Appendix A – Governance

Committees

Governance committees enable the department to advise and support the Minister and Director-General in their decision-making responsibilities and position the department to deliver on its priorities and strategic objectives.

The following governance committees were in place within the department during the reporting period.

Executive Leade	ership Team	
Membership	Chair	Director-General, Department of Education
	Member	Associate Director-General, Early Childhood and State Schools
	Member	Deputy Director-General, Schools and Student Support
	Member	Deputy Director-General, Early Childhood
	Member	Deputy Director-General, First Nations Strategy and Partnerships
	Member	Deputy Director-General, Policy, Performance, International and Intergovernmental
	Member	Deputy Director-General, People, Information and Communication Services
	Member	Deputy Director-General, Infrastructure Services
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Secretariat	Executive Director, Office of the Director-General
Purpose	The Executive Leadership Team (ELT) provides strategic direction and oversight of outcomes, financial performance and good governance of the department.	
Responsibilities	ELT measures and monitors matters of strategic significance to ensure the department meets its strategic planning, governance and accountability requirements, including:	
	emerging whole-of-government initiatives, issues and opportunities	
	the Strategic Plan	
	• key	agency and enterprise strategies, including First Nations Strategy
	• strat	tegic risks and issues
	• finaı	ncial, budget and investment decisions

- agency performance and governance
- health, safety and wellbeing management reviews
- workforce trends and issues.

System Impleme	entation. Polic	cy and Performance Committee
Membership	Chair	Associate Director-General, Early Childhood and State Schools
	Member	Deputy Director-General, Early Childhood
	Member	Deputy Director-General, Schools and Student Support
	Member	Deputy Director-General, First Nations Strategy and Partnerships
	Member	Deputy Director-General, Policy, Performance, International and Intergovernmental
	Member	Deputy Director-General, People, Information and Communication Services
	Member	Deputy Director-General, Infrastructure Services
	Member	Assistant Director-General, Reviews, Curriculum, Teaching and Learning
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Member	Regional Director, Metropolitan North
	Member	Regional Director, Operations and Implementation
	Observer	Executive Director, Office of the Director-General
	Secretariat	Executive Director, Governance, Strategy and Planning
Purpose	The System Implementation, Policy and Performance (SIPP) Committee oversees strategic direction for early years and state schooling, including monitoring performance and implementation. The SIPP Committee also oversees the forward strategic policy and research agenda.	
Responsibilities	The SIPP Committee oversees the department's resources, inputs, activities and outcomes to drive improvement in early years and state schooling performance by:	
	asso	cting the implementation of the department's strategic direction and ociated initiatives to ensure alignment of operational strategies to regic objectives
		sing ELT on matters related to departmental strategy and primance
		ing recommendations to ELT on strategic budget and resource cation priorities and initiatives

- positioning on national agreements, initiatives and agendas
- examining system trends and issues, including key findings and trends from:
 - performance data
 - o data analytics
 - o school and regional reviews
 - o school audit
 - o corporate performance data related to strategic direction
 - o environmental scans, research reports and products.
- considering or developing policy and strategy initiatives with an impact on schooling and early childhood
- receiving evaluation frameworks, schedules and reports related to the department's strategic direction
- endorsing the department's annual research plan.

Integrity, Fraud	and Corruption	on Committee
Membership	Chair	Deputy Director-General, People, Information and Communication Services
	Deputy Chair	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Deputy Chair	Assistant Director-General, Human Resources
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General, Services and Infrastructure Planning
	Member	Executive Director, Strategic Implementation and Governance
	Member	Executive Director, Integrity and Employee Relations
	Member	Executive Director and Chief Procurement Officer, Procurement and Facilities Services
	Member	Executive Director, Governance, Cyber and Policy
	Member	Director, First Nations Policy
	Member	Director, Workforce Policy and Integrity
	Member	Regional Director, Darling Downs South West Region
	Member	Principal Representative
	Member	Business Manager, Murrumba State Secondary College
	Observer	Head of Internal Audit, Internal Audit

	Secretariat Director, Workforce Policy and Integrity		
Purpose	The Integrity, Fraud and Corruption Committee (IFCC) promotes a culture of integrity, and champion, oversee and monitor the department's Integrity Framework, strategies and mechanisms.		
	In 2023–24, the IFCC promoted a culture of integrity by:		
	reviewing and refreshing the Integrity Framework		
	 developing the 2023–24 Annual Action Plan: Implementing the Integrity Framework 		
	providing targeted awareness campaigns each term.		
Responsibilities	The IFCC is responsible for:		
	 providing strategic oversight, assurance and monitoring of the fraud and corruption enterprise risk 		
	maintaining and embedding the department's Integrity Framework and Annual Action Plan		
	 overseeing and monitoring the department's fraud and corruption control program, including compliance with best practice fraud and corruption control guidelines 		
	 considering and strengthening fraud and corruption assessments, control reports, internal controls, and addressing non-compliance with fraud and corruption requirements. 		

