

BRIEFING NOTE

FROM	Treasury		
FOR	Chief of Staff- Office of the Treasurer, Minister for Aboriginal and Torres Strait Island Partnerships, Minister for Sport		
SUBJECT	Correspondence from [redacted] regarding the State Penalties Enforcement Registry (SPER)		
Contact Officer	[redacted] Deputy Registrar SPER	Reference No.	04148-2016
Approved by	Elizabeth Goli, Commissioner of State Revenue	Approved by	Jim Murphy, Under Treasurer

PURPOSE

- To provide information on the matters raised in an email from Honourable Yvette D'Ath MP, Attorney-General, Minister for Justice and Minister for Training and Skills from [redacted] in relation to enforcement actions undertaken by SPER against [redacted] and request that you sign the proposed letter in response to [redacted].

BACKGROUND

- Since [redacted] has had the following debts registered with SPER:
 - [redacted] parking infringements issued [redacted] with a total value of [redacted] and
 - two court ordered debts, as well as an offender levy, issued by the [redacted] Magistrates Court with a total value of [redacted].
- Between [redacted] 2014 and [redacted] 2015, [redacted] made payments totalling [redacted] towards [redacted] debts. These payments were automatically allocated by the SPER system to [redacted] outstanding debts which had the highest priority under the order of satisfaction set out in sections 111-113 of the *State Penalties Enforcement Act 1999* (the SPE Act), in this case the offender levy followed by the first of the court ordered debts.
- On [redacted] SPER was notified by the District Court that the court debts, and the associated offender levy, were suspended pending an appeal by [redacted] of the court order. Under section 54 of the SPE Act, if an enforcement debtor appeals a conviction or a penalty that resulted in a debt being registered with SPER, enforcement of these debts must be discontinued and no further action taken by SPER until the appeal is decided.
- Relevantly, on [redacted] SPER issued a fine collection notice (FCN) to [redacted] financial institution seeking a single redirection from [redacted] bank account. This resulted in [redacted] being garnished from [redacted] account and being received by SPER on [redacted].
- Further, on [redacted] SPER issued a notice of intention to suspend a driver licence to [redacted] licence was suspended on [redacted].
- On [redacted] [redacted] emailed the Honourable Yvette D'Ath MP, Attorney-General, Minister for Justice and Minister for Training and Skills, in relation to enforcement actions undertaken by SPER against [redacted] (refer Attachment 1). This email was referred to the Treasurer on [redacted].
- [redacted] email asserts that SPER took enforcement action against the suspended court debts, in the form of the FCN issued on [redacted] and driver licence suspension issued [redacted]. The email further indicated that [redacted] has suffered substantial financial loss [redacted] because of the suspension of his driver licence by SPER.

9. On **Contrary to Public Interest** sent SPER a letter of demand and Statement of Claim (refer Attachment 2) which **Contrary to Public Interest** indicated would be lodged with the District Court unless **Contrary to Public Interest** claim was resolved by SPER. **Contrary to Public Interest** claim is for **Contrary to Public Interest** and relates to the losses **Contrary to Public Interest** states **Contrary to Public Interest** incurred as a result of the driver licence suspension.
10. The SPER Registrar sent **Contrary to Public Interest** an email on **Contrary to Public Interest** advising him that his correspondence was under review, and that both the Treasurer's Office and the SPER Registrar would be responding in the near future.

