

# ANNUAL REPORT

## 2015–2016

Queensland Parole Boards



**Queensland**  
Government

# Contents

---

<b>Contact details and Acronyms</b> .....	<b>1</b>
<b>Message from the President</b> .....	<b>2</b>
<b>Parole Boards</b> .....	<b>3</b>
Parole Board Membership.....	3
Court Ordered Parole .....	5
Board Ordered Parole .....	5
Exceptional Circumstances Parole .....	5
Application.....	5
Parole Order Conditions .....	5
Queensland Parole Board .....	6
<b>Message from the Deputy President, Queensland Parole Board</b> .....	<b>7</b>
<b>Regional Parole Boards</b> .....	<b>8</b>
<b>Message from the Deputy Presidents, Regional Parole Boards</b> .....	<b>10</b>
Southern Queensland Regional Parole Board.....	10
Central and Northern Queensland Regional Parole Board.....	11
<b>Queensland Parole Boards 2015-2016</b> .....	<b>13</b>
Meetings conducted .....	13
Matters considered .....	14
Parole Applications.....	15
Parole Orders – Granted .....	16
Parole Orders – Refused.....	17
Board Ordered Parole Orders – Order Suspended or Cancelled .....	18
Court Ordered Parole Orders – Order Suspended or Cancelled .....	19
Interstate Parole Order Transfers.....	20
Statements of Reason – Section 32 of the <i>Judicial Review Act 1991</i> .....	20
Judicial Review – Section 43 of the <i>Judicial Review Act 1991</i> .....	20
Parole Board Secretariat .....	21
Organisational Chart.....	21
<b>Overview of Sentence Management Services</b> .....	<b>22</b>
<b>Overview of Probation and Parole</b> .....	<b>23</b>
<b>Overview of Offender Rehabilitation and Management Services</b> .....	<b>24</b>
.....	25

# 2015-2016 Annual Report

---

## Contact details

### Queensland Parole Board and Southern Queensland Regional Parole Board

Gabba Towers, Level 3, 411 Vulture Street, Woolloongabba Qld 4102

Postal Address

GPO Box 1054, Brisbane Qld 4001

**Phone:** (07) 3406 2418 **Fax:** (07) 3406 2442

### Central and Northern Queensland Regional Parole Board

60 Southwood Road, Stuart Qld 4811

Postal Address

PO Box 5574, Townsville Qld 4810

**Phone:** (07) 4799 8427 **Fax:** (07) 4799 8513

### Parole Board email

**Queensland Parole Board:**

QPBoard@dcs.qld.gov.au

**Southern Queensland Regional Parole Board:**

SQRPBoard@dcs.qld.gov.au

**Central and Northern Queensland Regional Parole Board:**

CNQRBoard@dcs.qld.gov.au

### Department of Justice and Attorney-General

[www.justice.qld.gov.au](http://www.justice.qld.gov.au)

### Queensland Corrective Services

[www.correctiveservices.qld.gov.au](http://www.correctiveservices.qld.gov.au)

State Law Building, 50 Ann Street, Brisbane Qld 4000

Postal address

GPO Box 1054, Brisbane Qld 4001

**Phone:** (07) 3227 7111

Contact details for all corrective services locations including probation and parole offices and correctional centres are available at [www.correctiveservices.qld.gov.au](http://www.correctiveservices.qld.gov.au).

### 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

# Message from the President

---

I am pleased to report a very successful year for the independent Queensland Parole Boards.

The Queensland Parole Boards play a very important part in the Queensland criminal justice system.

The Parole Boards combined, this year, dealt with 19 215 cases. It must be pointed out that the Parole Boards consider many matter types including; parole applications, suspensions, interstate and overseas travel and exceptional circumstances parole applications.

The success of the Parole Boards can be put down to the outstanding contribution made by the staff both here in Brisbane and in Townsville and the strong work ethic by the independent community members.

The Boards meet daily and the members are called upon to undertake a 5-6 hour reading program and attend the meeting which usually takes in excess of 4 ½ to 5 hours. The writer is proud to say that the members prepare and participate in the decision making at a very high level.

The parole secretariat both in Brisbane and in Townsville provide outstanding service to the Boards in the collection of the material needed to make these important decisions. Special mention should be made of Ms Tracey Crosby, Director, Parole Board Secretariat ably assisted by her Management Team.

When granting parole, the Board draws a comprehensive parole order which is designed to provide a safe, secure and stable reintegration back into the community.

The Boards have been ably assisted by Crown Law relating to matters of judicial review.

Furthermore, the Minister issues guidelines for the Boards' consideration. The current guidelines provide in Section 1.2: "*When considering whether a prisoner should be granted a parole order, the highest priority for the Queensland Parole Board ('the Board') should always be the safety of the community*".

Peter McInnes  
President  
Queensland Parole Boards

# Chapter 5 of the *Corrective Services Act 2006* – Functions, operations and membership of the 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 2016, the membership of the parole boards included:**

Membership Requirements	Parole Board Members		
	QPB	SQRPB	CNQRPB
Psychologist/Doctor	1	3	3
Indigenous or Torres Strait Islander Person	1	3	3
Male	5	16	15
Female	2	5	6

- \* *Peter McInnes, President of the Queensland Parole Boards is included in the membership numbers for each Board.*
- \* *Allan Renouf and Melissa Sands are appointed to the Queensland Parole Board and the Regional Parole 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 is appointed to all three Boards. A Deputy President is appointed to each Board.

President, Queensland Parole Boards – *Mr Peter McInnes*;

Deputy President, Queensland Parole Board – *Mr Francis Lippett*;

Deputy President, Southern Queensland Regional Parole Board – *Mr Mark Chapple*;

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

During the reporting period, 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*:

*Tracey Crosby* (Director, Parole Board Secretariat)

*Sharon McCallum-Clark* (Formerly Director General's Representative, Queensland Parole Boards)

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

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

*Patricia Hasted* (Senior Advisor, Serious Offenders Unit, Specialist Operations)

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

*Carmen Park* (Supervisor, Caboolture Probation and Parole District Office)

*Fiona Southey* (District Manager, Maroochydore Probation and Parole District Office)

*Jacqueline O'Brien* (A/District Manager, Beenleigh Probation and Parole District Office)

*Shelley Lyell* (Manager, Parole Board Secretariat)

*William Thirkill* (Manager, Parole Board Secretariat)

# Queensland Parole Orders

---

During the reporting period, the Queensland Parole Boards considered the following types of parole orders:

- Court Ordered Parole Order
- Board Ordered Parole Order
- Exceptional Circumstances Parole Order

## Court Ordered Parole

If a court sentences an offender to a period of three years or less imprisonment and it is not a serious violent offence or sexual offence, the court must fix a parole release date at the time of sentencing.

