

PART D

FORECAST FINANCIAL STATEMENTS

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STATEMENT OF RESPONSIBILITY

The forecast financial statements of the Department of Corrections presented in this report for the year ended 30 June 2002 have been prepared in accordance with section 34A of the Public Finance Act 1989.

In terms of this provision, I am responsible for the preparation and contents of this report. I accept responsibility for the integrity of the statements, including the forecast financial statements, contained in this report.

The forecast statement of objectives for output performance and the service performance objectives for output performance, the statement of objectives for financial performance and the forecast financial statements are as agreed with the Minister of Corrections as Minister responsible for the Department of Corrections.

I certify that this information is consistent with the appropriations contained in the Estimates of Appropriations for 2001/02, which are being laid before the House of Representatives under section 9 of the Public Finance Act 1989.



Signed

Countersigned

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

Mark Byers
Chief Executive

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

Mike Martelli
Acting Chief Financial Officer

23 April 2001

23 April 2001

FINANCIAL SUMMARY

Financial Highlights

The following financial highlights for the Department of Corrections present a forecast of performance for the year ending 30 June 2002.

In 2001/02 the Department of Corrections expects to earn income of:

- \$426.031 million in revenue from the Crown
- \$20.798 million in revenue from other sources.

Expenses of \$446.829 million are expected in purchasing services that will be supplied and administered under the nine departmental output classes. The distribution of this expenditure is intended as follows:

- \$23.974 million (5.37 percent of the Vote) on psychological reports, remand pre-sentence reports, reparation reports, community programme agreements, same-day reports, oral information reports and the preparation of home leave reports to courts, the Parole Board and District Prison Boards
- \$50.680 million (11.34 percent of the Vote) on management and delivery of community-based sentences and orders through case management and sentence compliance services
- \$40.031 million (8.96 percent of the Vote) on custodial remand services and provision of facilities to hold people charged with offences, and offenders convicted but not yet sentenced
- \$5.580 million (1.25 percent of the Vote) on the transportation of inmates to and from court and their custody while at court
- \$248.484 million (55.61 percent of the Vote) on custodial services, the provision of facilities, and administering sentences of imprisonment and corrective training



- \$30.437 million (6.81 percent of the Vote) on inmate employment, including the provision and administration of constructive activity and training opportunities designed to help address the underlying causes of criminal re-offending
- \$37.999 million (8.50 percent of the Vote) on prison and community-based rehabilitative and reintegrative programmes, which incorporate psychological services designed to address the underlying causes of criminal re-offending, and on the administration of support services for inmates serving custodial sentences
- \$3.643 million (0.82 percent of the Vote) on advice, development of policies, and Ministerial servicing relating to the reduction of re-offending, the effective management of corrective services, and the review, evaluation and development of service standards
- \$6.001 million (1.34 percent of the Vote) on contract management, national systems, inspectorate services and custodial assurance.

The Department will also receive a capital contribution of \$58.300 million to construct corrections facilities at Northland and Auckland.

More details of how each of the output classes will be spent are given in tables contained in pages 44 to 99.

The Department of Corrections manages a Government investment (through taxpayers' funds) of \$598.227 million and expects a negative net cash flow from operations and investment of \$39.236 million.

The financial information in pages 25 to 43 consists of forecasts. The actual results achieved for the periods covered are likely to vary from the information presented, and the variations may be material.

Financial Highlights

Financial highlights for the financial years ending 30 June 2001 and 30 June 2002

	2000/01 Budgeted \$000	2000/01 Estimated Actual \$000	2001/02 Budget \$000
Revenue: Crown	403,696	403,696	426,031
Revenue: other	23,498	23,498	20,798
Interest	-	-	-
Output expenses	427,194	427,194	446,829
Net surplus/(deficit)	-	-	-
Taxpayers' funds	539,927	539,927	598,227
Net cash flows from operating and investing activities	(25,533)	(25,533)	(88,743)

Statement of Financial Performance

Statement of financial performance for the financial years ending 30 June 2001 and 30 June 2002

	2000/01 Budgeted \$000	2000/01 Estimated Actual \$000	2001/02 Budget \$000
Revenue:			
Crown	403,696	403,696	426,031
Departments	-	-	-
Other	23,498	23,498	20,798
Interest	-	-	-
Total Revenue	427,194	427,194	446,829
Output expenses			
Personnel	198,825	198,825	201,136
Operating	137,860	137,860	150,476
Depreciation	41,871	41,871	44,000
Provisions	-	-	-
Loss arising from revaluation of land and buildings	-	-	-
Other output expenses	-	-	-
Capital charge	48,638	48,638	51,217
Total output expenses	427,194	427,194	446,829
Surplus/(deficit) from operations	-	-	-
Profit/(loss) on sale of physical assets	-	-	-
Other (non-output) expenses	-	-	-
Net surplus/(deficit)	-	-	-



Statement of Financial Position

Statement of financial position as at 30 June 2000, 30 June 2001 and 30 June 2002

	Actual Position as at 30 June 2000 \$000	Estimated Actual Position as at 30 June 2001 \$000	Projected Position as at 30 June 2002 \$000
Assets			
Current assets			
Cash and bank balances	8,522	35,351	4,908
Short-term deposits			
with the Crown	-	-	-
Pre-payments	452	600	600
Debtors and receivable	4,166	4,150	4,150
Inventory	2,031	2,400	2,400
Debtor Crown	-	-	-
Total current assets	15,171	42,501	12,058
Non-current assets			
Livestock	5,758	5,758	5,758
Investments	1,693	1,600	1,600
Long-term deposits with the Crown	-	-	-
Receivables and advances	-	160	160
Physical assets	519,003	542,408	631,151
Intangible assets	-	-	-
Total non-current assets	526,454	549,926	638,669
Total assets	541,625	592,427	650,727
Liabilities			
Current liabilities			
Creditors and payables	26,658	26,500	26,500
Capital charge payable	-	-	-
Provision for repayment of surplus	2,338	-	-
Provision for employee entitlements	18,126	18,000	18,000
Other current liabilities	-	-	-
Other output expenses	-	-	-
Total current liabilities	47,122	44,500	44,500

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Statement of
Financial
Position

	Actual Position as at 30 June 2000 \$000	Estimated Actual Position as at 30 June 2001 \$000	Projected Position as at 30 June 2002 \$000
Term liabilities			
Payables and provision			
Provision for employee entitlements	7,976	8,000	8,000
Other term liabilities			
Total term liabilities	7,976	8,000	8,000
Total liabilities	55,098	52,500	52,500
Taxpayers' funds			
General funds	482,693	537,393	595,693
Revaluation reserves	3,834	2,534	2,534
Total taxpayers' funds	486,527	539,927	598,227
Total liabilities and taxpayers' funds	541,625	592,427	650,727

Statement of Cash Flows

Statement of cash flows for the financial years ending 30 June 2001 and 30 June 2002

	2000/01 Budgeted \$000	2000/01 Estimated Actual \$000	2000/02 Budget \$000
Cash flows from operating activities			
Cash provided from:			
Supply of outputs to:			
Crown	403,696	403,696	426,031
Departments	-	-	-
Other	23,498	23,498	20,798
Interest			
Cash disbursed to:			
Output expenses	(337,513)	(337,513)	(351,612)
Capital charge	(48,638)	(48,638)	(51,217)
Other expenses	-	-	-
Extraordinary items	-	-	-
Net cash flows from operating activities	41,043	41,043	44,000
Cash flows from investing activities			
Cash provided from:			
Sale of investments	-	-	-
Sale of physical assets	1,570	1,570	3,550
Cash disbursed to:			
Purchase of investments	-	-	-
Purchase of physical assets	(68,146)	(68,146)	(136,293)
Net cash flows from investing activities	(66,576)	(66,576)	(132,743)
Cash flows from financing activities			
Cash provided from:			
Capital contribution from the Crown	54,700	54,700	58,300
Cash disbursed to:			
Payment of surplus to the Crown	(2,338)	(2,338)	-
Repayment of capital to the Crown			
Net cash flows from financing activities	52,362	52,362	58,300
Net increase/(decrease) in cash held	26,829	26,829	(30,443)
Opening total cash balances at 1 July	8,522	8,522	35,351
Closing cash balances as of 30 June	35,351	35,351	4,908

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Statement
of
Cash Flows

Reconciliation of Net Operating Cash Flows

Reconciliation of net surplus to net operating cash flows for the years ending 30 June 2001 and 30 June 2002

	2000/01 Budgeted \$000	2000/01 Estimated Actual \$000	2000/02 Budget \$000
Operating surplus/(deficit)	-	-	-
Add/(deduct) non-cash expenses/(revenues)			
Loss arising from the devaluation of land and buildings			
Loss on sale of a fixed asset			
Pension expenses			
Unrealised foreign currency exchange (gain)/loss			
Depreciation and amortisation	41,871	41,871	44,000
Other non-cash items			
Add/(deduct) Working Capital movements reductions/(increases) from balance sheet			
(Increase)/decrease in inventories	(369)	(369)	-
(Increase)/decrease in debtors and receivables	16	16	-
(Increase)/decrease in debtor Crown	-	-	-
(Increase)/decrease in pre-payments	(148)	(148)	-
(Increase)/decrease in creditors and payables	(158)	(158)	-
(Increase)/decrease in capital charge payable	-	-	-
(Increase)/decrease in other accrued liabilities	-	-	-
(Increase)/decrease in employee entitlements	(102)	(102)	-
Other items	(67)	(67)	-
Net Working Capital movements	(828)	(828)	-
Net cash flows from operating activities	41,043	41,043	44,000

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Reconciliation
of Net
Operating
Cash Flows

Statement of Movement in Taxpayers' Funds (Equity)

Statement of movements in taxpayers' funds (equity) for the year ending 30 June 2001 and 30 June 2002

