



POLICE REGISTRATION AND SERVICES BOARD

2014-15 ANNUAL REPORT

Authorised and published by the Police Registration and Services Board

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Melbourne Victoria 3000

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1. Overview

The Police Registration and Services Board (PRSB or 'Board') is an independent statutory body. The *Victoria Police Act 2013* ('the Act') is the PRS Board's establishing and governing legislation and outlines the scope of the Board's membership, accountabilities, structure, functions, powers and other general provisions. The Board is accountable to the Minister for Police.

Section 202 of the Act identifies the Board's functions as:

1. registration functions: registering eligible and qualified persons on the Police Profession Register, maintaining the Register and responding to requests for advice from the Chief Commissioner on proposed appointments to Victoria Police.
2. professional standards functions: supporting, promoting and advising the Chief Commissioner about education and practice standards and continuing professional development of Victorian police officers, protective services officers and police reservists
3. review functions: hearing and determining appeals against selection decisions and conducting reviews of decisions made by Victoria Police, and
4. general functions: advising the Minister and Chief Commissioner about any matters related to its functions and inquiring into and reporting on any matter referred to the PRS Board by the Chief Commissioner or the Minister.

PRSB meetings are held at least four times per year in accordance with the requirements and procedures outlined in section 214 of the Act.

The PRSB met on four occasions during 2014-15. Notable achievements for the year include:

- the endorsement of the PRSB Policy Framework and Governance Framework and related policies
- the implementation of the PRSB Risk Management framework and Risk Register
- the establishment of a business planning process for 2015-16 and the endorsement of the Strategic Plan for 2015-17 and the Business Plan for 2015-16
- the launch of the PRSB website, and
- the development of a procedure for the publication of review decisions.

This report is organised into three sections:

- Section 2 outlines the management and structure of the Board and its supporting arrangements.
- Section 3 provides a profile of Board members of each division and Board staff.
- Section 4 reviews the performance of the Review, Registration and Professional Standards divisions for the 2014-15 reporting period.

2. Management and structure

The Board’s leadership comprises the President of the Board and the Deputy Presidents of the Review, Registration and Professional Standards Divisions. The President is the Chair of the Board responsible for the overall management of the Board and is accountable to the Minister for the performance of the Board’s functions.

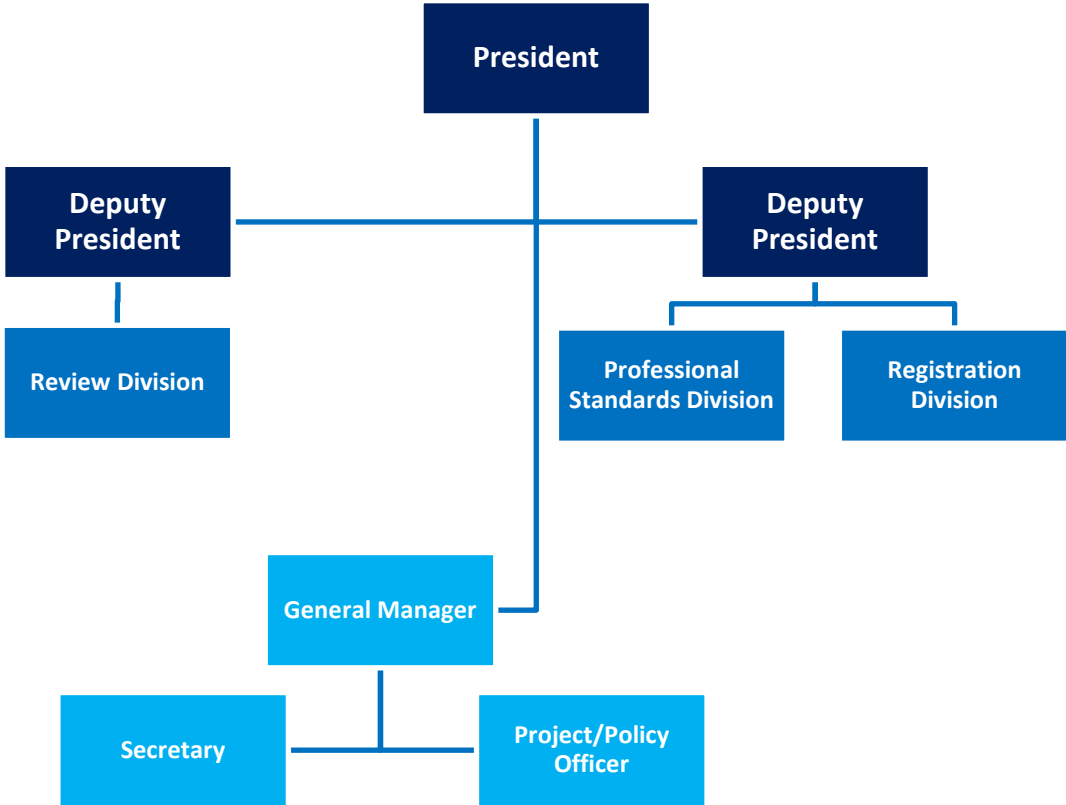
The President, Deputy Presidents and Board members are appointed by the Governor in Council on the recommendation of the Minister for Police. Board members provide their services to the PRSB on a sessional basis while the President and Deputy Presidents are salaried appointments.

