



Office of Public  
Prosecutions  
Victoria



# Annual Report

2023/24

## Annual Report 2023/24

This document includes the following:

The 2023/24 Annual Report of the Director of Public Prosecutions pursuant to s. 12 of the *Public Prosecutions Act 1994* (Vic).

The 2023/24 Annual Report of the Director of Public Prosecutions pursuant to the *Financial Management Act 1994* (Vic).

The full financial statement for the Office of Public Prosecutions is provided in this report.

### **Office of Public Prosecutions**

565 Lonsdale Street  
Melbourne Victoria 3000

## Responsible body's declaration

In accordance with the *Financial Management Act 1994* (Vic), I am pleased to present the Office of Public Prosecutions Annual Report for the year ending 30 June 2024.

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

### **Abbey Hogan**

Solicitor for Public Prosecutions  
Office of Public Prosecutions

5 December 2024

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# Our work

## Who we are

The Office of Public Prosecutions (OPP) is Victoria's largest criminal legal practice.

All prosecutions involving serious criminal offences in Victoria are brought in the name of the Director of Public Prosecutions (DPP), Kerri Judd KC. The DPP is supported in her functions by Crown Prosecutors' Chambers and the OPP.

Crown Prosecutors' Chambers is led by the Chief Crown Prosecutor (CCP), Brendan Kissane KC and is comprised of seven Senior Crown Prosecutors and 16 Crown Prosecutors.

The OPP is led by the Solicitor for Public Prosecutions (SPP), Abbey Hogan and consists of 457 staff made up of solicitors, social workers and corporate and executive services staff.

The OPP prosecutes serious offences in Victoria's County and Supreme Courts on behalf of the DPP, as well as conducting committal hearings in the Magistrates' Court. The OPP also conducts criminal appeals in the County Court, the Court of Appeal and the High Court of Australia on behalf of the DPP.

## What we do

The OPP prosecutes the most serious criminal matters in Victoria on behalf of the DPP. These matters include homicide, culpable driving, armed robbery, drug trafficking, serious sexual offences, corruption, fraud, organised crime and serious assaults.

Neither the DPP nor the OPP investigate crime or decide whether to file criminal charges. These functions are undertaken by Victoria Police. On occasion the OPP does provide pre-charge advice. Once charges are filed by Victoria Police, the matter is referred to the OPP for prosecution. Throughout a prosecution, the OPP works closely with the Victoria Police member who investigated the crime (the informant).

The OPP then briefs counsel to appear in court to prosecute the case. Counsel may be a Crown Prosecutor, a private barrister with expertise in criminal law or an OPP solicitor advocate. Counsel appears in various hearings throughout the prosecution, which may include bail applications, committal hearings in the Magistrates' Court, pleas and trials in the County and Supreme Courts, and appeals in the County Court, the Court of Appeal, the civil jurisdiction of the Supreme Court, and the High Court of Australia.

The DPP and SPP have obligations under the *Public Prosecutions Act 1994 (Vic)* to conduct prosecutions in an effective, economical and efficient manner, and to give appropriate consideration to the concerns of victims of crime.

The OPP's Victims and Witness Assistance Service (VWAS) consists of social workers who provide information and assistance to victims of crime and their families and witnesses to ensure they are supported throughout the criminal justice process.

The OPP also has other specialist units including the Proceeds of Crime Unit that conducts major confiscation litigation on behalf of the DPP.

# Our vision, mission and values

## Our vision

- To be a leader in the criminal justice system.
- To be a dynamic organisation continually adapting to deliver effective outcomes for our community by valuing and supporting our people, applying our unique legal expertise and leveraging our digital capability.

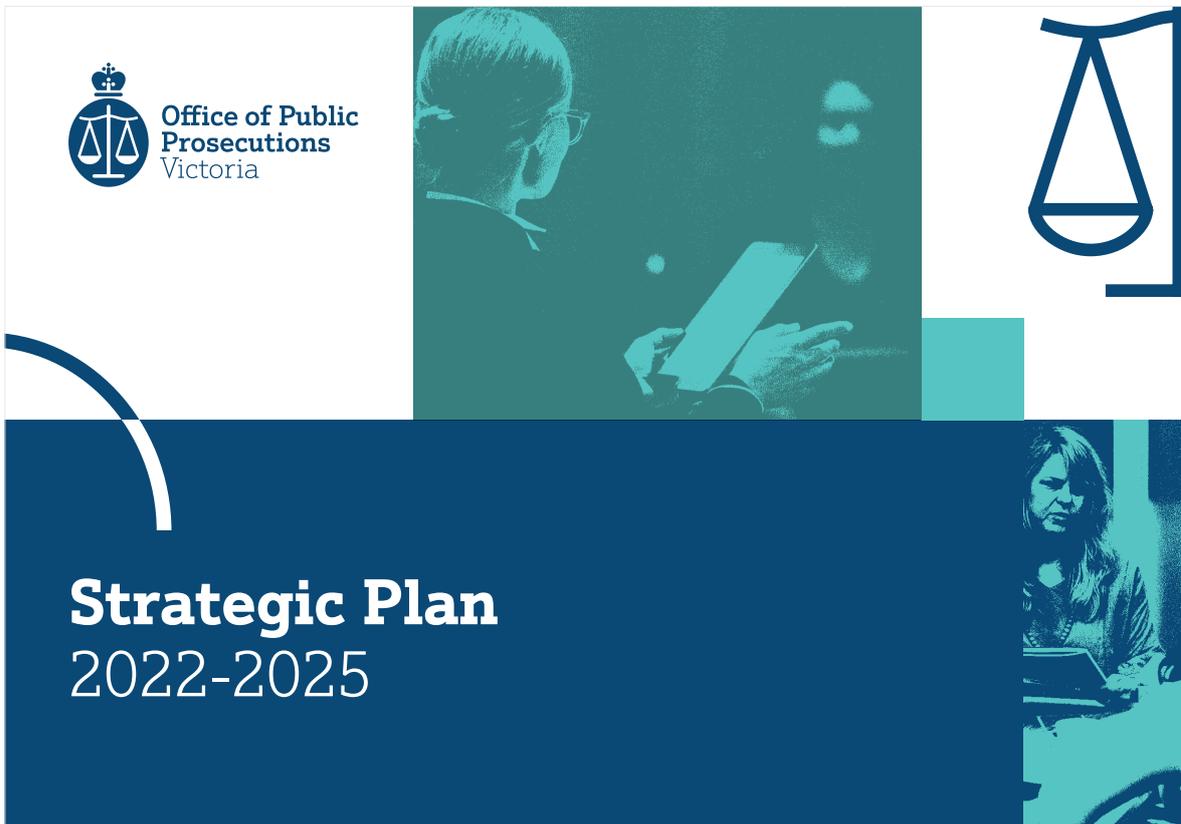
## Our mission

- To deliver high quality prosecutions independently, fairly and efficiently.

## Our values

- Treat everyone with respect
- Work collaboratively
- Embrace innovation
- Demonstrate professional excellence
- Act with integrity

For more information about our vision, mission and values please refer to the OPP Strategic Plan 2022–2025 which is available on our website at [opp.vic.gov.au](http://opp.vic.gov.au)



# Our strategic priorities

## Our people

Our people are our foundation.

We aspire to invest in our people and their wellbeing to support them to succeed.

## Victims and witnesses

Our support for victims and witnesses is a central focus of our work.

We aspire to be fair and supportive when we engage with victims, witnesses and other people who are affected by the criminal justice system.

## Digital transformation

Digital transformation will enable us to adapt to change, deliver high quality services and enhance communication.

We aspire to use ongoing digital transformation to assist us to deliver high quality services, improve efficiency, manage workload and allocation, and enhance engagement with victims, witnesses and stakeholders.

## Driving and leading reform

Driving and leading criminal justice system reform to achieve better outcomes for victims and our community.

We aspire to leverage our unique expertise and role as a leader in the criminal justice system to influence systemic reform to deliver better and more efficient justice outcomes.

## Professional excellence

Professional excellence in all that we do.

We aspire to develop and build outstanding capability by investing in learning and development, embracing innovation, seeking feedback to inform continual improvement, and ensuring every person at the OPP contributes to delivery of our strategic priorities.

For more information about our strategic priorities please refer to the OPP Strategic Plan 2022 – 2025 which is available on our website at [opp.vic.gov.au](http://opp.vic.gov.au)

# Key highlights



**717**

decisions were made by the Office of the DPP.



**2,391**

indictments were signed by Crown Prosecutors.

Prosecutors appeared in



**40,851**  
hearings

in Victorian courts, of which 14.6% were in regional Victoria.



**91.4%**  
of completed prosecutions

resulted in a **guilty outcome**.

Crown Prosecutors provided advice on



**9,927**  
matters

including 2,056 plea offers, 537 discontinuances and 7,334 occasions of giving general advice.



**42,473**  
consultations

including debriefings, remote witness assistance and court tours.

In 2023/24 the OPP handled:



## 2,921 new briefs for prosecution.

- **114** homicide/culpable driving matters
- **91** commercial crime matters
- **1,874** general crime matters (including serious assault, aggravated burglary and armed robbery)
- **478** sexual offence matters
- **364** drug offence matters
- **311** matters involved family violence
- **25** matters involved mental impairment and unfitness to be tried
- **18** matters involved occupational health and safety.



## 2,360 new matters

were referred to Victims and Witness Assistance Service (VWAS) by OPP solicitors.

Of these matters:

**18.9%**  
were sexual offence matters

**6.8%**  
were homicide/culpable driving matters

**74.4%**  
were other matter types (including armed robbery, aggravated burglary (person present) and unlawful assault)

**22.1%**  
involved family violence.

### Koori Court

Solicitors trained in prosecuting Koori Court matters appeared in **386 hearings** across Victoria. There were 16 hearings in Magistrates' Koori Courts, 369 in County Koori Courts and one Childrens' Court hearing.

# Director's committee



*SPP, Abbey Hogan, DPP Kerri Judd KC and CPP Brendan Kissane KC.*

## Director's Committee

The Director's Committee consists of the DPP, SPP and CCP. The committee advises the DPP in relation to prosecutions in the state of Victoria, including which OPP staff may appear in court, the appointment and removal of Crown Prosecutors, and offences referred to the DPP.

When the committee is required to make a special decision, it consists of the DPP, CCP and the Senior Crown Prosecutor involved in the matter.



## Director of Public Prosecutions

The DPP is an independent statutory officer, appointed by the Governor in Council with responsibility for instituting, preparing and conducting indictable proceedings on behalf of the Crown.

The DPP makes a range of decisions including authorising indictments, authorising resolutions, discontinuing prosecutions, determining whether to appeal against a sentence, authorising detention order applications, applying to confiscate proceeds of crime, authorising Occupational Health and Safety prosecutions, instituting contempt proceedings and deciding whether to take over private prosecutions.

In conducting the role, the DPP must have regard to:

- considerations of justice and fairness
- the need to ensure that the prosecutorial system gives appropriate consideration to the concerns of victims of crime
- the need to conduct prosecutions in an effective, economic and efficient manner.



## Crown Prosecutors' Chambers

Crown Prosecutors' Chambers includes the CCP and Crown Prosecutors who appear in proceedings on behalf of the DPP. Crown Prosecutors are independent statutory appointees.

The CCP is an independent statutory officer appointed by the Governor in Council, who assumes the powers and duties of the DPP when the DPP is absent. The CCP manages Crown Prosecutors, subject to the direction of the DPP.

Crown Prosecutors are responsible for the most complex prosecutions and have authority to sign indictments to bring accused people to trial and to resolve matters as pleas of guilty.

Senior Crown Prosecutors have authority to decide certain types of discontinuances and consents to prosecute.



## Office of Public Prosecutions

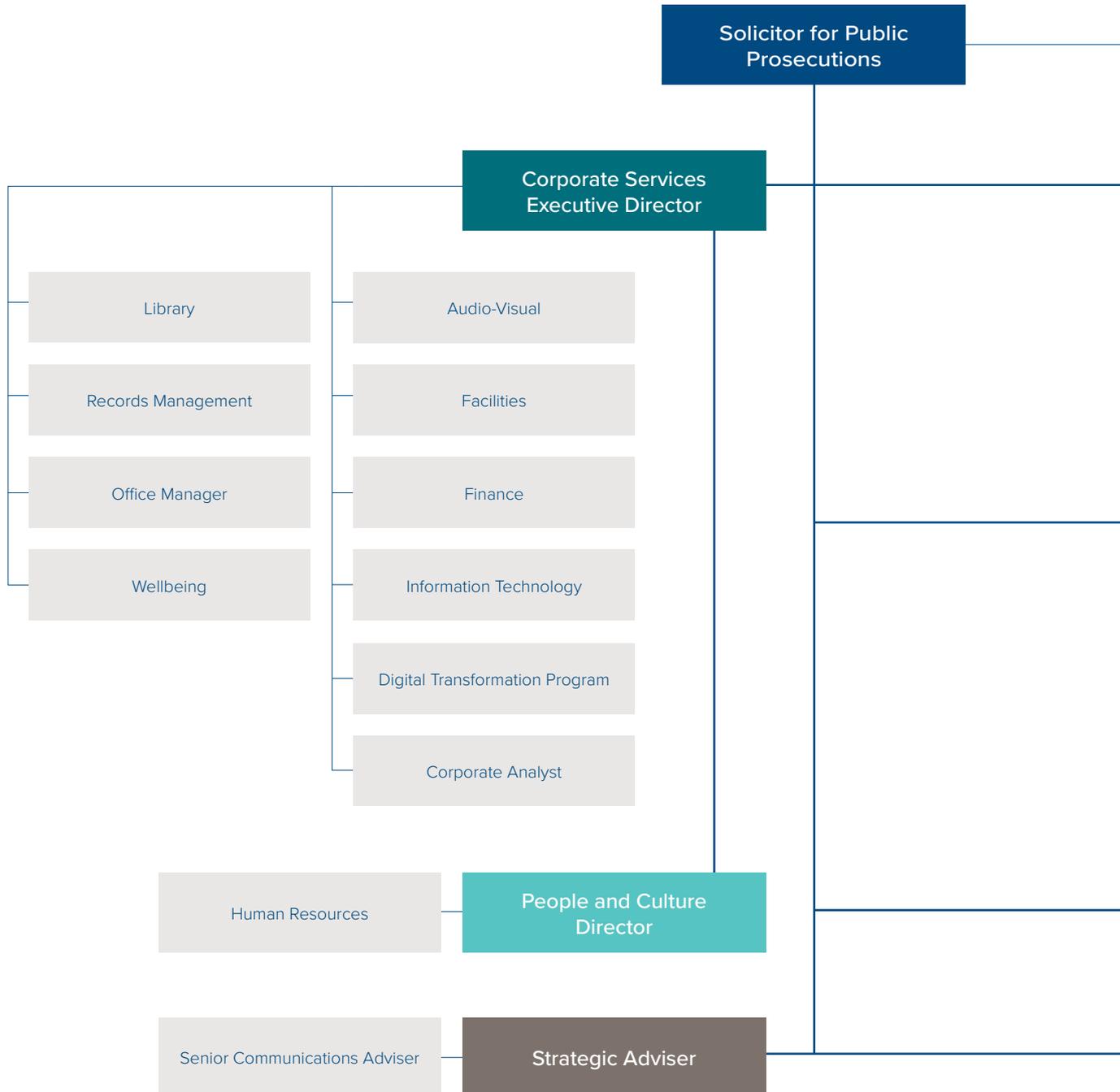
The OPP is an independent statutory entity and Victoria's largest criminal law practice. OPP staff prepare and conduct committals in the Magistrates' Court, prosecutions in the County and Supreme Courts, and appeals in the County Court, Court of Appeal and High Court, on behalf of the DPP.

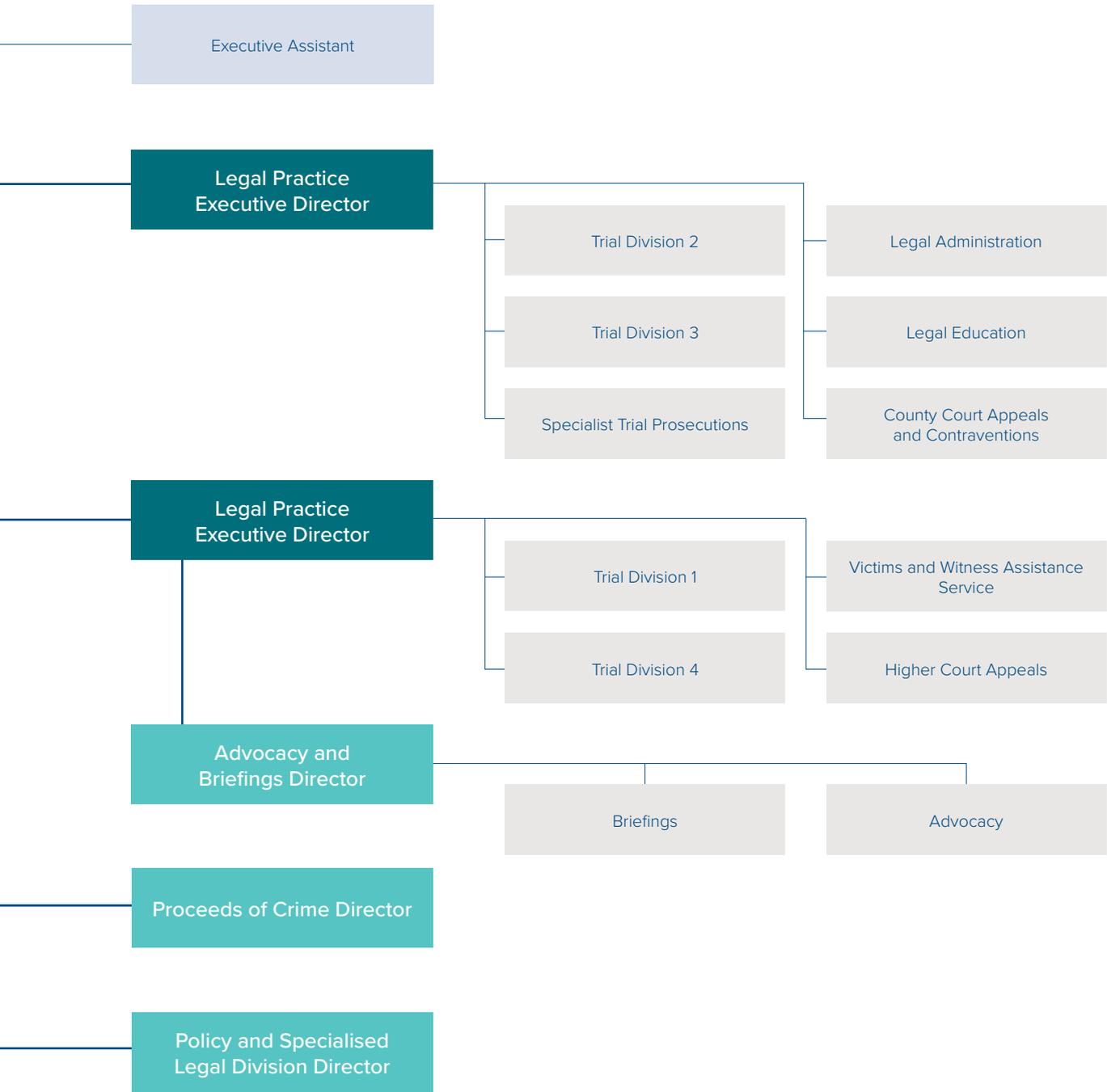
They also advise external agencies about charges, litigate proceeds of crime, contribute to law reform, and support victims and witnesses.

The SPP manages the staff and budget of the OPP. The SPP is an executive appointment under the *Public Administration Act 2004* (Vic), with responsibility for briefing Crown Prosecutors, solicitor advocates and external barristers to appear in criminal proceedings on behalf of the DPP.

The SPP also has responsibility for ensuring that the prosecutorial system gives appropriate consideration to the concerns of victims of crime.

# Organisational structure





As at 30 June 2024

# Director of Public Prosecutions report



Once again, the past 12 months as Director of Public Prosecutions has been both exciting and challenging, and I feel privileged and honoured to hold this position. Being able to exercise the functions, powers and responsibilities granted to me is made easier by the commitment and expertise of everyone supporting me at the OPP and Crown Prosecutors' Chambers. Their resilience and professionalism are an inspiration.

## Food for the soul

Each year I select a theme that I hope resonates with everyone at the OPP and those we work with in the criminal justice system.

The theme I selected for 2024 is *Food for the soul – nourishing the whole person*. This theme encourages us to pause and reflect on the aspects of our lives that feed our souls experiences, connections, and passions that bring meaning and purpose to our existence at both a personal and professional level.

Throughout the year, I have observed that the OPP is made up of many people who foster a strong sense of community and who explore, appreciate, and celebrate the diverse array of soul-nourishing experiences that make us who we are.

## Public confidence in the administration of justice

In this financial year, the Judicial Commission of Victoria published outcomes in respect of two formal complaints that we made about judicial conduct. Complaints of this kind are never made lightly and are always informed by the importance of protecting public confidence in the administration of justice. Happily, given the strength of our judicial system, complaints of this kind are rare.

## Supporting external counsel and agencies

The Modern Prosecutor Seminar Series, which focuses on how best to navigate difficult areas of law that criminal barristers often encounter in practice, was continued in 2023/24.

On 1 November, the Chief Crown Prosecutor Brendan Kissane KC, and Crown Prosecutor Erin Ramsey, presented on Sentencing Hearing Advocacy: Worboyes, Delay, Bugmy and Verdins.

On the last day of November 2023, Running a sex trial, was presented by Senior Crown Prosecutor Nanette Rogers SC and Crown Prosecutor Stephanie Clancy.

## Briefing for balance

With the Solicitor for Public Prosecutions Abbey Hogan, I had the opportunity to attend the Victoria Women Lawyers and Women Barristers' Association of Victoria - Briefing for Balance dinner on Wednesday 6 September 2023. The aim of the event was to raise the issue of equitable briefing in Victoria.

Proudly, the OPP has a good record of equitable briefing in all jurisdictions. An ongoing focus on equitable briefing is important to help ensure that the community of Victoria is represented by barristers with diverse backgrounds and experience.

## DPP Appeals

Determining whether to institute a Director's appeal is an important aspect of performing the role of Director. The opportunities in which it is possible to appeal are limited, but it remains valuable to have a point of principle determined by the appellate jurisdiction in appropriate cases.

One of the most significant Director's appeals conducted this year was *Director of Public Prosecutions v Benjamin Roder (a pseudonym)* [2024] HCA 15. The appeal concerned directions to be given to a jury where charged acts are relied on to support an alleged tendency of an accused.

The High Court upheld the Director's appeal and determined that juries do not have to be directed that, before they can act on evidence of either charged acts or uncharged acts to support an alleged tendency, they must be satisfied of those acts beyond reasonable doubt.

This determination permits the prosecution to more easily rely on tendency evidence to prove the commission of an offence. It also simplifies the directions that need to be given to a jury so as to make their task less complicated. It has relevance to all types of prosecutions, but particular relevance to prosecutions involving offences of sexual abuse against children.

## Acknowledgements

I can only execute the complex role of the DPP with the support of those around me. I thank the Chief Crown Prosecutor, Brendan Kissane KC, and the Solicitor for Public Prosecutions, Abbey Hogan – the other two members of the Director's Committee. I also thank Brendan Kissane KC and Diana Piekusis KC for stepping in to the role of Acting DPP while I was on long service leave in early 2024.

Without the support, patience and skill provided by my Associates I would not be able to perform my role. Over this financial year I have farewelled Anneke Tykocinski and Elizabeth Hafoka and welcomed Kiara Shivaz and Courtney Barro, and I thank them all.

### Kerri Judd KC

Director of Public Prosecutions

# Chief Crown Prosecutor report



During 2023/24 I have again had the privilege of overseeing Crown Prosecutors who have worked tirelessly on an enormous array of cases. Crown Prosecutors' Chambers has been a busy and energising place.

## Crown Prosecutors

Crown Prosecutors are among the most experienced criminal prosecutors in Victoria. They are appointed to work exclusively for the DPP and are allocated the most serious and complex matters.

Crown Prosecutors are responsible for signing indictments to bring accused people to trial and for authorising the resolution of matters as guilty pleas. They also prepare written openings for trials and pleas, and written cases for all matters proceeding to the Court of Appeal.

Crown Prosecutors must adhere to the DPP's policy and directions, including abiding by expectations of behaviour and ethics, acting impartially and fairly, and treating victims with courtesy, respect and sensitivity.

## Chambers work

In 2023/24 Crown Prosecutors:

- provided advice to the OPP on 9,927 occasions, which included:
  - 2,056 plea offers, 537 discontinuances and general advice on 7,334 occasions
- signed 2,391 indictments
- appeared in court on 2,180 days.

In relation to the Court of Appeal, Crown Prosecutors appeared 182 out of 221 cases being 82 per cent of Court of Appeal hearings.

As was the case last year, the volume of Chambers work continued to be a challenge and I am grateful to all Crown Prosecutors for their individual efforts.

Each prosecutor has an independent commission or appointment and brings his or her independent judgement to the issues concerned. As the Director has indicated and as is apparent to me, each prosecutor takes their commission and independence incredibly seriously.

## Crown Prosecutors' Chambers

Prosecutors' Chambers had almost all physical Chambers and other space occupied. This year renovations occurred to increase the density of Chambers. We now can accommodate future growth.

There were a number of changes to Chambers during this 12-month period. Chris Boyce KC was appointed to the Court of Appeal making a significant hole in the Court of Appeal section. Mark Rochford KC retired as the new reporting period commenced. Mark had been in Chambers since 2010, initially as a Crown Prosecutor and then as a Senior Crown Prosecutor. Both will be sorely missed. I particularly thank Mark Rochford for his contribution to the community of Victoria and wish him well in his retirement.

In addition, both Melissa Mahady and Neill Hutton left chambers and returned to active practice at the Victorian Bar. Raphael de Vietri and Penelope Thorp joined as full time Crown Prosecutors and Sarah Lenthall joined on a part time basis.

Justin Lewis was appointed a Senior Crown Prosecutor.

## Training

Outcomes from Court of Appeal cases indicated a need for ongoing training in the sexual offence area and in relation to the presentation of pleas. Presentations on these areas occurred in November as highlighted by the Director.

Other presentations by Crown Prosecutors during the year included a number of sessions on decision-making and a session on the definition of serious injury. Crown Prosecutors presented externally at events on bail reform and occupational health and safety.

Vicarious trauma training was offered to and completed by a number of Crown Prosecutors.

## Significant cases

### DPP v Lynn

This important case took up considerable resources this year with Daniel Porceddu and Kathryn Hamill both appearing to prosecute. It involved an interlocutory appeal on the issue of post offence conduct and then a trial lasting many weeks.

## Mokbel reference hearing

The referral from the Court of Appeal to the trial division to determine questions of fact commenced at the beginning of 2024 and proceeded for much of the rest of the reporting period. Crown Prosecutor David Glynn with two juniors from the bar ably represented the Director in this long running case.

## High Court applications

Before his appointment to the Court of Appeal, Chris Boyce KC appeared in the High Court in the case of *The King v Rowan (a pseudonym)* relating to the defence of duress.

Liz Ruddle KC appeared in the High Court on two occasions during the reporting years. In *The King v Rohan (a pseudonym)* Liz appeared with Jane Warren in an important case relating to statutory complicity. In *Obian v the King*, the High Court gave important clarification in relation to calling evidence in rebuttal.

The High Court heard two further applications initiated by the DPP during the reporting period – one relating to directions on tendency, *DPP v Benjamin Roder (a pseudonym)*, and one, *DPP v Smith*, relating to out of Court meetings with child complainants in sexual offence cases as recommended by the intermediary. As the Director has indicated in her report, *Roder* had significant ramifications for tendency evidence. At the end of this reporting period judgement was still outstanding on the *Smith* case. Stephanie Clancy was instrumental in preparing and appearing in both these cases being led by the Solicitor-General.