	Estimated Position as at 30 June 2001 \$000	Estimated Position as at 30 June 2002 \$000
Taxpayers' funds at start of period	486,527	539,927
Add/(deduct) fundamental errors	-	-
Amended taxpayers' funds at start of period	486,527	539,927
Movements during the year (other than flows to and from the Crown)		
Add/(deduct) net surplus/(deficit)	-	-
Increase/(decrease) valuation reserves	-1,300	-
Add/(deduct) currency translation difference	-	-
Other	-	-
Total recognised revenues and expenses for the period	-	-
Adjustment for flows to and from the Crown		
Add capital contributions from the Crown during the period	54,700	58,300
(Deduct) distributions to the Crown during the period	-	-
Capital withdrawals	-	-
Provision for payment of surplus to the Crown	-	-
Other	-	-
Add/(deduct)		
Asset/liability transfers between the Department and the Crown	-	-
Asset/liability transfers between departments	-	-
Total adjustments for flow to and from the Crown	-	-
Taxpayers' funds at end of period	539,927	598,227

Details of Fixed Assets

Details of fixed assets, by category as at 30 June 2001 and 30 June 2002

	30 June 2001 Projected Position			30 June 2002 Projected Position		
	Cost \$000	Accumulated Deprciation \$000	Net Book Value \$000	Cost \$000	Accumulated Depreciation \$000	Net Book Value \$000
Land	56,472	-	56,472	63,072	-	63,072
Forests	37,928	-	37,928	38,928	-	38,928
Buildings	430,648	42,787	387,861	529,777	68,487	461,290
Plant and equipment Leasehold	28,157	18,090	10,097	31,187	20,490	10,697
Improvements	7,046	4,223	2,823	8,046	4,623	3,865
Furniture and fittings	6,127	3,612	2,515	7,777	3,912	3,865
Motor vehicles	26,041	12,513	13,528	27,541	14,213	13,328
Computer equipment	58,461	27,277	31,184	71,625	35,077	36,548
Total	650,910	108,502	542,408	777,953	146,802	631,151



Statement of Objectives

FINANCIAL PERFORMANCE

Financial performance indicators for the year ending 30 June 2001 and 30 June 2002

	Unit	2000/01 Budgeted	2000/01 Estimated	2001/02 Budget
Operating results				
Revenue other	\$000	23,498	23,498	20,798
Revenue interest	\$000	-	-	-
Output expenses	\$000	427,194	427,194	446,829
Other expenses	\$000	-	-	-
Operating surplus before capital charge	\$000	48,638	48,638	51,217
Net surplus/(deficit)	\$000	-	-	-
Working capital				
Liquid ratio		1 : 0.69	1 : 0.69	1 : 3.35
Net current assets	\$000	(1,999)	(1,999)	(32,442)
Current ratio		1 : 1.05	1 : 1.05	1 : 3.69
Average debtors outstanding	days	64	64	73
Average creditors outstanding	days	32	32	32
Working capital as % of total taxpayers' funds	%	(0.4)	(0.4)	(5.4)
Resource utilisation				
Total physical assets at year-end	\$000	542,408	542,408	631,151
Additions as % of physical assets	%	12.6	12.6	21.6
Current assets as a % of total assets	%	7.2	7.2	1.9
Taxpayers' funds:				
Level at year-end	\$000	539,927	539,927	598,227
Forecast net cash flows				
Surplus/(deficit)				
operating activities	\$000	41,043	41,043	44,000
Surplus/(deficit)				
investing activities	\$000	(66,576)	(66,576)	(132,743)
Surplus/(deficit)				
financing activities	\$000	52,362	52,362	58,300
Net increase/(decrease)				
in cash held	\$000	26,829	26,829	(30,443)

Output Operating Statements

The Department of Corrections is committed to providing output classes in 2001/02 that meet the requirements of the Minister of Corrections and other stakeholders in terms of each class' nature, quantity, quality, timeliness and cost.

Departmental output classes to be delivered by the Department of Corrections for the year ending 30 June 2002, and their associated revenue, expenses and surplus or deficit, are summarised in the table below.

Output operating statements for the financial year ending 30 June 2002

Departmental Output Class	Description	Revenue Crown \$000	Revenue Depts \$000	Revenue Other \$000	Total Expenses \$000	Surplus/ (deficit) \$000
Vote Corrections Output Class 1 Information Services	Provision of psychological, pre sentence, reparation and home leave reports to courts and parole boards	23,974	-	-	23,974	-
Output Class 2 Community-based Sentences and Orders	Management and delivery of community-based sentences and orders through case management and sentence compliance services	50,680	-	-	50,680	-
Output Class 3 Custody of Remand Inmates	Provision of facilities to hold people convicted for offences, but not yet sentenced	40,031	-	-	40,031	-
Output Class 4 Escorts and Custodial Supervision Services to Courts	Transportation of inmates to and from courts and their custody while at court	5,580	-	-	5,580	-



Output Operating Statements

Continued

Departmental Output Class	Description	Revenue Crown \$000	Revenue Depts \$000	Revenue Other \$000	Total Expenses \$000	Surplus/ (deficit) \$000
Output Class 5 Custodial Services	Provision of facilities and administering sentences of imprisonment and corrective training	248,484	-	-	248,484	-
Output Class 6 Inmate Employment	Provision and administration of employment and related training activities	9,639	-	20,798	30,437	-
Output Class 7 Rehabilitative Programmes and Reintegrative Services	Provision of prison and community-based rehabilitative and reintegrative programmes	37,999	-	-	37,999	-
Output Class 8 Policy Advice and Development	Provision of advice, development of policies and standards and Ministerial servicing	3,643	-	-	3,643	-
Output Class 9 Contract Management Services (Service Purchase and Monitoring)	Contract management, national systems, inspectorate services and custodial assurance	6,001	-	-	6,001	-

SUPPORTING STATEMENTS

Statement of Accounting Policies for the Year Ending 30 June 2002

Reporting Entity

The Department of Corrections is a government department as defined by section 2 of the Public Finance Act (1989).

These are the financial statements of the Department of Corrections prepared pursuant to section 35 of the Public Finance Act (1989).

Reporting Period

The reporting period covers the 12 months from 1 July 2001 to 30 June 2002. Comparative projected figures for the year ended 30 June 2001 are provided.

Measurement System

These financial statements have been prepared on the basis of modified historical cost.

ACCOUNTING POLICIES

Principles of Consolidation

Interdivisional transactions and internal charges have been eliminated on consolidation.

Revenue

The Department derives revenue through the provision of outputs to the Crown, from the sale of goods and services to third parties and interest on its deposits with New Zealand Debt Management Office (NZDMO). Such revenue is recognised when earned and is reported in the financial period to which it relates.



Cost Allocation to Outputs

Salaries and related costs of service delivery divisions are charged to outputs on the basis of activity analysis. Activities which are directly related to individual outputs are regarded as direct costs and charged accordingly.

All other costs of service delivery divisions and total costs of support groups are regarded as indirect costs to outputs and are allocated to outputs on the basis of measurement of resource consumption or activity analysis.

Receivables

Receivables are valued at net realisable value, after making allowance for amounts considered to be doubtful.

Operating Leases

Leases where the lessor effectively retains substantially all the risks and benefits of ownership of the leased items are classified as operating leases. Payments under these leases are charged as expenses in the periods in which they are incurred.

Fixed Assets

The initial cost of a fixed asset is the value of the consideration given to acquire or create the asset and any directly attributable costs of bringing the asset to working condition for its intended use.

Land and buildings are revalued every three years:

- prison buildings on the basis of a specific-use alternative market value
- periodic detention centres on the basis of an optimised depreciated replacement cost.

Valuations are conducted by independent valuers and are in accordance with the New Zealand Institute of Valuers' standards.

Land and buildings were last revalued as at 30 June 1999.

All other fixed assets costing more than \$3,000 are capitalised and recorded at historical cost.

Forests

The tree crop is valued at market value on the basis that the Department retains the forests to maturity. The market value is based on a three-year rolling average of prices published by the Ministry of Agriculture and Forestry.

Depreciation

Depreciation of fixed assets, other than freehold land, is provided on a straight-line basis over their estimated economic useful lives. There is no allowance for residual values, except for "Motor vehicles – other", which have a residual value of 20 percent of cost. Revalued assets are depreciated on their revalued amount on a straight-line basis over their remaining useful lives. The estimated economic useful lives are:

Buildings	50 years
Building fit-outs	various
Hut complexes	25 years
Hut fit-outs	various
Plant and machinery	10 years
Leasehold improvements	10 years
Motor vehicles – heavy duty	8 years
Motor vehicles – other	5 years
Furniture and fittings – office	5 years
Office equipment	5 years
Tools and equipment	5 years
Information technology – network	5 years
Information technology – specialised	various
Information technology – PC based	3 years
Furniture and fittings – inmate	3 years

The useful life of buildings is reassessed following any revaluation. Where the fixed term of a lease is for less than 10 years, excluding rights of renewal, the useful life for leasehold improvements is set at that lesser period.

Depreciation is not provided on capital work in progress, land or forests.

Inventory

Finished goods, raw materials and work in progress are valued at the lower of cost or net realisable value. Costs have been assigned to inventory quantities on hand at balance date using the first-in first-out basis for finished goods and work in progress, and the weighted-average basis for raw materials. Cost comprises direct material and direct labour together with an appropriate portion of fixed and variable production overheads.

Employee Entitlements

Provision is made in respect of the Department's liability for annual, long service and retirement leave. Annual leave owed has been calculated on an actual entitlement basis. Vested long service and retiring leave have been calculated on actual entitlement, whereas non-vested long service and retiring leave have been calculated on an actuarial basis based on the present value of expected future entitlements.

Statement of Cash Flows

Cash means cash balances on hand, held in bank accounts, and deposits with the New Zealand Debt Management Office.

Operating activities include cash received from all income sources of the Department and the cash payments made for the supply of goods and services.

Investing activities are those activities relating to the acquisition and disposal of non-current assets.

Financing activities comprise capital injections by, or repayment of capital to, the Crown.

Livestock

Livestock is valued using Inland Revenue's national average market values. Gains due to changes in the per head value of the livestock herd at balance date are taken to the Revaluation Reserve. Losses due to changes in the per head value are applied against the Revaluation Reserve to the extent that there are sufficient reserves; otherwise they are taken to the Statement of Financial Performance. Gains and losses due to changes in livestock numbers are taken directly to the Statement of Financial Performance.

