111,980

NOTE 17: COMPENSATION AND DEBT RELIEF

	2014	2013
	$	$
Departmental		
No 'Act of Grace' expenses were incurred during the reporting period (2013: Nil).	**-**	-
No waivers of amounts owing to the Australian Government were made pursuant to subsection 34(1) of the Financial Management and Accountability Act 1997 (2013: Nil).	**-**	-
No payments were provided under the Compensation for Detriment caused by Defective Administration (CDDA) Scheme during the reporting period (2013: Nil).	**-**	-
No ex-gratia payments were provided for during the reporting period (2013: Nil).	**-**	-
No payments were provided in special circumstances relating to APS employment pursuant to section 73 of the *Public Service Act 1999* (PS Act) in 2014 (2013: $100,000).	**-**	100,000

NOTE 18: REPORTING OF OUTCOMES

Note 18A: Net Cost of Outcome Delivery

	Outcome 1		Total	
	2014 $'000	2013 $'000	**2014 $'000**	2013 $'000
Departmental				
Expenses	**64,592**	64,274	**64,592**	64,274
Own-source income	**67,754**	63,470	**67,754**	63,470
Net cost/(contribution) of outcome delivery	**(3,162)**	804	**(3,162)**	804

Outcome 1 is described in Note 1.1. Net costs shown include intra-government costs that are eliminated in calculating the actual Budget Outcome. Refer to Outcome 1 Resourcing Table on page 90 of this Annual Report.

Note 18B: Major Classes of Departmental Expense, Income, Assets and Liabilities by Outcomes

	Outcome 1		Total	
	2014 $'000	2013 $'000	**2014 $'000**	2013 $'000
Expenses				
Employees	**24,830**	24,648	**24,830**	24,648
Suppliers	**29,008**	29,493	**29,008**	29,493
Depreciation and amortisation	**10,512**	10,117	**10,512**	10,117
Other	**242**	16	**242**	16
Total expenses	**64,592**	64,274	**64,592**	64,274
Income				
Sale of goods and services	**67,674**	63,400	**67,674**	63,400
Other Revenue	**80**	70	**80**	70
Total own-source income	**67,754**	63,470	**67,754**	63,470
Assets				
Cash and cash equivalents	**1,740**	1,887	**1,740**	1,887
Trade and other receivables	**124,019**	120,028	**124,019**	120,028
Land and buildings	**3,162**	3,898	**3,162**	3,898
Property, plant and equipment	**6,779**	6,176	**6,779**	6,176
Intangibles	**15,544**	16,336	**15,544**	16,336
Other assets	**3,132**	2,256	**3,132**	2,256
Total assets	**154,376**	150,581	**154,376**	150,581
Liabilities				
Supplier payables	**5,638**	4,733	**5,638**	4,733
Other payables	**1,115**	1,865	**1,115**	1,865
Employee provisions	**7,001**	6,840	**7,001**	6,840
Total liabilities	**13,754**	13,438	**13,754**	13,438

Outcome 1 is described in Note 1.1. Net costs shown include intra-government costs that are eliminated in calculating the actual Budget Outcome. Refer to Outcome 1 Resourcing Table on page 90 of this Annual Report.

POLICE

PART 7

REFERENCES AND APPENDICES

APPENDIX A—ANNUAL REPORT LIST OF REQUIREMENTS

REF	PART OF REPORT	DESCRIPTION	REQUIREMENT	LOCATION
8(3) & A.4		Letter of transmittal	Mandatory	1
A.5		Table of contents	Mandatory	2-3
A.5		Index	Mandatory	145
A.5		Glossary	Mandatory	143
A.5		Contact officer(s)	Mandatory	iv
A.5		Internet home page address and Internet address for report	Mandatory	iv
9	Review by Secretary			
9(1)		Review by departmental secretary	Mandatory	6-9
9(2)		Summary of significant issues and developments	Suggested	6-8
9(2)		Overview of department's performance and financial results	Suggested	N/A
9(2)		Outlook for following year	Suggested	8-9
9(3)		Significant issues and developments – portfolio	Portfolio departments – suggested	N/A
10	Departmental Overview			
10(1)		Role and functions	Mandatory	11
10(1)		Organisational structure	Mandatory	15
10(1)		Outcome and program structure	Mandatory	18-20
10(2)		Where outcome and program structures differ from PB Statements/PAES or other portfolio statements accompanying any other additional appropriation bills (other portfolio statements), details of variation and reasons for change	Mandatory	No variation to outcome / program structure
10(3)		Portfolio structure	Portfolio departments - mandatory	N/A
11	Report on Performance			
11(1)		Review of performance during the year in relation to programs and contribution to outcomes	Mandatory	22-56
11(2)		Actual performance in relation to deliverables and KPIs set out in PB Statements/PAES or other portfolio statements	Mandatory	22-56
11(2)		Where performance targets differ from the PBS/ PAES, details of both former and new targets, and reasons for the change	Mandatory	No variation to performance targets
11(2)		Narrative discussion and analysis of performance	Mandatory	24-56
11(2)		Trend information	Mandatory	24-56