Late in the reporting period I appeared in the High Court in the case of *Moore v The King* where we successfully defended the use of out of court statements by a deceased victim. Going forward, the next issue that has been attracting attention relates to the use of and directions given in relation to distress evidence in sexual assault cases.

## Acknowledgements

Kerri Judd KC took three months leave at the commencement of 2024 and during that period I acted as Director and Diana Piekusis KC acted as Chief Crown Prosecutor. I would like to particularly thank Diana for the long period performing my role. I would like to join the Director in thanking all of the support staff both within Prosecutors' Chambers and within the OPP who assisted during the year. The year has again presented its challenges but those in Chambers have worked hard to ensure the ongoing work is attended to. Barristers, of course, rely on solicitors, and it would be remiss of me not to acknowledge all of the hard work done by the solicitors at the OPP ably led by Abbey Hogan.

Finally, I would like to thank the Director, Kerri Judd KC, for her continued support of me and Crown Prosecutors generally. By working together, we are building a better service for the community of Victoria.

### **Brendan Kissane KC**

Chief Crown Prosecutor



# Solicitor for Public Prosecutions report



During 2023/24, the OPP has continued to deliver high quality prosecution services to the Victorian community. The continued dedication and commitment everyone at the OPP has shown to the important work we do is commendable, and I thank our people.

During the reporting period we continued to embrace new ways of working including launching our next-generation case and document management system Amicus, initiating a process improvement project in the legal practice, and implementing our hybrid working guidelines, following significant consultation.

We have also continued our important work on wellbeing, guided by the priorities in our Wellbeing Strategy to promote, protect and address the mental health and wellbeing at the OPP. I thank our Wellbeing Manager and Wellbeing Committee in particular for their leadership and commitment to this important work, alongside our people and people leaders. Some of the targeted initiatives delivered during 2023/24 include the appointment of a new employee assistance program provider, vicarious trauma training, and strengthening our incident reporting and psychosocial risk management processes. Three new pilot programs were also implemented: one-on-one proactive wellbeing coaching for solicitors, regular onsite psychological support for our Records and Depositions team, and wellbeing check-ins with new colleagues.

## Implementing the Strategic Plan – what has been achieved in 2023/24

We are now over two years into our **OPP Strategic Plan 2022-2025** which outlines our priorities until May 2025, and the accompanying Implementation Plan, which identifies the key projects and initiatives we are focusing on and delivering.

These priorities assist us as we aspire to achieve our vision to be a leader in the criminal justice system and a dynamic organisation that values and supports our people, applies our unique legal expertise, and leverages our digital capability to continually adapt and deliver effective outcomes for our community. They also help us to focus our efforts to best serve our community through our mission to deliver high quality prosecutions independently, fairly, and efficiently.

We have been marking our progress against the Implementation Plan and I am pleased with our progress during 2023/24.

A snapshot of some of our achievements this financial year include:

- launching our new case management system Amicus in March 2024
- continuing to develop new ways of working including initiating a project to review and improve how the OPP works on prosecution files
- preparing the first pilot of the victims of crime feedback survey to commence in early 2024/25
- appointing a Director, People and Culture to provide strategic leadership on the engagement, development and support of our people
- appointing a Director, Advocacy and Briefings to ensure the effective and efficient delivery of the OPP's legal services work now and into the future
- further developing communities of practice across the OPP in specialist areas including unfitness to be tried and mental impairment
- continuing our OPP leadership development series with a program specifically for our emerging leaders.

## Digital transformation

In March 2024 we launched Amicus – our next-generation case and document management system. Using digital transformation to assist us to deliver high quality prosecution services, improve efficiency, manage workload and allocation, and enhance engagement with victims, witnesses and stakeholders is one of our strategic priorities.

This was a major milestone in our digital transformation journey, and while we are still fine-tuning and enhancing the system's functionality, this is a significant step in our aim to reduce administrative load, improve efficiency and user experience, allow for continual improvements in response to legislative or process changes, and position the OPP as a technology leader in the sector.

## Artificial intelligence

We are exploring AI with curiosity and caution to see how it might support each of us with some of the work we do. This approach aligns with two of our strategic priorities - supporting our people and professional excellence.

In November 2023, we invited four experts from academia and industry to a panel discussion to share their thoughts on some of the opportunities and challenges AI presents for people and the future of the way we work.

In May and June 2024 we piloted two legal-specific AI products that can help with tasks like legal research and summarisation.

We also launched guidelines on the use of publicly available generative AI (GenAI) for OPP work to provide clear guidance to our people on when they can use GenAI for certain types of OPP work and when they cannot. The guidelines make clear that GenAI must not be used for legal case work or any other legal functions and they also include principles to follow to ensure that any use of GenAI for permitted types of OPP work is responsible.

And as one stream of work in the Digital Transformation Program, alongside the development of our new case management system, we participated in a project to build a proof of concept bespoke AI tool for the OPP. The tool could provide a helpful first step for a solicitor's legal analysis of a matter. I look forward to further development and testing of the tool in the coming year to determine whether this can work reliably at scale and if so, how we ensure responsible use and best support our people to take advantage of this kind of tool.

We are cautious to ensure any use of AI at the OPP is responsible, including being aware of and taking steps to mitigate legal, ethical, privacy and security risks. It also means ensuring the use of AI aligns with our values, in particular, treating people with respect and acting with integrity.

## Victim feedback pilot

Following the design and development of a victim feedback survey last year, we are preparing a three-month pilot of the survey tool in the first half of 2024/25. The piloting was rescheduled to allow for the transition to our new case management system Amicus in March 2024.

While the pilot represents a first step in what is likely to be an ongoing piece of work over several years, the victim feedback survey represents a really important step towards better understanding what we are doing well and where we can improve, and using that information to inform our service delivery, training and resources for staff, resources for victims, as well as project bids and systemic reform, all designed to improve the experience of victims of crime during the prosecution process.

## Bail Reform Conference

In partnership with Victorian Aboriginal Legal Service and Victoria Legal Aid (VLA), and with support from the Department of Justice and Community Safety (DJCS), we held a one-day event to support understanding and education on the bail reforms – the Bail Reforms Conference – in March 2024. With representatives from across the legal community, there were more than 220 delegates attending in-person and 493 online, which represents significant reach and impact across the sector.

## Process Improvement Project

In July 2023 the OPP established a Process Improvement Project to review and improve how the OPP works on prosecution files. During the financial year, the project team conducted interviews and workshops with staff across the practice to identify pain points and opportunities for improvement and to develop and test new processes and guidance. Although this project is focused on the legal practice, it is an important project for the organisation as a whole. What we learn about process improvement during this project can be applied to other areas of the OPP.

## Appointment of new Executive Director of the Legal Practice

In February 2024 we appointed a new Executive Director, Legal Practice (EDLP) Justine McLeod, who will work alongside our other EDLP Paul Fowler.

Together, the EDLPs champion best practice, ensure coordination and integration between the legal practice and Corporate Services, provide effective oversight of critical decisions, and develop and implement strategies to enable the safe and efficient management of OPP workflow.

## Emerging Leaders Program

During 2023/24, we continued our focus on leadership at the OPP with an emerging leaders program, which followed two senior leadership development programs in 2022/23.

The emerging leaders program included facilitated workshops, leadership assessment and individual coaching, and covered topics such as core leadership attributes, supporting others, understanding leadership styles, navigating difficult conversations, reward and recognition, and how to promote healthy workplace cultures.

I have been really pleased to see the new relationships made across OPP through the coffee connect – a new initiative to further encourage collaboration and diversity of thought across teams by matching people up with someone outside their area to get to know them and their work over a hot drink.

## Acknowledgements

The criminal justice system is a complex, challenging and ever-changing environment. The OPP plays an important role in Victoria’s criminal justice system and the work we do has a direct impact on the Victorian community. I thank every member of the OPP team for their commitment and dedication to the work that we do, their willingness to adapt and embrace change particularly as we transitioned to a new case management system this year, and for their support of one another during the year.

There have been some additions and changes to our Executive team during 2023/24 and I would like to acknowledge and thank them for their commitment and support. I’m grateful to work alongside such a capable and dedicated team.

Lastly, I would like to acknowledge and thank the DPP, Kerri Judd KC and the Chief Crown Prosecutor, Brendan Kissane KC, as well as Diana Piekusis KC who as acted in both these positions in the first half of 2024. You have made difficult and complex decisions with the utmost care and integrity, during another year where the criminal justice system, and the role of prosecution agencies, has been under intense scrutiny.

### Abbey Hogan

Solicitor for Public Prosecutions



# Legal Practice report



The Legal Practice has continued to develop new ways of working to respond to the post-COVID-19 environment which includes ongoing changes in court practice, an increase in the complexity and volume of evidence, and workforce trends including hybrid and flexible work arrangements. We have adapted to these issues by enhancing our leadership capabilities, and focussing on collaboration within and between teams, leveraging transferable skills and experience, and coming together to share knowledge and solutions that promote our common purpose to deliver high quality services to the community and the courts.

In 2023/24, the OPP appointed Dmitry Rozkin to the newly created role of Director of Advocacy and Briefings. Primarily, the role was established to strengthen the OPP's overarching briefing and advocacy strategy and to ensure the effective and efficient administration of the OPP's legal services now and into the future. The role will ensure the delivery of education, training and guidance to counsel (external and Crown Prosecutors), internal advocates and solicitors to ensure appropriate levels of technical skill and competence to prosecute matters on behalf of the Director in a just, efficient and effective manner.

## Prosecution outcomes

The Policy of the Director of Public Prosecutions for Victoria sets out, *inter alia*, when a criminal prosecution may proceed, when resolution may occur and the factors that must be considered when deciding whether to resolve a matter.

A prosecution may only proceed if there are reasonable prospects of conviction, and it is in the public interest.

A matter may only resolve if it is in the public interest to do so. In determining whether a proposed resolution is in the public interest, the OPP will consider a number of factors including whether there is a reasonable prospect of conviction for each offence charged, the strength of the evidence, whether the charges appropriately reflect the criminality and provide for adequate sentencing scope, and the views of the victim and informant on resolution.

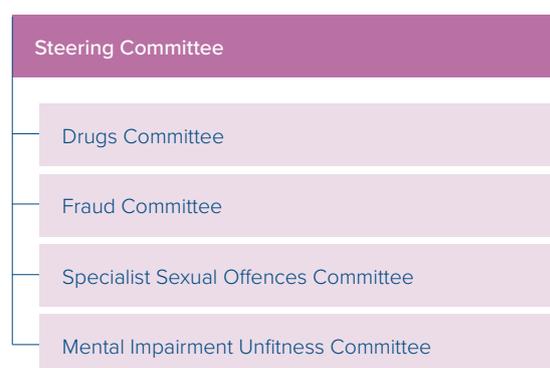
In 2023/24:

- The OPP handled 2,921 new briefs for prosecution. Of these:
  - 114 homicide/culpable driving matters
  - 91 commercial crime matters
  - 1,874 general crime matters (including serious assault, aggravated burglary and armed robbery)
  - 478 sexual offence matters
  - 364 drug offence matters
  - 311 matters involved family violence
  - 25 matters involved mental impairment and unfitness to be tried
  - 18 matters involved occupational health and safety.
- 32.6 per cent of new briefs for prosecution were regional matters.
- 91.4 per cent of prosecutions completed resulted in a guilty outcome.
- 79.5 per cent of prosecutions were finalised as a guilty plea.
- Of the guilty pleas finalised in 2023/24, 57.42 per cent were resolved at or before committal.<sup>1</sup>
- Of the 398 trials that proceeded in 2023/24, acquittals were delivered in 99 matters (24.9 per cent). This percentage is comparable to 2022/23 which saw 135 acquittals delivered in the 470 matters that proceeded to trial (28.7 per cent).
- External counsel appeared in 85.4 per cent of all committals, County and Supreme Court trials and appeals. This included 95.7 per cent of County Court trials and 25 per cent of Supreme Court trials.
- Solicitors trained in prosecuting Koori Court matters appeared in 386 hearings across Victoria. There were 16 hearings in Magistrates' Koori Courts, 369 in County Koori Courts and one Children's Court hearing.
- The OPP serviced 16,423 judicial officer sitting days.

- Crown Prosecutors, external barristers with expertise in criminal law and OPP solicitor advocates were briefed to appear on behalf of the DPP in matters in Melbourne and across regional Victoria. Prosecutors appeared in 40,851 hearings in Victorian courts, 14.6 per cent of which were in regional Victoria.
- The OPP took carriage of 104 matters from the Children's Court in 2023/24, following requests by Victoria Police and approval by the DPP. These matters involved the prosecution of serious crimes committed by children aged between 10 and 14 at the time of offending, including eight homicide matters.

## OPP specialist committees

The OPP has four specialist legal practice committees that help OPP solicitors to prepare and conduct files, namely the Drugs, Fraud, Specialist Sexual Offences and the newly established Mental Impairment Unfitness committees. These committees work and consult across the broader legal practice to upskill others in the specialist legal area as well as sharing information and knowledge by delivering guidance, training and advice. In June 2024, a new overarching Steering Committee was established to help coordinate the committees and oversee their governance, planning and outputs.



<sup>1</sup> There has been variation in this statistic over time, which reflects changes in how data for this measure has been recorded over time, and reliance on data entry by individual users. This financial year, the OPP refined the process for how and when data for this measure is recorded and captured, and the OPP transitioned to a new case management system. As a result, the figure for this year is not strictly comparable with past years.

The Drugs Legal Practice Committee assists solicitors with issues that may arise in the running of drug prosecution files. It participates in regular meetings with the Drugs Analysis Unit and the Clandestine Laboratory Unit of the Victoria Police Forensic Services Department (VPFSD), to identify and discuss issues that have arisen within the respective offices.

During 2023/24, the Drug Committee:

- provided internal advice on 180 occasions
- provided advice to Victoria Police on 23 occasions via a dedicated email inbox
- attended case conferences 19 times with the Clandestine Laboratory Unit
- attended case conferences 26 times with VPFSD Drugs Analysis Unit.

The Fraud Legal Practice Committee supports the legal practice and external agencies with training, guidance and early triage of fraud-related criminal files. It provides guidance on topics such as whether the offending has been correctly charged, evidentiary issues and potential for resolution while also assisting OPP solicitors with the drafting of fraud indictments and other court documents.

During 2023/24, the Fraud Committee:

- provided a case assessment rating for 34 files with only the most complex fraud matters being referred to the Committee for rating
- conducted six training sessions to OPP staff and one external training session to Victoria Police
- provided advice to external agencies on six occasions
- provided internal advice on 82 occasions, including on Records of Decision (RODMs) or upon the request of a Crown Prosecutor
- reviewed OPPedia content (the OPP's knowledge management system) regarding legal developments arising from judicial decisions.

The Specialist Sexual Offences Committee (SSOC) supports the legal practice with training, learning and development, advice and triaging of sexual offence matters.

During 2023/24, the SSOC:

- provided a case assessment rating for 493 matters, identifying issues and providing guidance to solicitors
- provided internal advice on over 432 occasions, including on 72 RODMs

- presented 26 training sessions, including:
  - 12 sessions to Victoria Police (as part of the Visual and Audio Recording of Evidence (VARE) accreditation course and Brief Quality Assurance Course)
  - two sessions to Sexual Assault Services Victoria
  - joint Victoria Legal Aid (VLA) training on Sexual Offences Reforms as part of a VLA Planning Day and to the Victims Legal Service in relation to section 32C provisions
  - three Office-wide sessions on:
    - Brief analysis and resolutions
    - Charting evidence
    - Committees (in conjunction with the Drug and Fraud Committees)
- contributed expertise and advice to the OPP handling child abuse material guidelines, legislative reform, Australian Law Reform Commission inquiry into Justice Responses to Sexual Violence and the Victims Legal Service Pilot
- took carriage of five advice files.

During this period, the SSOC also updated a set of checklists detailing the specific timelines and issues that arise at each stage of a sexual offence prosecution. The checklists are emailed directly to each solicitor by the SSOC upon allocation of a file.

The Mental Impairment Unfitness (MIU) Committee was established in November 2023 and incorporated the existing position of Legal Prosecution Specialist – Mental Impairment. It provides advice to OPP solicitors and Forensicare on issues relating to unfitness to be tried and the defence of mental impairment.

The MIU Committee participates in quarterly meetings with Forensicare to review reported statistics and identify and discuss issues that have arisen within the respective offices relating to both supervision orders and prosecution files where the defence of mental impairment and unfitness to be tried has been raised.

During 2023/24 (seven-month period) the MIU Committee:

- provided internal advice on 349 occasions
- provided advice to Victoria Police prosecutors on nine occasions
- assisted solicitors by liaising directly with the Forensicare Legal Team to deal with complex questions arising out of mental impairment and unfitness issues in prosecution files
- conducted training for OPP solicitors on mental impairment and unfitness issues and updated the OPP's Practice Guide content (OPPedia) in relation to mental impairment and unfitness issues.

## Process Improvement Project

In July 2023 the OPP established a Process Improvement Project to review and improve the processes that govern how the OPP works on prosecution files. This includes mapping and streamlining workflows, delineating task responsibility, and providing clearer guidance for solicitors, legal support officers and social workers.

During the year, the project has:

- completed a wide-ranging review of end-to-end processes that govern how prosecution matters are run, including interviews and workshops with OPP staff
- established a stakeholder representative group comprising key OPP staff to provide input and feedback on process improvements and to test possible solutions
- engaged with other internal stakeholders including Crown Prosecutors who have assisted with the review and re-design of processes.

Key areas of focus for the project are:

- streamlining and improving work and decision-making processes
- improving knowledge management practices
- optimising allocation of work between solicitors and legal support officers
- clarifying roles and responsibilities, for example between solicitors and legal support staff
- reviewing and enhancing OPP external briefing processes.

## Specialist Trial Prosecutions team

The STP team has continued to triage new matters with early resolution potential, and resolve those matters early, where appropriate. It has continued to operate a team-based approach to assessing and resolving matters. During the year, a number of trial division solicitors undertook a period of work within the STP team to learn about and experience STP ways of working.

The STP team have continued to adopt and refine streamlined decision-making processes allowing matters to be dealt with as expeditiously as possible at an early stage. Since January 2024, 195 matters have been diverted from allocation to trial divisions or resolved and remitted summarily. Via this process, matters were on average, finalised within four to six months of initiation.

Looking forward, STP will focus on training and knowledge-sharing across the trial divisions in relation to early resolution and alternate ways of working.

## Victims and Witness Assistance Service

The Victims and Witness Assistance Service (VWAS) provides a specialist service to support victims and witnesses throughout the prosecution process. VWAS social workers triage and assess the needs of each victim and offer support for the duration of the criminal case.

In 2023/24, VWAS prioritised assistance for victims in matters involving a death, sexual assault, and family violence, and for particularly vulnerable victims and witnesses. All children were referred to the Child Witness Service and victims were also offered referrals to victim assistance and other community programs for ongoing support.

VWAS continue their close and collaborative relationship with both the Victims Assistance Programs (VAPs) and Court Network agencies. VWAS provides ongoing training, education and consultation with these services and engages them to assist and support victims and witnesses where appropriate.

In 2023/24, 2,360 new matters were referred to VWAS and VWAS assisted 3,434 victims and witnesses.

VWAS and OPP solicitors provided 42,473 consultations including debriefings, remote witness assistance and court tours.

Of the new matters handled by VWAS:

- 18.9 per cent involved sexual offences
- 6.8 per cent involved homicide/ culpable driving
- 74.4 per cent were for other matter types (including armed robbery, aggravated burglary (person present) and unlawful assault)
- 22.1 per cent involved family violence.

## OPP court dog program

Court dogs Lucy and Kiki provided support to approximately 85 victims and witnesses across 75 matters in remote rooms at the OPP, the courts and Child and Youth Witness Services.

The OPP engaged Paper Giant to complete an independent evaluation of the court dog program. This project was made possible by the Winston Churchill Trust's Impact Fund which supported Churchill Fellow and Program Coordinator Julie Morrison in undertaking this work.

The evaluation sought feedback from victims of crime who had been supported by a court dog, parents/guardians of children who had been supported by a court dog, people working in the justice system and the general public. Two hundred and eighty people completed a survey as part of the evaluation process and another five people took part in interviews – including judges of the County Court of Victoria, victims of crime and an intermediary.

Key findings of the evaluation were that:

- court dogs are a value source of support for victims and witnesses
- court dogs save money and promote better access to justice
- the demand for more court dogs is widespread
- court dogs do not adversely affect proceedings
- the court dog program should look to improve awareness, communications and coordination.

Other findings from the evaluation include:

- 88 per cent of victims said they felt less stressed or anxious with a court dog
- 94 per cent said the court dog helped them get through their evidence
- 94 per cent of people working in the justice system believe victims and witnesses get through their evidence more efficiently
- a saving of 30 minutes per hearing is enough to make the court dog program cost neutral
- 94 per cent of all respondents advocated for more court dogs
- 95 per cent of workers in the justice system do not have any concerns about the impact of the court dog on the legal process.

## Mental impairment and unfitness to be tried

When people who are mentally ill or cognitively impaired are prosecuted for serious crimes, they are tried under the *Crimes (Mental Impairment and Unfitness to be Tried) Act 1997* (Vic).

This Act applies when the accused person:

- is unfit to stand trial because of a current mental illness or cognitive impairment
- committed the crime but was suffering from a mental impairment at the time they committed the crime.

Mental impairment generally includes a person with a severe mental illness or disorder. Unfitness relates to the accused person's capacity at the time of the court hearing.

These cases are generally heard in the County Court or Supreme Court and either a custodial or a non-custodial supervision order is the usual outcome. A supervision order is an indefinite order and will remain in place until it is revoked by the court. The decision to revoke a supervision order is based on assessment of the treatment needs of the person and an assessment of risk of endangerment to the public.

This financial year:

- 26 supervision orders were imposed by the County Court or Supreme Court
- 13 unconditional release orders were made by the County Court (none were made by the Supreme Court).

## External agencies

The OPP has a dedicated team that manages prosecutions initiated by prosecuting agencies other than Victoria Police. The OPP has continued to develop and maintain strong working relationships with agencies including WorkSafe Victoria, the Environment Protection Authority, the Independent Broad-based Anti-corruption Commission (IBAC), Consumer Affairs Victoria (CAV), the Victorian Fisheries Authority, the Legal Services Board, the Transport Accident Commission, the Australian Health Practitioner Regulation Agency and the National Heavy Vehicle Regulator.

During 2023/24, the OPP received 33 new external agency prosecution matters and completed 25 prosecutions initiated by external agencies.

The OPP also received numerous requests for advice and for authorisations by the Director of Public Prosecutions from agencies such as IBAC, CAV and WorkSafe Victoria.

Some significant 2023/24 external agencies prosecutions include the following.

- The offender, the sole director and shareholder of a stonemasonry business was driving a forklift at the business's factory when the forklift tipped and crushed a worker standing near the forklift trying to assist with stabilising the load. The worker died as a result of the injuries sustained. The offender pleaded guilty to a breach of section 26 of the *Occupational Health and Safety Act 2004* (Vic) (OHS Act) and convicted and fined \$1.3 million. The offender also pleaded guilty to an offence pursuant to section 144(1) of the OHS Act and was sentenced to a two-year community corrections order, with conditions to complete 200 hours of unpaid community work and to complete a forklift course.
- A former Victorian MP pleaded guilty to two charges of misconduct in public office and in October 2023 was sentenced to a total effective sentence of one year and nine months' imprisonment. The charges arose out of an IBAC investigation into the misuse of Victorian Electoral Commission funding. The offending involved in the making of false claims in respect of administrative expenses, totalling over \$173,000.
- A mother and her adult daughter pleaded guilty to two counts of obtaining financial advantage by deception relating to falsely claiming payment of more than \$2 million from two Victorian TAFE colleges for training services that had not been rendered. In December 2023, the mother was sentenced to eight months imprisonment and a four-year community corrections order, and the daughter was sentenced to a three-year community corrections order.

## Sentence reviews

OPP solicitors and Crown Prosecutors review every sentence from the Magistrates' Court, County Court, and Supreme Court to help the DPP determine whether to lodge an appeal.

In 2023/24, 127 sentence reviews were referred to the DPP for instructions on whether an appeal should be lodged, and 15 matters were appealed to either the County Court or the Court of Appeal.

## Appellate work

The Higher Court Appeals team and the County Court Appeals and Contraventions team are responsible for the preparation and prosecution of most appeal matters for the DPP.

These include:

- appeals from the Magistrates' Court or Children's Court to the County Court
- civil appeals and judicial reviews from the Magistrates' Court or the County Court to the Supreme Court
- reference determinations pursuant to section 319A of the *Criminal Procedure Act 2009* (Vic)
- appeals from the County Court or Supreme Court to the Court of Appeal
- applications for special leave to appeal and appeals from the Court of Appeal to the High Court.

## County Court Appeals

The DPP appears on behalf of Victoria Police to respond to appeals by an offender against either their conviction or sentence in the Magistrates' or Children's Courts. Appeals to the County Court are reheard *de novo*, or afresh.

The OPP prosecuted 1,683 County Court appeals that were finalised in 2023/24, up 28 per cent from the previous year of 1,212.

Of the appeals finalised, 80 per cent or 1,349 were appeals against sentence only and 20 per cent or 334 were appeals against conviction and sentence.

In 2023/24, the County Court Appeals team built upon the work undertaken in the previous year relating to the proactive management of conviction and sentence appeals, which, while accounting for only 20 per cent of the total number of appeals, represent a much greater proportion of the team's work as these matters are contested and the prosecution must be prepared and run in full.

An analysis of the conviction and sentence appeals that commenced and finalised this financial year, having had proactive case management and resolution strategies applied, revealed that there was:

- a continued high rate of resolution. 80 per cent of conviction and sentence appeals resolved this year, compared with 82 in 2023 and 62 per cent in 2018
- a similar level of early resolution of conviction and sentence appeals compared with last year. In 2024, 63 per cent of matters resolved in the Appeals List, prior to the substantive listing of the matter, and in 2023 that figure was 68 per cent
- an increased conviction rate for conviction and sentence appeals. This financial year, 93 per cent of conviction and sentence appeals resulted in a finding of guilt, compared with 81 per cent in 2023 and 73 per cent in 2018
- a continued improvement in time to finalisation of conviction and sentence appeals. In 2024, the average time to finalisation was 175 days, compared with 195 days in 2023 and 229 days in 2018.

This financial year the County Court Appeals team prepared advice in 31 referrals for requests for consideration of a DPP appeal against the inadequacy of a Magistrates' Court or Children's Court sentence. The requests arose from matters prosecuted by the OPP, as well as other prosecuting agencies including Victoria Police, WorkSafe Victoria and Safe Transport Victoria, in the Magistrates' Court or Children's Court. Eight matters were authorised for appeal to the County Court, and of the five appeals which finalised within the financial year, all five DPP appeals were successful, with the sentences being increased in each case.

## Contraventions

Contravention proceedings are conducted when a person has not complied with the conditions of a community-based sentence. In this financial year, the OPP prosecuted 585 contravention proceedings.

## Court of Appeal

The DPP responds to appeals lodged by any offender who has been sentenced in the County Court or the Supreme Court. An offender can appeal their conviction, the sentence imposed by a judge or both. In the first instance, the offender will seek leave to appeal from the Court of Appeal before a single judge – this can also be done on the papers. If leave is granted, the appeal is then listed for a hearing before two or three judges.

Alternatively, an applicant who is refused leave to appeal may seek to renew their application before two or more judges. The Court of Appeal then delivers a judgment in each case.

Of the 154 cases where an offender lodged an appeal that were finalised in 2023/24, the Court of Appeal allowed:

- 28 sentence appeals, and in 82 cases leave was refused or the appeal was dismissed, abandoned or not determined
- 24 conviction appeals, and dismissed or refused leave in 28 conviction appeals
  - 19 retrials were ordered following an offender's successful appeal against conviction
  - acquittals were ordered for at least one charge in five of the conviction appeals.