Investments

Investments are valued at the lower of cost or net realisable value. Investments arise from the Department's dealings with companies in the farming industry.

Financial Instruments

The Department is party to financial instruments as part of its normal operations. These financial instruments include bank accounts, short-term deposits, debtors and creditors. All financial instruments are recognised in the Statement of Financial Position, and all revenues and expenses in relation to financial instruments are recognised in the Statement of Financial Performance.

Goods and Services Tax (GST)

The Statement of Financial Performance, Statement of Movements in Taxpayers' Funds and Statement of Cashflows are exclusive of GST. The Statement of Financial Position is also exclusive of GST except for "Creditors and payables" and "Debtors and receivables" which are GST inclusive. All other statements are GST inclusive. The amount of GST owing to the Inland Revenue Department at balance date, being the difference between Output GST and Input GST, is included in creditors and payables.



Taxation

Government departments are exempt from the payment of income tax in terms of the Income Tax Act 1976.

Accordingly, no charge for income tax has been provided for.

Foreign Currency

Foreign currency transactions are converted into New Zealand dollars at the exchange rate at the date of the transaction. Where a forward exchange contract has been used to establish the price of a transaction, the forward rate specified in that foreign exchange contract is used to convert the transaction to New Zealand dollars. Consequently, no exchange gain or loss resulting from the difference between the forward exchange contract rate and the spot exchange rate on date of settlement is recognised.

Taxpayers' Funds

This is the Crown's net investment in the Department.

Changes in Accounting Policies

There have been no changes in accounting policies, including cost allocation accounting policies, since the date of the last audited financial statements.

All policies have been applied on a basis consistent with other years.

GST Status of Departmental Output Classes

The forecast financial statements in this Report present expenses (and revenue) exclusive of GST, in accordance with generally accepted accounting practice. When appropriated by Parliament, these expenses are inclusive of GST, in accordance with legislation.

- The GST-exclusive amounts for each departmental output class correspond to “total expenses” for 2001/02 appearing in the Output Operating Statements in this report (Statement of Intent). The aggregate amount for all nine output classes corresponds to “total output expenses” for 2001/02 in the Statement of Forecast Financial Performance table.
- The GST-inclusive amounts for each departmental output class correspond to the annual appropriations (in bold) for 2001/02 appearing in Part C1 of Estimates of Appropriations: Vote Corrections.

This information is summarised in the table below.

Summary of the departmental output classes for the financial year ending 30 June 2002

GST Status of Departmental Output Classes			
Departmental Output Classes	GST-exclusive (SOI)	GST-inclusive	
	\$000	GST \$000	(Vote) \$000
Information Services	23,974	2,997	26,971
Community-based			
Sentences and Orders	50,680	6,335	57,015
Custody of Remand Inmates	40,031	5,004	45,035
Escorts and Custodial			
Supervision Services to Courts	5,580	698	6,278
Custodial Services	248,484	31,062	279,546
Inmate Employment	30,437	3,805	34,242
Rehabilitative Programmes and Reintegrative Services	37,999	4,750	42,749
Policy Advice and Development	3,643	455	4,098
Contract Management Services (Service Purchase and Monitoring)	6,001	750	6,751
Total Departmental Output Classes	446,829	55,855	502,684



SERVICE PERFORMANCE OBJECTIVES – OUTPUT PERFORMANCE OUTPUT CLASS 1: INFORMATION SERVICES

This output class covers the provision of information as requested by the courts, the Parole Board and District Prisons Boards to inform their respective decision-making processes. It includes the provision of psychological reports, remand pre-sentence reports, reparation reports, community programme agreements, same-day reports, home detention reports and assessments, oral information reports and home leave reports. Special purpose reports and advice are prepared for other relevant entities, including Community Magistrates. Also included is the time Probation Officers spend attending court and Status Court hearings.

Information and Advice to Courts

This output entails the preparation of reports that provide the sentencing judge with information on offenders, to assist with the sentencing process. Also included is the time a Probation Officer spends attending court. This service includes attendance at arrests, attendance at court and court prosecutions, and at sentencing resulting from Community Probation Service initiated proceedings; and the time spent at, and preparation of reports for, Status Courts and Community Magistrates' Courts.



OUTPUT	Information and Advice to Courts	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of reports to courts ²	33,964-37,538 ³	34,128-38,456 ⁴
The number of hours for attendance at courts	49,545-54,761	46,685-52,335
Quality		
The percentage of reports provided to the following standards contained in the relevant service descriptions and Community Probation Service Manual to be no less than:95%		
		95%
<ul style="list-style-type: none"> • reports to specified formats and in writing • verification process specified/or rationale for the lack of verification • concise, logical and grammatically correct • clear statement of recommendation consistent with the law. 		
The number of written complaints from judges to be no more than:	15	15
Timeliness		
The percentage of reports to courts provided to a timetable set through service level agreements to be no less than:		
	98%	98%



² Reports include pre-sentence, reparation, community programme agreements, same-day and oral information reports.

³ The Department anticipates that the overall mix of services required of the Community Probation Service will change.

⁴ Psychological Service reports to courts is reported in the Psychological Service Information and Advice to Courts, the Parole Board and District Prisons Boards output.

The Provision of Home Leave Reports

This output entails the provision of home leave reports including investigating the suitability of the sponsor and residence. Community reaction to the planned home leave by an inmate is also assessed.

OUTPUT	The Provision of Home Leave Reports	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of home leave reports	1,267-1,339 ³	1,671-1,887
Quality		
The percentage of home leave reports provided to the following standards contained in the relevant service descriptions and Community Probation Service Manual to be no less than:		
• reports completed and all questions addressed	98%	98%
• concise, logical and grammatically correct.		
Timeliness		
The percentage of home leave reports provided within two weeks of request to be no less than:	98%	98%



³ The Department anticipates that the overall mix of services required of the Community Probation Service will change.

Home Detention Assessments

This output entails the preparation of reports to the Parole Board or District Prisons Boards. The reports are to meet the application criteria including an assessment of the rehabilitative needs of the offender and the suitability to serve their sentence under home detention.

OUTPUT	Home Detention Assessments	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of home detention specialist reports	2,200-2,400	2,200-2,400
Quality		
The percentage of home detention specialist reports provided to the following standards contained in the relevant service descriptions and Community Probation Service Manual to be no less than:	98%	98%
<ul style="list-style-type: none"> • written reports in a specified format • verification process specified or reason for no verification • concise, logical and grammatically correct • statement of recommendations consistent with the law. 		
Timeliness		
The percentage of home detention specialist reports provided within two weeks of request to be no less than:	98%	98%



Information and Advice to the Parole Board and District Prisons Boards

This output entails the preparation of parole programme reports that provide information to the Parole Board or District Prisons Boards about an inmate's proposed residence and work, and the potential programmes that the inmate could undertake on release from prison.

OUTPUT	Information and Advice to the Parole Board and District Prisons Boards	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of Parole Board and District Prisons Boards reports from:		
• Public Prisons Service	4,181-4,619 ⁵	4,025-4,375 ⁶
• Community Probation Service	2,200-2,400	2,700-2,900
Quality		
The percentage of Parole Board and District Prisons Boards reports provided to the following standards contained in the relevant service descriptions and Community Probation Service Manual to be no less than:		
	98%	98%
<ul style="list-style-type: none"> reports in a specified format and in writing verification process specified/or rationale for the lack of verification concise, logical and grammatically correct statement of recommendations consistent with the law. 		
The percentage of Parole Board and District Prisons Boards reports provided to the following standards contained in relevant service descriptions, Public Prisons Service Manual and Public Prisons Service Sentence Management Manual:		
	100%	100%
<ul style="list-style-type: none"> the reports are clear and concise, identifying major points to enable the Board to make a decision on the inmate's release the reports must identify whether statements are fact or opinion; findings are to be derived from the body of the report; recommendations are to address issues, be capable of being implemented and demonstrate that they will achieve the results required 		

⁵ The Department anticipates that the overall mix of services required of the Community Probation Service will change.

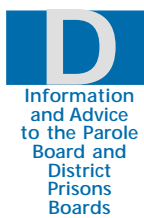
⁶ Change approved in the 2000/01 Supplementary Estimates

- each inmate is involved in the development of his or her report
- reports for the Parole Board are provided at least one month before the Board sits.

Timeliness

The percentage of Parole Board and District Prisons Boards reports provided within deadlines set by the boards for:

• Public Prisons Service	100%	100%
• Community Probation Service	98%	98%



Psychological Service Information and Advice to Courts, the Parole Board and District Prisons Boards

This output entails the preparation of reports that provide the sentencing judge with information on offenders and also entails the assessment, analysis and reporting on offenders who are to appear before the Parole Board or District Prisons Boards.

OUTPUT	Psychological Service Information and Advice to Courts, the Parole Board and District Prisons Boards	
	Performance Standard 2001/02	2000/01
Quantity		
The number of Parole Board and District Prisons Boards reports	440-486 ⁷	642-710
The number of reports to courts	114-126 ⁷	142-158
Quality		
The percentage of Parole Board and District Prisons Boards reports provided to the following standards contained in service descriptions and Psychological Service Manual to be no less than:		
	98%	98%
The percentage of reports to courts provided to the following standards contained in the service descriptions and Psychological Service Manual and to be no less than:		
	98%	98%
The standards to which these are expected to be provided to are:		
<ul style="list-style-type: none"> • completed to a specified format and in writing • concise, logical and grammatically correct • source and reason for referral are clearly stated • all relevant and appropriate information included • sources of information well documented and verified • clear statement of recommendations for further intervention • complies with the Code of Ethics of the NZ Psychological Society 1986. 		
Timeliness		
The percentage of reports to courts provided to a timetable set through service level agreements to be:		
	100%	100%
The percentage of Parole Board and District Prisons Boards reports provided within deadlines set by the Boards to be:		
	100%	100%

⁷ This represents a decrease in reports being provided to the District Prisons Boards due to:

- an adjustment in response to lower-than-expected demand for home detention assessments
- a reallocation of activity toward provision of IOM Services, including the professional training and supervision of staff

Cost for Output Class 1

Outputs in this class will be provided within the appropriated sum of \$26.971 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST	GST	Revenue	Crown	Other
	-inclusive	-exclusive	-exclusive	-exclusive	-exclusive
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
2001/02	26,971	23,974	23,974	23,974	-
2000/01	27,336	24,299	24,299	24,299	-



OUTPUT CLASS 2: COMMUNITY-BASED SENTENCES AND ORDERS

This output class provides for the management and delivery of community-based sentences and orders through sentence management and sentence compliance services. Included as part of these services are supervision, community programmes, community service, periodic detention, home detention, habilitation centres and parole.

