

Annual Report 2013–2014



Queensland Parole Boards

2013-2014 Annual report

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Contact details for all corrective services locations including Probation and Parole offices and correctional centres are available at 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

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Message from the President

I am pleased to report a successful and challenging year for the Queensland Parole Boards.

I personally would like to thank the retiring members for their effort and meeting the demands of a constant workload. The new members have taken up the challenge and settled in well.

It certainly gives me great pleasure that the members prepare well for the meetings. This usually requires many hours of preparation prior to the meeting and it certainly shows in their participation in the meetings.

This all goes well to make good, sound decisions. The Parole Boards considered in excess of 17 600 cases this year.

In order to perform at such a high level, the Boards have the outstanding services provided by the Parole Boards Secretariat, headed by Director Tracey Crosby, in both Brisbane and Townsville.

We welcome this year the Director-General's Representative, Sharon McCallum-Clark who has proven a success in her management of information before the Boards and her participation in the Boards' process of decision making.

The Boards are committed to constantly improving their performance. A good example of this is our 'out of session' decision making process, by teleconferencing with a quorum of members, the result of which is an around the clock decision making process for urgent matters.

As President, I am involved with a variety of matters for example:

Consulting with Crown Law and instructing on Judicial Review and other legal matters;

Meeting with Prisoners' Legal Service Inc; and

Attending Annual Australasian Parole Board Conferences to compare and improve our practices and strategies.

I thank the members and the support staff for their friendship, work ethic and commitment.

The Boards play a very important role in the Queensland Justice system.

The safe, secure and trouble free reintegration of suitably assessed offenders back into society is paramount to community safety.

Community safety is and will always remain the Boards' top priority.

Peter McInnes
President
Queensland Parole Boards

Contribution by the Director-General's Representative

2013/2014 has seen many benefits of the Parole Revitalisation Project efforts across 2012/2013 come to fruition. Significantly, parole processes in custodial centres have been reinvigorated and the Queensland Parole Boards are now receiving parole applications and high quality Parole Board Advisory Reports several months in advance of the Boards' statutory decision making timeframes.

This enables the Board to defer as necessary for additional information or assessments and allows for careful and considered risk assessment and compliance with mandated timeframes. Parole Checklists have been endorsed to ensure the completeness of information provided to the Board at the time of application submission by a prisoner.

A revised summary information template to inform the Board about the factors relevant to an interstate parole transfer has been developed and endorsed.

Information sessions have been provided to Board members across this financial year to enhance members' understanding of the correctional system generally, intervention programs, specific service delivery strategies to manage high risk offenders on community supervision orders, and the operation of the Prison Mental Health Service.

Parole Board decisions and the recording of those decisions, with evidence based detail, has also been enhanced.

Improved information provision, quality risk assessments in which community safety is prioritised, and sound decision making, means the right prisoners are able to transition to parole at the right time. For the most part, we are now better positioned to get this right.

There are however some residual barriers to suitable prisoners being able to be released to parole at the appropriate time and, given the incidence of parole suspensions and returns to prison, some very real challenges associated with successful completion of parole orders.

There are also disproportionate, unintended consequences to order contravention (which have far reaching and expensive consequences both across the system and to the offender) which need addressing.

The next step in the process will be about working collaboratively with Statewide Operations to strengthen management and supervision of parole orders. In this work it may well be important to challenge some long held beliefs and practices in order to ensure effort is expended where risk is indicated and benefit to community safety anticipated.

Sharon McCallum-Clark
Director General's Representative
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 2014, the membership of the Parole Boards included:

Membership Requirements	Parole Board Members		
	QPB	SQRPB	CNQRPB
Psychologist/Doctor	1	2	2
Indigenous or Torres Strait Islander Person	1	1	2
Male	5	8	5
Female	2	2	3

* *Peter McInnes, President of the Queensland Parole Boards is included in membership numbers for each Board.*

* *Allan Renouf and Melissa Sands are appointed to both the Queensland Parole Board and the Southern 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 Frank Lippett*;

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

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

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.

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)

Mark Spehr (Deputy General Manager, Capricornia Correctional Centre)

Kristine Winter (Acting General Manager, Townsville Correctional Centre)

Yme Dwarshius (Regional Manager, Central Region, Probation and Parole)

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

Anne Flynn (District Manager, Redcliffe Probation and Parole District Office)

Queensland Parole Orders

There are two types of parole orders in Queensland, a Court Ordered Parole Order and a Board Ordered Parole Order.