The Court of Appeal may refer issues or matters for determination to the Supreme Court or County Court pursuant to section 319A of the *Criminal Procedure Act 2009* (Vic). The Supreme Court heard two such reference determinations in 2023/24, one having the questions answered, judgment in the other is pending.

## Appeals by the DPP

The DPP can lodge an appeal against a County Court or Supreme Court sentence to the Court of Appeal if the DPP considers there is an error in the sentence and that a different sentence should be imposed; and is satisfied an appeal should be brought in the public interest.

Details of the DPP appeals decided in 2023/24 are listed in [Appendix 3](#).

## High Court

The DPP is a party to High Court proceedings flowing from Court of Appeal criminal judgments. The DPP was a party to 15 matters which were finalised by the High Court in 2023/24. The DPP was the applicant or appellant in three matters, of which two were granted. The DPP was the respondent in 12 special leave applications or appeals. All 12 were either refused special leave or the appeal was dismissed.

## Proceeds of Crime

Proceeds of Crime (POC) is a specialist civil litigation unit that undertakes major litigation on behalf of the DPP under the *Confiscation Act 1997* (Vic). The key objects of confiscation litigation are to deter crime, to recover the proceeds of crime, and to disrupt and undermine the profitability of serious crime.

POC solicitors work closely with partner agencies of the Victorian Asset Confiscation Scheme – the Victoria Police Criminal Proceeds Squad and Asset Confiscation Operations of DJCS. POC also works with other government agencies to confiscate tainted property arising from serious offences investigated and charged by those agencies.

POC's work includes applying to a court, on behalf of the DPP, for a restraining order over the assets of an accused person, and litigating certain court applications made by persons claiming an interest in restrained property. If the accused is convicted of a serious crime, then the restrained property may be forfeited to the State or required to compensate a victim. Safeguards exist to protect the property rights of a person with a legitimate interest in restrained property, including the ability to exclude that interest from the restraining order or a forfeiture outcome, and the ability to seek hardship relief in certain circumstances.

In 2023/24 the POC unit:

- obtained 89 restraining orders in the County and Supreme Courts over assets including real estate, cash, bank accounts, cryptocurrency, luxury vehicles and personal property
- contributed to the confiscation of \$36.35 million in illegally used assets and proceeds of crime from which \$2.89 million was paid to victims of crime in satisfaction of compensation orders.

Outcomes included:

- over \$250,000 in compensation paid to more than 60 victims defrauded by a tradesperson
- forfeiture of the family home where the offender had murdered his estranged wife, and forfeiture of the motorcycle he used to travel to and from the murder scene. The sale proceeds of that property will be paid towards any compensation orders made in favour of the deceased victim's family
- unexplained wealth forfeiture of \$249,950 in cash suspected to be the proceeds of crime
- unexplained wealth forfeiture of \$6.14m in Bitcoin from a convicted drug trafficker
- compensation paid to the victim of a convicted sexual offender following restraint of his property
- compensation paid to a deceased victim's family from the proceeds of property forfeited in connection with his culpable driving offence
- a combined total of \$11.51 million in unexplained wealth that was confiscated in Victoria
- a combined total of \$3.21 million confiscated from serious drug offenders in respect of large commercial quantity drug offences.

## Policy and Specialised Legal Division

The Policy and Specialised Legal Division (PASL) plays a key role in providing advice to Victoria Police and other external agencies, law reform consultation, international extradition and mutual assistance requests, sharing legal knowledge across the OPP, undertaking research, developing policies, and managing the OPP's involvement in serious offender matters.

The OPP considered 166 requests for advice from external agencies in 2023/24.

PASL is also responsible for responding to requests from agencies and members of the public regarding information collected by the OPP. Most requests are satisfied by informal process or *Freedom of Information Act 1982* (Vic) requests (see **Appendix 6**). There were 239 informal requests for material. Additionally, PASL received 179 subpoenas for production of documents and eight requests for production pursuant to section 395.44 of the *Criminal Code Act 1995* (Cth).

## Continued detention and supervision regimes

The Serious Offender team within PASL manages the OPP's involvement in the post-sentence supervision and detention regime for serious sex offenders under the *Serious Offenders Act 2018* (Vic).

In 2023/24, the OPP opened 74 contravention of supervision order prosecution files, a 23 per cent increase in such files from 2022/23 and progressed two applications made under the detention regime. The OPP also responded to 103 requests for materials from DJCS under section 283 of the *Serious Offenders Act 2018* (Vic).

## Mutual assistance and extradition requests

PASL continues to work closely with the Commonwealth Attorney-General's Department on mutual assistance and international extradition requests.

In 2023/24, 140 requests were made for mutual assistance, up from the 37 requests in 2022/23. These were primarily requests for witnesses residing overseas to give evidence by audio-visual link.

## Legislative consultation

PASL worked collaboratively with other areas of the OPP to provide feedback to the DJCS on various law reform proposals, including those resulting in the following legislation.

- *Crimes Amendment (Non-fatal Strangulation) Act 2023* (Vic)
- *Bail Amendment Act 2023* (Vic)
- *Summary Offences Amendment (Nazi Salute Prohibition) Act 2023* (Vic).

The OPP continues to consult with the DJCS, the Victorian Law Reform Commission, the Sentencing Advisory Council and the Commonwealth Attorney-General's Department on a range of proposed reforms.

## Royal Commission into the Management of Police Informants

PASL have continued working on various issues arising from the recommendations of the Royal Commission into the Management of Police Informants. Some of the notable achievements this year include:

- completing disclosure of material to over 120 persons who were potentially affected by the conduct examined by the Royal Commission
- progressing an application before the Supreme Court to vary 81 extant suppression orders to enable the DPP to disclose material to affected persons
- improving training and information provided to solicitors in relation to the prosecutorial duty of disclosure
- reporting on disclosure trends to the Royal Commission Implementation Monitor and representing the OPP at the Disclosure Governance Committee
- working closely with various government agencies in relation to ongoing litigation involving affected persons and managing requests for OPP files and records in these proceedings.

## OPPedia

OPPedia is the OPP's knowledge management system, which is updated on an ongoing basis. A team including solicitors and research assistants within the OPP have continued to update content to reflect legislative change, including the *Bail Amendment Act 2023* (Vic), case law and feedback from our practice groups and Crown Prosecutors. Over the past year OPPedia has expanded to include a Victims and Witness Assistance Service Practice Guide, and a Proceeds of Crime Practice Guide.

## Our work in regional Victoria

In 2023/24, the OPP prosecuted 92 circuits in regional Victoria which includes courts at Bairnsdale, Morwell, Shepparton, Wodonga, Wangaratta, Mildura, Bendigo, Ballarat, Horsham, Warrnambool, and Geelong.

Working on circuit represents unique challenges and experiences for our lawyers who work closely with social workers, court staff, judges, and prosecutors to ensure the efficient running of cases in regional Victoria.

In April 2024, the OPP celebrated 15 years of the Geelong Office. As the only regional office in the organisation, the Geelong team has worked hard to build strong relationships with court registries and coordinators, Victoria Police and victim support networks in its regions. The Geelong team consists of a managing principal solicitor, between 14 and 16 solicitors, a dedicated administrative support team and two social workers. Alongside prosecution counsel briefed by the OPP, they service the Western Region of Victoria, namely the courts at Geelong, Ballarat, Horsham and Warrnambool, across all jurisdictions.

The Geelong team forms part of Trial Division 4 (TD4) and in March 2024, TD4 held a team building day at Geelong Library, with Melbourne people traveling by V-line to Geelong. SPP Abbey Hogan welcomed over 40 attendees, followed by presentations on stress management and effective communication.

## Learning and development

### Continuing work of the Legal Education team

The Legal Education team has continued to deliver a learning and development program for legal staff, including new starters and legal trainees, as well as the continuing legal education (CLE) program. The CLE program is designed to assist legal practitioners to continually develop their skills in criminal law as well as meet the requirements of their practising certificate.

## Collaborative legal training

The Bail Reforms Conference on 21 March 2024 was a one-off education session to support understanding and education on the bail reforms across the sector. Representatives from community legal centres, private practitioners, Victoria Police, the Victorian Government Solicitor's Office, the Judicial College of Victoria, Victorian Bar and the Victorian Legal Services Board + Commissioner (VLSB+C) attended.

Presented in partnership by Victorian Aboriginal Legal Service, the OPP and Victoria Legal Aid (VLA), with support from the DJCS, more than 220 delegates attended in-person and 493 joined online. The registration to receive a copy of the recording and material exceeded 890 people.

The OPP also collaborated with the VLSB+C to deliver a session for prosecution and defence lawyers highlighting their professional development and training obligations.

## Victims Training Program

During 2023/24, the Victims Training Program continued its work to further develop staff capability and confidence when engaging with victims and witnesses. This included further training on the requirements of the *Victims' Charter Act 2006* (Vic) and the development of a training module on family violence.

## Law Institute of Victoria Accredited Specialisation in Criminal Law

The OPP partnered once again with VLA to support a number of solicitors to undertake the Law Institute of Victoria Accredited Specialisation in Criminal Law program. The program included a series of lectures, workshops and peer-based learning in preparation for written and oral exams in August 2024. The program provides an opportunity for OPP lawyers to extend their capability and expertise, while developing relationships and shared understanding across the criminal legal profession.

### Traineeships and clerkships

In February 2024 the OPP welcomed five legal trainees for the 2024 program and they took part in a one-month induction program before commencing their rotations in County Court Appeals, Contraventions, PASL, POC and the trial divisions.

We were pleased to welcome 15 seasonal clerks in 2024. During their three-week training at the OPP they gained practical legal experience, developed skills and explored the various career paths on offer at the OPP.

### New Legal Administration Practice Group

The new position of Legal Support Manager was introduced in November 2023 and in March 2024, the new Legal Administration Practice Group was established.

The group provides specialised criminal prosecution administrative support to solicitors in STP and the trial divisions. In addition, they provide support to a number of specialist areas within STP and the trial divisions including regional, mental impairment, the specialist legal practice committees and central listings management.

Legal Administration is overseen by the Legal Support Manager, who leads the Trial Division Administration Team leaders. They in turn manage day to day the legal assistants and legal support officers working within STP, the trial divisions, Intake and Allocations and the Case Data teams.

Legal Administration have maintained a culture of collaboration with the wider legal practice to deliver innovative solutions and consistent work practices in specialised legal support. Focusing on consistency in legal support processes has enabled legal support roles to adapt and respond to changing workload demands across the legal practice.



## Process improvement

Legal Administration is continuing to identify opportunities to improve its work practises. A number of key projects have been delivered to further enhance work processes.

- The creation, implementation and monitoring of guidance notes, which provide clearly defined workflows for specific processes.
- The rotation of legal assistants through different practice areas to help build understanding of variations in work practices, so they are better equipped to design and implement consistent work practices.
- The creation of streamlined and centralised induction, training and development programs for legal support people to ensure a consistent and specialised legal support service.
- The introduction of dedicated legal administration support for the duration of lengthy and/or complex County and Supreme Court trials to support carriage solicitors.

## Law students at the OPP

We have continued to provide development opportunities for law students working at the OPP in administration roles to assist with cases and work closely alongside our lawyers. We have also provided opportunities for those completing professional legal training to undertake their practical placements at the OPP. These opportunities help to equip law students wanting to practice at the OPP or elsewhere with skills, practical experience and mentoring from OPP lawyers.

## Case Data – an evolving team

During 2023/24, OPP Case Data has continued to develop its data analysis capability with improved monitoring and reporting on key metrics across STP, the trial divisions and Legal Administration, to provide a better understanding of workload and to inform decision-making.

## Case of notes

### *Dragovic v The King* [2024] VSCA 95

The applicant was sentenced in November 2023 to two years' imprisonment, with a non-parole period of one year. This related to six charges of common assault, one charge of criminal damage, one charge of persistently contravening a family violence intervention order (FVIVO), one charge of attempting to pervert the course of justice and one charge of committing an indictable offence whilst on bail.

His offending included a sustained episode of serious physical assaults on his partner after she had left his home following an argument. This resulted in the issuing of a FVIVO against him. After being arrested and whilst on remand, the offender made 29 phone calls to his partner breaching that FVIVO, including a call coercing her to withdraw her statement against him.

The applicant sought to appeal his sentence on the basis that it was manifestly excessive. The Court of Appeal refused his application, finding that the sentence was 'moderate' and 'comfortably within range'. Significantly, the Court expressed a powerful and unambiguous condemnation of intimate partner violence.

*'Those (mostly) men who elect to engage in violent activity within the home can expect little sympathy from sentencing courts. As noted by the Court in DPP v Reynolds (a pseudonym), the authorities make plain that 'general deterrence, public denunciation, just punishment and community protection must be prominent sentencing factors when sentencing for family violence offending'. Never have these observations been more resonant than now. The community is rightly distressed at the tragic prevalence of intimate partner violence. The Court joins in that distress. Those inclined to this type of emotional and physical violence must understand that they will be held to account.'*

## DPP v AM & Ors

The case involved eight children who were prosecuted for the murder of a 16-year-old boy. The group of youths, who were aged between 13 and 16 years of age, targeted the 16-year-old boy in the early hours of the morning and assaulted/stabbed him multiple times.

The prosecution was severed into three.

The first prosecution involved AM, JA and MM who pleaded guilty to murder, manslaughter and intentionally causing serious injury, respectively. They were sentenced on 12 September 2023.

The second prosecution involved a *doli incapax* trial in the Supreme Court involving the 13-year-old accused, PM. The judge found the evidence of the accused's *moral capacity and cognitive development meant that he had not necessarily gained the requisite knowledge to understand that what he was doing at the time he attacked the deceased was seriously wrong*. On 20 September 2023, the accused was found not guilty of murder or manslaughter.

The final prosecution involved SA, DM, SY and QM and proceeded as a judge-alone trial in the Supreme Court. After a four to five-week trial, all four accused were found guilty of murder on 9 February 2024 and were sentenced on 24 July 2024.

PM was acquitted. The remaining accused received the following sentences.

- AM pleaded guilty to murder and received a sentence of 15 years with a non-parole period of 10 years.
- JA pleaded guilty to manslaughter and received a sentence of four years in youth detention.
- MM pleaded guilty of intentionally cause serious injury - gross violence and received a sentence of three years and six months in youth detention.
- SA was convicted of murder after trial and received a sentence of 19 years with a non-parole period of 14 years.
- DM was convicted of murder after trial and received a sentence of 17 years and six months with a non-parole period of 12 years.
- SY was convicted of murder after trial and received a sentence of 18 years with a non-parole period of 12 years.
- QM was convicted of murder after trial and received a sentence of 19 years and six months with a non-parole period of 14 years and six months.

## Managing complaints

Anyone who feels they have been directly affected by an act, omission or decision of the OPP can make a formal complaint.

In 2023/24, the OPP processed 27 formal complaints.

### Paul Fowler

Executive Director  
Legal Practice

### Justine McLeod

Executive Director  
Legal Practice

## Staff profile



### Dmitry Rozkin

#### Director of Advocacy and Briefings

I commenced my criminal law career working as an Associate to his Honour Judge Barnett in the County Court before moving to the OPP as a solicitor where I worked in various roles, mostly in the Serious Sexual Offences Unit. From there I progressed into diverse strategy and leadership roles at Corrections Victoria and WorkSafe Victoria where I managed prosecutions, advice, legislation, and policy functions.

Coming back to the OPP in my role as a Director of Advocacy and Briefings has been a privilege and a challenge. A privilege, because I get to work with an amazing group of highly dedicated people and a challenge, because I am entrusted with designing and embedding an advocacy and briefings strategy that must be fit for purpose for a modern prosecutorial agency.

The most rewarding part of my role is working collaboratively with various internal and external stakeholders such as the Director, the Chief Crown Prosecutor, Crown Prosecutors, OPP leadership team, the judiciary, members of the Victorian Bar, Barristers' Clerks, Victoria Legal Aid and others to ensure the OPP conducts an effective, efficient and timely briefing service for prosecutions, committal hearings and appeals in all Victorian jurisdictions.

I am passionate about doing things differently, challenging myself and listening to others. Sometimes the best way forward is the most obvious one and sometimes one needs to look at something completely new and untested to get the job done.



### Karina Curry-Hyde

#### Senior Solicitor, Higher Court Appeals

I started with the OPP in the Higher Court Appeals (HCA) team in August 2022, after three years working as a criminal defence lawyer in Alice Springs and Darwin for the Northern Territory Legal Aid Commission. Prior to this, I completed a two-year associateship with his Honour Justice Burns of the ACT Supreme Court.

Moving to prosecutions and Melbourne was a significant change for me, not least because I had avoided many of the effects of the pandemic in the Northern Territory and so had never previously 'WFH'ed'. I was motivated to make the change by a curiosity in appellate law, a desire to broaden my understanding of the criminal justice system, and an interest in what the prosecuting side of the bar table does to advocate for fair and just outcomes (less the Victorian weather).

I have been struck by the breadth of opportunity at the OPP; in the education and training offered, and the work itself. For example, my sub-team within HCA is focussed on responding to the second and subsequent appeals following the Royal Commission into the Management of Police Informants. My work has given me insight into a piece of Victorian history and into the operation of Victoria Police as an institution – a central cog in the criminal justice system.

I have learned so much from the lawyers that I work with, who bring sharp intellect and good values to our organisation as well as a drive to be better practitioners and model litigants.



## Olivia Nicola

### Legal Support Manager

I started my career in law at global commercial law firm DLA Piper working primarily in litigation and administrative law before securing various roles at the Supreme Court of Victoria over the subsequent 10 years.

At the Supreme Court, I worked closely with a number of Judges in the Trial Division and Court of Appeal as a Judge's Associate. I enjoyed the environment at the Court and gained so much satisfaction from the role of Associate. My dealings with internal and external stakeholders and a keen interest in the operational happenings of the Court — as well as the mentorship of Supreme Court people — prompted me to pivot my career and move away from practising law and into people management.

Over the following years, I worked in various people management leadership roles at the Court, where I supported Judges' chambers directly and managed associates and tipstaves.

Since joining the OPP in November last year, I have been inspired by great mentorship. The most fulfilling part of my role has been seeing the benefits of working towards a vision of having a transparent and consistent approach to Legal Administration at the OPP. Our team is constantly working towards this vision by streamlining and designing processes that better support the high degree of organisational agility required for a prosecutorial agency to thrive in a complex and nuanced environment.



# Corporate Services report



The Corporate Services Group supports the OPP Legal Practice through people management services, information technology infrastructure management and system support, records management, facilities support, finance and budget management, Audio-Visual expertise, a library of legal resources, and a Digital Transformation team.

Corporate Services people provide an overarching corporate governance framework, ensuring the OPP meets its statutory, reporting, compliance and financial management obligations. The workgroup coordinates a wide range of functions such as Occupational Health and Safety, Emergency Management Planning and Business Continuity and data and information security. It also develops artefacts such as risk registers, policies and protocols.

In 2023/24 corporate services workgroups continued to provide high standards of services delivery to all areas of the organisation with an ongoing focus on innovation.

## Developing our technology

### Digital Transformation Program

Following a huge team effort alongside software company Appian, in early 2024 we successfully launched our next-generation case and document management system, Amicus, on time and within budget. The Amicus project was run using Agile methodology which was quickly adopted by our multidisciplinary team. Having seasoned lawyers embedded in the team has had a positive impact on the project outcomes.

The new system replaced PRISM, the platform that the OPP had been using for over 25 years. PRISM was at the end of its useful life and posed a business continuity risk to the organisation as it was an unsupported bespoke system.

Amicus has already provided greater integrations with other internal OPP systems and enabled us to quickly implement new functionality. Since go live in March 2024, we have delivered extensive training to accommodate different user groups across the Office. We have worked with the legal practice to add new features and improve performance times with the primary focus being on the user interface and on streamlining data entry.

We developed a prototype generative AI large language model within our own 'walled garden' ecosystem to ingest briefs of evidence and provide summaries and chart evidence. This AI tool uses our internal knowledge management system, along with legislation as inputs to inform its responses, and preliminary testing suggests it will be a useful aid for our people. There is further development work to be undertaken to get it to production in 2024/25.

## Digital operations

The incidence of cyber-attacks and data breaches are increasing with continuous advances in technology from threat actors. To assist the OPP strengthen our defences against these risks, during 2023/24 we have improved our cybersecurity practices including reviewing current cyber threat readiness via an Essential-8 audit and developing cybersecurity training sessions and staff awareness. We are also developing a program for cloud storage to reduce our reliance on physical infrastructure.

As the OPP conducts a large amount of work in regional courts, we have implemented technology improvements to cybersecurity and performance levels to assist our people when they are working in these locations.

Following foundation work conducted in 2022/23, the new IT Service Desk model, including an online portal, was implemented in August 2023. The benefits of the new model include:

- the automation of request assignments to the correct IT Services team member based on category, impact and priority
- easier management and visibility of Service Desk requests
- improving the ability to reassign requests based on team member capacity.

We have also implemented real time tracking of system performance and outages to assist in minimising security breaches, optimising network operation, enabling quicker resolution of issues and reducing downtime.

The Records Management Services team continued to ensure that case related material is digitised through the prosecution life cycle and undertook significant work to close and archive old files. The team also oversaw an upgrade to the OPP's electronic records management system, which implemented document search functionality and enabled integration with our case and document management system Amicus.

## Staff health and wellbeing

Much has been achieved through collaborative efforts to help foster a workplace environment which promotes, protects and addresses the mental health and wellbeing of all people at the OPP. For greater alignment with the wellbeing strategy, a new employee assistance program provider, Assure, was appointed to encourage proactive and stronger use of the available services.

Another strategic objective was to deliver more targeted wellbeing programs. During 2023/24 three new pilot programs were implemented.

- New starter check-ins, which aim to provide newcomers to the OPP with wellbeing information, support and assistance early on.
- One-on-one wellbeing coaching for solicitors with an experienced clinician through our partners at FBG Group. This coaching involves a proactive and preventative approach to support wellbeing and has been met with positive engagement and feedback.
- A new pilot for psychological support for the Records and Depositions team where an experienced clinician provides onsite support on a bimonthly basis.

A number of other wellbeing systems, initiatives and resources have also been developed during the reporting year.

- In-person vicarious trauma training was provided to all divisions of the OPP and this will be embedded within the organisation's learning and development model.
- An increased range of wellbeing resources and information (including toolkits and tipsheets) is now available on the intranet.
- The incident reporting process has been improved to provide easier access to a digital reporting form via the OPP's intranet for both psychological and physical incidents, along with a response plan to provide greater clarity.
- The psychosocial risk management process has been strengthened with guidelines to ensure that the OPP meets and aligns with legislative requirements and standards in the area of psychological safety.

The Wellbeing Committee developed new terms of reference, which includes a refresh of membership for each calendar year, along with a multifaceted approach to help strengthen wellbeing. Committee members were actively involved in the Wellbeing Your Way initiative which promotes awareness of individual wellbeing needs and encourages people to choose from a range of offerings best suited to their style and working rhythms. Some of the monthly themes promoted during the year include social connectedness, work / life / harmony, and snack-exercise to encourage short bursts of movement.

## Hybrid working

In February 2024, we launched the OPP Guide to Hybrid Working. The guide sets the parameters for regular in-office and remote working for OPP people. It was the result of significant consultation with people from all levels and areas of the organisation on how to meet operational needs and maintain a connected and supportive workplace culture while also providing flexibility to staff.

The pillars supporting OPP’s hybrid working arrangements are:

- to provide greater flexibility rather than a rigid per cent in office requirement. Hybrid arrangements have benefits for work/life balance, workforce participation, and wellbeing. Hybrid arrangements at the OPP will look different for different types of roles and at different times
- to ensure the attraction and retention of people who have different life circumstances in support of greater diversity and inclusion
- to ensure that the OPP can meet its operational requirements and build and maintain an organisational culture where everyone feels connected and supported in their work and professional development
- to recognise that there is value in spending time being present together in the Office including:
  - to build team and organisational culture
  - for mentoring, debriefing and pastoral care
  - to support and build connections with new and existing colleagues
  - to provide opportunities for informal observational learning to new and early career colleagues.

Attendance throughout 2023/24 was around 55 per cent to 60 per cent per week, with significant in person work, such as court hearings and victim and witness engagement, occurring daily.

## People and Culture

In July 2023 a new director was appointed to lead our People and Culture function to provide strategic leadership to the human resources team. Reporting to the Executive Director Corporate Services, the role will continue our focus on delivering the objectives in our Strategic Plan around the engagement, development and support of our people.

After extensive consultation within the existing team and across the organisation during 2023/24, a new model has been developed and will be implemented in late 2024. The dual focus of the enhanced People and Culture experience will be on performance and people experience.

There will be four new streams within People and Culture.



## OPP Audio-Visual Unit

The Audio-Visual (AV) Unit continues to play a pivotal role in the prosecution process, offering specialised services in processing, editing, preparing, and storing digital media for court presentations. This media spans a range of sources, including records of interview, court room recordings, and crime scene and covert recordings.

In the 2023/24 financial year, the AV Unit experienced a notable shift in operations. The total job requests received were 5,441, a 20 per cent decrease from the previous year's 6,438. Despite this reduction, the volume of processed files increased exponentially to 57,260,321, a 172 per cent increase, reflecting the complexity and depth of evidence involved in the matters we prosecute.

The AV Unit significantly improved its average turnaround time to 20 hours, seven minutes, and 43 seconds, compared to the previous year's 38 hours and 42 minutes. This excellent efficiency allowed the team to meet the service-level agreement (SLA) turnaround time of 48 hours for all but five job requests, reflecting a high level of reliability and dedication. The continual adaptation and improvement in operations ensured this achievement, while also ensuring the OPP remains at the forefront of leveraging technology to improve justice system operations.

The Prosecution Technology Team prepared 172 electronic trials (with only three reverting to paper trials), an increase from the 136 electronic trials prepared in the previous year, further underscoring the effectiveness of and demand for electronic trials for the effective and efficient presentation of evidence.



## Corporate governance

During the 2023/24 financial year the OPP continued to monitor budgets and expenditure closely. It also drew on strong internal expertise with business case development and data modelling work undertaken to present the need for sustainable funding to government in an evidence-driven manner.

A substantial amount of work was also conducted over the reporting period on reviewing human resources delegations to streamline decision-making while still retaining appropriate oversight.

## Business continuity planning

The Business Continuity Management (BCM) Committee continued to meet regularly, reflecting the need for effective planning to respond to disruption and unplanned events.

In June 2024, we undertook a test of how our IT systems will be maintained following disruption. While the scenario highlighted increased resilience in the systems since the last test, it also uncovered the interconnected nature of our systems and the need for more sophisticated disaster recovery planning (DRP).

In 2024/25 the BCM Committee will develop different business disruption scenarios and associated disaster recovery plans for situations such as cyber-attacks, hostile threat actors and other events less likely but of significant impact should they occur.

## Improved communications across the OPP

To support connection and communication across the OPP, we introduced two new regular communication channels.

The OPP Quarterly Updates are whole of organisation face to face events. They are an opportunity for us to come together to recognise contributions, reflect on what we have achieved together as an organisation, acknowledge and talk about some of the challenges we are working on and provide updates on some of the projects and initiatives across the OPP. The first event was held in October 2023 with the 2024 events occurring in March and June.

In April 2024, we published the first edition of the new OPP Newsletter, which is published every month, excluding months when Quarterly Updates are held. The newsletter is another great way to stay connected, share information and to recognise and celebrate contributions and initiatives across the OPP.

We have also commenced a ground-up communications project to explore how might we better enable people to share their ideas, questions, concerns and feedback with decision-makers, leaders, teams, colleagues, and across the OPP.

## Enhancing our physical spaces

During the reporting year, a number of enhancements have been made to our accommodation at 565 Lonsdale Street Melbourne.

Managed by our Facilities team, the basement end of trip amenities were improved for those OPP people cycling, running or walking into Melbourne CBD.

Double-occupancy office layouts were also refined to more practical and private workspaces.

### Sam Jones

Executive Director  
Corporate Services

## Staff profiles



### Ari Cassarchis

#### Director, People and Culture

My focus at the OPP is to develop people and culture services with an emphasis on culture, capability, inclusion, and wellbeing. I have a strong community orientation and motivation to make a difference through improving organisational performance and the experience of people within organisations.