The service provided meets the terms of judicial decisions on sentences in each case, and also provides opportunities for offenders to acknowledge their responsibilities and address offending behaviour.

It provides for an estimated throughput of between 39,792⁸ and 44,586 new sentences, representing an average annual daily muster of 19,000 offenders across all sentence types. This requires the provision of specialist facilities at Montgomery House and three residential habilitation centres to meet judicial requirements and geographic, demographic and other offender needs.

Outcome

The following outcome measures will be used to determine the effectiveness of the Department's initiatives in this output class to reduce re-offending with the percentage of offenders:

- not reimprisoned within 12 months of their release from prison
- not reimprisoned within 24 months of their release from prison
- conviction-free 12 months after the completion of their sentence
- conviction-free 24 months after the completion of their sentence.

⁸ Figures based on IOM derived figure, based on results of Ministry of Justice forecast (November 2000) and Department projections

The outcomes will be reported on in the Department's 2001/02 Annual Report.⁹ This also relates to Output Class 5 and Output Class 7.

Community Service Sentences

This output ensures that an offender sentenced to community service completes the sentenced number of hours work within the community. The type of service that can be performed is specified in the Criminal Justice Act 1985.

OUTPUT	Community Service Sentences	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of community service sentences	8,195-9,057 ¹⁰	8,750-9,750
Quality		
The percentage of offenders who successfully complete a community service sentence to be no less than:	74%	74%



⁹ It is intended that information reporting progress made towards the achievement of this outcome measure will be available by ethnicity and gender. This comment relates to all outcomes in this output class.

¹⁰ The Department anticipates that the overall mix of community-based sentences will change. The overall performance standard midpoints have increased when compared to 2000/01 midpoints.

Community Programme Sentences

This output ensures that offenders sentenced to community programmes, over a given period of time, either attend a rehabilitation or reintegration programme or are placed in the care of an approved ethnic group or person, so they can positively address the reasons for their offending.

OUTPUT	Community Programme Sentences	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of community programme sentences	245-269 ¹¹	250-300
Quality		
The percentage of offenders who successfully complete a community programme sentence to be no less than:	60%	60%

Supervision Sentences

This output ensures that offenders sentenced to supervision report regularly to their Probation Officer and, if ordered by the court, fulfil special conditions that will address the reasons for their offending. Supervision may include in-depth, focused interventions such as rehabilitation or reintegration programmes or counselling.

OUTPUT	Supervision Sentences	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of supervision sentences	8,783-9,707	8,750 - 9,750
Quality		
The percentage of offenders who comply with the special conditions imposed as part of their sentence to be no less than:	68%	68%

¹¹ The Department anticipates that the overall mix of community-based sentences will change. The overall performance standard midpoints have increased when compared to 2000/01 midpoints.

Periodic Detention Sentences

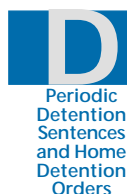
This output entails the administering of the sentence of periodic detention, which provides reparation to the community. Offenders sentenced to periodic detention report for a minimum of eight hours and a maximum of 18 hours per week. During that time they work in groups in the community and/or can undertake rehabilitative or reintegration programmes. The type of work that can be performed is specified in the Criminal Justice Act 1985.

OUTPUT	Periodic Detention Sentences	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of periodic detention sentences	19,352-21,984	19,500-20,500
Quality		
The percentage of offenders who successfully complete a periodic detention sentence to be no less than:	70%	70%

Home Detention Orders

This output entails the administering of home detention orders imposed by either the Parole Board or a District Prisons Board. Under the conditions of these orders, the offender resides at home under strict conditions and with strict monitoring of those conditions. Offenders may be required to undertake a rehabilitation or reintegration programme or counselling that addresses their offending.

OUTPUT	Home Detention Orders	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of offenders directed to complete a home detention order	803-887	780
Quality		
The percentage of offenders on programmes which address their rehabilitative needs, or are in employment to be no less than:	95%	95%



Habilitation Centre Orders

This output entails the administering of an offender's attendance at a residential habilitation centre as part of an order by the Parole Board or a District Prisons Board.

OUTPUT	Habilitation Centres Orders	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of offenders directed to undertake a habilitation centre order	40-60	30-50
Quality		
The percentage of offenders who successfully undertake their habilitation centre order to be no less than:	60%	60%



Parole Board Orders

This output entails the administering of an order imposed by the Parole Board, which is administered by a Probation Officer. The degree of offender management received by parolees is intense and undertaken by the Community Probation Service. It includes:

- a Probation Officer meeting regularly and working closely with an offender subject to a parole order, and ensuring that special conditions imposed by the Board are fulfilled
- in-depth interventions such as rehabilitation programmes or reintegration services.

OUTPUT Parole Board Orders

	Performance Standard	
	2001/02	2000/01
Quantity		
The number of inmates directed to complete a parole order	190-210	160-180
Quality		
The percentage of offenders who comply with the special conditions imposed as part of their order to be no less than:	65%	35%



District Prisons Boards Orders

This output entails administering an order imposed by a District Prisons Board, administered by a Probation Officer. It may include:

- a Probation Officer meeting regularly and working closely with an offender subject to a parole order, and ensuring that special conditions imposed by the Boards are fulfilled
- in-depth interventions such as rehabilitation programmes or reintegration services or counselling.

The output also encompasses the provision of residential programmes that assist offenders address the causes of their offending.

OUTPUT	District Prisons Boards Orders	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of inmates directed to complete a District Prisons Boards parole order	2,184-2,412	2,120-2,340
Quality		
The percentage of offenders who comply with the special conditions imposed as part of their order to be no less than:	65%	35%



District Prisons Boards Orders

Cost for Output Class 2

Outputs in this class will be provided within the appropriated sum of \$57.015 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST	GST	Revenue	Crown	Other
	-inclusive	-exclusive	-exclusive	-exclusive	-exclusive
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
2001/02	57,015	50,680	50,680	50,680	-
2000/01	56,430	50,160	50,160	50,160	-

OUTPUT CLASS 3: CUSTODY OF REMAND INMATES

This output class provides for safe, secure and humane services and facilities to hold people charged with offences, and offenders convicted but not yet sentenced and to enable their appearance before the courts as required.

It provides for an estimated throughput of between 8,600 and 8,800 new remand inmates, representing an average annual daily muster of 957 remand inmates¹². This demand is met by approximately 900 beds across 15 remand facilities with the overflow accommodated in facilities for sentenced inmates.

Custody of Remand Inmates

This output entails the administration of custodial remands in a custodial environment. It incorporates the costs of accommodation, security, transport, food and medical care, but not the cost of rehabilitative programmes, employment or specific reintegrative interventions.

OUTPUT	Custody of Remand Inmates	
	Performance 2001/02	Standard 2000/01
Quantity		
The average number of remand inmates held by the:		
• Auckland Central Remand Prison	267	200
• Public Prisons Service	690	600 ¹³
Quality		
The number of breakouts per annum to be no more than:		
	2	2
The number of all other escapes per annum to be no more than:		
	1	1



¹² Figures based on IOM derived figure, based on results of Ministry of Justice forecast (November 2000) and Department projections

¹³ Change approved in the 2000/01 Supplementary Estimates

Cost for Output Class 3

Outputs in this class will be provided within the appropriated sum of \$45.035 million (inclusive of GST).

Year	Cost GST -inclusive (\$000)	Cost GST -exclusive (\$000)	Total Revenue GST -exclusive (\$000)	Revenue Crown GST -exclusive (\$000)	Revenue Other GST -exclusive (\$000)
2001/2002	45,035	40,031	40,031	40,031	-
2000/2001	48,033	42,696	42,696	42,696	-



OUTPUT CLASS 4: ESCORTS AND CUSTODIAL SUPERVISION SERVICES TO COURTS

This output class provides for safe, secure and humane services and facilities for transportation of inmates to and from court and their safe and humane custody while at court.

Escort Services

This output entails the safe, secure and humane transportation of remand inmates and sentenced inmates to and from court.

OUTPUT	Escort Services	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of inmates escorted to and from a court in:		
• Northland/Auckland (including Police escorts)	21,085-23,305	20,238-22,369
• remainder of New Zealand (excluding Police escorts)	7,122-7,862	7,071-7,811
Quality		
The number of escapes by remand inmates and sentenced inmates during escort to and from court to be no more than:		
	1	2



Courtroom Custodial Supervision Services

This output entails the safe, secure and humane custody of remand and sentenced inmates while they are at court.

OUTPUT Courtroom Custodial Supervision Services

	Performance Standard	
	2001/02	2000/01
Quantity		
The number of inmates supervised in courts in:		
• Northland/Auckland	4,755-5,255	4,747- 5,248
• remainder of New Zealand	8,451-9,327	8,390 – 9,266
Quality		
The number of escapes by remand inmates and sentenced inmates while they are held in custody at court to be:	0	1

Cost for Output Class 4

Outputs in this class will be provided within the appropriated sum of \$6.278 million (inclusive of GST).

