
I. About Us

During the 2018-19 reporting period, the Department has been responsible to the following Ministers:

- Hon Elise Archer MP, Attorney-General, Minister for Justice and Minister for Corrections
- Hon Guy Barnett MP, Minister for Building and Construction (to 31 October 2018)
- Hon Sarah Courtney MP, Minister for Building and Construction (from 31 October 2018 – 30 June 2019)
- Hon Roger Jaensch MP, Minister for Planning
- Hon Peter Gutwein MP, Treasurer (for the portfolio area of Industrial Relations)
- Hon Michael Ferguson MP, Acting Attorney-General (23 July 2018 – 3 August 2018).
- Hon Sarah Courtney MP, Acting Attorney-General (21 December 2018 – 6 January 2019)

The Department comprises:

- Births, Deaths and Marriages
- Community Corrections
- Consumer, Building and Occupational Services
- Corporate Support and Strategy
- Crown Law
- Monetary Penalties Enforcement Service
- Office of the Secretary
- Planning Policy Unit
- Strategic Legislation and Policy
- Tasmania Prison Service
- Victims Support Services
- WorkSafe Tasmania.

A new Child Abuse Royal Commission Response Unit was created in the Department during 2018-19 as a result of the Tasmanian Government's participation in the National Redress Scheme for Institutional Child Sexual

Abuse. This new output is responsible for coordinating the Government's response to, and implementation of, the recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse and Tasmania's role as a participating institution. Additional information in relation to the Unit can be found under Output Group 1 – Administration of Justice.

The Department provides administrative support for a number of outputs, which have varying accountability arrangements:

- Anti-Discrimination Tribunal
- Asbestos Compensation Tribunal
- Guardianship and Administration Board
- Health Practitioners Tribunal
- Legal Aid Commission of Tasmania
- Mental Health Tribunal
- Parole Board of Tasmania
- Resource Management and Planning Appeal Tribunal
- Supreme and Magistrates Courts
- Tasmanian Electoral Commission
- Tasmanian Industrial Commission
- Tasmanian Planning Commission
- WorkCover Tasmania Board
- Workers Rehabilitation and Compensation Tribunal.

The Department also:

- supports the statutory offices of the Solicitor-General, Public Guardian and the Anti-Discrimination Commissioner;
- acts as the employing agency for the staff of the offices of the Director of Public Prosecutions and the Ombudsman, which are separate entities for budgetary purposes; and

- provides corporate services to the offices of the Ombudsman and the Health Complaints Commissioner, Asbestos Compensation Commissioner, Tasmanian Audit Office and the Integrity Commission.

Each of these areas has separate accountability arrangements.

The Department has a number of important external relationships, including:

- the Premier, Ministers and advisers and Members of Parliament;
- Tasmanian Government agencies, the Australian Government, State Governments agencies in other jurisdictions and Local Government organisations;
- the Judiciary and Magistracy, statutory office holders and advisory councils in the justice system;
- the Tasmanian community and users of our systems and services;
- Tasmanian workers, consumers, businesses, industry and the legal community; and
- various peak, representative and professional bodies, unions and associations.

Our Aim

A safe, fair and just Tasmania.

Our Purpose

Support the Tasmanian Government to promote the rule of law by:

- ensuring an effective, efficient and accessible justice system
- protecting and respecting rights
- improving laws
- influencing positive behaviour and enforcing responsibilities.

Our Functions

Across the Department's four output groups, we work closely with the community, other government and statutory bodies and stakeholders to perform the following functions:

- support our Ministers by providing honest, comprehensive, accurate and timely advice;
- administer and develop courts, tribunals, statutory and regulatory bodies that promote, protect and enforce laws;
- inform the community about laws, rights and responsibilities;

- undertake law and policy development;
- support the community to achieve effective outcomes in the justice system;
- provide a sustainable, safe, secure, humane and effective corrections system; and
- ensure all aspects of the Department's activities are conducted effectively, efficiently and safely.