ISSUES

11. In response to **Contrary to Public Interest** email, SPER has undertaken a thorough review of **Contrary to Public Interest** case. This review identified a number of errors were made throughout the handling of **Contrary to Public Interest** case, including that enforcement action was inadvertently taken against the suspended courts debts in contravention of the SPE Act.
12. In particular, the review found that:
 - Due to SPER system limitations, the FCN issued on **Contrary to Public Interest** sought a total amount which included the suspended court debts, and the funds garnished from **Contrary to Public Interest** account were then incorrectly allocated to the suspended court debts. This meant that the parking infringements remained outstanding and eligible for enforcement in SPER's system.
 - As a result, SPER later suspended **Contrary to Public Interest** driver licence on **Contrary to Public Interest** based on the outstanding parking infringement debts. This suspension was in place on **Contrary to Public Interest** email indicates **Contrary to Public Interest**
Contrary to Public Interest
 - Recording of calls between **Contrary to Public Interest** and the SPER contact centre indicate **Contrary to Public Interest** was incorrectly informed that a payment he made on **Contrary to Public Interest** may be able to be reallocated to the outstanding parking infringements. Under the order of satisfaction in the SPE Act, SPER has no discretion about how payments made by a debtor are allocated. SPER did not subsequently notify **Contrary to Public Interest** of SPER's inability to reallocate this payment.
13. The review also highlighted that **Contrary to Public Interest** repeatedly demonstrated abusive and threatening behaviour throughout **Contrary to Public Interest** interactions with SPER, which may have contributed to both operators and review processes not identifying these errors at an earlier date and the length of time it has taken to resolve **Contrary to Public Interest** concerns. Call notes indicated that operators felt they were not able to discuss SPER processes or provide information that may have proved useful to **Contrary to Public Interest** as they judged **Contrary to Public Interest** was not receptive and their actions were focussed on **Contrary to Public Interest** remaining calm.
14. Attachment 3 provides further detail of **Contrary to Public Interest** interactions with SPER operators and the actions undertaken by SPER in relation to **Contrary to Public Interest** debts.
15. SPER is currently undertaking a system upgrade and steps have been taken to ensure that the consequences of the system limitation issues experienced by **Contrary to Public Interest** are addressed by the new system design. In the interim all cases with suspended court debts have been allocated for manual enforcement by SPER operators to prevent similar situations arising.

16. **Contrary to Public Interest** email and subsequent correspondence also contested SPER's ability to garnish a bank account into which a Centrelink benefit is paid. Although SPER cannot garnish a payment by Centrelink prior to it being paid into the recipient's bank account, SPER can garnish funds held in an enforcement debtor's bank account, which may include a Centrelink benefit that has been deposited into it.
17. On **Contrary to Public Interest** Magistrates Court officially withdrew the suspended debts following the appeal being upheld. As a result, SPER took the following actions:
- the payments previously allocated to the offender levy and court ordered debts on **Contrary to Public Interest** account were redistributed to fully resolve the outstanding parking infringements.
 - The surplus funds generated a refund payable to **Contrary to Public Interest**. This refund includes the return of a civil enforcement fee imposed in relation to the FCN, as this fee relates to an enforcement action which was taken in part against the suspended debts.
 - SPER removed the suspension on **Contrary to Public Interest** driver licence.

CONSULTATION

18. Treasury's Legal and Administrative Review Office (LARO) have advised that the documents supplied are insufficient to accurately consider **Contrary to Public Interest** claim. LARO recommended that the Registrar write to **Contrary to Public Interest** seeking additional documentation so that **Contrary to Public Interest** claim can be assessed.

RECOMMENDATION

19. That you:
- sign the attached proposed response to **Contrary to Public Interest** and
 - note that SPER Registrar will send a letter to **Contrary to Public Interest** asking **Contrary to Public Interest** to provide further evidence of **Contrary to Public Interest** loss in order to assess any claim for compensation.

Contrary to Public Interest

Jim Murphy
Under Treasurer 10/11/17

<input type="checkbox"/> Approved	<input checked="" type="checkbox"/> Not approved	Contrary to Public Interest	<input checked="" type="checkbox"/> Noted
Comments			
Jason Humphries <i>revg</i> Chief of Staff			

