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ANNUAL
REPORT **15|16**

Annual report contact details

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

Manager, Communication and Media

Australian Criminal Intelligence Commission

GPO Box 1936

Tel: 02 6268 7343

Email: <media@acic.gov.au>

Alternative version

An electronic version of this report, along with further information about our work, is available on our website at <www.acic.gov.au>.

We value your feedback

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

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Letter of transmittal

27 September 2016

Michael Keenan MP
Minister for Justice
Minister Assisting the Prime Minister for Counter-Terrorism
Parliament House
Canberra ACT 2600

Dear Minister

I am pleased to present the CrimTrac annual report for the year ended 30 June 2016, prepared in accordance with section 70 of the *Public Service Act 1999*. Subsection 70(1) of the Act requires me to provide you with a report for presentation to the Parliament.

The report outlines CrimTrac's performance for 2015–16 and includes audited financial statements. It has been prepared in accordance with the *Public Governance, Performance and Accountability Act 2013* and the Public Governance, Performance and Accountability Amendment (Non-corporate Commonwealth Entity Annual Reporting) Rule 2016.

In addition, I certify that I am satisfied CrimTrac has prepared fraud risk assessments and fraud control plans, that we have in place appropriate fraud prevention, detection, investigation and reporting mechanisms, and that we have taken all reasonable measures to appropriately deal with fraud relating to our agency.

Yours sincerely

Chris Dawson APM
Chief Executive Officer
Australian Criminal Intelligence Commission

(CrimTrac and the Australian Crime Commission merged on 1 July 2016 to become the Australian Criminal Intelligence Commission)



CrimTrac at a glance

Vision

To work collaboratively to provide essential information services to police and law enforcement agencies for a safer community and safer Australia.

Information services

- National reference data for police
- National background checking
- National fingerprint searching, matching and storage
- Cybercrime reporting
- Child protection solutions
- Firearms and ballistics identification and registration
- Missing persons and victim searching and matching
- National DNA matching

Partners



Australian Federal Police



South Australia Police



New South Wales Police Force



Tasmania Police



Northern Territory Police



Victoria Police



Queensland Police Service



Western Australia Police



Australian Capital Territory Policing

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Helping police to
detect, reduce and
prevent crime in
our community.

2015–16 highlights

National Automated Fingerprint Identification System



- 7.4 million fingerprint sets of 4.3 million people
- 366,423 people added to the database
- 83,940 crime scene fingerprints identified
- More than 2.1 million searches



National Criminal Investigation DNA Database

- 1,005,322 profiles
- 18,364 crime scene matches



National Missing Persons and Victim System

- 359 ante-mortem records
- 31 post-mortem records



National Child Offender System

- 99.6% availability 24/7



Child Exploitation Tracking System

- 100% availability 24/7



National Police Reference System

- More than 42.1 million searches
- More than 11.1 million records and 8.5 million photos



National Vehicles of Interest

- 218,716 incidents
- More than 9 million searches



National Names Index

- 1.8 million searches



National Police Checking Service

- More than 4.3 million checks
- 37 new organisations accredited



Australian Cybercrime Online Reporting Network (ACORN)

- 247,314 visitors
- 41,341 reports



National Firearms Identification Database

- 18,418 searches



National Firearms Licensing and Registration System

- More than 5.7 million firearms records
- 1,973,522 licences in system
- 253,178 searches

Australian Ballistic Information Network



- 88 crime scene matches
- 85 local matches
- 5 across state borders

Our people



- 226 staff
- 52.5% female and 47.5% male

Our finances



- \$80.666 million revenue
- \$68.422 million expenses
- \$12.244 million operating surplus



We work in partnership with
Australia's police agencies to
develop and maintain a national
police information sharing service.

Chapter 1

Agency overview

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CEO's introduction

Chris Dawson APM



Every day, police across Australia keep our communities safe. We support their fight against crime by delivering essential national information services that help police to prevent, detect and reduce crime in our community.

The evolving nature of criminal and national security threats poses an ever-increasing challenge for both law enforcement and intelligence agencies. Criminal threats are becoming more complex and pervasive than ever before across the spectrum of serious, organised and broader volume crime. Timely access to the right information and intelligence is fundamental to the prevention, detection and prosecution of crime.

To strengthen Australia's ability to combat this threat, CrimTrac and the Australian Crime Commission (ACC) have merged to become the new Australian Criminal Intelligence Commission (ACIC). After intensive work during 2015–16 to prepare for a successful transition, our new agency started operations on 1 July 2016.

The ACIC will make Australia safer through an improved national ability to connect, discover, understand and respond to current and emerging crime threats and criminal justice issues.

The synergies gained by combining our specialist capabilities and services enables us to develop even more sophisticated national policing information services for operational police to enhance the safety of all Australians.

It is my pleasure to present this last CrimTrac annual report, reflecting on the achievements of the agency throughout 2015–16. I am privileged to be a part of this organisation's history and proud to continue to work alongside such committed and capable people.

I also acknowledge the leadership of CrimTrac by the Chief Executive Officer Nicole Rose PSM and her predecessors, the stewardship of the outgoing Chair Commissioner Grant Stevens APM and his predecessors, and fellow Board members.

The legacy of CrimTrac will be evidenced through the enduring work of the new amalgamated agency, the ACIC. The staff of CrimTrac have delivered an outstanding service to law enforcement across Australia and can be justifiably proud of their record.

A handwritten signature in black ink, appearing to read 'Chris Dawson', with a long horizontal line extending to the right.

Chris Dawson APM
Chief Executive Officer
Australian Criminal Intelligence Commission

CrimTrac and the Australian Crime Commission merged on 1 July 2016 to become the Australian Criminal Intelligence Commission.

Deputy CEO's year in review

Nicole Rose PSM



I have been privileged to lead CrimTrac over the past year. We have achieved outstanding results and I am proud of the way our staff approached the merge with the ACC and our transition into the ACIC. I look forward to continuing our work, enhancing our collective capabilities and guiding the new agency as Deputy Chief Executive Officer alongside our Chief Executive Officer Chris Dawson, who brings considerable experience and expertise to the role.

When I first joined CrimTrac, I was immediately impressed by the commitment of our staff. Their passion for delivering innovative services to meet the needs of Australia's police and law enforcement community is remarkable. Since then, all of my experiences have confirmed my initial impressions.

The past year was one of significant achievement and change for our agency. We celebrated an important milestone—15 years of operation. We developed a new firearms system to support police and other enforcement agencies to access detailed and accurate information on known firearms across Australia. We received funding to develop a national technical capability for domestic violence orders (DVO) that, when completed, will enable information relating to DVOs to be shared across all Australian jurisdictions. We also started work to deliver a new national identification capability using fingerprint (including palm and foot print) and facial recognition across Australia's state and territory borders.

National information technology solutions for domestic violence

DVOs are an important way police protect and empower victims and improve outcomes in domestic and family violence situations. Currently, there is no system in place to share information on DVOs nationally. Following a decision by the Law, Crime and Community Safety Council and the Council of Australian Governments in late 2015, we started work on an Interim Order Reference Solution to provide police and courts with information about DVOs created in all states and territories. We also began work on a full national technical capability for DVOs, which will underpin the National DVO Scheme model laws.

Biometric Identification Services

During 2015–16, we awarded NEC Australia Pty Ltd a contract to deliver the Biometric Identification Services project, which will enhance law enforcement's biometric capabilities by delivering a national facial recognition solution. In 2017, the Biometric Identification Services solution will replace the National Automated Fingerprint Identification System. The National Automated Fingerprint Identification System is our current fingerprint and palm print database and matching system; it is the only national capability providing police agencies with access to fingerprint data.

The new Biometric Identification Services will deliver an improved tool to Australian policing agencies that will contribute to the effectiveness of operational policing, improve safety of frontline police and enhance community safety and security. It will add facial recognition as a national service to police for the purposes of identification, linking and solving crimes, as well as continuing to support rapid identification using mobile capture devices.

The service is expected to start in mid-2017. The fingerprint capability will be implemented first, followed by the facial recognition capability.

Australian Firearms Information Network

The Australian Firearms Information Network is a new system we are developing to allow police and other law enforcement agencies to access comprehensive information on known firearms across Australia. Available to our partners from October 2016, the Australian Firearms Information Network will help to inform firearm registration and regulation decision-making.

The Australian Firearms Information Network, once commissioned and fully integrated with police and law enforcement agencies, will replace the National Firearms Licensing and Registration System, which holds current state and territory firearm licensing and registration records.

The new system will be underpinned by the National Firearms Identification Database and will complement the Australian Ballistic Information Network.

It will enable police and other law enforcement agencies to view a firearm's transactions through its lifecycle—from import or manufacture for sale in Australia through to export or destruction.

Building on past achievements for a stronger future

The passage of legislation in May 2016 to merge CrimTrac with the ACC marked a new phase in our history. While this can be seen as the end of an era, it is also the start of an exciting new agency. With countless opportunities ahead for staff and our stakeholders, we have created a stronger, more innovative and collaborative organisation to strengthen the fight against crime.

Leading up to such a major transformation, I've been able to reflect on how far CrimTrac has come in 15 years as the national information sharing service for Australian police.

Our many achievements range from establishing national registers for firearms and vehicles of interest, and matching fingerprints and DNA, through to launching the ballistics information network and our first public-facing system for online cybercrime reporting.

We have a proud record of providing essential services that help protect police officers and the community, and contribute to making our country a safe and secure place.

I would like to thank all staff for their hard work over the past year. Whether they have worked on the transition to our new agency, continued delivering services for our police partners, or both, it is thanks to their dedication, commitment and resilience that we have been able to realise such major achievements.

It is, and always will be, a privilege to be part of CrimTrac's history.



Nicole Rose PSM
Deputy Chief Executive Officer
Australian Criminal Intelligence Commission

Ms Rose was Chief Executive Officer of CrimTrac until it merged with the Australian Crime Commission to form the Australian Criminal Intelligence Commission on 1 July 2016.

About us

Purpose

VISION: To work collaboratively to provide essential information services to police and law enforcement agencies for a safer community and a safer Australia.

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.

Role and function

We provide the national tools police need to share information across state and territory borders. 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.

We work as a collaborative partnership between the Australian Government, states and territories and consult closely to understand operational requirements.

Our services enhance police effectiveness and efficiency by providing quick access to the information they need to prevent, detect and reduce crime. In this way, we contribute to combating crime in Australia and help to make our communities safer and more secure.

Services

Our services help police solve serious crimes such as murder and assault, find missing persons, identify disaster victims, identify firearms and resolve volume crimes such as car and property theft. Our services include:

- police reference and information services
- national fingerprint matching capability
- national DNA matching capability
- national child offender services
- child exploitation tracking system
- firearms and ballistics services
- national cybercrime online reporting network
- missing persons and victims system
- national police checks.

Priorities

As articulated in our *Strategic Plan 2015–2020* and *Corporate Plan 2015–2019*, our strategic priority areas are:

1. People—who are capable, agile and adaptable
2. Innovation—optimising delivery of access to information
3. Partnerships—the ability to align and collaborate
4. Productivity—services targeted towards increasing operational effectiveness.

Performance measurement

We measure our performance against the deliverables and key performance indicators in our Portfolio Budget Statement and Corporate Plan. See details in *Chapter 2: Report on performance*.

Our financial results

Our revenue for the year was \$80.666 million and our expenses were \$68.422 million, providing an operating surplus of \$12.244 million. The majority of our expenditure was on supplier and employee expenses. See details in *Chapter 4: Financial information*.

Portfolio and accountability

CrimTrac is an executive agency within the Australian Government Attorney-General's portfolio. We are subject to the *Public Service Act 1999* and the *Public Governance, Performance and Accountability Act 2013* (PGPA Act).

We have in place measures to support greater transparency and accountability in reporting and to meet the requirements of the PGPA Act. See details in *Chapter 3: Management and accountability*.

We are accountable to the Commonwealth Parliament, the Minister for Justice and Minister Assisting the Prime Minister for Counter-Terrorism, 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 2016, the Minister for Justice and Minister Assisting the Prime Minister for Counter-Terrorism, the Hon Michael Keenan MP, had Commonwealth responsibility for CrimTrac.

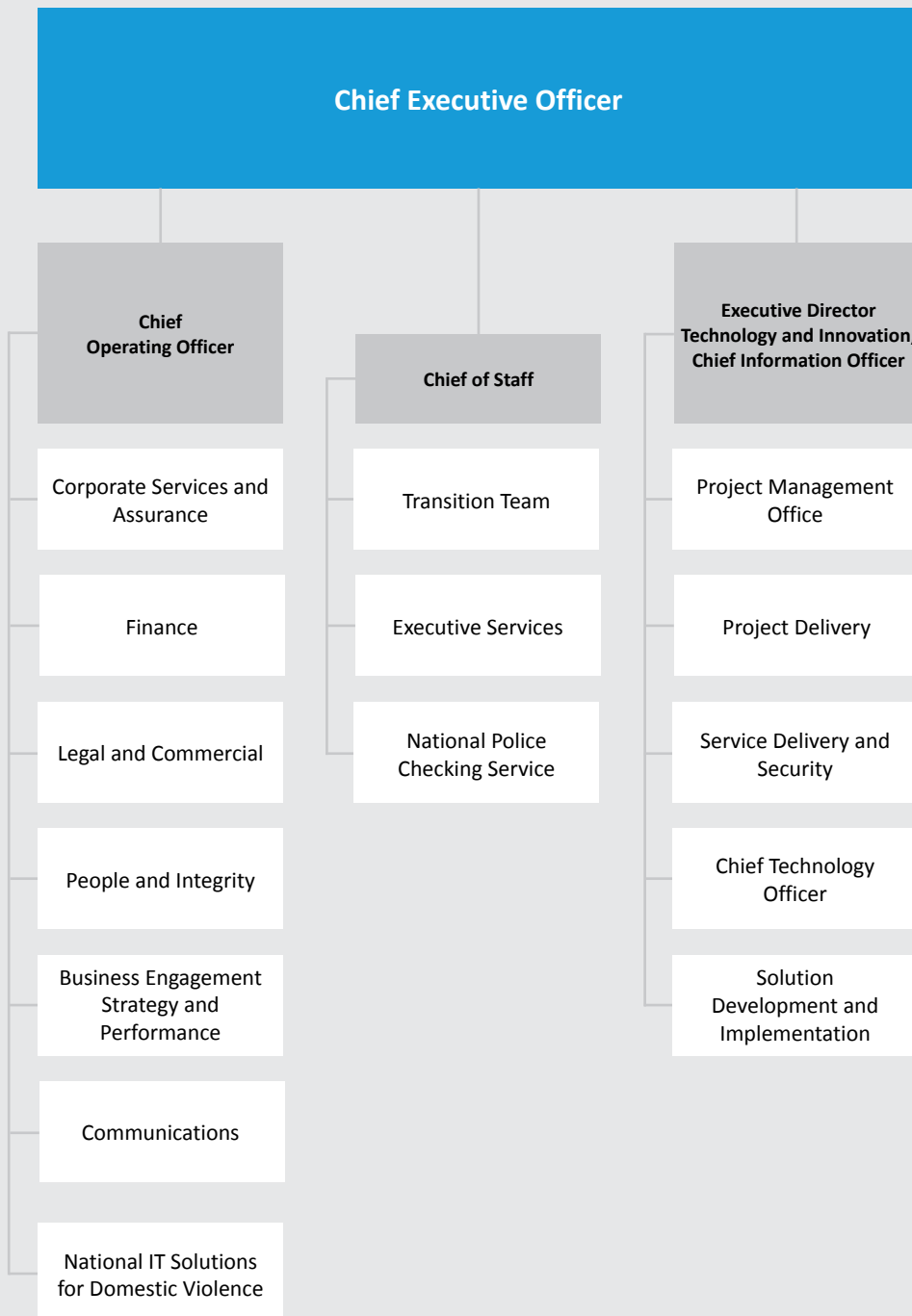
Our governance

CrimTrac was established under an Inter-Governmental Agreement (IGA) between the Australian Government and each state and territory. In July 2000, the Minister for Justice and Minister Assisting the Prime Minister for Counter-Terrorism and all state and territory police ministers signed the IGA.

The IGA supports CrimTrac as a truly national body. It underpins the development of national information sharing services for police and provides the framework for partnership between CrimTrac and Australia's police agencies.

Organisational structure

Figure 1.1: Our organisational structure at 30 June 2016



Our Executive

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

Chief Executive Officer | Nicole Rose PSM

Our CEO is responsible to the Minister and the Board for delivering CrimTrac services in accordance with the IGA that established our agency.

Nicole Rose commenced as CEO of CrimTrac on 13 April 2015. She was previously employed as the Director of the Office of the NSW Police Commissioner, a position which she had held since 2007. Before joining the NSW Police Force in 2004, Ms Rose worked in several NSW public sector departments including the NSW Premier's Department, the Ministry for Police, and the Serious Offenders Review Council within the Department of Corrective Services.

While working at the Ministry for Police, Ms Rose was instrumental in the establishment and operation of the NSW Innocence Panel. This high-level committee, tasked with reviewing forensic evidence in criminal convictions where advances in DNA technology might be used as new evidence, was the first of its kind in Australia.

In 2013 Ms Rose was awarded the Public Service Medal for services to policing. She has tertiary qualifications in Business and Management and recently completed the Vincent Fairfax Fellowship in Ethical Leadership at Melbourne University.



Executive Director Technology and Innovation, Chief Information Officer | Lee Walton

Our Executive Director Technology and Innovation and Chief Information Officer (CIO) leads the delivery of national information sharing services to meet the needs of Australia's police agencies. This includes managing the implementation of business and information communications technology (ICT) solutions for CrimTrac.



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

In 2015 Mr Walton was also appointed as Executive Director Technology and Innovation and oversaw merging CrimTrac's ICT capabilities with the ACC's as part of the transition to the new ACIC.

Mr Walton has a First Class Honours engineering degree and is a Chartered Engineer and registered project manager.

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. This includes responsibility for human resources, legal and procurement, finance, business innovation and development, communication, governance and strategy.



Ms Mayo was appointed as CrimTrac's COO in July 2013. Ms Mayo's career spans more than 20 years in the legal profession, both in private practice and the public sector, in the Australian Capital Territory and Australian Public Service. She brings extensive experience working within a complex multi-jurisdictional and legislative environment, requiring strong leadership and problem-solving skills.

Ms Mayo has a Bachelor of Laws and holds an unrestricted Government Practising Certificate.

Strategic landscape

We work in partnership with Australia's police agencies to deliver the national information sharing solutions that help them maintain and improve community safety.

We aim to continue to build excellent relationships with our partners and align our services with their needs to further progress the capability of law enforcement in Australia.

In this context, our strategic landscape is shaped by our:

- Strategic Plan
- Corporate Plan
- ICT Blueprint.

Strategic Plan

Our *CrimTrac Strategic Plan 2015–2020* guides our agency direction. It outlines how we will deliver improved capability for police partner agencies by focusing on the priority areas of people, partnership, productivity and innovation. It addresses key areas essential to the success of our initiatives:

- managing and improving existing programs and developing new services
- addressing emerging and future issues
- ensuring effective consultation and communication between parties
- pursuing the most effective corporate governance, operations and project management approaches for managing our legal, policy and agency issues
- securing CrimTrac revenue and managing our expenses.



Strong partnerships are essential to ensuring we deliver benefits to police and law enforcement nationally.

Corporate Plan

Our *Corporate Plan 2015–2019* details our operating environment, challenges, risk oversight, accountability and strategic objectives, and associated performance measures and targets. Derived from our IGA and Memorandum of Understanding with Australia's police agencies, this plan describes strategies for:

- building a workforce that is capable, agile and adaptable to deliver effective and efficient information outcomes to support national policing priorities
- achieving outcomes by aligning and collaborating with our partners, including designing and improving our services to fulfil the needs of police and law enforcement through co-planning, co-investment and co-delivery
- providing services targeted towards increasing operational effectiveness, including providing capability for police to access and share the right information at the right time to respond to national and community needs
- investing in and leveraging innovation to increase the efficiency and effectiveness of the work of police and law enforcement nationally, including by aligning new innovation and technology with the emerging needs of police.

ICT Blueprint

Our *CrimTrac ICT Blueprint 2014–2018* guides our ICT direction into the future as we invest in innovative information sharing solutions. This important vision for our ICT capability was developed in line with our strategic plan.

To deliver the ICT Blueprint, we established our ICT Blueprint program in September 2015 (see page 59).