REF	PART OF REPORT	DESCRIPTION	REQUIREMENT	LOCATION
11(3)		Significant changes in nature of principal functions/ services	Suggested	N/A
11(3)		Performance of purchaser/provider arrangements	If applicable, suggested	70-71
11(3)		Factors, events or trends influencing departmental performance	Suggested	N/A
11(3)		Contribution of risk management in achieving objectives	Suggested	63
11(4)		Social inclusion outcomes	If applicable, mandatory	85
11(5)		Performance against service charter customer service standards, complaints data, and the department's response to complaints	If applicable, mandatory	N/A
11(6)		Discussion and analysis of the department's financial performance	Mandatory	88-90
11(7)		Discussion of any significant changes from the prior year, from budget or anticipated to have a significant impact on future operations.	Mandatory	88-90
11(8)		Agency resource statement and summary resource tables by outcomes	Mandatory	90
12	Management and Accountability			
	Corporate Governance			
12(1)		Agency heads are required to certify that their agency comply with the Commonwealth Fraud Control Guidelines.	Mandatory	1
12(2)		Statement of the main corporate governance practices in place	Mandatory	58-66
12(3)		Names of the senior executive and their responsibilities	Suggested	13-14
12(3)		Senior management committees and their roles	Suggested	58-66
12(3)		Corporate and operational planning and associated performance reporting and review	Suggested	16
12(3)		Approach adopted to identifying areas of significant financial or operational risk	Suggested	63
12(3)		Policy and practices on the establishment and maintenance of appropriate ethical standards	Suggested	71
12(3)		How nature and amount of remuneration for SES officers is determined	Suggested	N/A
	External Scrutiny			
12(4)		Significant developments in external scrutiny	Mandatory	69
12(4)		Judicial decisions and decisions of administrative tribunals	Mandatory	69

REF	PART OF REPORT	DESCRIPTION	REQUIREMENT	LOCATION
12(4)		Reports by the Auditor-General, a Parliamentary Committee or the Commonwealth Ombudsman	Mandatory	69
	Management of Human Resources			
12(5)		Assessment of effectiveness in managing and developing human resources to achieve departmental objectives	Mandatory	77
12(6)		Workforce planning, staff turnover and retention	Suggested	77
12(6)		Impact and features of enterprise or collective agreements, individual flexibility arrangements (IFAs), determinations, common law contracts and AWAs	Suggested	80
12(6)		Training and development undertaken and its impact	Suggested	83
12(6)		Work health and safety performance	Suggested	82
12(6)		Productivity gains	Suggested	N/A
12(7)		Statistics on staffing	Mandatory	81
12(8)		Enterprise or collective agreements, IFAs, determinations, common law contracts and AWAs	Mandatory	80
12(9) & B		Performance pay	Mandatory	80
12(10)-(11)	Assets management	Assessment of effectiveness of assets management	If applicable, mandatory	69
12(12)	Purchasing	Assessment of purchasing against core policies and principles	Mandatory	70
12(13)-(24)	Consultants	The annual report must include a summary statement detailing the number of new consultancy services contracts let during the year; the total actual expenditure on all new consultancy contracts let during the year (inclusive of GST); the number of ongoing consultancy contracts that were active in the reporting year; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST). The annual report must include a statement noting that information on contracts and consultancies is available through the AusTender website.	Mandatory	70-71
12(25)	Australian National Audit Office Access Clauses	Absence of provisions in contracts allowing access by the Auditor-General	Mandatory	71
12(26)	Exempt contracts	Contracts exempt from the AusTender	Mandatory	71
13	Financial Statements	Financial Statements	Mandatory	91-135