MINISTERIAL CORRESPONDENCE
DEPARTMENTAL ACTION REQUEST FORM

URGENT
Queensland Government

Treasury Sport
 Aboriginal and Torres Strait Islander Partnerships

Request date:		DUE to MO: (date/time)	
MO Ref:	SPER	Dept Ref:	
Service Area: <i>(DLO to complete)</i>	E. GOLI		
PLEASE PROVIDE		<input type="checkbox"/> Acknowledgement letter <input type="checkbox"/> Acknowledgement & Referral letters <input type="checkbox"/> Action & Advice – detailed below <input type="checkbox"/> Note to File <input type="checkbox"/> No Action	
<input checked="" type="checkbox"/> Letter of Response <input type="checkbox"/> Briefing Note for Information <input type="checkbox"/> Meeting Briefing Note <input type="checkbox"/> Referral to Director-General <input type="checkbox"/> Other		<input type="checkbox"/> Senior Advisor <input checked="" type="checkbox"/> Senior Media Advisor <input type="checkbox"/> Other	
SIGN OFF BY		OFFICE OF THE 16 NOV 2016 UNDER TREASURER	
<input type="checkbox"/> Minister / Shareholding Ministers <input checked="" type="checkbox"/> Chief of Staff			
CONCLUDING PARAGRAPH		<input type="checkbox"/> Departmental contact <input type="checkbox"/> Ministerial Office contact <input type="checkbox"/> Other	
COPY TO (MO USE ONLY)		<input type="checkbox"/> Advisor <input type="checkbox"/> Other	
<input type="checkbox"/> Relevant Minister <input type="checkbox"/> Chief of Staff			
ADDITIONAL INSTRUCTIONS			
MO comments: Copy to Jason ✓ Done AP 16/11 15/11 W 16/11			
Min comments: _____ _____ _____			
DLO comments: _____ _____ _____			
If you require any further assistance regarding this request please contact: Executive Services			
Please print on yellow paper (Treasury); blue paper (Sport); or green paper (Aboriginal and Torres Strait Islander Partnerships).			

Pages 5 through 67 redacted for the following reasons:

Cabinet Matter - Sch.3(2)(1)(a)&(b)
Contrary to public interest

RTI RELEASE

SUBJECT

Ex gratia payment to refund State Penalties Enforcement Registry (SPER) registration fee

RECOMMENDATION

Make ex gratia payment of \$65.20 to SPER debtor

Contrary to Public Interest

KEY POINTS

- The ministerial correspondence relates to late receipt of a fine.
- In responding, the Treasurer's office queried if the SPER registration fee incurred by the debtor can be refunded.
- There is no current power in the *State Penalties Enforcement Act 1999* for the registrar to waive fees. The Bill recently passed by Parliament provides the registrar with a power to waive fees in the circumstances prescribed by regulation. The power will only be activated once the Bill receives assent and the circumstances for use of the power have been prescribed by regulation.
- Authority for 'special payments' arises from section 72 of the *Financial Accountability Act 2009* (FAA09), which schedule 3 defines to include ex gratia expenditure
- Delegations of functions under the Act can occur under section 76 of the FAA09
- The Under Treasurer's current delegations, as of 1 September 2016, authorise the Commissioner to make ex gratia payments to the value of \$5,000.
- As the debtor was disadvantaged by not receiving their infringement notice within the time allowed for compliance, but they paid their debt in full after receiving an enforcement order from SPER, it is considered appropriate that an ex-gratia payment be made to the debtor to the value of the SPER registration fee.

BACKGROUND

A debtor wrote to the Mulgrave electorate office in February about a late infringement notice. The debtor does not receive Australia Post delivery service to [redacted] residential address and has a Post Office Box instead. As a result of the distance to that Post Office and the strict service requirements of the current *State Penalties Enforcement Act 1999*, the debtor claims not to have received an infringement notice within the time allowed for compliance.

The debtor paid promptly, and in full, on receipt of an enforcement order from SPER and has no other records with SPER. This payment included the registration fee of \$65.20 incurred as a consequence of registration of the debt with SPER for not paying the infringement notice within the time allowed.

Before the Treasurer responds to the debtor, his office has queried whether the fee the debtor has incurred can be waived, noting the disadvantages of no mail delivery service to the debtor's residential address and late notice of the fine which both led to a loss of opportunity to comply without incurring a SPER registration fee.

Prepared by:

Endorsed by:

Contrary to Public Interest

Assistant Policy Officer
State Penalties Enforcement Registry

Principal Treasury Analyst
State Penalties Enforcement Registry

Contrary to Public Interest

Date: 15 May 2017

Date: 16 May 2017

Recommendation Approved:

Date:

RTI RELEASE

Pages 70 through 78 redacted for the following reasons:

Legal Professional Privilege - Sch.3(7)
Parliamentary Privilege - Sch.3(6)(c)(i)

RTI RELEASE

SUBJECT

Proof of delegations under the State Penalties Enforcement Act 1999 (the SPE Act)

RECOMMENDATION

Approve the attached drafting instructions for changes to the SPE Act to be forwarded to the Queensland Police Service (QPS)

