



INFORMATION STATEMENT 2010

This information Statement contains the following information:

- How to access information held by the Department
- How to correct information held by the Department
- The structure and functions of the various Divisions of the Department
- Whether that information may be inspected, whether a fee is necessary, whether the information may be purchased or is distributed without a fee and how it may be inspected or obtained.

ACCESSING AND CORRECTING INFORMATION

ACCESSING INFORMATION

The *Information Act* creates a general right of access to government information held by the Department of Justice limited only in those circumstances where the disclosure of certain information would be contrary to the public interest.

If you wish to access information held by the Department, please complete an application form which can be found on our website at <http://www.justice.nt.gov.au>.

Please send the application form to:

The Executive Assistant for the Chief Executive Officer
Information Coordinator
Department of Justice
GPO Box 1722
DARWIN NT 0801

Application forms are also available in all areas of the Department that are accessible to the public such as the Magistrates Court, Supreme Court and at the main reception area at the Darwin office, Old Admiralty Towers, 68 The Esplanade, and the Alice Springs office, first floor of Belvedere House, Parsons Street. The staff in these areas should also be able to assist you should you need help in completing the forms.

If you are not able to visit any of the above areas, you can telephone the Information Coordinator on (08) 8935 7404 and request an application form to be sent to you.

If you wish to access personal information about yourself, there is no application fee. If you wish to access government information, that is non-personal information, there is an application fee of \$30. You can pay your money at any Receiver of Territory Monies. If you prefer, you can send a \$30 money order or cheque with your application.

If you do not have the \$30, and are unable to find the \$30, it may be possible to have the fee waived. An application form to have the fee waived is also available with the application forms.

When the Information Coordinator has received your application, and application fee if necessary, a letter will be sent to you informing you which Information Officer will be processing your application. In most circumstances, you should receive the information within 30 days. If the Information Officer believes that it is not in the public interest to release the information, the Information Officer will explain why it is not in the public interest to release it.

CORRECTING INFORMATION

You may also apply to have personal information held by the Department corrected. Application forms for correcting information are also available as indicated above. The details and procedures in relation to accessing information also apply to correcting information.

A SUMMARY OF THE WORK DONE BY THE VARIOUS SECTIONS OF THE DEPARTMENT

COURT SUPPORT AND INDEPENDENT OFFICES

Court support provides administrative and other support services to enable courts and tribunals to administer justice for the community.

HIGHER COURT SERVICES

Higher Court services provide:

- support services to the Supreme Court, the Court of Appeal and the Court of Criminal Appeal;
- case processing by the registries;
- caseflow management and enforcement of judgments of the Courts through the Sheriff's Office;
- jury management;
- library services; and
- custodial services.

LOWER COURT SERVICES

Lower Court services provides support services to the:

- Court of Summary Jurisdiction;
- Local Court;
- Small Claims Court;
- Juvenile Court;
- Work Health Court;
- Office of the Coroner;
- Mental Health Review Tribunal; and
- Lands, Planning and Mining Tribunal.

Services include case processing, appropriate case flow management and enforcement of judgments of the Court, Tribunal or other statutory offices, in all Courthouses including premises designated for Circuit Courts in regional and remote communities.

OFFICE OF THE TERRITORY CORONER*

The role of the Territory Coroner is governed by the *Coroners Act*. The Coroner oversees and coordinates all coronial services throughout the Northern Territory and ensures, on behalf of the community, that all deaths and suspected deaths over which a coroner has jurisdiction are thoroughly investigated.

The Coroner's role is to enquire into the circumstances surrounding all "reportable" deaths and to:

- determine the identity of the deceased;
- determine the time, place, cause and manner of death; and
- comment on matters, including public health, safety or the administration of justice connected with the death.

In addition to deaths, a Coroner may inquire into disasters where public safety is substantially endangered.

MENTAL HEALTH REVIEW TRIBUNAL*

The Tribunal is established under the *Mental Health and Related Services Act* and is an independent statutory body that has the power to make decisions about the care and treatment of people who have a mental illness or mental disturbance.

The majority of Tribunal hearings are held to decide whether a person needs to be treated as an involuntary patient, either in hospital or in the community, in accordance with the Act. Decisions made by the Tribunal are enforceable by law.

The Tribunal sits as a 3-member panel. It comprises a legal member (a qualified lawyer or magistrate), a medical member (a qualified psychiatrist), and a member with special interest or expertise in the area of mental health, who represents the general community.

LANDS, PLANNING AND MINING TRIBUNAL*

The Lands, Planning and Mining Tribunal is an independent statutory body established under the *Lands, Planning and Mining Tribunal Act*. The Tribunal currently has jurisdiction in respect of compulsory land acquisitions made under the *Lands Acquisition Act 1978*, including objections by registered native title claimants and registered native title bodies corporate. The Tribunal is also the ultimate appeal body for appeals under the *Planning Act*.

FINES RECOVERY UNIT

The objective of the Fines Recovery Unit is to provide a cost efficient recovery service and to ensure that Court imposed fines and infringement notices are

complied with. The aim of the Unit is to reduce the number of fine defaulters who are imprisoned.

The Unit manages all aspects of fine recovery including the taking of payments, the making of time to pay arrangements and providing information to the public about the enforcement when no other solution can be found. These enforcement orders range from licence and registration suspension through to civil enforcement and community work orders.

REGISTRAR-GENERAL

The Registrar-General registers subdivisions, unit plans, land titles, births, deaths, marriages and changes of names, deeds and instruments.

The Registrar-General (Land Titles Office) is appointed pursuant to the *Registration Act*. Registrar of Births, Deaths & Marriages is appointed under the *Birth, Deaths & Marriages Registration Act*.

The Office:

- maintains a secure system of Torrens title including search facilities;
- maintains information about all interests in land including units plan subdivision and land titles;
- registers and issues certificates in relation to births, deaths and marriages, adoptions and changes of name; and
- provides statistical services for medical and government research.

Please note that the Land Titles Office is open to the public and searches may be conducted for a fee. The Office of Births, Deaths and Marriages has a very strict access policy. Details about the policy may be obtained by calling 8999 6090.

PUBLIC TRUSTEE

The Public Trustee is appointed pursuant to the *Public Trustee Act*. The Office provides a Wills registry and will-making, trustee and estate administration services and manages restrained and forfeited property under the *Criminal Property Forfeiture Act*.

- administers the estates of deceased persons;
- administers trust accounts which have been established:-
 - through the Courts;
 - as payouts from motor vehicle accidents;
 - as beneficial legacies to minors; and
 - as a result of Aged and Infirm Persons Property Orders.
- takes will instructions and drafts wills; and

- administers funds and assets resulting from the responsibilities under the *Criminal Property Forfeiture Act*.

COMMUNITY JUSTICE CENTRE

The Community Justice Centre provides an alternative to legal action by offering a fast, free and easy to use mediation service to the community.

OFFICE OF THE INFORMATION COMMISSIONER*

The Office of the Information Commissioner promotes fairness and justice in the way that government organisations grant access to information and protect the privacy of personal information they hold. The Office deals with complaints about Freedom of Information and privacy matters and considers related applications and submissions.

The Information Commissioner reports separately to the Minister pursuant to section 98 of the *Information Act*.

OFFICE OF THE COMMISSIONER FOR PUBLIC INTEREST DISCLOSURES*

The Office of the Commissioner for Public Interest Disclosures deals with disclosures of improper conduct by an NT public body or by an employee working for an NT public body. It investigates serious improper conduct, protects the identity of the whistleblower wherever possible and works with the public body to put in place a plan to manage the whistleblower's welfare in the workplace.

The Commissioner for Public Interest Disclosures reports separately to the Minister pursuant to section 48 of the *Public Interest Disclosure Act*.

CONSUMER AFFAIRS

The Commissioner of Consumer Affairs reports separately to the Minister pursuant to section 12 of the *Consumer Affairs and Fair Trading Act*.

Consumer Affairs promotes and regulates responsible business conduct through administration of a regulatory system that protects community interests.

Consumer Affairs informs consumers of their rights whilst assisting conflict situations through dispute resolution processes.

These programs are delivered by the following two operational units of Consumer Affairs:

- Consumer Affairs
- Trade Measurement

ANTI-DISCRIMINATION COMMISSION*

The Northern Territory Anti-Discrimination Commission promotes equality of opportunity in the Northern Territory and protects people from unlawful discrimination and sexual harassment by:

- providing community education and training to improve understanding of discrimination, equal opportunity and harassment issues;
- investigating complaints of discrimination and resolving them through conciliation or at public hearing;
- advising Government and the general public on discrimination issues; and
- preparing and publishing guidelines and codes of practice.