A Parole Board may also grant a prisoner release to an Exceptional Circumstances Parole Order.

Court Ordered Parole

A sentencing court will fix a parole release date for prisoners sentenced to a period of imprisonment of three years or less (excluding sexual offences or serious violent offenders).

Board Ordered Parole

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

A prisoner can apply for Exceptional Circumstances Parole anytime during the sentence and if granted, can be released on a date determined by the Board which may be before the parole eligibility date.

Application

In Queensland an application for general Parole and Exceptional Circumstances Parole is generated by the prisoner submitting either a Form 29 – Application for Parole or Form 28 – Application by Prisoner for Exceptional Circumstances Parole Order.

Parole Order Conditions

Section 200(1) of the Act 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 Corrective Services Act 2006 (s217) prescribes the function 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.

Message from the Deputy President, Queensland Parole Board

Except for people sentenced to life imprisonment, all other prisoners have a fulltime release date, whether or not they are prepared for reintegration into the community.

The very difficult decision for the Queensland Parole Board in each and every case is how to best protect the community from that person. In some cases, the likelihood of re-offending is reduced by releasing the person prior to the end of the sentence, and giving reintegration assistance while keeping the person under strict supervision.

But sometimes, because the risk of re-offending is too high, the community is best protected by keeping the person in custody for as long as possible.

The Queensland Parole Board members are from diverse backgrounds with different areas of expertise; and all bring a wealth of experience to bear. Every case is considered on its own merits, and is considered comprehensively.

A great deal of time is occupied both before, and at, each meeting trying to determine the real level of risk presented by each offender, with a view to trying to make the best possible decision in the interests of the community.

The work is extremely challenging but sometimes also satisfying. A proper Parole system serves the community well.

After an absence from this type of work for a period, it has been invigorating and reassuring to return to it largely because of the quality and commitment of the Board members, and the quality of the Secretariat staff who clearly work very hard to ensure the system operates effectively.

Frank Lippett
Deputy President
Queensland Parole Board

Regional Parole Boards

The *Corrective Services Act 2006* (s231) prescribes the function 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.

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 for prisoners located at;

- Capricornia Correctional Centre;
- Lotus Glen Correctional Centre;
- Townsville Correctional Centre;
- Townsville Women's Correctional Centre;
- Maryborough Correctional Centre; 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.

* *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

The 2013/2014 year saw the retirement of Deputy President Martin Hanson and members Grazia Catalano and Noeleen Lopes from the Southern Queensland Regional Parole Board. On behalf of the board I thank those members for their contribution and hard work.

During the period, Ian Davies ceased as a member of the Southern Queensland Regional Parole Board to continue with the Queensland Parole Board. The Southern Queensland Regional Parole Board also welcomed new members Karen Dunshea, Stan Macionis, Jens Streit and Mark Sayers.

The Board has been greatly assisted by the insight into the corrections system brought by Nominated Public Service Officer Sharon McCallum-Clark. The information sessions arranged by Sharon and presented by others from within the Department have been very much appreciated by Board members. I would also like to acknowledge and thank Indigenous Representative Allan Renouf for his invaluable contribution.

The volume of matters coming before the board is solid and constant. The co-operative and good natured team approach of all board members has helped the board achieve its task.

The ability of members to access board material electronically via iPads continues to be of enormous benefit and the board thanks those who have facilitated this initiative.

The Parole Board Secretariat, led by Director Tracey Crosby, is the Board's interface with Queensland Corrective Services and the community and deserves admiration and thanks for the way they carry out their task, dealing with significant and constant volumes of correspondence involving material which is often of a necessarily sensitive nature under very strict time frames.

The Board finds the programs and transitional support provided in custody to prisoners are of great benefit.

Finally on behalf of the Board I thank the President Peter McInnes for his leadership.

Mark Chapple
Deputy President
Southern Queensland Regional Parole Board

Central and Northern Queensland Regional Parole Board

I have had the privilege to chair the Central and North Queensland Regional Parole Board, which is based in Townsville, in the absence of the President Mr Peter McInnes.

The Central and North Queensland Regional Parole Board saw the retirement of members Justin Houlihan, Rosemary Connors, Gavin Kumsing and Allan Miller. I thank each of them for their valuable contribution whilst they were board members. We also welcomed the new members Craig Meiklejohn, Florence Onus and Bryget Barker-Hudson to the Board.