Student Protection and Safety Committee		
Membership	Chair	Deputy Director-General, Schools and Student Support
	Member	Assistant Director-General, Disability, Inclusion and Student Services
	Member	Assistant Director-General, Human Resources
	Member	Assistant Director-General, Policy, External Relations and International
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General, Information and Technologies
	Member	Assistant Director-General, Infrastructure Services
	Member	Executive Director, Student Protection and Wellbeing
	Member	Executive Director, First Nations Strategy and Partnerships
	Member	Regional Director, Darling Downs South West Region
	Member	Principal, Wavell State High School
	Observer	Head of Internal Audit, Internal Audit

	Observer Executive Director, Legal Services
	Secretariat Director, Student Protection
Purpose	The Student Protection and Safety Committee (SPSC) provides oversight, direction and continuous review and improvement of student protection and safety activities across the department to ensure the health, safety and wellbeing of students in the state schooling system.
	In 2023–24, the SPSC delivered a range of initiatives to ensure continuous review and improvement of student protection and safety activities, including:
	increasing oversight of student disciplinary absence levels for students in care
	 establishing lead areas for consultation and development of the department's response to the Reportable Conduct Scheme and implementation of Child Safe Standards
	 endorsing new Principal Education Officers in each region to support students in care.
Responsibilities	The Committee is responsible for:
	 providing strategic oversight, assurance and monitoring of the student safety enterprise risk
	 overseeing Child Death and Serious Injury Review activities, reports and providing strategic advice and monitoring of the implementation of child death and serious injury review recommendations
	overseeing implementation of the Reportable Conduct Scheme in the department
	overseeing establishment of information sharing and reporting activities for Child Safe Standards
	monitoring, reporting and advising on student protection trends and issues and making recommendations where appropriate
	advising on student protection and safety governance structures, roles and responsibilities
	strengthening student protection internal controls and addressing non- compliance with student protection and safety requirements.

Information Security Governance Committee		
Membership	Chair	Deputy Director-General, People, Information and Communication Services
	Member	Assistant Director-General and Chief Information Officer, Information and Technologies
	Member	Assistant Director-General, Disability, Inclusion and Student Services
	Member	Assistant Director-General, Human Resources

	Member	Assistant Director-General, Infrastructure Delivery and Operations
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Member	Assistant Director-General, Strategy and Performance
	Member	Executive Director, Office of the Director-General
	Member	Executive Director, Strategic Communication and Engagement
	Member	Director, Disaster, Emergency and School Security
	Member	Executive Director, Governance, Cyber and Policy
	Observer	Executive Director, Legal Services
	Observer	Director, Enterprise Information Services
	Observer	Director, Privacy and Safer Technologies
	Observer	Head of Internal Audit, Internal Audit
	Observer	Director, Information Security Services
	Observer	Manager, Information Security Services
	Secretariat	Manager/Director/ Executive Officer, Governance Risk and Compliance
Purpose	The Information Security Governance Committee (ISGC) provides oversight, management and direction for the department's Information Security Management System (ISMS) to ensure it achieves its intended objectives, including protection of information and technology assets. The Digital Board is informed by reports and decisions from the ISGC.	
		the ISGC continued to protect information and technology assets nge of activities, including:
		seeing the Information Security Annual Return, which is required er the Queensland Information Security Policy (IS18)
	•	ating the password policy in corporate and school environments to ance user experience and bolster departmental security
	•	ating the department's information security framework controls to 27001:2023 and ISO27002:2022.
Responsibilities	The ISGC ha	as the following responsibilities:
	-	ide strategic oversight, assurance and monitoring of the security of idential and personal information enterprise risk
		re that the department has in place an effective ISMS to protect its ble, information and assets
	• revie	ew, advise and report on information security risks

- ensure that information security governance policies, procedures, standards and guidelines are established and compatible with the context and strategic direction of the department
- advocate for adequate resources to address information security risks
- make recommendations to the Information Custodian/Risk Owner of controls to manage information security risks to a level that is within the departments risk appetite
- endorsing information security assurance reports
- promote the need for ISMS to be embedded into business processes
- promote the use of process approach and risk-based thinking
- ensure that the ISMS achieve its intended results
- engage, direct and support the agency to contribute to the effectiveness of the ISMS
- oversee the annual security return as mandated by the Information Security Policy IS18:2018.

