

# Corporate Plan 2008-09

## The Department of Premier and Cabinet's priorities for 2008-09

The Department of Premier and Cabinet is the lead agency in the Tasmanian State Service.

Our Vision is for a Tasmania - where people enjoy a prosperous lifestyle based on quality, creativity and opportunity.

Our mission is to support the Premier and Cabinet in achieving the Government's vision for Tasmania, by developing and coordinating innovative and strategic policy advice and by leading whole-of-government initiatives and programs

### Our Outcomes

- A socially, environmentally and economically sustainable Tasmania
- Informed Government decision making
- Effective whole of government processes and policies
- Effective Government governance mechanisms

### Our Values

We . . .

communicate effectively  
work together  
are innovative and creative  
encourage the use and development of our skills  
pursue excellence and quality  
conduct ourselves with integrity  
embrace diversity  
recognise achievement  
maintain a family friendly work environment

And we are . . .

*adaptable* - creative, flexible, responsive and willing to try new ideas  
*positive to change* - innovative, get things started and completed, create new visions and generate new ideas and supportive of each other in risks  
*optimistic* - look for positive outcomes and welcome new challenges and approaches  
*collaborative* - consult, motivate others, talk with people, work with others toward shared goals and synthesise ideas from different sources  
*forward-looking* - plan, think ahead and consider all possibilities  
*customer-focused* - consider the needs of the people for whom we deliver the services.

## Our Priorities for 2008-09

DPAC is responsible for ensuring the decisions of the Premier and Cabinet on the strategic direction of the state are informed by the best possible advice, from a whole of government perspective.

For 2008-09 there is a focus on informing social inclusion issues around homelessness, literacy and numeracy rates. We also have a significant role to play in establishing an Ethics Commission and in setting up the offices of the Chief Scientist and the Social Inclusion Commissioner.

We will facilitate new processes and programs to reduce the Government's carbon footprint, and implement a range of climate change initiatives to support the reduction of carbon emissions across the Tasmanian community as a whole.

A priority within the Local Government Division is to support Government to facilitate strategic, constructive and well managed change for the local government sector.

We are leading whole of government IT transformation to improve the way that Government as a whole delivers and manages IT services. We are also leading a whole of government public sector health and wellbeing program to increase the productivity and health of the Tasmanian public sector, and to promote the public sector as a workplace of choice.

We lead intergovernmental relations by managing and coordinating COAG and CAF, and representing the Tasmanian Government on Working Groups.

We are also looking at strategies to ensure that as the central agency of Government, we are providing quality advice on issues of strategic importance to the State. We will be developing our leadership skills and reviewing our policies and processes to be an employer of choice.

We will continue to coordinate the delivery of government services to the broader Tasmanian community through the *Service Tasmania* Unit, and we will focus on improving the quality of life of all Tasmanians by building community capacity, addressing social disadvantage and increasing social inclusion through the work of the Community Development Division.

Our priorities for 2008-09 make a significant contribution to the following Tasmania *Together* goals:

Goal One: A Reasonable Lifestyle and Standard of Living for all Tasmanians

Goal Five: Vibrant, inclusive and growing communities where people feel valued and connected

Goal Seven: Acknowledge the right of Aboriginal people to own and preserve their culture, and share with non-Aboriginal people the richness and value of that culture

Goal Eight: Open and accountable government that listens and plans for a shared future

Goal Twelve: Sustainable management of our natural resources (particularly relating to climate change)

## Priorities by Business Units

### Output Group 1: Support for Executive Decision

#### *Policy Division*

Lead and support whole-of-government strategic policy development.

Provide advice and support to the Premier and Cabinet, including providing secretariat management co-ordination and support to Cabinet Committees.

Lead intergovernmental relations including managing and coordinating COAG and CAF and representing the Tasmanian Government on Working Groups.

Develop a Literacy and Numeracy policy.

Progress the reviews of State Policies.

Establish the Office of Chief Scientist.

Establish and implement of a robust planning framework to support a strategically focussed, inclusive and productive working environment.

#### *Social Inclusion Unit*

Develop a social inclusion strategy.

Develop a homelessness plan.

Work with Tasmanian Government agencies to deliver programs that increase social inclusion and participation of disadvantaged Tasmanians.

Appoint a Social Inclusion Commissioner for Tasmania.

Work with the Stronger Communities Taskforce to progress the recommendations from *The State of Our Community Report 2007*.

#### *Tasmanian Climate Change Office*

Facilitate the reduction of the Government's carbon emissions.

Oversee the passing of the Climate Change (State Action) Bill 2008.

Establish the Tasmanian Climate Action Council.

Undertake a major analysis of the Tasmanian economy to identify emission reduction opportunities across industry sectors using a modelling approach developed by Princeton University.

Establish a climate change community grants program.

## Output Group 2: Government Processes and Services

### *Executive Division*

Provide input into the establishment of an Ethics Commission.

Lead communications and marketing strategies to support key DPAC initiatives such as climate change, social inclusion, and public sector health and well being etc.

Review portfolio services workflow and staffing.

Review ambassadorial visits program.

Support Executive Council and Cabinet processes.

### *Office of Security and Emergency Management*

Develop a common approach to emergency management and land use planning.

### *Office of the Parliamentary Counsel*

Draft legislation to meet the Governments Legislative Program.

Meet the obligations under the contracts for the printing of legislation and the Tasmanian Government Gazette.

Further develop the Legislative Drafting and Automatic Consolidation System – EnAct.