Our Service Standards

Statutory office holders and state service employees and officers of the Department serve the Government and the public of Tasmania. Throughout all contact within Government and with the public and users of our services, we aim to meet their needs through professional, courteous and efficient service.

Department of Justice state service employees:

- treat all users of our services with respect and courtesy;
- listen to what users of our services have to say;
- personalise services to the needs and circumstances of each user of our services where practical;
- always do what they say they are going to do, or update the appropriate people promptly if things change, offering an explanation for the change;
- respond to enquiries promptly and efficiently; and
- consult the public and users of our services about their service needs.

Our Behaviour Standards

The minimum standard of behaviour expected of all Department of Justice employees is to:

- consider people equally without prejudice or favour;
- act professionally with honesty, consistency and impartiality;
- take responsibility for situations, showing leadership and courage;
- place the public interest over personal interest;
- appreciate difference and welcome learning from others;
- uphold the law, institutions of Government and democratic principles;
- communicate intentions clearly and invite teamwork and collaboration;
- provide transparency to enable public scrutiny; and
- be fiscally responsible and focus on efficient, effective and prudent use of resources.

Table I.2: Output Structure and Organisational Responsibility

Output Group	No.	Output	Organisational Responsibility
Output Group 1: Administration of Justice	1.1	Supreme Court Services	Supreme Court
	1.2	Magistrates Court Services	Magistrates Court
	1.3	Births, Deaths and Marriages	Registry of Births, Deaths and Marriages
	1.4	Support and Compensation for Victims of Crime	Victims Support Services
	1.5	Legal Aid	Legal Aid Commission
	1.6	Protective Jurisdictions	Mental Health Tribunal Office of the Public Guardian Guardianship and Administration Board
	1.7	Anti-Discrimination Commissioner	Equal Opportunity Tasmania
	1.8	Electoral Services	Tasmanian Electoral Commission
	1.9	Tasmanian Industrial Commission	Tasmanian Industrial Commission
	1.10	Workers Rehabilitation and Compensation Tribunal	Workers Rehabilitation and Compensation Tribunal
	1.11	Resource Management and Planning Appeal Tribunal	Resource Management and Planning Appeal Tribunal
	1.12	Child Abuse Royal Commission Response Unit	Child Abuse Royal Commission Response Unit
Output Group 2: Legal Services	2.1	Crown Law	Solicitor-General Crown Solicitor
	2.2	Strategic Legislation and Policy	Strategic Legislation and Policy
Output Group 3: Corrections and Enforcement	3.1	Corrective Services	Tasmania Prison Service
	3.2	Community Corrections	Community Corrections
	3.3	Monetary Penalties Enforcement Service	Monetary Penalties Enforcement Service
Output Group 4: Regulatory and Other Services	4.1	WorkSafe Tasmania	WorkSafe Tasmania
	4.2	Tasmanian Planning Commission	Tasmanian Planning Commission
	4.3	Planning Reforms	Planning Policy Unit
	4.4	Consumer, Building and Occupational Services	Consumer, Building and Occupational Services

Agency Executive

The role of the Agency Executive (AE) is to approve matters relating to:

- People;
- Budget;
- Strategic issues; and
- Risks.

AE also notes decisions made by its sub-committees as outlined in Figure 1.2.

AE aims to build a strong, healthy and innovative Department that delivers the outcomes identified by the Department's corporate and business planning processes.

AE also aims to create a responsive and flexible organisation to meet the evolving and changing needs of Government and the Tasmanian community.

AE sets the Department aim, purpose, strategies and values in consultation with senior managers and staff of the Department and key stakeholders.

As at 30 June 2019, AE's core members were the Secretary and the three Deputy Secretaries of the Department.

Attendees include –

- Director, Human Resources;
- Director, Office of the Secretary;
- Director, Strategic Legislation and Policy;
- Chief Information Officer; and
- Director of Prisons.

The Department has continued with the process established in 2017-18, with Departmental Senior Executive Service members participating in AE for a period of six months to increase their understanding and to provide opportunities to contribute to AE.

Figure 1.2: Agency Executive Sub-Committee Structure