Our ICT Blueprint is based on feedback from our police partner agencies. It establishes a new information sharing model that:

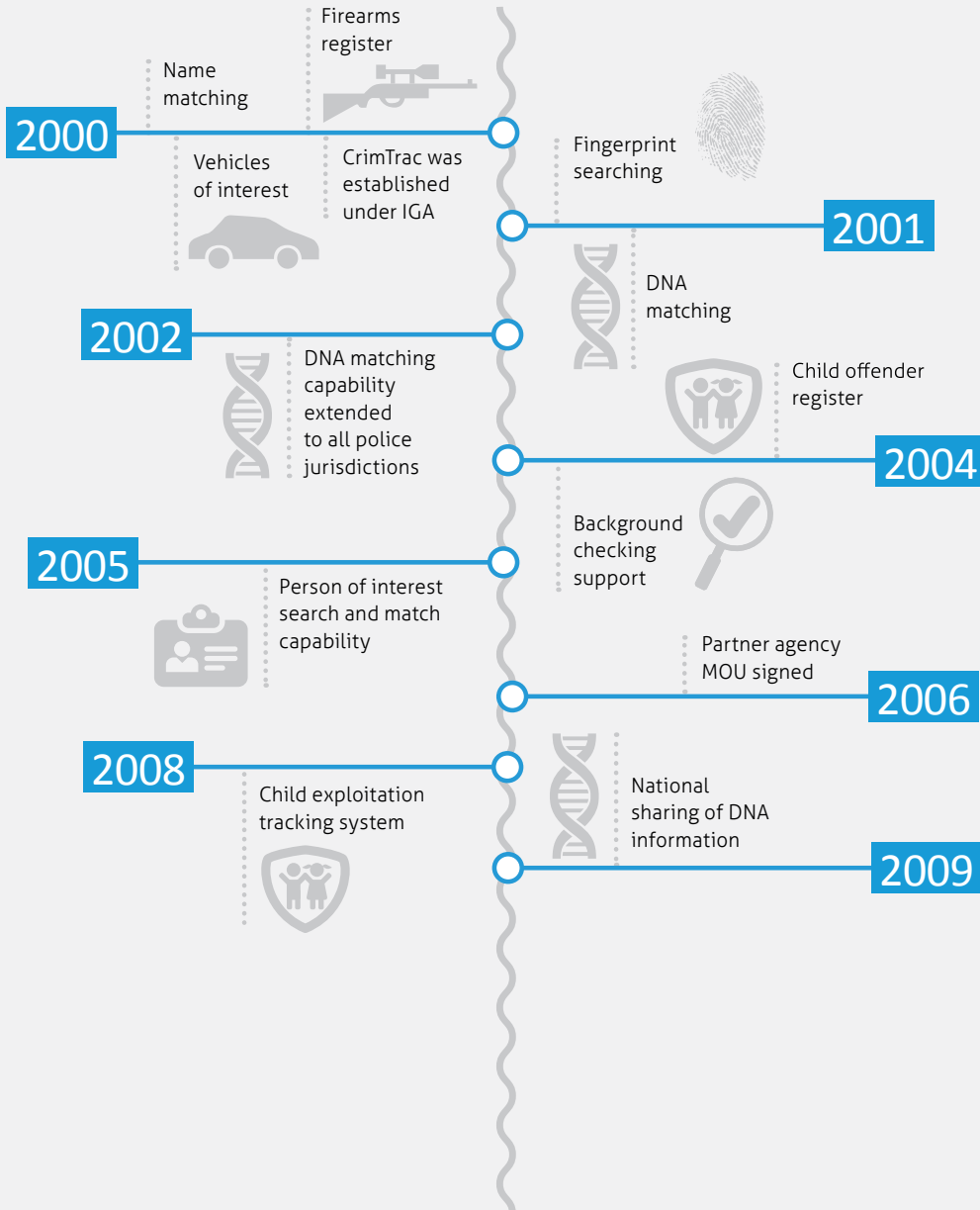
- meets the needs for sharing additional data in the future
- helps us remove technology barriers between existing systems
- creates an integrated information environment
- provides a technical environment for future developments.

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

LOOKING BACK

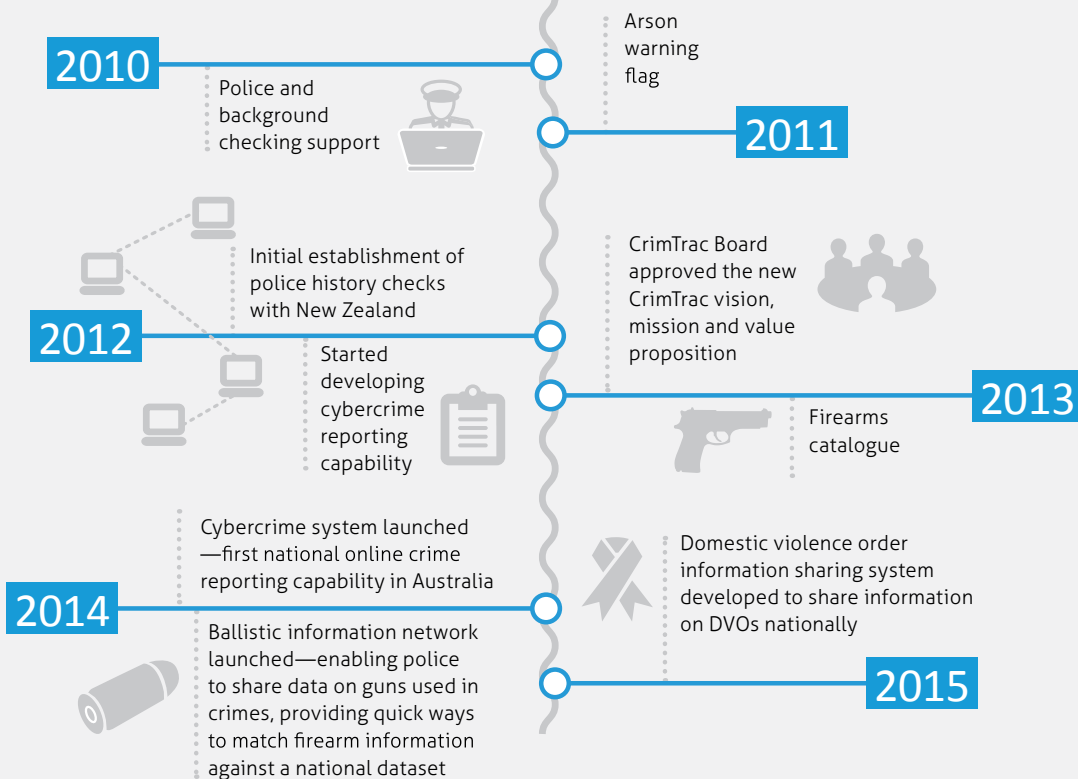
Celebrating 15 years of CrimTrac

CrimTrac was established in July 2000 under an 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. In July 2015, CrimTrac celebrated 15 years of providing services to police that have helped to detect, reduce, prevent and solve crime.



“

In July 2015, CrimTrac celebrated 15 years of providing services to police that have helped to detect, reduce, prevent and solve crime.



Australian Criminal Intelligence Commission (ACIC)

The National Commission of Audit report released in February 2014 recommended CrimTrac be merged with the ACC to better harness collective resources. Adding to this, the boards of CrimTrac and the ACC, along with the Commonwealth, state and territory partner agencies, shared a vision for law enforcement in Australia where intelligence and operational officers around the country can access real-time, factually based law enforcement data drawn from multiple sources.

On 9 September 2015 the boards of CrimTrac and the ACC endorsed the merge of our two agencies. The Law, Crime and Community Safety Council agreed to the merge in November 2015 and noted the significant law enforcement and national security benefits that would be achieved through closer collaboration between CrimTrac and the ACC. Legislation was passed through the Australian Parliament on 4 May 2016.

On 1 July 2016, CrimTrac and the ACC merged to become the ACIC.

There is also a proposal to merge the Australian Institute of Criminology into our agency.

The ACIC's vision is for **a safer Australia that is better connected, informed and capable of responding to crime and criminal justice issues.**

Our new agency—uniquely equipped with investigative, research and information delivery services—will work with law enforcement partners to improve the ability to stop criminals exploiting emerging opportunities and perceived gaps in law enforcement information.

A priority will be to replace previously incompatible information technology (IT) systems with more integrated capability.



Discovering threats, supporting law enforcement, protecting Australia.

Transition program

We used a collaborative and consultative approach to plan and implement the merge of CrimTrac and the ACC. A Transition Steering Committee provided strategic oversight and direction and a joint agency transition team planned, communicated and delivered transition outcomes alongside transition workstreams. Regular staff information and consultation included opportunities to provide feedback and input into our future integrated agency.



Joint agency transition team



400+ transition activities completed




30 Transition Steering Committee meetings



30+ 'Transition Talk' emails and staff consultation sessions



500+ queries received to the Transition mailbox



Through delivering national information solutions that support the work of police, we contribute to a safer community and a safer Australia.

Chapter 2

Report on performance

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Annual performance statement

Statement of preparation

I, as the accountable authority of CrimTrac, present the annual performance statements for the year ended 30 June 2016, as required under paragraphs 39(1) (a), (b) and 102(1)(h) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act) and associated, performance relevant PGPA Rules.

In my opinion, in accordance with section 37 of the PGPA Act, these annual performance statements are based on properly maintained records and in accordance with section 38 and subsection 39(2), appropriately measure, assess and provide information about CrimTrac's performance in achieving our purposes.

A handwritten signature in black ink, appearing to be 'Chris Dawson', with a long horizontal line extending to the right.

Chris Dawson APM
Chief Executive Officer
Australian Criminal Intelligence Commission

(CrimTrac and the Australian Crime Commission merged to form the Australian Criminal Intelligence Commission on 1 July 2016)

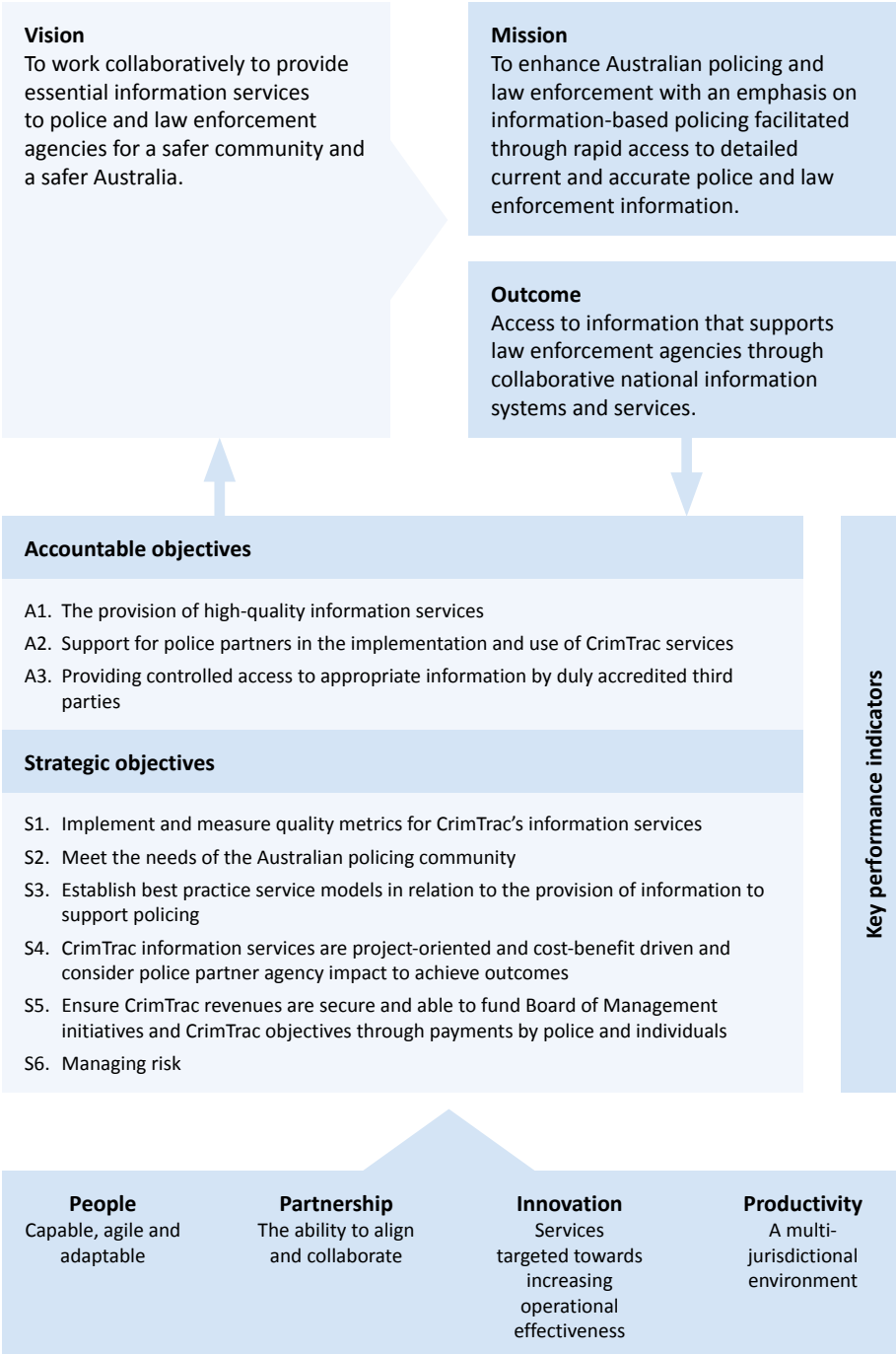
Outcome and program structure

Our *Portfolio Budget Statement 2015–16* details our outcome program structure and key performance indicators for the reporting year.

Our *Corporate Plan 2015–2019* articulates detailed accountable and strategic objectives and additional key performance indicators. These accountable and strategic objectives are linked to CrimTrac's IGA and Memorandum of Understanding with Australia's police agencies, and to our *Strategic Plan 2015–2020*, which sets our direction and priorities for the five-year period.

CrimTrac Portfolio Budget Statement 2015–16	
<p>Outcome Access to information that supports law enforcement agencies through collaborative national information systems and services</p>	<p>Program 1.1 National law enforcement information systems and services</p>
<p>Objective CrimTrac's broad objective is to enhance Australian policing through the provision of high-quality information services that meet the needs of the Australian policing community</p>	
<p>Deliverables:</p> <ul style="list-style-type: none"> ■ operate, maintain and enhance existing national critical policing information infrastructure, systems and services—including automated fingerprint identification system, criminal investigation DNA database, child protection services, police checking service, national firearms service, national ballistics identification, missing person and victim system, and cybercrime online reporting network ■ implement new information-sharing capabilities for policing and law enforcement, including a national DNA investigative capability ■ implement a national domestic violence order information sharing system prototype ■ continue to strengthen internal capacity and capability ■ identify, assess and prioritise capability development opportunities that support CrimTrac partners and national strategic intent—including firearms and ballistics information, cybercrime reporting, child protection, biometrics ■ support the international exchange of policing and law enforcement information 	
<p>Key performance indicators:</p> <ul style="list-style-type: none"> ■ availability of fingerprint system (excluding scheduled outages) ■ availability of police references and child offender systems (excluding scheduled outages) ■ percentage of criminal history checks completed within 10 working days ■ percentage of urgent criminal history checks completed within five working days 	

CrimTrac Corporate Plan 2015–19



2015–16 performance scorecard

The following scorecard summarises our quantifiable measures and qualitative achievements against our key performance indicators as they relate to our accountable and strategic objectives. Where possible we have provided analysis and/or comparative trending information against these indicators and associated assessment of performance.

Accountable objectives

Accountable objective 1. The provision of high-quality information services		
Performance	Measure	Key performance indicator
Meet the needs of the Australian policing community.	A subjective assessment ¹ by the Board of Management on CrimTrac's performance on an annual basis at the last Board meeting of each financial year.	✓ Board of Management statement of agreement. KPI source: Corporate Plan
Achievements		
All members of the Board of Management have agreed or strongly agreed that CrimTrac has provisioned high quality information services to meet the existing needs of the Australian policing community.		
Exceeded availability targets for all major CrimTrac information systems and services.		
Provided 76,622 approved users access to the National Police Reference System (NPRS) .		
Enabled police and law enforcement agencies to make over 42 million person searches against NPRS data holdings.		
Improved the capability and accuracy of person searches through upgrades to NPRS.		
Maintained more than 11 million person of interest records on the NPRS (of which more than 2.24 million included photographs).		
Realised significant benefits through the National Automated Fingerprint Identification System (NAFIS) capacity upgrade project, including reduced fingerprint matching wait times and increased speed of response.		
Enabled police and law enforcement agencies to increase their usage of NAFIS across all forms of search during 2015–16, compared with 2014–15.		
Enabled a 21.5% increase in the number of NAFIS crime scene searches police and the Department of Immigration and Border Protection performed in 2015–16, compared with 2014–15.		
Enabled a 36% increase in the number of NAFIS TenPrint searches police and the Department of Immigration and Border Protection performed in 2015–16, compared with 2014–15.		
Launched the National Missing Person and Victim System , which is now being used by police and forensic specialists to record and match ante mortem and post mortem data of a person or body.		
Analysis and trends		
Our police partner agencies usage of and reliance on CrimTrac's information services has steadily increased over the last four years as our systems have become more readily accessible to a wider police audience through new business processes.		

1 Our CEO provides information to the Board of Management for them to determine if we meet the needs of the Australian policing community.

2015–16 performance scorecard (continued)

Accountable objective 2. Support for the police partners in the implementation and use of CrimTrac services

Performance	Measure	Key performance indicator
<p>Active representation and participation by police partners in governance, management and business groups.</p> <p>(Some states have indicated they may not be able to attend all scheduled meetings due to environmental factors such as time and cost to attend or operational imperatives.)</p>	<p>An objective measurement using the following proxy measures reflect the level of support expressed by police partners for the continued operation of CrimTrac:</p> <ul style="list-style-type: none"> ■ police partner attendance at planned meetings conducted ■ police partner representation at the Board of Management ■ police partner representation at the Strategic Issues Group. 	<ul style="list-style-type: none"> ✓ Percentage of attendees from police partners at each meeting not to fall below 82% (i.e. 7 out of 9 police partners attend each meeting). ✓ Meetings will be held quarterly. ✓ Papers will be distributed to members 10 days prior to the meeting date. ✓ A quorum will be established before meeting commencement and maintained throughout the agenda. <p>KPI source: Corporate Plan</p>
<p>Achievements</p> <p>All of the key performance indicators associated with the Board of Management and Strategic Issues Group were met. In addition, the Chief Information Officers Committee met four times during the reporting period and provided advice and assurance for the Board on our ICT services and initiatives.</p>		

Accountable objective 3. Providing controlled access to appropriate information by duly accredited third parties

Performance	Measure	Key performance indicator
<p>Establish control measures.</p> <p>Adherence to agreed legislation, policies and processes by:</p> <ul style="list-style-type: none"> ■ Commonwealth government agencies ■ state and territory government agencies ■ authorised third parties ■ CrimTrac. 	<p>Board of Management approve access and control measures:</p> <ul style="list-style-type: none"> ■ an objective measurement of audit processes to effectively identify compliance, where the follow up action is undertaken ■ internal policies and procedures are in place and maintained. 	<p>Controls are established and maintained.</p> <ul style="list-style-type: none"> ✓ 100% of potential compliance issues are addressed through active action or direction by the Executive. ✓ Relevant Memorandums of Understanding (MOUs) and policies are in place and maintained. <p>KPI source: Corporate Plan</p>
<p>Achievements</p> <p>Implemented all recommendations arising from the Approved External Agencies Access Audit.</p> <p>Maintained five MOUs between Australian government agencies to support and enable approved external agencies controlled access to specific law enforcement information we hold.</p>		

Strategic objectives

Strategic objective 1. Implement and measure quality metrics for CrimTrac's information services		
Performance	Measure	Key performance indicator
<p>Establish performance measures.</p> <p>CrimTrac information service measures are appropriate to the needs of the following entities:</p> <ul style="list-style-type: none"> ▪ operational police ▪ investigations and case management ▪ forensics ▪ intelligence support ▪ approved third parties (including other government agencies). 	<p>Board of Management approve the performance measures.</p>	<p>Performance measures are established and maintained.</p> <ul style="list-style-type: none"> ✓ Board of Management approve the targets and success measures based on the CrimTrac Portfolio Budget Statements. <p>KPI source: Corporate Plan</p> <ul style="list-style-type: none"> ✓ Availability of fingerprint system (excluding scheduled outages). ✓ Availability of police reference and child offender systems (excluding scheduled outages). ✓ Availability of police checking, vehicles of interest, DNA database, names index and firearms licence systems (excluding scheduled outages). ✓ Percentage of criminal history checks completed within 10 working days. ✗ Percentage of urgent criminal history checks completed within five working days. <p>KPI source: Portfolio Budget Statement</p>
Achievements	Target	Result
Availability of fingerprint system (excluding scheduled outages)		
National Automated Fingerprint Identification System	99.4%	✓ 99.7%
Availability of police reference and child offender systems (excluding scheduled outages)		
National Police Reference System	99.5%	✓ 99.6%
National Child Offender System	99.5%	✓ 99.6%
Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)		
National Police Checking Service	99.0%	✓ 99.6%
National Vehicles of Interest	99.0%	✓ 99.0%
National Criminal Investigation DNA Database	99.0%	✓ 99.7%
National Names Index	99.0%	✓ 99.9%
National Firearms Licensing and Registration System	99.0%	✓ 99.9%

2015–16 performance scorecard (continued)

Achievements	Target	Result
National Firearms Identification Database	99.0%	✓ 99.7%
Percentage of criminal history checks completed within 10 working days		
National Police Checking Service—initial clear completed within ten days	95.0%	✓ 96.67%
Percentage of urgent criminal history checks completed within five working days		
National Policing Checking Service and jurisdictional criminal records units	95.0%	✗ 88.19%

Analysis and trends

Availability of fingerprint system

Year	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.4%	99.4%	98.8%	99.7%	99.7%

There has been a gradual improvement in the availability of our major systems over the last three years. We anticipate that recently completed initiatives, such as the National Automated Fingerprint Identification System upgrade project, as well as ongoing improvements to our ICT infrastructure, will continue this positive trend.

