



2014-2015 Annual report

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Acronyms

- DJAG – Department of Justice and Attorney-General
- QCS – Queensland Corrective Services
- CSA – Corrective Services Act 2006
- QPB – Queensland Parole Board
- SQRPB – Southern Queensland Regional Parole Board
- CNQRPB – Central and Northern Queensland Regional Parole Board

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Message from the President

The three Queensland parole boards performed very well this year. The members are to be congratulated on their dedication and strong work ethic which made this success possible.

The Boards considered in excess of 20,000 matters this year. This is only possible as a result of a number of factors including the timely and correct information being provided by the prisoner, sentence management departments and the probation and parole service and the strong work ethic of the staff of the Parole Board Secretariat.

This last year we have seen a number of new members and I am pleased to report that they have settled in well and are meeting the challenge that their positions hold.

I would like to especially mention the work done by the Director of the Parole Board Secretariat, Ms Tracey Crosby and the DG's Representative; Ms Sharon McCallum-Clark in facilitating strong leadership in ensuring the constant and timely flow of work to the Boards and also for their competent decision making.

Parole Board members usually spend approximately 6-8 hours in preparation and reading before attending a Parole Board meeting often exceeding four hours. The meetings are constant and continuous and the members perform a great public service to the people of Queensland.

Because our members are drawn from all over the state, we have met the technological challenges to enable these members to now appear via video conferencing to participate in the meetings. Furthermore, a system has been set up for urgent decisions by phone. This allows the Boards to operate on a 24 hour basis so quorums can be convened and decisions on urgent matters can proceed.

All of us are always seeking to improve our practices and maintain a technological edge for better outcomes and sound decisions. We are all directors of continuing improvement.

I thank the staff and members for their enormous support shown towards me and the Deputy Presidents. Community safety is and will always remain the Board's top priority.

Peter McInnes
President
Queensland Parole Boards

Contribution by the Director-General's Representative

The 2014/2015 year has seen continued improvements to Agency parole processes across a number of significant areas. Parole Board outcome correspondence templates were reviewed and amended to make it easier for prisoners and offenders to understand parole board decisions and Board requests for further information. The Agency's Home Assessment Report Template and relevant Operational Practice Guideline was reviewed and updated to increase practice efficiency and improve quality of information provision to the parole boards. Board practices relating to parole consideration, grant decisions and parole conditions, in circumstances where visa cancellation has occurred, were reviewed and amended having regard for the implications of new legislation. These outcomes have also resulted in changed Agency practices and have increased efficiency by removing the need for the generation of travel permits for Board Ordered Parole where visa cancellation has occurred.

Newly appointed parole board members were inducted via a full day's workshop which delivered to them key information about QCS; the role and function of custodial correctional centres and probation and parole, prisoner and offender assessment processes, rehabilitative services available across the Agency; the structure of the Qld Parole Boards, the operation of the Parole Board Secretariat, the parole application and Board decision-making processes, Code of Conduct, and Right to Information and Information Privacy. Ongoing professional development for Board members has included information sessions provided by Ozcare outlining the Supported Parole Program. Further sessions planned across the remainder of the 2014/2015 year include rehabilitation programs- criteria, assessment, intensity, availability and alternative options.

In the latter half of the year we welcomed the addition of a Manager Parole Board Secretariat position. This position was supported by the Deputy Director General having regard for the increased numbers of matters for consideration across each of the Boards resulting in increased burden on the voluntary roster of Nominated Public Service Officers to the Central & Northern Queensland Regional Parole Board who had been performing this function in addition to the responsibilities of their operational roles. It is envisaged that Probation and Parole staff at District Manager level will be seconded into this role for periods of 3 to 6 months to service the CNQRPB and assist with ongoing work on parole streamlining initiatives. Lauren Thompson has recently completed the first rotation in the Manager Parole Board Secretariat position. The scope of additional work to be undertaken to further streamline parole processes will shortly be determined.

Sharon McCallum-Clark
Director-General's Representative
Queensland Parole Boards

Chapter 5, Sections 176-247 of the *Corrective Services Act 2006* – Queensland Parole Boards

Parole Boards

There are three parole boards within Queensland:

- Queensland Parole Board;
- Southern Queensland Regional Parole Board; and
- Central and Northern Queensland Regional Parole Board.

Parole Board Membership

The parole boards are independent statutory bodies with members appointed by the Governor in Council.

Sections 218 and 232 of the *Corrective Services Act 2006* detail the membership requirements to the Parole Boards.

As at 30 June 2015, the membership of the Parole Boards included:

Membership Requirements	Parole Board Members	
	QPB	Regional Boards
Psychologist/Doctor	1	3
Indigenous or Torres Strait Islander Person	1	4
Male	5	16
Female	2	7

- * *Peter McInnes, President of the Queensland Parole Boards is included in membership numbers for each Board.*
- * *Allan Renouf and Melissa Sands are appointed to the Queensland Parole Board and the Regional Boards.*
- * *With the exception of the Deputy Presidents of the Southern Queensland Regional Parole Board and the Central and Northern Queensland Regional Parole Board, all members of the Regional Boards are appointed to both the Southern Queensland Regional Parole Board and the Central and Northern Queensland Regional Parole Board.*

The President and Deputy President of each Board must be a retired judge of a State court, the High Court or a court constituted under a Commonwealth Act; or a lawyer who has engaged in legal practice for at least 5 years.

Mr Peter McInnes is the President of all Parole Boards.

A Deputy President is appointed to each Board. The current Deputy President appointees are as follows:

Queensland Parole Board – *Mr Frank Lippett*;

Southern Queensland Regional Parole Board – *Mr Mark Chapple*;

Central and Northern Queensland Regional Parole Board – *Ms Jo-Ann Fitchett*.