## Board Ordered Parole

If a court sentences an offender to more than three years imprisonment, or convicts an offender of a serious violent offence or sexual offence, the court sets a date the offender will be eligible for parole. The offender must apply to the relevant parole board for release to parole. A prisoner is unable to be released to parole prior to the eligibility date.

## Exceptional Circumstances Parole

A prisoner can apply for exceptional circumstances parole anytime during the sentence. If granted exceptional circumstances parole, the prisoner can be released on a date determined by the Board which may be before the parole eligibility date.

## Application

In Queensland an application for parole and exceptional circumstances parole is generated by the prisoner submitting either a Form 29 – Application by prisoner for a parole order or Form 28 – Application by prisoner for exceptional circumstances parole order.

## 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 the Board considers necessary on a parole order or exceptional circumstances parole order to ensure the prisoner's good behaviour and prevent the prisoner from committing a further offence whilst subject to the order.

# Queensland Parole Board

---

*The Corrective Services Act 2006* (s217) prescribes the functions of the 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.

Other matters considered by the Queensland Parole Board include:

- Progress Reports for life sentenced prisoners;
- Interstate parole orders that have been transferred to Queensland; and
- Applications for international travel, regardless of sentence length.

The appointed members of the Queensland Parole Board during the reporting period were:

- Peter McInnes – President
- Frank Lippett – Deputy President
- Alison Hunter
- Allan Renouf
- Ian Davies
- Dr Melissa Sands
- Peter Kelly

## Message from the Deputy President, Queensland Parole Board

---

Australia was one of the first countries in the world to introduce a system of parole – through the ticket-of-leave granted to deserving convicts as far back as the late eighteenth century. Indeed, the nation would not have grown as quickly or as efficiently were it not for the opportunities given to those people. The system was refined by Alexander Maconochie when he was the governor of Norfolk Island. Prisoners gained points by various means and progressed through the prison from harsh confinement to less restrictive conditions (so far as that could happen on a place like Norfolk Island) and finally to conditional freedom. His system was adopted throughout Australia; and there is now a legislated form of parole in all developed, and in most developing, countries in the world.

Today the function of parole remains the same. It is granted to people who have earned the opportunity and who are considered to present only an acceptable level of risk to the community. But as our society has become more complex so has the work of the Parole Boards.

A recent survey indicated that each member of the Queensland Parole Board spends somewhere between eight and twelve hours each week in preparation for the meeting, depending upon the number and nature of the cases on the agenda. Every case has potential serious consequences both for the community and the prisoner, so a thorough consideration must be given to every matter.

Then at each meeting, which occupies several more hours, differing views are debated until a decision is reached. The community can be assured that the members of the Queensland Parole Board take the task very seriously. The numbers of cases dealt with during the year are detailed elsewhere in this report. The high workload means there are no easy weeks for Board members, who like their predecessors over a great many years, do their utmost to make the system a success.

Frank Lippett  
Deputy President  
Queensland Parole Board

# Regional Parole Boards

---

The *Corrective Services Act 2006* (s231) prescribes the functions of the Regional Parole Boards. The Regional Parole Boards consider matters for offenders that are sentenced to a period of imprisonment less than eight years.

Other matters considered by the Regional Parole Boards include:

- Applications for interstate travel for a period more than seven days; and
- Court ordered parole matters excluding interstate and international travel.

The Regional Board that grants the board ordered parole order or exceptional circumstances parole order is responsible for that order until its completion.

## **Southern Queensland Regional Parole Board**

This Board considers applications and matters for prisoners located at:

- Arthur Gorrie Correctional Centre;
- Southern Queensland Correctional Centre;
- Brisbane Correctional Centre;
- Brisbane Women's Correctional Centre;
- Numinbah Correctional Centre;
- Palen Creek Correctional Centre;
- Wolston Correctional Centre;
- Woodford Correctional Centres;
- Helena Jones Correctional Centre;
- Borallon Training & Correctional Centre; and
- Any associated work camps

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

- North Coast Regions (South of Maryborough);
- South Coast Regions;
- Southern Regions; and
- Brisbane Regions.

## Central and Northern Queensland Regional Parole Board

This Board considers applications and 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

Court ordered parole orders for offenders managed by Probation and Parole offices located in:

- Central Region;
- Northern Region;
- Far Northern Region; and
- North Coast Region (Maryborough and North)

The appointed members of the Regional Parole Boards during the reporting period were:

- Peter McInnes – President
- Mark Chapple – Deputy President, Southern Queensland Regional Parole Board (only)
- Jo-Ann Fitchett – Deputy President, Central and Northern Queensland Regional Parole Board (only)
- Craig Meiklejohn
- Karl McKenzie
- Dr Garry Kidd
- Mark Sayers
- Allan Renouf
- Dr Melissa Sands
- Jens Streit
- Stan Macionis
- Karen Dunshea
- John Pescott
- Kathleen Payne
- Paul Lostroh
- Jean Little
- Raymond Lane
- Philip Jamieson
- Simon Coolican
- Peter Baston
- Penelope (Jane) Andersen

During this financial year, the Queensland Regional Parole Boards farewelled Board member Florence Onus.

# 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 members of the Board for their hard work carrying out the sometimes challenging work of the Board.

I would like to take this opportunity to especially thank Sharon McCallum-Clark, who has served as the Director General's Representative on the Board in recent years. Sharon has recently finished her service on the Board. The Board and people of Queensland have been extremely well served by Sharon's insight arising from her extensive experience within the Department and professional psychological expertise.

A problem that has always faced a large number of parole applicants is finding suitable community accommodation and of recent times due to a range of factors the task seems to have become even harder. It is pleasing to see that the Department has taken steps to attempt to deal with this problem.