The *Victoria Police Act 2013* (‘the Act’) establishes three Divisions to perform the PRSB’s registration, professional standards and review functions. The Act prescribes membership requirements for each division of the Board. The President of the PRSB may allocate a Board member to more than one Division in accordance with section 209 of the Act.

The President and the Board are supported by Victorian Public Service (VPS) employees who manage the daily business of the Board. The organisational structure of the Board is represented below.

Victoria Police delivers financial, human resource, information technology and other corporate services to the PRSB. For administrative purposes, the Board’s budget is included in the overall budget of Victoria Police.

Police Registration and Services Board Organisational Structure



3. Who we are

3.1 Board members

Police Registration and Services Board (PRSB) members are appointed, subject to the *Victoria Police Act 2013*, by the Governor in Council (GIC) on the advice of the Minister for Police.

In 2014-15, the GIC appointed seven current serving police officers to the Board.

President

Mr Leslie C. Ross QC

Mr Ross is a former County Court judge and former Special Investigations Monitor. Mr Ross was appointed the inaugural President of the Police Registration and Services Board on 1 July 2013.

Deputy President Review Division

Ms Bernice Masterson

Ms Masterson is a former Assistant Commissioner of Victoria Police. She has a total of 36 years experience in policing in Victoria and internationally. Her most recent professional activities have been as a consultant in policing and justice in developing countries in the Pacific and Asia, including Cambodia and East Timor. Ms Masterson was first appointed Deputy Chairperson of the Police Appeals Board (PAB) in 2004. From 2006 to 2013, Ms Masterson was Chairperson of the PAB. Ms Masterson was re-appointed to the PRSB on 24 July 2014.

Deputy President Registration Division and Professional Standards Division

Dr Leigh Gassner APM

Dr Gassner is a former Assistant Commissioner of Victoria Police and was appointed to the Board as Deputy President on 17 December 2013. He has a total of 34 years experience in policing in Victoria including leadership roles across regional commands and police education and development. Dr Gassner has in recent years delivered consultancy services to the government and social services sectors in solving complex social issues including Aboriginal health, violence against women and gender equity in the medical research sector.

Board Members – Review Division

Mr Ron Beazley

Mr Beazley was the Victorian Government Solicitor from 1991 until 2000 during a period of unprecedented change in the management of the public sector. In this role, he was principal legal advisor to the Attorney General, Ministers, statutory office-holders, departmental secretaries and senior officers of departments and Government agencies. Mr Beazley was Deputy Chairperson of the PAB from 2002 to 2013. Mr Beazley is currently the Chair of the Racing Victoria Integrity Council. He was re-appointed to the Board on 25 October 2013.

Mr Peter Bull APM

Mr Bull served in Victoria Police for 39 years and worked in operational, corporate, training and service roles in metropolitan and rural areas. He performed Government liaison and industrial relations duties and managed corporate projects as well as managing a large station and several operational divisions. He is a graduate of the Australian Institute of Police Management, a Williamson Fellow (Leadership Victoria) and was awarded the Australian Police Medal. Mr Bull was appointed to the Board on 4 February 2014 and is a member of the Review and Professional Standards Divisions.

Mr John Frame APM

Mr Frame is a former Deputy Commissioner of Police in Victoria. Mr Frame has a BA (Criminal Justice Administration) and a Diploma in Criminology, and has been awarded the Australian Police Medal, Centenary Medal and the National Medal and Clasp. In 1993 he was appointed the inaugural Director of Security and Loss Prevention for Coles-Myer Ltd. Mr Frame was Deputy Chairperson of the PAB from 2004 to 2013. He is currently the Chair of the Board at Glastonbury Community Services - Geelong. Mr Frame was re-appointed to the Board on 17 July 2014.

Ms Rosalyn Hunt

Ms Hunt has served in the Victorian Public Service (VPS) in a number of senior roles including six years as the Director of Women's Affairs and four years as the Registrar of Land Titles. She has a Law Degree and a Masters in Educational Studies. Since leaving the VPS in 1999 she has worked as an independent investigator for government agencies, a hearing officer for grievances in government departments and as the Independent Chair of tripartite panels in classification disputes. Ms Hunt was a member of the Liquor Licensing Panel from 2006 to 2012 and Deputy Chairperson of the Police Appeals Board from 2000 to 2013. Ms Hunt was re-appointed to the PRSB on 20 May 2014.

Mr Anthony Walsh

Mr Walsh was previously employed in the Victorian Department of Justice and Regulation where he developed legislation, including the amendments that established the Police Registration and Services Board, together with road safety initiatives. Previously, he was engaged in legislative development at the Department of Premier and Cabinet and provided advice on governance issues and general legal advice and conducted litigation. Mr Walsh was appointed to the Board on 15 April 2014 and is a member of the Review and Registration Divisions.

Board Members – Registration Division

Commander Shane Cole

Commander Shane Cole joined Victoria Police in 1976 and his policing career in Victoria spans over 39 years. He was appointed to the rank of Commander in 2012 and currently oversees the Health, Safety and Deployment Division of the Human Resource Department. He holds a Graduate Diploma in Public Administration and has participated in various executive leadership courses. Mr Cole was appointed to the Board on 26 May 2015

Sergeant Alexandra Griffith

Sergeant Alexandra Griffith is the current Officer in Charge of the Prahran Proactive Unit. Ms Griffith has 16 years operational experience working at police stations such as Frankston, Footscray, Altona North and South Melbourne. Ms Griffith is passionate about member welfare and increasing the profile of female officers in Victoria Police. She holds a Bachelor of Applied Science and is The Police Association delegate for Port Phillip, one of two female delegates in the state. Ms Griffith was appointed to the Board on 26 May 2015.