I come to the OPP with extensive experience in the private and public sectors leading People and Corporate Affairs teams in diverse fields including, aviation, telecommunications, education, finance, emergency services, and insurance.

The commitment of people at the OPP is inspiring, there is so much that can be achieved through the collaboration and innovation of the broad talents that exist. I am encouraged by the candid feedback and ideas that I hear that will help shape our people agenda into the future. The People and Culture team is focused on strengthening our core services, culture enhancing initiatives, and building our market profile to better represent the unique and critical role we play in the criminal justice system.

I am excited by the opportunity we have as an organisation to be a leader in our field, to have belonging and wellbeing as central to success, and to be proud to say we are the OPP.



### Jonathan Lichoudaris

#### Service Desk Administrator, IT

My career in IT began in a very fast paced environment as a Helpdesk Technician for a Melbourne-based home builder, where I spent over three years during the building boom of COVID-19 honing my foundational skills. In this role, I developed a solid understanding of the essential aspects of IT support including the technical knowledge, problem-solving abilities and patience that are crucial in the field.

Transitioning in July last year to my current position at the OPP has been a significant and rewarding step in my career. This role has not only reignited my passion for learning but has also driven me to continuously seek ways to enhance and optimise the technology used within the organisation. The dynamic environment at the OPP offers constant opportunities for improvement, which fuels my desire to stay at the forefront of technological advancements.

One of the most fulfilling aspects of my career has been the ability to not just resolve technical issues but also to educate the end users, empowering them to use technology more effectively. By improving the user experience, I enable my colleagues to perform their duties more efficiently, which ultimately contributes to the success of the organisation. This focus on education and user experience has become a central theme in my career, making each day both challenging and deeply rewarding.



## Cain Duggan

### Service Desk Administrator, IT

I spent seven years working in customer service at Coles, where I honed my skills in problem-solving, communication, and providing exceptional service to a diverse range of customers. My passion for technology and a desire to contribute more to the rapidly evolving digital landscape led me to pursue a Bachelor of Computer Science at RMIT.

I transitioned into the IT sector in 2022, starting as a Helpdesk Support Officer at Ivanhoe Grammar. There, I was responsible for troubleshooting technical issues, assisting staff, students and parents with IT-related queries, and ensuring smooth operation of the school's IT infrastructure. This role provided me with invaluable hands-on experience and deepened my understanding of IT service management in an educational setting.

I started work as a Service Desk Administrator at the OPP in August 2023, where I continue to provide technical support but have also expanded my responsibilities to include managing more complex IT systems and processes. My role involves not only addressing immediate technical issues but also learning and adapting to new technologies to enhance the efficiency and effectiveness of our IT services. I'm committed to continuous improvement and am actively seeking opportunities to learn and advance my career within the IT field.

I am fortunate to be part of a supportive and collaborative team that values professional growth and development. My goal is to continue growing in this dynamic environment, where I can contribute to the success of our IT operations and pursue new challenges as I advance in my career.



# Financial summary



## Overview

A summary of the Office of Public Prosecution's financial performance in 2023/24 is set out below. Full financial details for 2023/24 are outlined in the Financial Statements.

In 2023/24, the OPP reported a net result (deficit) from transactions of \$0.256million, \$2.444 million lower than in 2022/23. This variance was largely attributed to a downward adjustment made to OPP's funding base at the end of the 2022/23 financial year for the OPP allocated savings amount. Other factors that impacted the net result from transactions in 2023/24 were the receipt of additional government grants to support prosecution services and lower operating expenditure on OPP's digitisation project, with the majority of preparation costs undertaken in 2022/23.

Net assets movements increased steadily from 2019/20 to 2021/22 representing higher investment in information technology assets to support the Office's digitisation strategy. There has been a decline in net assets since 2021/22, with lower injections of asset funding and a general increase in liabilities associated with leave provisions.

Net cash flows from operating activities have varied over the last five years reflecting the movement of receivables, accruals and provisions for employee entitlements.

## Financial performance

In 2023/24, revenue increased by 1% from the previous year with additional funding received for initiatives to support a sustainable prosecution service, reduce court backlogs and to meet consequential costs emanating from other criminal justice system initiatives. Expenses decreased by 2% from last year, with lower expenditure incurred on OPP's digitisation project with the bulk of planning and preparatory expenditure recognised and reported in 2022/23. Higher interpreter costs

linked to a significant demand for interpreter services and higher information technology costs associated with a general escalation in supplier prices for licences and IT related expenditure exerted considerable pressure on OPP's budget in 2023/24.

## Financial position – balance sheet

Total assets amounted to \$32.797 million, an increase of \$0.157 million from the previous year. Intangible assets, representing the Office's investment in the new case management system accounted for a significant portion of this increase, and was offset by a reduction in statutory receivables, linked to prior year operating losses and plant and equipment decrements reflecting an additional year of depreciation allocated to these assets.

Total liabilities amounted to \$25.976 million, a decrease of \$0.521 million from the previous year. This was largely due to a decrease in payables arising from the timing of payment of invoices but countered by an increase in employee provisions resulting from an additional year of service by staff.

## Cash flows

Net cash flows from operating activities were \$2.735 million, an increase of \$1.606 million from 2022/23. This mainly resulted from additional funds received by the OPP 2023/24 to support the operations of the OPP and the timing of payments made for expenses incurred. Net cash outflows from investing activities were higher due to payments made for the Office's new case management system. Net cash outflows from financing activities were however lower due to higher equity contributions during the year.

## Five year financial summary

	(\$ thousand)				
Five year financial summary	2024	2023	2022	2021	2020
Income from government	103,160	101,398	96,158	81,163	83,771
Total income from transactions	103,160	102,520	96,158	81,163	83,802
Total expenses from transactions	103,416	105,220	96,144	81,134	82,287
Net result from transactions	( 256)	( 2,700)	14	29	1,515
Net result for the period	42	( 2,589)	763	393	1,236
Net cash flows from operating activities	2,735	1,129	453	2,346	1,835
<b>Total assets</b>	<b>32,797</b>	32,640	33,931	33,273	35,240
<b>Total liabilities</b>	<b>25,976</b>	26,497	24,865	24,545	27,450

## Financial statements

### How this report is structured

The Office of Public Prosecutions (OPP) has presented its audited general-purpose financial statements for the financial year ended 30 June 2024 in the following structure to provide users with the information about the OPP's stewardship of resources entrusted to it.

<b>Financial statements</b>	Comprehensive operating statement
	Balance sheet
	Cash flow statement
	Statement of changes in equity
<b>Notes to the financial statements</b>	<b>1. About this report</b>
	The basis on which the financial statements have been prepared and compliance with reporting regulations
	<b>2. Funding delivery of our services</b>
	<b>Income and Revenue recognised from grants and other sources</b>
	2.1 Income from transactions
	<b>3. The cost of delivering services</b>
	<b>Operating expenses of the OPP</b>
	3.1 Expenses incurred in delivery of services
	3.2 Other operating expenses
	<b>4. Key assets available to support output delivery</b>
	<b>Land, property, intangible assets, plant and equipment and other financial assets</b>
	4.1 Total property, plant and equipment
	4.2 Intangible assets
	<b>5. Other assets and liabilities</b>
	<b>Working capital balances, and other key assets and liabilities</b>
	5.1 Receivables
	5.2 Payables
	5.3 Other non-financial assets
	5.4 Other provisions
	<b>6. Financing our operations</b>
	<b>Borrowings, cash flow information, leases and assets pledged as security</b>
	6.1 Borrowings
	6.2 Leases
	6.3 Cash flow information and balances
	6.3 Commitments for expenditure
	<b>7. Risks, contingencies and valuation judgements</b>
	<b>Financial risk management, contingent assets and liabilities as well as fair value determination</b>
7.1 Financial instruments specific disclosures	
7.2 Contingent assets and contingent liabilities	
7.3 Fair value determination	

<b>Notes to the financial statements (continued)</b>	<b>8. Other disclosures</b>
	8.1 Other economic flows included in net result
	8.2 Reserves
	8.3 Responsible persons
	8.4 Remuneration of executives
	8.5 Notes to the financial statements (continued)
	8.6 Related parties
	8.7 Remuneration of auditors
	8.8 Subsequent events
	8.9 Australian Accounting Standards issued that are not yet effective
	8.10 Glossary of technical terms
8.11 Style conventions	

## Declaration in the financial statements

The attached financial statements for the Office of Public Prosecutions have been prepared in accordance with Direction 5.2 of the Standing Directions of the Assistant Treasurer under the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian Accounting Standards including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes, presents fairly the financial transactions during the year ended 30 June 2024 and financial position of the Office of Public Prosecutions at 30 June 2024.

At the time of signing, we are not aware of any circumstance which would render any particulars included in the financial statements to be misleading or inaccurate.

We authorise the attached financial statements for issue on 5 December 2024



**Annette Cruz**

Chief Finance Officer

Office of Public Prosecutions

Melbourne

5 December 2024



**Abbey Hogan**

Solicitor for Public Prosecutions

Office of Public Prosecutions

Melbourne

5 December 2024



## Independent Auditor’s Report

### To the Solicitor for Public Prosecutions

<b>Opinion</b>	<p>I have audited the financial report of the Office of Public Prosecutions (the Office) which comprises the:</p> <ul style="list-style-type: none"> <li>• balance sheet as at 30 June 2024</li> <li>• comprehensive operating statement for the year then ended</li> <li>• cash flow statement for the year then ended</li> <li>• statement of changes in equity for the year then ended</li> <li>• notes to the financial statements, including material accounting policy information</li> <li>• declaration in the financial statements.</li> </ul> <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the Office as at 30 June 2024 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the <i>Financial Management Act 1994</i> and applicable Australian Accounting Standards.</p>
<b>Basis for opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor’s Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the Office in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board’s APES 110 <i>Code of Ethics for Professional Accountants (including Independence Standards)</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>The Solicitor's responsibilities for the financial report</b>	<p>The Solicitor for Public Prosecutions is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Financial Management Act 1994</i>, and for such internal control as the Solicitor determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Solicitor is responsible for assessing the Office’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

**Auditor’s responsibilities for the audit of the financial report**

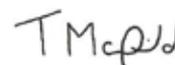
As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

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

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

MELBOURNE  
10 December 2024



Timothy Maxfield  
*as delegate for the Auditor-General of Victoria*

## Comprehensive operating statement

For the financial year ended 30 June 2024

		(\$ thousand)	
	Notes	2024	2023
<b>Continuing operations</b>			
<b>Income from transactions</b>			
Government grants	2.1.1	103,160	101,398
Other income	2.1.2	-	1,122
<b>Total income from transactions</b>		<b>103,160</b>	<b>102,520</b>
<b>Expenses from transactions</b>			
Employee expenses	3.1.1	(67,797)	(67,469)
Depreciation and amortisation	4.1.1	(1,478)	(1,386)
Interest expense	6.1.2	(14)	(16)
Other operating expenses	3.2	(34,127)	(36,349)
<b>Total expenses from transactions</b>		<b>(103,416)</b>	<b>(105,220)</b>
<b>Net result from transactions (net operating balance)</b>		<b>(256)</b>	<b>(2,700)</b>
<b>Other economic flows included in net result</b>			
Other gains/(losses) from other economic flows	8.1	298	111
<b>Total other economic flows included in net result</b>		<b>298</b>	<b>111</b>
<b>Net result from continuing operations</b>		<b>42</b>	<b>(2,589)</b>
<b>Net and Comprehensive Result</b>		<b>42</b>	<b>(2,589)</b>

The accompanying notes form part of these financial statements.

## Balance sheet

As at 30 June 2024

		(\$ thousand)	
	Notes	2024	2023
<b>Assets</b>			
<b>Financial assets</b>			
Cash and deposits	6.3	75	75
Receivables	5.1	22,177	23,808
<b>Total financial assets</b>		<b>22,252</b>	<b>23,883</b>
<b>Non-financial assets</b>			
Property, plant and equipment	4.1.2	6,183	6,781
Other non-financial assets	5.3	1,348	1,261
Intangible assets	4.2	3,014	715
<b>Total non-financial assets</b>		<b>10,545</b>	<b>8,757</b>
<b>Total assets</b>		<b>32,797</b>	<b>32,640</b>
<b>Liabilities</b>			
Payables	5.2	9,874	10,693
Lease liabilities	6.1	1,005	779
Employee related provisions	3.1.2	14,799	14,507
Other Provisions	5.4	298	518
<b>Total liabilities</b>		<b>25,976</b>	<b>26,497</b>
<b>Net assets</b>		<b>6,821</b>	<b>6,143</b>
<b>Equity</b>			
Accumulated deficit		(7,355)	(7,397)
Physical asset revaluation surplus	8.2	2,601	2,589
Contributed capital		11,576	10,951
<b>Net worth</b>		<b>6,822</b>	<b>6,143</b>

The accompanying notes form part of these financial statements.

## Cash flow statement

For the financial year ended 30 June 2024

		(\$ thousand)	
	Notes	2024	2023
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
<b>Receipts from government</b>		104,790	103,124
Other income		-	1,122
<b>Total receipts</b>		<b>104,790</b>	<b>104,246</b>
<b>Payments</b>			
Payments to suppliers and employees		(102,041)	(103,101)
Interest and other costs of finance paid		(14)	(16)
<b>Total payments</b>		<b>(102,055)</b>	<b>(103,117)</b>
<b>Net cash flows from/(used in) operating activities</b>	6.3.1	<b>2,735</b>	<b>1,129</b>
<b>Cash flows from investing activities</b>			
Purchases of non-financial assets		(3,206)	(872)
<b>Net cash flows from/(used in) investing activities</b>		<b>(3,206)</b>	<b>(872)</b>
<b>Cash flows from financing activities</b>			
Owner contributions by State Government		637	(100)
Repayment of principal portion of lease liabilities <sup>(i)</sup>		(166)	(157)
<b>Net cash flows from/(used in) financing activities</b>		<b>471</b>	<b>(257)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>-</b>	<b>-</b>
Cash and cash equivalents at beginning of financial year		75	75
<b>Cash and cash equivalents at end of financial year</b>	6.3	<b>75</b>	<b>75</b>

The accompanying notes form part of these financial statements.

- (i) The OPP has recognised cash payments for the principal portion of lease payments as financing activities; cash payments for the interest portion as operating activities consistent with the presentation of interest payments and short-term lease payments for leases and low-value assets as operating activities.

## Statement of changes in equity

For the financial year ended 30 June 2024

(\$ thousand)

	Notes	Physical asset revaluation surplus	Accumulated Deficit	Contributed Capital	Total
<b>Balance at 1 July 2022</b>		<b>2,589</b>	<b>(4,807)</b>	<b>11,284</b>	<b>9,066</b>
Net result for the year		-	(2,590)	-	(2,590)
Equity Transfers <sup>(i)</sup>		-	-	(333)	(333)
<b>Balance at 30 June 2023</b>		<b>2,589</b>	<b>(7,397)</b>	<b>10,951</b>	<b>6,143</b>
<b>Balance at 1 July 2023</b>		<b>2,589</b>	<b>(7,397)</b>	<b>10,951</b>	<b>6,143</b>
Net result for the year		-	42	-	42
Asset revaluation	8.2	12	-	-	12
Equity Transfers <sup>(i)</sup>		-	-	625	625
<b>Balance at 30 June 2024</b>		<b>2,601</b>	<b>(7,355)</b>	<b>11,576</b>	<b>6,822</b>

The accompanying notes form part of these financial statements.

- (i) Equity transfers include ATNAB funding, offset by leasehold improvements transferred to the Department of Government Services (DGS) - Accommodation, Carpool and Library Services (ACLS) under the central asset management framework. (The central asset management framework was previously administered by the Department of Treasury and Finance).

# 1. About this report

The Office of Public Prosecutions (OPP) is an independent statutory authority of the State of Victoria, established under the *Public Prosecutions Act 1994*.

A description of the nature of the OPP's operations and its principal activities is included in the report of operations, which does not form part of these financial statements.

Its principal address is:

Office of Public Prosecutions 565 Lonsdale Street  
Melbourne VIC 3000

## Basis of preparation

These financial statements are in Australian dollars and the historical cost convention is used unless a different measurement basis is specifically disclosed in the note associated with the item measured on a different basis.

The accrual basis of accounting has been applied in preparing these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Consistent with the requirements of AASB 1004 *Contributions*, contributions by owners (that is, contributed capital and its repayment) are treated as equity transactions and, therefore, do not form part of the income and expenses of the OPP.

Additions to net assets which have been designated as contributions by owners are recognised as contributed capital. Other transfers that are in the nature of contributions to or distributions by owners have also been designated as contributions by owners.

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements are disclosed. Estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

All amounts in the financial statements have been rounded to the nearest \$1,000 unless otherwise stated.

## Compliance information

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994* (FMA) and applicable Australian Accounting Standards (AASs) which include Interpretations, issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

Where appropriate, those AASs paragraphs applicable to not-for-profit entities have been applied. Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

## 2. Funding delivery of our services

### Introduction

The OPP provides an independent, effective and efficient prosecutions service on behalf of the Director of Public Prosecutions. In addition to the prosecution of serious crimes, the OPP also provides professional support to prosecution witnesses and victims of crime involved in its cases.

### 2.1. Income from transactions

The OPP is predominately funded by a grant from the Department of Justice and Community Safety. (DJCS)

#### 2.1.1. Grants

	(\$ thousand)	
	2024	2023
<b>Government grants</b>		
Grants from the Department of Justice and Community Safety	103,160	101,398
<b>Total government grants</b>	<b>103,160</b>	<b>101,398</b>

The OPP has determined that the grant income included in the table above is to be recognised under AASB 1058 as it has been earned under arrangements that are either not enforceable and/or linked to sufficiently specific performance obligations.

Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the OPP has an unconditional right to receive cash which usually coincides with receipt of cash. On initial recognition of the asset, the OPP recognises any related contributions by owners, increases in liabilities, decreases in assets, and revenue ('related amounts') in accordance with other Australian Accounting Standards.

Related amounts may take the form of:

- (a) contributions by owners, in accordance with AASB 1004;
- (b) revenue or a contract liability arising from a contract with a customer, in accordance with AASB 15 - *Revenue from Contracts with Customers* ;
- (c) a lease liability in accordance with AASB 16 - *Leases*;
- (d) a financial instrument, in accordance with AASB 9 - *Financial Instruments*; or
- (e) a provision, in accordance with AASB 137 - *Provisions, Contingent Liabilities and Contingent Assets*.

#### 2.1.2. Other income

	(\$ thousand)	
	2024	2023
<b>Other income</b>		
Settlement of insurance claim with Victorian Managed Insurance Authority (VMIA)	-	1,122
<b>Total Other miscellaneous income</b>	<b>-</b>	<b>1,122</b>

In 2023, the OPP received an insurance settlement from the VMIA following the successful lodgement of a claim for cost incurred in connection with the Royal Commission into the Management of Police Informants.

## 3. The cost of delivering services

### Introduction

This section provides an account of the expenses incurred by the OPP in delivering services and outputs. In **Section 2**, the funds that enable the provision of services were disclosed and in this note the costs associated with provision of services are recorded.

### 3.1. Expenses incurred in delivery of services

		(\$ thousand)	
	Notes	2024	2023
Employee benefit expenses	3.1.1	67,797	67,469
Other operating expenses	3.2	34,127	36,349
<b>Total expenses incurred in delivery of services</b>		<b>101,924</b>	<b>103,818</b>

#### 3.1.1. Employee benefits in the comprehensive operating statement

		(\$ thousand)	
		2024	2023
Defined contribution superannuation expense		5,593	5,029
Defined benefit superannuation expense		179	224
Termination benefits		100	-
Salaries and wages, annual leave and long service leave		61,925	62,216
<b>Total employee expenses</b>		<b>67,797</b>	<b>67,469</b>

Employee expenses include all costs related to employment including wages and salaries, fringe benefits tax, leave entitlements, termination payments and WorkCover premiums.

The amount recognised in the comprehensive operating statement in relation to superannuation is employer contributions for members of both defined benefit and defined contribution superannuation plans that are paid or payable during the reporting period. The OPP does not recognise any defined benefit liabilities because it has no legal or constructive obligation to pay future benefits relating to its employees. Instead, the Department of Treasury and Finance (DTF) discloses in its annual financial statements the net defined benefit cost related to the members of these plans as an administered liability (on behalf of the State as the sponsoring employer).

Termination benefits are payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when the OPP is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy.

### 3.1.2. Employee benefits in the balance sheet

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave (LSL) for services rendered to the reporting date and recorded as an expense during the period the services are delivered.

	(\$ thousand)	
	2024	2023
<b>Current provisions</b>		
<b>Annual leave</b>		
Unconditional and expected to settle within 12 months	3,189	3,534
Unconditional and expected to settle after 12 months	944	605
<b>Long service leave</b>		
Unconditional and expected to settle within 12 months	1,048	935
Unconditional and expected to settle after 12 months	5,642	5,767
<b>Provisions for on-costs</b>		
Unconditional and expected to settle within 12 months	1,244	1,188
Unconditional and expected to settle after 12 months	1,325	1,164
<b>Total current provisions for employee benefits</b>	<b>13,392</b>	<b>13,193</b>
<b>Non-current provisions:</b>		
Employee benefits - Long Service Leave	1,173	1,106
On-costs	234	208
<b>Total non-current provisions for employee benefits</b>	<b>1,407</b>	<b>1,314</b>
<b>Total provisions for employee benefits</b>	<b>14,799</b>	<b>14,507</b>

	(\$ thousand)	
	2024	2023
<b>Reconciliation of movement in on-cost provision</b>		
<b>Opening balance</b>	<b>2,560</b>	<b>2,278</b>
Additional provisions recognised	1,893	1,790
Reductions arising from payments/other sacrifices of future economic benefits	(1,650)	(1,508)
<b>Closing balance</b>	<b>2,803</b>	<b>2,560</b>
Current	2,569	2,352
<b>Non-current</b>	<b>234</b>	<b>208</b>

**Wages and salaries, annual leave and sick leave:** Liabilities for wages and salaries (including non-monetary benefits, annual leave and on-costs) are recognised as part of the employee benefit provision as current liabilities, because the OPP does not have an unconditional right to defer settlements of these liabilities.

The liability for salaries and wages are recognised in the balance sheet at remuneration rates which are current at the reporting date. As the OPP expects the liabilities to be wholly settled within 12 months of reporting date, they are measured at undiscounted amounts.

The annual leave liability is classified as a current liability and measured at the undiscounted amount expected to be paid, as the OPP does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

No provision has been made for sick leave as all sick leave is non-vesting and it is not considered probable that the average sick leave taken in the future will be greater than the benefits accrued in the future. As sick leave is non-vesting, an expense is recognised in the Comprehensive Operating Statement as it is taken.

Employment on-costs such as payroll tax, workers compensation and superannuation are not employee benefits. They are disclosed separately as a component of the provision for employee benefits when the employment to which they relate has occurred.

**Unconditional LSL** is disclosed as a current liability; even where the OPP does not expect to settle the liability within 12 months because it will not have the unconditional right to defer the settlement of the entitlement should an employee take leave within 12 months.

The components of this current LSL liability are measured at:

- undiscounted value – if the OPP expects to wholly settle within 12 months; or
- present value – if the OPP does not expect to wholly settle within 12 months.

**Conditional LSL** is disclosed as a non-current liability. There is a conditional right to defer the settlement of the entitlement until the employee has completed the requisite years of service. This non-current LSL is measured at present value.

Any gain or loss following revaluation of the present value of non-current LSL liability is recognised as a transaction, except to the extent that a gain or loss arises due to changes in bond interest rates for which it is then recognised as an 'other economic flow' in the net result.

### 3.1.3. Superannuation contributions

Employees of the OPP are entitled to receive superannuation benefits and the OPP contributes to both defined benefit and defined contribution plans. The defined benefit plan(s) provides benefits based on years of service and final average salary.

	(\$ thousand)			
	Paid contribution for the year		Contribution outstanding at the end of the year	
	2024	2023	2024	2023
<b>Defined benefit plans <sup>(a)</sup></b>				
State Superannuation Fund	178	225	1	-
<b>Defined contribution plans VicSuper</b>	2,024	2,332	8	-
Other	3,542	2,711	7	-
<b>Total</b>	<b>5,744</b>	<b>5,267</b>	<b>15</b>	<b>-</b>

Note:

(a) The basis for determining the level of contributions is determined by the various actuaries of the defined benefit superannuation plans.

## 3.2. Other operating expenses

	(\$ thousand)	
	2024	2023
<b>Supplies and services</b>		
Professional services and witness payments	21,624	23,428
Property maintenance and facilities management	6,063	6,083
Information technology	2,991	3,594
Printing, stationery & library	572	611
Postage, communication & office expenses	912	1,124
Interpreters	906	536
Other - travel, personal expense claims, motor vehicles	1,017	900
Audit services	42	73
<b>Total other operating expenses</b>	<b>34,127</b>	<b>36,349</b>

Other operating expenses generally represent the day-to-day running costs incurred in normal operations.

**Supplies and services** are recognised as an expense in the reporting period in which they are incurred.

The following lease payments are recognised on a straight line basis:

- Short term leases - leases with a term less than 12 months; and
- Low value leases - leases where the underlying asset's fair value (when new, regardless of the age of the asset being leased) is no more than \$10,000

Contributions of resources received free of charge or for nominal consideration are recognised at their fair value when control is obtained over them, irrespective of whether these contributions are subject to restrictions or conditions over their use. Contributions in the form of services are only recognised when a fair value can be reliably determined and the services would have been purchased if not received as a donation.

The DJCS provides certain governance, executive and support services and resources to the OPP. The value of these services which includes the use of the Department's financial and payroll systems is not recognised in the financial statements of the OPP, as the Department is centrally funded to provide these services and the fair value of such services cannot be reliably determined.

## 4. Key assets available to support output delivery

### Introduction

The OPP controls infrastructure and other investments that are utilised in fulfilling its objectives and conducting its activities. They represent the resources that have been entrusted to the OPP to be utilised for delivery of those outputs.

### 4.1. Total property, plant and equipment

(\$ thousand)

	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2024	2023	2024	2023	2024	2023
Land at fair value	2,560	2,560	-	-	2,560	2,560
Buildings at fair value	89	135	-	(38)	89	97
Plant and equipment at fair value	9,467	9,311	(6,938)	(5,966)	2,529	3,345
Motor vehicles at fair value	1,275	1,125	(270)	(346)	1,005	779
<b>Net carrying amount</b>	<b>13,391</b>	<b>13,131</b>	<b>(7,208)</b>	<b>(6,350)</b>	<b>6,183</b>	<b>6,781</b>

### 4.1. (a) Total right-of-use assets: vehicles

(\$ thousand)

	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2024	2023	2024	2023	2024	2023
Vehicles	1,275	1,125	(270)	(345)	1,005	780
<b>Net carrying amount</b>	<b>1,275</b>	<b>1,125</b>	<b>(270)</b>	<b>(345)</b>	<b>1,005</b>	<b>780</b>

(\$ thousand)	
Vehicles at fair value	
<b>Opening balance – 1 July 2023</b>	<b>780</b>
Additions	683
Disposals	(293)
Depreciation	(165)
<b>Closing balance – 30 June 2024</b>	<b>1,005</b>
<b>Opening balance – 1 July 2022</b>	<b>608</b>
Additions	482
Disposals	(156)
Depreciation	(154)
<b>Closing balance – 30 June 2023</b>	<b>780</b>

**Initial recognition:** Items of property, plant and equipment, are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is acquired for no or nominal cost, the cost is its fair value at the date of acquisition.

The cost of constructed non-financial physical assets includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

The cost of a leasehold improvements is capitalised and depreciated over the shorter of the remaining term of the lease or their estimated useful lives.