Sadly as in previous years indigenous people are vastly over represented in the matters the Board considers. The Board is fortunate to have indigenous representatives Allan Renouf, Jean Little and Karl McKenzie who are to be thanked and commended for their contribution helping bring indigenous perspective to discussions before the Board.

The cycle of domestic violence in which many offenders and their victims are caught in has long presented frequent challenges for the Board. The growing community awareness of the problem will hopefully bring with it responses to help protect victims and address the offending needs of the perpetrators.

Substance abuse is a theme in almost all the matters that come before the Board. The Board was very pleased to see the introduction in custody of the "Pathways – Challenges to Change" program in addition to the already available programs, which has given a large number of prisoners an opportunity to address their substance abuse on a timely basis. Sadly, there continues to be a significant shortage of residential rehabilitation facilities that can be accessed by offenders in the community.

The Board is grateful to Prison Mental Health for the assistance it offers the Board in assessing matters before it and for treatment provided to disproportionate number of prisoners with mental health difficulties.

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

The President Peter McInnes is to be thanked for the leadership, wisdom and humanity he brings to the Board. Peter has established a team approach which very much helps deal with the sometime difficult tasks of the Board.

Mark Chapple  
Deputy President  
Southern Queensland Regional Parole Board

## Central and Northern Queensland Regional Parole Board

---

Firstly, I would like to personally acknowledge the diligent and highly professional support of Sharon McCallum-Clark as the Director General's Representative to all of the Queensland Parole Boards. Sharon's appointment in the position of Director General's Representative finished on 8 April 2016, and her contribution and depth of experience will be missed. In addition, the Central and North Queensland Regional Parole Board has enjoyed the support of a three monthly rotation of the Nominated Public Service Officers (NPSO) of Fiona Southey, Patricia Hasted, Laurie Henley and Jacqueline O' Brien with Jo Hughes on demand, if required. The three month appointment of the NPSO's contributes to the Board making informed decisions due to the NPSO's current probation and parole day to day experience and invaluable knowledge. In return, this opportunity provides the NPSO's with an awareness of the target information required in reports by the Board from their offices. I thank each of them for their enthusiastic acceptance of their role and assistance they provide to me as Deputy President, to the Board members and secretariat during the meetings and whilst in the role of NPSO.

The Board encourages the continuation of the recent following initiatives within Corrective Services aimed to assist indigenous prisoners:

- a) The Indigenous Leadership & Mentoring Program for men and women run by the Bindal Sharks United Sports & Recreational Aboriginal Corporation within the North Queensland correctional centres. This program is based on aspects of the Red Dust Healing program with a holistic approach to rehabilitation of indigenous prisoners providing them with essential wellbeing tools as a precursor to any recommended criminogenic treatment programs.
- b) The North Queensland Probation and Parole offices have a strong relationship with the aboriginal elders in their communities, evidenced in the inclusion of Elders in the show cause process with indigenous parolees to foster compliance with parole conditions. The Elders, Men's Group, Women's Group, and Justice Groups with play a significant role in assisting indigenous parolees due to the respect they command within their communities and the ownership of addressing positive outcomes for their people.

There is an increase in the demand for drug and alcohol rehabilitation centres due to the highly addictive nature and increasing presence of the illicit drugs in our regional communities and its strong link to criminal behaviour. Prisoners applying for parole are able to readily access Drug and Alcohol Rehabilitation centres in Central and Northern Queensland. The availability of these rehabilitation centres allows prisoners to develop a release plan with the ongoing rehabilitation and treatment needs in close proximity to their own communities in Mt Isa, Normanton, Yarrabah, Mareeba and Townsville.

Domestic Violence is and remains an area of high community concern. Despite the measure and resources invested to address Domestic Violence, the Central and Northern Queensland Regional Parole Board has noticed the continued prevalence of breach of domestic violence offending with an increase in the severity of the injuries inflicted on victims from their partners in rural and remote communities. Of concern is the generational and normalisation of domestic violence. The Board aims to ensure the prisoners are able to return to their communities and homes with the necessary insight into their behaviour and strategies to manage and reduce the risk of domestic violence to their partners with parole conditions to mitigate the risks. Domestic violence needs to be addressed at an early age instilling the value that violence against others is not acceptable.

The economic downturn in rural and regional Queensland and recent data released by the Queensland Police of crimes committed in the Townsville area since 1 January 2016 to 30 April 2016 reveal an increase in the number of offences attributed to an increase in the recidivist rate within the first 6 months. This has been reflected in parole suspensions being considered by the Board with an increase in breaches of Parole orders due to failing to report on release and commission of further offences within a short time of release demonstrating a lack of respect for authority and parole conditions.

During the Central and North Queensland Regional Board meeting of 8 March 2016, International Women's Day with a morning tea in Brisbane and Townsville offices of the Parole Board Secretariat. The theme of International Women's Day this year was Pledge for Parity as a result of the World Economic Forum 2015 prediction that it will take until 2133 for the gender gap to close completely. As Deputy President of the Central and North Queensland Regional Board, I shared my experiences of gender balanced leadership and work place bias acknowledging the support of my family, and colleagues during my legal career and mentoring in particular from the President Mr Peter McInnes in my role as Deputy President. I look forward to the current government achieving their gender diversity targets by 2020. Funds raised from the morning tea were donated to the worthy cause of hay bales for the drought communities of rural Queensland.

I would like to thank all of the members for their consistent dedication to their role and especially the hard working secretariat headed by the Director Ms Tracey Crosby in the Townsville and Brisbane Offices for the continuous timely support they provide to the Board and myself.