REF	PART OF REPORT	DESCRIPTION	REQUIREMENT	LOCATION
	Other Mandatory Information			
14(1) & C.1		Work health and safety (Schedule 2, Part 4 of the *Work Health and Safety Act 2011*)	Mandatory	82
14(1) & C.2		Advertising and Market Research (Section 311A of the *Commonwealth Electoral Act 1918*) and statement on advertising campaigns	Mandatory	72
14(1) & C.3		Ecologically sustainable development and environmental performance (Section 516A of the *Environment Protection and Biodiversity Conservation Act 1999*)	Mandatory	73
14(1)		Compliance with the agency's obligations under the *Carer Recognition Act 2010*	If applicable, mandatory	N/A
14(2) & D.1		Grant programs	Mandatory	71
14(3) & D.2		Disability reporting – explicit and transparent reference to agencylevel information available through other reporting mechanisms	Mandatory	85
14(4) & D.3		Information Publication Scheme statement	Mandatory	72
14(5) & D.4		Spatial reporting – expenditure by program between regional and nonregional Australia	If applicable, mandatory	N/A
14(6)		Correction of material errors in previous annual report	If applicable, mandatory	73
E		Agency Resource Statements and Resources for Outcomes	Mandatory	90
F		List of Requirements	Mandatory	138-141

ACRONYMS AND ABBREVIATIONS

AASB	Australian Accounting Standards Board
ABIN	Australian Ballistic Information Network
ACLEI	Australian Commission for Law Enforcement Integrity
ACORN	Australian Cybercrime Online Reporting Network
ACT	Australian Capital Territory
ANAO	Australian National Audit Office
AND	Australian Network on Disability
APS	Australian Public Service
APSC	Australian Public Service Commission
ASIC	Aviation Security Identification Card
AVA	Active Vulnerability Assessment
CEO	Chief Executive Officer—the agency head as defined under the *Public Service Act 1999*
CETS	Child Exploitation Tracking System
CIO	Chief Information Officer
CIOC	Chief Information Officers Committee
COAG	Council of Australian Governments
COO	Chief Operating Officer
DCA	Diversity Council of Australia
DVO	Domestic Violence Order
EDRMS	Electronic Document and Records Management System
FMA Act	*Financial Management and Accountability Act 1997*
FOI	Freedom of Information
FOI Act	*Freedom of Information Act 1982*
IBIS®	Integrated Ballistic Identification System (IBIS)
ICSPA	International Cyber Security Protection Alliance
IGA	Inter-Governmental Agreement
IIR	Informatica Identity Resolution
IPS	Information Publication Scheme
ISM	Information Security Manual
LCCSC	Law, Crime and Community Safety Council
MOU	Memorandum of Understanding
MSIC	Maritime Security Identification Card
NABERS	National Australian Built Environmental Rating Scheme
NAFIS	National Automated Fingerprint Identification System
NCIDD	National Criminal Investigation DNA Database
NCOS	National Child Offender System
NDIC	National DNA Investigative Capability
NDVOISS	National Domestic Violence Order Information Sharing System
NeAF	National eAuthentication Framework
NFI	National Firearms Interface
NFID	National Firearms Identification Database
NFLRS	National Firearms Licensing and Registration System
NIEM	National Information Exchange Model
NMPVS	National Missing Persons & Victim System
NPCS	National Police Checking Service
NPRS	National Police Reference System
PFB	Portfolio Board
PGPA Act	*Public Governance, Performance and Accountability Act 2013*
SCLJ	Standing Council on Law and Justice
SCPEM	Standing Council on Police and Emergency Management
SES	Senior Executive Service
SIG	Strategic Issues Group
WHS	Work health and safety
WILES	Women in Law Enforcement Strategy

GLOSSARY

Accredited Agency

An organisation (other than a police agency) authorised to access the National Police Checking Service.

Familial searching

Familial DNA searching involves a search of a DNA database to identify possible relatives of an offender. It is used when a DNA sample found at a crime scene is run through the DNA database, but no direct matches are returned. Familial DNA searching works on the basis that a DNA sample found at a crime scene may partially match a family member whose DNA profile is already stored on the database.

Jurisdiction

A state or territory within which a common set of legislative rules apply.

Kinship matching

Kinship matching examines DNA profiles to establish biological relationships between individuals. This can be used to identify missing persons, unidentified human remains, and victims of mass disasters.