## Output Group 3: Electronic services for Government

### *Whole of Division*

Implement IT Transformation Project to improve the way Government as a whole delivers and manages IT Services, including the unified communications trial, utilising Microsoft Office Communications Server (OCS).

### *Inter-Agency Policy and Projects Unit*

Address requirements of National Identity Security Strategy – COAG commitment.

Develop Client Update Service.

Progress and implement a range of whole of government frameworks including project management, web publishing, and interoperability.

### *Service Tasmania Unit*

Progress the replacement of the procedural information system (QUEST).

Undertake a feasibility assessment for a customer contact service.

Develop an interface between new Motor Registry System and TRACS (Transaction Recording & Charging System) and developing and executing Service Level Agreements with Client Agencies.

Develop a Business Continuity Plan in the event of an Influenza Pandemic.

Promote the use of electronic payments

Build customer intelligence to identify their expectations of Service Tasmania.

### *TMD*

Negotiate and manage the ongoing relationship with Aurora in the commercialisation of the Tasmanian optic fibre cable.

Implement the new mobile telephone arrangements which support the increasing use of mobile voice and data services.

Work with other Government agencies on evaluating and implementing shared enterprise storage solutions.

## Output Group 4: State Service Management

### *Public Sector Management Office*

Finalise negotiation of Public Sector Wages Agreement and co-ordinate /oversee implementation, including State Service Reform Agenda.

Co-ordinate and finalise negotiation of other agreements (Allied Health Professionals, Custodial Officers, Ambulance Officers and Legal Officers).

Research Wages Policy and process and recommend appropriate changes.

Develop and Implement Senior Executive Processes, Structure Contacts and Across Agency Leadership Development.

Launch People Directions Framework and implement associated priority projects.

Implement HR capability Program including Industrial Relations and Advocacy project as a priority.

Evaluate and continue Mentoring Program.

Amend State Service Act 2000 in relation to Code of Conduct and other ministerial requirements associated with flexible employment practises.

Develop a workforce profile for the State Service and Agency level and provide leadership in developing strategies that address employment issues.

Develop and implement the Health and Well Being Program.

## Output Group 5: Tasmania Together Progress Board

### *Tasmania Together Progress Board Secretariat*

Prepare the 2008 Progress Report for Parliament.

Launch the second annual Snapshot of Progress 2008.

Increase community awareness of TT in regional Tasmania through local media outlets and within schools.

Progress the consolidating of TT linkages to local council decision making, with a focus on incorporating TT goals and benchmarks into five year strategic plans.

Develop new partnership agreements with community and business organisations.

Substantial progress new benchmarks arising from the 34 post Five Year Review tasks.

Encourage Coalitions of Interest between government and non-government organisations to progress priority benchmarks that are underperforming.

## Output Group 6: Community Development

### *Community Development Division*

Support the Premier's Disability Advisory Council (PDAC) to work collaboratively with the Social Inclusion Unit, Housing Tasmania and the Minister's Disability Advisory Committee to investigate the impact of homelessness on people with disability and provide advice on effective responses.

Assist State government agencies to complete their first-stage disability action plans and support the implementation and monitoring of agency action plans.

Coordinate the Government's response to the COAG Indigenous Reform Agenda.

Develop an Aboriginal representative consultative mechanism for Government.

Develop community engagement project to identify and develop relationships with leaders of emerging and established multicultural communities.

Encourage private businesses to provide humanitarian entrants with work place experience in the Tasmanian workforce through a promotional campaign and business focussed convention undertaken in conjunction with the Australian Government.

Report on the State of Our Youth - Aboriginal Youth of Tasmania within the context of social inclusion and art performances.

In consultation with the Social Inclusion Unit and the Tasmanian Early Years Foundation, contribute to the work of the Kids Comes First Reference Group by assisting with the development of Children and Family Centres in identified disadvantaged areas in Tasmania.

Lead a national research project on the provision of micro-credit programs for women.

Progress the Government's literacy agenda through working with supported accommodation assistance services to increase women's access to early literacy programs for children; and working with the community organisations to deliver financial literacy programs to women.

Produce the inaugural annual report on progress of the *Time to be Living Well – Tasmanian Plan for Positive Ageing: Second Five-Year Plan*.

## Output Group 7: Development of Local Government

### *Local Government Division*

Develop and implement Stronger Councils, Better Services.

Review and revise the operations of the Local Government Board.

Review and revitalise the partnership agreements program.

Develop policy and programs to assist in managing change for the sector which is sustainable, supportive of communities, encourages cooperation, and ensures the sector's viability into the long term.

## Organisational Development

Develop a leadership program for DPAC senior staff.

Develop a DPAC workforce planning strategy to promote DPAC as an employer of choice, which incorporates and supports whole of government employment initiatives.

In conjunction with TMD provide technical support and pilot initiatives from the IT transformation project.

Implement the DPAC Carbon Emission Reduction Plan and supporting the Government's Climate Change initiatives.

Review and improve corporate policies and processes, and the communication mechanisms for DPAC and Ministerial and Parliamentary support staff.

Develop and implement a strategic approach to information management including the roll out of TRIM across the department.

Continue to implement the DPAC Disability Action Plan.

## Measuring Our Progress

The progress against of these priorities will be coordinating by the Corporate Service Division and reported to the Corporate Management Group on a quarterly basis.

## Further Reference

Tasmanian Budget 2008-09: Department of Premier and Cabinet Chapter 11

TMD Business Plan 2008-09

Service Tasmania Board Strategic Plan

Tasmania Together Benchmarks

## More Information

For more information about this Plan contact Corporate Service Division on 6233 3738.