Year	Cost GST -inclusive (\$000)	Cost GST -exclusive (\$000)	Total Revenue GST -exclusive (\$000)	Revenue Crown GST -exclusive (\$000)	Revenue Other GST -exclusive (\$000)
2001/02	6,278	5,580	5,580	5,580	-
2000/01	6,738	5,989	5,989	5,989	-

OUTPUT CLASS 5: CUSTODIAL SERVICES

This output class covers the provision of custodial services and the administration of custodial sentences in safe, secure and humane conditions. Inmates are classified as maximum, medium and minimum security, women and corrective trainees. Also included are specialist facilities, drug testing, and drug control and detection initiatives.

It provides for an estimated throughput of between 12,000 and 14,000 new inmates, representing an average daily muster of 5,300 inmates¹⁴. This requires the provision of approximately 6,130 beds and associated facilities at 19 sites to meet security, gender, age and other inmate needs 24 hours a day.

Specialist facilities include four Maori Focus Units (224 beds), one Violence Prevention Unit (30 beds), three Alcohol and Drug Units (88 beds), four Youth Units (143 beds) and two Sex Offender Treatment Units (120 beds).

Outcome

The following outcome measure will be used to determine the effectiveness of the Department's initiatives in this output class to reduce re-offending with the percentage of offenders:

- not reimprisoned within 12 months of their release from prison
- not reimprisoned within 24 months of their release from prison
- conviction-free 12 months after the completion of their sentence
- conviction-free 24 months after the completion of their sentence

These outcomes relate to sentenced inmates (men and women) and corrective training.



¹⁴ Figures based on IOM derived figure, based on results of Ministry of Justice forecast (November 2000) and Department projections

Custodial Services – Maximum Security – Men’s Prisons

This output provides for the safe, secure and humane confinement of inmates classified in maximum security. It incorporates the costs of accommodation, security, sentence management (including assessment), food and medical care.

OUTPUT	Custodial Services – Maximum Security - Men’s Prisons	
	Performance Standard 2001/02	2000/01
Quantity		
The average number of maximum security sentenced inmates	155	145 ¹⁵
Quality		
The percentage of sentenced inmates with inmate management plans prepared and managed to the following standards in the relevant service description, Public Prisons Service Manual and Public Prisons Service Sentence Management Manual to be:		
	100%	100%
	<ul style="list-style-type: none"> on induction, each inmate is provided verbally and in writing with accurate and timely information on the operation and rules of the institution and the entitlements of inmates. Inmates are informed of their obligations, rights, privileges and their access to services in a way they can understand. The inmate’s immediate needs are addressed or referred for prompt action assessment interviews include prison staff and the inmate and take into account any pre-sentence reports that are available the inmate is placed into the appropriate work/programme the inmate attends the allocated work/programme allocated all information is recorded and filed on the inmate’s file case management plans are reviewed as per the plan. 	
The number of breakouts per annum	0	0
The number of non-returns from temporary release per annum	0	0
The number of all other escapes per annum	0	0

¹⁵ The increase in the average number of maximum security sentenced inmates reflects an estimation based on actual numbers for 1999/2000 and the projected general increase in the total number of sentenced inmates for 2000/01.

Custodial Services – Medium Security – Men’s Prisons

This output provides for the safe, secure and humane confinement of inmates classified in medium security. It incorporates the costs of accommodation, security, sentence management (including assessment), food and medical care.

OUTPUT	Custodial Services – Medium Security - Men’s Prisons	
	Performance Standard 2001/02	2000/01
Quantity		
The average number of medium security sentenced inmates	2,380 ¹⁶	2,380 ¹⁷
Quality		
The percentage of sentenced inmates with inmate management plans prepared and managed to the following standards in the relevant service description, Public Prisons Service Manual and Public Prisons Service Sentence Management Manual to be:		
	100%	100%
<ul style="list-style-type: none"> on induction, each inmate is provided verbally and in writing with accurate and timely information on the operation and rules of the institution and the entitlements of inmates. Inmates are informed of their obligations, rights, privileges and their access to services in a way they can understand. The inmate’s immediate needs are addressed or referred for prompt action assessment interviews include prison staff and the inmate and take into account any pre-sentence reports that are available the inmate is placed into the appropriate work/programme the inmate attends the allocated work/programme all information is recorded and filed on the inmate’s file case management plans are reviewed as per the plan. 		
The number of breakouts per annum to be no more than:	5	6
The number of non-returns from temporary release per annum to be no more than:	2	2
The number of all other escapes per annum to be no more than:	16	16



¹⁶ Projected muster increases are reflected in the women, youth and remand outputs.

¹⁷ Change approved in the 2000/01 Supplementary Estimates

Custodial Services – Minimum Security – Men’s Prisons

This output provides for the safe, secure and humane confinement of inmates classified in minimum security. It incorporates the costs of accommodation, security, sentence management (including assessment), food and medical care.

OUTPUT	Custodial Services – Minimum Security – Men’s Prisons	
	Performance 2001/02	Standard 2000/01
Quantity		
The average number of minimum security sentenced inmates	2,160 ¹⁸	2,160 ¹⁹
Quality		
The percentage of sentenced inmates with inmate management plans prepared and managed to the following standards in the relevant service description, Public Prisons Service Manual and Public Prisons Service Sentence Management Manual to be:		
	100%	100%
<ul style="list-style-type: none"> on induction, each inmate is provided verbally and in writing with accurate and timely information on the operation and rules of the institution and the entitlements of inmates. Inmates are informed of their obligations, rights, privileges and their access to services in a way they can understand. The inmate’s immediate needs are addressed or referred for prompt action assessment interviews include prison staff and the inmate and take into account any pre-sentence reports that are available the inmate is placed into the appropriate work/programme the inmate attends the allocated work/programme all information is recorded and filed on the inmate’s file case management plans are reviewed as per the plan. 		
The number of breakouts per annum to be no more than:	2	2
The number of non-returns from temporary release per annum to be no more than:	16	16
The number of all other escapes per annum to be no more than:	16	16

¹⁸ Projected muster increases are reflected in the women, youth and remand outputs.

¹⁹ Change approved in the 2000/01 Supplementary Estimates

Custodial Services - Women Inmates

This output provides for the safe, secure and humane confinement of inmates classified in women's security. It incorporates the costs of accommodation, security, sentence management (including assessment), food and medical care.

OUTPUT	Custodial Services - Women Inmates	
	Performance Standard 2001/02	2000/01
Quantity		
The average number of maximum security sentenced inmates	6	6
The average number of medium security sentenced inmates	140	105 ²⁰
The average number of minimum security sentenced inmates	155	155 ²⁰
The average number of corrective trainees	0	0
Quality		
The percentage of sentenced inmates with inmate management plans prepared and managed to the following standards in the relevant service description, Public Prisons Service Manual and Public Prisons Service Sentence Management Manual to be:		
	100%	100%
<ul style="list-style-type: none"> on induction, each inmate is provided verbally and in writing with accurate and timely information on the operation and rules of the institution and the entitlements of inmates. Inmates are informed of their obligations, rights, privileges and their access to services in a way they can understand. The inmate's immediate needs are addressed or referred for prompt action assessment interviews include prison staff and the inmate and take into account any pre-sentence reports that are available the inmate is placed into the appropriate work/programme the inmate attends the allocated work/programme all information is recorded and filed on the inmate's file case management plans are reviewed as per the plan. 		
The number of break-outs per annum to be no more than:	2	2
The number of non-returns from temporary release per annum to be no more than:	2	2
The number of all other escapes per annum to be no more than:	2	2

²⁰ Change approved in the 2000/01 Supplementary Estimates

Custodial Services – Youth/Corrective Training

This output provides for the safe, secure and humane containment for those inmates sentenced to corrective training as well as the provision of specialist facilities for youths assessed as being vulnerable.

OUTPUT	Custodial Services – Youth/Corrective Training	
	Performance Standard 2001/02	2000/01
Quantity		
The average number of male sentenced inmates held in Youth Units	129	56
The average number of male corrective trainees	35 ²¹	58
Quality		
The percentage of sentenced inmates and Youths with inmate management plans prepared and implemented to the following criteria contained in the Policy and Procedures		
Manual to be:	100%	100%
<ul style="list-style-type: none"> on induction, each inmate is provided verbally and in writing with accurate and timely information on the operation and rules of the institution and the entitlements of inmates. Inmates are informed of their obligations, rights, privileges and their access to services in a way they can understand. The inmate's immediate needs are addressed or referred for prompt action assessment interviews include prison staff and the inmate and take into account any pre-sentence reports that are available the inmate is placed into the appropriate work/programme the inmate attends the allocated work/programme all information is recorded and filed on the inmate's file case management plans are reviewed as per the plan. 		
Quality		
The number of breakouts per annum to be no more than:		
<ul style="list-style-type: none"> Corrective Training Youth Units 	0	1
<ul style="list-style-type: none"> Youth Units 	0	0
The number of all other escapes to be no more than:		
<ul style="list-style-type: none"> Corrective Training Youth Units 	5	5
<ul style="list-style-type: none"> Youth Units 	0	0

²¹ The Department anticipates that the overall mix of sentencing for youth will change

Custodial Services - Drug Reduction

This output entails the identification of drug users in prisons through the administration of three random testing programmes and other drug screening tests. It includes the costs of checkpoint drug control activities, drug dog services, and other activities undertaken alone or with other agencies directed at limiting inmate access to drugs.

OUTPUT	Custodial Services - Drug Reduction	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of general random programme drug screening tests carried out	2,470-2,700	2,470-2,700
The number of random drug screening tests carried out on inmates returning from temporary release	365-408	New Standard
The number of random drug screening tests carried out on identified drug users	3,991-4,442	5,940-6,600
The number of other drug screening tests carried out ²²	1,584-1,750	New Standard
Quality		
The annual average percentage of general random programme drug screening tests producing a positive result to be no more than:	19%	20%
The annual average percentage of random drug screening tests of inmates returning from temporary release producing a positive result:	not applicable ²³	not applicable
The annual average percentage of random drug screening tests of identified drug users producing a positive result:	not applicable ²³	not applicable



²² Other drug screening tests are defined as those undertaken on either "reasonable grounds" or on a voluntary basis.

²³ The effectiveness of these two measures showing the average annual percentage of positive tests returned will be reported in the Department's 2001/02 Annual Report. These two measures do not lend themselves to setting of performance standards to be achieved.