### Right-of-use asset acquired by lessees – Initial measurement

The OPP recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentive received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

**Subsequent measurement:** Property, plant and equipment (PPE) as well as right-of-use assets under leases are subsequently measured at fair value less accumulated depreciation and impairment. Fair value is determined with regard to the asset's highest and best use (considering legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is summarised at [Note 4.1.2](#).

The OPP depreciates the right-of-use assets on a straight-line basis from the lease commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The right-of-use assets are also subject to revaluation.

In addition, the right-of-use asset is periodically reduced by impairment losses, if any and adjusted for certain remeasurements of the lease liability.

**Specialised land and specialised buildings:** The market approach, whereby assets are compared to recent comparable sales or sales of comparable assets that are considered to have nominal value, is used for specialised land, although it is adjusted for the community service obligation (CSO) to reflect the specialised nature of the land being valued. See [Note 7.3.2](#).

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants.

For the majority of the OPP's specialised buildings, the current replacement cost method is used, adjusting for the associated depreciation.

**Vehicles** are valued using the current replacement cost method. The OPP acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in the OPP who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

Fair value for **plant and equipment** that are specialised in use (such that it is rarely sold other than as part of a going concern) is determined using the current replacement cost method.

Refer to **Note 7.3** for additional information on fair value determination of property, plant and equipment.

## Impairment of property, plant and equipment

The recoverable amount of primarily non-cash-generating assets of not-for-profit entities, which are typically specialised in nature and held for continuing use of their service capacity, is expected to be materially the same as fair value determined under AASB 13 - *Fair Value Measurement*, with the consequence that AASB 136 - *Impairment of Assets* does not apply to such assets that are regularly revalued.

### 4.1.1. Depreciation and amortisation

Charge for the period	(\$ thousand)	
	2024	2023
Buildings	19	19
Plant and equipment	1,212	1,193
Motor vehicles	165	154
Intangible produced assets	83	20
	<b>1,478</b>	<b>1,386</b>

All infrastructure assets, buildings, plant and equipment and other non-financial physical assets that have finite useful lives, are depreciated. The exceptions to this rule include items under assets held for sale and land.

Depreciation is generally calculated on a straight line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Typical estimated useful lives for the different asset classes for current and prior years are included in the table below:

Asset	(years)
	Useful life
Plant and equipment	4 to 10
Motor vehicles	5
Buildings	5 to 40
Intangible assets	7 to 15

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments made where appropriate.

Right-of-use assets are generally depreciated over the shorter of the asset's useful life and the lease term. Where OPP obtains ownership of the underlying leased asset or if the cost of the right-of-use asset reflects that the entity will exercise a purchase option, the entity depreciates the right-of-use asset over its useful life.

Leasehold improvements are depreciated over the shorter of the lease term and their useful lives.

**Indefinite life assets:** Land, which is considered to have an indefinite life, is not depreciated. Depreciation is not recognised in respect of these assets because their service potential has not, in any material sense, been consumed during the reporting period.

### 4.1.2. Reconciliation of movements in carrying amount of property, plant and equipment

Classification by 'Public order and safety' purpose group - Movements in carrying amounts<sup>(a)</sup>

	(\$ thousand)											
	Land at fair value		Buildings at fair value		Leasehold improvements at fair value		Plant, equipment at fair value		Motor vehicles at fair value		Total	
	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023
<b>Opening balance</b>	<b>2,560</b>	<b>2,560</b>	<b>97</b>	<b>116</b>	<b>-</b>	<b>-</b>	<b>3,344</b>	<b>3,792</b>	<b>780</b>	<b>608</b>	<b>6,781</b>	<b>7,076</b>
Transfer of -right-of-use assets to DGS - ACLS (under the Central Asset Management arrangements)	-	-	-	-	(255)	(318)	-	-	-	-	(255)	(318)
Additions	-	-	-	-	255	318	397	754	683	482	1,335	1,554
Disposals	-	-	-	-	-	-	-	(9)	(293)	(156)	(293)	(165)
Revaluation	-	-	12	-	-	-	-	-	-	-	12	-
Depreciation	-	-	(19)	(19)	-	-	(1,212)	(1,193)	(165)	(154)	(1,396)	(1,366)
<b>Closing balance</b>	<b>2,560</b>	<b>2,560</b>	<b>90</b>	<b>97</b>	<b>-</b>	<b>-</b>	<b>2,529</b>	<b>3,344</b>	<b>1,005</b>	<b>780</b>	<b>6,184</b>	<b>6,781</b>

Note:

(a) Fair value assessments have been performed for all classes of assets within this purpose group. To ensure land and building values reflected their fair values, a full revaluation of this purpose group was undertaken by Office of the Valuer General. The effective date of the land and building valuation is 30 June 2021.

(b) At 30 June 24 a managerial assessment of land and buildings was undertaken using annual indices supplied by the Valuer-General's Office. As the movement in the fair value of buildings was more than 10% a managerial revaluation has been applied.

## 4.2. Intangible assets

(\$ thousand)

	Computer software		Total	
	2024	2023	2024	2023
<b>Gross carrying amount</b>				
<b>Opening balance</b>	<b>898</b>	<b>317</b>	<b>898</b>	<b>317</b>
Additions	2,382	634	2,382	634
Disposals	-	(53)	-	(53)
<b>Closing balance</b>	<b>3,280</b>	<b>898</b>	<b>3,280</b>	<b>898</b>
<b>Accumulated depreciation, amortisation and impairment<sup>(i)</sup></b>				
<b>Opening balance</b>	<b>(183)</b>	<b>(210)</b>	<b>(183)</b>	<b>(210)</b>
Disposals	-	53	-	53
Amortisation	(83)	(26)	(83)	(26)
<b>Closing balance</b>	<b>(266)</b>	<b>(183)</b>	<b>(266)</b>	<b>(183)</b>
<b>Net book value at end of financial year</b>	<b>3,014</b>	<b>715</b>	<b>3,014</b>	<b>715</b>

Note:

(i) The consumption of intangible produced assets is included in 'depreciation and amortisation' line item.

### Initial recognition

**Purchased intangible assets** are initially recognised at cost. When the recognition criteria in AASB 138 - *Intangible Assets* is met, internally generated intangible assets are recognised at cost. Subsequently, intangible assets with finite useful lives are carried at cost less accumulated amortisation and accumulated impairment losses. Depreciation and amortisation begins when the asset is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

An **internally generated intangible asset** arising from development (or from the development phase of an internal project) is recognised if, and only if, all of the following are demonstrated:

- the technical feasibility of completing the intangible asset so that it will be available for use or sale;
- an intention to complete the intangible asset and use or sell it;
- the ability to use or sell the intangible asset;
- the intangible asset will generate probable future economic benefits;
- the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and
- the ability to measure reliably the expenditure attributable to the intangible asset during its development.

### Subsequent measurement

Intangible produced assets with finite useful lives, are depreciated as an 'expense from transactions' on a straight line basis over their useful lives. Produced intangible assets have useful lives of between 7 and 15 years.

### Impairment of intangible assets

Intangible assets with indefinite useful lives (and intangible assets not yet available for use) are tested annually for impairment and whenever there is an indication that the asset may be impaired. Intangible assets with finite useful lives are tested for impairment whenever an indication of impairment is identified.

The policy in connection with testing for impairment is outlined in **Note 4.1. (a)**.

## 5. Other Assets And Liabilities

### Introduction

This section sets out those assets and liabilities that arose from the OPP's controlled operations.

### 5.1. Receivables

	(\$ thousand)	
	2024	2023
<b>Contractual</b>		
Other receivables	58	217
<b>Statutory</b>		
Amounts owing from the Department of Justice and Community Safety <sup>(i)</sup>	22,119	23,591
<b>Total receivables</b>	<b>22,177</b>	<b>23,808</b>
<b>Represented by</b>		
Current receivables	20,770	22,494
Non-current receivables	1,407	1,314

Notes:

(i) Represents amounts receivable from the Department of Justice and Community Safety for commitments that have been incurred but not yet paid out. The amount receivable from the Department is statutory in nature and hence not in the scope of the financial instrument standards.

Contractual receivables are classified as financial instruments and categorised as 'financial assets at amortised costs'. They are initially recognised at fair value plus any directly attributable transaction costs. The OPP holds the contractual receivables with the objective to collect the contractual cash flows and therefore subsequently measured at amortised cost using the effective interest method, less any impairment.

Statutory receivables do not arise from contracts and are recognised and measured similarly to contractual receivables (except for impairment), but are not classified as financial instruments for disclosure purposes. The OPP applies AASB 9 for initial measurement of the statutory receivables and as a result statutory receivables are initially recognised at fair value plus any directly attributable transaction cost. Amounts recognised from the Victorian Government represent funding for all commitments incurred and are drawn from the Consolidated Fund as the commitments fall due.

Details about the OPP's impairment policies, the OPP's exposure to credit risk, and the calculation of the loss allowance are set out in [Note 7](#).

## 5.2. Payables

	(\$ thousand)	
	2024	2023
<b>Contractual</b>		
Supplies and services	9,638	9,951
Salaries and wages	203	702
<b>Total Contractual payables</b>	<b>9,841</b>	<b>10,653</b>
<b>Statutory</b>		
FBT payable	33	40
<b>Total payables</b>	<b>9,874</b>	<b>10,693</b>
<b>Represented by:</b>		
Current payables	9,874	10,693

Payables consist of:

- **contractual payables**, classified as financial instruments and measured at amortised cost. Accounts payable represent liabilities for goods and services provided to the OPP prior to the end of the financial year that are unpaid; and
- **statutory payables**, that are recognised and measured similarly to contractual payables, but are not classified as financial instruments and not included in the category of financial liabilities at amortised cost, because they do not arise from contracts.

Payables for supplies and services have an average credit period of 30 days. No interest is charged on the 'other payables' for the first 30 days from the date of the invoice. Generally, no interest is charged on the outstanding balance.

The terms and conditions of amounts payable to the government and agencies vary according to the particular agreements and as they are not legislative payables, they are not classified as financial instruments.

### Maturity analysis of contractual payables <sup>(i)</sup>

	(\$ thousand)					
	Maturity dates					
	Carrying amount	Nominal amount	Less than 1 month	1-3 months	3 months - 1 year	1-5 years
<b>2024</b>						
Supplies and services	9,638	9,638	9,638	-	-	-
<b>Total</b>	<b>9,638</b>	<b>9,638</b>	<b>9,638</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>2023</b>						
Supplies and services	9,951	9,951	9,951	-	-	-
<b>Total</b>	<b>9,951</b>	<b>9,951</b>	<b>9,951</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note:

(i) Maturity analysis is presented using the contractual undiscounted cash flows.

### 5.3. Other non-financial assets

	(\$ thousand)	
	2024	2023
<b>Current other assets</b>		
Prepayments	1,348	1,261
<b>Total current other assets</b>	<b>1,348</b>	<b>1,261</b>
<b>Non-current other assets</b>		
<b>Total non-current other assets</b>	-	-
<b>Total other assets</b>	<b>1,348</b>	<b>1,261</b>

Other non-financial assets include prepayments, which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Prepayments for 2024 and 2023 include licences, salaries and amounts paid in advance to the DGS- ACLS to undertake refurbishment works on OPP's behalf.

### 5.4. Other provisions

	(\$ thousand)	
	2024	2023
<b>Current provisions</b>		
Provision for costs and parental leave	298	518
<b>Total current provisions</b>	<b>298</b>	<b>518</b>
<b>Non-current provisions</b>		
<b>Total non-current provisions</b>	-	-
<b>Total other provisions</b>	<b>298</b>	<b>518</b>

Other provisions are recognised when the OPP has a present obligation, the future sacrifice of economic benefits is probable and the amount of the provision can be measured reliably. The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation.

#### Reconciliation of movements in other provisions

	(\$ thousand)	
	2024	2023
<b>Opening Balance</b>	<b>518</b>	<b>100</b>
Additional provisions recognised	-	418
Reductions arising from payments	(220)	-
<b>Closing Balance</b>	<b>298</b>	<b>518</b>

## 6. How we financed our operations

### Introduction

This section provides information on the sources of finance utilised by the OPP during its operations, along with interest expenses (the cost of borrowings) and other information related to financing activities of the OPP.

This section includes disclosures of balances that are financial instruments (such as borrowings and cash balances). **Note 7.1** provides additional, specific financial instrument disclosures.

### 6.1. Borrowings

	(\$ thousand)	
	2024	2023
<b>Current borrowings</b>		
Lease liabilities <sup>(i)</sup>	303	385
<b>Total current borrowings</b>	<b>303</b>	<b>385</b>
<b>Non-current borrowings</b>		
Lease liabilities	702	394
<b>Total non-current borrowings</b>	<b>702</b>	<b>394</b>
<b>Total borrowings</b>	<b>1005</b>	<b>779</b>

Note:

(i) Secured by the assets leased. Leases are effectively secured as the rights to the leased assets revert to the lessor in the event of default.

#### 6.1.1. Maturity analysis of borrowings

	(\$ thousand)					
	Maturity dates					
	Carrying amount	Nominal amount	Less than 1 month	1-3 months	3 months -1 year	1-5 years
<b>2024</b>						
Lease liabilities	1,005	1,043	88	86	147	722
<b>Total</b>	<b>1,005</b>	<b>1,043</b>	<b>88</b>	<b>86</b>	<b>147</b>	<b>722</b>
<b>2023</b>						
Lease liabilities	779	791	153	34	206	398
<b>Total</b>	<b>779</b>	<b>791</b>	<b>153</b>	<b>34</b>	<b>206</b>	<b>398</b>

## 6.1.2. Interest expense

	(\$ thousand)	
	2024	2023
Interest on motor vehicle leases	14	16
<b>Total interest expense</b>	<b>14</b>	<b>16</b>

'Interest expense' includes costs incurred in connection with the interest component of lease repayments.

Interest expense is recognised in the period in which it is incurred.

The OPP recognises borrowing costs immediately as an expense, even where they are directly attributable to the acquisition, construction or production of a qualifying asset.

## 6.2. Leases

Information about leases for which the OPP is a lessee is presented below.

### The OPP's leasing activities

The OPP leases various multifunction devices and motor vehicles. The lease contracts are typically made for fixed periods of 3-4 years with an option to renew the lease after that date.

Leases of multifunction devices with contract terms of 1-4 years are leases of low-value items. The OPP has elected not to recognise right-of-use assets and lease liabilities for these leases.

At 30 June 2024, OPP was committed to low value leases and the total commitment at that date was \$30,500 inclusive of GST.

### 6.2 (a) Right-of-use Assets

Right-of-use assets are presented in **Note 4.1. (a)**.

### 6.2 (b) Amounts recognised in the Comprehensive Operating Statement

The following amounts are recognised in the Comprehensive Operating Statement relating to leases:

	(\$ thousand)	
	2024	2023
Interest expense on lease liabilities	14	16
Expenses relating to leases of low-value assets	144	104
<b>Total amount recognised in Comprehensive Operating Statement</b>	<b>158</b>	<b>120</b>

## 6.2 (c) Amounts recognised in the Cash Flow Statement

The following amounts are recognised in the Cash Flow Statement for the year ending 30 June 2024 relating to leases.

	(\$ thousand)	
	2024	2023
<b>Total cash outflow for leases</b>	<b>144</b>	<b>104</b>

For any new contracts entered into, OPP considers whether a contract is, or contains a lease. A lease is defined as 'a contract, or part of a contract, that conveys the right to use an asset (the underlying asset) for a period of time in exchange for consideration'. To apply this definition OPP assesses whether the contract meets three key evaluations:

- Whether the contract contains an identified asset, which is either explicitly identified in the contract or implicitly specified by being identified at the time the asset is made available to OPP and for which the supplier does not have substantive substitution rights;
- Whether OPP has the right to obtain substantially all of the economic benefits from use of the identified asset throughout the period of use, considering its rights within the defined scope of the contract and OPP has the right to direct the use of the identified asset throughout the period of use; and

Whether OPP has the right to take decisions in respect of 'how and for what purpose' the asset is used throughout the period of use.

### Separation of lease and non-lease components

At inception or on reassessment of a contract that contains a lease component, the lessee is required to separate out and account separately for non-lease components within a lease contract and exclude these amounts when determining the lease liability and right-of-use asset amount.

### Recognition and measurement of leases as a lessee

#### Lease Liability – initial measurement

The lease liability is initially measured at the present value of the lease payments unpaid at the commencement date, discounted using the interest rate implicit in the lease if that rate is readily determinable or the OPP's incremental borrowing rate.

Lease payments included in the measurement of the lease liability comprise the following:

- fixed payments (including in-substance fixed payments) less any lease incentive receivable;
- variable payments based on an index or rate, initially measured using the index or rate as at the commencement date;
- amounts expected to be payable under a residual value guarantee; and
- payments arising from purchase and termination options reasonably certain to be exercised.

#### Lease Liability – subsequent measurement

Subsequent to initial measurement, the liability will be reduced for payments made and increased for interest. It is remeasured to reflect any reassessment or modification, or if there are changes in-substance fixed payments.

When the lease liability is remeasured, the corresponding adjustment is reflected in the right-of-use asset, or profit and loss if the right-of-use asset is already reduced to zero.

#### Short-term leases and leases of low-value assets

The OPP has elected to account for short-term leases and leases of low-value assets using the practical expedients. Instead of recognising a right-of-use asset and lease liability, the payments in relation to these are recognised as an expense in profit or loss on a straight-line basis over the lease term.

### Presentation of right-of-use assets and lease liabilities

The OPP presents right-of-use assets as 'property plant equipment' unless they meet the definition of investment property, in which case they are disclosed as 'investment property' in the balance sheet. Lease liabilities are presented as 'borrowings' in the balance sheet.

## 6.2 (d) De-recognition and transfer of accommodation leases

In October 2019, the OPP agreed to centralised accommodation management services with the Department of Treasury and Finance Shared Service Provider (SSP). Following this agreement, the right-of-use asset and lease liability recognised for the accommodation leases at that date were de-recognised and transferred to SSP as a transfer through equity, in accordance with the requirements of FRD 119A Transfers through contributed capital. From November 2019, accommodation has been recognised as an expense, as it is no longer classified as a lease, but a service fee (**Note 3.2**) and the commitment for the service payments is recognised in **Note 6.4**.

In 2023-24, the responsibility for centralised accommodation management services was transferred to the Department of Government Services (DGS) - Accommodation, Carpool and Library Services (ACLS).

## 6.3. Cash flow information and balances

Cash and deposits, including cash equivalents, comprise cash on hand and cash at bank, which are held for the purpose of meeting short-term cash commitments rather than for investment purposes, and which are subject to an insignificant risk of changes in value.

For cash flow statement presentation purposes, cash and cash equivalents, are included as a financial asset on the balance sheet, as indicated in the reconciliation below.

	(\$ thousand)	
	2024	2023
Cash and deposits disclosed in the balance sheet	75	75
<b>Balance as per cash flow statement</b>	<b>75</b>	<b>75</b>

Due to the State's investment policy and funding arrangements, the OPP does not hold a large cash reserve in its bank accounts. OPP expenditure, including in the form of cheques drawn for payments to its suppliers and creditors are made via the Department of Justice and Community Safety (DJCS) public account. The public account remits to DJCS the cash required upon presentation of cheques by the OPP's suppliers or creditors.

### 6.3.1. Reconciliation of net result for the period to cash flow from operating activities

	(\$ thousand)	
	2024	2023
<b>Net result for the period</b>	<b>42</b>	<b>(2,589)</b>
<b>Non-cash movements:</b>		
Depreciation and amortisation of non-current assets	1,478	1,386
<b>Movements in assets and liabilities:</b>		
(Increase)/decrease in receivables	1,630	1,726
(Increase)/decrease in prepayments	(87)	(388)
(Decrease)/increase in payables	(620)	1,153
(Decrease)/increase in employee related provisions	292	(159)
<b>Net cash flows from/(used in) operating activities</b>	<b>2,735</b>	<b>1,129</b>

## 6.4. Commitments for expenditure

Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are recorded below at their nominal value and inclusive of GST. Where it is considered appropriate and provides additional relevant information to users, the net present values of significant individual projects are stated. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

### 6.4.1. Total commitments payable

(\$ thousand)				
Nominal amounts	Less than 1 year	1 - 5 years	5+ years	Total
<b>2024</b>				
Capital expenditure commitments	-	-	-	-
Operating commitments	8,103	1,199	-	9,302
Accommodation expense	6,249	-	-	6,249
<b>Total commitments (inclusive of GST)</b>	<b>14,352</b>	<b>1,199</b>	<b>-</b>	<b>15,551</b>
Less GST recoverable	(672)	(109)	-	(781)
<b>Total commitments (exclusive of GST)</b>	<b>13,680</b>	<b>1,090</b>	<b>-</b>	<b>14,770</b>
<b>2023</b>				
Capital expenditure commitments	1,927	-	-	1,927
Operating commitments	8,452	291	-	8,743
Accommodation expense	-	-	-	-
<b>Total commitments (inclusive of GST)</b>	<b>10,379</b>	<b>291</b>	<b>-</b>	<b>10,670</b>
Less GST recoverable	(768)	(26)	-	(794)
<b>Total commitments (exclusive of GST)</b>	<b>9,611</b>	<b>265</b>	<b>-</b>	<b>9,876</b>

### 6.4.2. Commitments

(\$ thousand)		
	2024	2023
	Nominal value (incl. GST)	Nominal value (incl. GST)
<b>Capital expenditure commitments</b>		
Case Management System	-	1,927
<b>Total capital expenditure commitments</b>	<b>-</b>	<b>1,927</b>
<b>Operating and lease commitments</b>		
External barrister briefing fees	6,961	7,960
Accommodation expense	6,249	-
IT services and support	2,311	640
Multi function devices - printing services	30	143
<b>Total operating and lease commitments</b>	<b>15,551</b>	<b>8,743</b>
<b>Total commitments</b>	<b>15,551</b>	<b>10,670</b>

# 7. Risks, contingencies and valuation judgements

## Introduction

The OPP is exposed to risk from its activities and outside factors. In addition, it is often necessary to make judgements and estimates associated with recognition and measurement of items in the financial statements. This section sets out financial instrument specific information, (including exposures to financial risks) as well as those items that are contingent in nature or require a higher level of judgement to be applied, which for the OPP related mainly to fair value determination.

## 7.1. Financial instruments specific disclosures

### Introduction

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Due to the nature of the OPP's activities, certain financial assets and financial liabilities arise under statute rather than a contract (for example taxes, fines and penalties). Such assets and liabilities do not meet the definition of financial instruments in AASB 132 *Financial Instruments: Presentation*.

### Categories of financial assets

**Financial assets at amortised cost** - Financial assets are measured at amortised costs if both the following criteria are met and the assets are not designated as fair value through net result:

- the assets are held by the OPP to collect contractual cash flows, and
- the assets' contractual terms give rise to cash flows that are solely payments of principal and interests.

These assets are initially recognised at fair value plus any directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method less impairment. The OPP recognises the following assets in this category:

- cash and deposits; and
- receivables (excluding statutory receivables).

### Categories of financial liabilities

**Financial liabilities at amortised cost** are initially recognised on the date they are originated. They are initially measured at fair value minus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest bearing liability, using the effective interest rate method. The OPP recognises the following liabilities in this category:

- payables (excluding statutory payables)

**Derecognition of financial assets:** A financial asset (or, where applicable, a part of a financial asset or part of a group of similar financial assets) is derecognised when:

- the rights to receive cash flows from the asset have expired; or
- the OPP retains the right to receive cash flows from the asset, but has assumed an obligation to pay them in full without material delay to a third party under a 'pass through' arrangement; or
- the OPP has transferred its rights to receive cash flows from the asset and either:
  - has transferred substantially all the risks and rewards of the asset; or
  - has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

Where the OPP has neither transferred nor retained substantially all the risks and rewards or transferred control, the asset is recognised to the extent of the OPP's continuing involvement in the asset.

**Derecognition of financial liabilities:** A financial liability is derecognised when the obligation under the liability is discharged, cancelled or expires.

When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability. The difference in the respective carrying amounts is recognised as an 'other economic flow' in the comprehensive operating statement.

## Financial instruments: Categorisation

	(\$ thousand)			
	Cash and Deposits	Financial assets at amortised cost (AC)	Financial liabilities at amortised cost (AC)	Total
<b>2024</b>				
<b>Contractual financial assets</b>				
Cash and deposits	75	-	-	75
<b>Receivables</b> <sup>(a)</sup>				
Other receivables	-	58	-	58
<b>Total contractual financial assets</b>	<b>75</b>	<b>58</b>	<b>-</b>	<b>133</b>
<b>Contractual financial liabilities</b>				
Payables <sup>(a) (b)</sup>				
Supplies and services	-	-	9,638	9,638
<b>Total contractual financial liabilities</b>	<b>-</b>	<b>-</b>	<b>9,638</b>	<b>9,638</b>
<b>2023</b>				
<b>Contractual financial assets</b>				
Cash and deposits	75	-	-	75
<b>Receivables</b> <sup>(a)</sup>				
Other receivables	-	217	-	217
<b>Total contractual financial assets</b>	<b>75</b>	<b>217</b>	<b>-</b>	<b>292</b>
<b>Contractual financial liabilities</b>				
<b>Payables</b> <sup>(a) (b)</sup>				
Supplies and services	-	-	9,951	9,951
<b>Total contractual financial liabilities</b>	<b>-</b>	<b>-</b>	<b>9,951</b>	<b>9,951</b>

Note:

(a) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from the Victorian Government and taxes payable).

(b) Lease liabilities (motor vehicles) had been included within financial liabilities at amortised cost in past financial reports. They have been removed on the basis that lease liabilities are out of the scope of AASB 9.

## Financial risk management objectives and policies



As a whole, the OPP’s financial risk management program seeks to manage these risks and the associated volatility of its financial performance.

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis for measurement, and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instrument above are disclosed in **Note 7.3.1** to the financial statements.

The main purpose in holding financial instruments is to prudentially manage the OPP’s financial risks within the government policy parameters.

The OPP’s main financial risks include credit risk, liquidity risk and interest rate risk. The OPP manages these financial risks in accordance with its financial risk management policy.

The OPP uses different methods to measure and manage the different risks to which it is exposed. Primary responsibility for the identification and management of financial risks rests with the Accountable Officer of the OPP.

### Financial instruments: Credit risk

Credit risk refers to the possibility that a borrower will default on its financial obligations as and when they fall due. The OPP’s exposure to credit risk arises from the potential default of a counter party on their contractual obligations resulting in financial loss to the OPP. Credit risk is measured at fair value and is monitored on a regular basis.

Credit risk associated with the OPP’s contractual financial assets is minimal because the main debtor is the Victorian Government.

Provision of impairment for contractual financial assets is recognised when there is objective evidence that the OPP will not be able to collect a receivable. Objective evidence includes financial difficulties of the debtor, default payments, debts that are more than 60 days overdue, and changes in debtor credit ratings.

Contract financial assets are written off against the carrying amount when there is no reasonable expectation of recovery. Bad debt written off by mutual consent is classified as a transaction expense. Bad debt written off following a unilateral decision is recognised as other economic flows in the net result.

Except as otherwise detailed in the following table, the carrying amount of contractual financial assets recorded in the financial statements, net of any allowances for losses, represents the OPP’s maximum exposure to credit risk without taking account of the value of any collateral obtained.

There has been no material change to the OPP’s credit risk profile in 2023-24.

Credit quality of financial assets <sup>(a)(b)</sup>

(\$ thousand)

2024	Financial institutions A- 1+ credit rating	Other	Total
<b>Financial assets</b>			
Cash and deposits (not assessed for impairment due to materiality)	70	-	70
<b>Financial assets with loss allowance measured at lifetime expected credit loss:</b>			
Contractual receivables applying the simplified approach for impairment	-	58	58
<b>Total financial assets</b>	<b>70</b>	<b>58</b>	<b>128</b>

Credit quality of contractual financial assets that are neither past due nor impaired <sup>(a)(b)</sup>

(\$ thousand)

2023	Financial institutions A- 1+ credit rating	Other	Total
<b>Financial assets</b>			
Cash and deposits (not assessed for impairment due to materiality)	70	-	70
<b>Financial assets with loss allowance measured at lifetime expected credit loss:</b>			
Contractual receivables applying the simplified approach for impairment	-	217	217
<b>Total financial assets</b>	<b>70</b>	<b>217</b>	<b>287</b>

Note:

(a) The total amount disclosed here exclude cash floats which are not subjected to credit risk.

