

# Corporate Governance

The Commissioner is responsible for the strategic direction and management of the Service's operational, financial management and administrative functions. To assist the Commissioner in discharging these responsibilities, a corporate governance framework has been established incorporating two principal decision-making forums: the Senior Executive Conference and the Board of Management. Five strategic committees address more detailed aspects of the Service's responsibilities in respect to risk management, internal audit, information management, workplace health and safety and financial management.



*Permanent members of the Board of Management (L to R) Deputy Chief Executive (Resource Management), John Just PSM; Commissioner Bob Atkinson APM; Deputy Commissioner Dick Conder APM; and Director Office of the Commissioner, Dr Ann Scott PSM.*

## Senior Executive Conference

The Senior Executive Conference provides:

- strategic focus and direction for the Queensland Police Service in respect to operational efficiency and effectiveness and medium to long-term planning; and
- ensures cohesion, integration and coordination of the Service's strategic direction.



*Members of the 2003-04 Senior Executive Conference.*

The Senior Executive Conference is chaired by the Commissioner. Membership includes all senior executive officers of the Service, two representatives of the Service's Women's Advisory Group and a senior police chaplain. The Conference meets quarterly.

## Board of Management

The functions of the Board of Management are to:

- support and facilitate the role of the Senior Executive Conference in setting the strategic focus and direction of the Service;

- ensure that the ongoing management of the Service is in accordance with the agreed strategic focus and direction;
- assist the Commissioner in the ongoing management of the Service, with particular regard to: operational, human resource management, information management, budget and financial resource management, and asset management issues;
- ensure that management is responsive to changing circumstances;
- identify issues relating to the strategic management of the Service that should be referred to the Senior Executive Conference; and
- ensure that the Service fulfils its obligations to all management standards and requirements, such as reporting timelines of the annual budget cycle.

The Board of Management is chaired by the Commissioner and includes the:

Deputy Chief Executive (Operations)  
 Deputy Chief Executive (Resource Management)  
 Director, Office of the Commissioner  
 two Assistant Commissioners

In 2003-04, the Assistant Commissioners' positions were filled by:  
 Assistant Commissioner Kathy Rynders (Metropolitan South Region)  
 Assistant Commissioner Peter Swindells (State Crime Operations Command)  
 Assistant Commissioner Pat Doonan (North Coast Region)

In 2003-04, the Board of Management met on twelve occasions.

## Committees

### Risk Management Committee

The Service recognises risk management as an integral part of management practice. The Risk Management Committee is responsible for:

- overseeing and reviewing the development of the Service's risk management policy;
- providing direction and guidance for the implementation of risk management practices;
- ensuring that management accountability for risk management is maintained and supported by appropriate systems and controls;
- initiating, coordinating and monitoring actions to reduce or eliminate risks;
- establishing appropriate information systems to facilitate monitoring of the effectiveness of the Service's risk management policy; and
- planning and implementing training programs relating to risk management.

The Risk Management Committee is chaired by the Assistant Commissioner, Ethical Standards Command, and includes:

Deputy Chief Executive (Operations)  
 Deputy Chief Executive (Resource Management)  
 Director, Office of the Commissioner  
 Director, Finance Division  
 A regional Assistant Commissioner (currently the Assistant Commissioner, South Eastern Region)  
 Risk Management Coordinator  
 Queensland Police Service Solicitor

In 2003-04, the Committee met on three occasions.

## Audit Committee

The Audit Committee monitors and reviews internal audit activity which involves:

- overseeing internal audit work plans and priorities;
- reviewing internal audit reports and monitoring the implementation of audit recommendations;
- reviewing annual financial statements; and
- liaison between the external auditor and the Commissioner.

The Committee has an external chair who is currently a partner of BDO Kendalls, and includes:

Director, Administration Division

Assistant Commissioner, Ethical Standards Command

Assistant Commissioner (Regional)

In 2003-04, the Committee met on three occasions.

## Information Steering Committee

The Information Steering Committee is responsible for ensuring that the Service's investment in the development, implementation, use and support of information, communication and technology (ICT) is efficient and effective, and delivers the benefits and outcomes expected. This includes:

- providing strategic focus and effective direction of ICT for the Service;
- ensuring cohesion, integration and coordination of the Service's strategic ICT direction in support of the efficiency, effectiveness, equity and consistency in providing policing services to the Queensland community;
- setting the direction for development, review and implementation of the Service's ICT Strategic Plan; and
- addressing strategic ICT issues.

The Committee is chaired by the Commissioner, and includes the:

Deputy Chief Executive (Operations)

Deputy Chief Executive (Resource Management)

Assistant Commissioner, Operations Support Command

Assistant Commissioner (rotational member from Regions/Commands)

Director, Finance Division

Director, Administration Division

Director, Information Management Division

Manager, Information Planning Branch (Executive Officer)

Representative, Department of the Premier and Cabinet (Executive Director, Law and Justice Policy, Department of the Premier and Cabinet)

Assistant Under Treasurer, Queensland Treasury

Director, Information Management Branch, Department of Corrective Services

Manager, Information Systems Branch (visitor)

In 2003-04, the Committee met on four occasions.

## Corporate Health and Safety Coordinating Committee

The Corporate Health and Safety Coordinating Committee provide a forum for consultation between the Service and the relevant trade unions of employees. The Committee is an advisory body that looks at corporate health and safety issues:

- with statewide implications;
- referred to it by regional health and safety meetings; and/or
- raised by union representatives.

More recently the role of the Corporate Health and Safety Coordinating Committee has been extended to include stress management coordination.

The Committee is chaired by the Commissioner or his delegate and includes the:

Manager, Health and Safety Section  
Risk Management Coordinator, Ethical Standard's Command  
Coordinator, Employee Assistance Service  
Inspector, Operational Research and Advisory Unit  
Superintendent, Operational Performance Review Unit  
Police Chaplaincy representative  
Queensland Police Service Solicitor's representative  
Queensland Public Sector Union representative  
Queensland Police Commissioned Officers' Union representative  
Queensland Police Union of Employees representative  
Health and Safety Advisor (Stress Management) - secretariat  
other invited representatives

In 2003-04, the Committee met on four occasions.

## Finance Committee

The function of the Finance Committee is to advise the Board of Management on the status of the Service's budget and funding allocations across the regions, commands and divisions.

The Committee is chaired by the Deputy Chief Executive (Resource Management) and includes the:

Commissioner  
Deputy Chief Executive (Operations)  
Director, Finance Division  
Principal Policy Officer, Office of the Commissioner  
Manager, Financial Operations

In 2003-04, the Committee met monthly.



*Maintaining safety and security afloat.*