The Anti-Discrimination Commission is an independent statutory authority created under the *Anti-Discrimination Act 1992*.

CORPORATE AND STRATEGIC SERVICES

Corporate and Strategic Services delivers corporate systems that effectively support core business and service delivery objectives by being competitive in performance and cost, responsive to changing needs, and accountable for results. It provides cost effective and efficient services to the Agency through the following sections: Human Resources, Finance and Asset Services and Information Services and Corporate Communications.

CORRECTIONAL SERVICES

As part of the criminal justice system, and in partnership with the community, Northern Territory Correctional Services (NTCS) contributes to individual and community safety by:

- providing for the safe care and custody of prisoners and detainees and supporting strategies that contribute to a reduction in their likelihood of re-offending on release;
- managing orders of the Courts and Parole Board by effective supervision and by encouraging clients to address issues that lead to offending;
- providing assessments and reports to the Courts and the Parole Board to assist with effective sentencing and enhance judicial decision-making processes, and
- ensuring that a range of rehabilitation and reparation programs are available to sentenced prisoners, community-based clients and juvenile detainees which encourage them to become socially responsible members of the community.

The units within Correctional Services are:

- Custodial Services

Darwin Correctional Centre is a multi-classification prison with a capacity for 458 prisoners, with facilities for housing remand and sentenced adult males and females. A range of intervention, educational, vocational and offending behaviour programs are delivered to offenders.

Alice Springs Correctional Centre is the Territory's principal maximum security facility with a capacity for 400 prisoners, 84 of which are in the low security cottages located outside the main fence. It has facilities for housing male and female prisoners of all security ratings and delivers a

range of intervention, educational, vocational and offending behaviour programs to offenders.

- Community Corrections

Community Corrections provides administrative support and secretariat services to the Parole Board of the Northern Territory.

Community Corrections administers the following programs: bail assessment and supervision, court services, community work orders, home detention, juvenile approved programs, parole and probation and the Indigenous Family Violence Program and is also responsible for the training and monitoring of community work order supervisors and community probation and parole officers.

- Juvenile Detention

The Don Dale Juvenile Detention Centre is a medium to high security institution with capacity for up to 38 juveniles of both sexes. It is the main centre for the detention of juveniles within the Northern Territory and operates a structured program of behavioral and case management in support of offender rehabilitation that includes post release options.

The Alice Springs Juvenile Holding Centre is a medium to high security institution with capacity for up to ten juveniles of either sex. It is designed for use as a short-term holding/remand centre for up to four days.

LICENSING, REGULATION AND ALCOHOL STRATEGY

Manages and promotes the Territory's regulatory regimes for gaming, wagering, liquor, kava, tobacco, private security, business affairs, agents licensing and escort agency activities through:

- policy advice including strategic advice on alcohol issues and support for Alcohol Management Plans;
- development and implementation of the various regulatory regimes' management processes for licensing, monitoring and compliance;
- ensuring the Territory's regulatory regimes are responsive to industry changes;
- activities of the Northern Territory Licensing Commission, Northern Territory Racing Commission and Agents Licensing Board; and
- administration of racing industry funding through Licensing and Regulation Grants.

NT WORKSAFE

NT WorkSafe is the administrative and regulatory arm of the Northern Territory Work Health Authority – the statutory body established under the *Workplace Health and Safety Act*. The division is responsible for the Territory-wide regulation of occupational health and safety, dangerous goods, electrical safety, and vocational rehabilitation and workers' compensation.

OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS

The Director of Public Prosecutions acts independently and reports separately to the Attorney-General pursuant to section 33 of the *Director of Public Prosecutions Act*. The Office of the Director of Public Prosecutions initiates, prepares and conducts criminal prosecutions on behalf of the Crown before the Courts of Summary Jurisdiction, the Supreme Court of the Northern Territory and the High Court of Australia and provides support to victims, witnesses and their families.

POLICY COORDINATION

Provides strategic legal justice and social policy advice to Government and monitors and coordinates the implementation of related Government policies and research.

COMMUNITY AND JUSTICE POLICY

Develops, implements, monitors and evaluates alcohol management and public safety strategies, provides expert advice to Government and the community and raises community awareness about justice issues.

LEGAL POLICY

Develops, reviews and implements legislative change, advises the Attorney-General and the Government on law and justice measures, and provides Ministerial support.

Legal Policy also manages the following statutory roles:

- Construction Contracts Registrar (under the *Construction Contracts (Security of Payments) Act*), and
- Scheme supervisor (under the *Unit Title Schemes Act*).

RESEARCH AND STATISTICS

Provide research and analytical services to further the development and evaluation of Government's legislative and community safety agendas and raise awareness of crime and justice statistical trends.

COMMUNITY BENEFIT FUND

Provides funding support for gambling-related research and amelioration programs for problem gambling as well as small grants for general community development and improvement projects.

COMMUNITY JUSTICE GRANTS

Manages and monitors agreements with and payments to non-government sector organisations, including grants to the Northern Territory Legal Aid Commission and funding for the Public Safety Model.

SOLICITOR FOR THE NORTHERN TERRITORY

The Solicitor for the Northern Territory (SFNT) provides the NT Government with high quality, timely, whole-of-government legal services on strategic issues. It maintains excellence and integrity in the government's legal dealings

by the provision of quality advice, representation and documentation to government Ministers, agencies and employees.

The SFNT incorporates the Aboriginal Land, Commercial and Litigation Divisions. It also incorporates the Graham Nicholson Law Library, Agency Legal Services, and the recently implemented Crimes Victims Services Unit.

Aboriginal Land Division

Is responsible for litigation concerning native title matters arising under the *Native Title Act 1993* and for land claims under the *Aboriginal Land Rights (NT) Act 1976*. The Aboriginal Land Division also provides advice in respect of native title and Aboriginal land matters, mining and property law issues and other miscellaneous matters and representation in mediations before the National Native Title Tribunal. The Division also assists in developing policy options for progressing native title claims through negotiated settlements where possible.

Commercial Division

Is responsible for the provision of documentation and advice in relation to whole of government and sensitive matters. The Commercial Division is also involved in major project groups handling a range of developments throughout the Northern Territory.

Litigation Division

Is responsible for dealing with civil litigation matters, providing representation, and providing formal advice on a range of issues.

In addition, the Criminal Property Forfeiture Unit was established in 2007 in order to assist the Office of the Director of Public Prosecutions with Criminal Property Forfeiture matters.

Agency Legal Services

Is responsible for overseeing the outsourcing of selected legal services by facilitating, coordinating and managing a transparent, accountable and defensible tendering process.

Crime Victims Services Unit

Crime Victims Services Unit provides financial assistance, confidential advice and support to victims of violent crime.

Graham Nicholson Law Library

The Graham Nicholson Law Library is a Departmental library and has a collection of general reference material, as well as specialist legal material. The primary aim of the Library is to provide information and research services to the Attorney-General and departmental lawyers, graduate clerks and paralegals.

SOLICITOR-GENERAL *

The Solicitor-General is a statutory officer appointed pursuant to the *Law Officers Act* and is a separate, independent source of legal advice to the Attorney-General.

The Solicitor-General is responsible for the provision of high-level legal advice to the Attorney-General, executive government and the Cabinet Office. The Solicitor-General is also required, at the discretion of the Attorney-General, to provide advice to Parliament and its various committees.

The Solicitor-General also acts as counsel for the Crown in right of the Northern Territory of Australia, and for any other agency or person as requested by the Attorney-General. In particular, the Solicitor-General appears in matters where the legislative, executive or judicial powers of the Territory or the Commonwealth are in question, or where the interpretation of the Commonwealth *Constitution* is raised.

The Solicitor-General is also the statutory supervisor under the *Legal Profession Act*.

NOTE:

* Statutory offices, whilst they are reported within this Information Statement, are independent of the Department as stipulated by their respective Acts.