Cost for Output Class 5

Outputs in this class will be provided within the appropriated sum of \$279.546 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST	GST	Revenue	Crown	Other
	-inclusive	-exclusive	-exclusive	-exclusive	-exclusive
	(\$000)	(\$000)	(\$000)	(\$000)	(\$000)
2001/02	279,546	248,484	248,484	248,484	-
2000/01	256,054	227,604	227,604	227,604	-



Cost for
Output
Class 5

OUTPUT CLASS 6: INMATE EMPLOYMENT

Inmate Employment and vocational training contributes to reducing re-offending by providing inmates with the opportunity to gain work experience and improve their work habits and work skills, thereby improving their chances of obtaining sustainable post-release employment.

Inmate Employment aims to provide 80 percent of all inmates with 1,410 hours of employment (six hours a day, five days a week and 47 weeks per year). Assuming an average muster of 90 percent of total capacity, the 5.7 million hours represent a 90 percent achievement of that goal.

Inmate Employment - Land-based Activities

The output includes the provision of inmate employment and training opportunities in farming, forestry, horticulture and other activities.

OUTPUT	Inmate Employment - Land-based Activities	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of hours worked by inmates	1,463,250	1,250,893
Area farmed on a commercial basis:	ha	ha
• Dairy	1,063	1,063
• Sheep, beef and deer	3,503	3,503
Area utilised for commercial forestry	4,510	4,510
Quality		
The percentages of inmates undertaking inmate employment who receive an externally recognised qualification ²⁴	40%	New Standard
Economic farm surplus per hectare:	EFS/ha	EFS/ha
• Dairy	\$700-\$800	\$700-\$800
• Sheep, beef and deer	\$130-\$200	\$130-\$200
Economic forest surplus per hectare	\$750-\$800	\$750-\$800



²⁴ All inmates undertaking inmate employment will receive a work certificate or a record of achievement from the Department.

Inmate Employment - Manufacturing Activities

This output entails inmate employment predominantly undertaken in secondary sector industries, although some service operations are undertaken. These may be activities owned and operated by the Department or be labour-only arrangements with private sector parties.

OUTPUT	Inmate Employment - Manufacturing Activities	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of hours worked by inmates	1,038,050	887,386
Quality		
The percentage of inmates undertaking inmate employment who receive an externally recognised qualification ²⁵	40%	New Standard



²⁵ All inmates undertaking inmate employment will receive a work certificate or a record of achievement from the Department.

Inmate Employment - Internal Service Self-sufficiency Activities

This output is predominantly focused on internal self-sufficiency including:

- kitchens
- laundry and cleaning
- asset maintenance such as building maintenance, grounds maintenance and vehicle servicing.

OUTPUT	Inmate Employment - Internal Service Self-sufficiency Activities	
	Performance Standard 2001/02	Standard 2000/01
Quantity		
The number of hours worked by inmates	3,000,000	3,014,975
Quality		
The percentages of inmates undertaking inmate employment who receive an externally recognised qualification ²⁶	40%	New Standard



²⁶ All inmates undertaking inmate employment will receive a work certificate or a record of achievement from the Department.

Inmate Employment - Release-to-Work and Community Work

This output entails release-to-work opportunities, which are provided to low-risk inmates who meet relevant criteria. They are employed by private sector operators in accordance with the Department's release-to-work policy. This output also includes supervised work parties performing services of value to the local community.

OUTPUT	Inmate Employment - Release-to-Work and Community Work	
	Performance Standard 2001/02	Standard 2000/01
Quantity		
The number of hours worked by inmates	225,100	192,446
Quality		
The percentage of inmates undertaking inmate employment who receive an externally recognised qualification ²⁷	40%	New Standard



²⁷ All inmates undertaking inmate employment will receive a work certificate or a record of achievement from the Department.

Inmate Employment - Vocational Training Services

This output provides training activities to inmates that relate directly to the acquisition of employment-related skills, and includes courses to assist in getting driver licences and computer skills.

OUTPUT	Inmate Employment - Vocational Training Services	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of inmates who commence training towards the achievement of an externally recognised qualification	1,125	1,125
Quality		
The percentage of inmates who receive an externally recognised qualification ²⁸	40%	40%

Cost for Output Class 6

Outputs in this class will be provided within the appropriated sum of \$34.242 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST -inclusive (\$000)	GST -exclusive (\$000)	Revenue GST -exclusive (\$000)	Crown GST -exclusive (\$000)	Other GST -exclusive (\$000)
2001/02	34,242	30,437	30,437	9,639	20,798
2000/01	37,778	33,580	33,580	10,082	23,498



²⁸ All inmates undertaking inmate employment will receive a work certificate or a record of achievement from the Department.

OUTPUT CLASS 7: REHABILITATIVE PROGRAMMES AND REINTEGRATIVE SERVICES

This output class provides rehabilitative programmes to address the causes of criminal offending, and reintegrative services to prepare for release into the community, including support for families/whanau.

Included in this output class is the provision of specialist psychological services, including professional training and supervision, to monitor and support programme delivery.

Integrated Offender Management has introduced a new suite of nationally defined rehabilitation programmes. Assessment tools determine programme eligibility according to an offender's criminogenic needs, responsivity and risk of re-offending. Some programmes are designed to increase an offender's motivation to undertake a specific programme that seeks to address an identified criminogenic need.

Emphasis is placed on the targeted provision of reintegrative services to reinforce and sustain behavioural changes by building up basic skills (for example, budgeting and relationship management) which support reintegration into the community.

Outcome

The following outcome measures will be used to measure the effectiveness of the Department's initiatives to reduce re-offending with (expressed "to be no less than") the percentage of offenders.

The change in the reconviction rate for the treatment group receiving an intervention, compared to a matched, untreated group, measured in two ways:

- reconvicted for an offence committed within 12 months of completion of sentence, and given a sentence administered by the Department
- reimprisoned for an offence committed within 12 months following release from prison



These outcomes relate to the following rehabilitative programmes and reintegrative services:

- Straight Thinking
- Tikanga Māori
- Sex Offender Treatment (for this the outcome relates to 12, 24 and 60 months)
- Violence Prevention
- Alcohol and Drug Treatment
- Making Our Drivers Safe
- EQUIP
- other rehabilitative programmes
- provision of psychological services

The utility of the outcome measure is affected by:

- the lead time between an offender receiving an intervention and when that offender could be deemed as not having re-offended
- a statistically valid sample size can take a long time to achieve when re-offending occurs at a low rate as is the case for child sex offenders
- the nature of the intervention, if generic, relates more appropriately to the reimprisonment index. Where a specific intervention occurs, then the focus needs to be on reimprisonment or reconviction for that specific kind of offence.

These issues particularly relate to the following programmes:

- Sex Offender Treatment
- Violence Prevention
- Making Our Drivers Safe.



Rehabilitative Programmes - Straight Thinking

This output entails the delivery of Straight Thinking programmes that aim to assist offenders to address one of the main causes of their offending, that is the lack of critical reasoning required for effective social integration, or to increase an offender's motivation to undertake a specific programme to address an identified criminogenic need.

OUTPUT	Rehabilitative Programmes - Straight Thinking	
	Performance Standard	
	2001/02	2000/01
Quantity		
The number of offenders who start a Straight Thinking programme:		
• Community Probation Service	1,184	1,184
• Public Prisons Service	1,306	1,306
The number of hours offenders spend attending a Straight Thinking programme:		
• Community Probation Service	70,448	70,448
• Public Prisons Service	82,000	78,630-85,950 ²⁹
Quality		
The percentage of offenders who start and complete a Straight Thinking programme to be no less than:		
• Community Probation Service	65%	65%
• Public Prisons Service	80%	80%



²⁹ Change approved in Supplementary Estimates

Rehabilitative Programmes – National Certificate in Employment Skills

This output seeks to raise the basic literacy and numeracy levels of inmates to ensure they are better equipped to cope in the community following their release from prison.

OUTPUT	Rehabilitative Programmes – National Certificate in Employment Skills	Performance Standard	
		2001/02	2000/01
Quantity			
The number of inmates who start a module under the National Certificate in Employment Skills			
		2,520	New Standard
Quality			
The percentage of inmates who start and complete a module under the National Certificate in Employment Skills to be no less than:			
		80%	New Standard



Rehabilitative Programmes – Tikanga Māori Programmes

This output entails offender attendance at Tikanga Māori programmes. These programmes use Māori philosophy, values, knowledge and practices to emphasise the relationship of the individual with their social-cultural environment and to foster the regeneration of Māori identity, self-esteem and values so as to encourage offenders to address their criminogenic needs. Completion of a Tikanga Māori programme is a prerequisite for entry to a Māori Focus Unit.

OUTPUT	Rehabilitative Programmes – Tikanga Māori Programmes	
	Performance Standard 2001/02	2000/01
Quantity		
The number of offenders who start a Tikanga Māori programme through:		
• Community Probation Service	368	368
• Public Prisons Service	943	943
Quality		
The percentage of offenders who start and complete a Tikanga Māori programme to be no less than:		
• Community Probation Service	65%	65%
• Public Prisons Service	75%	75%



Rehabilitative Programmes - Sex Offender Treatment Programmes

This output entails the delivery of sex offender treatment programmes to inmates convicted of sex offending against children. The programmes include group-based treatment programmes and those delivered within special treatment units at the Kia Marama Sex Offender Treatment Unit and the Te Piriti Sex Offender Treatment Unit.

OUTPUT	Rehabilitative Programmes - Sex Offender Treatment Programmes	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of hours inmates spend attending a programme at:		
• Kia Marama	12,500	12,500
• Te Piriti	12,500	12,500
The number of inmates who start a programme at:		
• Kia Marama	40	40
• Te Piriti	40	40
The number of programmes completed per year at:		
• Kia Marama	5	5
• Te Piriti	4	4
Quality		
The number of inmates who start and complete the programme at ³⁰ :		
• Kia Marama to be no less than:	38	38
• Te Piriti to be no less than:	38	38
The percentage of programmes completed at Kia Marama and Te Piriti where all the components described in the following service descriptions were delivered:	100%	100%

D
Rehabilitative Programmes – Sex Offender Treatment Programmes

³⁰ Programmes may run across financial years, so the numbers of inmates completing the programme during the financial year will not directly correlate to the number who started during the financial year.

