

2018

**THE LEGISLATIVE ASSEMBLY FOR
THE AUSTRALIAN CAPITAL TERRITORY**

**GOVERNMENT RESPONSE TO THE
ACT AUDITOR-GENERAL'S REPORT NO. 6/2018
PHYSICAL SECURITY**

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Government Response to the Auditor-General's Performance Report

Physical Security – Number 6/2018

Introduction and Background

Physical security refers to the protection of people, information and assets from threats or actions that could cause serious loss or damage to an enterprise, agency or institution.

The ACT Government's principles for establishing good physical security is established under the *Protective Security Policy Framework* (the PSPF). The PSPF contains four mandatory requirements relating to physical security that the majority of ACT Government directorates and agencies must comply with to establish a safe working environment for people and a secure physical environment for assets, information and resources.

In early 2018, the ACT Auditor-General completed an audit of physical security in specific agencies of the ACT Government. The objectives of the audit were to examine the effectiveness of specific ACT Government directorates and agencies in implementing physical security requirements of the PSPF, including:

- to assess the development and dissemination of protective security policy and guidance across ACT Government;
- to assess agencies identification and assessment of physical security risks and how these are addressed in agency specific policies and procedures; and
- to review the implementation of physical security mandatory requirements across the selected directorates and agencies to assess compliance.

The audit reviewed physical security arrangements in the Health Directorate, Education Directorate, Access Canberra and Venues Canberra within Chief Minister, Treasury and Economic Development Directorate, and the Cultural Facilities Corporation (CFC). The audit also considered the role of Justice and Community Safety Directorate (JACS) and Shared Services ICT (SSICT) in the provision of protective security guidance and support for agencies.

On 31 May 2018, the ACT Auditor-General's Report titled *Physical Security* (the 'Report') was tabled in the ACT Legislative Assembly and made available to the public online. The Report found that the ACT Government operates under a sound protective security policy framework and that the audited directorates and agencies were found to be effectively implementing physical security requirements in the PSPF.

The Auditor-General also made eight recommendations that seek to strengthen the physical security arrangements across the ACT Government. These recommendations cover a range of areas, including physical security operational support, compliance reporting, whole of government risk assessment and specific physical security measures within the Education Directorate, Access Canberra and the Health Directorate.

The government acknowledges the work of the Auditor-General to identify opportunities and provide recommendations to strengthen physical security. This document outlines the government's response to those eight recommendations.

Government Response to the Auditor-General's Recommendations

Recommendation 1

WHOLE-OF-GOVERNMENT PROTECTIVE SECURITY SUPPORT ASSESSMENT

The Security and Emergency Management Branch (Justice and Community Safety Directorate) should coordinate an assessment of the physical security operational support needs across the ACT Government and present findings and recommendations to the Security and Emergency Management Senior Officials Group (SEMSOG).

Government Position

Agreed and action commenced.

The Justice and Community Safety Directorate, through the Security and Emergency Management Branch has engaged a third-party to facilitate a workshop involving directorate and agency security representatives to discuss and identify physical security operational support needs. This workshop will be conducted prior to the end of 2018, with a report of outcomes presented to the Security and Emergency Management Senior Officials Group in early 2019.

Recommendation 2

PROTECTIVE SECURITY POLICY FRAMEWORK APPLICABILITY

The Security and Emergency Management Branch (Justice and Community Safety Directorate) should:

- a) review definitions and terminology to provide consistency between the *ACT Government Protective Security Policy Framework* and the *ACT Government Protective Security Operational Procedures Manual*;
- b) update Section 3 of the *ACT Government Protective Security Policy Framework* to specify entities for which it is mandatory to apply the policy, and those for whom it is recommended; and
- c) contact all ACT Government agencies, statutory bodies and entities to make them aware of the requirements of the *ACT Government Protective Security Policy Framework*.

Government Position

Agreed and action commenced.

The Justice and Community Safety Directorate has:

- commenced reviewing the definitions and terminology in *ACT Government Protective Security Policy Framework* and the *ACT Government Protective Security Operational Procedures Manual* to ensure consistency between both documents. Where differences are identified, these are being corrected and new versions of these documents will be issued. This body of work will be completed by the end of 2018 and the results reported to the Security and Emergency Management Senior Officials Group.
- commenced a survey of directorates to confirm which ACT Government entities the *Protective Security Policy Framework* applies in a mandatory or recommended manner. This will provide the opportunity to further consult with the entities for which the *Protective Security Policy Framework* applies in a recommended manner. The outcomes of this work will be reported to the Security and Emergency Management Senior Officials Group during the 2018-19 financial year.