(b) Other - no rating applied as they represent various debtors

## Impairment of financial assets under AASB 9

The OPP records the allowance for expected credit loss for the relevant financial instruments, applying AASB 9's *Expected Credit Loss* approach. Subject to AASB 9 impairment assessment include the OPP's contractual receivables and statutory receivables.

While cash and cash equivalents are also subject to the impairment requirements of AASB 9, no impairment loss was identified given the immaterial nature of this balance.

## Contractual receivables at amortised cost

The OPP applies AASB 9 simplified approach for all contractual receivables to measure expected credit losses using a lifetime expected loss allowance based on the assumptions about risk of default and expected loss rates. The OPP has grouped contractual receivables on shared credit risk characteristics and days past due and select the expected credit loss rate based on the OPP's past history, existing market conditions, as well as forward looking estimates at the end of the financial year.

On this basis, the OPP determines the opening loss allowance on initial application date of AASB 9 and the closing loss allowance at end of the financial year as follows:

(\$ thousand)						
Past due but not impaired						
	Current	Less than 1 month	1-3 months	3 months -1 year	1-5 years	Total
<b>30-Jun-24</b>						
<b>Expected loss rate (%)</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>	
Gross carrying amount of contractual receivables	-	-	23	24	25	72
<b>Loss allowance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14</b>	<b>14</b>
<b>30-Jun-23</b>						
<b>Expected loss rate (%)</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>	
Gross carrying amount of contractual receivables	5	-	29	3	14	51
<b>Loss allowance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14</b>	<b>14</b>

Reconciliation of the movement in the loss allowance for contractual receivables is shown as follows:

(\$ thousand)		
	2024	2023
<b>Balance at beginning of the year</b>	<b>(14)</b>	<b>(14)</b>
Increase in provision recognised in the net result	-	-
<b>Balance at the end of the year</b>	<b>(14)</b>	<b>(14)</b>

Credit loss allowance is classified as other economic flows in the net result. Contractual receivables are written off when there is no reasonable expectation of recovery and impairment losses are classified as a transaction expense. Subsequent recoveries of amounts previously written off are credited against the same line item.

In prior years, a provision for doubtful debts is recognised when there is objective evidence that the debts may not be collected and bad debts are written off when identified. A provision is made for estimated irrecoverable amounts from the sale of goods when there is objective evidence that an individual receivable is impaired. Bad debts considered as written off by mutual consent.

## Statutory receivables and debt investments at amortised cost

The OPP's non-contractual receivables arising from statutory requirements are not financial instruments. However, they are nevertheless recognised and measured in accordance with AASB 9 requirements as if those receivables are financial instruments.

Statutory receivables are considered to have low credit risk, taking into account the counterparty's credit rating, risk of default and capacity to meet contractual cash flow obligations in the near term. As the result, the loss allowance recognised for these financial assets during the period was limited to 12 months expected losses. No loss allowance has been recognised.

## Financial instruments: Liquidity risk

Liquidity risk arises from being unable to meet financial obligations as they fall due. The OPP operates under the Government fair payments policy of settling financial obligations within 30 days and in the event of a dispute, making payments within 30 days from the date of resolution.

The OPP is exposed to liquidity risk mainly through the financial liabilities as disclosed in the face of the balance sheet. The OPP's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The carrying amount detailed in the following table discloses the contractual maturity analysis for the OPP's contractual financial liabilities.

## Financial instruments: Market risk

The OPP's exposures to market risk are primarily through interest rate risk.

### Interest rate risk

Fair value interest rate risk is the risk that the fair value of a financial instrument will fluctuate because of changes in market interest rates. The OPP does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk.

Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The OPP has minimal exposure to cash flow interest rate risks through cash and deposits that are at floating rate.

The OPP manages this risk by mainly undertaking interest bearing financial instruments with relatively even maturity profiles, with only insignificant amounts of financial instruments at floating rate. Management has concluded for cash at bank, as financial assets that can be left at floating rate without necessarily exposing the OPP to significant bad risk, management monitors movement in interest rates on a daily basis.

The carrying amounts of financial assets and financial liabilities that are exposed to interest rates and the OPP's sensitivity to interest rate risk are set out in the table that follows.

## Interest rate risk exposure of financial instruments

(\$ thousand)

	Weighted average effective interest rate (%)	Carrying amount	Fixed interest rate	Variable interest rate	Non- interest bearing
<b>2024</b>					
<b>Financial assets</b>					
Cash and deposits		75	-	-	75
Receivables: <sup>(a)</sup>					
Other receivables		58	-	-	58
<b>Total financial assets</b>		<b>133</b>			<b>133</b>
<b>Financial liabilities</b>					
Payables:					
Supplies and services		9,638	-	-	9,638
Borrowings:					
Finance lease liabilities	2.04%	1,005	1,044	-	-
<b>Total financial liabilities</b>		<b>10,643</b>	<b>1,044</b>	<b>-</b>	<b>9,638</b>
<b>2023</b>					
<b>Financial assets</b>					
Cash and deposits		75	-	-	75
Receivables: <sup>(a)</sup>					
Other receivables		217	-	-	217
<b>Total financial assets</b>		<b>292</b>	<b>-</b>	<b>-</b>	<b>292</b>
<b>Financial liabilities</b>					
Payables:					
Supplies and services		9,951	-	-	9,951
Borrowings:					
Finance lease liabilities	2.09%	779	792	-	-
<b>Total financial liabilities</b>		<b>10,730</b>	<b>792</b>	<b>-</b>	<b>9,951</b>

<sup>(a)</sup> The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian Government and GST input tax credit recoverable)

## 7.2. Contingent assets and contingent liabilities

Contingent assets and contingent liabilities are not recognised in the balance sheet but are disclosed and, if quantifiable, are measured at nominal value.

Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

### Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity.

These are classified as either quantifiable, where the potential economic benefit is known, or non-quantifiable.

### Quantifiable contingent assets (arising from outside of government)

There are no quantifiable contingent assets for 2024. (2023 - nil)

### Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity; or
- present obligations that arise from past events but are not recognised because:
  - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligations; or
  - the amount of the obligations cannot be measured with sufficient reliability.

Contingent liabilities are also classified as either quantifiable or non-quantifiable.

### Quantifiable contingent liabilities

There are no quantifiable contingent liabilities for 2024. (2023 - nil)

## 7.3. Fair value determination

This section sets out information on how the OPP determined fair value for financial reporting purposes. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

The following assets and liabilities are carried at fair value:

- financial assets and liabilities at fair value through operating result;
- land, buildings, infrastructure, plant and equipment.

In addition, the fair values of other assets and liabilities that are carried at amortised cost, also need to be determined for disclosure purposes.

The OPP determines the policies and procedures for determining fair values for both financial and non-financial assets and liabilities as required.

## Fair value hierarchy

In determining fair values a number of inputs are used. To increase consistency and comparability in the financial statements, these inputs are categorised into three levels, also known as the fair value hierarchy. The levels are as follows:

- Level 1 – quoted (unadjusted) market prices in active markets for identical assets or liabilities;
- Level 2 – valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 – valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

The OPP determines whether transfers have occurred between levels in the hierarchy by reassessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

The Valuer General Victoria (VGV) is the OPP's independent valuation agency. The OPP monitors changes in the fair value of each asset and liability through relevant data sources to determine whether revaluation is required.

## How this section is structured

For those assets and liabilities for which fair values are determined, the following disclosures are provided:

- carrying amount and the fair value (which would be the same for those assets measured at fair value);
- which level of the fair value hierarchy was used to determine the fair value; and
- in respect of those assets and liabilities subject to fair value determination using Level 3 inputs:
  - a reconciliation of the movements in fair values from the beginning of the year to the end; and
  - details of significant unobservable inputs used in the fair value determination.

This section is divided between disclosures in connection with fair value determination for financial instruments (refer to [Note 7.3.1](#)) and non-financial physical assets (refer to [Note 7.3.2](#)).

### 7.3.1. Fair value determination of financial assets and liabilities

The fair values and net fair values of financial assets and liabilities are determined as follows:

- Level 1 – the fair value of financial instrument with standard terms and conditions and traded in active liquid markets are determined with reference to quoted market prices;
- Level 2 – the fair value is determined using inputs other than quoted prices that are observable for the financial asset or liability, either directly or indirectly; and
- Level 3 – the fair value is determined in accordance with generally accepted pricing models based on discounted cash flow analysis using unobservable market inputs.

The OPP currently holds a range of financial instruments that are recorded in the financial statements where the carrying amounts are a reasonable approximation of fair value, either due to their short-term nature or with the expectation that they will be paid in full by the end of the 2023-24 reporting period.

These financial instruments include:

#### Financial assets

- Cash and deposits
- Other receivables

#### Financial liabilities

Payables:

- For supplies and services
- Amounts payable to government and agencies

## 7.3.2. Fair value determination: Non-financial physical assets

### Fair value measurement hierarchy

The fair value of all property plant and equipment (PPE) is categorised as level 3 for 2024. The same categorisation applied for 2023.

### Specialised land and specialised building

The market approach is used for specialised land, although it is adjusted for the community service obligation (CSO) to reflect the specialised nature of the land being valued.

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants. This approach is in light of the highest and best use consideration required for fair value measurement, and takes into account the use of the asset that is physically possible, legally permissible, and financially feasible. As the adjustments are considered as significant unobservable inputs, specialised land is classified as Level 3 assets.

For OPP's specialised building, the current replacement cost method is used, adjusting for the associated depreciation. As depreciation adjustments are considered as significant, unobservable inputs in nature, specialised buildings are classified as Level 3 fair value measurements.

### Independent valuation of specialised land and buildings in 2020-21

An independent valuation of the OPP's specialised land and specialised building was performed by the Valuer General of Victoria. The valuation for land was performed using the market approach adjusted for CSO. The effective date of the valuation is 30 June 2021.

The valuers acknowledged in their report that the market that the property/asset was valued was being impacted by the uncertainty that the COVID-19 outbreak has caused. As at the date of valuation there was market uncertainty resulting in significant valuation uncertainty.

### Managerial assessment of the fair values of land and buildings in 2023-24

Each asset class must be valued with sufficient regularity to ensure that the carrying amount of an asset does not materially differ from its fair value at the reporting date. The OPP uses annual indices supplied by the Valuer-General's Office to determine the movements in its land and building values. Indices are based on post code. As a result of applying these indices if it is determined that a material (greater than 10%) movement in the OPP's land and building values has occurred, then a managerial revaluation will be put through to ensure that the land and building values reflects their fair values. As at 30 June 2024, the movement in the fair value of buildings was more than 10% and a managerial revaluation has been applied.

### Leasehold improvements

Leasehold improvements are valued using the current replacement cost method. This cost represents the replacement cost of leasehold improvements after applying depreciation rates based on the shorter of the lease term and useful life of the leasehold improvements.

### Plant and equipment

Plant and equipment is held at fair value. When plant and equipment is specialised in use, such that it is rarely sold other than as part of a going concern, fair value is determined using the current replacement cost method.

There were no changes in valuation techniques throughout the period to 30 June 2024.

For all assets measured at fair value, the current use is considered the highest and best use.

**Vehicles**

Vehicles are valued using the current replacement cost method. The OPP acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in the OPP who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

**Description of significant unobservable inputs to Level 3 valuations for 2024 and 2023**

<b>2024 and 2023</b>	<b>Valuation Technique</b>	<b>Significant unobservable inputs</b>
<b>Specialised land</b>	Market approach	Community Service Obligation (CSO) adjustment
<b>Specialised building</b>	Current replacement cost	Direct cost per square metre Useful life of specialised building
<b>Leasehold improvements</b>	Current replacement cost	Direct cost per square metre Useful life of leasehold improvements
<b>Plant and equipment</b>	Current replacement cost	Cost per unit Useful life of plant and equipment
<b>Vehicles</b>	Current replacement cost	Cost per unit Useful life of vehicles

## 8. Other disclosures

### Introduction

This section includes additional material disclosures required by accounting standards or otherwise, for the understanding of this financial report.

### 8.1. Other economic flows included in net result

Other economic flows are changes in the volume or value of an asset or liability that do not result from transactions. Other gains/(losses) from other economic flows include the gains or losses from the revaluation of the present value of the long service leave liability due to changes in the bond interest rates.

	(\$ thousand)	
	2024	2023
<b>Other gains/(losses) from other economic flows</b>		
Net gain/(loss) arising from revaluation of long service liability	298	111
<b>Total other gains/(losses) from other economic flows</b>	<b>298</b>	<b>111</b>

### 8.2. Reserves

	(\$ thousand)	
	2024	2023
<b>Physical asset revaluation surplus: <sup>(i)</sup></b>		
Balance at beginning of financial year	2,589	2,589
Revaluation increments/(decrements)	12	-
<b>Balance at end of financial year</b>	<b>2,601</b>	<b>2,589</b>

Note:

(i) The physical asset revaluation surplus arises on the revaluation of land and building.

### 8.3. Responsible persons

In accordance with the Ministerial Directions issued by the Assistant Treasurer under the *Financial Management Act 1994*, the following disclosures are made regarding responsible persons for the reporting period.

#### Names

The persons who held the positions of Ministers and the Accountable Officer in the OPP are as follows:

<b>Attorney-General</b>	The Hon. Jaclyn Symes, MP	1 July 2023 to 30 June 2024
<b>Acting Attorney-General</b>	The Hon. Anthony Richard Carbines, MP	01 July 2023 to 21 July 2023
	The Hon. Anthony Richard Carbines, MP	22 March 2024 to 31 March 2024
	The Hon. Enver Erdogan, MP	01 April 2024 to 13 April 2024
<b>Solicitor for Public Prosecutions</b>	Abbey Hogan	1 July 2023 to 30 June 2024

#### Remuneration

Remuneration received or receivable by the Accountable Officer in connection with the management of the OPP during the reporting period was in the range:

\$540,000 - \$550,000 (\$510,000 - \$520,000 in 2022-23)

### 8.4. Remuneration of executives

The number of executive officers, other than ministers and accountable officers, and their total remuneration during the reporting period are shown in the table below. Total annualised employee equivalents provides a measure of full time equivalent executive officers over the reporting period.

Remuneration comprises employee benefits in all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered, and is disclosed in the following categories.

**Short-term employee benefits** include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

**Post-employment benefits** include pensions and other retirement benefits paid or payable on a discrete basis when employment has ceased.

**Other long-term benefits** include long service leave, other long service benefits or deferred compensation.

**Termination benefits** include termination of employment payments, such as severance packages.

	(\$ thousand)	
	Total remuneration	
<b>Remuneration of executive officers (including Key Management Personnel disclosed in Note 8.5)</b>	<b>2024</b>	<b>2023</b>
Short-term employee benefits	1,311	921
Post-employment benefits	113	75
Other long-term benefits	38	23
Termination benefits	100	-
<b>Total remuneration <sup>(a)</sup></b>	<b>1,562</b>	<b>1,019</b>
<b>Total number of executives</b>	<b>6</b>	<b>3</b>
<b>Total annualised employee equivalents <sup>(b)</sup></b>	<b>4</b>	<b>3</b>

Notes:

- (a) The total number of executive officers includes persons who meet the definition of Key Management Personnel (KMP) of the entity under AASB 124 Related Party Disclosures and are also reported within the related parties note disclosure (Note 8.5).
- (b) Annualised employee equivalent is based on the time fraction worked over the reporting period.
- (c) There were two additional executive appointments during 2023-24.

## 8.5. Related parties

The OPP is a wholly owned and controlled entity of the State of Victoria. Related parties of the OPP include:

- all key management personnel and their close family members and personal business interests (controlled entities, joint ventures and entities they have significant influence over);
- all Cabinet Ministers and their close family members; and
- all departments and public sector entities that are controlled and consolidated into the whole of state consolidated financial statements.

All related party transactions have been entered into on an arm's length basis.

### Significant transactions with government-related entities

The OPP received funding of \$103.160 million (2023: \$101.398 million) by a grant from the DJCS. (refer to Note 5.1)

During the year, the OPP paid the DGS - ACLS fees of \$5.470 million for facilities management services which included accommodation management, outgoings and other management costs. An equity transfer to DGS - ACLS of \$0.255 million was also processed to recognise the value of leasehold improvements undertaken by the OPP during 2023-24, as these assets are controlled by DGS - ACLS under the central asset management framework.

**Key management personnel** of the OPP includes the Attorney-General, the Hon Jaclyn Symes and members of the OPP Executive, which includes:

- Solicitor for Public Prosecutions, Abbey Hogan
- Executive Director Legal Practice, Angela Rankin
- Executive Director Legal Practice, Justine McLeod
- Executive Director Legal Practice, Paul Fowler
- Executive Director Corporate Services, Sam Jones

## Transactions and balances with key management personnel and other related parties

Given the breadth and depth of State government activities, related parties transact with the Victorian public sector in a manner consistent with other members of the public e.g. stamp duty and other government fees and charges. Further employment of processes within the Victorian public sector occur on terms and conditions consistent with the *Public Administration Act 2004* and Codes of Conduct and Standards issued by the Victorian Public Sector Commission. Procurement processes occur on terms and conditions consistent with the Victorian Government Procurement Board requirements

Outside of normal citizen type transactions with the OPP, there were no related party transactions that involved key management personnel, their close family members and their personal business interests. No provision has been required, nor any expense recognised, for impairment of receivables from related parties.

The compensation detailed below excludes the salaries and benefits the Portfolio Minister receives. The Minister's remuneration and allowances is set by the *Parliamentary Salaries and Superannuation Act 1968* and is reported within the State's Annual Financial Report.

Compensation of KMPs	2024	2023
Short-term employee benefits	1460	1,398
Post-employment benefits	107	100
Other long-term benefits	37	36
Termination benefits	100	-
<b>Total <sup>(a)</sup></b>	<b>1,704</b>	<b>1,534</b>

Note:

(a) KMPs are also reported in the disclosure of remuneration of executive officers (Note 8.4)

## 8.6. Remuneration of auditors

	(\$ thousand)	
	2024	2023
<b>Victorian Auditor-General's Office</b>		
Audit of the financial statements	33	27
	<b>33</b>	<b>27</b>

## 8.7. Subsequent events

Subsequent to the reporting period, one non-adjusting event occurred after the reporting period. Victorian Public Service Enterprise Agreement 2024 (VPS EBA)

A non-adjusting subsequent event occurred where on 5 July 2024, Victoria Public Sector (VPS) employees voted to accept the proposed VPS EBA. Industrial Relations Victoria and the Community and Public Sector Union (CPSU) submitted the VPS EBA to the Fair Work Commission (FWC) where it was formally approved on 12 August 2024.

The first salary and allowance increase applies from 1 May 2024. These increases, as well as other entitlements, will occur after the Agreement receives formal approval from the Fair work Commission and will be recognised in the financial year 2024-25.

The estimated financial effect on the reporting period (1 May to 30 June 2024) is \$3.444 million or 5.08% of total Salaries and allowances impacting 455 VPS employees.

## 8.8. Australian Accounting Standards issued that are not yet effective

Certain new and revised accounting standards have been issued but are not effective for the 2023-24 reporting period. These accounting standards have not been applied to these financial statements. The State is reviewing its existing policies and assessing the potential implications of these accounting standards which includes:

- AASB 2022-10 *Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*
- AASB 2022-10 amends AASB 13 *Fair Value Measurement* by adding authoritative implementation guidance and illustrative examples for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows.

### Among other things, the Standard:

- specifies that an entity needs to consider whether an asset's highest and best use differs from its current use only when it is held for sale or held for distributions to owners under AASB 5 *Non-current Assets Held for Sale and Discontinued Operations* or if it is highly probable that it will be used for an alternative purpose
- clarifies that an asset's use is 'financially feasible' if market participants would be willing to invest in the asset's service capacity, considering both the capacity to provide needed goods or services and the resulting costs of those goods and services
- specifies that if both market selling price and some market participant data required to fair value the asset are not observable, an entity needs to start with its own assumptions and adjust them to the extent that reasonably available information indicates that other market participants would use different data
- specifies that if both market selling price and some market participant data required to fair value the asset are not observable, an entity needs to start with its own assumptions and adjust them to the extent that reasonably available information indicates that other market participants would use different data
- provides guidance on the application of the cost approach to fair value, including the nature of costs to be included in a reference asset and identification of economic obsolescence. This Standard applies prospectively to annual periods beginning on or after 1 January 2024, with earlier application permitted.

In addition to the new standard and amendment above, the AASB has issued a list of other amending standards that are not effective for the 2023-24 reporting period. In general, these amending standards include editorial and reference changes that are expected to have insignificant impacts on public sector reporting.

## 8.9. Glossary of technical terms

The following is a summary of the major technical terms used in this report.

### Amortisation

Amortisation is the expense which results from the consumption, extraction or use over time of a non-produced physical or intangible asset. This expense is classified as an other economic flow.

### Borrowings

Borrowings refers to interest-bearing liabilities mainly raised from public borrowings raised through Treasury Corporation of Victoria, finance leases and other interest-bearing arrangements. Borrowings also include non-interest bearing advances from government that are acquired for policy purposes.

### Commitments

Commitments include those operating, capital and other outsourcing commitments arising from non-cancellable contractual or statutory sources.

### Comprehensive result

The net result of all items of income and expense recognised for the period. It is the aggregate of operating result and other comprehensive income.

### Current grants

Amounts payable or receivable for current purposes for which no economic benefits of equal value are receivable or payable in return.

### Depreciation

Depreciation is an expense that arises from the consumption through wear or time of a produced physical or intangible asset. This expense is classified as a 'transaction' and so reduces the 'net result from transactions'.

### Effective interest method

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

### Employee benefit expenses

Employee benefits expenses include all costs related to employment including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, defined benefits superannuation plans, and defined contribution superannuation plans.

### Finance lease

A lease that transfers substantially all the risks and rewards incidental to ownership of an underlying asset.

### Financial asset

A financial asset is any asset that is:

- (a) cash;
- (b) a contractual right:
  - to receive cash or another financial asset from another entity; or
  - to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity.

### Financial instrument

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets or liabilities that are not contractual (such as statutory receivables or payables that arise as a result of statutory requirements imposed by governments) are not financial instruments.

## Financial liability

A financial liability is any liability that is:

A contractual obligation:

- i. to deliver cash or another financial asset to another entity; or
- ii. to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity.

## Financial statements

Financial statements comprise:

- (a) balance sheet as at the end of the period;
- (b) comprehensive operating statement for the period;
- (c) a statement of changes in equity for the period;
- (d) cash flow statement for the period;
- (e) notes, comprising a summary of significant accounting policies and other explanatory information;
- (f) comparative information in respect of the preceding period as specified in paragraphs 38 of AASB 101 *Presentation of Financial Statements*; and
- (g) a statement of financial position as at the beginning of the preceding period when an entity applies an accounting policy retrospectively or makes a retrospective restatement of items in its financial statements, or when it reclassifies items in its financial statements in accordance with paragraphs 41 of AASB 101.

## Grant expenses and other transfers

Transactions in which one unit provides goods, services, assets (or extinguishes a liability) or labour to another unit without receiving approximately equal value in return. Grants can either be operating or capital in nature.

While grants to governments may result in the provision of some goods or services to the transferor, they do not give the transferor a claim to receive directly benefits of approximately equal value. For this reason, grants are referred to by the AASB as involuntary transfers and are termed non-reciprocal transfers. Receipt and sacrifice of approximately equal value may occur, but only by coincidence. For example, governments are not obliged to provide commensurate benefits, in the form of goods or services, to particular taxpayers in return for their taxes.

Grants can be paid as general purpose grants which refer to grants that are not subject to conditions regarding their use. Alternatively, they may be paid as specific purpose grants which are paid for a particular purpose and/or have conditions attached regarding their use.

## Interest expense

Costs incurred in connection with the borrowing of funds. It includes interest on advances, loans, overdrafts, bonds and bills, deposits and interest components of lease repayments.

## Leases

Are rights conveyed in a contract, or part of a contract, the right to use an asset (the underlying asset) for a period of time in exchange for consideration.

## Net result

Net result is a measure of financial performance of the operations for the period. It is the net result of items of income, gains and expenses (including losses) recognised for the period, excluding those that are classified as 'other non-owner movements in equity'.

## Net result from transactions/net operating balance

Net result from transactions or net operating balance is a key fiscal aggregate and is income from transactions minus expenses from transactions. It is a summary measure of the ongoing sustainability of operations. It excludes gains and losses resulting from changes in price levels and other changes in the volume of assets. It is the component of the change in net worth that is due to transactions and can be attributed directly to government policies.

## Net worth

Assets less liabilities, which is an economic measure of wealth.

## Non-financial assets

Non-financial assets are all assets that are not financial assets. It includes inventories, land, buildings, infrastructure, road networks, land under roads, plant and equipment, investment properties, cultural and heritage assets, intangible and biological assets.

## Other economic flows included in net result

Other economic flows included in net result are changes in the volume or value of an asset or liability that do not result from transactions. In simple terms, other economic flows are changes arising from market measurements. It includes:

- gains and losses from disposals, revaluations and impairments of non-financial physical and intangible assets; and
- fair value changes of financial instruments.

## Other economic flows - other comprehensive income

Other economic flows - other comprehensive income comprises items (including reclassification adjustments) that are not recognised in net result as required or permitted by other Australian Accounting Standards. They include changes in physical asset revaluation surplus.

## Payables

Includes short and long-term trade debt and accounts payable, grants, taxes and interest payable.

## Produced assets

Produced assets include buildings, plant and equipment, inventories, cultivated assets and certain intangible assets. Intangible produced assets may include computer software, motion picture films, and research and development costs (which does not include the start up costs associated with capital projects).

## Receivables

Includes amounts owing from government through appropriation receivable, short and long-term trade credit and accounts receivable, accrued investment income, grants, taxes and interest receivable.

## Statutory appointment

The appointment of officers made by the Governor-in-Council. These include the Director of Public Prosecutions, Chief Crown Prosecutor and Crown Prosecutors.

## Supplies and services

Supplies and services generally represent the day-to-day running costs, including maintenance costs, incurred in the normal operations of the OPP.

## Transactions

Transactions are those economic flows that are considered to arise as a result of policy decisions, usually an interaction between two entities by mutual agreement. They also include flows in an entity such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the government and taxpayers. Transactions can be in kind (e.g. assets provided/given free of charge or for nominal consideration) or where the final consideration is cash. In simple terms, transactions arise from the policy decisions of the government.

## 8.10. Style conventions

Figures in the table and in the text have been rounded. Discrepancies in the tables between totals and sums of components reflect rounding. Percentage variations in all tables are based on the underlying unrounded amounts.

The notation used in the tables is as follows:

-	zero, or rounded to zero
(xxx.x)	negative numbers
200x	year period
200x-0x	year period

The financial statements and notes are presented based on the illustration for a government department in the *2023-24 Model Report for Victorian Government Departments*. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of the OPP's annual reports.

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# Appendix 1 Output and performance measures

Budget Paper 3 Measures	2023/24		2022/23		2021/22		2020/21		2019/20	
	Target	Actual								
Judicial Officer sitting days requiring prosecutors	13,000 - 15,000	16,423	11,500 - 13,500	15,458	11,000 - 13,000	15,882	11,000 - 13,000	12,353	11,000 - 13,000	12,164
Number of briefs prepared, and hearings attended	82,000 - 86,000	88,798	74,500 - 78,500	96,670	74,500 - 78,500	92,297	72,500 - 78,500	83,674	72,500 - 78,500	83,046
Number of victim and witness consultations	50,000 - 52,000	42,473	46,000 - 48,000	45,800	34,000 - 36,000	41,626	12,500 - 14,500	43,800	12,500 - 14,500	18,007
Guilty outcomes (guilty pleas and trial convictions) as a percentage of case completions %	89.0	91.4	89.0	87.8	89.0	89.7	89.0	95.3	89.0	91.6
Proportion of trials listed which did not proceed to adjournment on application of the Crown %	99.0	96.5	99.0	98.0	99.0	98.4	99.0	99.9	99.0	99.1

Note on measures:

These measures are reported by the Office of Public Prosecutions to the Department of Justice and Community Safety as part of the Budget Paper 3 Output and Performance Measures reporting process.