Health, Safety a	nd Wellbeing	Executive Committee
Membership	Chair	Deputy Director-General, People, Information and Communication Services
	Member	Deputy Director-General, First Nations Strategy and Partnerships
	Member	Deputy Director-General, Infrastructure Services
	Member	Deputy Director-General, Schools and Student Support
	Member	Deputy Director-General, Early Childhood
	Member	Assistant Director-General, Human Resources
	Member	Assistant Director-General, Disability, Inclusion and Student Services
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Member	Executive Director, Business Partnering
	Member	Executive Director, Infrastructure Operations
	Member	Regional Director, Early Childhood and State Schools
	Member	Principal Representative, Early Childhood and State Schools
	Observer	Executive Director, Legal Services
	Observer	Head of Internal Audit, Internal Audit

	Secretariat Director, Organisational Safety and Wellbeing
Purpose	The Health, Safety and Wellbeing Executive Committee (HSWEC) leads continuous improvement strategies for health, safety and wellbeing (HSW) and provides assurance to ELT.
	In 2023–24, the HSWEC delivered a range of programs to lead continuous improvement, including:
	consultation and launch of HSW Strategy
	commenced governing Enforceable Undertaking activities, including the launch of Industrial Technology and Design Assurance Program
	 approving consultation to commence on the HSW Policy and the external audit of the HSW Management System (HSWMS) to align to ISO 45001 Workplace Health and Safety and ISO 45003 Psychosocial Health and Safety
	endorsing implementation of the Executive Leadership Team (ELT) specific purpose meetings of HSW Management Review
	endorsing implementation of department ELT HSW Commitment Statement.
Responsibilities	The HSWEC is responsible for:
	 reviewing the effectiveness of the department's HSW Management System (HSWMS) and approving changes or updates
	 providing strategic oversight, assurance and monitoring of the HSW enterprise risk, including quarterly review of the department's HSW Risk Register
	reviewing critical HSW incidents including contributing factors, investigation outcomes and learnings, ensuring appropriate resources are in place to remediate and recommend actions and controls to reduce risk of incidents occurring
	reviewing HSW performance across the department and providing recommendations to ELT
	identifying HSW strategic priorities and developing strategies and solutions to address identified HSW risks
	 supporting ELT due diligence responsibilities by reporting on safety performance, emerging legislative changes and case law, and HSW information and issues
	building understanding of HSW matters across regional and workplace committees and ELT
	supporting and providing advice on any HSW issues raised by subordinate committees, or escalating issues to ELT where required.
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Digital Board		
Membership	Chair	Deputy Director-General, People, Information and Communication Services
	Deputy Chair	Deputy Director-General, Schools and Student Support
	Member	Deputy Director-General, Early Childhood
	Member	Deputy Director-General, First Nations Strategy and Partnerships
	Member	Deputy Director-General, Infrastructure Services
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General, Information and Technologies
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Observer	Head of Internal Audit, Internal Audit
	Observer	Executive Director, Governance Cyber and Policy
	Observer	Director, Portfolio and Architecture
	Secretariat	Governance Officer / Manager / Director, Governance Risk and Compliance
Purpose	The Digital Board sets the strategic direction, identifies priorities, makes financial budgetary decisions and monitors the performance of the department to deliver the outcomes of the Digital Strategy. The Digital Board is informed by reports and decisions from the Digital Insights and Delivery Committee and the Information Security Governance Committee.	
Responsibilities	The Digital Board is responsible for:	
		seeing the development and implementation of the department's tal Strategy
	and	tifying and monitoring the department's strategic digital risk profile the management of the digital risk framework, including the areas of est appetite
	• mak	ing key digital investment decisions
		itoring divisional digital roadmaps to ensure efficient and effective of resources and achievement of strategic objectives
	• iden	tifying emerging digital issues and opportunities
	inclu	iding oversight of digital and data governance arrangements, iding systems and processes to comply with legislative onsibilities.