- norm building
 - construction of offence chain incorporating challenging cognitive distortions
 - sexual arousal reconditioning
 - victim impact and empathy
 - social skills, relationship skills and sex education
 - mood, anger and stress management and problem solving
 - relapse prevention
 - release planning.
-

Rehabilitative Programmes - Violence Prevention Programmes

This output entails the delivery of violence prevention programmes; including the delivery of group-based treatment to violent offenders in the male Violence Prevention Special Treatment Unit at Rimutaka Prison and those directed to complete a violence prevention programme at Montgomery House.

OUTPUT	Rehabilitative Programmes - Violence Prevention Programmes	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of hours inmates spend attending general violence prevention programmes	16,550	New Standard
The number of inmates who start a violence prevention programme at Rimutaka Prison	30	30
The number of hours inmates spend attending a violence prevention programme at Rimutaka Prison	7,700	7,700
The number of hours offenders spend attending a general violence prevention programme	5,530	New Standard
The number of offenders who start a violence prevention programme at Montgomery House	32	32
The number of psychologist hours provided to Montgomery House	740	740
Quality		
The percentage of offenders who start and complete a general violence prevention programme to be no less than:		
• Public Prisons Service	75%	New Standard
• Community Probation Service	65%	New Standard
The number of violence prevention programmes completed at Rimutaka Prison per year to be no less than ³¹ :	3	4

³¹ Violence prevention programmes at Rimutaka Prison have a nine-month duration and may run across financial years. Therefore the numbers of inmates completing the programme during the financial year will not directly correlate to the number who started during the financial year.

The number of inmates completing a violence prevention programme at Rimutaka Prison to be no less than ³¹ :	21	28
The percentage of violence prevention programmes completed at Rimutaka Prison where all the following components described in the service descriptions were delivered to be:	100%	100%
<ul style="list-style-type: none"> • offence cycle motivation, goal setting • challenging cognitive distortions • victim empathy • emotional regulation skills/anger and stress management • communication/relationship skills/problem solving • substance abuse • moral education • relapse prevention/release planning • cultural awareness. 		

Quality

The percentage of assessments for Montgomery House programmes for which all of the following information elements were assessed to be:	100%	100%
<ul style="list-style-type: none"> • informed consent • absence of psychiatric disorder • sufficiency of intellectual functioning • potential to accept responsibility • exhibits a potential for improvement. 		

The percentage of offenders who start and complete their violence prevention programme at Montgomery House to be no less than:	75%	75%
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The percentage of post-programme assessments for Montgomery House programmes completed by a psychologist to be:	100%	100%
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The percentage of clinical monitoring reports for Montgomery House programmes that adhere to the following standards to be:	100%	100%
<ul style="list-style-type: none"> • concise, logical and grammatically correct • comments and recommendations relating to each service being delivered under the contract • sources of information are well documented and verified • clear statements of recommendations. 		

The percentage of clinical monitoring reports for Montgomery House programmes provided within agreed timeframes to be:	100%	100%
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Rehabilitative Programmes – Alcohol and Drug Treatment

This output entails the delivery, in prisons and in the community, of substance abuse programmes to highly recidivist offenders with identified alcohol and drug related needs. The output includes the delivery of alcohol and drug treatment programmes within Special Treatment Units.

OUTPUT	Rehabilitative Programmes - Alcohol and Drug Treatment	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of hours inmates spend attending an alcohol and drug programme delivered in Special Treatment Units	81,600	New Standard
The number of hours offenders spend attending an alcohol and drug programme		
• Community Probation Service	14,450	New Standard
• Public Prisons Service	33,900	New Standard
The number of inmates who start an alcohol and drug programme delivered in Special Treatment Units	200	New Standard
Quality		
The percentage of inmates who start and complete an alcohol and drug programme delivered in Special Treatment Units to be no less than:	75%	75%
The percentage of offenders who start and complete an alcohol and drug programme to be no less than:		
• Community Probation Service	65%	New Standard
• Public Prisons Service	75%	New Standard

D
Rehabilitative
Programmes –
Alcohol and
Drug
Treatment

Rehabilitative Programmes – Making Our Drivers Safe (MODS)

This output entails the delivery of a programme within the community designed to reduce re-offending by addressing the criminogenic needs of high risk, recidivist traffic offenders.

OUTPUT	Rehabilitative Programmes – Making Our Drivers Safe	
	Performance Standard 2001/02	Standard 2000/01
Quantity		
The number of hours offenders spend attending a MODS programme	28,440	New Standard
Quality		
The percentage of offenders who start and complete a MODS programme to be no less than:	65%	New Standard

Rehabilitative Programmes – EQUIP Programme

This output entails the delivery of EQUIP programmes to remand and sentenced youth in specialist male Youth Units. The programme is designed to develop cognitive behavioural reasoning for effective social integration.

OUTPUT	Rehabilitative Programmes – EQUIP Programme	
	Performance Standard 2001/02	Standard 2000/01
Quantity		
The average number of inmates and remands attending an EQUIP programme	129	New Standard
The number of hours inmates and remands spend attending EQUIP programmes	45,360	New Standard
Quality		
The percentage of inmates and remands who start and complete an EQUIP programme to be no less than:	70%	New Standard



Rehabilitative
Programmes –
Making Our
Drivers Safe

Rehabilitative Programmes - Other Rehabilitative Programmes

This output entails the provision and administration of other criminogenic and special programmes which are designed to address the underlying causes of criminal re-offending. Included in this output are: generic Programmes to Reduce Re-offending (PRO), Māori Therapeutic Programmes (delivered in Māori Focus Units), Structured Individual Programmes (SIPs), Community Programmes and other programme activities including general education and literacy and numeracy improvement activities.

OUTPUT	Rehabilitative Programmes - Other Rehabilitative Programmes	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of hours offenders spend attending other rehabilitative programmes:		
• Community Probation Service	10,194-11,266	7,000-9,000 ³²
• Public Prisons Service	45,374	222,400-245,900
The number of hours inmates spend attending Māori Therapeutic programmes:		
	19,200	New Standard
Quality		
The percentage of offenders who start and complete other rehabilitative programmes to be no less than:		
• Community Probation Service	65%	65%
• Public Prisons Service	75%	75%
The percentage of inmates who start and complete Māori Therapeutic programmes to be no less than:		
	75%	New Standard

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Rehabilitative
Programmes –
Other
Rehabilitative
Programmes

³² Change approved in Supplementary Estimates

Reintegrative Services

This output entails the provision and administration of reintegrative services. This includes the delivery of programmes to meet the reintegrative needs such as family functioning/social attitudes and life skills, and the provision of services to support the reintegration of offenders into their families/whanau, the community and the workforce.

OUTPUT	Reintegrative Services	
	Performance Standard 2001/02	Performance Standard 2000/01
Quantity		
The number of hours delivered by the Public Prisons Service for reintegrative services	80,000- 120,000	80,000- 120,000
The number of support service hours to be provided will not be more than ³³ :	38,850	38,850
The number of offenders and their families/whanau receiving the service will be no more than ³⁴ :	120	120
Quality		
The percentage of reintegrative services provided by the Public Prisons Service in accordance with an offender's plan to be no less than:	90%	90%
The percentage of offenders receiving assistance with planning for release or discharge for which an action plan is developed to be no less than:	95%	95%
The percentage of offenders and their families/whanau for whom a discharge plan is completed before their discharge from the service to be:	100%	100%

³³ The New Zealand Prisoners Aid and Rehabilitation Society (NZPARS) are currently contracted by the Department to provide these services

³⁴ The provision of Reintegrative Support Services to offenders and their families/whanau is being undertaken as a pilot at two sites. One site in Christchurch operated by PILLARS and the other in Auckland, jointly operated by Presbyterian Support Services (Northern) and PARS Auckland District. The pilots are funded until 30 June 2002. The aim of this pilot is to increase wellbeing and self-reliance of offenders and their families/whanau by providing intensive, integrated family/whanau support for offenders returning to the community to parent children.

Provision of Psychological Services

This output entails the provision of specialist psychological treatment services to offenders serving both custodial and community-based sentences. It includes the provision of reports resulting from the referral, assessment and treatment of offenders serving custodial sentences, and of professional training and supervision relating to the delivery of rehabilitative programmes and reintegrative services. It is delivered to offenders through individual or group sessions .

OUTPUT	Provision of Psychological Services	
	Performance Standard 2001/02	2000/01
Quantity		
The number of psychological consultation hours provided to the ³⁵ :		
• Community Probation Service	15,645-17,295	11,300-12,500
• Public Prisons Service	10,005-11,055	14,345-15,855
The number of psychological reports provided to the ³⁵ :		
• Community Probation Service	850-940	1,216-1,344
• Public Prisons Service	795-880	1,135-1,255
The number of psychological consultation hours provided under the bicultural therapy model		
	3,750-4,250	3,750-4,250
Quality		
The percentage of psychological consultations which meet the following standards to be no less than:		
	95%	95%
<ul style="list-style-type: none"> • a structured offender assessment interview is conducted • confidentially and consent issues are explained • relevant history is obtained • assessment measures are used (as appropriate) • problems are presented clearly formulated • treatment goals are specified (addressing assessed problems) • appropriate interventions are used (based on current literature) • adequate case notes are recorded for all sessions 		



³⁵ The overall mix of activity will change with a reallocation toward provision of IOM services, including the professional training and supervision of staff.

- records are kept of ongoing measures or observations to monitor inventions
- assessment and treatment reports are completed and delivered.

The percentage of psychological reports which meet the following standards outlined below to be no

less than: 95% 95%

- concise, logical and grammatically correct
- source and reason for referral are clearly stated
- all relevant and appropriate information is included
- sources of information are well documented and verified
- clear statements of recommendations for further interventions
- complies with the Psychologists' Code of Ethics.