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

# Queensland Parole Boards 2015-2016

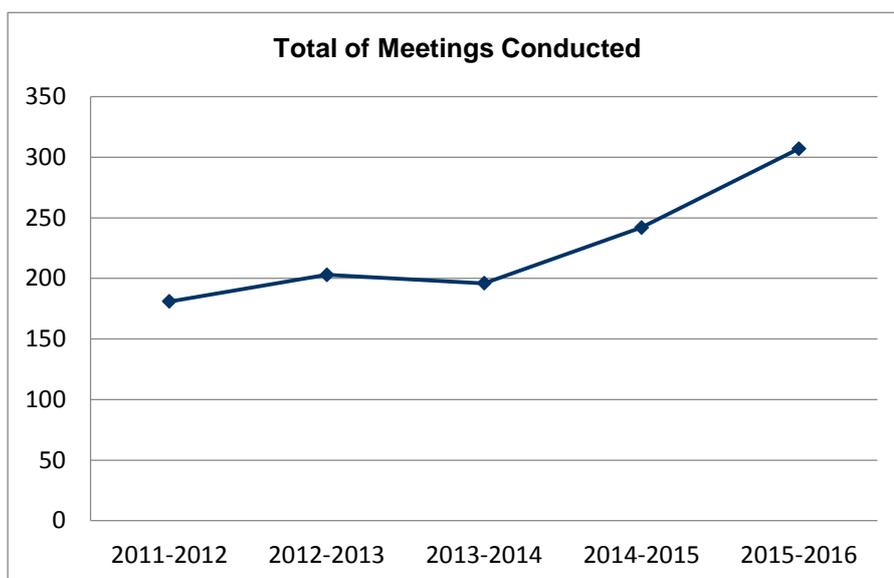
## Meetings conducted

During the reporting period, a total of 468 meetings were conducted. This included 161 Board Out Of Session Teleconferences (BOOSTs).

The following number of meetings/BOOSTs are recorded during this financial year for each Board:

	QPB	SQRPB	CNQRPB
Meetings	38	150	119
BOOSTs	51	77	33
Total number of meetings conducted	89	227	152

*During the reporting period, there were 191 scheduled regional parole board meetings. When the President of the Queensland Parole Boards chairs a regional parole board meeting, matters relating to both regional parole boards can be considered. This will result in the counting of two meetings on a scheduled meeting date.*



*Please note:*

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

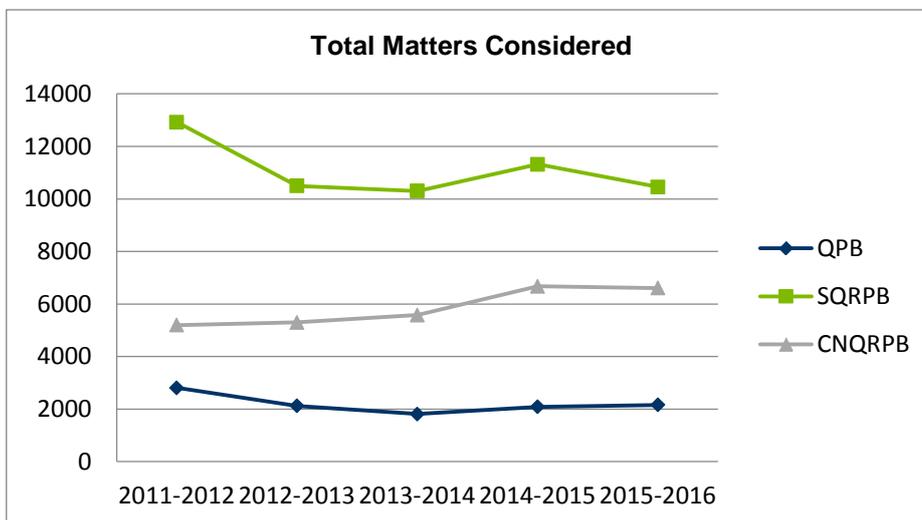
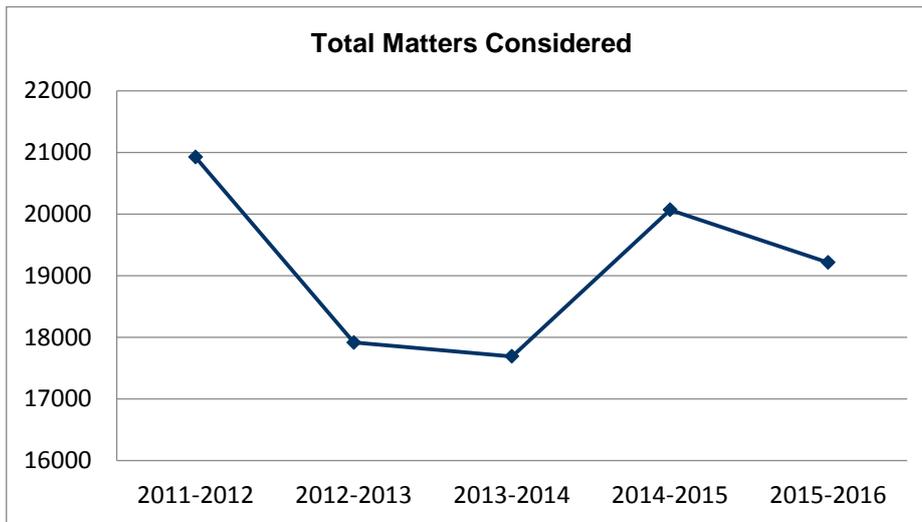
*\*\* Incorrect data was provided in the 2014-2015 Annual Report in relation to total number of meetings conducted. The comments should have reflected a total number of 419 meetings conducted. The graph and statistical data were correct.*

*\*\*\* In addition to the data provided in the 2014-2015 Annual Report, there were 172 scheduled regional parole board meetings. When the President of the Queensland Parole Boards chairs a regional parole board meeting, matters relating to both regional parole boards can be considered. This will result in the counting of two meetings on a scheduled meeting date.*

## Matters considered

During the financial year, 19215 matters were considered by all three Boards in Queensland.