Memorandum of Understanding (MOU)

An agreement detailing the terms and conditions between CrimTrac and partner agencies, service providers or accredited agencies.

National Police Check

Involves identifying and releasing any relevant policing information (subject to relevant spent conviction/non-disclosure legislation and information release policies) to support the assessment of suitability of people applying for employment, Australian citizenship or appointment to positions of trust.

Vermiculture

The process of composting organic waste by using worms.

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INFORMATION DATA SOURCES

Inside cover

Item 1 source: *Report on Government Services 2014* 6.1—Profile of police services, table 6.1
Item 2 source: Average data derived from Crimtrac's services available to police as at 30 June 2014
Item 3 source: National Police Reference System report as at 30 June 2014
Item 4 source: National Police Reference System report as at 30 June 2014
Item 5 source: National Criminal Investigation DNA Database report as at 30 June 2014
Item 6 source: National Automated Fingerprint Identification Database report as at 30 June 2014
Item 7 source: National Criminal Investigation DNA Database report as at 30 June 2014
Item 8 source: National Police Checking Service Support System report as at 30 June 2014

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Item 1 source: National Automated Fingerprint Identification Database report as at 30 June 2014
Item 2 source: National Criminal Investigation DNA Database report as at 30 June 2014
Item 3 source: National Firearm Identification Database report as at 30 June 2014
Item 4 source: National Firearm Licensing and registration System
Item 5 source: National Police Reference System report as at 30 June 2014
Item 6 source: National Police Checking Service Support System report as at 30 June 2014
Item 7 source: National Child Offender System report as at 30 June 2014
Item 8 source: Performance summary page 22-23 of this report
Item 9 source: Part 5 People management—page 77 of this report
Item 10 source: Part 5 People management—page 77 of this report
Item 11 source: Part 3 Corporate governance—pages 58-66 of this report
Item 12 source: Part 6 Financial reports—page 88-135 of this report

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Page 24 National Automated Fingerprint Identification System reports as at 30 June 2014
Page 24 National Criminal Investigation DNA Database reports as at 30 June 2014

Child Protection infographic

Page 34 National Child Offender System report as at 30 June 2014

Firearms and ballistics infographics

Page 38 National Firearms Identification Database reports as at 30 June 2014
Page 38 National Firearms Licensing and Referencing System as at 30 June 2014

Police reference services infographic

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National Police Checking Service infographic