Procurement and	and Sustainability Advisory Committee		
Membership	Chair	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities	
	Member	Executive Director and Chief Procurement Officer, Finance, Procurement and Facilities Services	
	Member	Deputy Director-General, First Nations Strategy and Partnerships	
	Member	Assistant Director-General, Strategy and Performance	
	Member	Assistant Director-General, Disability Inclusion and Student Services	
	Member	Assistant Director-General, Infrastructure Delivery and Operations	
	Member	Assistant Director-General, Information and Technologies	
	Member	Regional Director, North Coast Region	
	Observer	Head of Internal Audit, Internal Audit	
	Secretariat	Director, Procurement Capability, Compliance, Systems & Regional Support	
Purpose	The Procurement and Sustainability Advisory Committee (PASAC) provides advice, guidance and assurance to ELT about the strategic direction of procurement and purchasing practices and sustainability within the department.		
Responsibilities	The PASAC	is responsible for:	
	 providing strategic oversight, assurance and monitoring of the procurement-related enterprise risks 		
	• prov	iding strategic oversight, assurance and monitoring of sustainability	
	• advi	sing ELT about departmental alignment with:	
	,	 Queensland Government purchasing and procurement Policies and requirements 	
		 Queensland Government sustainability policies and requirements. 	
	annı	iding advice on and input into the strategic prioritisation of the ual program of work for the Procurement and Facilities Services and other procurement functions within the department	
	and	iding advice to the Chief Procurement Officer on the development implementation of the department's procurement and purchasing sies principles, guidelines, standards and directions	
	Stra	orsing and sponsoring the <i>Procurement and Category Management</i> tegy, the Forward Procurement Schedule, and priority departmental urement strategies and plans	
		orsing and sponsoring departmental sustainability initiatives and the elopment of strategies, plans and targets	

- maintaining stakeholder and staff awareness of changes to purchasing and procurement requirements within the department or across Queensland Government
- providing oversight of Compliance and Regional Support activities conducted by the Procurement and Facilities Services Branch, which are designed to mitigate the risk of fraud and improper conduct in relation to purchasing and procurement
- establishing departmental working groups to support the delivery of initiatives and objectives of PASAC.

Infrastructure	Services Advis	sory Committee
Membership	Chair (External)	Deputy Director-General, Infrastructure and Regional Strategy; Department of State Development, Infrastructure, Local Government and Planning
	Member	Deputy Director-General, Infrastructure Services
	Member (External)	Deputy Director-General, Public Works, Department of Housing, Local Government, Planning and Public Works
	Member (External)	Assistant Under Treasurer, Social, Intergovernmental and Corporate; Queensland Treasury
	Member (External)	Executive Director, Economic Policy; Department of the Premier and Cabinet
	Member	Assistant Director-General, Infrastructure Delivery and Operations
	Member	Assistant Director-General, Services and Infrastructure Planning
	Member	Executive Director, Early Childhood Programs and Funding, Early Childhood and State Schools
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Member	Assistant Director-General, Teaching, Leadership, Rural and Remote, Early Childhood and State Schools
	Observer	Executive Director, Strategy and Service Planning
	Observer	Executive Director, Portfolio Investment and Performance
	Observer	Executive Director, Infrastructure Delivery
	Observer	Executive Director, Regional Operations
	Observer	Executive Director, Infrastructure Operations
	Secretariat	PMO Governance, Portfolio Services
Purpose	The Infrastructure Services Advisory Committee (ISAC) provides advice and guidance to the Deputy Director-General Infrastructure Services Division (ISD)	

	through the strategic oversight of the Infrastructure Investment Portfolio (IIP), including the planning, investment, delivery, maintenance, renewal, and performance of Queensland schools and facilities.	
Responsibilities	The ISAC is responsible for:	
	providing a forum for collaborative consultation and advice by key government stakeholders	
	monitoring portfolio governance arrangements including targeted reporting on delivery of IIP outcomes (schedule and budget) and achievement of value for money	
	providing strategic oversight that the IIP aligns to the relevant departmental and whole-of government strategies and frameworks	
	 providing strategic advice to contribute to the department's long and short-term planning, and successful delivery of government priorities, new schools and growth and renewal projects 	
	overseeing and monitoring strategic IIP portfolio benefits and risks and contributing to the identification of suitable mitigation strategies.	