## Appendix 2

# Legal functions of the DPP report

### Conviction and Sentence Appeals

Appeals against conviction or sentence by a convicted person have a preliminary stage: an application for leave to appeal pursuant to s. 315 of the *Criminal Procedure Act 2009*. These applications must be filed within 28 days or otherwise accompanied by an extension of time application.

Leave applications can be determined by a single judge of the Court of Appeal. Conviction and sentence leave applications may proceed with or without an oral hearing. Where an application is refused by a single judge, the applicant may elect to have the matter heard by the court (comprising of two or more judges).

#### Sentence Leave Applications 2023/24

- A total of 114 sentence leave applications were determined (including extension of time applications):
  - five extension of time applications refused
  - 60 leave applications were refused
  - 45 leave applications were granted
  - four abandoned

#### Conviction Leave Applications 2023/24

- A total of 52 conviction leave applications were determined (including extension of time applications):
  - four extension of time applications refused
  - 21 leave applications were refused
  - 25 leave applications were granted (five acquittals, 19 retrials, one appeal dismissed)
  - two abandoned

### Supreme Court Judicial Reviews and Appeals

Certain types of appeals or reviews of criminal proceedings are conducted in the civil jurisdiction of the Supreme Court in the Judicial Reviews and Appeals List. This includes:

- appeals to the Supreme Court on a question of law pursuant to s. 272 of the *Criminal Procedure Act 2009*, where the DPP acts on behalf of Victoria Police.
- the Judicial Review procedure Order 56 of the *Supreme Court (General Civil Procedure) Rules 2015* provides a means of seeking correction of error in the nature of certiorari, mandamus or prohibition. The DPP uses the Order 56 procedure to review decisions in the Magistrates' Court and the County Court, where the decision infringes jurisdiction and is not amenable to other forms of appeal. This procedure is used to review the orders or actions of a judicial officer usually on the basis of error to jurisdiction, failure to exercise jurisdiction or denial of procedural fairness. The procedure is also used by unsuccessful appellants to review a County Court Appeal pursuant to s. 254 of the *Criminal Procedure Act 2009*, as this is the only avenue available for further review in respect of such proceedings.

In 2023/24 in relation to these appeals and reviews the DPP:

- received eight requests from Victoria Police to consider an appeal on a question of law pursuant to s.272(2) of the *Criminal Procedure Act 2009* or review by Order 56 of the *Supreme Court (General Civil Procedure) Rules 2015*. The DPP filed one appeal or review in relation to one of these matters, with none still under consideration as of 30 June 2024. The DPP declined to intervene in seven matters referred.
- acted for respondent police informants in eight appeals on a question of law. All eight proceedings were dismissed.
- appeared as appellant in one appeal on a question of law. The appeal was dismissed.

- acted for defendant police informants in six Order 56 Judicial Reviews brought by or on behalf of persons or other agencies. Four proceedings were dismissed and two were allowed.
- did not appear as Plaintiff in any Order 56 Judicial Reviews.

The outcomes of these appeal and review processes are subject to appeal. In 2023/24:

- One application for leave to appeal to the Court of Appeal against the outcome of a judicial review was heard. The DPP was the respondent in this matter and the proceeding was dismissed. Judgment was delivered in one further matter stemming from a s.272 appeal in which the DPP was the appellant (having been heard in the 2022/23 financial year). Leave to appeal was granted and the appeal was dismissed. There were two further applications determined and dismissed on the papers where the DPP was the respondent.

## Discontinuance of prosecutions

- Discontinuance of prosecutions were entered in **196** cases. The DPP decided six of these. Some of those cases involved more than one accused and more than one count/charge on the presentment/indictment.

## Indemnities from prosecution, undertakings or letters of comfort

- No** indemnities were provided by the DPP.
- No** letters of comfort were provided by the DPP.
- Two** undertakings were provided by the DPP to witnesses

## Consents to prosecute

The DPP, or her delegates, granted:

- Nine** consents to prosecute under s. 47A of the *Crimes Act 1958* (maintaining a sexual relationship/persistently sexually abusing a child under 16)
- 29** consents to prosecute under subclause 4A(12) of schedule 1 to the *Criminal Procedure Act 2009* (course of conduct charges)
- One** consent to prosecute under s.321 *Crimes Act 1958* (conspiracy)
- Four** consents to prosecute under s. 90 of the *Estate Agents Act 1980*
- No** consent to prosecute under s. 7(1) (b) of the *Criminal Procedure Act 2009*

- No** consents to prosecute under s. 186 of the *Aboriginal Heritage Act 2006*
- No** consent to prosecute under s. 132 of the *Occupational Health and Safety Act 2004*
- No** consents to prosecute under s. 24(4) of the *Racial and Religious Tolerance Act 2001*
- One** consent to prosecute under s. 50 or 69 of the *Crimes Act 1958* (gross indecency)
- No** consents to prosecute under the *Judicial Proceedings Act 1958*
- No** consents to prosecute under the *Legal Profession Act 1958*
- No** consents to prosecute under s. 195A(4) of the *Crimes Act 1958*
- No** consents to prosecute under s. 129 of the *Adoption Act 1984*

## Continued detention and supervision scheme

During the 2023/24 financial year, the DPP:

- commenced and finalised one application for review of a detention order;
- commenced and progressed one application to review a detention order; and
- finalised one application for a detention order which was commenced in the previous financial year.

No new detention order referrals from the Secretary of the Department of Justice and Community Safety were received in the 2023/24 financial year.

On 16 September 2022 the DPP filed an application for renewal of the detention order made on 10 December 2020 by the Honourable Justice Tinney with respect to JDD. On 10 March 2023 this application was granted by His Honour and the detention order was renewed for a period of two years. On 4 March 2024 the DPP filed notice of an application to review the two-year detention order with respect to JDD.

On 15 March 2024, the DPP filed notice of an application to review the three-year detention order made on 26 October 2021 by the Honourable Justice Lasry, previously reviewed on 27 March 2023, with respect to DGB. On 12 June 2024 the review was heard by her Honour Justice Incerti and the order confirmed to remain in place until its expiry on 25 June 2024. In coordination with the DPP, the Secretary to the Department of Justice and Community Safety filed an application for a supervision order in respect of DGB in the County Court. On 13 June 2024 her Honour Judge Magee of the County Court granted the Secretary's application for a supervision order, with the supervision order to

commence on 25 June 2024 upon the expiry of the detention order.

On 3 December 2021, the DPP filed applications for an interim detention order and a detention order in respect of LD. On 21 December 2021, the Honourable Justice Fox granted the application for an interim detention order, for a period of four months. This was extended on 29 April 2022 and again on 30 May 2022 by the Honourable Justice Champion. On 14 November 2022 the DPP filed an application for renewal of the detention order. On 18 January 2023 his Honour imposed an interim detention order. This interim detention order was subsequently extended on 16 March 2023 and 10 May 2023. On 21 September 2023 his Honour refused the application for renewal of the detention order. His Honour instead made a supervision order with respect to LD with a duration of 10 years.

As at the time of writing, JDD is the only unconvicted prisoner subject to a detention order in the state of Victoria.

The DPP continues to assume the responsibility for contravention of supervision order proceedings initiated by Victoria Police under s.173(1) of the *Serious Offenders Act 2018*. During the 2023/24 financial year, the OPP opened 74 contravention of supervision order prosecution files.

## Direct presentments/ indictments

The DPP directly indicted an accused person on **ten** occasions on one or more counts.

## Conflicts of Interest

**No** matters were referred to the Attorney-General pursuant to s.29(1) of the *Public Prosecutions Act 1994* as the result of a possible conflict of interest.

## Appendix 3

# Crown appeals under s. 287 of the *Criminal Procedure Act 2009*

In 2023/24, 15 DPP appeals against sentence to the Court of Appeal were finalised. The Court of Appeal allowed five appeals. The Court upheld a point of principle in two appeals but exercised the residual discretion not to interfere with the sentence imposed. One appeal was not determined (retrial ordered). The Court dismissed the remaining seven appeals.

No	Name	Status of Appeal	Date of Completion
1	<b>FENG, Wei</b>	Not Determined	24 August 2023
2	<b>JABBOUR, William</b>	Dismissed	4 September 2023
3	<b>OOMS, Monique</b>	Dismissed	5 September 2023
4	<b>DPP v W (suppression order)</b>	Dismissed	12 September 2023
5	<b>HARVEY, Kenneth</b>	Allowed	26 September 2023
6	<b>RICHARDSON, James</b>	Dismissed	12 October 2023
7	<b>MERRYFULL, Luke</b>	Dismissed	13 October 2023
8	<b>BLOOMFIELD, Shaun</b>	Dismissed	13 October 2023
9	<b>KENNEISON, Danny</b>	Dismissed (residual discretion)	14 December 2023
10	<b>TRAN, Luong</b>	Allowed	29 February 2024
11	<b>SHARP, Christopher</b>	Allowed	6 March 2024
12	<b>WILSON, Brian</b>	Allowed	27 March 2024
13	<b>SUTCLIFFE, Nathan*</b>	Allowed	12 April 2024
14	<b>SEWELL, Thomas</b>	Dismissed	23 April 2024
15	<b>HERSANT, Jacob</b>	Dismissed (residual discretion)	23 April 2024

\* Denotes name is anonymised

## Appendix 4

# OPP activity data

### Briefs prepared and hearings attended

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<b>Briefs prepared and hearings attended</b>	70,100	72,610	76,075	79,501	80,435	83,046	83,674	92,297	96,670	88,798

### Judge sitting days serviced by OPP staff

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Supreme Court	879	1,021	929	976	1,139	921	1,006	1,261	1,353	1,301
County Court	5,927	5,683	5,908	5,867	6,186	6,177	6,607	8,296	8,358	8,045
Circuit County and Supreme Courts	1,580	1,521	1,434	1,405	1,521	1,190	270	2,007	1,535	1,815
<b>Total</b>	<b>8,386</b>	<b>8,225</b>	<b>8,271</b>	<b>8,248</b>	<b>8,846</b>	<b>8,288</b>	<b>7,883</b>	<b>11,564</b>	<b>11,246</b>	<b>11,161</b>

### Magistrates' Court sitting days serviced by OPP staff

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<b>Magistrates' Court</b>	1,156	3,239	3,645	3,979	3,977	3,876	4,470	4,318	4,212	5,262

## Case outcomes as a percentage of total case completions

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Guilty pleas pre-trial	63	65.7	68.7	68.7	67.5	73.0	86.9	72.5	67.7	77.1
Guilty pleas listed as trial	12	11.2	10.2	11.7	10.1	6.3	1.8	5.1	4.8	2.4
<b>Total guilty pleas</b>	<b>75.2</b>	<b>77.0</b>	<b>78.9</b>	<b>80.4</b>	<b>77.6</b>	<b>79.3</b>	<b>88.7</b>	<b>77.6</b>	<b>72.6</b>	<b>79.5</b>
Trial convictions	13.8	12.6	11.2	11.4	14.3	12.2	6.7	12.1	15.2	11.9
Trial acquittals	9.4	8.9	9.0	7.5	7.7	8.0	4.7	9.9	11.9	6.8
<b>Total trials</b>	<b>23.2</b>	<b>21.5</b>	<b>20.2</b>	<b>18.9</b>	<b>22.1</b>	<b>20.2</b>	<b>11.3</b>	<b>22.0</b>	<b>27.1</b>	<b>18.7</b>
Other case completions	1.6	1.5	0.9	0.7	0.3	0.4	0.0	0.4	0.3	1.9
<b>Total guilty (pleas and convictions)</b>	<b>89</b>	<b>89.6</b>	<b>90.1</b>	<b>91.8</b>	<b>91.9</b>	<b>91.6</b>	<b>95.3</b>	<b>89.7</b>	<b>87.8</b>	<b>91.4</b>

## Trial Conviction Rate

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<b>Convictions as a percentage of all trial verdicts</b>	59.6	58.6	55.6	60.5	65.0	60.5	58.8	55.0	56.1	63.8

## Trials completed

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Melbourne County Court	278	264	249	229	299	202	104	202	312	255
Melbourne Supreme Court	26	40	22	20	32	12	11	26	45	24
Circuit County and Supreme Courts	109	100	78	102	122	92	26	147	113	119
<b>Total*</b>	<b>413</b>	<b>404</b>	<b>349</b>	<b>351</b>	<b>453</b>	<b>306</b>	<b>141</b>	<b>375</b>	<b>470</b>	<b>398</b>

\* The total excludes discontinuances.

## Plea hearings conducted

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Summary Pleas	448	465	475	523	520	466	586	580	533	502
Melbourne County Court	1,503	1,511	1,526	1,537	1,624	1,500	1,360		1,722	1,566
Melbourne Supreme Court	65	72	81	52	81	57	51	49	91	81
Circuit County and Supreme Courts	426	457	447	505	567	527	275	351	369	320
<b>Total</b>	<b>2,442</b>	<b>2,505</b>	<b>2,529</b>	<b>2,617</b>	<b>2,792</b>	<b>2,250</b>	<b>2,272</b>	<b>2,580</b>	<b>2,715</b>	<b>2,469</b>

## Victim and witness referrals

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
<b>Number of referrals</b>	985	1,090	1,268	1,512	2,111	2,565	2,519	2,004	2,336	2,360

## Appendix 5

# Crown Prosecutor activity data

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Number of Crown Prosecutors (FTE)*	20.3	19.5	19.3	18.7	19.2	19.7	21.5	24.0	25.8	24.6
<b>Days in court total</b>	<b>2,047</b>	<b>1,832</b>	<b>1,589</b>	<b>1,746</b>	<b>1,863</b>	<b>1,596</b>	<b>1,764</b>	<b>2,239</b>	<b>2,261</b>	<b>2,180</b>
Days in court per Crown Prosecutor	101	94	83	93	97	81	82	97	88	89
Court appearance %	46.8	45.7	41.0	46.3	45.8	37.3	37.9	45.5	43.4	44.6
<b>Presentments/ indictments total</b>	<b>2,750</b>	<b>2,801</b>	<b>2,788</b>	<b>1,965</b>	<b>2,345</b>	<b>2,304</b>	<b>2,231</b>	<b>2,798</b>	<b>2,571</b>	<b>2,391</b>
Presentments/ indictments per Crown Prosecutor	136	143	145	105	122	117	104	122	100	97
Total plea offer advisings	2,226	2,239	2,477	1,655	2,468	2,684	3,116	3,414	3,312	2,056
Plea offer advisings per Crown Prosecutor	110	115	129	88	129	137	145	148	129	84
<b>Total discontinuance of charges advisings</b>	<b>640</b>	<b>611</b>	<b>571</b>	<b>312</b>	<b>321</b>	<b>318</b>	<b>341</b>	<b>586</b>	<b>647</b>	<b>537</b>
Discontinuance of charges advisings per Crown Prosecutor	32	31	30	17	17	16	16	25	25	22
<b>General advice total</b>	<b>2,880</b>	<b>3,427</b>	<b>3,659</b>	<b>3,607</b>	<b>5,305</b>	<b>6,412</b>	<b>5,997</b>	<b>7,015</b>	<b>7,345</b>	<b>7,334</b>
General advice per Crown Prosecutor	142	175	190	193	277	326	280	305	285	298
<b>All advice total</b>	<b>5,746</b>	<b>6,277</b>	<b>6,707</b>	<b>5,574</b>	<b>8,094</b>	<b>9,414</b>	<b>9,454</b>	<b>11,015</b>	<b>11,304</b>	<b>9,927</b>
All advice per Crown Prosecutor	284	321	348	298	423	479	441	479	439	404

\* Note that for this data set, Crown Prosecutor FTE (full-time equivalent) is calculated across the financial year.

## Appendix 6

# Freedom of Information report

### Compliance with the *Freedom of Information Act 1982*

The OPP is subject to the *Freedom of Information Act 1982 (the Act)*. Particulars of the functions and organisation of the OPP are set out elsewhere in this Annual Report. The OPP's website ([opp.vic.gov.au](http://opp.vic.gov.au)) provides additional information including the OPP's statement pursuant to Part II of the Act. Further information can be obtained about the Act, and the various regulations made under that Act by visiting [ovic.vic.gov.au](http://ovic.vic.gov.au).

### Exemption of the Director of Public Prosecutions

The *Freedom of Information Regulations 2019* exempt the DPP from the application of the Act.

### Freedom of Information requests during 2023/24

The OPP received 66 requests under the Act from 1 July 2023 to 30 June 2024. 53 requests were finalised in this period with the remaining eight requests to be finalised within the next reporting period. An outline of the results of these requests is as follows (note that some requests may fall into more than one category):

<b>Requests transferred by other departments</b>	0
<b>Requests transferred to other agencies</b>	5
<b>Requests relating to documents that do not exist or cannot be located</b>	8
<b>Access granted in full</b>	0
<b>Access granted in part</b>	13
<b>Access denied in full</b>	8
<b>Requests received but not finalised in 2023/24</b>	8
<b>Requests withdrawn/not proceeded with/Act does not apply to/outside the Act</b>	20
<b>Requests not processed</b>	4
<b>OVIC reviews</b>	5
<b>OVIC complaints</b>	2
<b>Internal review of original determination</b>	1

## Categories of documents held by the OPP

The types of documents the OPP handles include case files, policies and procedures, administrative records and audio-visual material. Documents are organised under the following categories according to the OPP's business classification scheme:

- Audio-Visual Management
- Communications Management
- Contract Establishment
- Facilities Management
- Fleet Management
- Government Relations
- Human Resources Management
- Information Management
- Systems Management
- Learning and Development Management
- Legal Matter Management
- Legal Services Management
- Occupational Health and Safety Management
- Stationery and Supplies Management
- Strategic Management

## Access to documents

The *Freedom of Information Act 1982* aims to make the maximum amount of information available to Victorians promptly and inexpensively. To facilitate this aim, requests for access to documents held by the OPP should specify the matter to which their request relates and identify the documents or types of documents requested, to enable the OPP to identify the document/s that fall within the terms of the request.

Requests for access to documents held by the OPP must be submitted in writing to the OPP's Freedom of Information Officer. The request should include a contact telephone number and/or email address to enable the Freedom of Information Officer to contact the applicant to clarify or discuss matters relating to the request.

Upon receipt of a valid request, the OPP will process the request and may refuse to disclose all or part of a document if it contains information that is exempt under the Act. The Act outlines general categories of information that are exempt, including internal working documents, law enforcement documents, privileged documents, documents containing information relating to the personal affairs of a person and documents containing information communicated in confidence.

Where the OPP decides to deny access to all or part of a document, it will inform the applicant of the decision and give reasons in support of the decision in writing. If the applicant wishes to challenge a decision of the OPP, they may apply to the Victorian Information Commissioner for a review of the decision. If the applicant is dissatisfied with the outcome of that review, they may lodge an application for review to the Victorian Civil and Administrative Tribunal (VCAT).

An applicant may also make a complaint to the Victorian Information Commissioner about the way the request has been handled or if they are informed that the documents requested do not exist or cannot be located.

## Charges under the Act

The Act specifies that access to information be provided at the lowest reasonable cost. Current fees and charges are:

- application fee – a request must be accompanied by payment of \$31.80 (effective 1 July 2023)
- search fee – \$23.85 per hour or part thereof (effective 1 July 2023)
- supervision fee – \$23.85 per hour to be calculated per quarter hour or part of a quarter hour, where a document is
- inspected by an applicant at the OPP (effective 1 July 2021)
- photocopy fee – \$0.20 per A4 page
- deposits – a deposit of \$25 may be requested before the OPP will grant access if the calculated charge does not exceed \$100. If the calculated charge exceeds \$100, a deposit of 50 per cent of the calculated charge may be requested.

The application fee may be waived on financial hardship grounds.

Access charges may also be waived in certain circumstances, for example, where the applicant is impecunious, intends to use the document sought for general public interest or benefit or seeks to access documents relating to their personal affairs.

## FOI Timelines

The OPP is required to process a request within 30 days. This timeframe may be unilaterally extended to 45 days where the OPP is required to consult with third parties. The processing timeframe may also be extended by periods of up to 30 days, any number of times, with the agreement of the applicant.

## Amendment of personal records

After a document containing information relating to the personal affairs of a person has been released to that person, or in the case of a deceased person, that person's next of kin, the applicant can request the correction of any information held on file where it is considered that this information is inaccurate, incomplete, out of date or gives a misleading impression. In the 2023/24 period, two requests to amend a personal record were received by the OPP.

Requests for amendments must be made in writing and must specify:

- an address for service of notices
- particulars of why the applicant believes the information to be incomplete, incorrect, out-of-date or misleading
- the amendments that the applicant wishes to be made.

If the OPP agrees to the request, the record may be either altered or amended by an appropriate notation. If the OPP refuses to make the amendment, it must notify the applicant in writing of the decision and of:

- the findings on any material questions of fact, the material on which those findings were based and the reasons for the decision
- the name and designation of the person making the decision
- the applicant's right to a review of the decision by the Victorian Information Commissioner.

If, on further review to VCAT, the OPP's decision is affirmed, the applicant may, by written notice, insist that a notation be made to the record specifying why the applicant claims the information it contains is incomplete or otherwise inaccurate.

The notation then becomes part of the document and may be disclosed according to the Act.

## Nominated officer/ contact officer

Requests for access to documents in the possession of the Office of Public Prosecutions under the *Freedom of Information Act 1982* may be directed to:

### Freedom of Information Officer

Office of Public Prosecutions  
565 Lonsdale Street  
MELBOURNE VIC 3000

Or via email to: [foi@opp.vic.gov.au](mailto:foi@opp.vic.gov.au).

Or via an online request and payment/request for fee waiver at: [ovic.vic.gov.au](http://ovic.vic.gov.au)

## Appendix 7

# Public Interest Disclosure report

The OPP is committed to the aims and objectives of the *Public Interest Disclosures Act 2012* (the Act). It does not tolerate improper conduct by its employees and officers or the taking of reprisals against those who come forward to disclose such conduct.

The OPP recognises the value of transparency and accountability in its administrative and management practices and supports the making of disclosures that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources or conduct involving a substantial risk to public health and safety or the environment.

The OPP will take all necessary steps to protect people who make such disclosures from any detrimental action in reprisal for making the disclosure..

## Reporting procedures

Disclosures of improper conduct or detrimental action by the OPP or its employees and officers, the Solicitor for Public Prosecutions or a Crown Prosecutor may be made directly to the Independent Broad-Based Anti-Corruption Commission (IBAC) or the Victorian Inspectorate or the Victorian Ombudsman. Disclosures of improper conduct or detrimental action by the DPP or the Chief Crown Prosecutor must be made directly to the IBAC.

### IBAC

Level 1, North Tower, 459 Collins Street  
MELBOURNE VIC 3000  
Tel: (03) 1300 735 135  
Website: [ibac.vic.gov.au](http://ibac.vic.gov.au)

## Further information

Further information about public interest disclosure reporting procedures are available on the OPP's website: [opp.vic.gov.au/annual-reports-policies-registers](http://opp.vic.gov.au/annual-reports-policies-registers)

## Appendix 8

# The OPP workforce

OPP staff are employed by the Solicitor for Public Prosecutions, who has the functions of a public service body head under the *Public Administration Act 2004* (the Act).

At 30 June 2024 we had a total of 457 employees, including 342 women, 114 men, and 1 self-described employee.

Jun-23							
	All Employees		Ongoing Employees			Fixed term / Casual	
<b>Gender</b>							
	<b>Number HC</b>	<b>FTE</b>	<b>Full Tim HC</b>	<b>Part Time HC</b>	<b>FTE</b>	<b>Number HC</b>	<b>FTE</b>
<b>Male/Man</b>	117	115.6	83	5	86.8	29	28.8
<b>Female/Woman</b>	358	337.67	179	55	219	124	118.67
<b>Self Described</b>	0	0	0	0	0	0	0
<b>Total</b>	<b>475</b>	<b>453.27</b>	<b>262</b>	<b>60</b>	<b>305.8</b>	<b>153</b>	<b>147.47</b>
<b>Age</b>							
<b>15-24</b>	46	43.52	5	1	5.8	40	37.72
<b>25-34</b>	211	204.76	120	11	127.2	80	77.56
<b>35-44</b>	130	119.49	71	36	97.1	23	22.39
<b>45-54</b>	56	54.3	39	9	46.3	8	8
<b>55-64</b>	28	27.6	23	3	25.4	2	1.8
<b>65+</b>	4	4	4	0	4	0	0
<b>Total</b>	<b>475</b>	<b>453.67</b>	<b>262</b>	<b>60</b>	<b>305.8</b>	<b>153</b>	<b>147.47</b>
<b>Classification</b>							
<b>VPS 1</b>	0	0	0	0	0	0	0
<b>VPS 2</b>	95	88.77	20	4	22.7	71	66.07
<b>VPS 3</b>	102	101.4	60	3	62.4	39	39
<b>VPS 4</b>	95	90.6	53	14	62.8	28	27.8
<b>VPS 5</b>	70	65.5	49	15	59.7	6	5.8
<b>VPS 6</b>	108	102	79	24	97.2	5	4.8
<b>STS</b>	1	1	1	0	1	0	0
<b>PS</b>	0	0	0	0	0	0	0
<b>SMA</b>	0	0	0	0	0	0	0
<b>SRA</b>	0	0	0	0	0	0	0
<b>Executives</b>	4	4	0	0	0	4	4
<b>Other</b>	26	25.8	0	0	0	26	25.8
<b>Total</b>	<b>501</b>	<b>479.07</b>	<b>262</b>	<b>60</b>	<b>305.8</b>	<b>179</b>	<b>173.27</b>

Jun-24							
All Employees			Ongoing Employees			Fixed term / Casual	
<b>Gender</b>							
	<b>Number HC</b>	<b>FTE</b>	<b>Full Tim HC</b>	<b>Part Time HC</b>	<b>FTE</b>	<b>Number HC</b>	<b>FTE</b>
<b>Male/Man</b>	114	112.2	81	6	85.2	27	27
<b>Female/Woman</b>	342	323.73	197	58	239.69	87	84.04
<b>Self Described</b>	1	1	1	0	1	0	0
<b>Total</b>	<b>457</b>	<b>436.93</b>	<b>279</b>	<b>64</b>	<b>325.89</b>	<b>114</b>	<b>111.04</b>
<b>Age</b>							
<b>15-24</b>	29	27.25	7	2	8.4	20	18.85
<b>25-34</b>	201	193.98	121	18	133.59	62	60.39
<b>35-44</b>	130	121.1	79	34	104.1	17	17
<b>45-54</b>	61	59.8	44	6	48.8	11	11
<b>55-64</b>	32	30.8	24	4	27	4	3.8
<b>65+</b>	4	4	4	0	4	0	0
<b>Total</b>	<b>457</b>	<b>436.93</b>	<b>279</b>	<b>64</b>	<b>325.89</b>	<b>114</b>	<b>111.04</b>
<b>Classification</b>							
<b>VPS 1</b>							
<b>VPS 2</b>	68	63.53	22	7	26.99	39	36.54
<b>VPS 3</b>	102	100.7	56	3	58	43	42.7
<b>VPS 4</b>	91	86.8	63	14	72.8	14	14
<b>VPS 5</b>	74	69.6	53	16	64.6	5	5
<b>VPS 6</b>	114	108.3	83	24	101.5	7	6.8
<b>STS</b>	2	2	2	0	2	0	0
<b>PS</b>							
<b>SMA</b>							
<b>SRA</b>							
<b>Executives</b>	6	6				6	6
<b>Other</b>	25	24.4				25	24.4
<b>Total</b>	<b>482</b>	<b>461.33</b>	<b>279</b>	<b>64</b>	<b>325.89</b>	<b>139</b>	<b>135.44</b>

## Employment and conduct principles

The Act describes public sector values (s. 7) and employment principles (s. 8).