During the financial year, the following Queensland Corrective Services employees were delegated the authority of Nominated Public Service Officer for the parole boards, in accordance with sections 218 and 232 of the *Corrective Services Act 2006*:

Sharon McCallum-Clark (Director-General's Representative)

Tracey Crosby (Director, Parole Board Secretariat)

Fiona Southey (District Manager, Caboolture Probation and Parole District Office)

Cherrine Jocumsen (District Manager, Mackay Probation and Parole District Office)

Nicole Trousdell (District Manager, Hervey Bay Probation and Parole District Office)

Joanne Hughes (District Manager, Innisfail Probation and Parole District Office)

Anne Flynn (District Manager, Brisbane North Probation and Parole District Office)

Laurie Henley (District Manager, Mareeba Probation and Parole District Office)

Kirsty Arthur (District Manager, Burleigh Heads Probation and Parole District Office)

Kristine Winter (Deputy General Manager, Townsville Correctional Centre)

Julie Bettiens (District Manager, Gladstone Probation and Parole District Office)

Lauren Thompson (District Manager, Ipswich Probation and Parole District Office)

Queensland Parole Orders

The *Corrective Services Act 2006* provides parole as the only option for a prisoner's early release from custody.

Court Ordered Parole – Section 199 of the *Corrective Services Act 2006*

A sentencing court fixes a parole release date for prisoners sentenced to a period of imprisonment of three years or less (except sex offenders and serious violent offenders).

Board Ordered Parole – Section 180 of the *Corrective Services Act 2006*

A sentencing court will fix a parole eligibility date for prisoners sentenced to a period of imprisonment of more than three years, or lesser sentence lengths if convicted of sexual offences or a serious violent offence. A prisoner is unable to be released to general parole prior to the eligibility date.

Exceptional Circumstances Parole – Section 176 of the *Corrective Services Act 2006*

A prisoner can apply for and be granted an Exceptional Circumstances Parole Order at any time.

Parole Order Conditions

Section 200(1) of the *Corrective Services Act 2006* details the conditions which must be included in a Parole Order. Section 200(2) allows the Board to include additional conditions on a parole order or exceptional circumstances parole order which will ensure the prisoner's good conduct and/or to stop the prisoner from committing a further offence whilst subject to the order.

Queensland Parole Board

The Queensland Parole Board considers parole matters for offenders in all centres and regions sentenced to a period of eight years imprisonment or more. This Board also considers the registration of Interstate Parole Orders into Queensland, progress reports for life sentenced prisoners and international travel applications, regardless of type of parole order or length of sentence.

Message from the Deputy President, Queensland Parole Board

A highlight of the Parole Board year was attendance at the annual Australasian Parole Authorities conference held this year in Darwin. It is very helpful to discover what, if any, solutions have been found in another State or country to any of the problems which are common to all jurisdictions. And learning more about the method of operation of other Boards is always worthwhile, because however effective we might be, there is always room for improvement.

The sad and very troubling over-representation of indigenous people in custody and on Parole in Queensland is magnified a hundred fold in the Northern Territory; and it is a problem that also continues to worry South Australian and West Australian authorities as much as it does us. For the last two years the Northern Territory has been trialling an employment scheme for indigenous prisoners which have so far proved very fruitful. The Queensland Board's experience is that employment is a substantial curb on recidivism, and it places a deal of weight on Parolee employment.

It was also interesting to note that the workload at each meeting of Parole Boards in other jurisdictions is significantly less than it is in Queensland. It is a testament to the commitment and capacity of the members particularly of the Southern and the Northern & Central Boards that they have continued to maintain such a high standard of decision-making throughout the year.

Frank Lippett
Deputy President
Queensland Parole Board

Regional Parole Boards

The Regional Parole Boards consider matters for offenders that are sentenced to a period of imprisonment less than eight years. The Regional Parole Boards also consider interstate travel applications for periods exceeding seven days and Court Ordered Parole matters.

The physical location of a prisoner at the time of application will determine which Board considers the parole matter.

Southern Queensland Regional Parole Board – this Board considers

Applications for prisoners located at:

- Arthur Gorrie Correctional Centre;
- Southern Queensland Correctional Centre;
- Brisbane Correctional Centre;
- Brisbane Womens Correctional Centre;
- Numinbah Correctional Centre;
- Palen Creek Correctional Centre;
- Wolston Correctional Centre;
- Woodford Correctional Centres;
- Helena Jones Correctional Centre; and
- Any associated work camps

and Court Ordered Parole Orders for offenders managed by Probation and Parole offices located in:

- North Coast Region;
- South Coast Region;
- Southern Region; and
- Brisbane Region.

Central and Northern Queensland Regional Parole Board – this Board considers

Applications matters for prisoners located at;

- Capricornia Correctional Centre;
- Lotus Glen Correctional Centre;
- Townsville Correctional Centre;
- Townsville Women's Correctional Centre;
- Maryborough Correctional Centres; and
- Any associated work camps

and Court Ordered Parole Orders for offenders managed by Probation and Parole offices located in:

- Central Region;
- Northern Region; and
- Far Northern Region.

Please Note:

Regardless of the offender's current location, the Regional Parole Board that grants the Board Ordered Parole Order or Exceptional Circumstances Parole Order is responsible for the order until completion.

Message from the Deputy Presidents, Regional Parole Boards

Southern Queensland Regional Parole Board

It has been a privilege to serve as Deputy President of the Southern Queensland Regional Parole Board. I would like to thank the retiring members of the board for their hard work and welcome and congratulate them on the way they have embraced the sometimes challenging work of the Board.

I would like to take this opportunity to express the profound happiness of the Board members at welcoming the return to work of the President after a period of illness and to thank Frank Lippett for his leadership as Acting President in Peter's absence.