LEGISLATION ADMINISTERED BY THE DEPARTMENT

LEGISLATION	DESCRIPTION
<i>Absconding Debtors Act</i>	An Act to make provision for and in respect of the apprehension of certain debtors
<i>Accommodation Providers Act</i>	An Act to regulate the liabilities and rights of accommodation providers
<i>Administration and Probate Act</i>	An Act relating to the administration of the estates of deceased persons
<i>Age of Majority Act</i>	An Act relating to the age of majority
<i>Aged and Infirm Persons' Property Act</i>	An Act to make provision for the protection of the property of persons suffering certain disabilities
<i>Agents Licensing Act</i>	An Act to provide for the Licensing of certain Agents, the Registration of Representatives of those Licensed Agents and for related purposes

<i>Alcohol Court Act 2006</i>	An Act to establish the Alcohol Court with power to make particular orders in respect of certain offenders with alcohol dependency and to make sentencing orders and ancillary orders in respect of those offenders, and for related matters.
<i>Amendments Incorporation Act</i>	An Act to provide for incorporating amendments in amended Acts and regulations
<i>Anglican Church of Australia Act</i>	An Act relating to the Anglican Church of Australia
<i>Anti-Discrimination Act</i>	An Act to promote equality of opportunity by protecting persons from unfair discrimination in certain areas of activity and from sexual harassment and certain associated objectionable conduct, to provide remedies for persons discriminated against, and for related purposes
<i>Associations Act</i>	An Act to provide for the incorporation of Associations, and for related purposes.
<i>Auctioneers Act</i>	An Act to regulate sales by auction
<i>Australian Crime Commission (Northern Territory) Act</i>	An Act to provide for the operation of the Australian Crime Commission in the Northern Territory and for related purposes
<i>Bail Act</i>	An Act to provide for the granting of bail to accused persons in or in connection with criminal proceedings
<i>Births, Deaths and Marriages Registration Act</i>	An Act to provide for the registration of births, deaths and marriages and related matters
<i>Business Names Act</i>	An Act about the registration of business names
<i>Business Tenancies (Fair Dealings) Act</i>	An Act to make provision in relation to leases of certain retail shops and other business premises, the rights and obligations of landlords and tenants of those shops and premises, to repeal the <i>Commercial Tenancies Act</i> and for other purposes
<i>Catholic Church in the Northern Territory Act</i>	An Act to provide for the establishment of property trusts in respect of the Catholic Church in the Northern Territory and for other purposes

<i>Choice of Law (Limitation Periods) Act</i>	An Act relating to limitation periods for choice of law purposes
<i>Classification of Publications, Films and Computer Games Act</i>	An Act to provide for the classification of publications including films for public release and video tapes or video discs and for other purposes
<i>Co-operatives Act</i>	An Act to provide a legislative framework for the formation, registration and management of co-operatives that enables flexibility in the operation of co-operatives and promotes the development of co-operatives, and to repeal the <i>Co-operative Societies Act</i> and the <i>Co-operative Trading Societies (Loans Guarantee) Act</i>
<i>Commercial and Private Agents Licensing Act</i>	An Act to provide for the licensing of commercial and private agents
<i>Commercial Arbitration Act</i>	An Act to repeal the <i>Arbitration Act 1891</i> of the State of South Australia, as amended, in its application to the Territory, to make provision for and in relation to the arbitration of certain disputes, and for other purposes
<i>Community Justice Centre Act</i>	An Act to establish the Northern Territory Community Justice Centre, and for related purposes
<i>Companies (Trustees and Personal Representatives) Act</i>	An Act to enable certain companies to act as trustees and personal representatives, and for other purposes
<i>Companies (Unclaimed Assets and Moneys) Act</i>	An Act relating to unclaimed assets in the hands of liquidators of companies and unclaimed moneys held by companies
<i>Compensation (Fatal Injuries) Act</i>	An Act relating to compensation to relatives of persons whose deaths are caused by wrongful act, neglect or default
<i>Construction Contracts (Security of Payments) Act</i>	An Act to secure payments under construction contracts and provide for the adjudication of disputes about payments under construction contracts, and for related purpose

<i>Consumer Affairs and Fair Trading Act</i>	An Act to provide for the appointment and functions of a Commissioner and Deputy Commissioner of Consumer Affairs, to constitute a Consumer Affairs Council, to make provision with respect to product safety and product information, to prohibit unfair practices in consumer transactions and promote the development of codes of practice for fair dealing in consumer transactions, to imply conditions and warranties in contracts for goods and services and enable recourse to manufacturers, to regulate door-to-door trading, credit reporting, credit providers and the provision and redemption of trading stamps, to provide a licensing system for motor vehicle dealers and make provision generally with respect to dealings in motor vehicles, to provide for the licensing of travel agents and the regulation of their operations, and for related purposes
<i>Consumer Credit (Northern Territory) Act</i>	An Act to regulate the provision of consumer credit
<i>Contracts Act</i>	An Act relating to the making and execution of contracts affecting the Northern Territory
<i>Coroners Act</i>	An Act to provide for the office of coroner, the holding of inquests into the manner and cause of deaths, inquiring into the cause and origin of disasters and for related purposes
<i>Corporations (Financial Services Reform Amendments) Act</i>	An Act to amend various Acts and Regulations as a consequence of the Commonwealth enacting the <i>Financial Services Reform Act 2001</i> and for related purposes
<i>Corporations Reform (Northern Territory) Act</i>	An Act to enact ancillary provisions relating to the enactment by the Parliament of the Commonwealth of new corporations legislation and new ASIC legislation and for other purposes
<i>Corporations (Northern Territory Request) Act</i>	An Act to request the Parliament of the Commonwealth to enact legislation in respect of certain matters relating to corporations and financial products and services

<i>Court Security Act</i>	An Act to provide for the security of courts and for related purposes
<i>Courts and Administrative Tribunals (Immunities) Act</i>	An Act to confer immunities from civil and criminal liability on members and officers of courts and administrative tribunals and on persons who participate in proceedings before courts and administrative tribunals
<i>Crimes at Sea Act</i>	An Act to give effect to a cooperative scheme for dealing with crimes at sea, to repeal the <i>Criminal Law (Offences at Sea) Act</i> and for related purposes
<i>Criminal Code Act</i>	An Act to establish a Code of criminal law to provide for a comprehensive statement of criminal law offences, defences and procedures
<i>Criminal Investigation (Extra-territorial Offences) Act</i>	An Act to provide for the issue of search warrants for the investigation in the Territory of certain offences against the law of a State or the Australian Capital Territory, and for other purposes
<i>Criminal Property Forfeiture Act</i>	An Act to provide for the forfeiture in certain circumstances of property acquired as a result of criminal activity and property used for criminal activity, to provide for the reciprocal enforcement of certain Australian legislation relating to the forfeiture of proceeds of crime and forfeiture of other property, and for related purposes
<i>Criminal Records (Spent Convictions) Act</i>	An Act to facilitate the more effective rehabilitation of certain offenders by providing that, in certain circumstances, their criminal records relating to relatively minor offences may be spent and not form part of their criminal history, and for related purposes
<i>Cross-border Justice Act</i>	An Act to facilitate the administration of justice in regions straddling the Territory's borders with South Australia and Western Australia, and for related purposes

<i>Crown Proceedings Act</i>	An Act to provide for suits by and against the Crown, and for related purposes
<i>Cullen Bay Marina Act</i>	An Act relating to the subdivision and management of certain land at Cullen Bay and the obligations and liabilities of certain persons in relation to the development of that land, and for other purposes
<i>Dangerous Goods Act</i>	An Act to provide for the safe storage, handling and transport of certain dangerous goods
<i>Dangerous Goods (Road and Rail Transport) Act</i>	An Act to make provision for safety in the transport of dangerous goods by road as part of the system of nationally consistent road transport laws and to make provision for safety in the transport of dangerous goods by rail
<i>De Facto Relationships Act</i>	An Act to make provision with respect to the property rights of de facto partners, to validate certain agreements relating to de facto relationships and make provision with respect to their effects, and for related purposes
<i>De Facto Relationships (Northern Territory Request) Act</i>	An Act to request the Parliament of the Commonwealth to enact legislation in respect of certain financial matters arising out of the breakdown of de facto relationships
<i>Defamation Act</i>	An Act to enact in the territory provisions to promote uniform laws of defamation in Australia, and for related purposes
<i>Director of Public Prosecutions Act</i>	An Act to provide for the appointment of a Director of Public Prosecutions, and for other purposes
<i>Domestic and Family Violence Act</i>	An Act to provide for the protection of persons in a domestic relationship against violence, and for related purposes
<i>Domicile Act</i>	An Act to abolish the dependent domicile of married women and otherwise to reform the law relating to domicile