The Office is committed to applying the principle of merit when appointing staff. Selection processes ensure that applicants are assessed and evaluated fairly and equitably on the basis of key selection criteria and other accountabilities without discrimination. This commitment is reflected in our values, particularly those of respecting others, acting fairly and with integrity. All of our people management systems and procedures have been designed to ensure that these standards are consistently met.

The Code of Conduct for Victorian Public Sector Employees is provided to all new employees and is available on the OPP intranet. Our formal induction program highlights the importance of the Code and the values expected of our staff.

The broad framework to guide staff management decisions, and staff to access to entitlements such as flexible working arrangements and carers leave is the Victorian Public Service Enterprise Agreement 2024 (Agreement). The Victorian Public Sector Common Policies, and internal OPP policies guide staff in the interpretation and application of the Agreement.

## Appendix 9

# Occupational Health, Safety and Wellbeing

During the course of 2023/24, the focus for OPP occupational health, safety and wellbeing continued to be:

- Prioritising our people’s wellbeing through a commitment to review, improve and expand upon existing supports and initiatives.
- Providing ongoing support and assistance to our people with the management of injuries and illnesses.
- Addressing wellbeing issues by providing a diverse and accessible range of services, supports and initiatives.
- An overarching commitment to a safe, respectful, and healthy workplace

The OPP OHS Committee continued to play a major consultative role with regards to the health and safety issues at the workplace. The Committee represents all OPP employees and comprises of the Executive Chair, Sam Jones, management representatives and elected employee health and safety representatives from all areas of the OPP including the legal practice and corporate services. As required by the OHS Act 2004, the Committee has been established by the OPP (as the employer), in consultation with employees and work co-operatively to plan and develop policies and procedures that improve health and safety outcomes across the OPP.

The OPP OHS Committee met on a quarterly basis throughout the reporting year and in doing so proactively promotes and encourages a safe and healthy work environment for all work undertaken across the OPP, by OPP people in different settings including the main office, at courts and when working remotely.

The OPP Wellbeing Committee was first formed at the beginning of 2023 and continued throughout the reporting year with representatives from across the OPP. The Committee is chaired at the Executive Level by Sam Jones and with the intention to ensure OPP people have direct involvement in the delivery of the OPP’s Wellbeing Strategy, as well as a mechanism for monitoring and evaluating the implementation of action items.

The Wellbeing Manager continued to fulfill the key objectives as provided in the OPP’s Wellbeing Strategy with a focus:

- Implementing frameworks and systems that effectively manage the unique risks inherent in the work OPP people undertake.
- Creating and developing strategies, programs and training with an early intervention, education and risk minimisation focus.
- Providing advice, coaching and practical guidance to all levels of the organisation on how to proactively manage psychosocial risk and promote wellbeing.
- Ensuring that the OPP meets and aligns with legislative requirements, standards and best practice approaches.
- Connecting with other Wellbeing Professionals across the justice system, including representing the OPP on the Legal Services Board’s Wellbeing Community of Practice.

The proposed OHS amendments to Psychological Health regulations and obligations are considered a priority focus for the future.

The development and introduction in October 2024 of a new streamlined incident reporting process not only saw an increase in the number of incidents (both physical and psychological) reported but served to ease the process and the contribute toward the development and implementation of relevant and improved risk mitigation strategies.

Throughout 2023/24, the OPP facilitated and supported a range of wellbeing activities to proactively improve and enhance the physical and mental wellbeing of all OPP people:

- Continuous improvement to First Aid Services including the ongoing maintenance of first aid kits and defibrillators and trained first aid officers readily available across OPP work locations.
- The continuation of the Flu Vaccination program and return of the Bring Your Dog to Work day.
- Ensuring that office work-spaces are ergonomically sound including the undertaking of Workspace Ergonomic Assessments by an Occupational Therapist, which has included an onsite assessment, reporting, implementation of recommendations made and subsequent follow-up.
- OPP people are provided with the opportunity to undertake confidential annual wellbeing checks, facilitated by a senior clinical psychologist, and an ongoing specialist support program which was delivered to selected work teams.
- Greater access to Wellbeing initiatives, supports and programs were made available through the OPP intranet site, the Hub to increase visibility of wellbeing offerings for all OPP people.

Ongoing services provided by workplace psychology experts who support high-risk corporate work groups. The OPP HR team continues to partner with the DJCS/ Allianz Return to Work network, which is committed to reviewing and enhancing performance in Workcover management and return to work programs. One (1) new claim was lodged during the reporting period with the injured worker successfully returning to work within four (4) weeks from the date of the injury.

In accordance with the VPS Mental Health and Wellbeing Charter, OPP people continued to successfully complete Mental Health First Aid training with a high proportion of people now accredited as Mental Health First Aiders.

The OPP continued to offer employees the Employee Assistance Program (EAP) which is a free, short-term confidential counselling service offered to employees and their immediate family via the OPP's EAP provider. As part of the OPP's ongoing commitment in providing a safe and healthy workplace for all staff, during the reporting period the OPP partnered with new EAP provider Assure. To date, Assure have provided a comprehensive EAP service to assist staff with the challenges and demands of both personal and professional related matters.

The OPP Wellbeing rooms continue to be used as a safe, and peaceful space for people to use individually when they are seeking respite from work, enhancing wellbeing, contacting a counsellor / EAP provider, or praying. These rooms are designed to be a short term, safe haven which provide comfort and privacy.

The OPP is committed to the health and wellbeing of all people and the provision a safe workplace. In 2024/25 work will continue on implementing the priorities and objectives from the OPP Wellbeing Strategy, which aim to promote, protect and address the wellbeing of all OPP people. Wellbeing will continue to be strengthened with increased focus on improving systems to support mental health and wellbeing, developing content and toolkits for managers, bolstering awareness to help destigmatise mental health and providing opportunities to hear from all people so that wellbeing management can be continually improved at the OPP.

## The OPP's performance against OH&S management measures

The number of reported incidents across the Office increased to 4.11 per 100 FTE (based on a FTE of 436.93 employees).

Measure	KPI	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19
<b>Incidents</b>	No. of incidents	29	12	10	1	9	5
	Rate per 100 FTE	6.64	2.53	2.26		2.25	1.32
	No. of incidents requiring first aid and/or further medical treatment	4	3	4	0	4	5
<b>Workcover*</b>	No. of standard claims	1	0	1	0	0	1
	Rate per 100 FTE	0.23	0	0.22	0	0	0.28
	No. of lost time claims	1	0	1	0	0	0
	Rate per 100 FTE	0.23	0	0.22	0	0	0
	No. of claims exceeding 13 weeks***	1	0	0	0	0	0
	Rate per 100 FTE	0.230	0	0	0	0	0
<b>Fatalities</b>	Fatality claims	0	0	0	0	0	0
<b>Claim costs</b>	Average cost per standard claim (includes amount paid an estimate)**	\$305,266	0	\$203,927	0	0	\$4,615
<b>Return to work</b>	Percentage of claims with RTW plan <30 days	100%	100%	100%	n/a	0%	100%
<b>Consultation and participation</b>	Evidence of agreed structure of designated workgroups (DWGs), health and safety representatives (HSRs), and issue resolution procedures (IRPs).	Complete	Complete	Complete	Complete	Complete	Complete
	Compliance with agreed structure on DWGs, HSRs, and IRPs.	Complete	Complete	Complete	Complete	Complete	Complete
	Number of quarterly committee meetings****	4	4	4	3	4	4
<b>Risk management</b>	Percentage of internal audits/ inspections conducted as planned	100%	75%	75%	25%	90%	97.56%
	No. of Improvement Notices issued across the OPP by WorkSafe Inspector	1	0	0	0	0	0
<b>Training</b>	Percentage of new staff that have received OH&S induction training	100%	100%	100%	100%	100%	100%
	Acceptance of role	100%	100%	73%	100%	100%	100%
	Re-training (refresher)	100%	100%	87%	0%#	67%	70%

\* Data sourced from Insurer Agent Allianz

\*\* Total cost as at 30 June 2024 for the 1 claim.

\*\*\* Information based on 113 paid days for the 1 claim.

\*\*\*\* Due to quorum requirements, the OHS Committee scheduled in June 2024 took place in July 2024.

## Appendix 10

# Environmental report

### Commitment to sustainable practices

The Office of Public Prosecutions is committed to environmental sustainability in its operations. Sustainability and greenhouse gas emissions reduction form core parts of the organisation's corporate strategy [FRD 24.4.1]. The OPP supports the Victorian public sector in adopting new technology that lowers emissions and increases environmental sustainability.

The OPP reduces the environmental impact of its operations by implementing initiatives that have an environmental payback. Actions which have been undertaken by the OPP during the last financial year include:

- working with the Department of Treasury and Finance as landlord, the 565 Lonsdale Street Melbourne building plant and equipment has been continually upgraded with more efficient technology
- reducing greenhouse gas emissions resulting from OPP's operational activities
- reducing the amount of waste and maximising the amount of reused and recycled resources in procurement
- ensuring new capital works incorporate environmentally sustainable principles in design, construction, and operation
- encouraging staff to reduce environmental impacts through behaviour change
- waste management strategies to allow the separation of waste into several streams
- donating redundant furniture to charities and sporting organisations to avoid landfill.

### Environmental report for 2023/24

Environmental reporting pertaining to energy and waste is based on data from the Melbourne CBD OPP office located at 565 Lonsdale Street, Melbourne where 95 per cent of office-based staff members are located. Reporting elements relating to paper and transport cover all OPP office locations and staff. This information has been prepared in accordance with the Financial Reporting Directions issued by the Minister for Finance (FRD 24). Building data was provided by Jones Lang LaSalle on behalf of the Department of Treasury and Finance, the owner of 565 Lonsdale Street.

## Energy

Indicator	2023/24				2022/23			
	Electricity	Natural Gas	Green Power	Total	Electricity	Natural Gas	Green Power	Total
Total energy usage segmented by primary source (MJ)	3,742,239	1,955,453	0	5,697,692	4,087,672	1,555,577	0	5,643,249
Greenhouse gas emissions associated with energy use (t CO <sub>2</sub> -e)	676	98	0	774	738	80	0	818
Percentage of electricity purchased as Green Power	0				0			
Units of energy used per FTE (MJ/FTE)	9,083				8,159			
Units of energy used per unit of office area (MJ/m <sup>2</sup> )	455				497			

Notes on energy data:

- Energy data was provided by Jones Lang LaSalle, on behalf of Department of Treasury and Finance.
- Department of Treasury and Finance as landlord does not purchase green power for 565 Lonsdale Street, Melbourne.

## Waste

The waste generated by processes within the OPP is divided into three general classes – landfill, compost, and recycling.

Indicator	2023/24				2022/23			
	Landfill	Recycled	Compost	Total	Landfill	Recycled	Compost	Total
Total units of waste disposed of by destination (kg/year)	11,044	1,383	1,644	14,071	13,418	2,022	518	15,959
Units of waste disposed of per FTE by destinations (kg/FTE)	25	3	4	31	27	4	1	32
Recycling rate (per cent of total waste)	10				8			
Greenhouse gas emissions associated with waste disposal (t CO <sub>2</sub> -e)	15				17			

Notes on waste data:

- OPP waste disposal data was provided by Jones Lang LaSalle, on behalf of Department of Treasury and Finance.

Actions taken to reduce waste consumption:

- To minimise waste going to landfill, redundant office equipment and furniture was offered to various charity organisations.

## Paper

Indicator	2023/24	2022/23
<b>Total units of copy paper used (reams)</b>	<b>3,770</b>	<b>4,084</b>
Units of copy paper used per FTE (reams/FTE)	8	8
Percentage of 75–100% recycled content copy paper purchased (%)	100	100
Percentage of 50–75% recycled content copy paper purchased (%)	0	0
Percentage of 0–50% recycled content copy paper purchased (%)	0	0

Notes on paper consumption:

- The paper consumption data was provided by Corporate Office Solutions.

Actions taken to reduce paper consumption:

- The implementation of the OPP Paperless Project has delivered reductions to paper usage across the organisation.
- While the range of paper used by the OPP is mandated by the Victorian Government Purchasing Board under the Whole of Victorian Government stationery panel arrangement, for general office usage the OPP has selected a standard white A4 paper with a high recycled content and continues to ensure that where possible all paper purchased is made in Australia to minimise the environmental impact of importation.
- Default printing is double sided.

## Water

Indicator	2023/24	2022/23
<b>Total units of metered water consumed (kilolitres)</b>	<b>1,930</b>	<b>2,110</b>
Units of metered water consumed in offices per FTE (kilolitres/FTE)	4.1	4.2
Units of metered water consumed in offices per unit of office area (kilolitres/m <sup>2</sup> )	0.23	0.25

Notes on water consumption data:

- Data was provided by Jones Lang LaSalle on behalf of the Department of Treasury and Finance, the owner of 565 Lonsdale Street.

## Transport

The department's fleet comprises 30 vehicles, 66 per cent of which are operational vehicles, and the remainder executive fleet.

Of the operational vehicles 90 per cent are four-cylinder petrol fuelled, and 10 per cent are hybrid fuelled.

Of the executive fleet, 50 per cent are four-cylinder petrol fuelled, 30 per cent are hybrid, 10 per cent are diesel fuelled and 10 per cent electric vehicle.

	2023/24			2022/23		
	4 cyl	6 cyl	Total	4 cyl	6 cyl	Total
Operational vehicles						
Total energy consumption by vehicles (MJ)	907,632	0	907,632	531,508	0	531,508
Total vehicle travel associated with entity operations (km)	338,862	0	338,862	196,731	0	196,731
Total greenhouse gas emissions from vehicle fleet (t CO <sub>2</sub> -e)	53	0	53	34	0	34
Greenhouse gas emissions from vehicle fleet per 1,000km travelled (t CO <sub>2</sub> -e)	0.18	0	0.18	0.17	0	0.17

Indicator	2023/24	2022/23
	Total greenhouse gas emissions (t CO <sub>2</sub> -e)	Total greenhouse gas emissions (t CO <sub>2</sub> -e)
Total travelled by aeroplane	90	85

Indicator	2023/24	2022/23
Percentage of CBD employees regularly (>75 per cent of work attendance days) using public transport, cycling, walking, or carpooling to and from work or working from home	N/A*	N/A

Notes on transportation data:

- Passenger vehicle use has declined with more employees taking advantage of telepresence and remote meeting technologies.
- Vehicle fuel data was supplied by the Department of Treasury and Finance's VicFleet unit.
- Air travel includes the movement of witnesses for trial preparation or giving evidence at court as such, distance of travel can vary significantly.

\* Staff transport survey was not conducted.

Actions taken to reduce vehicle emissions:

- Ongoing program of replacing vehicles with more fuel-efficient models.
- The modern 'end of trip' facilities has encouraged more staff to walk, run or cycle to work.
- Public transport tickets are purchased for staff travel to and from external meetings and between the Melbourne and Geelong offices.

## Appendix 11

# Supplementary information

### Audit Committee membership and roles

The Audit committee consists of the following members:

- H Burjorjee, Chairperson (independent member)
- P White (independent member)
- S Jones, Executive Director, Corporate Services

The main responsibilities of the audit committee are to:

- review and report independently to the Solicitor and Minister on the annual report and all other financial information published by the OPP;
- assist the Solicitor and the Minister in reviewing the effectiveness of the OPP's internal control environment covering
  - effectiveness and efficiency of operations;
  - reliability of financial reporting; and
  - compliance with applicable laws and regulations
  - determine the scope of the internal audit function and ensure its resources are adequate and used effectively, including coordination with the external auditors;
- maintain effective communication with the external auditors;
- consider recommendations made by internal and external auditors and review the implementation of actions to resolve issues raised; and
- oversee the effective operation of the risk management framework.

## Consultancies

### Details of consultancies (valued at \$10,000 or greater)

In 2023/24, there were seven consultancies where the total fees payable to the consultants were \$10,000 or greater. The total expenditure incurred during 2023/24 in relation to these consultancies is \$0.793 million (excluding GST). Details of individual consultancies are outlined below:

Consultant	Purpose	Start date	End date	Total approved project fee (\$ ex GST)	Expenditure 2023/24 (\$ ex GST)	Future expenditure (\$ ex GST)
Alyve.	Robotic Process Automation and Data Migration for case management system	1/07/2023	11/04/2024	\$250,000	\$238,877	\$0.00
Lucid Business Solutions Pty Ltd	Development of Workload Model	17/04/2023	15/11/2023	\$100,000	\$74,680	\$0.00
Dakin Partners	Transition Consultancy	01/09/23	05/10/24	\$12,000	\$12,000	\$0.00
Wise Workplace Solutions Pty Ltd	Culture Review – Audio Visual	12/02/2024	09/03/2024	\$13,875	\$13,875	\$0.00
Jay Linsell	Digitisation Project - Design and User Interface	29/05/23	31/12/23	\$35,000	\$29,834.57	\$0.00
Front Foot Law	Legal Practice Process Review	01/07/2023	30/09/2024	\$450,000	\$394,460.64	\$50,000
Tesseract Cyber Services Pty Ltd	Cyber Security - Essential 8 Technical Assessment	7/5/24	16/6/2024	\$29,200	\$29,200	\$0.00

### Details of consultancies under \$10,000

In 2023/24, there were two consultancies engaged during the year where the total fees payable to the individual consultancies was less than \$10,000. The total expenditure incurred during 2023/24 in relation to these consultancies was \$15,085 (ex GST).

## Information and Communication Technology (ICT) expenditure

For the 2023/24 reporting period, the Office had a total ICT expenditure of \$11,086,812 with the details shown below.

(\$ thousand)			
<b>All operational ICT expenditure</b>	ICT expenditure related to projects to create or enhance ICT capabilities		
<b>Business As Usual (BAU) ICT expenditure</b>	Non-Business As Usual (Non-BAU) ICT expenditure	Operational expenditure	Capital expenditure
<b>Total</b>	<b>Total = Operational expenditure and Capital expenditure</b>		
<b>6,895</b>	<b>4,191</b>	<b>1,809</b>	<b>2,382</b>

ICT expenditure refers to the Office's costs in providing business enabling ICT services within the current reporting period. It comprises Business As Usual (BAU) ICT expenditure and Non-Business As Usual (Non-BAU) ICT expenditure. Non-BAU ICT expenditure relates to extending or enhancing the OPP's current ICT capabilities. BAU ICT expenditure is all remaining ICT expenditure which primarily relates to ongoing activities to operate and maintain the current ICT capability.

## Appendix 12

# Asset Management Accountability Framework (AMAF) maturity assessment

The following sections summarise the Office’s assessment of maturity against the requirements of the Asset Management Accountability Framework (AMAF). The AMAF is a non-prescriptive, devolved accountability model of asset management that requires compliance with 41 mandatory requirements. These requirements can be found on the DTF website. Dependant on the respective requirement, the Office’s target maturity ratings range from ‘developing’ to ‘competence’. ‘Developing’ meaning systems and processes are being embedded, often applied effectively, with clear links to the AMAF mandatory requirement and ‘Competence’ meaning systems and processes are fully in place, consistently applied and systematically meeting the AMAF requirement, including a continuous improvement process to expand system performance above AMAF minimum requirements.

### Compliance and maturity rating tool

#### Asset management maturity

Status	Scale
Not Applicable	N/A
Innocence	0
Awareness	1
Developing	2
Competence	3
Optimising	4
Unassessed	U/A

#### Leadership and Accountability (requirements 1-19)

The Office has met its target maturity level under most requirements within this category. The Office did not comply with some requirements in the areas of asset management system performance. There is no material non-compliance reported in this category. A plan for improvement is in place to improve the Office’s maturity rating in these areas.

#### Planning (requirements 20-23)

The Office has met its target maturity level in this category.

#### Acquisition (requirements 24 and 25)

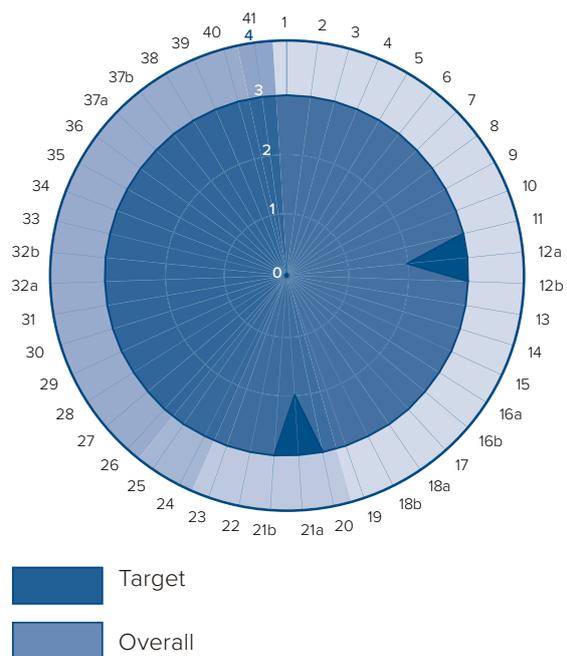
The Office has met its target maturity level in this category.

#### Operation (requirements 26-40)

The Office has met its target maturity level under most requirements within this category.

#### 8.10.1. Disposal (requirement 41)

The Office has met its target maturity level in this category.



## Statement of availability of other information

In compliance with the requirements of the Standing Directions 2018 under the *Financial Management Act 1994*, details in respect of the items listed below have been retained by the Department and are available on request, subject to the provisions of the *Freedom of Information Act 1982*. However, in adopting best practice disclosure policies and to ensure that the OPP discharges its accountability obligations, where relevant, details about some of the following items have been disclosed within this Report of Operations;

- A statement that declarations of pecuniary interests have been duly completed by all relevant officers of the OPP.
- Details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary.
- Details of publications produced by the OPP about itself, and how these can be obtained.
- Details of changes in prices, fees, charges, rates and levies charged by the OPP.
- Details of any major external reviews carried out on the OPP.
- Details of major research and development activities undertaken by the OPP.
- Details of overseas visits undertaken including a summary of the objectives and outcomes of each visit.
- Details of major promotional, public relations and marketing activities undertaken by the OPP to develop community awareness of the office and its services.
- Details of assessments and measures undertaken to improve the occupational health and safety of employees.

- A general statement on industrial relations within the OPP and details of time lost through industrial accidents and disputes.
- A list of major committees sponsored by the OPP, the purposes of each committee and the extent to which the purposes have been achieved.
- Details of all consultancies and contractors including:
  - consultants/contractors engaged
  - services provided, and
  - expenditure committed to for each engagement.

This information is available from:

### OPP Communications

Office of Public Prosecutions  
 565 Lonsdale Street  
 MELBOURNE VIC 3000  
 Email: [opp\\_communications@opp.vic.gov.au](mailto:opp_communications@opp.vic.gov.au)

## Appendix 13

# Audit of decision making and consultation with victims and police

The Royal Commission into Institutional Responses to Child Sexual Abuse (2017) recommended that state and territory Directors of Public Prosecution establish internal audit processes to audit compliance with policies for decision making and consultation with victims and informants. The OPP also has obligations towards victims pursuant to the *Victims' Charter Act 2006*.

The OPP developed a framework for the conduct of an internal audit of matters worked on during financial year 2023/24.

Results show:

- Compliance with organisational policies on decision making was 95.9 per cent
- Compliance with victim consultation was 85.1 per cent.

The audit results will be utilised to inform internal training, communication and systems to improve performance.

## Appendix 14

# Attestation

### **Attestation for financial management compliance with Standing Direction 5.1.4**

I, Abbey Hogan, certify that the OPP has no Material Compliance Deficiency with respect to the applicable Standing Directions under the *Financial Management Act 1994* and Instructions.

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

**Abbey Hogan**

Solicitor for Public Prosecutions  
Office of Public Prosecutions

## Appendix 15

# Disclosure index

The annual report of the Office of Public Prosecutions is prepared in accordance with all relevant Victorian legislations and pronouncements. This index has been prepared to facilitate identification of the Office's compliance with statutory disclosure requirements.

Legislation	Requirement	Page Reference
<b>Standing Directions and Financial Reporting Directions</b>		
<b>Report of operations</b>		
<b>Charter and purpose</b>		
FRD 22	Manner of establishment and the relevant Ministers	86
FRD 22	Purpose, functions, powers, and duties	01
FRD 8	Office objectives, indicators, and outputs	94
FRD 22	Key initiatives and projects	04-05, 36-42
FRD 22	Nature and range of services provided	20-32
<b>Management and structure</b>		
FRD 22	Organisational structure	08-09
<b>Financial and other information</b>		
FRD 8	Performance against output performance measures	94
FRD 8	Budget portfolio outcomes	44-47
FRD 10	Disclosure index	123-124
FRD 15	Executive disclosures	86-87
FRD 22	Employment and conduct principles	109
FRD 22	Occupational health and safety policy	110-111
FRD 22	Summary of the financial results for the year	44-47
FRD 22	Significant changes in financial position during the year	44-47
FRD 22	Major changes or factors affecting performance	45-47
FRD 22	Subsequent events	88
FRD 22	Application and operation of <i>Freedom of Information Act 1982</i>	103-105
FRD 22	Application and operation of the <i>Public Interest Disclosures Act 2012</i>	106
FRD 22	Application and operation of <i>Carers Recognition Act 2012</i>	109
FRD 22	Details of consultancies over \$10,000	118
FRD 22	Details of consultancies under \$10,000	118
FRD 22	Disclosure of ICT expenditure	118
FRD 22	Statement of availability of other information	120
FRD 22	Asset Management Accountability Framework (AMAF) maturity assessment	119
FRD 24	Environmental reporting	113-116
FRD 29	Workforce Data disclosures	107-108
SD 5.2	Specific requirements under Standing Direction 5.2	01-124

Legislation	Requirement	Page Reference
<b>Compliance attestation and declaration</b>		
<b>SD 5.1.4</b>	Attestation for compliance with Ministerial Standing Direction	<b>122</b>
<b>SD 5.2.3</b>	Declaration in report of operations	<b>Inside front cover</b>
<b>Financial statements</b>		
<b>Declaration</b>		
<b>SD 5.2.2</b>	Declaration in financial statements	<b>48</b>
<b>Ministerial Directions &amp; Financial Reporting Directions</b>		
<b>Other requirements under Standing Directions 5.2</b>		
<b>SD 5.2.1 (a)</b>	Compliance with Australian accounting standards and other authoritative pronouncements	<b>55</b>
<b>SD 5.2.1 (a)</b>	Compliance with Standing Directions	<b>123-124</b>
<b>SD 5.2.1 (b)</b>	Compliance with Model Financial Report	<b>46-92</b>
<b>Other disclosures as required by FRDs in notes to the financial statements (a)</b>		
<b>FRD 21</b>	Disclosures of Responsible Persons, Executive Officers, and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report	<b>85-87</b>
<b>FRD 103</b>	Non-Financial Physical Assets	<b>68</b>
<b>FRD 110</b>	Cash Flow Statements	<b>53</b>
<b>FRD 112</b>	Defined Benefit Superannuation Obligations	<b>59</b>
<i>Note:</i>		
<i>(a) References to FRDs have been removed from the Disclosure Index if the specific FRDs do not contain requirements that are of the nature of disclosure.</i>		
<b>Legislation</b>		
<b>Freedom of Information Act 1982 (Vic) (FOI Act)</b>		<b>103-105</b>
<b>Public Interest Disclosures Act 2012</b>		<b>106</b>
<b>Financial Management Act 1994</b>		<b>46-92</b>

SD is a Standing Direction issued by the Assistant Treasurer under s. 8 of the *Financial Management Act 1994*. Standing Directions specify public sector agency responsibilities to achieve a high standard of public financial management and accountability.

FRD is a Financial Reporting Direction which forms part of the Directions issued pursuant to s. 8 of the *Financial Management Act 1994*. An FRD deals specifically with financial reporting issues for Victorian public sector entities.





**Office of Public  
Prosecutions**  
Victoria