Criminal history checks

We performed more than 4.3 million criminal history checks during 2015–16. The number of checks has consistently grown each year from 320,000 in 2000–01 to 2.6 million in 2007–08 and 3.9 million in 2014–15.

Urgent criminal history checks

There were 11,688 urgent criminal history checks performed in 2015–16 compared with 4,075 during 2014–15. We completed 88.19% of these urgent checks within five working days, under our KPI target of 95%. Analysis indicates that a contributing factor to this result was the significant number of checks submitted in December 2015 and January 2016 as part of a quality assurance exercise undertaken by the National Police Checking Service directorate.

Strategic objective 2. Meet the needs of the Australian policing community

Performance	Measure	Key performance indicator
CrimTrac's ability to meet evolving or new needs of the Australian policing community.	A subjective assessment ² by the Board of Management on CrimTrac's ability to accommodate the needs of Australian policing on an annual basis at the last Board meeting of each financial year.	<p>✓ Board of Management statement of agreement.</p> <p>KPI source: Corporate Plan</p>

Achievements

All members of the Board of Management have agreed or strongly agreed that CrimTrac has provided satisfactory resources to meet the evolving or new needs of the Australian policing community.

Transition Program—CrimTrac and ACC merge

Completed all necessary steps to merge CrimTrac and the ACC to significantly improve the ability for policing and law enforcement agencies to collaborate and deliver mutual benefits.

² Our CEO provides information to the Board of Management for them to determine if we meet the needs of the Australian policing community.

Achievements

Domestic violence

Collaborated with police and courts in New South Wales, Queensland and Tasmania to identify business requirements for the National Domestic Violence Order (DVO) Information Sharing System prototype.

Worked with police partner agencies to conduct a data quality analysis of DVO information in the NPRS.

Worked with court and justice stakeholders to commence work on a web portal to provide courts with read-only access to protection order information in the NPRS.

Initiated the **National Order Reference System** project to facilitate information sharing and enforcement of DVOs between courts and police across Australia and to underpin the National DVO Scheme model laws.

Undertook extensive national consultation with police, courts and justice in all jurisdictions to inform the project.

Methamphetamine and ice

Completed the **National Electronic End User Declaration** outline business case, which seeks to develop a proactive compliance capability to monitor, track and prevent the sale of precursor chemicals and equipment for the manufacture of illicit drugs.

Cyber safety

Realised expected benefits from the implementation and provision of the **Australian Cybercrime Online Reporting Network (ACORN)**.

Began developing a business case for ACORN 2.0 to further improve the public user experience and provide the police and partner agencies improved triage, referral and management of cybercrime.

Biometrics and forensics

Awarded NEC Australia Pty Ltd the contract to deliver the **Biometrics Identification Service** in conjunction with our agency—to provide advanced fingerprint, palm print, foot print and facial recognition capabilities to our police partners.

Launched the **National Missing Person and Victim System**, which is now being used by police and forensic specialists to record and match ante mortem and post mortem data of a person or body.

Firearms and ballistics

Completed the build phase of the **Australian Firearms Information Network** (National Firearms Interface project) and updated the National Firearms Identification Database that will allow police and law enforcement agencies to access detailed and accurate information on known firearms across Australia.

Completed the outline business case for the **Australian Ballistic Information Network** International Connectivity project, which will enable all of Australia's police agencies to link crimes and criminals across international borders that may have otherwise remained undetected.

ICT Blueprint

Established the program to deliver our *ICT Blueprint 2014–18*.

Completed the ICT Blueprint business cases for the Identity Resolution, Master Data Management and Federated Security projects, which provide a technical foundation to meet the future information-sharing needs of our police partners.

Analysed and identified opportunities for the ICT Blueprint to support the combined functions of the new Australian Criminal Intelligence Commission.

2015–16 performance scorecard (continued)

Strategic objective 3. Establish best practice service models in relation to the provision of information to support policing

Performance	Measure	Key performance indicator
<p>Service models are established.</p> <p>The maturity of service models that relate to the provision of information to support policing.</p>	<p>Board of Management approval of service models.</p> <p>An objective measurement of service model maturity.</p>	<p>Service models are established and maintained.</p> <p>Audit of service model maturity for:</p> <ul style="list-style-type: none"> ✓ ITIL³ ✓ COBIT 5⁴ ✓ Portfolio, Program and Project Management Maturity Model (P3M3) ✓ Enterprise Risk Management Framework. <p>KPI source: Corporate Plan</p>
<p>Achievements</p>		
<p>Defined and implemented key Information Technology Infrastructure Library (ITIL) business processes including incident, problem and change management.</p>		
<p>Tailored COBIT 5 to support our IT governance, management and architectural frameworks.</p>		
<p>Completed an externally validated assessment of our portfolio, program and project management maturity model (P3M3) capabilities.⁵</p> <p>Improved the overall maturity of our project and portfolio management processes.</p> <p>Maintained the overall maturity of our program management processes and improved the processes perspectives of financial management and organisational governance.</p>		
<p>Completed all agreed actions resulting from the Enterprise Risk Management Framework Internal Audit (July 2015).</p>		

3 ITIL is a set of practices for information technology service management that focuses on aligning information technology services with the needs of business.

4 COBIT (Control Objects for Information Related Technologies) is an internationally recognised best practice framework for IT management and IT governance. COBIT 5 is the latest version of the framework including: process descriptions, control objective, management guidelines and maturity models.

5 P3M3 was selected in 2009 by the Secretaries ICT Governance Board as the capability measurement methodology for the Australian Government.

Strategic objective 4. CrimTrac information services are project-oriented and cost-benefit driven and consider police partner agency impact to achieve outcomes

Performance	Measure	Key performance indicator
<p>Information services that are delivered through a project-oriented and cost-benefit driven framework that considers police agency impact to achieve outcomes.</p> <p>Maturity of CrimTrac's portfolio, program and project management (P3M3) framework.</p>	<p>Board of Management approval of CrimTrac information services.</p> <p>An objective assessment of the maturity of CrimTrac's portfolio, program and project management framework.</p>	<p>Board of Management statement of agreement.</p> <ul style="list-style-type: none"> ✓ CrimTrac's portfolio, program and project management framework is defined and assessed on yearly basis under P3M3 review. ✓ Measurement of projects against original estimates for time and budget. <p>KPI source: Corporate Plan</p>

Achievements

Maintained an overall P3M3 process maturity rating of 4 (managed) for project, program and portfolio management from the perspective of **financial management**.

Maintained an overall P3M3 process maturity rating of 3 (managed) for project, program and portfolio management from the perspective of **benefits management**.

90% of projects were delivered within their baselined budget tolerance.

70% of projects were delivered within their baselined scheduled tolerance.

Commenced five and completed five project **benefits realisation reports**.

Strategic objective 5. Ensure CrimTrac revenues are secure and able to fund Board of Management initiatives and CrimTrac objectives through payments by police and individuals

Performance	Measure	Key performance indicator
<p>Payments by organisations to CrimTrac for Australian government policing information are appropriate to fund Board of Management initiatives.</p>	<p>A subjective assessment by the Board of Management of CrimTrac's forecast revenue and expenses.</p> <p>An annual review of National Police Background Checking Service fees and revenue expectations.</p>	<ul style="list-style-type: none"> ✓ Board of Management approval of forecast revenue and forecast expenses. ✓ On-time review of NPCS fees and revenue expectations. <p>KPI source: Corporate Plan</p>

2015–16 performance scorecard (continued)

Strategic objective 6. Managing risk		
Performance	Measure	Key performance indicator
CrimTrac's ability to manage risk at an enterprise, program and project level.	<p>A subjective assessment by the Board of Management of CrimTrac's enterprise risk management against the framework and projects being delivered. To be informed by:</p> <ul style="list-style-type: none"> ■ analysis based on the annual Comcover benchmarking survey ■ assessment provided to the Board by the Audit and Risk Committee. 	<ul style="list-style-type: none"> ✓ CrimTrac maintains a single overarching Enterprise Risk Management Framework ✓ Report, update and manage project risks through the program and project boards ✓ Report, update and manage enterprise risk through the Executive Leadership Team meetings monthly. <p>KPI source: Corporate Plan</p>
Achievements		
Increased our P3M3 project level risk management maturity rating from 3 (defined) to 4 (managed).		
Achieved an overall maturity rating of systematic from the Comcover benchmarking survey.		

Program of work

Our services help police to prevent, detect and reduce crime in our community.

Our annual program of work is summarised in our *Work Plan 2015–16*. In line with our Portfolio Budget Statement, this includes ongoing/business-as-usual work to deliver, maintain and enhance existing national critical information infrastructure. Based on our Plan, Build, Run operating model, our work plan also includes initiatives to identify, assess and prioritise capability development opportunities that support our partners and the national strategic intent. To achieve this we use sophisticated project analysis and market research to explore new projects and technology platforms.

Our program of work included:

- biometrics
- child protection
- police reference systems
- information services for approved external agencies
- national police checks
- cybercrime reporting
- illicit drugs
- firearms and ballistics
- domestic violence.

Biometric services

Police across Australia use our biometric services to help solve crime and keep our community safe. These include the National Automated Fingerprint Identification System, National Criminal Investigation DNA Database, National Missing Person and Victim System, Biometric Identification Services and National DNA Investigative Capability.

National Automated Fingerprint Identification System

Our fingerprint identification system helps solve crimes by matching crime scene fingerprints, helping police identify suspects in minutes.



- **7.4 million fingerprint sets of 4.3 million people**
- **366,423 people added to the database**
- **more than 2.1 million searches**
- **83,940 crime scene prints identified**
- **99.7% availability**

The National Automated Fingerprint Identification System is a finger and palm print database, searching and matching system that we have managed since 2001. It includes 7.4 million fingerprint sets of 4.3 million people. This year 366,423 people were added to the database.

The National Automated Fingerprint Identification System includes:

- Tenprint data—finger and palm print images taken from an individual in a controlled situation, usually by police or immigration authorities, along with corresponding basic demographic information
- latent data—unknown finger and palm print impressions recovered from crime scenes.

Australian police use this system to identify individuals by establishing a person's identity from fingerprint and palm impressions. The Department of Immigration and Border Protection also uses the National Automated Fingerprint Identification System to support Australia's migration program.

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

KPI: Availability of fingerprint system (excluding scheduled outages)

- The National Automated Fingerprint Identification System is available 24 hours a day, seven days a week
- CrimTrac provides business support 24 hours a day, seven days a week.

Table 2.1: National Automated Fingerprint Identification System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.4%	99.4%	98.8%	99.7%	99.7%

Table 2.2: Records and searches on National Automated Fingerprint Identification System

	2012–13	2013–14	2014–15	2015–16
Crime scene searches (finger and palm)	408,899	420,188	441,773	536,958
Crime scene prints identified	58,693	60,398	63,971	83,940
Latent fingerprints searched	295,293	306,133	323,590	391,570
Latent finger prints identified	42,188	43,691	46,376	59,098
Latent palm prints searched	113,606	114,055	117,823	145,760
Latent palm prints identified	16,505	16,707	17,595	24,842
TenPrint to TenPrint searches	482,813	519,156	528,438	721,091
Livescan initiated TenPrint to TenPrint searches	261,966	290,109	296,242	308,712

During 2015–16, we exceeded availability targets for the National Automated Fingerprint Identification System. During that time there was a significant increase in the use of the system for both TenPrint (36% increase) and crime scene (21.5% increase) searches, demonstrating the continued value of the National Automated Fingerprint Identification System to police, by helping them to investigate crimes. The increase in TenPrint searches was also driven by the Department of Immigration and Border Protection's increased use of the system, supporting its migration programs.

After the capacity upgrade in May 2015, the National Automated Fingerprint Identification System improved performance and provided timely results to our National Automated Fingerprint Identification System users.

National Criminal Investigation DNA Database

Our DNA database helps solve crimes by linking DNA profiles from crime scenes with persons of interest and excluding innocent persons.



- **More than 1 million profiles**
- **18,364 crime scene prints identified**
- **99.7% availability**

The National Criminal Investigation DNA Database has been in operation since 2001, with more than one million DNA profiles uploaded. It helps police link DNA profiles from a crime scene with persons of interest. The database also allows police to match profiles from two or more unsolved crime scenes, linking previously unrelated police investigations.

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

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

KPI: Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)

- The National Criminal Investigation DNA Database is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.3: National Criminal Investigation DNA Database target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.0%	99.7%	99.8%	99.8%	99.7%

Table 2.4: Records and searches on National Criminal Investigation DNA Database

	2012–13	2013–14	2014–15	2015–16
Total number of records	749,601	837,798	917,947	1,005,322
Total number of crime scene to crime scene links	9,702	72,462	25,037	18,364
Total number of crime scene to person links	18,568	68,036	31,648	28,465

During 2015–16, the National Criminal Investigation DNA Database reached one million DNA profiles.

The database continues to provide users with a reliable DNA matching platform to help solve crimes in Australia. Notably, a number of international crime scenes have also been linked on the National Criminal Investigation DNA Database.

The number of crime scene and person links spiked in 2013–14 due to the New South Wales Police Force expanding their matching rules to include intra-jurisdictional links on the national system. The figures for 2014–15 include the back capture of New South Wales inter-jurisdictional links.

In addition, a New South Wales legislation change implemented in September 2014 enabled New South Wales crime scene DNA profiles to be matched against crime scenes nationally. This national sharing of DNA information is expected to result in increased use and outcomes of the National Criminal Investigation DNA Database into the future.

National Missing Person and Victim System

Our national system helps police identify missing persons by enabling them to search data on long-term missing persons, unidentified human remains and disaster victim identification.

- 
 - **35,000 people reported missing each year in Australia**
 - **359 ante mortem records**
 - **31 post mortem records**
 - **99.7% availability**

An estimated 35,000 people are reported missing each year in Australia. This year we launched the National Missing Person and Victim System, a web-based application system centrally hosted by our agency to manage ante mortem and post mortem data of a person or human remains.

The National Missing Person and Victim System provides supporting technology for two separate services:

- **National Missing Person and Victim System Disaster Victim Identification**
 - The Disaster Victim Identification (DVI) system is used to process and manage ante mortem and post mortem data of a person or human remains. The system is used to identify victims of major accidents and disasters.
 - The software offers advanced processing of large quantities of data on missing persons and human remains resulting from a disaster.
 - The National Missing Person and Victim System DVI is accessible to all Australian police agencies and New Zealand Police.
 - Before being implemented as a national solution, the capability was used in the aftermath of the 2009 Victorian bushfires and the 2011 Christchurch earthquake.
 - This service allows a rapid, easy and standardised exchange of identification information between the states, territories and countries involved.
- **National Missing Person and Victim System Missing Persons Unidentified Bodies**
 - The Missing Person and Unidentified Bodies (MPUB) database and forms are used in day-to-day work with missing persons and unidentified bodies.
 - Missing person information that can be entered includes: last known to be alive, missing from, last seen at/in, possible whereabouts and possible motive for disappearance.
 - The National Missing Person and Victim System MPUB is accessible to all Australian police agencies and authorised forensic specialists within each police jurisdiction.

KPI: Availability of National Missing Person and Victim System (excluding scheduled outages)

- The National Missing Person and Victim System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.5: National Missing Person and Victim System target availability

		2015–16
Availability	National Missing Person and Victim System MPUB	96%

Table 2.6: Records and searches on National Missing Person and Victim System

		2015–16
Total number of ante mortem records		359
Total number of post mortem records		31
Total number of National Missing Person and Victim System DVI specific investigations created		2
Total number of National Missing Person and Victim System MPUB specific investigations created		1

The delivery of the National Missing Person and Victim System technology platform in 2015–16 has allowed all police partner agencies to use the National Missing Person and Victim System MPUB and almost all have completed transitioning their data into the new system.

The National Missing Person and Victim System DVI is available for use by all police partner agencies, including New Zealand Police when required.

Biometric Identification Services

Our new biometric identification capability will be able to recognise fingerprints, palm prints and facial images.



- **Increased amount of biometric data captured from evidence collected at crime scenes**
- **Increased likelihood of a match between persons of interest and crime scenes**
- **Increased number of persons identified based on biometrics**
- **Increased resolution of crimes involving biometrics**
- **Reduced time required to investigate offences**

When completed, the Biometric Identification Services project will deliver capability to replace the existing National Automated Fingerprint Identification System and extend law enforcement's biometric capabilities with the delivery of a national facial recognition solution.

This improved tool for police agencies will contribute to the effectiveness of operational policing, improve the safety of frontline police and enhance community safety and security.

Our Biometric Identification Services will provide services to agencies currently using the National Automated Fingerprint Identification System through three service categories:

- Identification—determination of identification from biometrics
- Forensic—crime linking and solving or identification of unknown persons
- Rapid ID—identification using a mobile capture device.

Key facts: Biometric Identification Services

Outcome	<p>The project's key objectives are to deliver:</p> <ul style="list-style-type: none"> ■ a national capability for identification using fingerprints (including palm print and foot print) ■ a national capability for identification using facial recognition ■ the fusion of available biometric data (fingerprint and face) and a framework for expansion by enabling additional biometric modes to be accepted in the future.
Scheduled delivery	December 2017
Status	In April 2016 we awarded a contract to NEC Australia to deliver the Biometric Identification Services project.
Budget	\$31.317m

National DNA Investigative Capability

Our enhanced DNA capability will help police solve crimes and identify victims by providing more sophisticated kinship and familial DNA matching.

Our National DNA Investigative Capability project will deliver new capabilities for police to link DNA evidence to establish biological relationships between individuals, by introducing kinship matching and familial searching capabilities.

The enhanced DNA capability will build on our existing National Criminal Investigation DNA Database, which allows police to link DNA profiles across Australia's state and territory borders for criminal purposes, disaster victim identification and unidentified human remains.

Key facts: National DNA Investigative Capability

Outcome	A more sophisticated DNA investigative capability for police, including kinship matching and familial searching.
Scheduled delivery	2016–17
Status	We are working with Stichting Neurale Netwerken (Dutch Foundation for Neural Networks or SNN) to implement their forensic software product (Bonaparte) to support the outcomes of this project.
Budget	\$1,935,210

Child protection services

Police use our child protection services to help identify and manage offenders against children, helping to protect children at risk. This includes the National Child Offender System, the Child Exploitation Tracking System, and upcoming child protection projects.

National Child Offender System

This system helps police protect the community by enabling them to uphold child protection legislation in their state or territory.

The National Child Offender System 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.

The National Child Offender System includes the Australian National Child Offender Register and the Managed Person System.

KPI: Availability of child offender systems (excluding scheduled outages)

- The National Child Offender System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.7: National Child Offender System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.5%	99.7%	99.7%	99.8%	99.6%

This year, we further developed the system’s data provision and consumption capability to allow police to provide information directly to the system. This reduced data entry efforts and enabled police to improve how they report on child offender information.

Child Exploitation Tracking System

This system improves the capacity to identify children at risk of sexual abuse and enable timely intervention strategies for victims.



- Links child exploitation images with previously identified images
- 100% availability

The Child Exploitation Tracking System is a joint venture with the Australian Federal Police. This national solution helps police by automating the process of linking seized child exploitation images with previously identified images.

Following approval by our Board, the system also provides a foundation for other child protection activities such as child exploitation material management services. This future capability will expand the image library, provide greater collaboration on exploitation investigations across Australia and provide greater flexibility for police agencies to choose the technology that best suits their local environment while participating in a national online information sharing solution.

KPI: Availability of Child Tracking System (excluding scheduled outages)

- The Child Exploitation Tracking System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.8: Child Exploitation Tracking System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	96%	99.7%	100%	99.8%	100%

Child protection projects

Our child protection projects aim to deliver enhanced national solutions that remove the need for manual data re-entry and enable greater national and internal collaboration.