Again this year the Board was assisted by the insight and skill brought by Sharon McCallum-Clark the Director-General's Representative. The value of Sharon's contribution was well demonstrated when the Board had to deal with the challenges brought about by the significant increase in the number of prisoners who were subject to visa cancellation as a result of the recent change in immigration laws. These changes resulted in issues of public safety and fairness to prisoners and logistical matters which the Board had to manage and Sharon's work was invaluable to the Board.

Sadly, Indigenous people are vastly over represented in the matters the Board considers and the Board and the community is indebted to the Indigenous representatives Allan Renouf, Jean Little, Florence Onus and Karl McKenzie for their contribution.

The Board has long been concerned with the threat to public safety from domestic violence and the very recidivist nature of domestic violence offenders. It is hoped that the current public attention to this issue will give some relief to the victims of this offending.

Substance abuse, often involving the very dangerous drug methamphetamine is an almost constant theme in the matters that come before the Board. The Board finds programs offered in custody of assistance but sadly there is a significant shortage of residential rehabilitation facilities that can be accessed in the community.

Mental illness is often a matter for prisoners considered by the Board and the Board finds that the prisoners are greatly assisted by the Prison Mental Health Service.

The Parole Board Secretariat led by Director Tracey Crosby carries out a significant and constant workload facing strict time frames and I thank all the secretariat staff for their efforts and support.

Finally I thank the President Peter McInnes for his leadership and the wisdom he brings to the Board.

Mark Chapple
Deputy President
Southern Queensland Regional Parole Board

Central and Northern Regional Parole Board

The Central and Northern Regional Parole Board has this financial year embraced several changes facilitated by the secretariat to accommodate the increase in matters being considered and maintain the Boards quality of decision making. The changes include:

- The increase in the number of Board members and the appointment of the regional Boards' members to both the Central and Northern Board and the Southern Regional Board. This initiative has been invaluable in providing additional member resources from throughout Queensland to meetings to accommodate the increase in the entire Board's workload.
- The allocation of an additional meeting day to assist with an even distribution of matters for the Board's consideration and where necessary the flexibility to hold a meeting of both Regional Boards to accommodate any overflow.
- Through the use of videoconferencing technology and integrated file management system the Central and Northern Board is now supported by the secretariat in Townsville and Brisbane for the meeting minutes and file administration.
- The recent establishment of the Manager, Parole Board Secretariat dedicated to the Central and Northern Regional Board to strengthen the NPSO support to the Board. Prior to Lauren Thompson's initial rotation in this position, the Board has again received the valuable assistance of regional Nominated Public Service Officers on a weekly meeting rotational roster of Kris Winter, Julie Bettiens, Anne Flynn, Cherrine Jocumsen, Nicole Troudsell, Kirsty Arthur and Fiona Southey in conjunction with the permanent NPSO Sharon McCallum-Clark.

I have noticed an increase in the incidents of domestic violence and drug and alcohol related offending in the matters considered by the Board. Both of these issues are high on the community and political agendas in Australia at present. The Board strives to meet the challenges of the reducing the risk to community and addressing the treatment needs of the offenders. As a consequence the Board is aware there is an increased demand on the availability of Residential Rehabilitation resources and treatment options in regional Queensland. Parolees from rural and remote Queensland often as part of their integration into the community often will attend residential rehabilitation in regional city centres prior to their return home. Indigenous and Torres Strait island parolees remain strongly supported by their community Justice Groups, Elders and Men's Groups when released into the community to assist with their transition back into their community.

On behalf of the Board, I thank Malcolm Topp and Brydget Baker-Hudson who retired as members of the Central and Northern Regional Board for their dedicated contribution as members.

I personally would like to thank the President of the Parole Boards, Mr Peter McInnes and Ms Tracey Crosby for their support in the management and resolution of the challenges the Boards have faced in the last twelve months.

Jo-Anne Fitchett
Deputy President
Central and Northern Queensland Regional Parole Board

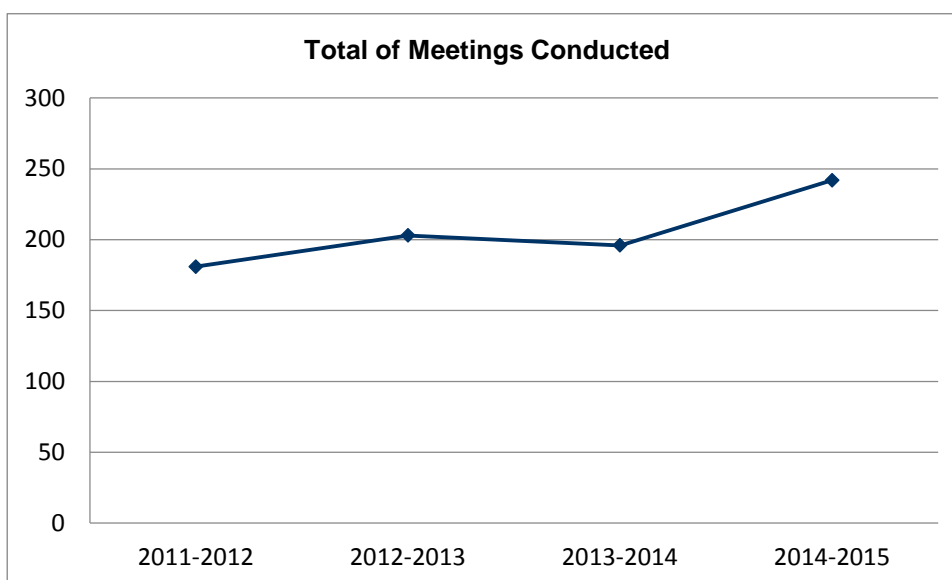
Queensland Parole Boards 2014-2015

Meetings conducted

During the reporting period, a total of 478 of meetings were conducted. This included 177 Board Out Of Session Teleconferences (BOOSTs).

