



REGULATOR PERFORMANCE FRAMEWORK REPORT 2022-2023

Version 1 (December 2023)



The Board of Professional Engineers of Queensland (Board) is an independent statutory body within the portfolio responsibilities of the Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement (Minister).

The Board is established under the [Professional Engineers Act 2002](#) (Qld) (PE Act) and in turn administers the PE Act on behalf of the Queensland Government. The primary objectives of the PE Act are to:

- protect the public by ensuring professional engineering services are provided by a Registered Professional Engineer of Queensland (RPEQ) in a professional and competent way
- maintain public confidence in the standard of services provided by RPEQs
- uphold the standards of practice of RPEQs.

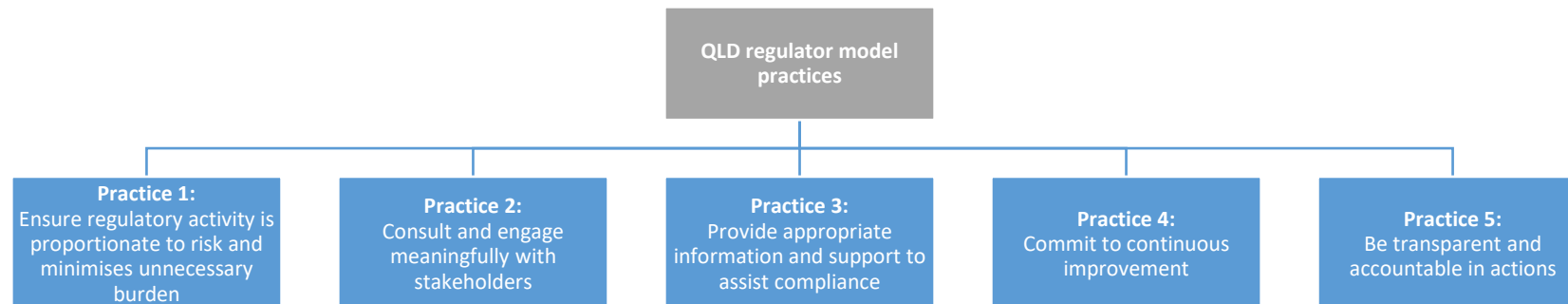
Engineers carrying out professional engineering services in Queensland or for Queensland are required to be registered with the Board. Once an engineer is registered, they are awarded the protected title RPEQ.

The Board also investigates and disciplines RPEQs for unsatisfactory professional conduct as well as prosecuting individuals for breaches of the PE Act (e.g. carrying out a professional engineering service when unregistered).

The [Regulator Performance Framework](#) seeks to achieve positive regulatory outcomes in Queensland through effective and efficient regulatory practice. Included in the framework are five model practices that support effective policy objectives and improve regulator performance via better interactions between regulators and their stakeholders, reducing regulation burden/costs for all parties.

Regulators are required to prepare an annual performance report on their efforts implementing the Regulator Performance Framework for their responsibilities.

The Board supports the model practices included in the Regulator Performance Framework outlined below. This report details how the Board's regulatory practices align with the regulator model practices.





Regulator model practices and supporting principles		Outline and evidence of how the Board's regulatory practices in 2022-2023 align with the regulator model practices and what actions have been taken in 2022-2023 to improve regulatory activities and practices
1.	<p>Ensure regulatory activity is proportionate to risk and minimises unnecessary burden</p> <ul style="list-style-type: none">• A proportionate approach is applied to compliance activities, engagement and regulatory enforcement actions.• Regulations do not unnecessarily impose on regulated entities.• Regulatory approaches are updated and informed by intelligence gathering so that effort is focussed towards risk.	<p>The Board understands the risks to the public associated with engineering and is committed to protecting the public and upholding standards of engineering. Decisions taken by the Board balance the public interest with the need to enforce the PE Act and standards of professional engineering practice.</p> <ul style="list-style-type: none">• The Board continues to support and enforce compliance with the RPEQ Code of Practice (code). All RPEQs are bound by the code, and it provides a set of guidelines and principles for RPEQs to better understand their obligations under the PE Act. The code provides RPEQs guidance on professional and personal conduct as well as guidance on professional expertise.• Finalised 13 investigations into disciplinary and compliance matters in the 2022-2023 financial year.• Managed 250 audits of RPEQs for compliance with the Board's Continuing Registration Requirement policy in the 2022-2023 financial year (audits were carried out by Engineers Australia on behalf of the Board).• In June 2022, the Board established a Risk and Audit Committee to provide independent assurance and assistance to the Board on governance, performance management, risk, control and compliance frameworks as well as the Board's responsibilities prescribed under relevant legislation. The Risk and Audit Committee met four times during the reporting period.