<p><i>Electricity Reform Act</i> (in so far as it relates to safety regulation)</p> <p>(Northern Territory Treasury is responsible for the <i>Electricity Reform Act</i> (in so far as it relates to economic regulation), Minister for Justice and Attorney-General is responsible for the <i>Electricity Reform Act</i> (in so far as it relates to safety regulation) and the Minister for Essential Services is responsible for the <i>Electricity Reform Act</i> (in so far as it relates to supply and service provision under licence).</p>	<p>An Act to regulate the electricity supply industry, to make provision for safety and technical standards for electrical installations and for other purposes</p>
<p><i>Electronic Transactions (Northern Territory) Act</i></p>	<p>An Act to facilitate electronic transactions, and for other purposes</p>
<p><i>Encroachment of Buildings Act</i></p>	<p>An Act to provide for relief in respect of encroachments and improvements made under mistake of title</p>
<p><i>Evidence Act</i></p>	<p>An Act to make provision for admissibility of evidence in proceedings and the procedures essential to the ascertainment of facts in litigation</p>
<p><i>Evidence (Business Records) Interim Arrangements Act</i></p>	<p>An Act to make business records admissible as evidence in all proceedings, and for related purposes</p>
<p><i>Family Provision Act</i></p>	<p>An Act to ensure that the family of a deceased person receives adequate provision out of the deceased's estate</p>
<p><i>Fences Act</i></p>	<p>An Act relating to fences and to the rights of persons in relation to construction, costs and maintenance of such fences</p>
<p><i>Financial Sector Reform (Northern Territory) Act</i></p>	<p>An Act to make provision for the reform of the financial sector, to repeal the <i>Financial Institutions (NT) Act</i>, the <i>Friendly Societies (NT) Act</i> and the <i>Financial Institutions (Territory Supervisory Authority) Act</i>, and for other purposes</p>
<p><i>Financial Transaction Reports Act</i></p>	<p>An Act to provide for the giving of further information in relation to suspect transactions reported under the <i>Financial Transaction Reports Act 1988</i> of the Commonwealth and the giving of information in relation to other suspect transactions, and for related purposes</p>
<p><i>Fines and Penalties (Recovery) Act</i></p>	<p>An Act to establish a fines recovery unit and to provide for the enforcement of fines and penalties, and for related purposes</p>

<p><i>Gaming Control Act</i> (except provisions relating to taxes and levies)</p> <p>(Northern Territory Treasury is responsible for the <i>Gaming Control Act</i> in so far as it relates to taxes and levies).</p>	<p>An Act to license and control casinos and gaming and for related purposes including lotteries and illegal games</p>
<p><i>Gaming Machine Act</i> (except Part 8)</p> <p>(Northern Territory Treasury is responsible for the <i>Gaming Machine Act</i> in so far as it relates to Part 8).</p>	<p>An Act to provide the regulation and control of gaming machines and for related purposes</p>
<p><i>Information Act</i> (except Part 9)</p> <p>(The Department of Business and Employment is responsible for the <i>Information Act</i> (in so far as it relates to Records Management - Part 9); Department of Natural Resources, Environment, the Arts and Sport is responsible for the <i>Information Act</i> (in so far as it relates to Archives Management - Part 9)</p>	<p>An Act to provide for public access to information held by the public sector, to provide for the correction of personal information held by the public sector, to provide for the responsible collection and handling of personal information by the public sector, to promote appropriate records and archives management in the public sector, and for related purposes</p>
<p><i>Instruments Act</i></p>	<p>An Act relating to instruments and securities</p>
<p><i>International Transfer of Prisoners (Northern Territory) Act</i></p>	<p>An Act to enable the transfer of prisoners to and from Australia in accordance with the <i>International Transfer of Prisoners Act 1997</i> of the Commonwealth and for related purposes</p>
<p><i>Interpretation Act</i></p>	<p>An Act for the interpretation of Acts and for other purposes</p>
<p><i>Juries Act</i></p>	<p>An Act relating to juries</p>
<p><i>Jurisdiction of Courts (Cross-Vesting) Act</i></p>	<p>An Act to provide for the hearing of Northern Territory matters in federal and state courts and to allow transfer of such proceedings between the courts</p>
<p><i>Justices Act</i></p>	<p>An Act to establish the Court of Summary Jurisdiction, the powers of the Justices, the procedures of the court, and other related purposes</p>
<p><i>Justices of the Peace Act</i></p>	<p>An Act to consolidate legislation in relation to the office of Justice of the Peace</p>

<i>Kava Management Act</i>	An Act to prohibit and regulate the cultivation, manufacture, production, possession and supply of kava, to encourage responsible practices and procedures in relation to the possession, supply and consumption of kava and for related purposes
<i>Lake Bennett (Land Title) Act</i>	An Act about the rights and interests of persons in certain land in the Lake Bennett locality
<i>Land Title Act</i>	An Act to consolidate and reform the law about the registration of land and interests in land, and for related purposes
<i>Lands, Planning and Mining Tribunal Act</i>	An Act to establish the Lands, Planning and Mining Tribunal
<i>Law Officers Act</i>	An Act relating to the Attorney-General, Solicitor-General and to the Solicitor for the Northern Territory
<i>Law of Property Act</i>	An Act to consolidate, amend and reform the law relating to conveyancing, property and contract, and for related purposes
<i>Law Reform (Gender, Sexuality and De Facto Relationships) Act</i>	An Act to reform the law of the territory by amending certain acts and subordinate legislation to remove or modify legal distinctions based on a person's gender, sexuality or de facto relationship with another person, and for related purposes
<i>Law Reform (Miscellaneous Provisions) Act</i>	An Act to effect reforms in the law relating to civil wrongs, including amongst others, vicarious liability, liability of parents and liability of dog owners
<i>Legal Profession Act</i>	An Act to provide for admission to, and the regulation of, the legal profession, and for entities relating to the legal profession, and for other purposes
<i>Limitation Act</i>	An Act to amend and consolidate the law relating to the limitation of actions and for related purposes
<i>Liquor Act</i>	An Act to provide for the regulation of the sale, provision, promotion and consumption of liquor and for related purposes

<i>Local Court Act</i>	An Act to establish the Local Court, to confer on the Local Court jurisdiction in respect of certain civil claims, and for related purposes
<i>Magistrates Act</i>	An Act relating to the appointment and jurisdiction of Magistrates
<i>Married Persons (Equality of Status) Act</i>	An Act to provide for the equality of status of married persons
<i>Mental Health and Related Services Act (Part 15)</i> The Department of Justice is responsible for Part 15 of the <i>Mental Health and Related Services Act</i> . The Department of Health and Families is for the remainder of the <i>Act</i> .	An Act to provide for the care, treatment and protection of people with mental illness and for related purposes
<i>Misuse of Drugs Act</i>	An Act to consolidate and amend the law relating to the misuse of drugs, to make further provision for the prevention of the misuse of drugs, and for other purposes
<i>Northern Territory Licensing Commission Act</i>	An Act to establish the Northern Territory Licensing Commission and for related purposes
<i>Oaths Act</i>	An Act relating to oaths, affirmations, declarations and attestations
<i>Observance of Law Act</i>	An Act relating to the observance of law in the Northern Territory
<i>Off-shore Waters (Application of Territory Laws) Act</i>	An Act to make provision for and in relation to the application of the laws of the Territory to the coastal waters of the Territory
<i>Parole of Prisoners Act</i>	An Act relating to sentences of imprisonment imposed on, and the release on parole of, certain persons found guilty of offences
<i>Parole Orders (Transfer) Act</i>	An Act relating to reciprocal enforcement of parole orders
<i>Partnership Act</i>	An Act to consolidate the law relating to partnership
<i>Penalty Units Act</i>	An Act to provide for monetary penalties for offences to be expressed as penalty units

<i>Personal Injuries (Civil Claims) Act</i>	An Act to provide for the economical and early resolution of claims for damages for personal injuries before proceedings are commenced, to authorise the making of rules to regulate the procedures to be followed in relation to those claims and provide for the commencement of proceedings in respect of unresolved claims, to limit legal costs payable in relation to those claims and proceedings, and for related purposes (<i>substantive provisions have not commenced operation</i>)
<i>Personal Injuries (Liabilities and Damages) Act</i>	An Act to modify the law relating to the entitlement to damages for personal injuries, to clarify principles of contributory negligence, to fix reasonable limits on certain awards of damages for personal injuries, to provide for periodic payments of damages for personal injuries, and for related purposes
<i>Powers of Attorney Act</i>	An Act relating to powers of attorney
<i>Presbyterian Church (Northern Territory) Property Trust Act</i>	An Act to provide for the incorporation of the Presbyterian Church (Northern Territory) Property Trust and for other related purposes
<i>Price Exploitation Prevention Act</i>	An Act to make provision for the regulation of prices for the sale of certain goods and supply of certain services so as to prevent price exploitation arising consequential on the occurrence of natural or man-made disasters and to modify the effects of monopolies and the failure of competition in the marketplace to benefit consumers, and for other purposes
<i>Printers and Newspapers Act</i>	An Act relating to printers and newspapers
<i>Prisoners (Interstate Transfer) Act</i>	An Act relating to the transfer between the Territory and a state or another territory of the Commonwealth of prisoners
<i>Prisons (Correctional Services) Act</i>	An Act to provide for the control and conduct of prisons and prisoners, and for related purposes

