



NEW SOUTH WALES
Crime Commission



E-MAILED

10/3/14

10 March 2014

Mrs Carly Maxwell,
Director, Legislative Assembly Committees,
Parliament of New South Wales,
Macquarie Street,
SYDNEY. NSW. 2000.

Dear Mrs Maxwell:

RE: 2014 GENERAL MEETING WITH NSW CRIME COMMISSION

I refer to your letter of 28 February 2014 and confirm that you have previously been sent suggested corrections to the transcript of the hearing of the Committee on 17 February 2014.

In response to the additional questions attached to your letter, a reply is annexed hereto.

I trust that the information provided is sufficient for the purposes of the Committee. Should any further information be required please do not hesitate to let me know.

Yours faithfully,



Peter Hastings QC,
Commissioner.

FURTHER QUESTIONS FOR THE CRIME COMMISSION AND MANAGEMENT COMMITTEE

- Q1 The Management Committee has recently furnished guidelines to the Commission in respect of the settlement of confiscation proceedings (Annual Report, page 4). What processes does the Management Committee follow when developing guidelines and is the Management Committee currently developing any other guidelines?
- A1. In relation to the guidelines for the settlement of confiscation proceedings, the Crime Commission submitted a draft of the guidelines to Mr David Patten, Chairman of the Management Committee of the Crime Commission, who settled the final version before it was approved by resolution of the Management Committee. There are no other guidelines being developed by the Management Committee.
- Q2. In 2013, the Commission created a Corporate Governance Unit equipped with dedicated staff (Annual Report, page 61). What specific work has this new Unit been involved in so far?
- A3. The Commission created a Governance Team in early 2012 as part of a larger Division of the Commission. It became an independent unit reporting to the Commission, and was renamed "Governance Unit" in August 2012. Its work has included:
- Supporting the Internal Audit and Risk Committee
 - Undertaking the internal audit and risk functions including:
 - Refining the existing Risk Management Framework
 - Reviewing and updating the Commission's Risk Registers
 - Managing the annual internal audit program
 - Conducting specific internal audits
 - Following up the status of internal audit report recommendations
 - Reviewing and updating the Commission's Code of Conduct
 - Writing corporate policies including administrative delegations
 - Documenting processes and procedures
 - Identifying potential efficiencies within Commission practices (possible automation of current manual processes)
 - Co-ordinating the review, updating and finalisation of operational manuals
 - Enhancement of Commission Work Health & Safety strategies including engaging an Employee Assistance Program provider
 - Arranging training for Commission staff (including Manager / Supervisor training, Bullying and Harassment Prevention, Resilience Workshops etc.)
 - Project managing the creation of a new intranet for the Commission.

Current work includes developing a:

- Corporate Governance Framework
- Legislative Compliance Framework and a
- Fraud Control Plan