Continuity and I	Disaster Mana	agement Committee
Membership	Chair, Executive Controller, and Chief Security Officer	Associate Director-General, Early Childhood and State Schools
	Deputy Chair	Assistant Director-General, Information and Technologies
	Member	Deputy Director-General, Schools and Student Support
	Member	Deputy Director-General, Early Childhood
	Member	Deputy Director-General, People, Information and Communication Services
	Member	Assistant Director-General, Delivery and Operations
	Member	Assistant Director-General, Strategy and Performance
	Member	Assistant Director-General and Chief Finance Officer, Finance, Procurement and Facilities
	Member	Regional Director, North Coast Region
	Member	Regional Director/s, as context requires
	Member	Executive Director, Office of the Director-General
	Member	Executive Director, Strategic Communications and Engagement

	Observer	Executive Director, Infrastructure Operations
	Observer	Director, Disaster, Emergency and School Security
	Observer	Recovery Coordinator, nominated by the Chair as required
	Secretariat	Manager, Disaster, Emergency and School Security
Purpose		ity and Disaster Management Committee (CDMC) oversees, I improves the department's capability to:
	eme prov	ent, prepare for, respond to and recover from disasters, rgencies and disruptive events to ensure business continuity and ide assurance that the department is well-positioned to manage a ificant event
		ect people, places and information and manage departmental urity risks.
Responsibilities	The CDMC oversees the prevention, preparedness, response and recovery phases of disaster management and the implementation of the Queensland Protective Security Framework (QPSF), including:	
	сара	ctively monitoring and continual improvement of the department's ability and capacity in relation to disaster, business continuity, and ective security
		ling the department's security culture and embedding security- re behaviour across the department
	• over leve	seeing annual disaster management planning at state and regional
		uring suitable response during an event, and recovery arrangements mplemented in schools, regions and central office
		itoring implementation of recommendations from post-event reviews lessons learned
		seeing implementation of the Queensland Government's QPSF and department's <i>Protective Security Strategy 2023-27</i>
	over staff	seeing QPSF information and security awareness training for all
	with	ewing and managing the department's security risks in alignment the department's Enterprise Risk Management Framework and ent security environment.

Strategic Education Advisory Committee		
Membership	Chair	Associate Director-General, Early Childhood and State Schools
	Member	Deputy Director-General, Schools and Student Support,
	Member	Deputy Director-General, Early Childhood

	Mombor	Donuty Director Conoral First Nations Strategy and Darty arching
	Member	Deputy Director-General, First Nations Strategy and Partnerships
	Member	Deputy Director-General, Strategy, Department of Child Safety,
	(External)	Seniors and Disability Services
	Member	Deputy Director-General, Communities, Department of Treaty,
	(External)	Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts
	Member	Deputy Director-General, Culture and Economic Participation,
	(External)	Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts
	Member	Deputy Director-General, Youth Justice, Department of Youth
	(External)	Justice
	Member	Deputy Director-General, Strategy, Department of Employment,
	(External)	Small Business and Training
	Member	Detective Chief Superintendent / Child Safety Director, Crime and
	(External)	Intelligence Command, Queensland Police Service
	Member	Assistant Under Treasurer, Social Policy, Queensland Treasury
	(External)	Assistant Order Treasurer, Social Policy, Queensiand Treasury
	Member	Executive Director, System Policy Branch, Queensland Health
	(External)	Zaccanie Zaccani, Cyclem i cacy Zianon, Queenciana ricani
	Member	Executive Director, Economic Policy, Department of the Premier
	(External)	and Cabinet
	Secretariat	Executive Director, Governance, Strategy and Planning,
Purpose	The Strategic Education Advisory Committee (SEAC) provides oversight of cross-agency initiatives aligned to the strategic directions for early years and state schools.	
Responsibilities	The SEAC oversees:	
	the development, implementation and progress of cross-agency initiatives aligned to <i>Equity and Excellence</i>	
	 impact and evaluation reports on cross-agency initiatives 	
		, trend and issue reports for areas/issues of focus across agencies
		lems or opportunities for cross-government reform
		regic place-based initiatives.
		<u> </u>