Superintendent Fred Johansen APM

Superintendent Frederick Johansen has been a member of Victoria Police for 43 years and has served in general duties, traffic, crime, internal investigation and emergency management functions. He is a recipient of the Australian Police Medal. Mr Johansen has previously held the role of the President of The Police Association, member of the Board of Control of the Police Federation of Australia and Director of the Police Credit Cooperative (BankVic). Mr Johansen was appointed to the Board on 26 May 2015.

Detective Inspector Chris Murray

Detective Inspector Chris Murray is the current Officer in Charge of the Centre for Investigator Training (Detective Training School). He has 29 years of policing experience specialising in serious and organised crime investigation with duties at areas including the Organised Crime Squad, Asian Squad, Joint Counter Terrorism Team and the Echo Taskforce. Mr Murray was appointed to the Board on 26 May 2015.

Commander Clive Rust APM

Commander Clive Rust has served in Victoria Police for 42 years. He is presently the Commander, School of Policing Leadership and Management, People Development Command responsible for providing development programs to senior police officers and VPS managers. Previously, he was a metropolitan divisional commander and also served at the Professional Standards Command where he promoted a culture of high ethical standards throughout Victoria Police. His other experience includes leading investigations into serious and organised crime, general policing and working on corporate projects. Mr Rust is an honorary aide-de-camp to the Governor of Victoria and a recipient of the Australian Police Medal. Mr Rust was appointed to the Board on 26 May 2015.

Board Members – Professional Standards Division

Superintendent Debra Abbott

Superintendent Debra Abbott is a serving member of Victoria Police currently performing the role of Commander in North West Metro Region. Her 28 years of service has been in operational, corporate and support roles. Ms Abbott has managed and led large corporate projects as well as managing inner city stations and divisions. She holds a Bachelor of Science, Graduate Certificate in Applied Management and a Graduate Diploma in Executive Leadership. Ms Abbott was appointed to the Board on 26 May 2015

Sergeant Carolyn Deer

Sergeant Carolyn Deer has served in Victoria Police for over 27 years, working in operational and non-operational areas both metropolitan and regional. She is currently the Officer in Charge of the Whittlesea Family Violence Unit. Ms Deer has a BA (Criminal Justice Administration) with Distinction, a Diploma of Frontline Management and Certificate IV in Training and Assessment. Ms Deer was appointed to the Board on 26 May 2015.

3.2 Board staff

The Board is supported by three Victorian Public Service (VPS) employees who are employed under Part 3 of the *Public Administration Act 2004*. Board staff manage the daily business of the Board, including secretariat services, coordination of research, policy development, reporting and guidance for clients and other stakeholders.

General Manager – Mr Chris Deftereos

Project and Policy Officer – Ms Shay Keating

Secretary – Mr Graeme Knights

4. Year in Review

4.1 Review Division

Appeals against Promotion and Transfer Decisions

The Police Registration and Services Board (PRSB) Review Division has responsibility for hearing appeals against promotion and transfer decisions made within Victoria Police.

The PRSB Review Division provides an independent and objective review of the claims of the parties and provides a final decision based on the relative efficiency of the candidates. It is a forum for police officers and protective services officers (PSO) of Victoria Police to challenge selection decisions involving positions for which they have applied.

Where an appeal has been lodged by a member of Victoria Police or a PSO, the PRSB hears and determines the claims to promotion and/or transfer of the appellant(s) and those of the person(s) selected. The Chief Commissioner must give effect to the appeal decision of the PRSB.

Legislation provides that appeals proceed by way of re-hearing. This constitutes a fresh consideration of the efficiency of the parties based on oral submissions and responses to questions during the hearing. The re-hearing process also provides an opportunity for applicants originally not interviewed during the selection process to demonstrate their efficiency for the position under appeal. Through this process the PRSB assists in relieving workplace tensions and provides reassurance about the process, ensuring it is based on fairness and equity.

The *Victoria Police Act 2013* defines “efficiency” as meaning:

- (a) the aptitude and special qualifications necessary for the discharge of the duties of the position in question, together with merit, diligence, good conduct, quality of service, mental capacity and physical fitness; and
- (b) the potential to develop the executive ability and leadership and management skills essential in senior executive positions – in relation to the rank of inspector; and
- (c) the executive ability and leadership and management skills essential in senior executive positions – in relation to the rank of commander, chief superintendent, superintendent or chief inspector.