National Child Offender System Data Provision and Consumption

The National Child Offender System 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 National Child Offender System. Re-entering data manually is error prone and resource intensive for police agencies.

The Data Provision Service will enable police agencies to upload and share their offender case information more easily, enriching and ensuring currency of the data stored in the National Child Offender System.

This project is also enhancing data consumption services to enable easier and more automated exports of National Child Offender System data for use within police agencies.

This year we developed and implemented the National Child Offender System Data Provision Service. We also completed design work and started development of the Bulk Export Consumption Service. Both services use National Information Exchange Model conventions to facilitate data exchange.

Key facts: National Child Offender System Data Provision and Consumption

Outcome	The capability for police to share child offender case information more easily, upload data in real time, and export data from the National Child Offender System for policing purposes.
Scheduled delivery	Three phases completed in 2016–17
Status	<p>We have delivered Releases 1 and 2.</p> <p>We are engaging with key stakeholders to ensure that solution design remains consistent with ongoing business requirements.</p> <p>We have implemented the Data Provision Service and are working with the primary stakeholders to ensure effective take-up and ongoing use.</p> <p>We have built and are testing the Bulk Export Consumption Service, and we are working with primary stakeholders to ensure effective take-up and ongoing use.</p>

Child Exploitation Material Management System

We plan to commence the business case for the replacement of the current Child Exploitation Tracking System in 2016–17.

The new service will assist police not only to link seized child exploitation material with previously identified images, but will also provide collaborative capabilities to support investigations nationally and internationally, including providing intelligence capabilities specific to child exploitation.

National Information Exchange Model



- **The National Information Exchange Model is a standards-based approach to exchanging law enforcement information. Using this model enables critical information to be effectively and efficiently shared using a common language.**
- **The National Information Exchange Model ensures that information is well-understood and carries the same consistent meaning across law enforcement, allowing interoperability to occur.**

Police reference systems

Australia's various police agencies share essential policing information with each other through our police reference systems. This includes the National Police Reference System, National Vehicles of Interest System, the National Names Index and upcoming police reference projects and vehicle web services projects.

National Police Reference System

This system equips police with the knowledge they need to make on-the-spot decisions when dealing with persons of interest.



- 76,622 distinct users
- 42,191,332 person searches
- 11,179,307 records
- 99.6% availability

The National Police Reference System is available to over 70,000 law enforcement personnel across Australia, enabling them to share essential national policing information with each other. It is also available to other approved non-police law enforcement users.

The system provides key national reference data to support police officers, investigators and analysts. It records core data such as names, identity information and photographs, information on warnings, warrants, wanted persons, offence history, protection and violence orders, firearms involvements, escapees, missing persons, unidentified persons and bodies and information relating to the child protection register.

The system provides police with detailed, current and accurate information that they can access from handheld devices, in-car terminals and desktop computers.

KPI: Availability of police reference and child offender systems (excluding scheduled outages)

- The National Police Reference System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside of these hours.

Table 2.9: National Police Reference System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.5%	99.7%	99.5%	99.7%	99.6%

Table 2.10: Records and searches on National Police Reference System

	2012–13	2013–14	2014–15	2015–16
Total number of distinct users	68,000	70,000	70,611	76,622
Total number of person searches	35 million	38 million	38,342,842	42,191,332
Total number of records	10.3 million	10.7 million	10,917,140	11,179,307
Total number of persons of interest with photos	1.8 million	2.1 million	2,240,866	2,346,024
Total number of photos	6.1 million	7 million	7,733,789	8,541,905
Total number of unique National Police Reference System identifiers	3.6 million	3.7 million	3,787,747	3,880,584

The use of, and reliance on, the National Police Reference System has steadily increased as the system becomes more readily accessible to wider law enforcement through a range of applications such as mobile devices.

The system continues to support our police partner agencies and wider law enforcement by providing up-to-date, comprehensive national information on persons of interest, particularly across borders.

INTERPOL maintains the INTERPOL Information System, a database of global policing information detailing serious offenders, persons of interest and wanted persons. Central to the INTERPOL Information System and INTERPOL's overall success is the notices regime. INTERPOL notices are international alerts used to inform police in member countries about wanted persons, dangerous criminals, potential threats and missing persons.

Australian police have limited access to INTERPOL notices and therefore a business case was completed and endorsed to commence a project with the objective to provide a capability for them to access all INTERPOL persons records, including notices information via the National Police Reference System system.

National Vehicles of Interest

This system enables police to record and check details about vehicles that may be stolen or suspect.



- **218,716 incidents recorded**
- **9,013,329 searches**
- **99.9% availability**

The National Vehicle of Interest System allows users to record and enquire on both local and interstate vehicles of interest. It also allows users to access data provided by the National Exchange of Vehicle and Driver Information System hosted by Austroads.

Users can enquire on:

- stolen, suspect, wanted and recovered vehicles
- vehicle components that make up all or part of a vehicle
- national vehicle registration and description information (sourced from the National Exchange of Vehicle and Driver Information System)
- national drivers licence holder information (sourced from the National Exchange of Vehicle and Driver Information System).

KPI: Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)

- The National Vehicle of Interest System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.11: National Vehicle of Interest System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99%	99.7%	99.8%	99.5%	99.9%

Table 2.12: Records and searches on National Vehicle of Interest System

	2012–13	2013–14	2014–15	2015–16
Total number of incidents	204,698	198,464	182,643	218,716
Total number searches	1,787,900	2,544,849	10,290,729	9,013,329

Use of the National Vehicle of Interest System is steady for logging incidents and continues to assist in operational policing.

A change to business rules governing the consumption of National Vehicle of Interest data through mobile devices resulted in a slight decrease in transaction volumes in 2015–16 compared with 2014–15.

National Names Index

This index supports police and wider law enforcement by providing high-level information about persons of interest.



1,849,497 searches
99.9% availability

The National Names Index provides a high-level snapshot of national persons of interest to a range of stakeholders for operational policing, wider law enforcement initiatives and to support the National Police Checking Service.

KPI: Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)

- The National Names Index is available 24 hours a day, seven days a week for a total of 165 hours per week, allowing three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday).

Table 2.13: National Names Index target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99%	99.7%	99.9%	99.5%	99.9%

Table 2.14: Records and searches on National Names Index

	2012–13	2013–14	2014–15	2015–16
Total number searches	1,757,738	1,694,887	1,567,658	1,688,727

The National Names Index supports operational policing activities and the wider law enforcement community. It also supports the National Police Checking Service process as a data source for matching.

The National Names Index is a legacy mainframe system. A number of projects are underway which will allow us to decommission this service in due course, and replace it with more modern and advanced capability.

Police reference projects

Our police reference projects aim to deliver enhanced vehicle and driver information.

National Exchange of Vehicle and Driver Information System enhancements

We are enhancing the National Exchange of Vehicle and Driver Information System hosted by Austroads to provide supplementary vehicle information to police and improve the search functions, allowing greater flexibility.

Changing business processes within police service and roads/traffic agencies have resulted in increased transactions for vehicle enquiries, which has impacted system performance.

The National Vehicles of Interest system replacement project (see below) aims to upgrade the service to meet changes in demand and new business processes.

National Vehicle of Interest replacement and enhancements

The National Vehicles of Interest system capability is around 16 years old and with an increase of mobile devices used by police, the system's performance, technology platform and user capability require upgrades.

Key facts: National Vehicles of Interest replacement and enhancements

Outcome	<p>The National Vehicles of Interest system replacement will contribute to police outcomes through:</p> <ul style="list-style-type: none"> ■ the ability to satisfy changing police business processes by providing a highly scalable capability and improved system integration ■ access to more National Vehicles of Interest information through new data fields and improved searching.
Scheduled delivery	To be determined
Status	Our Board of Management approved the outline business case in June 2016. We are awaiting prioritisation against our Work Plan prior to starting work on this project.

National Support System Improved Search Capability

The National Support System Improved Search Capability project will enhance the National Support System name matching functionality to improve accuracy with searching against names through reducing human verification and improving business processes. In addition, this project is an important element of the agency's mainframe decommissioning strategy.

Key facts: National Support System Improved Search Capability

Outcome	<ul style="list-style-type: none"> ■ enhanced name matching functionality ■ improved name matching capability ■ implementing changes to the National Support System to meet the Australian Government policy for the recognition of sex and gender ■ improving the technical performance of the National Support System.
Scheduled delivery	Delivered in three stages. Due for completion in 2017–18
Budget	\$2.228 million
Status	<ul style="list-style-type: none"> ■ Stage 1 is completed. ■ Stage 2 is being delivered with Release 1 completed and Release 2 proceeding as planned. ■ Initial planning for Release 3 is proceeding as planned.

Information services for approved external agencies

Due to the valuable and sensitive nature of the national policing information we hold, there are strict controls around its access, use and disclosure.

In addition to our police agency partners, we also provide access to other non-police law enforcement agencies that need the information to support law enforcement functions. If granted access, these agencies are classified as approved external agencies.

We use a framework that establishes a principles-based approach to govern all aspects of third-party access to national policing information we hold, including:

- assessing applications for approved external agency status
- regulating access and ensuring compliance with the relevant Memorandum of Understanding or agreement
- reassessing ongoing access when the Memorandum of Understanding or agreement expires.

To assess requests for access, we ask questions including:

- details of the information the agency wants to access
- reasons for requesting access to that information
- details of legislative provisions allowing access to, and use of, the information sought
- whether access to the information is essential to the agency's ability to fulfil its law enforcement function
- whether the information can be obtained from police agencies.

In 2015–16 there were five approved external agencies.

National police checks

The National Police Checking Service helps to ensure the integrity of individuals placed in positions of trust—enhancing the safety of the community.

National Police Checking Service

Our National Police Checking Service is used to help organisations assess people for positions of trust.



- **More than 4.3 million national police checks processed**
- **37 new organisations accredited**
- **17,400 checks processed on average per working day**
- **96.67% regular checks completed in 10 working days**
- **88.19% urgent checks completed in five working days**

We play a vital role in the National Police Checking Service by managing the process and providing the system through which Australian police agencies and accredited organisations submit police checks. Although we facilitate the service, we do not receive applications or submit police checks directly on behalf of individuals.

National police checks provide additional information in an assessment process to lower the risk of appointing an unsuitable individual to a position of trust.

The National Police Checking Service assists organisations to screen and make informed decisions about people, including those who are:

- applying for employment positions, including volunteers
- working with children or vulnerable groups
- applying for work-related licensing or registration schemes
- requiring work-related checks due to national security, legislation or regulations
- applying for Australian citizenship and visas.

In 2015–16, more than 4.3 million checks were undertaken, with approximately 1.2 million checks referred to our police partners for further assessment. Police services determine what police history information is disclosable in line with their respective spent convictions legislation and/or information release policies.

More than 220 accredited organisations used the National Police Checking Service, including government agencies, private sector businesses, not-for-profit organisations and screening units responsible for the assessment of people who apply to work with children or vulnerable people. This is an addition of 37 new accredited organisations since 2014–15.

KPI: Availability of police checking (excluding scheduled outages)

- The National Police Checking Service Support System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide IT support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.
- We provide customer support for police services and accredited organisations (8:30am to 5pm, Monday to Friday).

Table 2.15: National Police Checking Service Support System target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99%	99.6%	99.9%	99.9%	99.6%

Table 2.16: National Police History Checks

	2012–13	2013–14	2014–15	2015–16	% change on previous year
Total number of checks	3.21 million	3.74 million	3.96 million	4.33 million	+ 9%
Total number of checks referred	881 000	1.05 million	1.34 million	1.29 million	- 3%
Total number of referrals	1.47 million	1.73 million	1.78 million	2.16 million	+ 21%

There was a nine per cent increase in the total number of National Police History Checks submitted in 2015–16, compared with 2014–15.

Table 2.17: National Police Checking Service, Service Level Target—regular checks

	Target KPI	2012–13	2013–14	2014–15	2015–16
National police history checks completed in 10 working days	95.0%	96.0%	91.6%	95.45%	96.67%

Along with our police partner agencies, we aim to process 95% of regular checks within 10 business days. This target was achieved in 2015–16.

Table 2.18: National Police Checking Service, Service Level Target—urgent checks

	Target KPI	2012–13	2013–14	2014–15	2015–16
National police history checks completed in five working days	95.0%	90.0%	94.4%	93.69%	88.19%

An ‘urgent’ check occurs when the purpose falls within a defined set of parameters agreed to by Australian police agencies. Along with our police partner agencies, we aim to process 95% of urgent check requests within five business days.

In 2015–16 a total of 88.19 per cent of urgent checks were completed within five business days—falling well short of the 95 per cent target. This was due in part to a quality assurance exercise that was undertaken during the year to ensure community safety. These checks were reprocessed as urgent checks, resulting in an apparent 300 per cent increase in the number of urgent checks submitted. We do not expect a recurrence of the need to do this quality assurance in the future and will continue to work closely with our partner agencies towards achieving the target outcome in 2016–17.

Cybercrime reporting

The Australian Cybercrime Online Reporting Network (ACORN) helps police and other law enforcement agencies gather valuable data about cybercrime, and enhances information about and contributes to improved responses to cybercrime across Australia. We are also working on upcoming cybercrime reporting projects.

Australian Cybercrime Online Reporting Network (ACORN)

ACORN is a vital tool in combating cybercrime, helping to create a national picture to guide police and law enforcement in responding to emerging threats.



- **247,314 visitors**
- **41,341 reports**
- **99.5% availability**

The Australian Cybercrime Online Reporting Network (ACORN) is a national policing initiative of the Commonwealth, state and territory governments.

Launched in November 2014, ACORN is a national online system that allows the public to easily report instances of cybercrime. It also provides advice to help people recognise and avoid common types of cybercrime.

ACORN improves current arrangements for reporting cybercrime by providing:

- a central reporting mechanism and source of information on cybercrime
- a coordinated mechanism for referring cybercrime reports
- the capacity for comprehensive cybercrime data aggregation and pattern-matching.

Importantly, ACORN gives Australian law enforcement a national picture of cybercrime. Greater understanding will improve our response and help to prevent and disrupt future criminal activity.

ACORN is a joint project between the Attorney-General's Department, CrimTrac, the Australian Crime Commission and all Australian police agencies. It was developed in collaboration with the Australia New Zealand Policing Advisory Agency, the Australian Competition and Consumer Commission and the Australian Communications and Media Authority.

CrimTrac hosts the system and the ACC is the administrative user. From 1 July 2016, the ACIC will host and administer the system.

KPI: Availability of ACORN (excluding scheduled outages)

- ACORN is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.19: ACORN target availability

	Target KPI	2014–15	2015–16
Availability	96%	99.6%	99.5%

Table 2.20: Records and searches on ACORN

	2014–15	2015–16
Total number of visitors to the ACORN website	More than 192,000	More than 247,300
Total number of reports to the ACORN website	More than 25,000	More than 41,300
Amount of time user spends on average on the ACORN website	4.00 minutes	2.47 minutes
How many reports have been referred on to police	16,352 (65%)	31,367 (76%)

The number of visitors to ACORN increased over the reporting period.

More than 75 per cent of the reports to the ACORN website in 2015–16 were referred to police partner agencies.

During 2015–16 there were a total of 41,341 reports to the ACORN. This is broken down by category, with:

- 19,837 incidents reported for online scams or fraud
- 8,254 for online purchase or sale
- 3,327 for cyber bullying or stalking
- 2,987 for attacks on computer systems
- 1,534 for illegal or prohibited material
- 828 for offending against children
- 4,574 in the 'other' category.

Cybercrime reporting projects

We aim to enhance ACORN for both the public and police and partner agencies.

Australian Cybercrime Online Reporting Network

We are working with stakeholders to make enhancements to the system.

ICT Blueprint Program

Our *CrimTrac ICT Blueprint 2014–2018* guides our ICT direction into the future as we invest in innovative information sharing solutions. We developed this important vision for our ICT capability in line with our *Strategic Plan 2015–2020*.

Our ICT Blueprint is based on feedback from our police partner agencies. It describes a new information sharing model that:

- meets the needs for sharing additional data in the future
- helps us remove technology barriers between existing systems
- creates an integrated information environment
- provides a technical environment for future developments.

Through our ICT Blueprint, we will continue to assess new ideas and opportunities, and take advantage of new technologies to deliver cost effective and efficient solutions that help police do their work and keep our community safe. To enable the delivery of the ICT Blueprint, we established an overarching ICT Blueprint program in September 2015. Under this program, business cases for the core capabilities of Master Data Management, Identity Resolution and Federated Security projects have now been approved.

The ICT Blueprint program is currently focusing on:

1. planning engagement with police partner agencies for the approved analysis phase for the Master Data Management and Identity Resolution projects
2. validating the intended target state for information sharing and identity resolution using operational business scenarios that span national and local data holdings and business needs gleaned from our experts and existing work products
3. reviewing the draft enterprise roadmap to implement these capabilities
4. progressing the foundational work to enhance and expand the architecture capability.

Due to the creation of the ACIC from 1 July 2016—through our merge with the ACC—we need to reshape this program to meet the new agency's functions. In addition, we will leverage capabilities from both our former agencies' programs and re-align the focus across all programs underway within the new ACIC, to create new opportunities for the cost effective delivery of capability.

The Identity Resolution Strategy and Roadmap previously endorsed by the CrimTrac Board of Management remains a core strategic component of the ACIC. The ICT Blueprint projects are designed to support the strategy through delivering key components.

Illicit drugs

We are proposing a new service to help reduce the supply of illicit drugs by enabling police to monitor and investigate the use of precursor chemicals.

National Electronic End User Declaration

The National Electronic End User Declaration business case proposes the development of a new service to manage the current paper-based handling of end user declarations.

An end user declaration is a form completed by the consumer for ordering controlled chemicals and equipment. The form must be signed stating the chemicals and equipment will not be used in the manufacturing of illicit drugs.

The introduction of electronic end user declaration forms for the purchase of precursor chemicals and equipment will allow police to monitor and track chemical and equipment purchases, and investigate suspicious sales.

The new service supports recommendation 29 of the *Final report of the National Ice Taskforce 2015* to develop an electronic end user declaration system.

Key facts: National Electronic End User Declaration System

Outcome	<p>The key outcomes of this initiative are to:</p> <ul style="list-style-type: none"> ■ deliver outcomes outlined in the National Organised Crime Response Plan 2015–2018 ■ support the National Ice Taskforce’s recommendation ■ support the actions outlined in the National Drug Strategy ■ assist police to reduce the supply of illicit drugs ■ align police agency partners and industry with a common capability ■ provide a collaborative approach to prevent and respond to the diversion of chemicals and equipment used in the production of illicit drugs ■ provide law enforcement and industry with information underpinned by a harmonised policy and legislative framework to enhance their capability to monitor, detect and prosecute criminals for drug offences.
Scheduled delivery	To be determined
Budget	\$2.5 million to \$3.5 million
Status	<ul style="list-style-type: none"> ■ Our Board of Management approved the outline business case in June 2016. ■ Pre-planning has commenced for this project.

Firearms and ballistics

Our firearms solutions are valuable tools for police to solve firearm-related crime and to prevent gun crime in Australia. This includes the National Firearms Identification Database and Australian Ballistic Information Network. We are also working on firearms and ballistics projects to enhance these solutions, including the Australian Firearms Information Network (previously National Firearms Interface project) and the Australian Ballistic Information Network International Connectivity project.

National Firearms Identification Database

This national database helps police manage firearms and solve violent gun crime in Australia.



- 19,597 detailed and template searches
- 17,295 unique firearm templates
- 99.7% availability

The National Firearms Identification Database 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, importation or transfer of ownership and movement across state and territory borders.

KPI: Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)

- The National Firearms Identification Database is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.21: National Firearms Identification Database target availability

	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99%	99.5%	99.9%	99.8%	99.7%

Table 2.22: Records and searches on the National Firearms Identification Database

Year	2012–13	2013–14	2014–15	2015–16
Total number of template searches	38	1,295	2,279	2,051
Total number of detailed searches	350	10,934	13,623	17,544

During 2015–16, we added, amended or retired more than 850 templates. The database currently holds 17,295 unique firearm templates.

A template refers to a single record in the National Firearms Identification Database which holds information on each unique model of firearm. Each record contains firearm descriptors, reference material and images. A National Firearms Identification Database record is used as a common reference point to provide consistency when describing each model of firearm.

System enhancements

Work is underway to improve the data quality in the National Firearms Identification Database. Once the system is live further enhancements will be made to meet the business needs of our police agency partners.

For example, the Australian Firearms Information Network, once deployed, will source firearm identification information from the National Firearms Identification Database, which is accurate, verifiable and consistent with international norms (see details on page 65).

National Firearms Licensing and Registration System

This system helps build the picture of firearms licence and registration information across the country.