The following numbers of meetings/BOOSTs were recorded during the financial year for each Board:

	QPB	SQRPB	CNQRPB
Scheduled meetings	39	129	74
BOOSTs	41	78	58
Total number of meetings conducted	80	207	132



Please note:

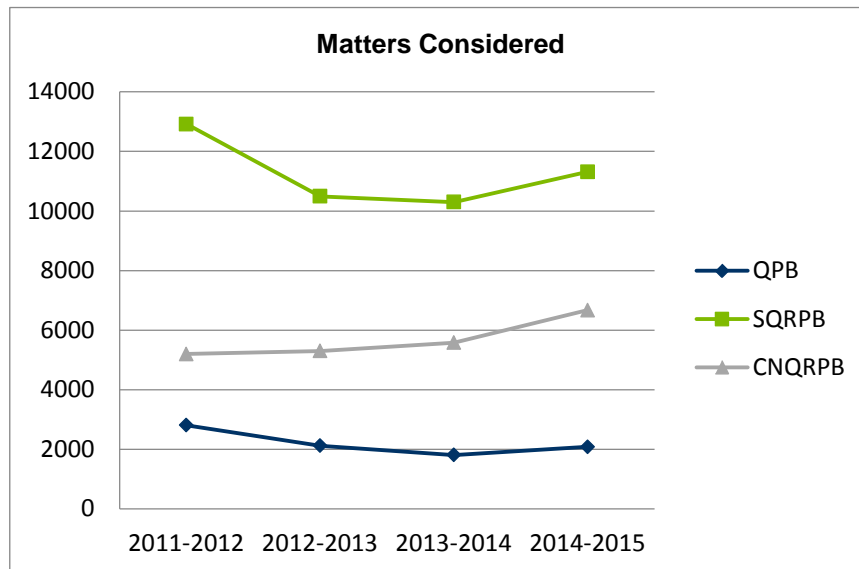
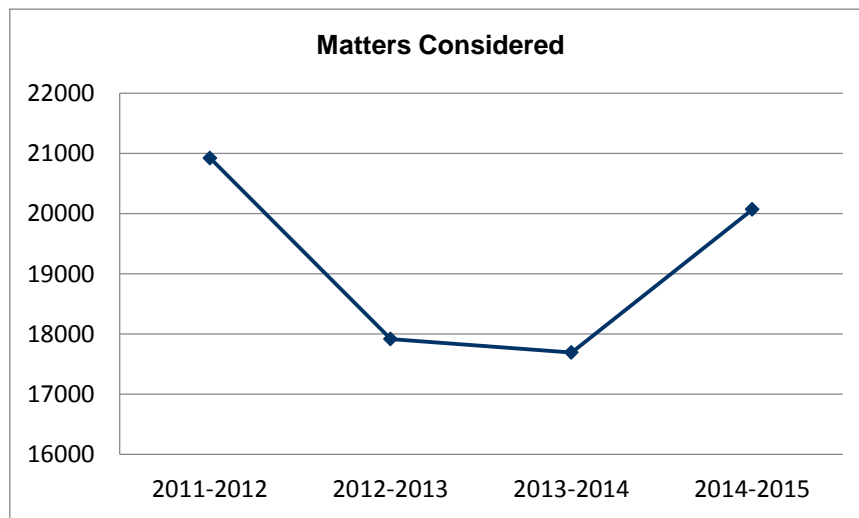
** Graph represents scheduled meetings only, and does not include BOOSTs.*

*** Incorrect data was provided in the 2013-2014 Annual Report in relation to Meetings Conducted. The data for Central and Northern Regional Parole Board should have reflected a total of 49 scheduled meetings with a total of all meetings calculated as 196 scheduled meetings.*

Matters considered

During the financial year, 20 071 matters were considered by all three Boards in Queensland.

	QPB	SQRPB	CNQRPB
Matters considered at meetings	2036	11193	6600
Matters considered via BOOSTs	48	121	73
Total number of matters considered	2084	11314	6673



Please Note:

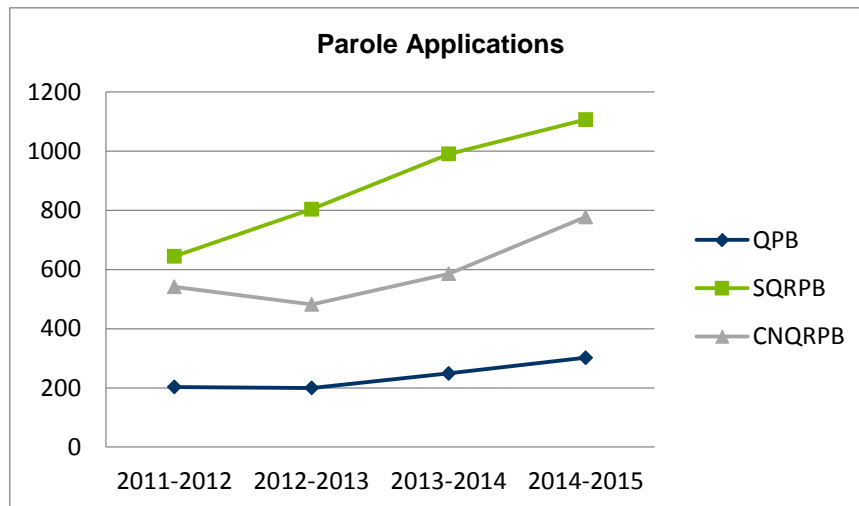
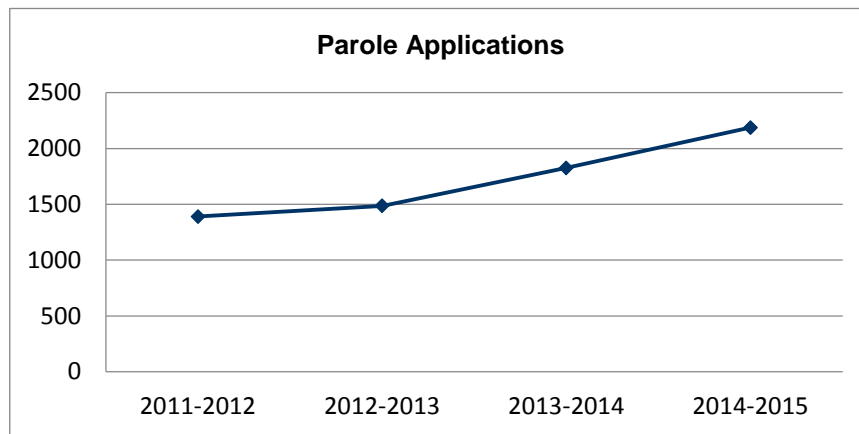
** The reduction in matters considered by the Boards during the 2011 – 2013 reporting periods is linked to the introduction of electronic parole board files and the subsequent change in parole board operations.*