All Board members have diligently embraced the increase in workload and meeting commitments and I thank them for their personal dedication to meeting preparation, availability for meetings and support to me when chairing the meetings. With the assistance of technology and the Department's innovative initiative, the Board has been able to effectively and efficiently hold meetings with the majority of regional members, attending remotely via MOVI/video conference facilities.

This year we have also had the valuable assistance of regional Nominated Public Service Officers (NPSO's), who have been able to provide their extensive experience and operational knowledge to the Board's decision making process in addition to their usual work roles within the Department. I personally would like to acknowledge and thank NPSO's Ms Joanne Hughes, Mr Mark Spehr, Ms Anne Flynn and Mr Yme Dwarshuis for their contribution to the Board this year.

The Board has been supported by the dedicated professional work ethic of the secretariat staff in Brisbane and Townsville.

Members, with the exception of the President and some NPSO's, of the Central and North Queensland Regional Parole Board are residents of regional Queensland and reflect the views of the community when making decisions regarding the release on parole and the safety of the community.

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

Queensland Parole Boards 2013-2014

Meetings conducted

During the reporting period, a total of 444 meetings were conducted. This included 199 Board Out Of Session Teleconferences (BOOSTs).

The following number of meetings/BOOSTs occurred during the financial year:

	QPB	SQRPB	CNQRPB
Scheduled meetings	38	109	98
BOOSTs	48	90	61
Total number of meetings conducted	86	199	159

Matters considered

During the financial year, 17 693 matters were considered by all three Boards in Queensland.

	QPB	SQRPB	CNQRPB
Matters considered at meetings	1 748	10 139	5 420
Matters considered via BOOSTs	62	163	161
Total number of matters considered	1 810	10 302	5 581

Parole Applications

A total of 1 826 parole applications were considered by the Boards during the financial year. This total includes 39 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Full applications	241	967	579
Exceptional circumstances parole applications	8	24	7
Total number of applications considered	249	991	586

Parole Orders – Granted

A total of 1 183 parole orders were granted during the financial year. This total includes six exceptional circumstances parole orders.

	QPB	SQRPB	CNQRPB
Parole granted	146	691	340
Parole granted - Exceptional circumstances parole applications	0	5	1
Total number of parole applications granted	146	696	341

Parole Orders – Refused

A total of 454 parole applications were refused during the financial year. This total includes 14 exceptional circumstances parole applications.

	QPB	SQRPB	CNQRPB
Parole refused	87	181	172
Parole refused - Exceptional circumstances parole applications	2	9	3
Total number of parole applications refused	89	190	175

(The number of parole applications granted and refused by the Parole Boards during the 2013-2014 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 in which they were submitted).

Parole Order – Order Suspended/Cancelled

During the 2013-2014 financial year the Queensland Parole Board and two Regional Parole Boards suspended or cancelled a total of 1 259 Board Ordered Parole Orders.

	QPB	SQRPB	CNQRPB
Suspended	146	514	274
Cancelled	54	166	105
Total number of suspensions/cancellations	200	680	379

Court Ordered Parole Order – Order Suspended/Cancelled

During the 2013-2014 financial year the two Regional Parole Boards suspended or cancelled a total of 4 326 Court Ordered Parole Orders.

	SQRPB	CNQRPB
Suspended	2 267	1 224
Cancelled	576	259
Total number of suspensions/cancellations	2 843	1 483

Interstate parole order transfers

During the 2013-2014 financial year:

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

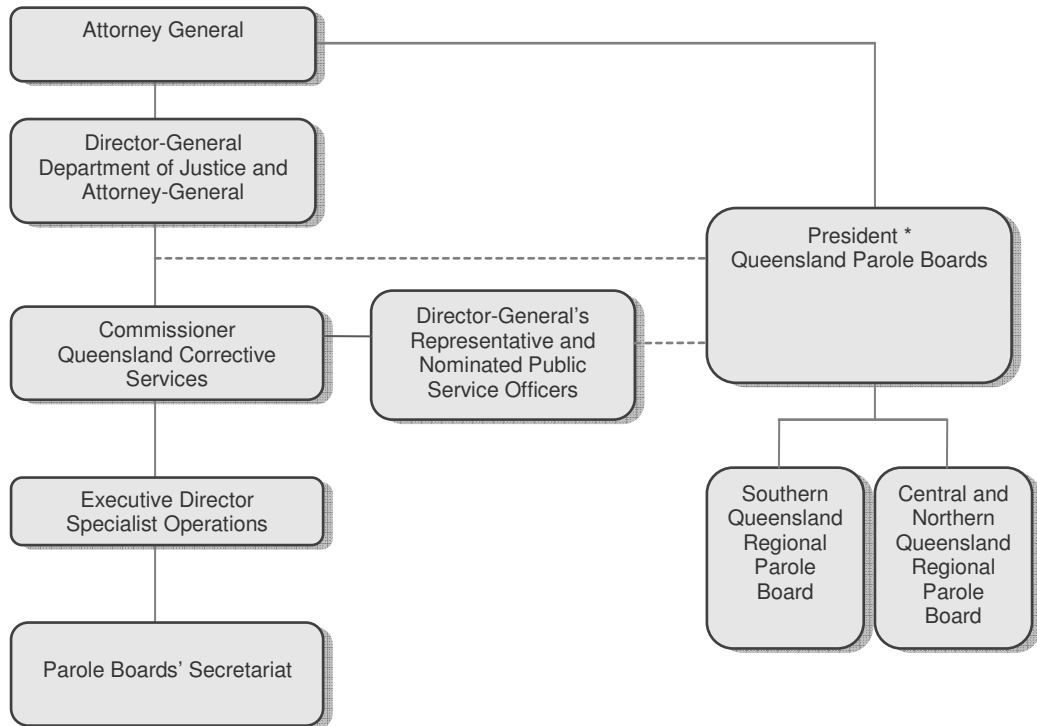
Parole Board Secretariat

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



* The President of the Queensland Parole Board is also the President of the Central and Northern Queensland Regional Parole Board and the Southern Queensland Regional Parole Board.

Overview of Sentence Management Services

Sentence Management Services was established on 1 July 2012 when a new service delivery model for sentence management functions was implemented.

The establishment of Sentence Management Services resulted in the centralisation of sentence calculation, sentence administration and sentence management functions.

The implementation of the new model has allowed for centralised oversight and responsibility for sentence management service delivery across the state, the ability to redirect resources to meet demand, provide staff with a career progression pathway, achieve a consistent approach to sentence planning and offender management planning, and an increased ability for delegated decision makers to meet with prisoners through prisoner panels.

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 has been a key focus for Sentence Management Services during 2013-2014. To improve the quality and timeliness of PBRs and the notifications of parole board decisions, a number of actions were undertaken during 2013-2014 by Sentence Management Services and the Parole Board Secretariat.

These included:

- Implementing PBR checklists to improve the quality of reports;
- Standardising email notifications of parole board decisions;
- Establishing a performance report to track PBR timeframes for SMS and re-align staffing resources to workload peaks in parole applications.

Data identifies a significant improvement of Sentence Management Services' compliance with PBR completion timeframes on a state-wide basis in the 2013-2014 period.

Of particular note are the achievements of the Sentence Management Services team at Woodford Correctional Centre in this regard.

Woodford Correctional Centre completes a large proportion of live parole applications across Queensland. In the 2013-2014 period Woodford Correctional Centre Sentence Management Staff, in consultation with the Parole Board Secretariat and the Director General's Representative on the Parole Board, have implemented specific initiatives to improve completion timeframes.

These initiatives, which include streamlined processes, have led to a significant improvement in timeliness of PBRs.

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.

Overview of Victim's Register

The Queensland Corrective Services Victims Register is part of Specialist Operations and is established under the *Corrective Services Act (2006)*. The Register informs registered victims of crime about significant events in the sentences of those who have offended against them and who have been convicted and sentenced to a term of imprisonment.

It provides victims of violent or sexual offences with information about a prisoner's sentence, the correctional centre where they are being held, security classification, release and eligibility dates, a transfer or discharge, the Probation and Parole reporting office and other significant events.

The Register also notifies registered victims about a prisoner's application/s for parole and provides the victims with the relevant forms to make a submission to the parole board. The victim submission will usually relate to release and request conditions that could form part of the prisoner's parole order e.g. no contact with victims or their families.

Additionally, for those prisoners who fall under the *Dangerous Prisoners (Sexual Offenders) Act 2003*, the Victims Register assists victims to make submissions to the Supreme Court about the prisoner's initial orders and any subsequent contravention hearings in the Supreme Court.

Contact Details:

Queensland Corrective Services Victims Register

www.correctiveservices.qld.gov.au

Email: victims.register@dcs.qld.gov.au

Postal address: GPO Box 1054, Brisbane QLD 4001

Free Call: 1800 098 098

Ph: (07) 3405 5388

Fax: (07) 3406 2413.