<i>Private Security Act</i>	An Act to provide for the regulation and licensing of the provision of security services and for related purposes
<i>Professional Standards Act</i>	An Act to provide for the limitation of liability of members of occupational associations in certain circumstances and to facilitate improvement in the standards of services provided by those members
<i>Proportionate Liability Act</i>	An Act to replace the common law rule that imposes joint and several liability for economic loss or damage to property caused by concurrent wrongdoers with rules that limit the liability of each concurrent wrongdoer to reflect the extent of the wrongdoer's responsibility for the loss or damage, and for related purposes
<i>Public Interest Disclosure Act</i>	An Act to provide for the disclosure and investigation of improper conduct of public officers and public bodies, to protect persons making disclosures and others from reprisal, and for related purposes
<i>Prostitution Regulation Act</i>	An Act to make provision with respect to prostitution, to establish a licensing system for escort agency businesses and for related purposes
<i>Public Notaries Act</i>	An Act to provide for the appointment and enrolment of public notaries and for related purposes
<i>Public Seal Act</i>	An Act to provide for a public seal of the Northern Territory and for other purposes
<i>Public Trustee Act</i>	An Act relating to the Office of the Public Trustee for the Northern Territory
<i>Racing and Betting Act</i> (except provisions relating to turnover tax) (Northern Territory Treasury is responsible for the <i>Racing and Betting Act</i> in so far as it relates to turnover tax).	An Act to control racing and betting and for related purposes
<i>Radioactive Ores and Concentrates (Packaging and Transport) Act</i>	An Act to make provision for the packaging, storage and transport of radioactive ores and concentrates
<i>Real Property (Unit Titles) Act</i>	An Act to provide for the registration of unit titles and for other matters

<i>Records of Depositions Act</i>	An Act relating to records of depositions of witnesses in proceedings in certain courts in the Northern Territory
<i>Registration Act</i>	An Act relating to the registration of deeds and documents
<i>Registration of Interests in Motor Vehicles and Other Goods Act</i>	An Act to provide, in relation to motor vehicles and other prescribed goods, for the registration of security interests, the interests of lessors, and the interests of owners under hire-purchase agreements, and for related matters
<i>Residential Tenancies Act</i>	An Act to regulate the relationship of landlord and tenant under residential tenancy agreements and for related purposes
<i>Retirement Villages Act</i>	An Act to regulate the operation of retirement villages and to confer on the courts powers in respect of certain matters relating to retirement villages and for related purposes
<i>Rights of the Terminally Ill Act</i>	An Act to confirm the right of a terminally ill person to request assistance from a medically qualified person to voluntarily terminate his or her life in a humane manner; to allow for such assistance to be given in certain circumstances without legal impediment to the person rendering the assistance; to provide procedural protection against the possibility of abuse of the rights recognised by this Act; and for related purposes (<i>Act is considered to have no current operation</i>)
<i>Sale of Goods Act</i>	An Act to provide for the transfer, or agreement to transfer property in goods, the terms and conditions of the contract of sale and the rights and obligations of the parties under the contract
<i>Sale of Goods (Vienna Convention) Act</i>	An Act to give effect within the Territory to the United Nations Convention on Contracts for the International sale of goods, and for other purposes

<i>Sale of NT Tab Act</i>	An Act to enable the sale of the business known as the NT TAB and for related purposes
<i>Salvation Army (Northern Territory) Property Trust Act</i>	An Act relating to The Salvation Army in the Territory
<i>Sea-Carriage Documents Act</i>	An Act to reform the law relating to bills of lading, sea waybills and ships' delivery orders
<i>Sentencing Act</i>	An Act to consolidate the law relating to the sentencing and punishment of offenders and for related purposes
<i>Sentencing (Crime of Murder) and Parole Reform Act</i>	An Act to amend the Criminal Code, the <i>Sentencing Act</i> and the <i>Parole of Prisoners Act</i> , and for related purposes
<i>Sentencing of Juveniles (Miscellaneous Provisions) Act</i>	An Act to ensure that persons who are 17 years of age or over but under 18 years of age are treated as juveniles under the criminal law of the Territory and for related purposes
<i>Serious Crime Control Act (Act is not yet commenced)</i>	An Act to provide for the making of orders for disrupting and restricting the activities of persons who engage or have engaged in serious criminal activity and members and former members of particular organisations, and for related purposes
<i>Sexual Offences (Evidence and Procedure) Act</i>	An Act relating to evidence and procedure in the examination of witnesses and the trial of persons in respect of sexual offences
<i>Sheriff Act</i>	An Act relating to the Offices of Sheriff and Bailiff and to other matters
<i>Small Claims Act</i>	An Act relating to small claims
<i>Soccer Football Pools Act (except provisions relating to duties)</i> (Northern Territory Treasury is responsible for the <i>Soccer Football Pools Act</i> in so far as it relates to duties).	An Act to provide for the promotion, conduct and operation of soccer football pools
<i>Sources of the Law Act</i>	An Act to remove doubt as to the law in force in the Territory by declaring the law to be taken to have been in force in 1863 in the geographical area that now constitutes the Territory

<i>Standard Time Act</i>	An Act about standard time
<i>Status of Children Act</i>	An Act relating to the status of children
<i>Summary Offences Act</i>	An Act to provide for certain minor criminal offences relating to public order and for related purposes
<i>Supreme Court Act</i>	An Act to create the Supreme Court of the Northern Territory of Australia in place of the Supreme Court previously established by the <i>Northern Territory Supreme Court Act 1961</i> of the Commonwealth
<i>Supreme Court (Judges Long Leave Payments) Act</i>	An Act to provide for long service leave payments to Judges
<i>Supreme Court (Judges Pensions) Act</i>	An Act to provide for pensions to Judges
<i>Supreme Court (Rules of Procedure) Act</i>	An Act to amend the <i>Supreme Court Act</i> , to ratify, validate and approve the Rules of the Supreme Court conditionally made by the Judges of the Supreme Court on 31 July 1987 and for related purposes
<i>Surveillance Devices Act</i>	An Act to regulate the use of surveillance devices to record, monitor or listen to persons' private conversations and for related purposes
<i>Terrorism (Northern Territory) Request Act</i>	An Act to request the Parliament of the Commonwealth to enact particular legislation relating to terrorism
<i>The Commercial Banking Company of Sydney Limited (Merger) Act</i>	An Act to supplement The Commercial Banking Company of Sydney Limited (Merger) Act, 1982, of the state of New South Wales which provides for the transfer to The National Bank of Australasia Limited of the undertaking of The Commercial Banking Company of Sydney Limited and for the transfer to The National Bank Savings Bank Limited of the undertaking of C. B. C. Savings Bank Limited and for other purposes

<p><i>The Commercial Bank of Australia Limited (Merger) Act</i></p>	<p>An Act to supplement <i>The Commercial Bank of Australia Limited (Merger) Act, 1982</i>, of the state of New South Wales which provides for the transfer to Bank of New South Wales of the undertaking of The Commercial Bank of Australia Limited and for the transfer to Bank of New South Wales Savings Bank Limited of the undertaking of the Savings Bank of Australia Limited, and for other purposes</p>
<p><i>Tobacco Control Act</i> (licensing and enforcement) (Department of Health and Families is responsible for the <i>Tobacco Control Act</i> except for licensing and enforcement).</p>	<p>An Act to restrict smoking in certain public places and workplaces, to regulate packaging, advertising (including through sponsorship) and display of tobacco and other smoking products, to regulate conduct of premises at which tobacco and other smoking products are sold by retail, to prohibit sale and supply of tobacco and other smoking products to children, and for related purposes</p>
<p><i>Totalisator Licensing & Regulation Act</i> (except provisions relating to wagering tax) (Northern Territory Treasury is responsible for the <i>Totalisator Licensing and Regulation Act</i> in so far as it relates to wagering tax).</p>	<p>An Act to provide for the licensing and regulation of totalisators and wagering by means of a totalisator system in the Territory and for related purposes</p>
<p><i>Trade Measurement Act</i></p>	<p>An Act to make provision with respect to trade measurement in the Northern Territory as part of the scheme for uniform trade measurement legislation throughout Australia</p>
<p><i>Trade Measurement Administration Act</i></p>	<p>An Act to make provision with respect to the administration of the <i>Trade Measurement Act</i>, and for related purposes</p>
<p><i>Trespass Act</i></p>	<p>An Act to provide for the law relating to trespass</p>
<p><i>Trustee Act</i></p>	<p>An Act to consolidate and amend the Law relating to Trustees, and for other purposes</p>
<p><i>Unauthorised Documents Act</i></p>	<p>An Act to prevent the unauthorized printing of certain documents and forms and for other purposes</p>