*** The recent increase of matters considered by the Boards is consistent with the increase of the prisoner population.*

Parole Applications

A total of 2187 parole applications were considered by the Boards during the financial year. This total includes 78 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Full applications	292	1058	759
Exceptional circumstances parole applications	10	49	19
Total number of applications considered	302	1107	778



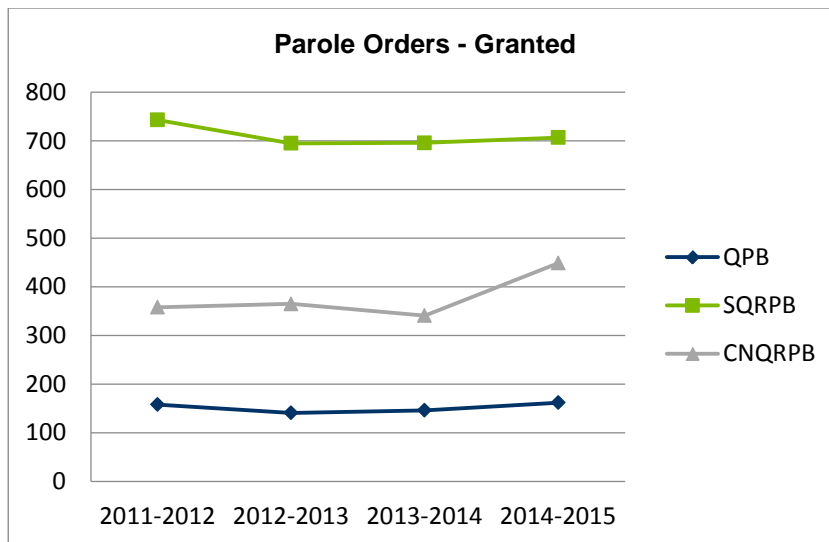
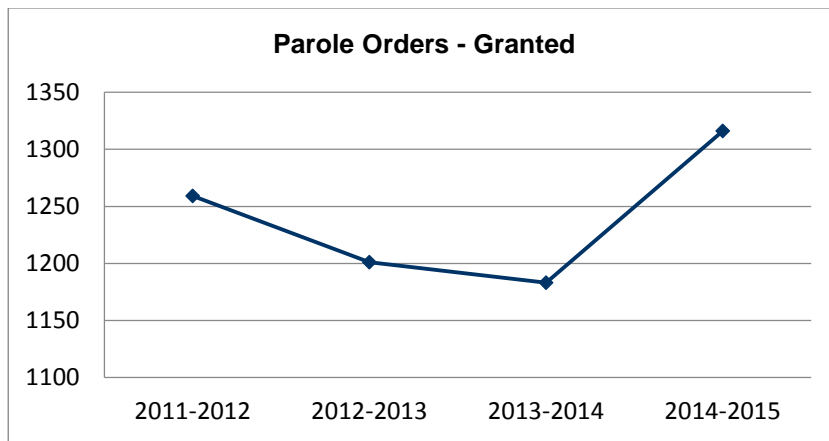
Please Note:

Graphs include Exceptional Circumstances Parole Applications.

Parole Orders - Granted

A total of 1318 parole orders were granted during the financial year. This total includes 2 exceptional circumstances parole orders.

	QPB	SQRPB	CNQRPB
Parole granted	162	705	449
Parole granted - Exceptional circumstances parole applications	0	2	0
Total number of parole applications granted	162	707	449



Please Note:

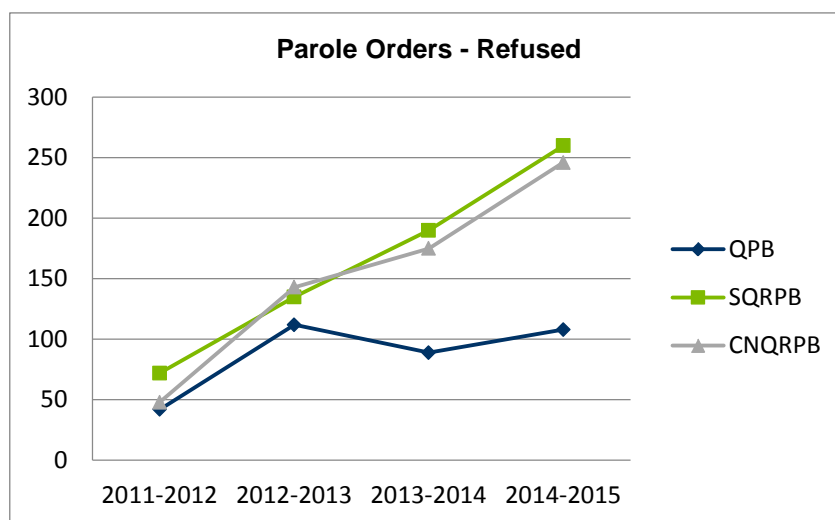
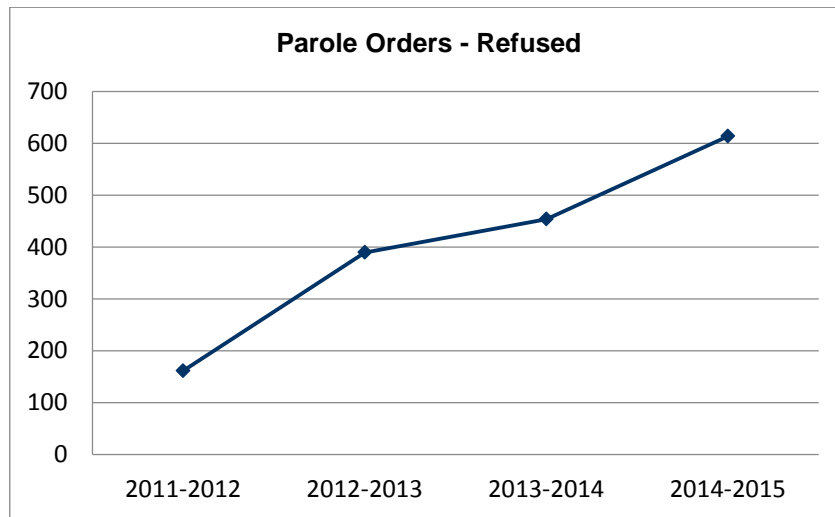
Graphs include Exceptional Circumstances Parole Applications.