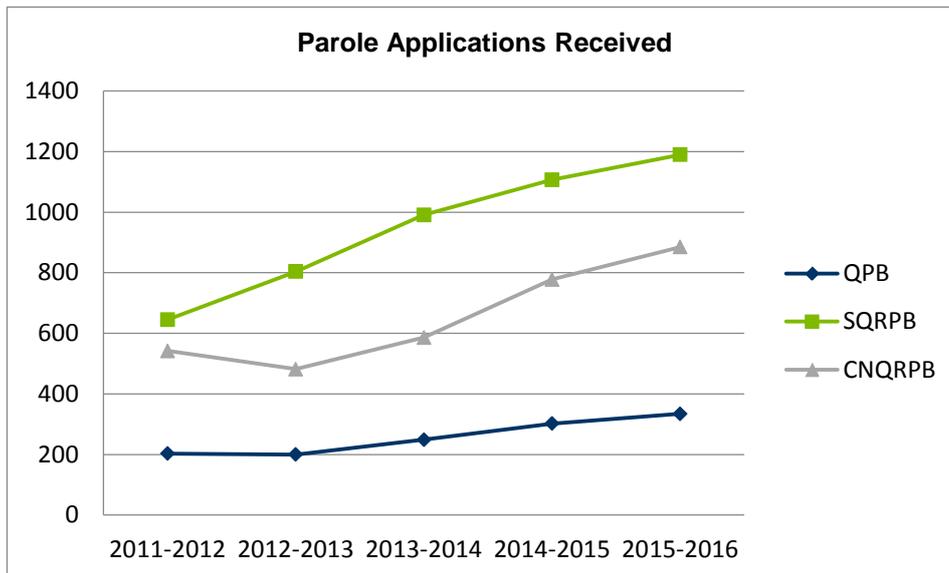
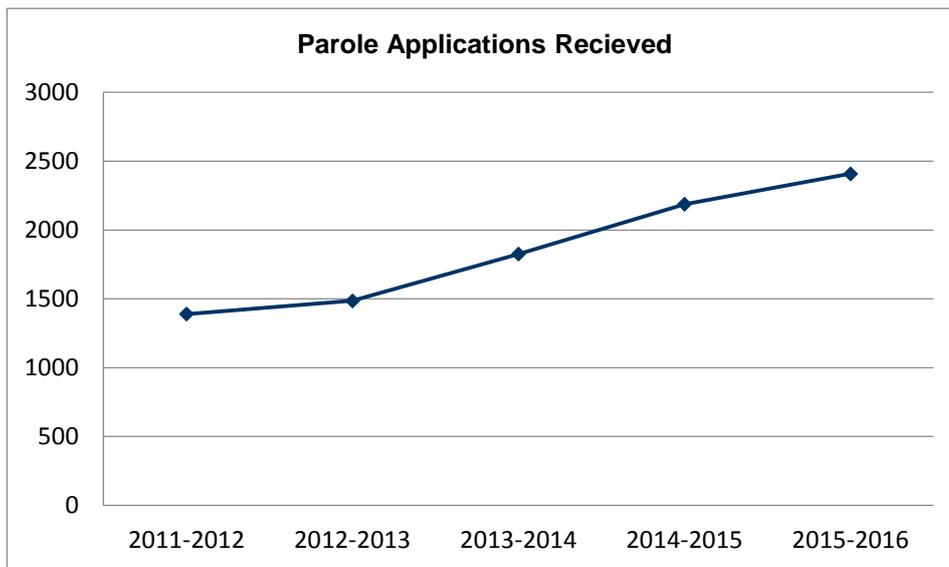
	QPB	SQRPB	CNQRPB
Matters considered at meetings	2076	10345	6568
Matters considered via BOOSTs	81	106	39
Total number of matters considered	2157	10451	6607



## Parole Applications

A total of 2409 parole applications were considered by the Boards during the financial year. This total includes 73 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Full applications	320	1156	860
Exceptional circumstances parole applications	14	34	25
Total number of applications considered	334	1190	885



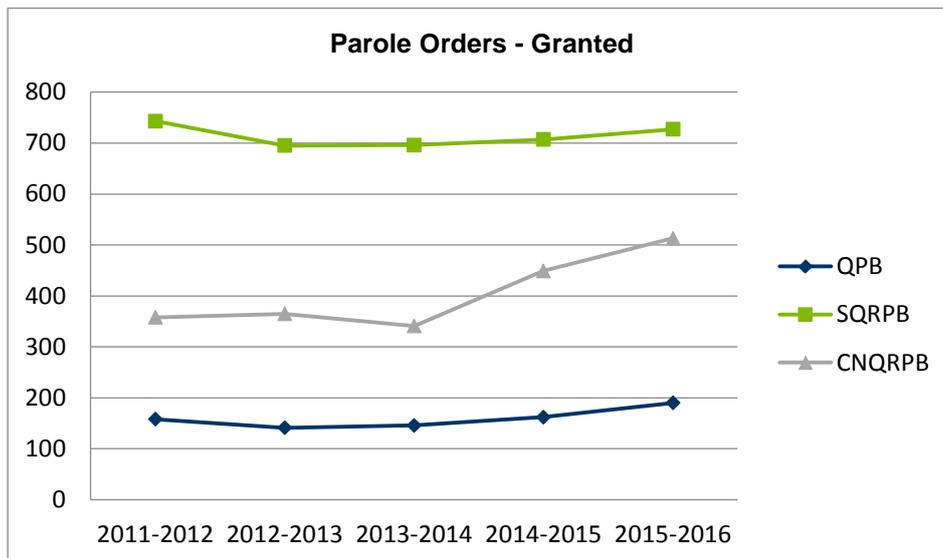
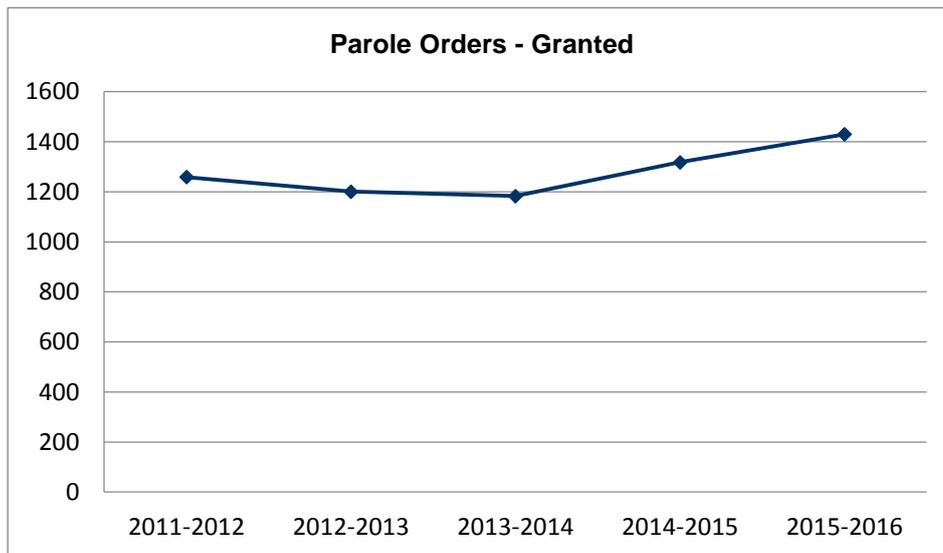
*Please Note:*

*\* Graphs include exceptional circumstances parole applications.*

## Parole Orders – Granted

A total of 1430 parole orders were granted during the financial year. This total includes one (1) exceptional circumstances parole order.