KEY POINTS

- QPS proposes to prepare legislative amendments to overcome the effect of *Dixon v LeKich* [2010] QCA 213, which requires proof in all proceedings that delegations are properly made. This requirement applies even in proceedings where delegations are not in issue.
- QPS relies on delegations to make evidentiary certificates under the SPE Act, commonly to prove driver licence suspension by the State Penalties Enforcement Registry.
- The QPS proposal would require proof for delegations in proceedings only if the defendant provides written notice of at least 10 business days before the hearing date.
- On 5 April 2017, the Treasurer wrote to the Minister for Police, Fire and Emergency Services and Minister for Corrective Services in support of the proposal following a brief from the Motor Accident Insurance Commission (MAIC).
- The QPS proposal includes amendments to legislation relating to MAIC and the Department of Transport and Main Roads. These agencies have given their drafting instructions to QPS.
- QPS is seeking drafting instructions from SPER on the particular amendments that would be required to the SPE Act to meet the objective of the proposal, for inclusion in their upcoming Authority to Prepare Cabinet submission.

BACKGROUND

In *Dixon v LeKich*, a self-represented litigant avoided liability for a camera-detected offence because the QPS delegate who certified camera evidence did not provide proof that the delegation of authority was properly made by the QPS Commissioner to that delegate.

Following *Dixon v LeKich*, in any proceeding in which an evidentiary certificate is used, QPS provides proof of delegations by tendering a certified copy of the original instrument of delegations which allows the specified authorised officer to sign the evidentiary certificate. Consequently, multiple certified copies of instruments of delegation must be on hand for QPS to tender this evidence in every proceeding across Queensland.

The Minister for Police approached the Honourable Curtis Pitt MP, Treasurer and Minister for Trade and Investment earlier this year seeking support for amendments to the *Motor Accident Insurance Act 1994* and the SPE Act to reduce the administrative burden of proving instruments of delegation for evidentiary certificates.

SPER had input into a MAIC led brief to the Treasurer and a letter of reply to the Minister for Police which indicated support for the initiative and that Treasury officers would work closely with the QPS to deliver the desired objective. We understand that a similar approach was made by the Minister for Police to the Department of Transport and Main Roads and that amendments to the *Transport Operations (Road Use Management) Act 1995* (TORUM Act) and the *Transport Planning and Coordination Act 1994* (TPC Act) are being undertaken as part of the suite of amendments. QPS is also proposing amendments to its legislation.

Changes to the SPE Act would specify that proof of delegations will not be necessary unless the defendant wishes to challenge the authority of the delegate. It is anticipated this will significantly reduce the administrative burden of copying and certifying delegations. QPS considers it unlikely that many (if any) defendants would challenge the authority of a person to sign an evidentiary certificate, as challenges almost always relate to the facts of the matter i.e. whether a photographic detection device was producing accurate results.

If a defendant wishes to challenge the authority of the delegate, the defendant would need to give notice in the approved form to QPS at least 10 business days' before the hearing date. QPS advised that the period of notice of 10 business days is based on the appropriate amount of time to allow the defendant to be presented with the brief of evidence and make a decision to specifically challenge the instrument of delegation. It allows time for a certified copy to be made, and forwarded to the appropriate prosecuting authority (which at times can be in a remote area of Queensland where mail transport could be an issue).

Prepared by:

Endorsed by:

Contrary to Public Interest

Assistant Policy Officer
State Penalties Enforcement Registry

Principal Treasury Analyst
State Penalties Enforcement Registry

Contrary to Public Interest

Date: 14 June 2017

Date: 14 June 2017

Recommendation Approved:

Contrary to Public Interest

Date: 14 June 2017

Page 81 redacted for the following reason:

Cabinet Matter - Sch.3(2)(1)(b)

RTI RELEASE

SUBJECT

Authority to act and the State Penalties Enforcement Registry (SPER)

KEY POINTS

Sch. 3(7)

- [redacted] has given 'authority to act' to [redacted] a consumer rights advocate who has been active in the media on the subject of SPER [redacted]
- Although [redacted] is not a professional advisor, the authority to act form operates to provide consent from [redacted] for [redacted] to request information and to make any applications to SPER on behalf of the debtor.
- SPER does not impose any limitation on the persons who may be authorised to act for a debtor if the debtor has clearly provided that authority.
- SPER has discretion and may choose not to disclose information to [redacted]
- Whilst there is a risk of misuse of information, it is considered low and mitigated to a certain extent by the statutory limitations for disclosure of information and offence provisions which prohibit misuse of information.
- SPER will advise [redacted] of the purpose of any disclosures under the authority to act and of the statutory limitations against further disclosure. Any disclosure by [redacted] outside those limitations, including to the media, about [redacted] case, may then constitute an offence carrying maximum personal liability of 100 penalty units.