Parole Orders – Refused

A total of 614 parole applications were refused during the financial year. This total includes 31 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Parole refused	101	243	239
Parole refused - Exceptional circumstances parole applications	7	17	7
Total number of parole applications refused	108	260	246

(The number of parole applications granted and refused by the Parole Boards during the 2014-2015 financial year does not correlate with the number of new parole applications considered by the Parole Boards during the same period. This is a result of the Parole Boards considering parole applications that were not finalised during the financial year which they were submitted).



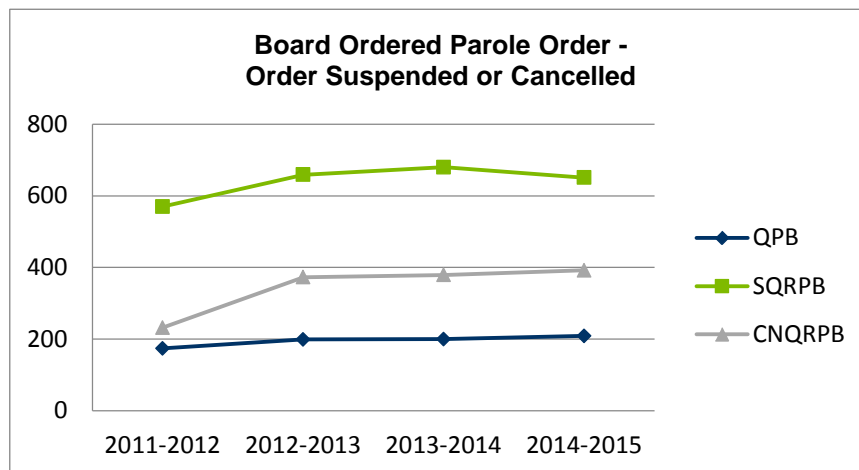
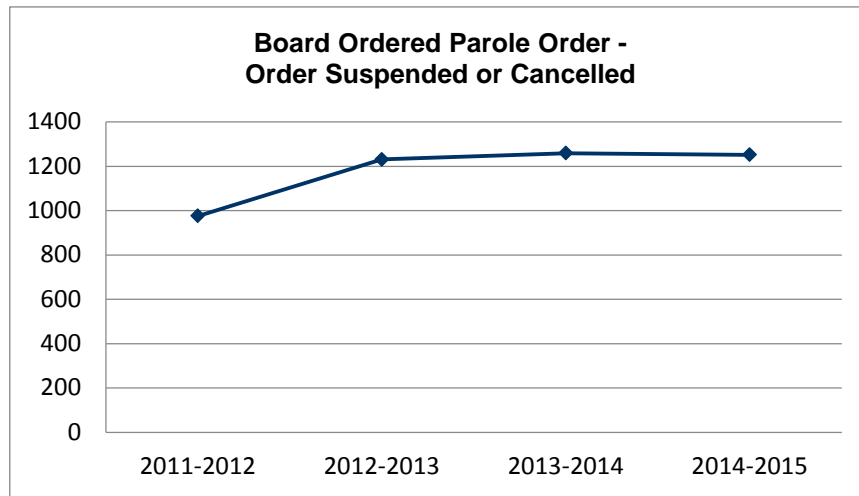
Please Note:

Graphs include Exceptional Circumstances Parole Applications.

Board Ordered Parole Order – Order Suspended or Cancelled

During the 2014-2015 financial year the Queensland Parole Board and two Regional Parole Boards suspended or cancelled a total of 1252 Board Ordered Parole Orders.