- **5,798,980 firearms records**
- **1,973,522 licence records**
- **253,178 searches**
- **99.9% availability**

The National Firearms Licensing and Registration System is used to ensure compliance with firearms registration. It helps firearms registries view the licence and registration information held by other states and territories, including:

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

KPI: Availability of police checking, vehicles of interest, DNA database, names index and firearms license systems (excluding scheduled outages)

- The National Firearms Licensing and Registration System is available 24 hours a day, seven days a week, including three hours of scheduled outages per week for routine maintenance and upgrades.
- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.23: National Firearms Licensing and Registration System target availability

Year	Target KPI	2012–13	2013–14	2014–15	2015–16
Availability	99.0%	99.7%	99.9%	99.5%	99.9%

Table 2.24: Records and searches on the National Firearms Licensing and Registration System

Year	2012–13	2013–14	2014–15	2015–16
Total number of firearms	4.6 million	3.7 million	5,087,765	5,798,980
Total number of licences	1.7 million	1.5 million	1,912,188	1,973,522
Total number of searches	201,000	206,000	229,261	253,178

This year, the National Firearms Licensing and Registration System continued to support the work of our police partner agencies’ firearms registry teams as well as operational policing work.

The reliance on this system is reflected in usage trends and the steady increase in the number of firearms and licences registered within the national system.

Our approved external agencies also continue to use the system as a valuable reference tool for non-police law enforcement purposes.

Due to our Mainframe Decommission Strategy, no specific enhancements were made to the National Firearms Licensing and Registration System this reporting year. We continued to support and maintain the system in a business-as-usual capacity. We also provided support, system-based information and business assurance for the Australian Firearms Information Network project (see page 65).

Australian Ballistic Information Network

This national network helps police identify ballistics data to link crime, firearms and suspects.



- **88 crime scene matches (85 local and 5 across state borders)**
- **100% availability**

The Australian Ballistic Information Network helps 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 builds on existing ballistic libraries that operate in several states.

We delivered this network in 2014–15 as an operational system and this year we procured the underlying Forensic Technology Integrated Ballistic Identification System (IBIS) technology. The IBIS® integrates with the existing equipment used by the NSW Police Force, South Australia Police, Queensland Police Service and Australian Federal Police.

KPI: Availability of Australian Ballistic Information Network (excluding scheduled outages)

The Australian Ballistic Information Network is available 24 hours a day, seven days a week for a total of 165 hours per week, allowing three hours of scheduled outages per week for routine maintenance and upgrades.

- We provide business support during core hours (8am to 6pm, Monday to Friday) and for critical incidents outside these hours.

Table 2.25: Australian Ballistic Information Network target availability

Year	Target KPI	2014–15	2015–16
Availability	95%	99.9%	100%

Table 2.26: Records and searches on Australian Ballistic Information Network

Year	2014–15	2015–16
Total number of crime scene to crime scene matches	76	83 local and 5 national
Total number of bullets	14,219	2,028
Total number of cartridge casings	42,266	3,530
Total number of unique Australian Ballistic Information Network identifiers	56,485	5,558

The significantly lower number of records and searches in 2015–16 compared with 2014–15 reflects the back-capture work we needed to do in 2014–15 to ensure all data was provisioned to the new system.

This year's numbers—with no back-capture activities—are an accurate representation of the system's likely use into the future.

The Australian Ballistic Information Network was available 100 per cent of the time, allowing for scheduled maintenance, and continued to deliver a national ballistics capability to all police partner agencies.

With all jurisdictions contributing, the number of matches continues to increase. This year, there were 89 hits, comprising five national hits between New South Wales, Queensland and South Australia's borders, and 84 local hits within New South Wales, Victoria, Northern Territory, Queensland, South Australia and Tasmania.

Identifying matches across state and territory borders

In one case, a handgun was recovered in a search warrant in Sydney in July 2015. Using the Australian Ballistic Information Network, the handgun was linked to two attempted murders in Adelaide in 2014.

Identifying matches over time

In another case, a handgun recovered in a search warrant in Sydney in August 2015 was linked to an armed robbery in Sydney in July 1992. This outcome shows the effectiveness of the Australian Ballistic Information Network's technology, spanning decades of time.

Firearms and ballistics projects

Australian Firearms Information Network

We are developing the Australian Firearms Information Network—a new service that will allow police and other enforcement agencies to access detailed and accurate information on known firearms across Australia.

The Australian Firearms Information Network will improve the quality of data presented to stakeholders who manage the possession and use of firearms within the Australian community. This will help to inform firearm registration and regulatory decision-making.

The service will be underpinned by the National Firearms Identification Database and complement the Australian Ballistic Information Network. We undertook a data cleansing exercise to help ready the National Firearms Identification Database data for the Australian Firearms Information Network.

The Australian Firearms Information Network will enable police and other law enforcement agencies to view a firearm's transactions through its lifecycle—from import or manufacture for sale in Australia through to export or destruction.

The system will hold information from existing firearm management systems managed by Commonwealth, state and territory agencies. In 2014–15, the Australian Firearms Information Network was referred to as the National Firearms Interface project.

Key facts: Australian Firearms Information Network

Outcome	The Australian Firearms Information Network will amalgamate all firearm records from police, immigration and border protection, to enable a single lifecycle view. It will provide sophisticated searching and the matching of similar records, alerting police, immigration and border protection to information gaps or patterns.
Scheduled delivery	October 2016
Budget	\$5.27 million
Status	User acceptance testing has been completed ahead of the October 2016 release date. We will provide training to partner agencies in September 2016.

Australian Ballistic Information Network International Connectivity

Organised crime groups, individual criminals and firearm enthusiasts sometimes source illicit firearms from overseas. As such, police agencies need to efficiently share ballistic information with international law-enforcement agencies. Such a capability will assist with the prevention, detection and prosecution of firearm-related crime.

We are developing a new international connectivity service through INTERPOL to enable all of Australia's police agencies to link crimes and criminals across international borders that may have otherwise remained undetected.

Key facts: Australian Ballistic Information Network International Connectivity

Outcome	The Australian Ballistic Information Network International Connectivity service will enhance operational effectiveness in preventing and prosecuting firearm-related crime, both domestically and internationally. It will contribute to an enhanced intelligence picture in relation to the domestic illicit firearm market.
Scheduled delivery	To be determined
Budget	\$1.7 million
Status	Our Board of Management approved the outline business case in March 2016. We are awaiting prioritisation against our Work Plan prior to starting the project.

Domestic violence

We are collaborating with all states and territories to build a national technical solution for domestic violence orders to help police protect women, men and children from family and domestic violence.



- **Leading contributor to death, disability and ill health in women aged 15–44⁶**
- **One in six women experience physical or sexual violence by a current or former partner⁷**
- **Police deal with a domestic violence matter every two minutes⁸**
- **Costs the Australian economy \$13.6 billion annually⁹**

National IT solutions for domestic violence

Currently there is no national system that shares information about protection orders between courts and police in Australia. Police and courts in each jurisdiction manage domestic and family violence proceedings using different information and data capture systems. Police may be able to access limited information about protection orders in other jurisdictions through current systems, but courts cannot.

Through the Second Action Plan 2013–16 of the *National Plan to Reduce Violence against Women and their Children 2010–2022*, all Australian governments committed to implementing initiatives to address domestic and family violence. A priority is supporting innovative services and integrated court systems.

National Domestic Violence Information Sharing System prototype

Under the Second Action Plan, the Department of Social Services provided \$3.35 million over four years (2013–14 to 2016–17) for us to design, develop and test a prototype information sharing system for domestic violence orders (DVOs). Following agreement by the Law, Crime and Community Safety Council and the Council of Australian Governments, we commenced work on a more comprehensive national technical capability and an interim system this year, meaning that work on the prototype was no longer required.

6 VicHealth (2004). *The Health Costs of Violence: Measuring the Burden of Disease Caused by Intimate Partner Violence*. VicHealth, Melbourne

7 Australian Bureau of Statistics (ABS), *Personal Safety Survey 2012*

8 Claire Blumer, *Australian police deal with domestic violence every two minutes*, 21 April 2016; ABC News, <http://www.abc.net.au/news/2016-04-21/domestic-violence/7341716>

9 The National Council to Reduce Violence Against Women and their Children, *The Cost of Violence Against Women and Their Children* (2009), p. 4

Key facts: National Domestic Violence Information Sharing System Prototype

Outcome	The primary objective of the prototype was to demonstrate that it is possible to develop a technical capability to allow police and courts to share information about DVOs across jurisdictional boundaries.
Scheduled delivery	June 2017 (see <i>Status</i> for update)
Budget	\$3.35 million was committed over four financial years. Residual funding was redirected to the Interim Order Reference Solution (IORS) project.
Status	<p>Given the significant progress on National DVO Scheme model laws during 2015, the Law, Crime and Community Safety Council and the Council of Australian Governments, agreed for work to commence on a national technical capability and an interim solution to underpin the scheme.</p> <p>The prototype was to be presented to all Australian governments by June 2017, however it was no longer required.</p>

Interim Order Reference Solution

In December 2015, the Council of Australian Governments agreed to redirect funding from National Domestic Violence Information Sharing System to the interim solution, to be delivered in 12 months.

The Interim Order Reference Solution project will leverage our existing National Police Reference System to provide police and courts with information relating to DVOs created in all states and territories, until the full national technical capability is developed. State and territory courts will access the National Police Reference System through a new web portal.

Key facts: Interim Order Reference Solution

Outcome	The Interim Order Reference Solution will support police to provide more complete, accurate and timely protection order information to the National Police Reference System and enable courts to readily access information related to protection orders contained in the system via a web portal.
Scheduled delivery	November 2016
Budget	\$1.189 million
Status	<p>In collaboration with police partner agencies, we conducted a data quality analysis of DVO information in the National Police Reference System to identify areas of improvement for both police and our agency.</p> <p>Development of the web portal for courts is on track and it is expected to be available to users in November 2016.</p>



We are collaborating with all states and territories to build a national technical solution for domestic violence orders to help police protect women, men and children from family and domestic violence.

National Order Reference System

At the December 2015 COAG meeting, we were tasked with developing a national technical capability for DVOs—the National Order Reference System (NORS).

Building on the work of the National Domestic Violence Order Information Sharing System prototype project, the NORS will enable courts and police in all states and territories to enforce all new DVOs, regardless of the jurisdiction in which they were issued.

Key facts: National Order Reference System

Outcome	The National Order Reference System will facilitate information sharing and enforcement of DVOs between courts and police across Australia and underpin the Council of Australian Governments agreed National DVO Scheme model laws. This new system will help make protected people and police safer.
Scheduled delivery	This is a four-year project that started in December 2015
Budget	\$9.9 million (provided by the Australian Government through the Women’s Safety Package, with \$3.4 million of this funding allocated to us as part of the 2016–17 Budget)
Status	During 2016, we stood up the National Order Reference System project and undertook extensive national consultation with police, courts and justice in all jurisdictions to inform the project.



We are committed to maintaining
an agency culture built on integrity
and professionalism.

Chapter 3

Management and accountability

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Corporate governance

Our corporate governance ensures transparent, ethical and accountable decision-making.

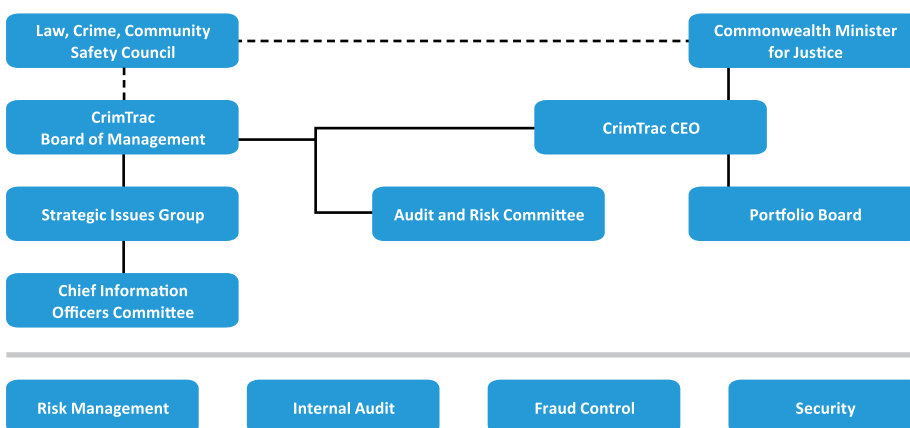
Our corporate and program governance operates at strategic, tactical and operational levels. Our robust corporate governance and assurance framework provides rigour and discipline to the way we deliver our work. It ensures transparent, ethical and accountable decision-making, and helps us manage risk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

The Minister for Justice, the Hon Michael Keenan MP, has Commonwealth responsibility for CrimTrac. The Minister provides guidance on our strategic priorities. Our CEO is responsible to the Minister under the *Public Service Act 1999* and the *Public Governance, Performance and Accountability Act 2013*.

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

In addition to our obligations to the CrimTrac Board of Management, we are accountable to 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 (see *Accountability* on page 80).

Governance framework



Law, Crime and Community Safety Council

The Law, Crime and Community Safety Council consists of Australian ministers with responsibilities for law and justice, police and emergency management. The Law, Crime and Community Safety Council assists the Council of Australian Governments by considering matters related to law reform, law enforcement and crime reduction, as well as emergency management including policy, operations and service provision. The Council is responsible for approving our strategic direction, initiatives that require legislation or special funding consideration, and the policy for third-party access to information we hold in our systems. The Law, Crime and Community Safety Council met twice during 2015–16 (November 2015 and April 2016) and considered other matters out-of-session as required:

- In November 2015, the Council agreed to the Commonwealth taking necessary steps to merge CrimTrac and the Australian Crime Commission, noting the significant law enforcement and national security benefits that would be achieved through closer collaboration between our two agencies.
- In November 2015, the Council agreed that the Commonwealth (CrimTrac) would develop a comprehensive national technical capability for domestic violence orders (DVOs) called the National Order Reference System. This new national technical capability will facilitate information sharing and enforcement of DVOs between courts and police across Australia and underpin the National DVO Scheme model laws, agreed by the Council of Australian Governments in December 2015. The Law, Crime and Community Safety Council agreed to the Commonwealth (CrimTrac) leading efforts to deliver an interim technical solution, to allow information sharing while the National Order Reference System is progressed.
- In November 2015, the Council directed CrimTrac to cease work on the National Domestic Violence Order Information Sharing System Prototype and redirect remaining funds to the interim solution.
- In March 2016, the Council approved the CrimTrac Approved External Agency Framework, which incorporates the policy and associated processes for controlled third-party access to our systems.

CrimTrac Board of Management

The CrimTrac Inter-Governmental Agreement established the CrimTrac Board of Management which comprises voting members from police agencies and a member nominated by the Commonwealth.

As at 30 June 2016, the Chair of the Board was Commissioner Grant Stevens APM, South Australia Police. There were four Board meetings during the reporting period: 9 September 2015, 4 December 2015, 9 March 2016 and 8 June 2016. The meeting on 9 September 2015 was chaired by Commissioner Ian Stewart APM, Queensland Police Service.

Our Board is responsible for the efficient and effective delivery of the CrimTrac initiative and approved the following activities during 2015–16:

- delivery of an additional capability for the National Criminal Investigations DNA Database to enable national kinship and familial DNA searching
- replacement and enhancement of the National Vehicles of Interest system
- delivery of a National Electronic End User Declaration capability to assist police to reduce the supply of illegal drugs
- development of an Identity Resolution Strategy and Roadmap to provide Australian police and law enforcement with improved capabilities to effectively identify a person or entity to support community and officer safety
- delivery of an enhanced biometric capability at Australia's borders as part of a pilot that will use a mobile fingerprint solution to identify persons of interest within Australian international airports
- delivery of an Australian Ballistic Information Network connection to the INTERPOL International Ballistics Identification Network. This connection will provide the technical capability to enable automatic bilateral searches of international ballistic digital images from countries which provide ballistics data to the International Ballistics Identification Network
- inclusion of INTERPOL Notices on the National Police Reference System to enable Australian police agencies to identify persons wanted by international agencies
- development of the Approved External Agency Framework that outlines our agency's approach to considering requests for access to our systems by third parties engaged in law enforcement activities
- provision of National Police Reference System data to the ACC to explore options for increased data sharing prior to the merge of our two agencies to form the ACIC from 1 July 2016.

CrimTrac Board of Management as at 30 June 2016



Commissioner Grant Stevens APM
South Australia Police
Chair



Commissioner Darren Hine APM
Tasmania Police
Deputy Chair



Commissioner Ian Stewart APM
Queensland Police Service



Commissioner Andrew Colvin APM OAM
Australian Federal Police



Commissioner Andrew Scipione AO APM
NSW Police Force



Commissioner Reece Kershaw APM
Northern Territory Police



Chief Commissioner Graham Ashton AM APM
Victoria Police



Commissioner Karl O'Callaghan APM
Western Australia Police



Chief Police Officer Rudi Lammers APM
Australian Capital Territory Policing



Deputy Secretary Leanne Close APM
Attorney-General's Department

Strategic Issues Group

The Strategic Issues Group provides strategic, considered and aggregated advice to the Board of Management in relation to national information sharing solutions. The Group plays a major role in assessing new ideas, proposals and business cases and in formulating our priorities for inclusion in our annual Work Plan. The Strategic Issues Group comprises representatives at a senior executive level from all Australian police agencies, the Commonwealth Attorney-General's Department and our Executive. The Group met four times during the reporting period: 12 August 2015, 29 October 2015, 16 February 2016 and 10 May 2016.

Chief Information Officers Committee

The Chief Information Officers Committee was established by the CrimTrac Board of Management, through the Strategic Issues Group, to provide direction and assurance to the Board on our ICT services and initiatives. The Committee comprises the CrimTrac Chief Information Officer and Chief Operating Officer, and the Chief Information Officer or Chief Technology Officer from each police agency. The New Zealand Police Chief Information Officer and a National Manager from the ACC are observers. The Committee met four times during the reporting period: 28–29 July 2015, 13–14 October 2015, 2–3 February 2016 and 19–20 April 2016.

Portfolio Board

The Portfolio Board governs and provides strategic oversight of our portfolio of programs and projects. The Portfolio Board's role is to ensure that our portfolio of work is in line with strategic and organisational goals, and to continually monitor the work being undertaken to ensure it remains valid to operational policy.

The Portfolio Board operates as an internal board with a focus on investment decisions. It is the primary approver for all internal projects. It provides, through the CEO, recommendations to the Strategic Issues Group and the Board of Management on external projects.

Our governance framework for portfolio, program and project management is underpinned by the project management methodology, PRINCE2, which has been tailored to suit our agency's needs. For IT projects, this methodology also integrates with the Systems Development Life Cycle.

Audit and Risk Committee

The Audit and Risk Committee provides independent and objective assurance in evaluating and improving the effectiveness of risk management, control and governance processes, and assesses compliance with relevant laws, rules, regulations and directions. The Committee had an agreed work plan for 2015–16 that was compliant with the Committee’s Charter.

The Committee is chaired by an independent member, and consists of three other independent members and one CrimTrac member. The Australian National Audit Office was also invited to attend each Committee meeting.

The Committee met quarterly during 2015–16, with an additional meeting in September 2015 to review and recommend the approval of the 2014–15 financial statements.

In 2015–16 the Committee considered 15 internal audit reports. Those reports outlined 34 recommendations, and management committed to implement agreed actions to improve our governance, risk management and controls.

The Committee also reviewed the evidence to support the closure of 40 internal audit recommendations, including those carried over from previous years.

The Committee concluded its term ahead of our merge with the ACC by providing a handover report to the CEO, which was subsequently provided to the CEO of the new merged agency, the ACIC, for consideration. The report outlined areas likely to be of continuing internal audit interest to the ACIC, and identified those audit actions and recommendations that remained open, recommending they be adopted by our new agency’s audit committee.

Risk management

Our enterprise approach to risk management enables us to identify and manage both enterprise and operational risks. As a non-corporate Commonwealth entity, CrimTrac is subject to the legislative requirements of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act). During the year we established and maintained appropriate systems of risk oversight and management and an appropriate system of internal control consistent with the requirements of the PGPA Act and the Commonwealth Risk Management Policy.

Our Enterprise Risk Management Framework provides a systematic process to identify, analyse, assess, manage and monitor risk so it is reduced to an acceptable level. The Framework incorporates risk management into our agency’s business planning and operations, as well as in managing contractors and service providers.

The Comcover 2016 Risk Benchmarking Survey assessed our agency's risk management maturity as 'integrated', which was comparable to the majority of Australian Public Service agencies. We identified improvements to lift the maturity of several elements where agreed maturity targets had not been achieved. Ahead of the merge of CrimTrac and the ACC, work focused on the development of risk management policies and procedures.

Internal audit

Our internal audit function provided an independent and objective assurance and advisory service to assure the CEO that our financial and operational controls—designed to manage our agency's risks and achieve our strategic objectives—were operating in an efficient, effective, economical and ethical manner.