	QPB	SQRPB	CNQRPB
Parole granted	189	727	513
Parole granted - Exceptional circumstances parole applications	1	0	0
Total number of parole applications granted	190	727	513



*Please Note:*

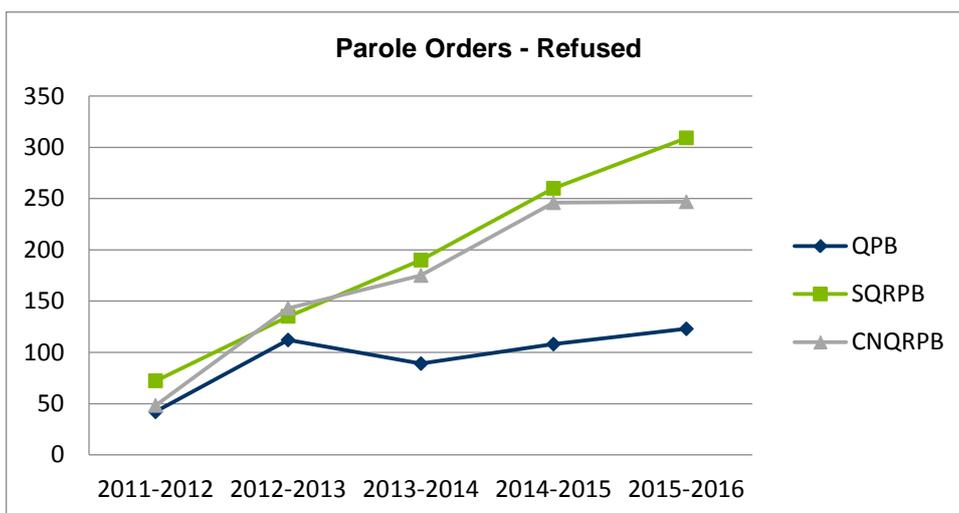
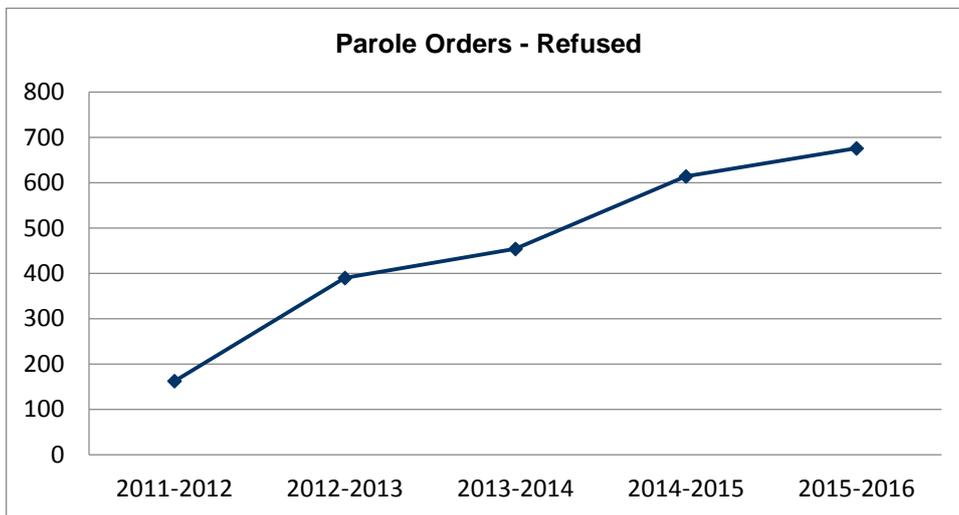
*\* Graphs include exceptional circumstances parole applications.*

## Parole Orders – Refused

A total of 679 parole applications were refused during the financial year. This total includes 15 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Parole refused	119	305	240
Parole refused - Exceptional circumstances parole applications	4	4	7
Total number of parole applications refused	123	309	247

*(The number of parole applications granted and refused by the Parole Boards during the 2015-2016 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).*