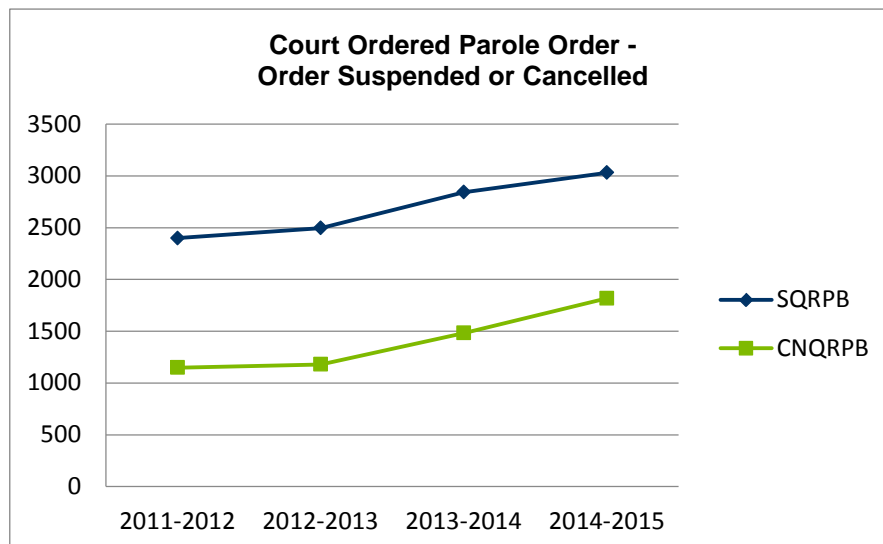
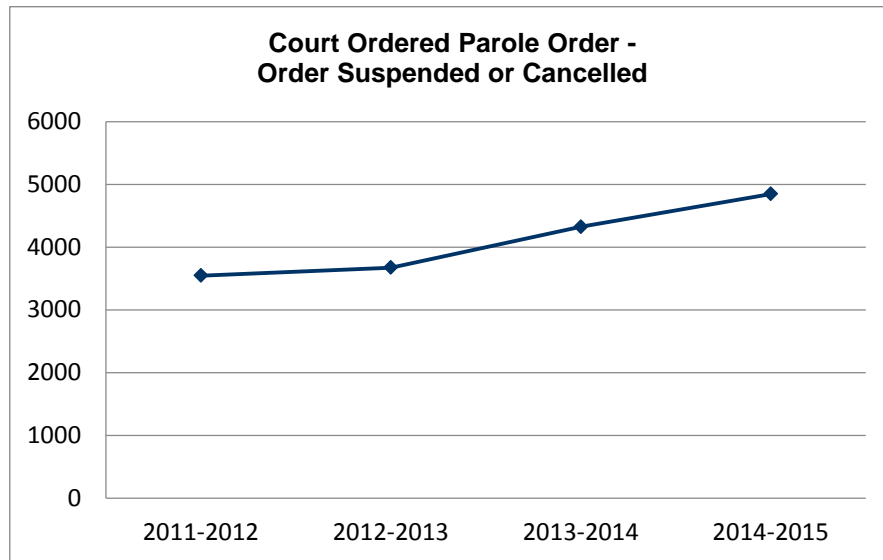
	QPB	SQRPB	CNQRPB
Suspended	140	450	243
Cancelled	69	201	149
Total number of suspensions/cancellations	209	651	392



Court Ordered Parole Order – Order Suspended or Cancelled

During the 2014-2015 financial year the two Regional Parole Boards suspended or cancelled a total of 4849 Court Ordered Parole Orders.

	SQRPB	CNQRPB
Suspended	2188	1377
Cancelled	843	441
Total number of suspensions/cancellations	3031	1818



Interstate Parole Order Transfers

During the 2014-2015 financial year:

- 65 offenders transferred their parole orders into Queensland from another Australian State or Territory; and
- 66 offenders transferred their Queensland Parole Orders to another Australian State or Territory.

Statements of Reason – Section 32 of the *Judicial Review Act 1991*

During the 2014-2015 financial year the Parole Boards received 169 requests for Statements of Reasons.

- A total of 139 were issued.
- A total of 28 were refused.

Please Note:

There were 2 outstanding requests for Statements of Reason which were not finalised during the reporting period.

Judicial Review – Section 43 of the *Judicial Review Act 1991*

During the 2014-2015 financial year 43 Judicial Review applications were referred to Crown Law for management.