<i>Unclaimed Superannuation Benefits Act</i>	An Act to provide for the payment of unclaimed superannuation benefits to the Treasurer and for related purposes
<i>Uncollected Goods Act</i>	An Act about the disposal of uncollected goods under bailment
<i>Unlawful Betting Act</i>	An Act to make special provision relating to unlawful betting and for related purposes
<i>Unit Titles Act</i>	An Act relating to the subdivision of land into units and common property, and for other purposes
<i>Unit Title Schemes Act</i>	An Act to provide for unit title schemes, and for related purposes.
<i>Uniting Church in Australia Act</i>	An Act to make provision for the inauguration of the Uniting Church in Australia in accordance with the Basis of Union and to constitute the Uniting Church in Australia Property Trust (NT) and for other and incidental purposes
<i>Vexatious Proceedings Act</i>	An Act to restrict vexatious proceedings
<i>Victims of Crime Assistance Act</i>	An Act to establish schemes to provide victims of violent acts with counseling and with financial assistance, and for related matters
<i>Victims of Crime Rights and Services Act</i>	An Act to establish bodies to promote the rights of victims of criminal offences and provide services to those victims, and for related matters
<i>Warehousemen's Liens Act</i>	An Act to amend the law relating to the warehousing of goods
<i>Wills Act</i>	An Act to clarify, amend and reform the law relating to the making, alteration, revocation, rectification and construction of wills and for related purposes
<i>Witness Protection (Northern Territory) Act</i>	An Act to establish a program to arrange and provide protection and assistance to persons who are or have been witnesses in criminal proceedings, and to other persons, and for related purposes
<i>Workers Rehabilitation and Compensation Act</i>	An Act about workers' rehabilitation and compensation

<i>Workplace Health and Safety Act</i>	An Act to promote health and safety in the workplace and for other purposes
<p><i>Youth Justice Act</i> (provisions relating to juvenile detention)</p> <p>(Police Civil Employment Unit is responsible for Part 3 of the Act; Department of Health and Families is responsible for the Act except provisions relating to juvenile detention)</p>	An Act to provide for justice in relation to youths who have committed or are alleged to have committed offences, and for related matters

INFORMATION HELD BY THE DEPARTMENT OF JUSTICE

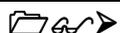
 = Available on the Internet Available free of charge on request  = FOI application required	 = Available for inspection by individual concerned \$ = Available for purchase by contacting the Department  = Available under another Act  = Available from another source
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ANTI-DISCRIMINATION COMMISSION	
Financial Management	
Human Resource Management	 
Administrative	
Anti-Discrimination Commission – Advice, complaints, investigations, conciliations, hearings and appeals	
Prohibited Conduct – Enquiries	 
AGENCY LEGAL SERVICES	
Tender Records - Information supporting letting of tenders for legal services to government agencies across the Northern Territory	
Outsourced Legal Services - Initial instructions from client agencies for legal services and brief approvals	 
Accounts Databases - Records of capture whole of government expenditure for legal services outsourced to private firms and/or Counsel. This database also captures payments of assistance awarded to applicants in <i>Crimes (Victims Assistance) Act</i> applications and applicants' solicitors' costs	
COMMUNITY AND JUSTICE POLICY	
Government Liaison - Ministerial Briefings - Ministerial and Legislative Assembly briefings, Cabinet submissions and comments, and discussion papers for NT Executive Government	
Government Liaison – Committees – Interdepartmental Community Safety Working Group	
Government Liaison - Committees - Inter and intra-departmental committees	
Government Relations – Committees – materials relating to the national Indigenous and law and justice issues, community justice initiatives and prisoner repatriation and reintegration strategies.	
Government Liaison – Local Tasking and Coordination Groups	

Government Liaison – Committees – Local Alcohol Reference Panels	
Alcohol Policy - Research papers, discussion papers, comments and correspondence relating to governmental policy, and development of alcohol management plans and related initiatives across the Northern Territory	
Community and Public Safety Policy - Research papers, discussion papers, comments and correspondence relating to governmental policy, and development of the Public Safety Model in Darwin, Katherine and Alice Springs	
Community Benefit Fund - Applications received, correspondence with applicants, funding agreements and financial information, reports and evaluations, assessment of applications by the Community Benefit Fund Committee	
Administration - Budget and financial information relating to the Community and Justice Policy including records of budgetary planning, accounts payable, staff travel	
Media and Marketing - Records of marketing strategy for the Community and Justice Policy, show circuit material, advertising, and media releases	
Government Relations - Papers from national policy and advisory groups and the national motor vehicle theft reduction council	
Grants Management – Agreements with non-Government service providers funded to progress Public Safety or Alcohol Management Initiatives	
Consultancy – Conditions of agreements for the provision of requested services	
Personnel - Recruitment, development, management, employment conditions and entitlements of staff within Community and Justice Policy	  
COMMUNITY JUSTICE CENTRE	
Mediation Management Database - Records of contact details, mediations scheduled and mediators, referral information, dispute/issue details.	 
Financial Management - Information concerning the financial management of the Community Justice Centre	
Administration- Committees, conferences, log books, meetings, policies, procedures, property management eg: fitouts, costing; strategic management of project management and policy	
CONSUMER AFFAIRS	
Information Brokers - Agreements for access to database and	\$

accounts for same inclusive of applicable correspondence	
Unit Administrative files - Information concerning the internal administration of the Consumer Affairs Unit and its personnel and finances	
Unit Investigation files - Information pertaining to investigations under the units legislative responsibilities	
Consumer Complaints - Information in relation to complaints by consumers of possible breaches by traders of <i>the Consumer Affairs and Fair Trading Act</i>	 
Product Safety - Investigations into complaints about potentially dangerous goods in the NT	  
Consumer Education - Brochures, fact sheets, application forms and other publications produced for the purpose of informing and empowering consumers	
Tenancy Dispute - Applications to the Commissioner, supporting documentation, file notes, correspondence and project management reports relating to disputes	   
Tenancy Compliance - Applications, correspondence, records of interview, file notes and project management documents relating to tenancy compliance activities	
Tenancy - Provision of advice to clients	 
Tenancy Community Relations - Information regarding residential tenancy education and community relation activities	
Tenancy Legislation - Information which supports the strategic management of the legislation	
Consumer Affairs Council - All correspondence in relation to the operation of the Council, including minutes of meetings, ministerial directions and mailing lists	
Community Relations Mailing Lists - Lists for distribution of information and invitations for visits and educational activities	 
Trade Measurement Licensing - Information supplied by applicants for a license under Trade Measurement legislation, including personal declarations.	 
Trade Measurement Investigations - Information relating to investigations of non-compliance to the Trade Measurement legislation.	 
Trade Measurement Education - Information on the education of general public, licensed certifiers and the owners of test instruments.	 
Trade Measurement Verification - Information on equipment, owners of equipment, and test data collected on any equipment verified or re-verified by functional area. This includes certificates	  

issued under Regulation 13 of <i>the National Measurement Act</i> , Instrument Test Reports issued under the <i>Trade Measurement Act</i> and Quality Assurance Certificates.	
Trade Measurement Unit Administration Files - Information concerning the internal administration of the Trade Measurement Unit, its personnel and finances	
Client Enquiry Reporting System - Data base recording enquiries made to Consumer Affairs Client Services branch	
CORPORATE AND STRATEGIC SERVICES	
Compensation - Records of claims under workers' compensation schemes; establishment and evaluation, planning; restructuring and reviewing; Occupational Health and Safety (OH&S) - advice, committees, inspections; liaison within the Department of Justice.	
Financial Management - Accounting, audit, authorisation, budgeting, grant funding, implementation, liaison, meetings, payments, policy, procedures, reporting, risk management, salaries, tendering for the Department of Justice	
Administration - Records of equipment and stores – acquisitions, evaluation, leasing, policy, procedures, reporting; fleet management – liaison, government relations - client services, industrial relations - enterprise bargaining, liaison; information management - acquisition, distribution, enquiries for the Department of Justice as a whole	
Administration - Information related to the internal management of resources and strategic management of the legal services division, including personnel and financial management	
Personnel - Management, recruitment, development, employment conditions and entitlements of staff within the Solicitor for the Northern Territory	
Human Resource - Information kept to support the management of the department's personnel.	
Property Management - leasing, leasing-out, maintenance and procedures of the property of the Department of Justice	
Strategic Management - Information concerning the development of the department's capacities and the management of those capacities including corporate planning, policy development and reporting for the Department of Justice.	
Technology and Telecommunications - Documentation relating to audits, authorisations, client services, committees, implementation, procedures, systems administration for the Department of Justice	
IJIS Service Request Management - Records of requests for enhancements and reports from the Integrated Justice Information System	