BACKGROUND

[redacted] submitted a complete authority to act form to SPER, authorising [redacted] to act on [redacted] behalf in relation to all of [redacted] matters with SPER on an ongoing basis. SPER treats an authority to act form as evidence of consent to access information.

Authority to act and consent to disclosure are linked with confidentiality under section 134L of the *State Penalties Enforcement Act 1999*. Under section 134L, the registrar may disclose confidential information that includes personal information to the person to whom the information relates or to someone else with the consent, express or implied, of the person to whom the information relates, or to any person the registrar reasonably believes is acting for the person. Despite any consent, section 134L(4) confirms that the section 'does not create a right in any person' to be given information.

SPER has a policy for disclosures to a third party with authority to act from a debtor. The third party is able to 'request' information, and to make any application to SPER on behalf of the debtor. These are strictly limited purposes.

[redacted] is not a professional advisor and there is nothing to suggest [redacted] is related to [redacted]. Accordingly, there is a question as to the motivation behind [redacted] being granted an authority to act by [redacted] particularly as [redacted] has been active in the media about SPER [redacted]

As the relevant Authority to Act form has been completed by [redacted] and SPER does not limit the persons who may be given authority to act and receive information, there is no basis to refuse to accept the authority to act nomination.

However, the risk of misuse of information appears low as there is a statutory limitation under section 134H against further disclosure. The statutory limitation arises when SPER stipulates how a recipient may use information, for example, by stipulating purposes such as assisting the debtor to discharge fines or applying for financial concession under an instalment plan. This power is reinforced by an offence.

If [redacted] discloses confidential information about [redacted] debt with SPER, outside the scope of stipulated purposes e.g. to the media, there is a relevant offence provision under section 134H(3) carrying maximum personal liability of 100 penalty units. It is proposed [redacted] be advised of the purposes and offences for inappropriate disclosure.

Further, the information that [redacted] could obtain from [redacted] file is information that [redacted] could provide to [redacted] anyway.

Due to an [redacted] incapable of discharging [redacted] fines by community service. [redacted]

[redacted] and based on a review of [redacted] file, there appears to be no reason to doubt [redacted] capacity for decision-making in [redacted] substantial correspondence on this matter.

Recommencing community service remains an option for [redacted] subject to providing medical clearance for light duties. No medical clearance has been provided. The debtor is also able to pay off the debt through a reduced rate of instalments, but needs to provide SPER with relevant financial information to demonstrate any hardship.

FOR NOTING

SPER proposes to send the attached correspondence to [redacted] from the SPER Registrar, indicating that [redacted] has been granted an authority to act by [redacted] and specifying the limited purposes for which [redacted] may use information and the offence for exceeding these limited purposes.

Prepared by:

Endorsed by:

[redacted]

Policy Officer
State Penalties Enforcement Registry

Principal Analyst
State Penalties Enforcement Registry

[redacted]

Date: 14 June 2017

Date: 14 June 2017

Recommendation Approved:

Date:

ATTACHMENT

<insert date>

Contrary to Public Interest



Office of
State Revenue

Dear

Contrary to Public Interest

Queensland Treasury

Submission of 'Authority to Act' form to State Penalties Enforcement Registry

Contrary to Public Interest recently submitted a completed 'Authority to Act' form to the State Penalties Enforcement Registry (SPER). You were nominated by Contrary to Public Interest to act on behalf in relation to SPER debts. This letter confirms submission of the form and outlines the purposes for which SPER may disclose information to you and the responsibilities that you accept in requesting information.