We commissioned an independent review of our internal audit function in November 2015, in accordance with our Internal Audit Charter. The review concluded that our internal audit function was operating effectively and was achieving the expectations of the CEO, the Audit and Risk Committee and senior executives. It identified that we had a good maturity across the internal audit standards.

The 2015–16 work program included internal audit review of, and assurance on:

- the Biometric Identification Service Project Board
- software assets management
- benefits realisation model
- approved external agencies' access to our systems
- capitalisation and amortisation of intangible assets
- contractor management
- personnel leave review.

In light of the merge, we did not identify any further audit work for the 2016–17 year. However, the new ACIC will be proposing audit activities to provide assurance against several former CrimTrac functions to be included in its 2016–17 annual audit plan.

Fraud control

We continued to prevent, detect, disrupt and investigate fraud and corruption, and to meet obligations listed in the Commonwealth Fraud Control Guidelines 2011. Our Fraud and Corruption Control Framework consists of fraud and corruption control strategies designed to protect both our agency and our staff.

In 2015–16 we continued to implement the *Fraud and Corruption Control Plan 2015–17*, and the recommendations of the Fraud and Corruption Risk Assessment 2014–15. By 30 June 2016 only one of the 16 risk assessment recommendations was outstanding. That final recommendation was referred to the new ACIC audit committee for oversight though the CrimTrac Audit and Risk Committee's Handover Report to the CEO (see page 77).

Promoting proper conduct, including being aware of fraud and corruption, continued to be a priority. All staff undertook annual Corporate Awareness training, which included coverage of integrity and fraud and corruption control. All CrimTrac staff and contractors were required to undertake a compulsory Integrity Awareness program across the first half of 2015–16, providing an opportunity for staff to identify and discuss what constitutes integrity at our agency. This innovative program focused on behaviours, controls and treatments that strengthen capabilities across the interrelated areas of integrity (honesty, anti-corruption and misconduct), fraud control and security.

Allegations of fraud, serious misconduct and other criminal activity by staff are investigated and referred for prosecution where appropriate. During 2015–16, we received one new allegation. This allegation was investigated, substantiated and resolved.

Security

We continued to strengthen our security framework to protect our staff, information and assets, and assured compliance with the Australian Government *Protective Security Policy Framework* and Australian Government *Information Security Manual*.

Key security initiatives during the year included reviewing and maturing security policies and procedures, upgrading physical access control systems, and further developing our use of security risk management processes.

Specifically in relation to ICT security, we continued to implement the Australian Signals Directorate Top 4 (mitigation strategies to protect ICT systems), continued to assess systems against the National eAuthentication Framework, and ensured all ICT systems developed aligned with the requirements of the Australian Government *Information Security Manual*. We also continued to enhance operational security measures to better protect our network and systems, streamlined ICT security integration throughout the lifecycle of all ICT projects, and enhanced our proactive vulnerability assessment capability through industry and government partnerships.

Accountability

We are subject to external scrutiny and follow guidelines to ensure integrity and transparency in our decisions and actions.

External scrutiny

Australian National Audit Office

The Australian National Audit Office (ANAO) conducts performance audits of the efficiency and effectiveness of our operations and financial audits of our financial statements. The ANAO provided an unqualified opinion following its audit of our 2014–15 financial statements. We were not selected for participation in external performance audits during 2015–16.

Australian Commission for Law Enforcement Integrity

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

On 12 November 2014, we signed a Memorandum of Understanding with the Australian Commission for Law Enforcement Integrity to continue contributing funding towards its operations for an additional five years. We also participated in the multi-agency Australian Commission for Law Enforcement Integrity Community of Practice. This has demonstrated our ongoing commitment to enhancing an anti-corruption culture and ensuring the highest level of integrity among staff across all aspects of our services. Our support for the Australian Commission for Law Enforcement Integrity demonstrates to our police partner agencies our willingness to be subject to anti-corruption scrutiny.

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, which are expensed in the year of acquisition. Assets with a cost of less than \$5,000 but purchased in bulk are capitalised where the bulk purchase cost exceeds \$25,000.

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 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 2015–16 were \$8.018 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 and associated financial information are included in Note 2.2 Non Financial Assets on page 109.

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, much of which we do efficiently through whole-of-government arrangements and other Commonwealth contracts and panel arrangements.

Our Legal and Procurement Directorate provides consistent procurement advice to staff across our agency and, over recent years, refined our procurement function, delivering significant benefits.

We support small business participation in the Australian Government procurement market. Small and Medium Enterprises and Small Enterprise participation statistics are available on the Department of Finance's website: www.finance.gov.au/procurement/statistics-on-commonwealthpurchasing-contracts/.

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

Consultancy services, competitive tendering and contracting

We engage consultants to meet a need for independent research or assessment, or specialised or professional skills that are currently unavailable within our agency.

Consultants are predominately accessed through the use of existing Commonwealth contractual arrangements. Where this is not possible, we engage consultants in accordance with relevant Commonwealth Procurement Rules and internal CrimTrac policies and procedures. In addition, directors must receive approval from our Executive Staffing Committee when engaging consultants. The Committee considers the human resources and budgetary impacts of engaging employees, contractors and consultants.

Appropriate legal advice and delegate approval is also required before engaging the consultant. The main categories or purposes for which consultants are engaged are:

- specialist advisory ICT services including penetration testing
- legal services—general legal and probity advice, for example on the application of legislation (not related to litigation or potential litigation or given incidentally in connection with the development of contracts or other legal documents)
- independent evaluations and review
- business process analysis, design and other advice
- audit services
- training specialists
- property valuations.

During 2015–16, nine new consultancy contracts were entered into involving total actual expenditure of \$369,058.88. In addition, four ongoing consultancy contracts were active during the period, involving total actual expenditure of \$710,491.36.

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.

Australian National Audit Office (ANAO) access clauses

All CrimTrac contracts entered into during 2015–16, valued over \$100,000, include ANAO access clauses.

Discretionary grants

We do not provide any discretionary grants.

Ethical standards

We continue to embed the Australian Public 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 dealing with Commonwealth resources are consistent with the APS Values and Code of Conduct.

Ethical values and standards are included in our development programs and training for all staff.

Integrity Advisory Committee

Our Integrity Advisory Committee advises our senior leaders on how we can continue to grow as an integrity-based organisation. The Committee 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.

Privacy

We are committed to promoting privacy as an essential component of everyday organisational and personal practice. The *Privacy Act 1988* provides protection to individuals against the mishandling of personal information by Commonwealth agencies and some private sector organisations. The Privacy Act regulates the collection, use, storage and disclosure of personal information, and access to and correction of that information.

In accordance with our Privacy Act obligations, we have a range of privacy compliance processes in place and publish our Australian Privacy Principle Policy on our website.

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 police agency. This means that we must refer any requests to correct details in our policing information systems to the originating police agency. We have established a process to manage this referral that minimises the administrative burden on individuals and on police agencies.

Records management

We view our information and records as corporate assets that can be trusted and used for as long as needed. We are committed to aligning our information governance to whole-of-government principles to ensure our information is valued, managed digitally and systems are interoperable.

During 2015–16, we continued to consolidate implementation of the TRIM Electronic Document and Records Management System. This has resulted in 52,000 electronic documents being created—an increase of 40 per cent since last year—and only 218 paper files.

Table 3.1 Our Electronic Document and Records Management System from 2014–15 to 2015–16

Record type	2014–15	2015–16	Difference
Paper files (includes Contract files)	375	218	41% decrease
Paper documents (correspondence register)	269	0	100% decrease
Digital folders (includes personnel folders)	2,631	2,278	13% decrease
Electronic documents	37,244	51,971	39.5% increase

Advertising and market research

During 2015–16, we did not incur any costs relating to market research, polling or direct mail, or conduct any advertising or marketing campaigns.

Freedom of information

We are accountable to the Government and community for our performance. Providing ready access to information enhances transparency, demonstrates our accountability and efficiency, and leads to trust and respect. Entities subject to the *Freedom of Information Act 1982* (FOI Act) are required to publish information to the public as part of the Information Publication Scheme. This requirement is in Part II of the FOI Act and has replaced the former requirement to publish a section 8 statement in an annual report.

Each agency must display on its website a plan showing what information it publishes in accordance with the Information Publication Scheme requirements. The information we publish as part of the Information Publication Scheme is available on our website.¹⁰

We have well-established processes to meet our obligations under the FOI Act and Information Publication Scheme. In accordance with requirements, we publish our Information Publication Scheme plan on our website. During 2015–16, we received 20 valid FOI requests for access to documents. We met all requests within the statutory timeframes. The requests received covered a variety of personal information and information about agency operations.

While the FOI Act obliges agencies to consider requests to amend or annotate records by an FOI applicant, this is not possible for information police agencies provide to our systems. As explained under *Privacy* on page 82, we must direct applications to amend personal information to the state or territory police agency that originally provided the information.

Ecologically sustainable development

The five principles of ecologically sustainable development identified in the *Environment Protection and Biodiversity Conservation Act 1999* are integration, precautionary, intergenerational, biodiversity and valuation.

We are aware of these principles within our daily operations, even though none of our agency's activities have specific ecologically sustainable development implications. We also strive to operate in an environmentally responsible manner, including efficient use of resources and effective waste management. We are committed to reducing our impact on the environment through ongoing minimisation strategies and new technologies and resources including:


- electronic document management systems and web-based information sharing tools that reduce or eliminate the need to print and retain paper copies of documents
- using video and telephone conferencing where possible to reduce the need for local and interstate travel
- encouraging building owners to improve energy performance
- ensuring new leases entered into comply with the Australian Government's energy policy
- procuring energy efficient equipment and lighting solutions, such as a smart lighting system that activates only when areas are occupied
- providing recycling facilities in all work areas.

The integration of energy efficiency practices into our agency allows us to reduce our energy costs and decrease consumption of valuable resources.

¹⁰ From 1 July 2016, this information is on the Australian Criminal Intelligence Commission disclosure log website: www.acic.gov.au

People management

We optimise our workforce to achieve our business outcomes.

- 
- **226 staff**
 - **52.5% female**
 - **47.5% male**
 - **1 graduate completed the 2015 ICT Graduate Program**

Our people

During 2015–16, we implemented strategies that 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 2016, our workforce, which is located in Canberra, consisted of:

- 221 (97.8 per cent) ongoing employees and five (2.2 per cent) non-ongoing employees
- 87.6 per cent full-time employees and 12.4 per cent part-time employees
- 52.5 per cent female ongoing staff
- 47.5 per cent male ongoing staff
- five per cent of staff identifying as having a disability
- less than one per cent of staff identifying as Indigenous.

During the year, 32 staff ceased employment with us and 47 staff joined our agency.

Our workforce metrics indicate improvement in organisational health across key measures. This includes a reduction in unscheduled absences and psychologically-based workplace compensation claims.

We continued to monitor our staff environment through staff surveys, communication and consultation. We also progressed several key workforce strategies during the reporting period, including:

- regular portfolio ‘stand up’ sessions, which provided staff with an opportunity to engage with our Senior Executive
- an Executive Speaker Series, which provided direct access to senior external leaders continued to reinforce the important role CrimTrac employees have in delivering improved law enforcement outcomes for the Australian community
- a Happy Body at Work program, which was a 10-week digital education package covering multiple employee wellbeing targets.

We continued to support the Australian Government's APS interim recruitment arrangements, which prioritise the re-deployment of existing APS staff to vacant positions. Our Executive Staffing Committee also continued to consider all permanent and longer-term temporary staffing actions. This committee considers the human resources and budgetary impacts of engaging employees, contractors and consultants.

Through our ongoing participation in the Australian Government ICT Graduate Program, coordinated by the Department of Finance, our agency had one graduate successfully completed the program in 2015.

We also participated in two graduate development program streams during 2016. We have engaged four graduates to participate in the 2016 ICT Graduate Program and one graduate to participate in the 2016 APS Graduate Development Program coordinated by the Australian Public Service Commission. Our ongoing participation in this program contributes to the development and maintenance of our future workforce capability.

Workplace relations

Although the *CrimTrac Enterprise Agreement 2011–2014* nominally expired on 30 June 2014, all Australian Public Service Level 1 (APS 1) to Executive Level 2 (EL 2) employees remained covered by its terms and conditions of employment during the reporting period. Bargaining for a replacement Enterprise Agreement continued with employee representatives during the year, in accordance with the requirements of the Government's Workplace Bargaining Policy.

Non-salary benefits include flexible working arrangements for APS 1–6 officers, time-off-in-lieu arrangements for Executive Level staff, studies assistance, sabbatical leave and access to a range of initiatives that promote employees' health and wellbeing (see page 87). There was no provision for performance pay under our Enterprise Agreement.

Employment conditions for Senior Executive Service (SES) staff were set out in individual determinations made under section 24(1) of the *Public Service Act 1999*. Many of these conditions aligned with our Enterprise Agreement.

Staffing overview

Table 3.2 CrimTrac staff as at 30 June 2016

Classification	Full-time		Part-time		Casual		Total
	Male	Female	Male	Female	Male	Female	
APS 1			2				2
APS 2							
APS 3	2	3					5
APS 4	10	17		4			31
APS 5	17	20		3			40
APS 6	19	23		6			48
EL 1	39	30	3	10			82
EL 2	13	2					15
SES1		1					1
SES2	1						1
CEO		1					1
Total	101	97	5	23			226

Table 3.3 Agency salary ranges by classification as at 30 June 2016

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

Our Work Health and Safety (WHS) focus in the past 12 months has been to strengthen our application of the WHS Management System. We continued to strengthen and embed risk mitigation strategies into the function and operation of our agency. Other primary WHS initiatives included:

- maintenance of the *Emergency Process and Procedures Manual*
- review of the WHS Risk Management Framework
- implementation of electronic WHS reporting mechanisms
- consultation with staff during regular Health and Safety Committee meetings and annual review of the terms of reference
- health and safety representative training and reporting
- ongoing training for WHS representatives
- maintenance of an ergonomic office equipment register.

We also provided support to the health and wellbeing of employees through:

- the provision of influenza vaccinations for all staff (June 2016)
- reimbursement of health and wellbeing expenses
- promotion of workstation assessments and use of ergonomic equipment
- the provision of specialist health support services through accredited rehabilitation providers and employee assistance programs.

Learning and development

We enhanced our workforce capability during 2015–16 including through:

- Online Corporate Awareness—this program provides an overview of the legislative and policy requirements affecting all CrimTrac employees and contractors

- Cross Cultural Awareness Training—this program provides participants with an increased awareness and knowledge of Aboriginal and Torres Strait Islander culture, history and relationships, and societies
- Public Interest Disclosure Act Awareness for Managers—the Commonwealth Ombudsman’s office delivered awareness sessions on the *Public Interest Disclosure Act 2013* for all CrimTrac supervisors and managers
- CrimTrac Speaker Series—these sessions feature keynote presentations by experts from our police partners and wider law enforcement agencies, and are designed to capture topics related to CrimTrac systems and projects
- CrimTrac Executive Coaching Program—provides access to targeted one-on-one professional development support with a specific focus on personal growth, career development, leadership and management, self-awareness, thinking preferences and emotional intelligence
- Certificate IV Procurement and Contracting—this program is specifically designed to enhance procurement and contracting capability across our agency
- programs that strengthen technical capability for project management and business systems—these included TOGAF® Foundation training (The Open Group Architecture Framework), PRINCE2 Foundation and Practitioner training, COBIT®5 Foundation training (Control Objectives for Information and Related Technologies), and ITIL® Foundation training (Information Technology Infrastructure Library).

We also provided targeted development opportunities for employees typically under-represented in information technology and law enforcement including:

- Women In Information Communication Technology (ICT) Executive Level 1 Coaching Program 2016 through the Department of Finance
- Women in Law Enforcement Strategy (WILES), delivered by the Centre for Public Management.

Workforce planning

The *CrimTrac Workforce Plan 2013–15* provided a high-level overview of current and future workforce capability issues for our agency. The plan supported strategies which addressed the agency’s future human capital requirements.

The plan aligns with APS-wide workforce planning frameworks and was externally reviewed during 2014–2015. This review confirmed the current plan was meeting its objectives and recommended that it will continue to deliver the attraction, recruitment and retention strategies necessary to meet CrimTrac’s workforce planning needs.

Specific strategies were successfully implemented during 2015–16. These related to workplace integrity, succession planning and the effective identification of workforce capabilities necessary for CrimTrac to continue to deliver effective information sharing services for our partner agencies.

Workplace diversity

We are committed to engaging a diverse workforce that reflects the broader community. Our strategies support and promote an inclusive environment and a culture that values the contributions of people with different backgrounds and experiences.¹¹

Diversity and social inclusion through the reporting year

We actively promote and participate in strategies and events that recognise the diversity of our workforce, including:

- maintaining membership and contact with Australian Network on Disability and the Diversity Council Australia
- participating in the Australian Public Service Commission pilot program Recruit Ability—designed to facilitate the progression of applicants with disability to further assessment, such as interview
- using the affirmative measure provisions provided by the Australian Public Service 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
- recognising and celebrating certain events throughout the year including Reconciliation and NAIDOC Week, Harmony Day, Ramadan, R U OK Day, and International Women's Day.

Reconciliation Action Plan activities

Throughout the reporting period, we:


- participated in the Australian Public Service Indigenous Pathways program—the Australian Public Service Commission facilitates bulk recruitment exercises for the intake of Indigenous graduates on behalf of participating Australian Public Service agencies
- celebrated and recognised Aboriginal and Torres Strait Islander people, particularly during Reconciliation Week and NAIDOC Week activities
- continued to support Indigenous community services through awareness and fundraising activities.

Diversity statistics

As at 30 June 2016:

- 23.9 per cent of employees were not born in Australia
- 19 per cent of employees' first language is not English
- 22.6 per cent of employees identify as having at least one parent who did not speak English as a first language
- five per cent of employees identify as having a disability.

¹¹ From 1 July 2016, this information is on the Australian Criminal Intelligence Commission website: www.acic.gov.au



We manage our financial resources responsibly to deliver national law enforcement information systems and services.

Chapter 4

Financial information

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Financial overview

In 2015–16 CrimTrac recorded an operating surplus of \$12.244 million compared to a surplus of \$0.627 million for 2014–15. These figures exclude asset revaluation adjustments. During 2015–16 there were no instances of significant non-compliance with the finance law.

Total revenue for 2015–16 was \$80.666 million compared with \$74.858 million for 2014–15. Revenue from the National Police Checking Service (NPCS) increased from \$69.561 million in 2014–15 to \$76.376 million in 2015–16; an increase of \$6.815 million. The increase in NPCS revenue was due to growth in the volume of chargeable criminal history checks conducted by CrimTrac, from 3.75 million in 2014–15 to 4.01 million in 2015–16 (+6.9%).

Total expenses for 2015–16 were \$68.422 million a decrease of \$5.809 million from the 2014–15 expenses total of \$74.231 million. Employee expenses reduced from \$24.500 million in 2014–15 to \$23.217 million in 2015–16 consistent with the fall in average staffing levels from 214 in 2014–15 to 210 in 2015–16. Supplier expenses decreased by \$3.648 million compared to \$39.773 million in 2015–16. The decrease can be attributed to one of expenses in the 2014–15 financial year including: media campaign costs for the Australian Cybercrime Online Reporting Network and one-off software licencing costs.

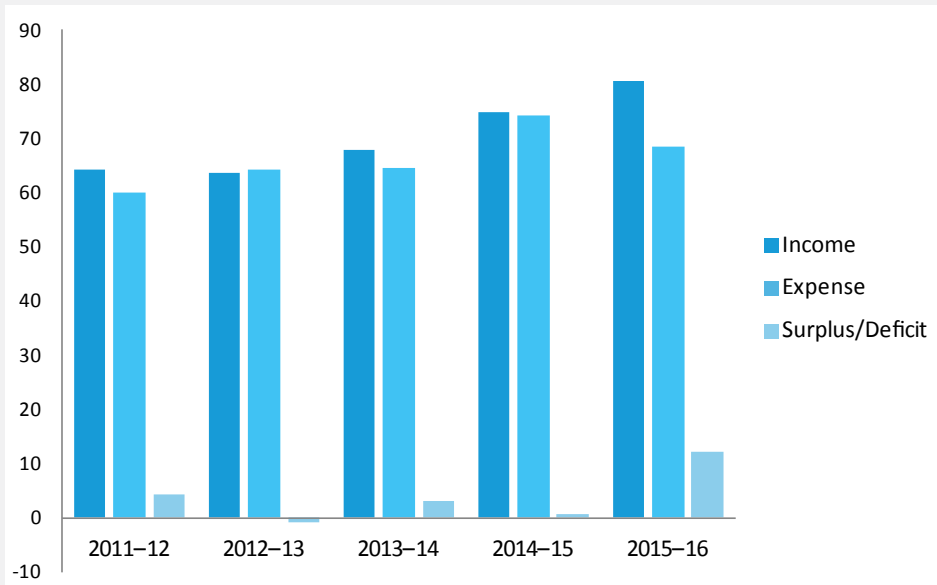
Project activity amounted to \$13.119 million in 2015–16, compared to \$16.539 million for 2014–15. Project expenditure on system development is capitalised where the work will provide future economic benefits or expensed where the expenditure is not eligible for capitalisation under the Australian Accounting Standards. Major project activity during 2015–16 included work towards a National Domestic Violence Information Sharing System, the National Firearms Initiative, the Biometrics at the Border project, Enhanced Network Capability, the Biometrics Identification Services project.

