

QCPCI 3 (e)

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23rd November, 1989

^F1^ - SENT AS PER ATTACHED LIST


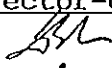
Dear ^F2^,

I refer to previous discussions concerning staff complaints at the John Oxley Youth Centre.

I wish to advise that Mr Noel Heiner, a retired Magistrate, has accepted the responsibility to investigate the complaints made. He commenced duty on Wednesday, 22nd November, and is conducting his inquiries two days per week, Wednesdays and Thursdays. Arrangements have been made for members of staff at John Oxley to be interviewed.

I attach, for your information, a copy of the Terms of Reference under which Mr Heiner will be operating.

Yours sincerely,


A.C. Pettigrew
Director-General


Mr L.M.J. Gillespie
General Secretary
Queensland State Service Union
G.P.O. Box 545
BRISBANE Q 4001^R
Mr Gillespie^R
^E

Mr K. Lindeberg
Organiser
Professional Officers' Association (Qld)
G.P.O. Box 116
BRISBANE Q 4001^R
Mr Lindenberg^R
^E

Mr S. Rose
Regional Organiser
Queensland Teachers' Union
P.O. Box 310
SPRING HILL Q 4004^R
Mr Rose^R
^E

Mr W. Mills
Organiser
Australian Workers' Union
G.P.O. Box 13
BRISBANE Q 4001^R
Mr Mills^R
^E

DRAFT TERMS OF REFERENCE FOR THE INVESTIGATION OF COMPLAINTS
BY CERTAIN MEMBERS OF STAFF AT JOHN OXLEY YOUTH CENTRE

To investigate and report to the Director-General on the following:

1. Compliance with established departmental procedures on the part of management or staff.
2. Compliance with the Code of Conduct for Officers of the Queensland Public Service.
3. Whether the behaviour of management or staff has been fair and reasonable.
4. Whether there is a need for additional guidelines or procedures.
5. The need for induction and basic training in relation to the personal safety of staff and children.
6. The legitimacy of the staff claims concerning the security of the Centre.