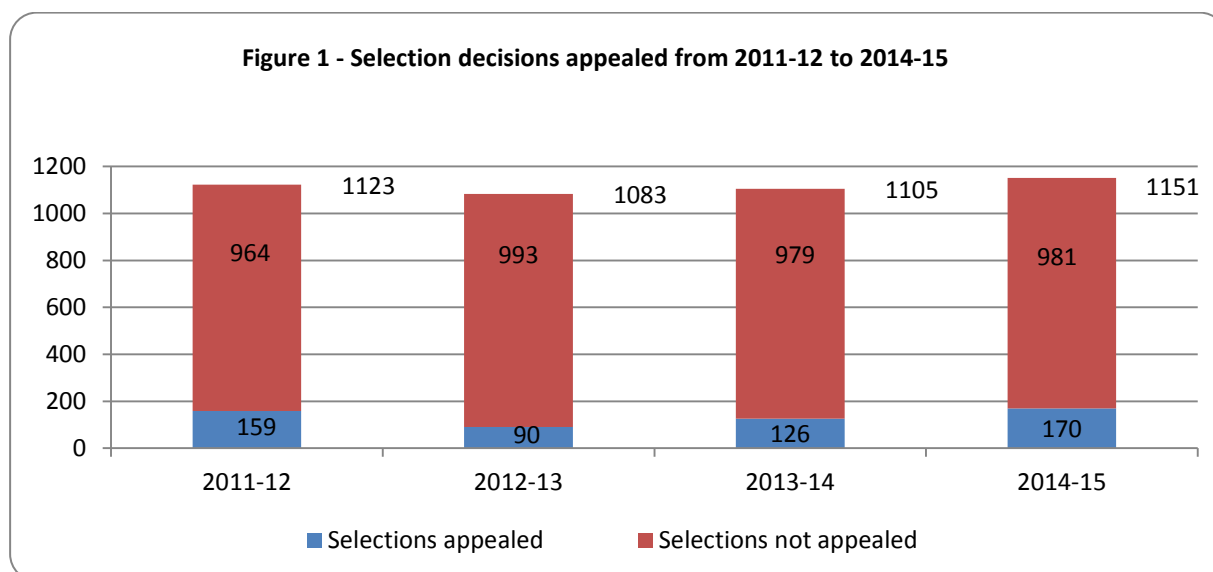
The PRSB through comment in its written decisions seeks to support compliance with established human resource policies and procedures as well as providing interpretations which are designed to assist in the way particular policies are implemented.

Appeals in 2014-15

Selections appealed

The PRSB is responsible for hearing appeals against promotion or transfer decisions published in the Victoria Police Gazette. Selection decisions may be subject to multiple appellants.

In 2014-15, 170 police officer selection decisions were subject to an appeal which represents 15% of selection decisions. There were no PSO selection decisions appealed in 2014-15. Figure 1 portrays the pattern of selection decisions appealed over the past four years.



Appeals workload

In 2014-15, the appeals workload for PRSB in 2014-15 was 264 appeals. The Board heard a total of 236 appeals and 24 appeals were withdrawn. Table 1 summarises the appeals throughput for 2014-15. As at 30 June 2015, 4 appeals remained outstanding. This was due to the publication of the Victoria Police Gazette 2 days prior to the end of the 2014-15 reporting period.

Table 1 Appeals for 2014-15

| Activity | PSO Appeals | Police Officer Transfer Appeals | Police Officer Promotion Appeals | Total Appeals |
|---|-------------|---------------------------------|----------------------------------|---------------|
| Appeals on hand as at 01/07/14 | 0 | 1 | 4 | 5 |
| Appeals lodged in the 2014-15 | 0 | 140 | 119 | 259 |
| Workload for 2014-15 | 0 | 141 | 123 | 264 |
| Appeals allowed | 0 | 22 | 12 | 34 |
| Appeals disallowed | 0 | 108 | 94 | 202 |
| Appeals withdrawn / lapsed | 0 | 7 | 17 | 24 |
| Appeals finalised | 0 | 137 | 123 | 260 |
| Appeals outstanding as at 30/06/15 | 0 | 4 | 0 | 4 |