Under section 134L of the *State Penalties Enforcement Act 1999* (as recently amended by the *State Penalties Enforcement Amendment Act 2017*), the registrar of SPER may disclose 'confidential information' that includes personal information, with the consent of the person to whom that information relates. We consider that Contrary to Public Interest has by providing the authority to act consented to SPER informing you of matters relating to penalty debts owing to the State of Queensland.

Before considering any requests for information from you under the authority to act, we wish to advise you of the limited purposes for which disclosure may be made by the registrar, as follows:

- identifying the amounts and particulars of debts owing by Contrary to Public Interest
- making applications to SPER on behalf of Contrary to Public Interest such as an application to pay by instalments and any related financial disclosures, and
- arranging discharge of debts on behalf of Contrary to Public Interest with agreement.

You should be aware that any confidential information that may be disclosed to you by SPER is made in accordance with the provisions of the *State Penalties Enforcement Act 1999* and any further disclosure by you of information beyond these limited purposes would constitute an offence under section 134H(3)-(4) of the *State Penalties Enforcement Act 1999*.

You may contact SPER by the following means:

- by post to GPO Box 1387 Brisbane Queensland 4001 Australia;
- by telephone to 1300 365 635; or
- by email using the form at this address: <https://www.sper.qld.gov.au/about-us/contact-us-form.php>.

I trust this information is of assistance to you and I encourage your efforts to assist in returning to compliance with obligations.

Contrary to
Public Interest

Contrary to
Public Interest

Yours sincerely,

The Registrar
State Penalties Enforcement Registry

RTI RELEASE

BRIEFING NOTE

FROM	Treasury		
FOR	Treasurer Minister for Trade and Investment		
SUBJECT	Queensland Audit Office performance audit on enforcement and recovery of unpaid fines		
Contact Officer	Contrary to Public Interest	SPER, Office of State Revenue, Contrary to Public Interest	Reference No. 01998-2017
Approved by	Natalie Barber, Registrar, SPER		Approved by Elizabeth Goll, Commissioner of State Revenue

PURPOSE

1. To provide you with information on the performance audit being undertaken on the enforcement and recovery of unpaid fines by the Queensland Audit Office (QAO).

BACKGROUND

Sch. 3(12)(1)

ISSUES

Sch. 3(12)(1)

RECOMMENDATION

10. That you sign the attached letter to the Acting Auditor-General.

Contrary to Public Interest

Warwick Agnew
Acting Under Treasurer 5/7/17.

<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Not approved	<input type="checkbox"/> Noted
Comments		
<hr/> <i>Curlitt</i> <hr/>		
HON. CURTIS PITT MP Treasurer Minister for Trade and Investment		
22/08/2017		

RTI RELEASED



Treasurer
Minister for Trade and Investment

Our Ref: 01998-2017
Your Ref: 9159P

1 William St Brisbane
GPO Box 611 Brisbane
Queensland 4001 Australia
Telephone 07 3719 7200
Email treasurer@ministerial.qld.gov.au
Website www.treasury.qld.gov.au

ABN 90 856 020 239

24 AUG 2017

Mr Brendan Worrell
Auditor-General
Queensland Audit Office
PO Box 15396
CITY EAST QLD 4002

Dear Mr ~~Close~~ **BRENDAN**

Performance audit on enforcement and recovery of unpaid fines

Thank you for your letter of 29 May 2017 regarding the performance audit being undertaken by the Queensland Audit Office on enforcement and recovery of unpaid fines.

I note the objective of the audit is to determine the effectiveness and efficiency of public sector entities in finalising unpaid fines.

Sch. 3(12)(1)

SPER is leading an integrated approach to penalty debt management across government and the outcomes of your performance audit will assist in identifying and implementing improvements in the end-to-end process.

I look forward to the outcome of the performance audit and to receiving a copy of the matters to be included in the proposed report prior to finalisation.

Yours sincerely

HON. CURTIS PITT MP
Treasurer
Minister for Trade and Investment

Pages 89 through 96 redacted for the following reasons:

Information prohibited by an Act - Sch.3(12)(1)

RTI RELEASE

COMMISSIONER

SUBJECT

ANZFERG Awards Program (AAP)

BACKGROUND

SPER is actively involved in the Australian and New Zealand Fine Enforcement Reference Group (ANZFERG). ANZFERG is an interjurisdictional group that shares information about best practice in the collection and resolution of fine debt. A conference is held annually with the event hosted by a different jurisdiction each year.