At 30 June 2016 CrimTrac total assets were \$171.284 million; an increase of \$13.677 million from the 30 June 2015 total assets of \$157.607 million. Asset increases included a \$4.399 million increase in capital assets and a \$3.466 million increase in cash reserves (including the Official Public Account receivable).

At 30 June 2016, total liabilities were \$18.205 million, an increase of \$1.433 million from the 30 June 2015 total liabilities of \$16.772 million. The increase was largely due to the increase in supplier payables from \$8.827 million to \$11.092 million at 30 June 2016. The net asset (assets minus liabilities) position improved by \$12.244 million in line with the operating surplus.

The figure below reflects CrimTrac’s total income, expenses and surplus or deficit over the past five years.

CrimTrac financial summary 2011–12 to 2015–16 (\$million)



Revenue derived from the National Police Checking Service has increased in line with increased volumes which have grown from 3.02 million checks in 2011–12 to 4.01 million checks in 2015–16. Expenses have remained relatively steady over the same period, other than the one off items incurred in 2014–15 discussed above, despite the increased number of police information systems supported.

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.

Agency resource statement 2015–16

	Actual Available Appropriations for 2015–16 \$'000	Payments Made 2015–16 \$'000	Balance Remaining \$'000
SPECIAL ACCOUNTS			
Opening balance	120,117		
Appropriation receipts	–		
Non-appropriation receipts to special accounts	82,541		
Payments made		79,075	
Closing Balance			123,583
Total resourcing and payments	202,658	79,075	

The closing balance of the CrimTrac Special Account as at 30 June 2016 was \$123.583 million (2014–15: \$120.117 million). As a non-appropriated agency, these funds are available for future delivery of agency outcomes.

Expenditure and staffing by outcome

Outcome 1: Access to information that supports law enforcement agencies through collaborative national information systems and services.	Budget 2015–16 \$'000	Actual Expenses 2015–16 \$'000	Variation \$'000
Outcome 1:			
Departmental expenses–Special accounts	73,121	68,422	4,699
Total for Outcome 1	73,121	68,422	4,699
Outcome 1 totals by appropriation type			
Departmental expenses–Special accounts	73,121	68,422	4,699
Total expenses for Outcome 1	73,121	68,422	4,699
	Budget 2015–16	Actual 2015–16	
Average staffing level (number)	229	210	

Audited financial statements



INDEPENDENT AUDITOR'S REPORT

To the Minister for Justice

I have audited the accompanying annual financial statements of CrimTrac for the year ended 30 June 2016, which comprise:

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

Opinion

In my opinion, the financial statements of CrimTrac:

- (a) comply with Australian Accounting Standards and the *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015*; and
- (b) present fairly the financial position of CrimTrac as at 30 June 2016 and its financial performance and cash flows for the year then ended.

Accountable Authority's Responsibility for the Financial Statements

The Chief Executive Officer of the Australian Criminal Intelligence Commission is responsible under the *Public Governance, Performance and Accountability Act 2013* for the preparation and fair presentation of annual financial statements that comply with Australian Accounting Standards and the rules made under that Act. The Chief Executive Officer of the Australian Criminal Intelligence Commission is also responsible for such internal control as is necessary to enable the preparation and fair presentation of financial statements that 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 entity's preparation and fair presentation of the

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

financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Accountable Authority of the entity, 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.

Australian National Audit Office



Sean Benfield
Audit Principal
Delegate of the Auditor-General
Canberra
13 September 2016

STATEMENT BY THE ACCOUNTABLE AUTHORITY AND CHIEF FINANCIAL OFFICER

CrimTrac merged into the Australian Crime Commission to form the Australian Criminal Intelligence Commission from 1 July 2016. In accordance with Section 17A of the *Public Governance, Performance and Accountability Rule 2014* the Australian Criminal Intelligence Commission has prepared the 2015-2016 financial statements of CrimTrac.

In our opinion, the attached financial statements for the year ended 30 June 2016 comply with subsection 42(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), and are based on properly maintained financial records as per subsection 41(2) of the PGPA Act.

From 1 July 2016, the debts and obligations of CrimTrac will be met and paid by the Australian Criminal Intelligence Commission.

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

Signed 
Chris Dawson, APM
Chief Executive Officer
Australian Criminal Intelligence Commission

13 September 2016

Signed 
Yvette Whitaker
Chief Financial Officer
Australian Criminal Intelligence Commission

13 September 2016

STATEMENT OF COMPREHENSIVE INCOME
for the period ended 30 June 2016

		2016	Budget	
	Notes	\$'000	2016	2015
			\$'000	\$'000
NET COST OF SERVICES				
Expenses				
Employee benefits	1.1A	23,217	26,562	24,500
Suppliers	1.1B	36,125	35,925	39,773
Depreciation and amortisation	2.2A	8,921	10,634	9,798
Write-down of assets	2.2A	159	-	160
Total expenses		68,422	73,121	74,231
Own-Source Income				
Own-source revenue				
Rendering of services	1.2A	80,585	72,302	74,627
Other revenue	1.2B	81	70	231
Total own-source revenue		80,666	72,372	74,858
Total own-source income		80,666	72,372	74,858
Net cost of services		12,244	(749)	627
Surplus (deficit)		12,244	(749)	627
OTHER COMPREHENSIVE INCOME				
Items not subject to subsequent reclassification to net cost of services				
Changes in asset revaluation surplus		-	-	(414)
Total other comprehensive income		-	-	213
Total comprehensive income		12,244	(749)	213

The above statement should be read in conjunction with the accompanying notes.
Budget Variances Commentary: Refer Note 6.1 for major variance explanations.

STATEMENT OF FINANCIAL POSITION
as at 30 June 2016

		2016	Budget	
	Notes	\$'000	2016	2015
			\$'000	\$'000
ASSETS				
Financial assets				
Cash and cash equivalents ¹		3,656	600	5,011
Trade and other receivables	2.1A	134,698	119,284	124,065
Total financial assets		138,354	119,884	129,076
Non-financial assets				
Land and buildings	2.2A	1,524	1,728	2,070
Property, plant and equipment	2.2A	11,331	6,280	9,657
Intangibles	2.2A	17,713	19,576	14,551
Prepayments	2.2D	2,362	3,212	2,253
Total non-financial assets		32,930	30,796	28,531
Total assets		171,284	150,680	157,607
LIABILITIES				
Payables				
Suppliers	2.3A	11,092	5,735	8,827
Other payables	2.3B	211	274	1,183
Total payables		11,303	6,009	10,010
Provisions				
Employee leave provisions	4.1	6,902	7,832	6,762
Total provisions		6,902	7,832	6,762
Total liabilities		18,205	13,841	16,772
Net assets		153,079	136,839	140,835
EQUITY				
Reserves		3,363	3,777	3,363
Retained earnings		149,716	133,062	137,472
Total equity		153,079	136,839	140,835

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

Budget Variances Commentary: Refer Note 6.1 for major variance explanations.

1. Cash is recognised at its nominal amount. Cash and cash equivalents include cash on hand and cash held in bank accounts.

STATEMENT OF CHANGES IN EQUITY
for the period ended 30 June 2016

	Retained earnings		Asset revaluation surplus		Total equity		
	Budget	Budget	Budget	Budget	Budget	Budget	
	2016	2016	2016	2016	2016	2015	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Opening balance	137,472	133,811	136,845	3,363	3,777	137,588	140,622
Comprehensive income							
Surplus (deficit) for the period	12,244	(749)	627	-	-	(749)	627
Other comprehensive income	-	-	-	-	(414)	-	(414)
Total comprehensive income	12,244	(749)	627	-	(414)	(749)	213
Closing balance as at 30 June	149,716	133,062	137,472	3,363	3,777	136,839	140,835

The above statement should be read in conjunction with the accompanying notes.
Budget Variances Commentary: Refer Note 6.1 for major variance explanations.

CASH FLOW STATEMENT*for the period ended 30 June 2016*

		2016	Budget	
	Notes	2016	2016	2015
		\$'000	\$'000	\$'000
OPERATING ACTIVITIES				
Cash received				
Sale of goods and rendering of services		82,541	79,497	82,126
Total cash received		82,541	79,497	82,126
Cash used				
Employees		22,996	26,562	24,675
Suppliers		42,524	39,440	39,218
Net GST paid		4,115	3,610	3,342
Total cash used		69,635	69,612	67,235
Net cash from operating activities	3.1	12,906	9,885	14,891
INVESTING ACTIVITIES				
Cash used				
Purchase of property, plant and equipment		1,688	11,100	6,100
Purchase of intangibles		7,752	-	5,065
Total cash used		9,440	11,100	11,165
Net cash used by investing activities		9,440	11,100	11,165
FINANCING ACTIVITIES				
Cash used				
Net transfers to (from) the Official Public Account		4,821	(1,215)	455
Total cash used		4,821	(1,215)	455
Net cash used by financing activities		4,821	(1,215)	455
Net increase/(decrease) in cash held		(1,355)	-	3,271
Cash and cash equivalents at the beginning of the reporting period		5,011	600	1,740
Cash and cash equivalents at the end of the reporting period		3,656	600	5,011

The above statement should be read in conjunction with the accompanying notes.
Budget Variances Commentary: Refer Note 6.1 for major variance explanations.

Overview

1. Objectives of CrimTrac

CrimTrac was an Australian Government controlled, not-for-profit entity for the reporting period.

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

- 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 carried out the financial and operational functions assigned to it in the July 2000 Inter-Governmental Agreement. CrimTrac was a listed agency under the *Public Governance, Performance and Accountability Act 2013* and operated as part of the Australian Government Attorney-General's portfolio.

CrimTrac merged into the Australian Crime Commission (ACC) to form the Australian Criminal Intelligence Commission (ACIC) on 1 July 2016. The Australian Crime Commission Act was amended to facilitate the transfer of CrimTrac's functions into the ACC creating the ACIC. The purpose of the ACIC is to make Australia safer through improved national ability to discover, understand and respond to current and emerging crime threats and criminal justice issues. The agency, through its investigative, research and information delivery services, works with law enforcement partners to improve the ability to stop criminals exploiting emerging opportunities and perceived gaps in law enforcement information.

CrimTrac was structured to meet one outcome:

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

CrimTrac's activities contributing toward this outcome were classified as departmental as its activities involved the use of assets, liabilities, revenues and expenses controlled or incurred by CrimTrac in its own right. As CrimTrac had a single outcome the Statement of Comprehensive Income reflects the revenue and expenses associated with delivering the outcome. No separate Outcome reporting is included in the supporting notes.

2. Basis of Preparation of the Financial Statements

As noted above, CrimTrac in its current form ceased to exist on 30 June 2016 and its functions, assets, liabilities and commitments transferred to the Australian Criminal Intelligence Commission with effect from 1 July 2016. There has been no change in the structure or amounts of funding provided to the former CrimTrac and all of its functions are continuing in the ACIC. The financial statements have been prepared on this basis.

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

The Financial Statements have been prepared in accordance with:

- a) *Public Governance, Performance and Accountability (Financial Reporting) Rule 2015* (FRR) for reporting periods ending on or after 1 July 2015; and
- b) 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.

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

Unless 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.

3. New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

There were no 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

No new accounting 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 are expected to have a material future financial impact on the merged entity (ACIC).

4. Accounting policy

Accounting policies in relation to specific financial statement items are detailed under the corresponding note that forms part of the financial statements. Any financial statement item that doesn't require detailed break-down in the notes that forms part of the financial statements is summarised and disclosed on the face of the statements.

5. 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.

6. Events after the reporting period

CrimTrac merged into the Australian Crime Commission (ACC) to form the Australian Criminal Intelligence Commission (ACIC) on 1 July 2016. From that date the ACIC assumed responsibility for all functions of the former CrimTrac.

NOTE 1.1: EXPENSES

	2016	2015
	\$'000	\$'000
Note 1.1A: Employee Benefits		
Wages and salaries	16,822	17,674
Superannuation:		
Defined contribution plans	1,834	1,893
Defined benefit plans	2,196	2,099
Leave and other entitlements	2,099	2,314
Separation and redundancies	266	520
Total employee benefits	23,217	24,500

Accounting Policy

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

Separation and Redundancy

Where appropriate, 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), the PSS accumulation plan (PSSap) or other superannuation schemes chosen by the employee. The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap and other schemes are defined contribution schemes.

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 in the Department of Finance's administered schedules and notes.

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.

Significant accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, CrimTrac has made assumptions or estimates in measuring the staff leave provisions that have the most significant impact on the amounts recorded in the financial statements.

Leave provisions involve assumptions based on the expected tenure of existing staff, patterns of leave claims and payouts, future salary movements and future discount rates.

NOTE 1.1: EXPENSES (CONTINUED)

	2016	2015
	\$'000	\$'000

Note 1.1B: Suppliers**Goods and services**

Information technology	17,036	20,587
Jurisdiction fees	7,230	6,260
Contractors	3,759	2,235
Consultants	705	1,914
Training and development	530	550
Travel and accommodation	471	716
General office expenses	452	365
Physical security	384	395
Legal fees	323	404
Marketing and communication	287	1,498
Internal audit consultants	277	396
Other goods and services	400	331
Total goods and services supplied or rendered	31,854	35,651

Other suppliers

Operating lease rentals		
Minimum lease payments	3,801	3,556
Workers compensation expenses	470	566
Total other suppliers	4,271	4,122
Total suppliers	36,125	39,773

Leasing commitments¹

Within 1 year	3,911	3,645
Between 1 to 5 years	6,855	7,945
More than 5 years	2,228	3,151
Total operating lease commitments	12,994	14,741

1. Lease commitment values are exclusive of GST.

Operating leases included are effectively non-cancellable agreements and comprise:

<i>Nature of Lease</i>	<i>General description of leasing arrangements</i>
Leases for office accommodation	The current eight year office accommodation lease ends in 2018. The lease contains an option to extend for a further five years at CrimTrac's discretion, following a market review. Lease payments are subject to annual fixed increases.
Leases for data centres	The primary data centre lease ends in 2018 and may be extended for a further three terms of two years. The secondary data centre lease is for ten years ending in 2023.

Accounting Policy

CrimTrac leases office accommodation and data centre facilities under operating lease agreements. Operating lease payments are expensed on a straight line basis which is representative of the pattern of benefits derived from the leased asset. Lease incentives are recognised as other payables and amortised over the period of the lease on a straight line basis.

NOTE 1.2: OWN-SOURCE INCOME

	2016	2015
	\$'000	\$'000

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

Rendering of services	80,585	74,627
Total rendering of services	80,585	74,627

Accounting Policy

CrimTrac receives revenue from rendering of services.

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:

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

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

	2016	2015
	\$'000	\$'000

Note 1.2B: Other Revenue

Resources received free of charge - audit services	81	71
Other resources received free of charge	-	160
Total other revenue	81	231

Accounting Policy*Resources Received Free of Charge*

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

NOTE 2.1: FINANCIAL ASSETS

	2016	2015
	\$'000	\$'000

Note 2.1A: Trade and Other Receivables

Trade receivables	14,754	8,959
GST receivable from ATO	17	-
Official Public Account receivable	119,927	115,106
Total trade and other receivables	134,698	124,065

Trade and other receivables aged as follows

Not overdue	134,089	123,875
Overdue by		
0 to 30 days	130	190
31 to 60 days	388	-
61 to 90 days	-	-
More than 90 days	91	-
Total trade and other receivables	134,698	124,065

Impairment allowances for 2016 is Nil (2015: Nil).

Credit terms for services were within 30 days (2015: 30 days).

Accounting Policy*Loans and Receivables*

Trade receivables are classified as 'loans and receivables' and recorded at face value less any impairment. Trade receivables are recognised where CrimTrac becomes party to a contract and has a legal right to receive cash. Trade receivables are derecognised on payment. Loans & receivables are assessed for impairment at the end of each reporting period. Allowances are made when collectability of the debt is no longer probable.

NOTE 2.2: NON-FINANCIAL ASSETS

Note 2.2A: Reconciliation of the Opening and Closing Balances of Leasehold Improvements, Property, Plant and Equipment and Intangibles

Reconciliation of the opening and closing balances of leasehold improvements, property, plant and equipment and intangibles for 2016

	Leasehold improvements	Property, plant and equipment	Computer software - internally developed	Computer software - purchased	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
As at 1 July 2015					
Gross book value	2,118	13,523	47,760	5,108	68,509
Accumulated depreciation, amortisation and impairment	(48)	(3,866)	(35,723)	(2,594)	(42,231)
Total as at 1 July 2015	2,070	9,657	12,037	2,514	26,278
Additions					
Purchase	43	5,309	7,616	402	13,370
Revaluation recognised in other comprehensive income	-	-	-	-	-
Depreciation/amortisation	(589)	(3,557)	(3,596)	(1,179)	(8,921)
Other movements					
Transfers ¹	-	-	553	(553)	-
Disposals/Write-offs	-	(78)	(81)	-	(159)
Total as at 30 June 2016	1,524	11,331	16,529	1,184	30,568
Total as at 30 June 2016 represented by					
Gross book value	2,161	18,735	44,532	4,799	70,227
Accumulated depreciation, amortisation and impairment	(637)	(7,404)	(28,003)	(3,615)	(39,659)
Total as at 30 June 2016	1,524	11,331	16,529	1,184	30,568

1. Software reclassified as internally developed as it was the lesser part of a capitalised internal project.

NOTE 2.2: NON-FINANCIAL ASSETS (CONTINUED)

Note 2.2A: Reconciliation of the Opening and Closing Balances of Leasehold Improvements, Property, Plant and Equipment and Intangibles (continued)

	2016 \$'000	2015 \$'000
Capital commitments¹		
Significant commitments for non-financial assets purchases:		
Within 1 year	12,491	516
Between 1 to 5 years	6,475	-
More than 5 years	-	-
Total capital commitments	18,966	516

1. Capital commitments include commitment to purchase leasehold improvements, property, plant and equipment and intangibles. Commitments are reported above excluding GST.

NOTE 2.2: NON-FINANCIAL ASSETS (CONTINUED)**Note 2.2A: Reconciliation of the Opening and Closing Balances of Leasehold Improvements, Property, Plant and Equipment and Intangibles (continued)**

Reconciliation of the opening and closing balances of leasehold improvements, property, plant and equipment and intangibles for 2015

	Leasehold improvements \$'000	Property, plant and equipment \$'000	Computer software - internally developed \$'000	Computer software - purchased \$'000	Total \$'000
As at 1 July 2014					
Gross book value	4,621	7,449	44,181	3,781	60,032
Accumulated depreciation, amortisation and impairment	(1,459)	(670)	(31,128)	(1,290)	(34,547)
Total as at 1 July 2014	3,162	6,779	13,053	2,491	25,485
Additions					
Purchase	18	6,085	3,735	1,327	11,165
Revaluation recognised in other comprehensive income	(414)	-	-	-	(414)
Depreciation/amortisation	(696)	(3,204)	(4,594)	(1,304)	(9,798)
Other movements					
Transfers	-	-	-	-	-
Disposals/Write-offs	-	(3)	(157)	-	(160)
Total as at 30 June 2015	2,070	9,657	12,037	2,514	26,278
Total as at 30 June 2015 represented by					
Gross book value	2,118	13,523	47,760	5,108	68,509
Accumulated depreciation, amortisation and impairment	(48)	(3,866)	(35,723)	(2,594)	(42,231)
Total as at 30 June 2015	2,070	9,657	12,037	2,514	26,278

NOTE 2.2: NON-FINANCIAL ASSETS (CONTINUED)

Accounting Policy

Property, Plant and Equipment

Asset Recognition

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

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 as at 30 June 2016 (2015: 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	Depreciated replacement cost

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 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:

	2016	2015
Leasehold improvements	Effective lease term	Effective lease term
Property, plant and equipment	3 to 10 years	3 to 10 years

Software licences with the renewable term of one year are treated as prepayments at the time of purchases and expensed over the one year term.

Impairment

All assets were assessed for impairment as at 30 June 2016. 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.

Intangibles

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

Software is amortised on a straight-line basis over its anticipated useful life. The useful life of CrimTrac's software is from 3 to 10 years (2015: 3 to 10 years). All software assets were assessed for indications of impairment as at 30 June 2016.

Significant Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, CrimTrac has made assumptions or estimates in measuring the fair value of the assets that have the most significant impact on the amounts recorded in the financial statements.