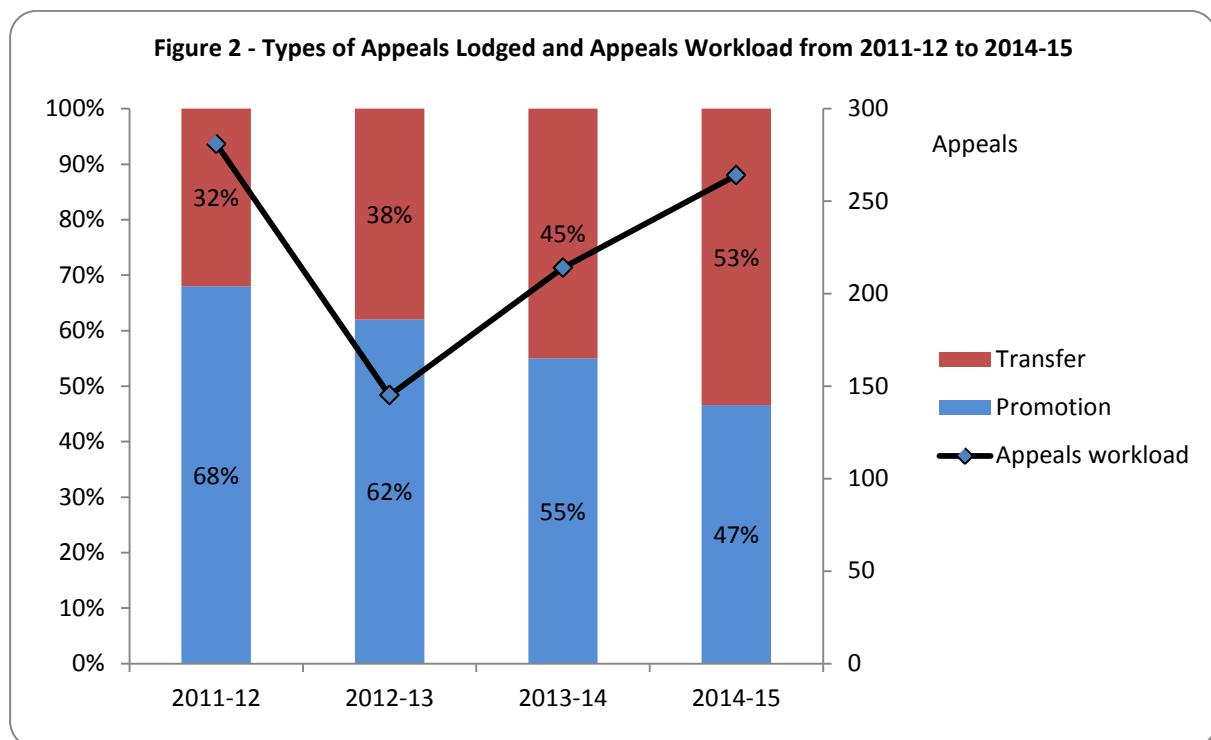
Types of appeals lodged

Appeals lodged with the PRSB are either against a decision relating to promotion or transfer.

Figure 2 illustrates the types of appeals lodged with the Board and appeals workload over the four year period from 2011-12 to 2014-15. In 2014-15, the appeals workload for 2014/15 was 264 appeals compared to 214 appeals in 2013-14.

The volume of appeals has been steadily rising since the reform of the appeals process in 2013. The Board's governing legislation simplified the application process for appeals by prohibiting any further written submissions from police officers and set specific deadlines for each stage of the appeals process. In the Board's opinion, the rise in appeals in recent years may be attributed to the attraction of a streamlined appeals process. Since 1 July 2013, the streamlined process, in particular the statutory deadlines for handling appeals, has resulted in a reduction in delays in the delivery of appeal outcomes.

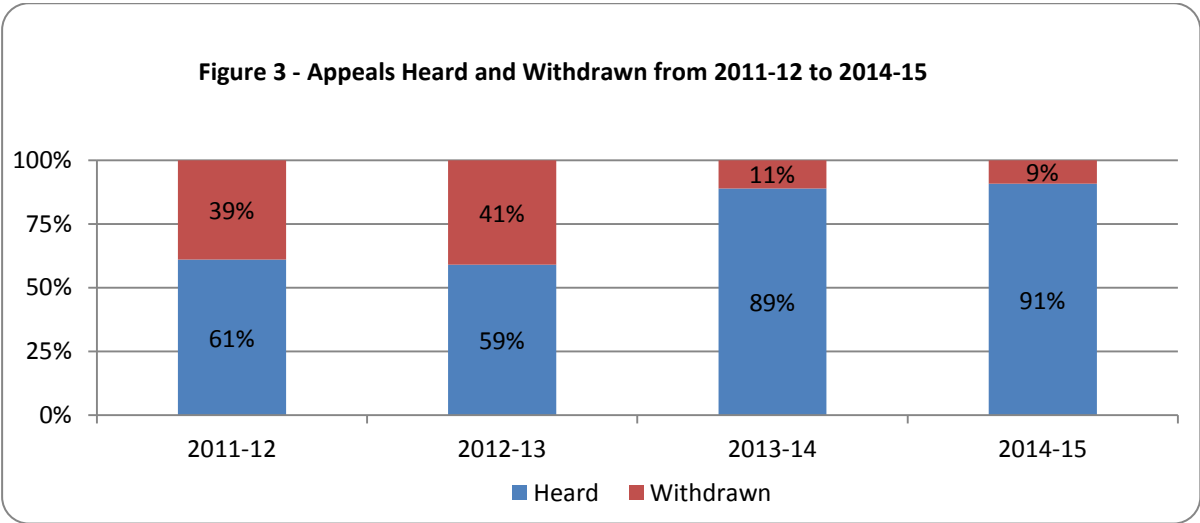
In 2014-15, the majority of appeals arose from transfer decisions which is a shift from previous years when the majority of appeals were against a promotion.