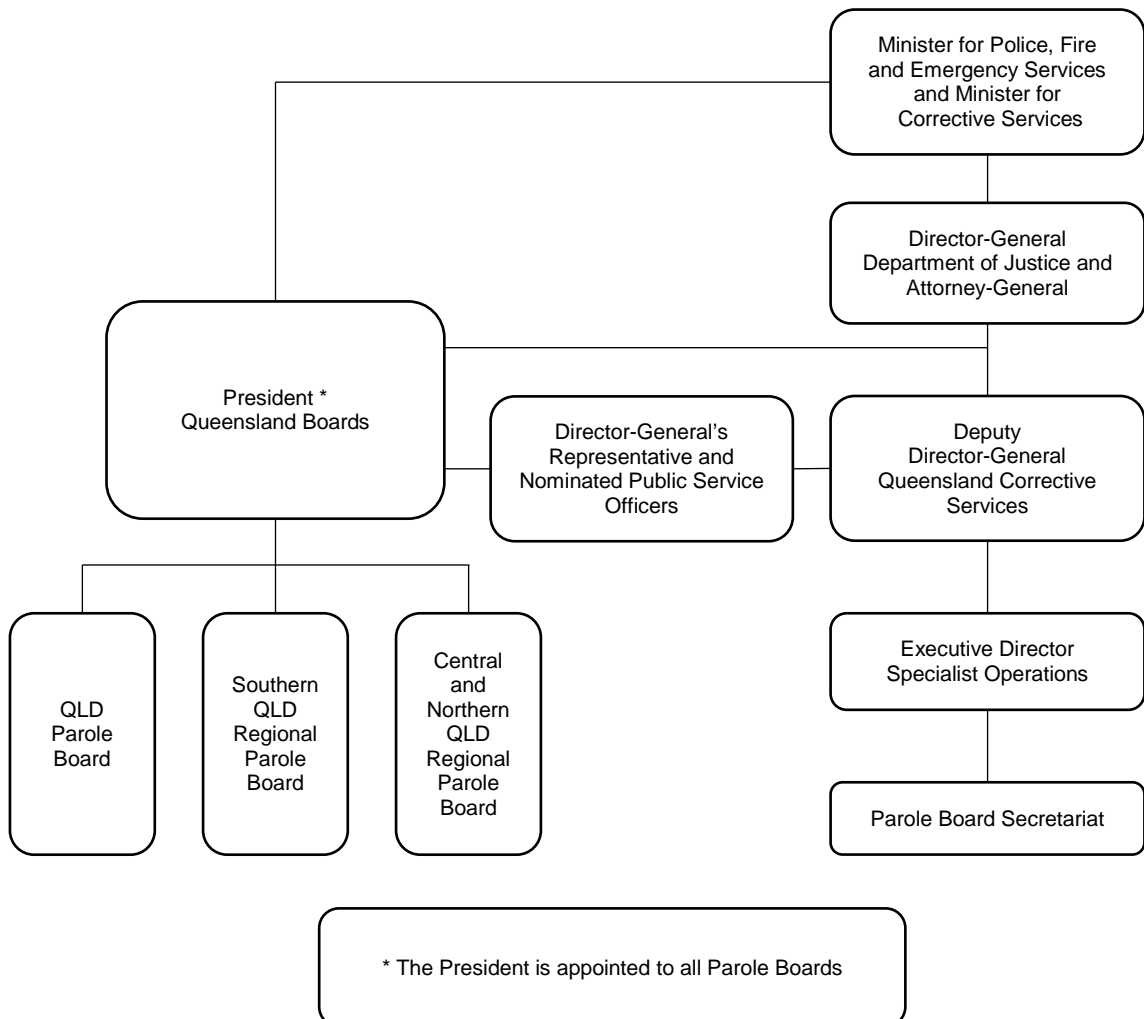
Parole Board Secretariat

The Parole Board Secretariat provides administrative support to the Queensland Parole Boards. There are two Secretariat offices. The Woolloongabba office supports the Queensland Parole Board and Southern Queensland Regional Parole Board and the Townsville office supports the Central and Northern Queensland Regional Parole Board.

The role of the Parole Board Secretariat includes:

- Processing matters for consideration by the Parole Boards;
- Minuting all meetings of the Parole Boards;
- Preparing all correspondence from Parole Board outcomes for prisoners, correctional centres, probation and parole and legal representatives;
- Generating warrants and parole orders;
- Liaising with internal and external stakeholders for and on behalf of the Parole Boards; and
- Compiling the Queensland Parole Board Annual Report.

Organisational Chart



Overview of Sentence Management Services

Sentence Management Services is responsible for sentence calculation and sentence administration functions, determining prisoner security classification, planning for prisoner rehabilitation and progression, determining prisoner placement, compilation of parole board reports to assist decision-making by the parole boards, effective utilisation of available beds whilst ensuring appropriate access to rehabilitative activities and progression, operational performance measurement and reporting, risk mitigation and development of procedures and standards for Specialist Operations business units.

The compilation of Parole Board Reports (PBRs) to assist decision making by the parole boards is a key focus for Sentence Management Services and has been particularly so during the 2014-2015 period, as prisoner numbers have continued to increase.

Sentence Management Services and the Parole Board Secretariat (PBS) continue to work together to improve the quality and timeliness of PBRs and notifications of parole board decisions.

Over 2000 parole applications were received by Sentence Management Services and progressed to the PBS in the 2014-2015 period. Sentence Management Services across the state strive to ensure parole applications are progressed in a timely manner. Data identifies a significant improvement of Sentence Management Services' compliance with PBR completion timeframes on a state-wide basis in the 2014-2015 period.

Woodford Correctional Centre progresses the most parole applications. In the 2014-15 Woodford Sentence Management Services held 555 prisoner parole panels. This is an increase of 17.6% compared the 2013-14 period. All other sentence management services staff at other correctional centres continue to progress parole applications in a timely manner.

Sentence Management Services and the Parole Board Secretariat will continue to work together during 2014-2015 to enhance the quality and timeliness of parole board reports and the notification of parole board decisions.

Vanessa Holben
A/General Manager
Sentence Management Services

Overview of Probation and Parole

Probation and Parole provides offender management services throughout Queensland with a total of 34 district offices and 134 reporting centres operating state-wide. Responsible for a range of community-based supervision orders, Probation and Parole seeks to ensure community safety and reduce re-offending through a combined strategy of surveillance, rehabilitation and reintegration activities.

Probation and Parole operates under a case management framework known as Next Generation Case Management (NGCM). NGCM was introduced in 2012 and focusses on the role of supervising officers in generating behavioural change in offender populations. Based on best practice principles of tailored service delivery, holistic case management and the need to balance control and treatment, NGCM encourages the use of pro-active supervision strategies to identify, respond to and manage risk in a way that supports offenders to desist from criminal activity in both the short and long term.

A state-wide intelligence network and ongoing collaboration with stakeholder agencies further contributes to Probation and Parole's effective enforcement of community-based supervision orders; and works to ensure appropriate intervention options are available to assist offenders in addressing their offending behaviour.

Probation and Parole operations intersect with the Parole Boards at several stages during an offender's sentence. The first of these relates to the compilation of Parole Board Reports (PBRs) which are used to inform the decision making of the Boards when considering Parole applications. In contributing to this report, a representative from Probation and Parole makes an assessment of the potential risks and management strategies relevant to the offender's release to Parole, and provides contextual information regarding any previous periods of community-based supervision.

Following release, it is the *Corrective Services Act 2006* that governs which matters Probation and Parole must elevate to the Parole Board for consideration. These include travel permit applications, parole amendment and parole suspension matters. Further to this, progress reports are provided as a means of updating the Board on the compliance and management of certain Parolee cohorts, such as those subject to Exceptional Circumstances Parole or Life sentences. The content of Board Reports is verified by a Supervisor or District Manager prior to provision to the Parole Board in order to ensure accuracy of information and appropriateness of any recommendations.

Probation and Parole work closely with the Parole Boards in trend analysis and continuous improvement of communication protocols. This collaborative approach will continue into the 2015/16 financial year to ensure matters are considered in a timely manner and informed by accurate, evidence-based and holistic Board Reports.

Tygh Field
Director
Probation and Parole Operations