

		2021					2022						
		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Planning	Ministerial Charter Letters	The Premier issues Ministerial Charter Letters for each Minister following commencement of parliamentary term and may issue updates during the term (at the Premier’s discretion)											
	Chief Executive (CE) Performance Agreements	CE submits 2020-21 Performance Agreement self-assessment to PSC											CE prepares end of year self-assessment for 2021-22 (due July)
		CE submits 2021-22 Performance Agreement to PSC for central agency feedback	CE discusses 2021-22 priorities with PSC Board Chair and Chair assesses CE’s 2020-21 performance, with feedback provided by Chair to CE. PSC seeks Premier’s delegate approval of 2021-22 Agreement. Subsequently, CE submits final (Minister approved) 2021-22 CE Performance Agreement to PSC					CE submits 2021-22 mid-year performance review (Minister approved) to PSC		PSC consultation with CEO Leadership Board on 2022-23 objectives			CE prepares 2022-23 CE Performance Agreement (due July)
	Departmental Planning	2021-25 strategic plans commence		DPC publishes Agency Planning Requirements for the 2022 planning period			Departments undertake strategic planning process for 2022 planning period including early engagement with central agencies (suggested timing)			Departments submit consultation draft 2022-26 strategic plans for central agency feedback		Departments prepare final 2022-26 strategic plan for publication by 1 July	
		2021-22 departmental operational and specific purpose plans commence		Departments undertake operational and specific purpose planning (ICT, Workforce, etc.) processes (suggested timing)									Departments finalise operational and specific purpose plans
	National Cabinet, National Cabinet Reform Council and National Federation Reform Council Commitments	Queensland will participate in various intergovernmental activities to support National Cabinet’s focus on COVID-19 economic recovery and jobs and National Federation Reform Councils’ focus of women’s safety, Indigenous affairs, and veteran’s wellbeing. Participation will align with Queensland Government priorities.											
Budgeting and resource management	Service Delivery Statements (SDS) – Budget Paper	Departments and statutory bodies review service areas and service standards proposed for publication in 2022-23 SDS (to be advised by DPC)			Departments submit proposed (draft) 2022-23 Performance Statement to DPC for central agency feedback		Departments submit proposed (final) 2022-23 Performance Statement to DPC		Central agencies seek Government approval of proposed changes to Performance Statements for 2022-23 SDS				
	State Budget	Departments prepare 2021-22 Estimates Committee briefs		2021-22 Mid-Year Fiscal and Economic Review (MYFER)			Departments prepare 2022-23 Budget submissions (to be advised by Treasury)		Treasury release 2022-23 Budget paper guidelines/templates		2022-23 Cwth Budget released and Qld implications considered (by QT and departments)		2022-23 State Budget tabled
Performance measurement, monitoring and reporting	DPC facilitates including analysis:	Government Commitments and Decisions	Departments report on implementation progress of Government Commitments as at October 2021				Departments report on implementation progress of Government Commitments as at 31 March 2022				Departments report on implementation progress of Decisions as at 30 June 2022		
			Departments report on implementation progress of Decisions as at 30 June 2021		Departments report on implementation progress of Decisions as at 31 December 2021								
	National Cabinet, National Cabinet Reform Council and National Federation Reform Council Commitments	Continuous performance and risk monitoring throughout the year and contributing as required to the Report on Government Services (RoGS) Queensland will also report on progress to meeting performance targets in Federation Funding Agreements											
Performance measurement, monitoring and reporting	Annual Reporting	Departments prepare 2020-21 financial statements		Auditor-General sign off on 2020-21 financial statements		Ministers table annual reports (by 30 September)		DPC publishes Annual Report Requirements for Queensland Government agencies for 2021-22 reporting period			Departments commence preparation of 2021-22 annual reports		
	Employee engagement – Working for Queensland (WfQ)	WfQ survey in-field		WfQ data available		Ongoing workforce improvement and engagement programs							
Governance	Premier	The Premier meets regularly with Ministers and CEOs of departments throughout the year to discuss delivery priorities and performance (timing and format of meetings is at the Premier’s discretion)											
	CEO Leadership Board	Regular meetings held throughout the year for department CEOs to discuss critical issues (facilitated by Director-General, Department of the Premier and Cabinet)											