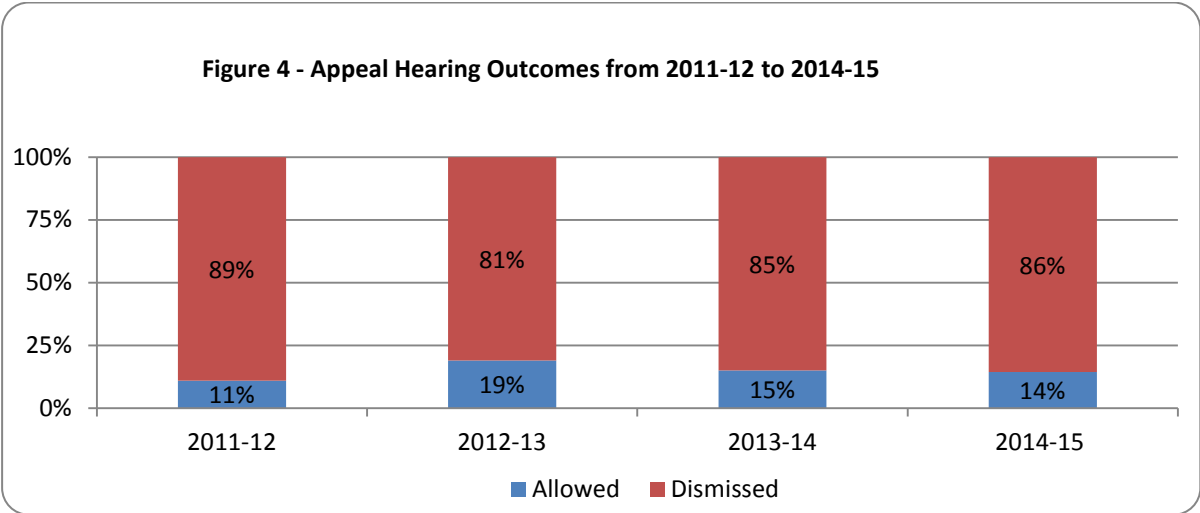
Appeal outcomes

In 2014-15, the PRSB finalised 260 appeals within the statutory timeframes. Of the 260 appeals, 24 appeals were withdrawn by the appellants prior to the hearing (9% of finalised appeals).

Figure 3 indicates that the proportion of appeals withdrawn decreased in 2014-15 compared to previous years. There has been a significant reduction in the proportion of appeals that have been withdrawn since the implementation of the streamlined appeals process on 1 July 2013. In the Board’s opinion, the reduction in the withdrawal of appeals is a direct result of the streamlining of the application process and associated reduction in delays in the handling of appeals.



In 2014-15, the Board heard a total of 236 appeals. Of the 236 appeals, 34 appeals heard by the Board were allowed (14% of appeals) and 202 appeals were disallowed (86%). Figure 4 reflects a consistent trend in appeals allowed by the Board over the past four years.



Reviews in 2014-15

A police officer or Protective Services Officer (PSO) may apply to the PRSB for a review of a decision made by the Chief Commissioner (or delegate) in accordance with the *Victoria Police Act 2013*. Generally reviews involve decisions by the Chief Commissioner (or Delegate) in relation to:

- Confirmation of promotion
- Termination of employment
- Compulsory transfer
- Discipline hearings
- Criminal charge conviction punishable by imprisonment, and
- Inquiries finding a member incapable or inefficient in performance of duty.

Reviews lodged with the PRSB

In 2014-15, 26 applications were lodged with the PRSB. Table 2 provides a comparison of applications lodged over the past six years.

Table 2 Applications lodged with the PRSB by type of decision from 2009-10 to 2014-15

| Decision of Chief Commissioner | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|---|----------------|-----------|-----------|-----------|-----------|-----------|
| Dismissal (under discipline provisions) | 3 | 14 | 9 | 9 | 14 | 13 |
| Reduction in Rank (under discipline provisions) | 0 | 2 | 0 | 3 | 0 | 3 |
| Dismissal (unsuitable member) | 1 ¹ | 0 | 0 | 0 | 0 | 0 |
| Compulsory transfer (General Duties Allocation Committee) | 6 | 11 | 28 | 16 | 2 | 2 |
| Compulsory transfer (non-discipline) | 6 | 6 | 3 | 2 | 1 | 0 |
| Compulsory transfer (discipline) | 1 | 4 | 3 | 1 | 2 | 3 |
| Being found unsuitable for promotion to Senior Constable | 1 | 0 | 0 | 2 | 5 | 1 |
| Fine imposed for discipline offence | 1 | 2 | 0 | 0 | 1 | 0 |
| Non-confirmation of promotion | 2 | 0 | 0 | 1 | 0 | 0 |
| Termination | 0 | 3 | 2 | 1 | 4 | 4 |
| Disallow promotion | 0 | 1 | 0 | 0 | 0 | 0 |
| Reduction in remuneration | 0 | 0 | 0 | 3 | 0 | 0 |
| TOTAL | 21 | 43 | 45 | 38 | 29 | 26 |

¹ Matter returned to the Board by order of the Supreme Court.

Reviews workload

The PRSB Review Division finalised 23 reviews in 2014-15. As at 30 June 2015, 15 reviews remained outstanding. The relatively high number of outstanding review applications is consistent with previous years and reflects the time taken by the parties in the preparation of material and submissions.

As at 30 June 2015, the Board had published 6 decisions relating to review applications on the PRSB website in accordance with section 154A of the *Victoria Police Act 2013*. Table 3 provides a summary of the review application workload and outcomes for the 2014-15 year.