Recommendation 3

PROTECTIVE SECURITY WEBPAGE

The Security and Emergency Management Branch (Justice and Community Safety Directorate) should strengthen access to protective security information by reviewing and providing links to relevant Shared Services ICT Protective Security documentation on the ACT Government Protective Security intranet site.

Government Position

Agreed, and recommendation completed.

The Justice and Community Safety Directorate has engaged with Shared Services ICT to review and assess the protective security documentation that should be made available on the ACT Government Protective Security intranet site.

Links to all relevant Shared Services ICT protective security documentation is now included on the ACT Government Protective Security intranet site.

Recommendation 4

COMPLIANCE REPORTING

The Security and Emergency Management Branch (Justice and Community Safety Directorate) should:

- a) amend the *Protective Security Policy Framework Compliance and Capability Assessment* and Director-General sign-off to require ACT Government directorates and agencies to:
 - i. identify the business units and/or entities included in the report;
 - ii. gather information from all business units and/or entities to enable the identification of business units and entities with issues or areas of non-compliance at an operational level
- b) notify relevant statutory bodies of their obligation to complete the annual *ACT Government Protective Security Policy Framework* compliance reporting, if this is not incorporated in the Directorate level reporting.

Government Position

Agreed and action commenced.

The Justice and Community Safety Directorate has commenced a survey of directorates to confirm the ACT Government entities to which the directorate's *Protective Security Policy Framework Compliance and Capability Assessment* and Director-General sign-off applies. On completion of this survey, the Justice and Community Safety Directorate will amend the Director-General sign-off document clarifying the entities which are included in the sign-off.

On completion of recommendation 2, the Justice and Community Safety will notify statutory bodies in writing of their obligation to complete the annual *ACT Government Protective Security Policy Framework* compliance reporting.

Recommendation 5

ACT GOVERNMENT PROTECTIVE SECURITY RISK ASSESSMENT

The Security and Emergency Management Branch (Justice and Community Safety Directorate) should undertake a whole-of-government protective security risk assessment encompassing physical security so that whole-of-government priorities are directed to the areas of greatest overall risk to the Territory. The whole-of-government protective security risk assessment should be reviewed and updated at scheduled intervals.

Government Position

Agreed and action commenced.

The Justice and Community Safety Directorate (JACS), through the Security and Emergency Management Branch (SEMB) has engaged a third party to progress this recommendation in conjunction with all Agency Security Advisors.

The outcomes of this body of work will be reported to the Security and Emergency Management Senior Officials Group during the 2018-19 financial year. SEMSOG will regularly review the risk assessment as part of its annual work program

Recommendation 6

EDUCATION DIRECTORATE – SECURITY RISK ASSESSMENT

The Education Directorate should, on completion of its *Threat and Security Risk Assessment and Security Plan*, increase awareness of physical security risk for school based staff and implement a long-term rolling program of site-specific security risk assessments.

Government Position

Agreed and action commenced.

The Education Directorate has completed drafting the *Threat and Security Risk Assessment and Security Plan* (the Plan) which is currently pending internal approval. This Plan will guide the program to increase awareness of physical security risk for school based staff in 2018-19 and future years.

This Plan will also guide the Education Directorate's approach to a rolling program to prioritise and conduct physical security risk assessments at schools.

Recommendation 7

ACCESS CANBERRA - SECURITY RISK ASSESSMENT

The Access Canberra Customer Coordination Division should engage with the Chief Minister, Treasury and Economic Development Directorate Agency Security Advisers to prioritise security risk assessments.

Government Position

Agreed and recommendation complete.

The Access Canberra Customer Coordination Division has engaged with the Agency Security Advisor of the Chief Minister, Treasury and Economic Development Directorate and has prioritised the completion of security risk assessments across Access Canberra sites. Several sites have already been completed, with the remainder for completion across the 2018-19 and 2019-20 financial years.

Recommendation 8

HEALTH DIRECTORATE - RISK MANAGEMENT

The Health Directorate should update its enterprise-wide risk assessment and Health Directorate Agency Security Plan to reflect: the work conducted since 2014; and the updated ACT Government Protective Security Policy Framework, and continued progress should be made to perform site-specific security risk assessments.

Government Position

Agreed.

The Health Directorate is updating its enterprise-wide risk assessment and the *Health Directorate Agency Security Plan*. This work will be completed in the 2018-19 financial year.

The Health Directorate is progressing the delivery of site-specific security risk assessments. This work is being done on a prioritised basis and is ongoing, with a focus on assessing new Health Directorate facilities and changes to services.