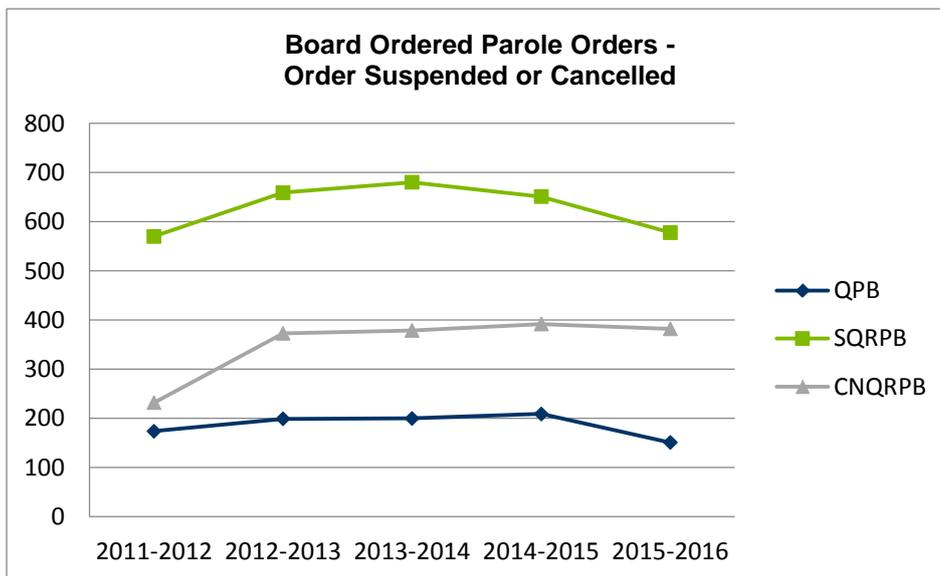
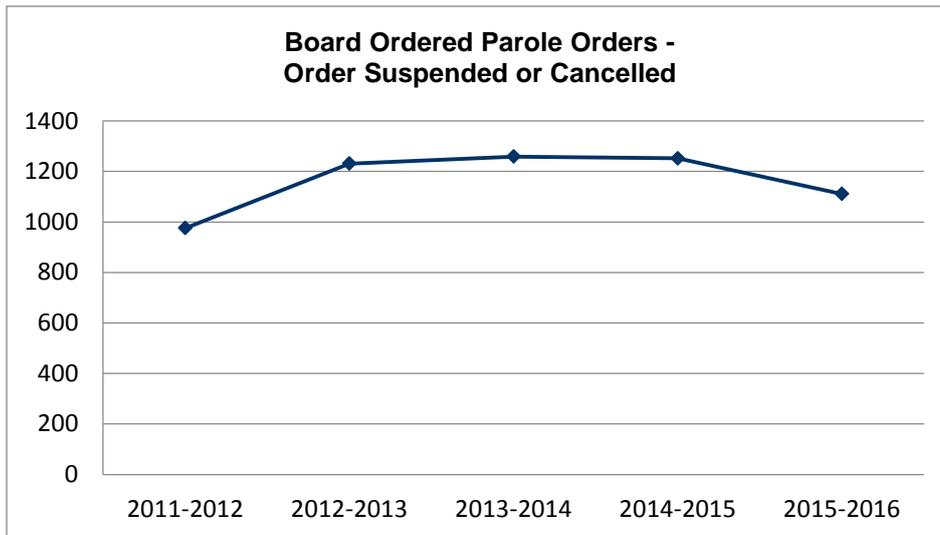
*Please Note:*

*\* Graphs include exceptional circumstances parole applications.*

## Board Ordered Parole Orders – Order Suspended or Cancelled

During the 2015-2016 financial year, the Queensland Parole Board and two Regional Parole Boards suspended or cancelled a total of 1111 board ordered parole orders.

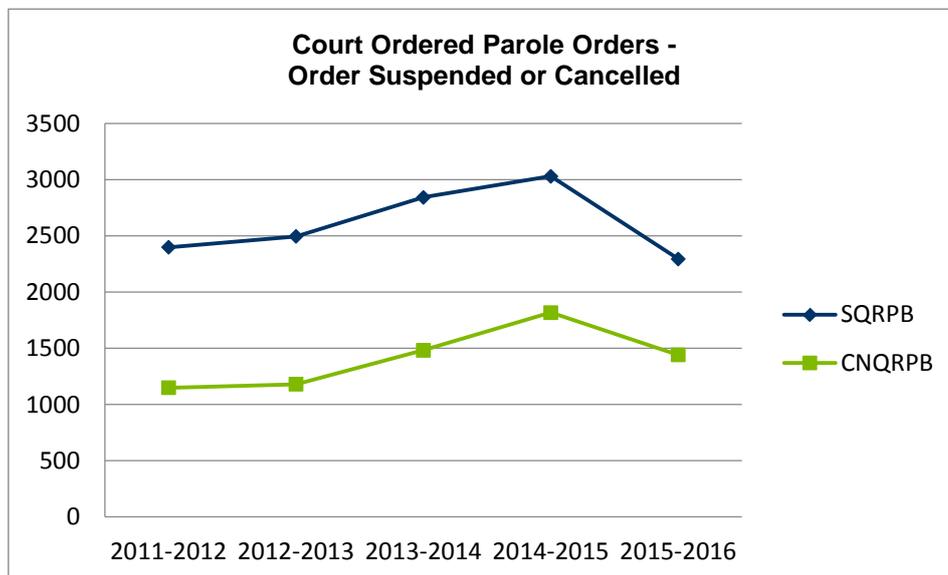
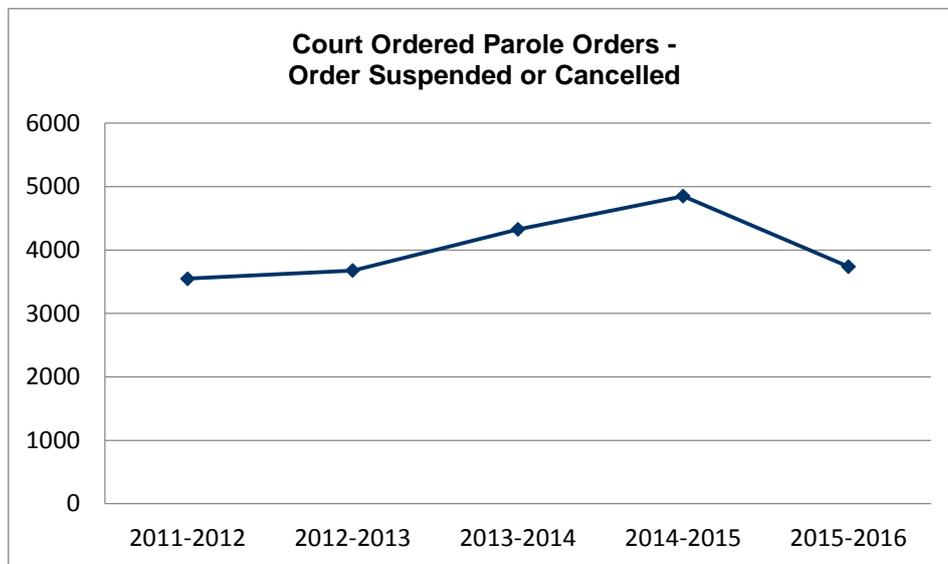
	QPB	SQRPB	CNQRPB
Suspended	94	409	231
Cancelled	57	169	151
Total number of suspensions / cancellations	151	578	382



## Court Ordered Parole Orders – Order Suspended or Cancelled

During the 2015-2016 financial year, the two Regional Parole Boards suspended or cancelled a total of 3736 court ordered parole orders.