Table 3 Summary of reviews workload and outcomes for 2014-15

| Decision of Chief Commissioner ¹ | Applications on hand at 01/07/14 | Applications received 01/07/14 to 30/06/15 | Finalised | Withdrawn | Outstanding | PRSB Finding |
|---|----------------------------------|--|-----------|-----------|-------------|--|
| Dismissal (under discipline provisions) | 9 | 13 | 12 | 0 | 10 | 10 confirmed 1 set aside and fined ² 1 set aside and reduced in rank ³ |
| Reduction in Rank (under discipline Provisions) | 0 | 3 | 1 | 0 | 2 | 1 confirmed |
| Compulsory transfer (General Duties Allocation Committee) | 0 | 2 | 1 | 1 | 0 | 1 settled |
| Compulsory transfer (non-discipline) | 0 | 0 | 0 | 0 | 0 | - |
| Compulsory transfer (discipline) | 1 | 3 | 3 | 1 | 0 | 3 confirmed |
| Being found unsuitable for promotion | 2 | 1 | 1 | 1 | 1 | 1 no jurisdiction |
| Fine imposed for discipline offence | 1 | 0 | 0 | 0 | 1 | - |
| Non-confirmation or disallowance of promotion | 0 | 0 | 0 | 0 | 0 | - |
| Termination | 3 | 4 | 5 | 1 | 1 | 4 confirmed 1 set aside |
| Reduction in remuneration | 0 | 0 | 0 | 0 | 0 | - |
| TOTAL | 16 | 26 | 23 | 4 | 15 | |

¹ Table 3 is a representation of matters received or finalised by the PRSB for the period 2014-15 and does not reflect all matters over which the PRSB has jurisdiction.

² Appeal has been lodged with the Supreme Court seeking a review of the Board's decision.

³ Appeal has been lodged with the Supreme Court seeking a review of the Board's decision.

Other reviews in 2014/5

Extension of time applications by the Chief Commissioner

Where the Chief Commissioner has taken an action against a police officer or PSO under subsection 126(2) of the *Victoria Police Act 2013* and the member has not been charged within 3 months of the action, then the Chief Commissioner may apply to the PRSB for an extension of time.

In 2014/15, the PRSB did not receive any extension of time applications from the Chief Commissioner.

Non-statutory activities

Since 2011, the Board has agreed to perform a number of independent review functions which are not mandated by legislation. These reviews arise from negotiations during the development of the Victoria Police Force Enterprise Agreement 2011.

The reviews may include:

- Promotion and other grievances by VPS staff;
- Grievances by sworn or VPS staff in relation to performance assessment;
- Suitability for transfer decisions relating to Constables; and
- Direction to perform temporary duties.

In 2014-15, a single non-statutory review application was lodged and determined by the Board. The application related to a grievance by a sworn member in relation to a local performance intervention.

The Board remains prepared to undertake these reviews on the basis of formal requests by the Chief Commissioner and on the understanding that the findings are recommendations only.

4.2 Registration Division

The Registration Division is responsible for performing the PRSB's registration functions, including the maintenance of the Police Profession Register.

The Police Profession Register ('the Register') commenced on 1 April 2014 operating under the provisions of the *Police Regulation Act 1958* and continues in its current form under the *Victoria Police Act 2013* ('the Act') which commenced on 1 July 2014.

Police registration is the process of registering police officers at a specified rank on the Register. Under Part 6 of the Act, the Board can register:

1. Former police officers of Victoria Police, other than a former police officer who has been dismissed from Victoria Police, and
2. Police officers who are absent on secondment to another body or institution or on leave without pay (LWOP).

The process of registering an applicant includes the phases of:

- Lodgement of application
- information gathering and checking
- assessment, and
- decision making.

Under the Act, the Registration Division is required to assess applicant's qualification for registration on the grounds of:

- good character and reputation;
- qualifications and experience for registration at a specified rank; and
- aptitude and efficiency required to perform as a police officer at a specified rank.

In reaching a decision, the Board assesses information supplied by the applicant and information collected by the Board and Victoria Police. The Board takes into consideration the professional experience and development of the applicant since leaving Victoria Police.

Registration of police officers absent on secondment or LWOP

At present, the PRSB has not received applications for registration on the Register from police officers absent on secondment to external organisations or on leave without pay (LWOP).

Work has commenced to scope the processes to support the registration of current serving police officers on secondment or LWOP. The Board is working with Victoria Police to explore how registration can enhance the pathways for police officers seeking external mobility or 'career breaks'.

Registration of former police officers

In 2014-15, the PRSB undertook further work to define the registration process for former police officers which has resulted in the implementation of a reporting framework and quality control processes to support the registration scheme. The Board also developed policy, local procedure and supporting guidelines for applicants during the reporting period.

The Board will undertake work on defining the 'currency' of policing practice in Victoria Police in order to develop a contemporary model of policing practice currency which supports the registration scheme.

Registration of former police officers in 2014-15

For 2014-15, PRSB received 70 applications for registration on the Police Profession Register and finalised 34 applications including 23 registrations of former police officers for the reporting period (Table 4). The majority of registrations in 2014-15 were at the rank of Constable or Senior Constable (Table 5).

Table 6 reports on the status of the Register as at 30 June 2015. The Board has registered a total of 24 former police officers since the commencement of the Register on 1 April 2014. As of 30 June 2015, 8 registrants had been appointed to police officer roles in Victoria Police.

