

Responses to JSCDL queries for Firearms Licences

PUBLIC 18.9.13

4. How did you arrive at 2.10 hours for a Schedule 1A ‘firearm licence – original issue (1 year)’?”

- A Business Process Review and a time in motion survey were both conducted.
- From the business process review, an estimated minimum and maximum time for simple and complex applications was identified. A weighted average time was calculated which is considered to be a reasonable estimate of the average time taken to complete the processing of an application.
- The 2.10 hours includes time for call centre, processing, approval and refusal time, administration time and probity checking time.

5. What makes up the ‘rate per hour’?

There are several components that make up the rate per hour (Total of \$86.65 per hour);

- Salary \$54.49
- Operational Costs \$10.48
- Corporate Overheads \$21.68

6. Explain what “compliance costs per volume” means.

- One recommendation from the Business Process Review was to implement a risk based approach to Licensing Compliance activities to meet OAG requirements and minimise risk to the Agency and the public.
- WA Police Finance consulted with Licensing Enforcement Division. A compliance audit plan was developed for the fees and charges costing.
- The compliance audit plan considered;
 - The volume of total firearm licence holders;
 - A target audit volume across all licence types, driven by OAG’s recommendation to increase compliance activities.
 - A weighted average estimate of the amount of time taken by LED compliance officers to attend to an audit (Weighted between Metro and Regional WA).
- Based on the Target audit volume and estimated time per audit, this allowed Finance to determine the number of FTEs required for compliance activities.
- It was considered that each licence transaction (new, additional or renewal) had the same probability of being subject to a compliance audit. On that basis the compliance costs were allocated evenly across the projected volume of applications & renewals. Hence, the description “Compliance costs per volume”.

9. What does the agency consider to be an ‘on-cost’? Identify and explain what ‘on-costs’ are included in a ‘firearm licence – original issue (1 year) fee.

The agency considers the ‘on-cost’ to include Superannuation, Long Service Leave and Leave Loading.

11. Provide a comparison of firearms licence costs (not fees) with that of other jurisdictions.

- **Are there any circumstances unique to Western Australia affecting the costs of firearms licences?**

Legislation is unique to each jurisdiction. WA Police is unable to provide such a comparison as WA Police is not across the legislation in the other jurisdictions.

During the hearing, the Committee asked a question about licence costs in other jurisdictions and raised the issue that it only cost \$9.00 for an addition in Victoria. Mr Migro responded that he was not across the legislation in the other jurisdictions, that they weren't full cost recovery and of course there would be differences in the legislations between jurisdictions.

Attached is a scanned copy of fees charged in other jurisdictions.

12. What processes are in place when firearms licences are not paid? For example, are firearms confiscated and destroyed?

Thirty five (35) days prior to a firearm license expiring a renewal form is forwarded to the applicant at the last known place of address. This is a courtesy by the Commissioner of Police as the Firearm Act advises he may issue a renewal, or he may not choose to do so, or he may require a licence holder to justify why he should retain a licence and firearms.

Twenty eight (28) days after the licence expiry date an advisory letter is forwarded to the license holder advising of the WA Police intent to issue an infringement for non renewal of the licence.

Three (3) months after the licence expiry date an infringement is created and together with a renewal form they are forwarded to the local Police station for service.

On attendance by Police if the renewal has already been paid the documents are not served and the file returned to Licensing services. If the holder has not paid a renewal the documents are served on him/her and he/she is provided with a further twenty eight (28) days to pay the renewal and infringement.

If not paid in the twenty eight days (28) police attend a second time, if he/she has not paid the renewal, the firearm/s are seized and held pending a summons and court case. If the renewal is paid but not the infringement firearms are left with the holder however a summons will be issued for unlicensed firearms for the first three (3) months they were unlicensed.

At the end of any Court case and if a Magistrate has not provided instructions or any order for destruction and assuming the person is not 'fit or proper' to have a firearms licence Police will revoke the licence under Section 20 and serve a Section 33 notice on the ex licence holder.

The ex licence holder then has 3 months to dispose of the firearms either by sale or gift to a licensed dealer or other person, he may sign a form P94 for firearm destruction.

If after expiration of 3 months of the Section 33 notice having been served and no advice has been received from an ex firearm licence holder, Police have authority under the Act to dispose of the firearms.