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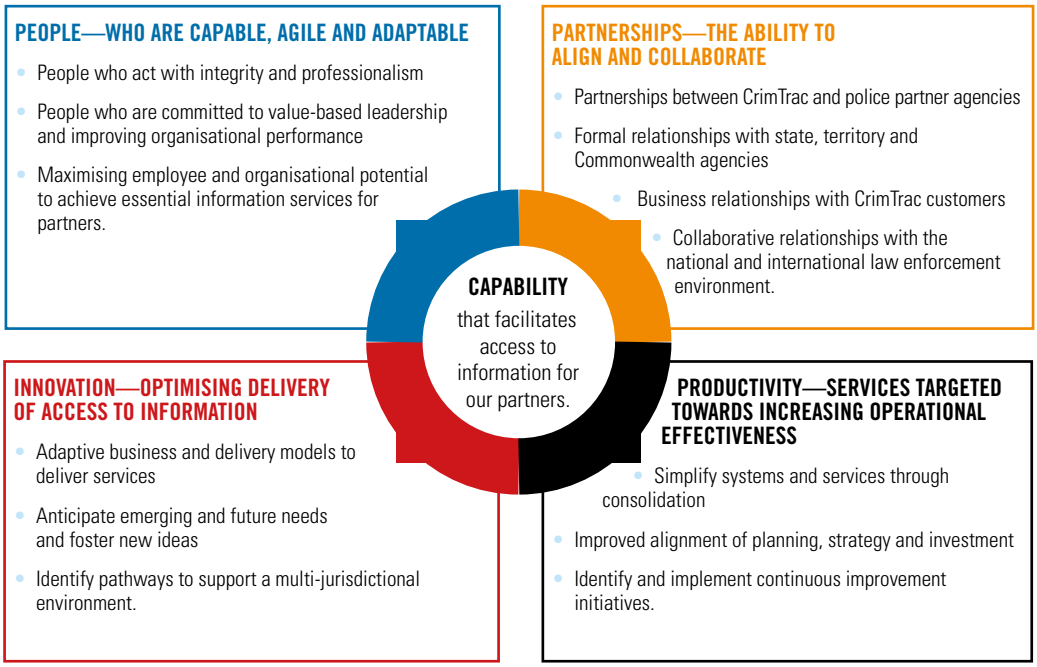
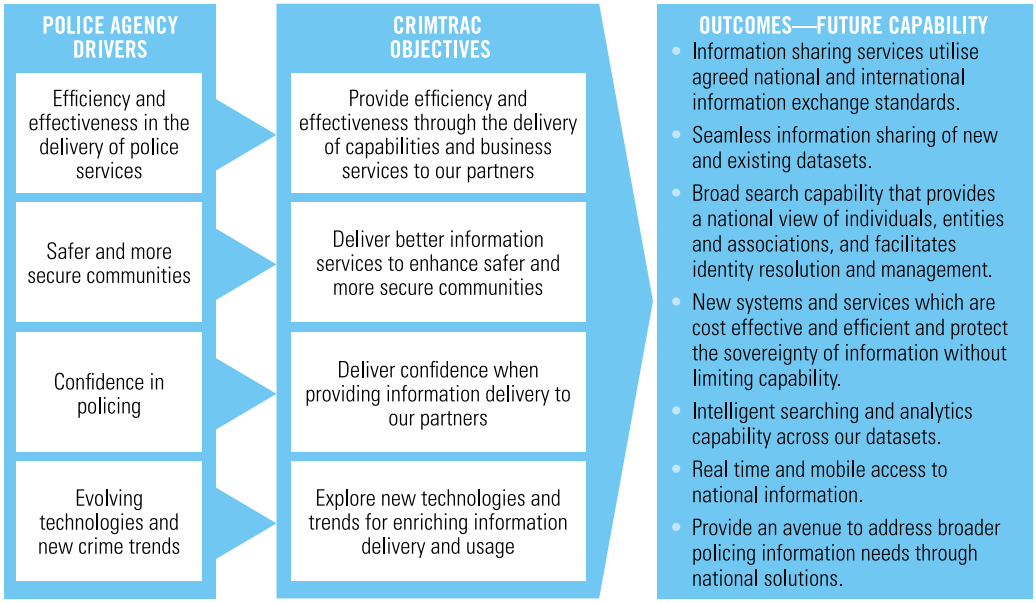
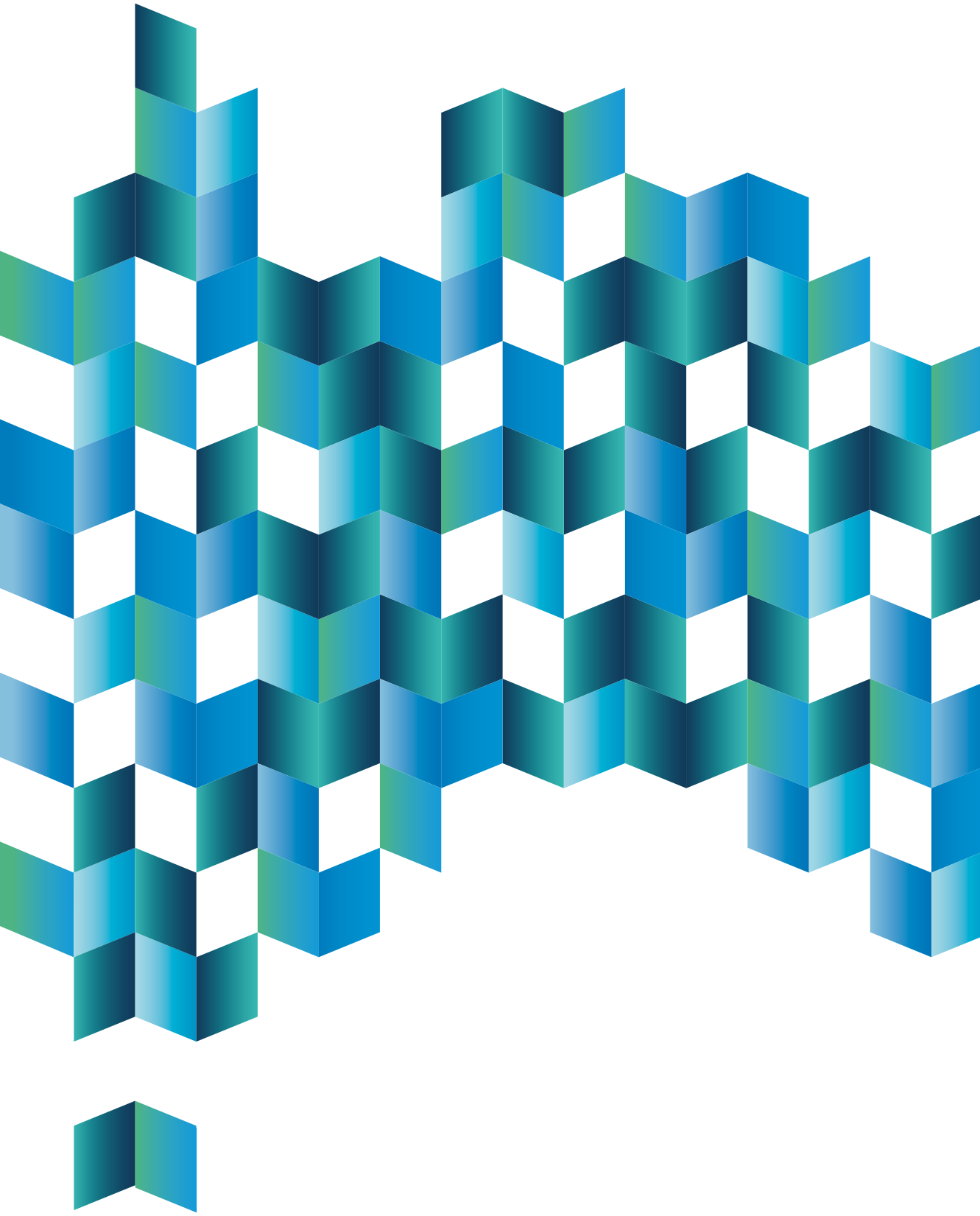
2014-15 AND BEYOND