Table 4 Registration of Former Police Officers for 2014-15

| Registration Activity 2014/15 | Total |
|--|-----------|
| Applications on hand – 1 July 2014 ¹ | 9 |
| New applications | 70 |
| Registration application workload 2014-15 | 79 |
| Applications finalised | 34 |
| - Registrations | 23 |
| - Refusals | 3 |
| - Applications withdrawn | 8 |
| Applications in progress as at 30 June 2015 | 45 |

Table 5 Registration of Former Police Officers by Registered Rank from 2013-14 to 2014-15

| Registered rank | 2013/14 | 2014/15 |
|----------------------------|----------|-----------|
| Commander | | 1 |
| Superintendent | 1 | 3 |
| Inspector | | 3 |
| Senior Sergeant | | 2 |
| Sergeant | | |
| Senior Constable | | 7 |
| Constable | | 7 |
| Total Registrations | 1 | 23 |

Table 6 Status of the PRSB Police Profession Register as at 30 June 2015

| Registration Activity | Total |
|---|-----------|
| Registrations since the commencement of the Register on 1 April 2014 | 24 |
| Registrants appointed to police officer roles ² | 8 |
| Cancellations or suspension of registration | 0 |
| Expiry of registration | 0 |
| Registrants on the Police Profession Register as at 30 June 2015 | 16 |

¹ The Police Profession Register commenced on 1 April 2014. During the 2013-14 reporting period, PRSB received 10 applications for registration on the Police Profession Register. During this period, one former member of Victoria Police had been registered and subsequently appointed to Victoria Police and 9 applications were in progress.

² Registrants appointed to police officer roles are removed from the Police Profession Register.

4.3 Professional Standards Division

The Board continues to undertake a broader project examining the future of police professionalisation in Victoria. In 2014-15, the PRSB undertook an extensive consultation process with Victoria Police, The Police Association, relevant government departments and other key stakeholders. The project examined existing processes and practices across other professional registration systems and will draw on the professionalisation work being undertaken by the Australia and New Zealand Policing Advisory Agency (ANZPAA).

The Board drafted a report arising from the consultation process to assist the Board in outlining the context of police professionalisation in Victoria and to assist the Board in the future positioning of the Board, particularly the establishment of the Professional Standards Division. As at 30 June 2015, the Board had commenced the process to consult the Department of Justice and Regulation, Victoria Police and The Police Association of Victoria on the recommendations and priorities of the Report.

Appendices

Appendix 1 – Disclosure index

The Police Registration and Services Board Annual Report for 2014/15 was prepared in accordance with the relevant Victorian legislation and financial reporting directions (FRD). This index has been prepared to facilitate identification of the Board's compliance with statutory disclosure requirements.

| FRD | Requirement | Page |
|--|--|------|
| <i>FRD 22F Standard Disclosures in the Report of Operations</i> | | |
| FRD 22F | Manner of establishment and relevant minister | 2 |
| FRD 22F | Objectives, functions, power and duties | 2-3 |
| FRD 22F | Nature and range of service provision | 2 |
| FRD 22F | Organisational structure | 3-7 |
| FRD 22F | Summary of the financial results for the year | 19 |
| FRD 22F | Statement of availability of other information | 20 |
| <i>Other FRDs</i> | | |
| FRD 10 | Disclosure index | 18 |
| FRD 15B | Executive officer disclosures | 20 |
| FRD 30B | Design and print specifications | All |

Appendix 2 – Financial Statement

Financial Statement for the Police Registration & Services Board (PRSB) 2014-15

| Summary | | \$ |
|--|-----------|-------------------|
| a. Staff salaries and on costs payable to VPS, President and Deputy Presidents | | 571,521.40 |
| b. Sessional fees payable to Board Members | | 129,506.00 |
| c. Payroll Tax | | 38,046.83 |
| d. Employee Superannuation Contributions | | 69,645.10 |
| e. Travel & Subsistence | | 4,048.66 |
| f. Office Operating Expenses | | |
| - Communications | 4,429.11 | |
| - Computer Costs | 11,958.76 | |
| - Supplies & Services | 6,013.97 | |
| | | 22,401.84 |
| g. Legal Costs | | 5,559.56 |
| h. Motor Vehicle costs | | 232.30 |
| i. Building & Property Costs | | 2,945.25 |
| j. Amortisation Leasehold Improvements | | 46,298.61 |
| TOTAL COSTS | | 890,205.55 |

Explanatory notes

1. Operating expenses of the PRSB are paid out of the PRSB budget.
2. WorkCover payments are paid centrally by Victoria Police.
3. Accommodation expenses, land tax, council and water rates, lighting, cleaning costs and air-conditioning maintenance have been paid centrally by Victoria Police.
4. Amortisation relates to the leasehold improvements (\$158,738.13) for the commencement of the fitout of the PRSB office which took place in May 2014. This asset will be amortised over four years. The asset was not capitalised until May 2015. The Amortisation Leasehold Improvements charges relate to a 14 month period (May 14 to June 15).

Certification

We certify that the financial statements of the Police Registration and Services Board for the period 1 July 2014 to 30 June 2015, in our opinion, present fairly the payments made by, or on behalf of the Police Registration and Services Board.



L. C. Ross QC
President
Police Registration and Services Board



P. Frouzidis
Director Finance (CFO)
Victoria Police

Appendix 3 – Additional information

Declaration of interest

Declarations of pecuniary interests have been duly completed by all relevant officers.

Documents to assist members

The following document is available to assist members:

- Victoria Police Manual - Procedures and Guidelines - Police Registration and Services Board – Appeal process

The following PRSB guides are available by visiting the [PRSB website](#) or contacting the Secretary of the PRSB:

- [Appeals: A guide for police officers and protective services officers](#)
- [Police Profession Register: A guide for former members of Victoria Police](#)