The percentage of Māori Service Providers who comply with the following standards when delivering consultation hours under the

Bicultural Therapy Model to be: 100% 100%

- all referrals follow locally agreed referral processes
- provider has received induction from the Psychological Service
- provider has signed a contract for services
- treatment provided is centred around Māori values and beliefs using the principles of Kaupapa Māori and Nga Tikanga Māori
- provider is mandated by the relevant Oversight Committee, comprising representatives of local iwi and the Psychological Service
- a report is provided to the Psychological Service at the end of each referral.



Cost for Output Class 7

Outputs in this class will be provided within the appropriated sum of \$42.749 million (inclusive of GST).

Year	Cost		Total	Revenue	Revenue
	Cost GST -inclusive (\$000)	Cost GST -exclusive (\$000)	Revenue GST -exclusive (\$000)	Crown GST -exclusive (\$000)	Other GST -exclusive (\$000)
2001/02	42,749	37,999	37,999	37,999	-
2000/01	39,983	35,540	35,540	35,540	-

OUTPUT CLASS 8: POLICY ADVICE AND DEVELOPMENT

This output class involves the provision of advice, development of policies, and Ministerial servicing relating to reducing re-offending, the effective management of corrections services, and the review, evaluation and development of service standards.

Policy Advice and Development Services

This output involves the provision of policy advice and development services.

OUTPUT	Policy Advice and Development Services	
	Performance Standard 2001/02	2000/01
Quantity		
Advice will be delivered according to a work programme agreed with the Minister of Corrections	100%	100%
Quality		
The Minister of Corrections will expect advice to be delivered according to the following quality standards to be:	100%	100%
<ul style="list-style-type: none"> the aims of the paper have been clearly stated and they answer the questions that have been set the assumptions behind the advice are explicit, and the argument is logical and supported by the facts the facts in the paper are accurate and all material facts have been included an adequate range of options has been presented and each has been assessed for benefits, costs and consequences to the Government and the community there is evidence of adequate consultation with interested parties and possible objections to proposals have been identified the problems of implementation, technical feasibility, timing and consistency with other policies have been considered the format meets Cabinet Office requirements, the material is effectively and concisely summarised, has short sentences in plain English and is free of spelling or grammatical errors. 		
Timeliness		
Policy advice purchased delivered within the specific reporting deadlines agreed with the Minister of Corrections will be:	100%	100%



Ministerial Servicing

This output involves the purchase of analysis, research and drafting of responses to Ministerial correspondence and to Parliamentary questions received by the Minister of Corrections.

OUTPUT	Ministerial Servicing	
	2001/02	2000/01
Quantity		
The number of responses to be prepared to Ministerial correspondence is estimated to be:	600	350-400
The number of responses to Parliamentary questions is estimated to be:	500	250-300
Quality		
The percentage of replies returned for redrafting to not exceed:	10%	10%
All responses signed out by either a General Manager or, in his or her absence, an appropriate manager to be:	100%	100%
Timeliness		
The percentage of responses to Ministerial correspondence completed within the timeframes agreed with the Minister's office to be no less than:	90%	90%
The percentage of responses to Parliamentary questions completed within the timeframes set by the Minister's office to be:	100%	100%

Provision of Psychological and Other Research

This output involves the provision of psychological research and other approved projects of a psychological nature.

OUTPUT Provision of Psychological and Other Research

	Performance 2001/02	Standard 2000/01
Quantity		
The percentage of research and evaluation delivered to agreed project milestones to be no less than:	95%	95%
Quality		
The percentage of psychological and other research that will be provided to the following criteria contained in the Psychological Service Manual to be no less than:	95%	95%
<ul style="list-style-type: none"> the hypothesis/aim of the research is clearly stated; capable of being tested; uses minimal variables; is resourced appropriately data collection is to meet appropriate standards of research design, and appropriate analysis tools are to be used the results are accurately and clearly described there is concise and thorough explanation of the implications of the results for the issues investigated the research should be peer reviewed both internally and externally the report is written in a format appropriate to the audience the aims of the paper are accurate and all material facts have been included the material is free of spelling or grammatical errors and an executive summary is provided if the report exceeds five pages when possible the material is published within internationally recognised journals. 		



Cost for Output Class 8

Outputs in this class will be provided within the appropriated sum of \$4.098 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST inclusive (\$000)	GST exclusive (\$000)	Revenue GST exclusive (\$000)	Crown GST exclusive (\$000)	Other GST exclusive (\$000)
2001/02	4,098	3,643	3,643	3,643	-
2000/01	4,159	3,697	3,697	3,697	-

OUTPUT CLASS 9: CONTRACT MANAGEMENT SERVICES (SERVICE PURCHASE AND MONITORING)

This output class involves the development, management and monitoring of agreements for the purchase of services entered into with both internal and external providers. Also included in this output class are the provision of custodial assurance, inspectorate services and national system services.

Purchase and Monitoring of Service Delivery

This output involves the development, management and monitoring of:

- Internal Purchase Agreements with the four internal providers of corrections services (Public Prisons Service, Community Probation Service, Psychological Service and Corrland Inmate Employment)
- services purchased from external providers, in particular with Australasian Correctional Management Limited, Chubb New Zealand Limited and New Zealand Prisoner Aid and Rehabilitation Society
- interagency agreements, in particular the agreements with the Child, Youth and Family Service and the Department for Courts, and memoranda of understanding with New Zealand Police, Department of Work and Income, Inland Revenue Department, Ministry of Housing, Housing Corporation of New Zealand, Career Services and Fresh Start.

Service delivery is monitored in terms of quantity and quality, and remedial action is taken if service delivery is unsatisfactory.

The outcomes resulting from the work undertaken under this output class are associated with the appropriate output class listed previously in this Statement of Intent.



OUTPUT	Purchase and Monitoring of Service Delivery	
	Performance 2001/02	Standard 2000/01
Quantity		
The number of Internal Purchase Agreements with internal providers	4	3
The number of contracts for services with external providers negotiated and managed by Service Purchasing and Monitoring	3	New Standard
The number of interagency agreements managed by Service Purchase and Monitoring	11	New Standard
The number of Community Funding contracts to be negotiated with external providers	63-77	90-110
The number of contracts between the Community Probation Service and Habilitation Centres and Montgomery House	4	4
Quality		
The percentage of contracts for services with external providers and of Internal Purchase Agreements that meet the following standards to be:	100%	100%
<ul style="list-style-type: none"> • services are clearly described • performance measures and standards are specified • price and payment regime (including incentives as appropriate) • format and dates of reporting requirements are specified. 		
The percentage of contracts for services with external providers and of Internal Purchase Agreements that are regularly reviewed and reported on in terms of the following criteria to be:	100%	New Standard
<ul style="list-style-type: none"> • the procedures are being followed • service delivery and performance volumes are as specified • the quality of service delivery and performance are as specified • the manner, timing and form of reporting is as laid down. 		
The percentage of interagency agreements managed in accordance with the review and reporting provisions to be:	100%	New Standard



The percentage of Community Funding contracts with a value of \$20,000 (or over) that have performance measures and standards to the following criteria to be:		
	100%	100%
<ul style="list-style-type: none"> • the correct parties to the contract are specifically identified and the parties have legal power to contract and are a legal entity • the term of the contract has been identified • the price is identified in the schedule of the contract • the payment regime is specified • the format and dates of reporting requirements are stated • the mechanism for resolving disputes is stated • the programme is clearly described (including programme aims, content and delivery process) • the contract is legal. 		
<hr/>		
Timeliness		
The percentage of interagency agreements that are renegotiated and/or reviewed by the date specified to be:		
	100%	New Standard
The percentage of Community Funding contracts with value of \$20,00 (or over) agreed and in place by the agreed date to be no less than:		
	95%	95%
<hr/>		



Provision of Inspectorate Services

This output involves the provision of an inspection service that monitors systems and standards in relation to sentence management, investigates incidents, investigates complaints received from offenders and ensures that the complaints system within prisons is working as intended. The inspectorate also provides reports to the Assurance Board and is independent of the service groups that it inspects.

OUTPUT	Provision of Inspectorate Services	
	Performance Standard	
	2001/02	2000/01
Quantity		
Number of inspections in the inspectorate work programme for 2001/2002 as approved by the Assurance Board will be as follows:		
• routine visits	80-120	80-120
• special investigations	10-30	10-30
Quality		
The percentage of inspections that are carried out to the following criteria to be:		
	100%	100%
• to a quality which satisfies the Assurance Board		
• according to the guidelines and standards of the New Zealand Institute of Internal Auditors.		
Timeliness		
All reports on routine inspection visits will be finished within one month of the visit. All special reports will be finished within the time period agreed in the terms of reference for the investigation.		
	100%	100%



Provision of National Systems Services

This output involves:

- the provision of secretariat services to the Parole Board
- the administration of the Victims Notification Register
- the provision of offender records services
- the development and maintenance of national systems
- the administration of statutory appointments and delegations affecting offender management.

OUTPUT	Provision of National Systems Services	
	Performance Standard 2001/02	Standard 2000/01
Quantity		
The number of Parole Board meeting days to be supported	50	35
Quality		
The percentage accuracy of the statutory appointment and delegations registers affecting the operational management of inmates to be:	100%	New Standard
Timeliness		
The percentage of national systems transactions completed within seven working days of applications being received to be:	100%	100%
The percentage of applications for victims' registration processed within 10 working days of being received to be:	100%	New Standard
The percentage of personal records established for inmates imprisoned for six months or more within 10 working days of reception to be:	100%	New Standard

Cost for Output Class 9

Outputs in this class will be provided within the appropriated sum of \$6.751 million (inclusive of GST).

Year	Cost	Cost	Total	Revenue	Revenue
	GST inclusive (\$000)	GST exclusive (\$000)	Revenue GST exclusive (\$000)	Crown GST exclusive (\$000)	Other GST exclusive (\$000)
2001/02	6,751	6,001	6,001	6,001	-
2000/01	4,083	3,629	3,629	3,629	-