Information Management - Documentation relating to the delivery of information technology and management services within Department of Justice	
Publishing - Documentation relating to the production of internet articles and the management of the internet site for the Department of Justice	
Technology and Telecommunications - Information about technology acquisitions, application development, authorizations, client services, committees, contracting-out, database management, evaluation, implementation, leasing, liaison, maintenance, planning, policy, project development, project management; reporting, research, reviewing, standards, system administration within the Department of Justice	
CORRECTIONAL SERVICES	
Parole Board Offender Management - Documentation relating to the supervision of community based orders made by a Court, the Parole Board or other lawful authority	
Community Corrections Offender Management - Documentation relating to the supervision of community based orders made by a Court, the Parole Board or other lawful authority	
Administration - Information concerning the management of resources within the Correctional Services branch including committees, policy and procedures, project management, reporting, reviewing, meetings, advice and inspections	
Personnel - Management, recruitment, development, employment conditions and entitlements for staff within the Correctional Services branch	
Community Relations - Interstate and overseas visits, conferences, committees, liaison, events, functions, marketing & promotion, media relations	
Government Relations - Compliance (statutory appointments), advice, enquiries, meetings, policy, submissions, agreements and reporting within Government and to the Executive	
Procedures and Operations - Commissioner's directives, Superintendent instructions, post orders, policy and procedures manual	
Education - Training calendars, database, HECS spreadsheets	
Prisoner Files - Reception, Warrants, classification, medical, at risk, separate confinement, education, programs, welfare (electronic and hardcopy)	 Administrative Access Scheme
Journals/Registers - Operations management tools for correctional facilities	

Superintendent's Instructions - Site specific instructions governing all areas of Administration and custodial operations	
Superintendent's Instructions (Prisoner Access) - Site specific instructions governing areas such as prisoner management and rights	
Financial Management - Records of the administration and acquittal of finances within the Correctional Services Directorate	
Contract/Tender Management - Equipment and stores, financial management, fleet management, information management, professional responsibility, property management, technology and telecommunications	
Correctional Facility Security - Prisoner telephone system, closed circuit television systems, telephone PABX functions, intelligence matrix systems/files, personal alarms, block/riot alarms, radios - portable and vehicle, intercom system	
Offender Management - Prisoner files, prisoner transfers, release, repatriation, legislative policy, policy guidelines & development, prosecution reports, procedures (commissioner's directives), criminal intelligence, complaints, advice, voting, audit, escorts	
Offender Health Management - Information relating to prisoners' medical files, dental services, communicable & infectious diseases, medical services, mental health services, dietary requirements, prison chaplains, prisoner's aid services, urine/breath/DNA testing, visiting medical officers	
Offender Relations - Compliance, client service, liaison, media relations, meetings, policy, reporting, research, and complaints	
Legal Services - Claims, inquiries	
Emergency Management & Response - Coronial inquiries, high-risk incidents (abscondings, complaints, escapes, offenders, and riots)	
Prisoner Accounts Systems - Information relating to prisoner money management system & prisoner telephone system. Data may include but is not limited to prisoner account balances, prisoner expenditure, prisoner wage details, prisoner housing details, reports, prisoner telephone call history	 Administrative Access Scheme
Urinalysis Databases - Urinalysis-testing details	
Correctional services Intelligence - Information held to prevent or detect offences against the laws of the NT or disruption of the correctional services' function	
Security Systems - Documentation used to support and manage security systems within Correctional Services	
Case Management - Client case management files, priors and precis, reports, case notes and memos	

COURTS ADMINISTRATION	
Policy and Procedure - Policy instructions, legislative drafting instructions, minutes, correspondence, IT, E-Lodge, Local Court Rules review, Work Health Rules review, staff directions, practice directions, civil court users group	
Administrative Registers - Search warrant register, register for warrants forwarded to Police warrant bureau, register for court files forwarded to Fines Recovery Unit, warrant book for those in custody, register for court orders to Correctional Services and register for archives	
Administrative files - Information concerning the management personnel and resources within the Courts Administration branch	
Supreme Court Art work - Details and precis of Art works in the Supreme Court	
Court Items Management - Records of monies held in trust, documents for BDM & Public Trustee (as agents), warrant books and bailiff books	
Court Support - Search warrants, court log sheets and audio recordings, key register, claims for payment, repatriation documents, banking records, police remittance details, court registers and bailiff books	
Court Practitioner Administration - Information pertaining to actuaries, case management, Law Society NT, Legal Practitioners Admission Board (LPAB), Legal Practitioners Trust Committee & Fidelity Fund, Master's jurisdiction, legal practitioners general correspondence, Supreme Court Litigants Fund, barristers/solicitors struck off, bar association, law faculty board, appointment to admission board, official liquidators, unclaimed trust monies, law admissions consultative committee, legislation, admiralty, Supreme Court Rules committee, rates of interest, Order 63 - annual adjustment, judges meetings, cross vesting monitoring committee, mediators appointed by Supreme Court, Australian Institute of Judicial Administration, settlement conferences, motor accident compensation appeal tribunal, reciprocal recognition and enforcement of judgments, service in foreign countries, rules harmonisation committee and law society, legal practitioners correspondence & roll enquiries	
Case Evidence Management - Exhibit and subpoenaed documents, issued certificates, practice and procedure, self represented litigants, search warrants, travel and conferences	
Marriage Register - Register of Marriages conducted at court house	
Search warrants - Record of search warrants issued and applications for search warrants	

Court Scheduling And Recording - Court sitting times, court log sheets and audio recordings	
Financial Management - Financial records, copies of payment/refund approvals, RTM distribution summary with copies of receipts attached, receiver's statements from NT Police	
CRIME VICTIMS SERVICES UNIT	
Applications for assistance under the Victims of Crime Assistance Act including information gathered from a range of sources by assessors in reaching a decision about assistance	
FINES RECOVERY UNIT	
Receipts - Records of credit card and cheque payments made to the Unit for payment of fines	 
LICENSING, REGULATION AND ALCOHOL STRATEGY	
Business names - Prescribed data collection, inclusive of correspondence in certain circumstances	 \$
Incorporated Associations - Maintenance of prescribed records pertaining to incorporated associations	 \$
Co-operatives - Prescribed information held in respect of co-operatives registered in the NT	 
Licensing Files - Personal and business information of applicants for license under the <i>Registration of Interests in Motor Vehicles and other Goods Act, Sale of Goods Act, Accommodation Providers Act</i>	 
License and Registration Files - All matters in relation to applications and business activities of all Licensed Real Estate Agents, Business Agents, Conveyancers, Auctioneers and Registered Agents Representatives, Private Security Officers, Gaming Machine Managers, Motor Vehicle Dealers, Pawn Brokers and Second Hand Dealers, Commercial and Private Agents, Travel Agents, Justices of the Peace, Commissioner for Oaths, Casino Operatives, Bookmaker Key Employees, Tobacco Retail Licenses and Liquor Licenses. All files contain personal information	 
Public Registers - Record in relation to names, addresses and other prescribed particulars of Licensed Real Estate Agents, Business Agents, Conveyancing Agents and Agents Representatives pursuant to Section 109 of the <i>Agents Licensing Act</i> and regulations 20, 21 and 22 of the <i>Agents Licensing Regulations</i> and in relation to the <i>Private Security Act, Consumer Affairs and Fair Trading Act</i> part 10, <i>Justice of the Peace Act</i> and the <i>Oaths Act</i>	 
Agents Licensing Board Findings and Determinations - Findings and determinations in respect of an inquiry under section 44 or 68 (Disciplinary Action) of the <i>Agents Licensing Act</i>	\$
Enquiries and Investigation Case Files - Record of complaints and	 