<p>2.</p>	<p>Consult and engage meaningfully with stakeholders</p> <ul style="list-style-type: none">• Formal and information consultation mechanisms are in place to allow for the full range of stakeholder input and Government decision making circumstances.• Engagement is undertaken in ways that help regulators develop a genuine understanding of the operating environment of regulated entities.• Cooperative and collaborative relationships are established with stakeholders, including other regulators, to promote trust and improve the efficiency and effectiveness of the regulatory framework.	<p>The Board proactively engages with its stakeholders and members of the public through various engagement methods to better develop a genuine understanding of current issues in the industry.</p> <ul style="list-style-type: none">• During 2022-2023, the Board conducted more than 80 seminars, meetings, workshops, webinars, and industry events for a wide range of stakeholders, including state and local government, universities, professional bodies, private industry, as well as the general community. Events were held throughout Queensland, including Toowoomba, Gladstone, Biloela, and the Gold Coast. These events provided free information to attendees on the RPEQ registration system, the PE Act, code, and the complaints process.• The Board utilises social media channels (LinkedIn and Twitter) and the Board website to provide information to stakeholders regarding PE Act obligations, RPEQ registration process, and to respond to frequently asked questions. During 2022-2023, the Board surpassed more than 6,000 followers on LinkedIn, an increase of more than 14% from the previous reporting period.• During 2022-2023, the Board commenced a private industry communications and engagement program to increase understanding in private industry about the RPEQ system and engineering requirements as part of the PE Act.
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<p>3.</p>	<p>Provide appropriate information and support to assist compliance</p> <ul style="list-style-type: none">• Clear and timely guidance and support is accessible to stakeholders and tailored to meet the needs of the target audience.• Advice is consistent and, where appropriate, decisions are communicated in a manner that clearly articulates what is required to achieve compliance.• Where appropriate, regulatory approaches are tailored to ensure compliance activities do not disproportionately burden particular stakeholders (e.g., small business) or require specialist advice.	<p>The Board recognises the importance of educating its stakeholders to comply with the PE Act. The Board provides a range of products and services to deliver information on the PE Act, the Code of Practice for RPEQs and the registration process.</p> <ul style="list-style-type: none">• Prepared and published case notes and practice notes covering the prosecutions and disciplinary outcomes for a range of factual scenarios.• Produced an e-newsletter sent to over 30,000 subscribers, which features updated and new case and practice notes, and articles covering elements of the PE Act, code as well as information regarding professional engineering services and other topics of interest.• Developed and implemented a free webinar series for engineers on the PE Act, RPEQ registration and how to renew your registration.• Exhibited and presented at industry events and conferences. Board members and staff attended and presented at a wide variety of industry events and conferences, with a major focus on private industry.• Conducted free seminars on the PE Act, code, and RPEQ registration process with a wide range of stakeholders, including state and local government, universities, professional bodies, private industry, as well as the general community.• Policies concerning registration, compliance, investigation processes and other matters are available on the Board's website.• A compliments and complaints process is detailed on the Board's website. Stakeholders and members of the public are encouraged to provide feedback that will help the Board improve its services.
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<p>4.</p>	<p>Commit to continuous improvement</p> <ul style="list-style-type: none">• Regular review of the approach to regulatory activities, collaboration with stakeholders and other regulators, to ensure it is appropriately risk based, leverages technological innovation and remains the best approach to achieving outcomes.• To the extent possible, reform of regulatory activities is prioritised on the basis of impact on stakeholders and the community.• Staff have the necessary training and support to effectively, efficiently and consistently perform their duties.	<p>The Board is committed to continuous improvement and Board members and staff discuss and identify relevant environmental factors impacting the organisation and undertake skills and development training.</p> <ul style="list-style-type: none">• In June 2022, the Board established a Risk and Audit Committee to provide independent assurance and assistance to the Board on governance, performance management, risk, control and compliance frameworks as well as the Board's responsibilities prescribed under relevant legislation. The Risk and Audit Committee met four times during the reporting period.• A review of the Board's policies and procedures is ongoing. The review seeks to manage risks and assure that Board policies and procedures comply with relevant legislation and directives and maintain government and industry best practice.• Staff members continue to access relevant training opportunities. Employees in the Legal, Compliance and Investigations Unit attended the Queensland Law Society Queensland Government Lawyer Conference, training sessions with the Office of Information Commissioner Queensland and training sessions on best practice regulation and legal professional privilege. The Board's investigation team also attended the Australian Institute of Professional Investigators Conference.• Employees in the Registration and Corporate Services Unit attended the Information Security Management System (ISMS) Communities of Practice and Queensland Government Security Leads Community of Practice workshops covering updates and developments in the cyber security and information management.• Board employees completed Workplace Bullying and Harassment Prevention training, Mental Health First Aid training and CPR training during the 2022-2023 period. The Board is now recognised as a skilled workplace through Mental Health First Aid Australia.• In February 2023, Board employees completed human rights training through the Queensland Human Rights Commission. The <i>Human Rights Act 2019</i> was considered and incorporated, where appropriate in the Board's policy and procedure review.
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<p>5.</p>	<p>Be transparent and accountable in actions</p> <ul style="list-style-type: none">• Where appropriate, regulatory frameworks and timeframes for making regulatory decisions are published to provide certainty to stakeholders.• Decisions are provided in a timely manner, clearly articulating expectations and the underlying reasons for decisions.• Indicators of regulator performance are publicly available.	<p>Transparency and accountability are core tenets of the Board. This helps build trust and confidence with our stakeholders. The Board complies with all government reporting requirements and those contained in the <i>Professional Engineers Act 2002</i>.</p> <ul style="list-style-type: none">• Provided a live directory of all current RPEQs which is available on the Board's website.• Provided a historical register of RPEQs (current and former) which is available for stakeholders to view at the Board office.• Prepared and published an annual report detailing Board regulatory and financial performance, statistical information on registrations achievements and challenges.• Reviewable decisions are communicated within the legislative timelines and stakeholders are provided with the relevant notices pursuant to Board's obligations under the PE Act.• Decisions are made within the timeframes outlined in relevant legislation.• The Board's website is regularly updated to provide up-to-date information for professional engineers, the public, industry and other stakeholders.
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