

## Message from the Commissioners

We are committed to ensuring everyone at the Law Reform Commission of Western Australia understands and operates with the highest level of integrity and accountability. By doing so, we can build and maintain the trust of the community we serve.

This Framework describes the instruments, structures and cultural factors that guide how we practice, manage and account for integrity.

The framework is based on our integrity risks. While it identifies officers with particular roles, we are all responsible for managing integrity risks.

We commit to monitor and maintain the framework, reviewing its effectiveness and seeking assurance from across the Commission that our approach to integrity is sound.

We all have responsibility to safeguard the integrity of the Commission and prevent misconduct and corruption. We demonstrate this in part by reporting any integrity breaches we see or become aware of, and making suggestions on how we can improve our approach to integrity.



Hon Lindy Jenkins  
Chair



Associate Professor  
Meredith Blake  
Member



Ms Jean Shaw  
Member

## External oversight of the integrity of the Commission is undertaken by:

### Attorney General:

Administers the LRC Act and manages the Commission's budget through the Department of Justice.

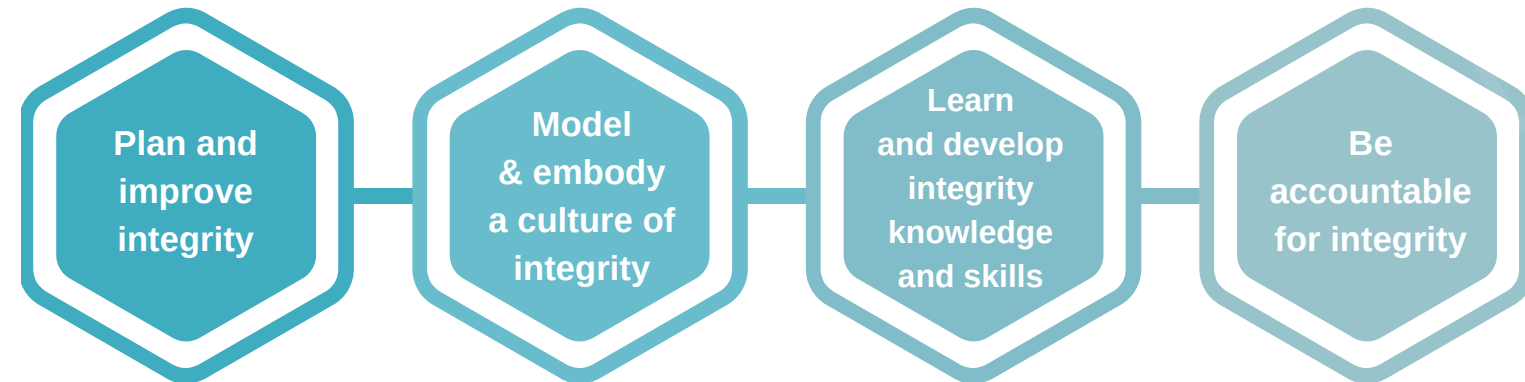
### Office of the Auditor General:

Audits annual financial statements, key performance indicators and the adequacy of controls for the income and expenditure.

### Public Sector Commission:

Monitors compliance with Public Sector Standards.

It is the  
responsibility  
of all in the  
Commission  
to...



## We are accountable for integrity within the Commission through:

### Key legislation and standards

- *Law Reform Commission Act 1972* (the LRC Act)
- Public Sector Commissioner's Instructions
- Public Sector Standards and Code of Ethics

### Internal controls, audit and governance

- Monthly meetings
- Quarterly Governance meetings
- Code of Conduct
- Commission Charter
- Delegations of authority
- Risk management planning
- Commission policies and procedures

### Fraud and corruption detection systems

- Conflict of Interest reporting
- Gifts and Benefits reporting

### Self-analysis and review

- Conflict of Interest reporting
- Commissioner evaluation meetings
- Memorandum of Understanding with the Department of Justice
- Scheduled review of policies and procedures
- Application of the Public Sector Integrity Framework Maturity Self-Assessment Tool

### Response to integrity breaches

- Managing complaints and behaviour
- Code of Conduct
- Complaint process
- Report minor misconduct to the Public Sector Commission
- Report serious misconduct to the Attorney General and the Corruption and Crime Commission

## The Commission is committed to maintaining and developing integrity through:

### Roles and responsibilities

- LRC Act
- Commission Charter
- Job description forms (for Graduates)
- Contract of Engagement (for Contractors)
- Delegations of authority
- Code of Conduct
- Induction and on boarding

### Integrity, education and capacity

- Induction and on-boarding program
- Statement of Intent
- Selection process includes security considerations
- Performance planning and review

### Organisation's culture

- Exit Interviews
- Ongoing declaration of material personal interests
- Recruitment/Procurement and merit selection processes