A sub-group, the Workforce and Culture (WC) Working Group, was formed in 2015. This working group was established to share information and progress initiatives in relation to:

- workforce recruitment, structure and composition
- training and development
- workforce culture.

One of the key initiatives implemented by this working group was the interjurisdictional reward and recognition program, the ANZFERG Awards Program (AAP). This award aligns to the objectives of ANZFERG and the WC Working Group and is a program that is available to all ANZFERG participating jurisdictions.

Objectives

The objectives of the AAP are to enhance the sharing of information across jurisdictions and amongst peers, while rewarding and developing high performing staff. It provides the opportunity to work alongside and gain experience from other jurisdictions, and to share those learnings with peers to:

1. Enhance business practices through:
 - new approaches
 - fresh perspectives
 - innovative solutions.
2. Promote positive development opportunities for staff.

3. Encourage high performance of staff.
4. Incorporate the objectives of ANZFERG and the WC Working Group into employee on-boarding programs and organisational culture.

AAP roles

AAP roles are explained below:

- **Host** - provides placement for a participant from another jurisdiction for an agreed period.
- **Sponsor** - nominates a participant from within their organisation to complete placement within another jurisdiction's organisation.
- **Participant** - attends placement within another jurisdiction.

For the 2017/18 financial year, SPER has elected to participate in the AAP as a Host and as a Sponsor.

The table below displays current jurisdictional commitment to the AAP.

State	Involvement
Queensland	Host and Sponsor
New South Wales	Host and Sponsor
Australian Capital Territory	Host and Sponsor
Victoria	Host and Sponsor
South Australia	Host and Sponsor
Tasmania	Host and Sponsor
Northern Territory	No active involvement but a member of the Program
Western Australia	Host and Sponsor
New Zealand	Host only

A detailed package of information has been developed and agreed by the working group:

- ANZFERG Awards Program Framework
- AAP Host Agreement
- AAP Participant Form
- AAP Host Reflection Form
- AAP Participant Reflection Form
- AAP On-boarding Checklist
- AAP Evaluation Report Template

SPER participants who have completed a placement may be selected to attend the annual national conference to present their learnings and development outcomes from their placement (one participant is selected by the WC Working Group from all placements undertaken for the previous year).

SPER participate selection process

Participant Form completed

- The nomination process is available to all SPER staff.
- This form must be completed by the Nominee and submitted to their Team Leader/ Manager.

Team Leader/ Manager endorsement

- The Nominee's Participant Form must be endorsed by their Team Leader/ Manager with supporting reasons for the endorsement.

Participant selected

- All Participant Forms will be reviewed by a panel. Panel members are:
 - Natalie Barber, The Registrar
 - Richard Jolly, Deputy Registrar
 - Queensland Treasury Representative
- One Participant is to be selected per placement.

Host and Participant matched

- The selected Participant is matched with a Host based on what they can offer each other and what their expectations are for the placement.
- Participants are matched during a WC Working Group teleconference.
- Successful placement is subject to the availability of relevant Host.

Placement endorsed

- Each placement will be endorsed by the ANZFERG Committee.

CURRENT STATUS

A Business Case has been approved by the SPER Registrar for SPER to participate in the AAP. Expenses to participate in this program fall within the limit of the SPER Registrar, in accordance with the Under Treasurer Financial Delegations. Additionally, if travel is sought to New Zealand, approval will be sought from the Commissioner, Under Treasurer and the Minister at that time and will be on a case by case basis.

The AAP was launched within SPER on 30 May 2017 as part of the recent Staff Briefing Sessions and is linked to the actions from the Working for Queensland Survey feedback. The AAP nomination process has commenced within SPER. It is anticipated that the placement will commence from 1 July 2017.

RECOMMENDATION

The purpose of this briefing note is for you to note the contents.

Prepared by:

Contrary to Public Interest

Assistant Registrar

State Penalties Enforcement Registry

Contrary to Public Interest

Date: 22 June 2017



RE AAP
Commissioner BN- P

Endorsed by:

Contrary to Public Interest

Natalie Barber

SPER Registrar

State Penalties Enforcement Registry

Date: 27/07/2017

Noted:

Date:

RTI RELEASED