To ensure Australians are protected we must act now to anticipate and prepare for future challenges. Following extensive consideration, our CrimTrac Strategic Plan 2015–2020 was developed and sets the pathway and clearly defines our value proposition: through co-planning, co-investment and co-delivery, Australia's police and wider law enforcement agencies gain greater information sharing and information services to improve outcomes.

By evaluating police agency drivers, our objectives and outcomes are formed and aligned to our new strategic pillars—People, Partnerships, Innovation and Productivity. The strategic pillars help define our focus and direction and are now fundamental to every aspect of our business.




POLICE AGENCY DRIVERS
Efficiency and effectiveness in the delivery of police services
Safer and more secure communities
Confidence in policing
Evolving technologies and new crime trends
CRIMTRAC OBJECTIVES
Provide efficiency and effectiveness through the delivery of capabilities and business services to our partners
Deliver better information services to enhance safer and more secure communities
Deliver confidence when providing information delivery to our partners
Explore new technologies and trends for enriching information delivery and usage
OUTCOMES—FUTURE CAPABILITY
Information sharing services utilise agreed national and international information exchange standards.
Seamless information sharing of new and existing datasets.
Broad search capability that provides a national view of individuals, entities and associations, and facilitates identity resolution and management.
New systems and services which are cost effective and efficient and protect the sovereignty of information without limiting capability.
Intelligent searching and analytics capability across our datasets.
Real time and mobile access to national information.
Provide an avenue to address broader policing information needs through national solutions.

	ICT FOCUS AREA	OUTCOMES—FUTURE CAPABILITY	STRATEGIC PILLARS
1	Implement national information exchange standards	Information sharing services utilise agreed national and international information exchange standards.	Productivity Partnerships
2	Decouple CrimTrac systems from police systems	Seamless information sharing of new and existing datasets.	Productivity Innovation
3	Make links between disparate information sets	Broad search capability that provides a national view of individuals, entities and associations, and facilitates identity resolution and management.	Productivity Innovation
4	Enrich CrimTrac information assets	New systems and services which are cost effective and efficient and protect the sovereignty of information without limiting capability.	Productivity Innovation
5	Provide analytical tools	Intelligent searching and analytics capability across our datasets.	Productivity Innovation
6	Provide the means to access information 'anywhere, anytime and from any device'	Real time and mobile access to national information.	People Productivity Innovation
7	Become an ICT service broker to police	Provide an avenue to address broader policing information needs through national solutions.	Partnerships Productivity Innovation