	SQRPB	CNQRPB
Suspended	1755	1127
Cancelled	540	314
Total number of suspensions/cancellations	2295	1441



## Interstate Parole Order Transfers

During the 2015-2016 financial year:

- 73 offenders transferred their parole orders into Queensland from another Australian State or Territory; and
- 47 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 2015-2016 financial year, the Parole Boards received 173 requests for Statements of Reasons.

- A total of 142 were issued.
- A total of 26 were refused.

*Please Note:*

*\* Not all Statement of Reasons requests are finalised during the reporting period.*

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

During the 2015-2016 financial year, 29 Judicial Review applications were referred to Crown Law for management.

*\* Incorrect data was provided in the 2014-2015 Annual Report in relation to total number of judicial review applications referred to Crown Law during this reporting period. A total number of 37 new judicial review applications were forwarded to Crown Law during the 2014-2015 reporting period.*

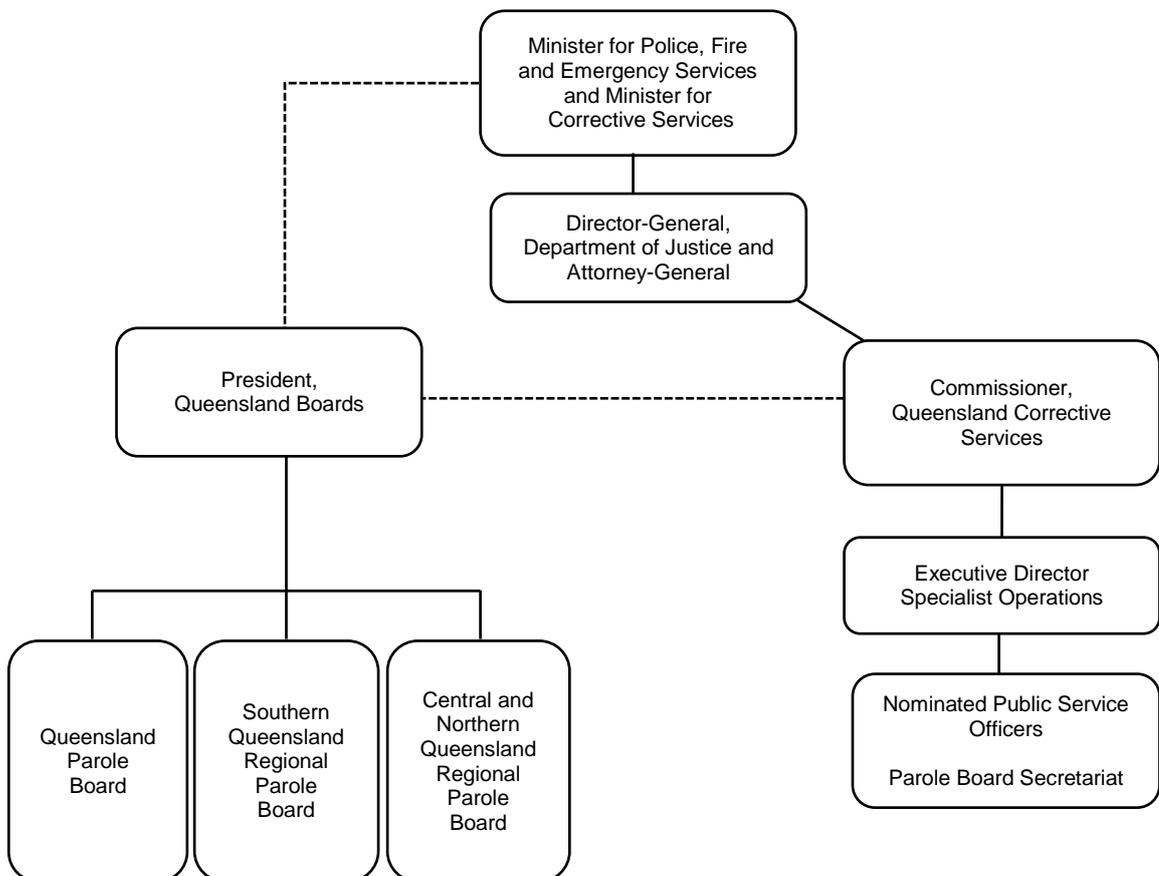
## Parole Board Secretariat

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 this has been increasingly pertinent during the 2015-2016 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.

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 2015-2016 compared to that of the previous financial year.

Sentence Management Services and the Parole Board Secretariat will continue to work together to support community safety through the development of processes to gain efficiencies and by ensuring that the Parole Boards are provided with timely and complete information to assist in decision making and to ensure that suitable prisoners are released to the community at the earliest possible time.

Roberta Embrey  
General Manager  
Sentence Management Services

# Overview of Probation and Parole

---

Probation and Parole provides offender management services throughout Queensland with a total of 33 district offices and 134 reporting centres operating state-wide. In the 2015/16 year, the number of persons subject to supervision has increased past 18,000 and continues to grow. Probation and Parole's objective is to protect the community by enforcing the orders of the court and to break the cycle of reoffending. The key to Probation and Parole achieving these outcomes is maintaining best practice case management practices.

Supervision commences with a thorough assessment to identify the factors which contributed to an offender's behaviour. Following this assessment, a plan is developed to identify the most appropriate means of addressing these risk factors. Quality case management is achieved by applying the principles consistently in accordance with the offender's level of service and individual circumstances e.g. cultural background, gender and ethnicity.

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 2015/16 has seen some significant collaborative work undertaken by Probation and Parole and Parole Boards, to ensure timely consideration of matters, implementation of enhanced processes to ensure address of any emerging trends and issues and considered review of operations and information sharing.

Tygh Field

Director

Probation and Parole Operations

# Overview of Offender Rehabilitation and Management Services

---

During the 2015-16 financial year, Offender Rehabilitation Management Services (ORMS) have developed and maintained a successful working relationship with the Board. This relationship has primarily been in relation to information sharing about initiatives and timely responses to the Boards request for information to assist in their decision making processes.

During 2015/16 financial year, several new initiatives have been under development, including the implementation of a new resilience program, a moderate intensity version of the Pathways substance abuse program called Challenge to Change, and development of new re-entry services, including a female specific program for women prisoners in South East Queensland.

Keiren Bennett

Director

Offender Rehabilitation and Management