investigations of breaches against any of the recorded Acts or Regulations	
Agents Licensing Unit Administrative Files - Record of management of the unit such as liaison with other property agents licensing authorities and industry bodies, amendments and compliance to the functional legislation and other related legislation, ministerials, attendance to conferences, expenditure reports, development of database and procedures manual	
Financial Management Files - Records of the financial management of the Agents Licensing Fidelity Guarantee Fund	
PAL Electronic Record Systems - Business systems used by the unit in its daily business	
Private Security – Personal and business information of security providers. All files contain personal information	
Escort Agencies – Personal and business information of applicants for license held in files and register. Public only able to view the Public Register – private register only available by Commissioner of Police or authorised in writing by the Commissioner	
Tobacco – Personal and business information of tobacco retailers. All files contain personal information on applications etc.	
Liquor – Personal and business information of licensees, applications etc. All files contain personal information	
Evidence management register – Exhibits and subpoenaed documents	
Kava – Personal and business information of kava wholesalers, applications, licences etc. All files contain personal information	
Gaming – Personal and business information of all types of gaming applications (casino operators, machine managers, major minor lotteries, trade promotions, approved associations etc). All files contain personal information. Details of all approved gaming systems is also retained	
Racing and Sports Betting – Personal and business information of racing, sports betting and greyhound licences, Personal information is retained	
NT WORKSAFE	
Licensing Files - Personal and business information of applicants for licence under the <i>Workplace Health and Safety Act</i> and the <i>Dangerous Goods Act</i>	Administrative Access Scheme
Electrical Licensing Files - Personal and business information of applicants for license under the <i>Electrical Workers and Contractors Act</i>	

Register of OHS licensing assessors	
Register of designated plant inspectors	 
Register of approved workers' compensation insurance providers	
Register of approved vocational rehabilitation providers	
Personal information in regards to workers' compensation claims	
Approved Codes of Practice and prescribed guides under the legislations administered by NT WorkSafe	 
Receipts - Records of credit card and cheque payments made to the Division for payment of licences and penalties	
Enquiries and Investigation Files - Record of complaints and investigations of breaches of the Acts	Administrative Access Scheme 
Prosecution Files - Information held and used to support the Division's compliance function	
Statistical Reports – WRMC Comparative Performance Monitoring (CPM) Report, DEET annual report 2007-2008	
Stakeholder, employer and worker education – Information bulletins, checklists and other publications produced for the purpose of informing and empowering	
Safety Alerts – containing information on: prevention of incidents that have the potential to cause work related death, injury or disease; or products that have been identified which may result in a health and safety risk	
OFFICE OF THE DIRECTOR OF PUBLIC PROSECUTIONS	
Witness Assistance Service (WAS) - Information collected by WAS from victims, witnesses and their families	 
Victims of Crime Assistance Act Applications - Requests for information made by the Crime Victims Services Unit (CVSU) pursuant to the Victims of Crime Assistance Act	 
ODPP Law Register, Opinions Register and Technical Register - Legal reference systems containing summary of legislation, cases, articles and commentary prepared by a research solicitor	
Administrative Files - Information concerning the management of ODPP including performance measurement and administration	

CaseNet - Case management and reference tool	
Policy Documents - Prosecution policy and guidelines, directions and memoranda from Director of Public Prosecutions	 
Prosecution Files - Information held and used to support the public prosecution function	
Administration of Chambers - Documents relating to the management of chambers	
Publications - ODPP annual report, bush promotion report, ODPP corporate plan, aboriginal employment and career development strategy, EEO management plan, witness policy, memorandum of understanding, ODPP guidelines and pamphlets 'victim impact statement' and 'Witness Assistance Service'	 \$
POLICY CO-ORDINATION	
Commissioner for Oaths - Appointments and information with respect to Commissioners for Oaths	  \$
Justices of the Peace - Information on persons who wish to or are appointed as Justices of the Peace	
Policy Development/Analysis - Policy proposals, research papers, results of consultations, supporting reports, major drafts and final policy documents for Law and Justice in the Northern Territory	
Strategic Management of Legislation - Information supporting and documenting the development of legislation in the Northern Territory	
PUBLIC TRUSTEE/REGISTRAR GENERAL	
Birth Registration Statements & Birth Certificates	 
Death Registration Statements	 
Register of Marriage	 
Register of Deed Polls/Change of Name	 
Register of Adoptions	 
Ministers of Religion - Information relating to Ministers of Religion authorised under the <i>Marriage Act</i> in the Northern Territory	 
Stock Mortgage Register - Details of mortgage on sheep, cattle or horses	\$
Bills of Sale Register - Charge over goods as security for a debt	\$
Workmen's Lien - Charge over property by workmen claiming under the <i>Workmen's Lien Act</i>	\$
Liens on Crops & Liens on Wool Registers - Charges over crops and wool	\$
Aboriginal Population Records - Historical record of Aboriginal population	

Administration Files - Information concerning the internal administration of the Registrar Generals/Public Trustees unit and its personnel and finances	
Notice of Intended Marriage Forms - Information relating to marriages occurring in the Northern Territory	
Register of Births - Information relating to births occurring in the Northern Territory	
Register of Deaths - Information relating to births occurring in the Northern Territory	
Register of Changes of Name - Information relating to changes of name occurring in the Northern Territory	
Land Titles Register - Details of ownership, encumbrances and other dealings relating to land	
Power of Attorney Registers - Powers of Attorney details recording donor, donee and type of power	
Estates - General Report - Personal details of deceased person, all correspondence relating to estates, court documents, wills and personal details of beneficiaries	
Trusts - Aged & Infirm Persons - Details of client, conditions of order, amount to be held in trust and all correspondence relating to the administration of trust	
Trusts - Legal, Beneficial & Trust Deed - Details of client, conditions of order or deed, amount to be held in trust, all correspondence relating to the administration of trust	
Trusts – Criminal Property Forfeiture – Details of client, conditions of Court Order, amount to be held in trust, all correspondence relating to the administration of the trust	
Deed - Power of Attorney and Enduring Power of Attorney - Details of client, their attorney and conditions of deed	
Wills - Client estate instructions upon death	
RESEARCH AND STATISTICS	
Northern Territory Quarterly Crime and Justice Statistics publication	
NT Correctional Services (NTCS) Annual Statistical Report	
NT Offender Statistics – Data contributes to the report on Government Services. NT offender statistics relating to NTCS performance indicators	
Statistical collection of quarterly daily average numbers of adult prisoners and juvenile detainees	
Prisoner Census - Dataset provided to Australian Bureau of Statistics for publication in National Prison Census	
Australian Bureau Statistics (ABS) Community Corrections Return -	

Community-based offender statistics that are supplied to the ABS (via email) for publication in Corrective Services, Australia	
ABS Prisoner Statistical Return - Monthly statistical return that includes prisoner daily averages and figures as at the first day of the month	
Statistical contributions to ABS Criminal Courts publications	
Government Agencies Advice and Reports - Papers and statistical extracts prepared in response to requests for advice	
Statistical collection of apprehensions in the NT	
Community Advice and Reports Relations – Papers and statistical extracts prepared in response to requests for advice	
Statistical collection of Alcohol statistics relating to alcohol supplied by wholesalers into the NT	
Government Relations – Minutes and reports of Committees	
Research papers presented to public forums and conferences	 
Statistical analyses relating to formulation and monitoring of selected government initiatives	
Administrative Records	
SOLICITOR FOR THE NORTHERN TERRITORY	
Legal Advice - Documents of legal advice by legal officer to other government agencies or internally within the department	
Ministerial Briefings and Cabinet Papers - Briefings to the Minister	
Commercial and Aboriginal Land - Information generated in the process of providing legal support for major projects, land acquisition, agreements, indigenous land use agreements, conveyancing, securities, trusts, and corporate structures by the Northern Territory government	
Litigation - Information supporting court proceedings or litigation related matters including crimes victims assistance, disciplinary proceedings, damages, prosecution, coronial, subpoena, debt recovery, land acquisition, community welfare, motor vehicle accident, judicial review, workers compensation	
SOLICITOR GENERAL	
Administration - Information related to the management of resources and strategic management of the Office of the Solicitor General	
Judiciary Act (Section 78B Notices)	
Litigation Matters - Advice and memoranda from the Solicitor General	

Committees - Papers prepared for or received from the various committees of which the Solicitor General is a part	
Presentations - Copies of speeches and addresses prepared and presented by the Solicitor General in his official capacity	