

**INDEPENDENT COMMISSION AGAINST CORRUPTION**

**STATEMENT IN THE MATTER OF: Operation Gerda**

**PLACE: University of Sydney**

**NAME: Alex Maitland**

**ADDRESS: The University of Sydney, NSW 2006**


**OCCUPATION: Group Secretary**

**DATE: 11-7-2018**

**States: -**

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1. This statement made by me accurately sets out the evidence which I would be prepared, if necessary, to give in Court as a witness. The statement is true to the best of my knowledge and belief, and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.
  
2. I am 59 years of age.
  
3. My role as Group Secretary at the University of Sydney includes
  - Serving as an initial contact point for staff and affiliates to request advice about their corporate governance responsibilities when serving in governance roles with entities, including centres, institutes, foundations, student organisations, corporate subsidiaries and other associated and affiliated entities

Signature 

**PROTECTED**


Witness 

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- Coordinating production of information on the performance, operation and governance of those University entities
  - Acting as the company secretary for those entities which do not otherwise have access to such support
  - Providing advice on corporate governance, corporate law, instruments that govern the operation and administration of entities
  - Providing technical assistance for staff and affiliates involved in the governance of entities
  - Encouraging and facilitating compliance with legislation, policies, procedures and principles of good corporate governance through the provision of advice to staff and the administration of a compliance framework system.
  - Oversight of the Archives and Records Management Services department
  - Decision maker for formal applications for access to, or amendment of, University information under the:
    - - NSW Government Information (Public Access) Act 2009;
    - - NSW Privacy and Personal Information Protection Act 1998;
    - - NSW Health Records and Information Privacy Act 2002.
4. I report to the General Counsel.
5. There is a Senate Strategy and Risk Committee. The Committee's name was changed last year; it was previously known as the Safety and Risk Management Committee.

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Signature 

Witness   
**DOMINIC STEWART**

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6. The University has a risk framework in place and the Chief Risk Officer manages this.
7. The University has a quality framework in place that is administered by the Quality Manager.
8. In 2010, a document was created on SharePoint called the Compliance Framework. The document lists about 115 compliance related Acts and the key officer in the University either responsible for coordinating compliance, or who coordinates or spreads the compliance message.
9. A quarterly report is provided to the Senate Strategy and Risk Committee on legislative compliance. The actual period of reporting varies according to meeting dates. In 2018 there will be three reports covering 3 months, 5 months and three months.
10. There is a security Act in SharePoint titled *Security Industry Act 1997* and the Director, Campus Infrastructure and Services is responsible for compliance with this legislation.
11. The University secretariat prepare the agendas for the Senate Subcommittee meetings.

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Signature Alex Maitland

Witness Dominic Stewart

Dominic Stewart