The fair value of CrimTrac's leasehold improvements and property, plant & equipment has been taken to be the market value or depreciated replacement costs as determined by an independent valuer. In some instances, CrimTrac's leasehold improvements are purpose-built and some specialised property, plant & equipment may in fact realise more or less in the market.

NOTE 2.2: NON-FINANCIAL ASSETS (CONTINUED)**Note 2.2B: Fair Value Measurements, Valuation Techniques and Inputs Used**

	Fair value measurements at the end of the reporting period			For Levels 2 and 3 fair value measurements	
	2016 \$'000	2015 \$'000	Level ¹	Valuation technique(s) ²	Inputs used
Non-financial assets					
Leasehold improvements	1,524	2,070	Level 3	Depreciated Replacement Cost	Estimated replacement cost. Expected useful life.
Property, plant and equipment	11,331	9,657	Level 3	Depreciated Replacement Cost	Estimated replacement cost. Expected useful life.
Total fair value measurements of assets in the statement of financial position	12,855	11,727			

1. Level 3 measurements use inputs where there are no observable market for fair value measurement.

2. The future economic benefits of CrimTrac's non-financial assets are not primarily dependent on their ability to generate cash flows. CrimTrac has not disclosed the qualitative information about the significant unobservable inputs used for the level 3 measurement for the above classes.

All leasehold improvements and property, plant & equipment is measured at fair value in the statement of financial position. CrimTrac procured valuation services from Pickles Valuation Services in (Property, Plant and Equipment 2013-14, Leasehold Improvements 2014-15) and relied on valuation models provided. The supplier provided written assurance to CrimTrac that the valuation methodology used was compliant with AASB 13.

The reconciliation of level 3 fair value measurements for the property, plant and equipment is shown in the table below as it comprises assets that use level 2 & 3 fair value measurement technique, conversely the level 3 fair value measurement technique used by the leasehold improvements not shown in the level 3 fair value measurement reconciliation table below as they are reflected in the asset movement table above.

NOTE 2.2: NON-FINANCIAL ASSETS (CONTINUED)**Note 2.2C: Reconciliation for Recurring Level 3 Fair Value Measurements**

	2016	2015
	\$'000	\$'000
Leasehold Improvements		
As at 1 July¹	2,070	3,162
Total losses recognised in net cost of services ²	(589)	(696)
Total losses recognised in other comprehensive income	-	(414)
Purchases	43	18
Total as at 30 June	1,524	2,070
Property, Plant and Equipment		
As at 1 July¹	9,657	1,936
Total losses recognised in net cost of services ²	(3,635)	(3,207)
Purchases	5,309	6,085
Transfers into Level 3 ³	-	4,843
Total as at 30 June	11,331	9,657

1. Opening balance as determined in accordance with AASB13.
2. These losses are presented in the Statement of Comprehensive Income under depreciation and write-down of assets.
3. In 2014-15, computer equipment was transferred from Level 2 to Level 3 as the valuation data was from the 2013-14 financial year and no longer qualified to be included in Level 2.

	2016	2015
	\$'000	\$'000

Note 2.2D: Prepayments

Prepayments - no more than 12 months	1,982	1,866
Prepayments - more than 12 months	380	387
Total prepayments	2,362	2,253

No indicators of impairment were found for prepayments.

NOTE 2.3: PAYABLES

	2016 \$'000	2015 \$'000
Note 2.3A: Suppliers		
Trade creditors and accruals	9,977	7,557
Operating lease rentals	1,115	1,270
Total suppliers	11,092	8,827
Suppliers expected to be settled		
No more than 12 months	10,271	7,712
More than 12 months	821	1,115
Total suppliers	11,092	8,827
Settlement was usually made within 30 days.		
Note 2.3B: Other Payables		
Wages and salaries	80	701
Superannuation	15	134
GST payable to the ATO	-	313
Other	116	35
Total other payables	211	1,183
Other payables expected to be settled		
No more than 12 months	211	1,183
Total other payables	211	1,183

Accounting Policy*Financial Liabilities*

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

Lease incentives are recognised as other payables and amortised over the period of the lease on straight line basis.

NOTE 2.4: SPECIAL ACCOUNTS

	2016	2015
	\$'000	\$'000

National Policing Information Systems and Services Special Account¹

Balance brought forward from previous period	120,117	116,391
Total increases	82,541	82,126
Available for payments	202,658	198,517
Total decreases	(79,075)	(78,400)
Total balance carried to the next period	123,583	120,117

1. Legal authority: *Public Governance, Performance and Accountability Act 2013 section 78.*

Establishing instrument: *Financial Management and Accountability Determination 2006/07.*

Purpose: 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 Account (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.

To avoid doubt, incidental activities include:

- a) the administration of the Special Account; and
- b) dealing with direct and indirect costs.

NOTE 3.1: CASH FLOW RECONCILIATION

	2016	2015
	\$'000	\$'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	3,656	5,011
Statement of financial position	3,656	5,011
Discrepancy	-	-
Reconciliation of net cost of services to net cash from operating activities		
Net cost of services	12,244	627
Adjustments for non-cash items		
Depreciation/amortisation	8,921	9,798
Losses from asset disposal / write-offs	159	160
Movements in assets and liabilities		
Assets		
(Increase) / decrease in goods/services receivable	(10,633)	(46)
Adjustment for non-operating movement in OPA receivable	4,821	455
(Increase) / decrease in prepayments	(109)	879
Liabilities		
Increase / (decrease) in supplier payables	2,265	3,189
Adjustment for supplier payables for assets (non-operating movement)	(3,930)	-
Increase / (decrease) in other payables	(972)	68
Increase / (decrease) in employee provisions	140	(239)
Net cash from operating activities	12,906	14,891

NOTE 4.1: PROVISIONS

	2016	2015
	\$'000	\$'000
Employee leave provisions expected to be settled		
No more than 12 months	2,451	2,225
More than 12 months	4,451	4,537
Total employee provisions	6,902	6,762

NOTE 4.2: SENIOR MANAGEMENT PERSONNEL REMUNERATION

	2016	2015
	\$	\$
Short-term employee benefits		
Salary	789,264	665,793
Salary packaged benefits	92,860	44,825
Total short-term employee benefits	<u>882,124</u>	<u>710,618</u>
Post-employment benefits		
Superannuation	207,439	164,686
Total post-employment benefits	<u>207,439</u>	<u>164,686</u>
Other long-term employee benefits		
Annual leave	66,191	53,524
Long-service leave	24,822	13,316
Total other long-term employee benefits	<u>91,013</u>	<u>66,840</u>
Total senior management personnel remuneration expenses¹	<u>1,180,576</u>	<u>942,144</u>
Total number of senior management personnel¹	<u>4</u>	<u>4</u>

1. This note includes both substantive and acting SES arrangements, where acting arrangements exceed six months. The item is a headcount of the number of people included in the calculations. For 2015-16 the SES full time equivalent was 3.7, which includes a temporary SES position to facilitate the government's policy decision to merge CrimTrac with the Australian Crime Commission. In 2014-15 there were 3.0 full time equivalent SES.

NOTE 5.1 : FINANCIAL INSTRUMENTS

	Notes	2016 \$'000	2015 \$'000
Note 5.1A: Categories of Financial Instruments			
Financial Assets			
Loans and receivables			
Cash and cash equivalents		3,656	5,011
Trade receivables	2.1A	14,754	8,959
Total financial assets		18,410	13,970
Financial Liabilities			
Financial liabilities measured at amortised cost			
Trade creditors and accruals	2.3A	9,977	7,557
Total financial liabilities		9,977	7,557

Note 5.1B: Credit Risk

CrimTrac is exposed to minimal credit risk on financial assets, represented by cash and cash equivalents and trade and other receivables. This amount, equal to total receivables for services as at 30 June 2016, was \$14.754 million (2015:\$8.959 million). CrimTrac has assessed the risk of the default on payment to be nil in 2016 (2015: Nil).

Note 5.1C: Liquidity Risk

CrimTrac had sufficient available financial assets to meet all financial liabilities as at 30 June 2016.


NOTE 6.1 : EXPLANATIONS OF MAJOR VARIANCES BETWEEN BUDGET AND ACTUAL

The following tables provide a comparison of the original budget as presented in the 2015–16 Portfolio Budget Statements (PBS) to the 2015–16 final outcome as presented in accordance with Australian Accounting Standards for the entity. The Budget is not audited.

Variances are considered to be ‘major’ based on the following criteria:

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

Explanation for major variances	Affected line items (and statement)
<p>Employees</p> <p>The average full time equivalent employees for 2016 was 210 against a budget of 229. Also, the employee time attributed to capital projects and capitalised, was higher than expected, resulting in lower wages expense.</p>	<p><i>Employee benefits expense (Statement of Comprehensive Income), Employee provisions (Statement of Financial Position), Operating cash used - employees (Cash Flow Statement)</i></p>
<p>Own-source revenue from National Police Checking Service</p> <p>For 2015–16, CrimTrac billed 4.0 million National Police Checks against a budget of 3.7 million checks. Check volumes for the National Police Checking Services are demand driven and not controlled by CrimTrac.</p>	<p><i>Own source revenue (Statement of Comprehensive Income), Trade and other receivables (Statement of Financial Position), Operating cash received - (Cash Flow Statement), Surplus for 2016 - (Statement of Changes in Equity)</i></p>
<p>Timing of supplier payments</p> <p>Several large supplier contract expenses were accrued as liabilities at 30 June 2016 and paid in July 2016. These payments required additional cash drawn from the Official Public Account as at 30 June 2016.</p>	<p><i>Cash and cash equivalents (Statement of Financial Position), Suppliers expense (Statement of Comprehensive Income), Suppliers payable (Statement of Financial Position), Prepayments (Statement of Financial Position), Operating cash used - suppliers (Cash Flow Statement)</i></p>
<p>Property plant and equipment and intangibles</p> <p>Due to the timing of the 2015–16 budget process the opening balances for property, plant and equipment and intangibles were based on estimated closing positions as at 30 June 2015 rather than the audited closing balances. In addition, some of the capital expenditure planned for 2014–15 and 2015–16 was delayed, resulting in lower than budget capital expenditure for 2015–16 and lower than expected depreciation/amortisation expense.</p>	<p><i>Depreciation and amortisation (Statement of Comprehensive Income), Property, plant and equipment (Statement of Financial Position), Intangibles (Statement of Financial Position), Investing cash used (Cash Flow Statement)</i></p>
<p>Revaluation of leasehold improvements</p> <p>An independent valuer revalued leasehold improvement as at 31 May 2015 resulting in a \$0.414 million revaluation decrement to the leasehold improvement balance. The outcome of the revaluation could not be estimated for 2015–16 budgeting purposes.</p>	<p><i>Changes in asset revaluation surplus (Statement of Comprehensive Income), Land and buildings (Statement of Financial Position)</i></p>



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the information they need to keep
our streets safe.

Chapter 5

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Annual report list of requirements

Part of report	Description	Requirement	Page
Letter of transmittal	A copy of the letter of transmittal signed and dated by the accountable authority on date final text approved, with statement that the report has been prepared in accordance with section 46 of the Act and any enabling legislation that specifies additional requirements in relation to the annual report.	Mandatory	1
Aids to access	Table of contents	Mandatory	3
	Alphabetical index	Mandatory	131
	Glossary, abbreviations and acronyms	Mandatory	128–130
	List of requirements	Mandatory	124
	Details of contact officer	Mandatory	inside cover
	Entity's website address	Mandatory	inside cover
	Electronic address of report	Mandatory	inside cover
Review by the accountable authority	A review by the accountable authority of the entity	Mandatory	8
Overview of entity	A description of the role and functions of the entity	Mandatory	13
	A description of the organisational structure of the entity	Mandatory	15
	A description of the outcomes and programs structure of the entity	Mandatory	27
	A description of the purposes of the entity as included in the corporate plan	Mandatory	28
	An outline of the structure of the portfolio of the entity	Portfolio departments Mandatory	N/A
	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	N/A
Report on performance	<i>Annual performance statements</i>		
	Annual performance statement in accordance with paragraph 39(1)(b) of the Act and section 16F of the PGPA Rule	Mandatory	26
	Report on financial performance		95
	A discussion and analysis of the entity's financial performance	Mandatory	92
	A table summarising the total resources and total payments of the entity	Mandatory	94
	If there may be significant changes in the financial results during or after the previous or current reporting period, information on those changes, including: the cause of any operating loss of the entity; how the entity has responded to the loss and the actions that have been taken in relation to the loss; and any matter or circumstances that it can reasonably be anticipated will have a significant impact on the entity's future operation or financial results	Mandatory	92

Part of report	Description	Requirement	Page
Management and accountability	<i>Corporate governance</i>		
	Information on compliance with section 10 (fraud systems)	Mandatory	79
	A certification by accountable authority that fraud risk assessments and fraud control plans have been prepared	Mandatory	79
	A certification by accountable authority that appropriate mechanisms for preventing, detecting incidents of, investigating or otherwise dealing with, and recording or reporting fraud that meet the specific needs of the entity are in place	Mandatory	79
	A certification by accountable authority that all reasonable measures have been taken to deal appropriately with fraud relating to the entity	Mandatory	79
	An outline of structures and processes in place for the entity to implement principles and objectives of corporate governance	Mandatory	72
	A statement of significant issues reported to the Minister under paragraph 19(1)(e) of the Act that relates to non-compliance with Finance law and action taken to remedy non-compliance	If applicable, Mandatory	92
	<i>External scrutiny</i>		
	Information on significant developments in external scrutiny and entity's response to the scrutiny	Mandatory	80
	Information on judicial decisions and decisions of administrative tribunals and by the Australian Information Commissioner that may have a significant effect on the operations of the entity	If applicable, Mandatory	N/A
	Information on any reports by the Auditor-General (other than report under section 43 of the Act), a Parliamentary Committee, or the Commonwealth Ombudsman	If applicable, Mandatory	N/A
	Information on any capability reviews on the entity that were released during the period	If applicable, Mandatory	N/A
	<i>Management of human resources</i>		
	Assessment of the entity's effectiveness in managing and developing human resources to achieve entity objectives	Mandatory	85
	Statistics on the entity's APS employees on an ongoing and non-ongoing basis, including the following: <ul style="list-style-type: none"> ■ statistics on staffing classification level ■ statistics on full-time employees ■ statistics on part-time employees ■ statistics on gender ■ statistics on staff location ■ statistics on employees who identify as Indigenous 	Mandatory	85

Annual report list of requirements (continued)

Part of report	Description	Requirement	Page
Management and accountability (continued)	Information on any enterprise agreements, individual flexibility arrangements, Australian Workplace Agreements, common law contracts and determinations under subsection 24(1) of the <i>Public Service Act 1999</i>	Mandatory	86
	Information on the number of SES and non-SES employees covered by agreements etc. identified in paragraph 17AG(4)(c)	Mandatory	86
	The salary ranges available for APS employees by classification level	Mandatory	87
	A description of non-salary benefits provided to employees	Mandatory	86
	Information on the number of employees at each classification level who receive performance pay	If applicable, Mandatory	N/A
	Information on the average amount of performance payment, and range of such payments, at each classification level	If applicable, Mandatory	N/A
	Information on aggregate amounts of performance payments	If applicable, Mandatory	N/A
Assets management	An assessment of effectiveness of assets management where asset management is a significant part of the entity's activities	Mandatory	80
Purchasing	An assessment of entity performance against the <i>Commonwealth Procurement Rules</i>	Mandatory	81
Consultants	A summary statement detailing the number of new contracts engaging consultants entered into during the period; the total actual expenditure on all new consultancy entered into during the period (inclusive of GST); the number of ongoing consultancy contracts that were entered into during a previous reporting period; and the total actual expenditure in the reporting year on the ongoing consultancy contracts (inclusive of GST)	Mandatory	81
	A statement that 'During [reporting period], [specific number] new consultancy contracts were entered into involving total actual expenditure of \$[specific million]. In addition, [specific number] ongoing consultancy contracts were active during the period, involving total actual expenditure of \$[specific million]'	Mandatory	82
	A summary of the policies and procedures for selecting and engaging consultants and the main categories of purposes for which consultants were engaged	Mandatory	81
	A statement that 'Annual reports contain information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website'	Mandatory	82
Australian National Audit Office Access Clauses	If an entity entered into a contract with a value of more than \$100,000 (inclusive of GST) and the contract did not provide the Auditor-General with access to the contractor's premises, the report must include the name of the contractor, purpose and value of the contract, and the reason why a clause allowing access was not included in the contract	If applicable, Mandatory	N/A

Part of report	Description	Requirement	Page
Exempt contracts	If an entity entered into a contract or there is a standing offer with a value greater than \$10 000 (inclusive of GST) which has been exempted from being published in AusTender because it would disclose exempt matters under the FOI Act, the annual report must include a statement that the contract or standing offer has been exempted, and the value of the contract or standing offer, to the extent that doing so does not disclose the exempt matters	If applicable Mandatory	N/A
Small business	A statement that '[Name of entity] supports small business participation in the Commonwealth Government procurement market. Small and Medium Enterprises (SME) and Small Enterprise participation statistics are available on the Department of Finance's website'	Mandatory	81
	An outline of the ways in which the procurement practices of the entity support small and medium enterprises	Mandatory	81
	If the entity is considered by the Department administered by the Finance Minister as material in nature—a statement that '[Name of entity] recognises the importance of ensuring that small businesses are paid on time. The results of the Survey of Australian Government Payments to Small Business are available on the Treasury's website'	If applicable, Mandatory	N/A
Financial statements	Inclusion of the annual financial statements in accordance with subsection 43(4) of the Act	Mandatory	95
Other mandatory information	If the entity conducted advertising campaigns, a statement that 'During [reporting period], the [name of entity] conducted the following advertising campaigns: [name of advertising campaigns undertaken]. Further information on those advertising campaigns is available at [address of entity's website] and in the reports on Australian Government advertising prepared by the Department of Finance. Those reports are available on the Department of Finance's website'	If applicable, Mandatory	N/A
	If the entity did not conduct advertising campaigns, a statement to that effect	If applicable, Mandatory	83
	A statement that 'Information on grants awarded to [name of entity] during [reporting period] is available at [address of entity's website]'	if applicable, Mandatory	N/A
	Outline of mechanisms of disability reporting, including reference to website for further information	Mandatory	89
	Website reference to where the entity's Information Publication Scheme statement pursuant to Part II of FOI Act can be found	Mandatory	84
	Correction of material errors in previous annual report	If applicable, Mandatory	N/A
	Information required by other legislation	Mandatory	84

Acronyms and abbreviations

AASB	Australian Accounting Standards Board
ABIN	Australian Ballistic Information Network
ACIC	Australian Criminal Intelligence Commission
ACLEI	Australian Commission for Law Enforcement Integrity
ACORN	Australian Cybercrime Online Reporting Network
AIFN	Australian Firearms Information Network
AIPM	Australian Institute of Police Management
ANAO	Australian National Audit Office
AND	Australian Network on Disability
ANZPAA	Australian and New Zealand Policing Advisory Agency
APS	Australian Public Service
APSC	Australian Public Service Commission
CETS	Child Exploitation Tracking System
COAG	Council of Australian Governments
DVO	Domestic Violence Order
EDRMS	Electronic Document and Records Management System
FOI	Freedom of Information
IAC	Integrity Advisory Committee IBIS® Integrated Ballistic Identification System (IBIS)
ICT	Information Communication Technology
IGA	Inter-Governmental Agreement
IPS	Information Publication Scheme
ITIL	Information Technology Infrastructure Library
KPI	Key Performance Indicator
LCCSC	Law, Crime and Community Safety Council

MOU	Memorandum of Understanding
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 prototype
NEVDIS	National Exchange of Vehicles and Driver Information System
NFI	National Firearms Interface
NFID	National Firearms Identification Database
NFLRS	National Firearms Licensing and Registration System
NIEM	National Information Exchange Model
NISC	National Improved Search Capability
NMPVS	National Missing Persons and Victim System
NNI	National Names Index
NORS	National Order Reference System
NPBI	National Portable Biometric Interface
NPCS	National Police Checking Service
NPRS	National Police Reference System
NVOI	National Vehicles of Interest
P3M3	Portfolio, Program and Project Management Maturity Model
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.

Control Objects for Information Related Technologies (COBIT)

COBIT is an internationally recognised best practice framework for information technology management and governance. COBIT 5 is the latest version of the framework and includes process descriptions, control objective, management guidelines and maturity models.

Familial searching

Familial DNA searching involves a search of a DNA database to identify possible relatives of an offender.

Information Technology Infrastructure Library

A set of practices for information technology service management that focuses on aligning information technology services with the needs of business.

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 and 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.

Project, Program and Portfolio Management Maturity Model

This model allows an organisation to identify the maturity of key practices and processes associated with the management disciplines for information and communication technology enabled change.

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