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| Chief Executive performance and development agreement and assessment |
|  |
| 2022-2023 |

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| **Name:** | **Agency:** |

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| Agreement | Signed  [Insert name]  Chief Executive  Date: | Endorsed  [Minister’s name]  Minister  Date: | Minister’s comments | Approved (Premier’s Delegate)  Director-General,  Department of the Premier and Cabinet  Date: |
| Mid-year review | Signed  [Insert name]  Chief Executive  Date: | Approved  [Minister’s name]  Minister  Date: | Minister’s Comments | |
| End of year assessment | Signed  [Insert name]  Chief Executive  Date: | Endorsed  [Minister’s name]  Minister  Date: | Minister’s comments | |
| Final recommendation and approval | Public Sector Governance Council (the council)  Recommended assessment/comments | | Approved (Premier’s Delegate)  Director-General,  Department of the Premier and Cabinet  Date: | |

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| Performance objective 1: Whole-of-Government leadership and collaboration; stewardship of the sector  Sector-wide leadership, stewardship and collaboration to deliver on Government and Leadership Board priorities | |
| What:   * + - Purposeful public sector stewardship and leadership consistent with the Leadership Board Charter.     - Leadership and collaborative contribution to cross-agency actions in support of the Government’s objectives for the community (where appropriate).     - Commitment to consult and collaborate on cross-cutting initiatives or actions.     - Leadership of cross-agency actions to contribute to Savings and debt plan.     - Active support and sponsorship of place-based approaches to policy and service delivery challenges.     - Stewardship and development of policy and thought leadership across the sector.     - Build and support a public sector culture that respects, protects and promotes human rights. | |
| Evidence of your performance as a sector leader may include:   * + - Sponsor, participate in and contribute to progressing Leadership Board commitments and priorities.     - Facilitate constructive cross-Government outcomes, particularly to support *Unite & Recover: Queensland’s Economic Recovery Plan*.     - Enable and accelerate agency collaboration through sector-wide leadership, including creating opportunities for staff to contribute across the sector, outside portfolio responsibilities and/or disciplines to solve priority policy and service delivery problems, including through the regional leadership networks.     - Demonstrated agency contribution to Savings and debt plan workstreams, enabling delivery of reform and savings.     - Facilitate a collaborative, sector-wide approach to developing senior leaders.     - Co-design, co-produce and co-deliver services with senior leaders from across the sector, external experts and stakeholders, including through collaborative and place-based approaches.     - Champion and promote a public sector culture that respects, protects and promotes the human rights of all individuals in Queensland. | |
| Mid-year review comments: | Mid-year review self-assessment:  High  Sound  Limited |
| End of year achievements: (include evidentiary sources)  What:  How: | End of year self-assessment:  High  Sound  Limited |

**Self-assessment ratings: Limited –** Partially meets expectations; **Sound –** Meets expectations; **High –** Far exceeds expectations

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| Performance objective 2: Organisational priorities  Delivery of priorities in line with agreed vision, strategy and planning | |
| What:   * + - Delivery of Government election commitments and Ministerial Charter letter commitments, demonstrating timely and effective delivery.     - Delivery of strategic priorities, as set out in the Strategic Plan.     - Contribution to Government’s objectives for the community.     - Key projects delivered. | |
| Evidence of your performance as a results-focused leader may include:   * + - Progress and/or delivery of Government commitments (election and Charter letter) and key priorities.     - Progress against strategic plan performance indicators, specific purpose, and long-term delivery plans.     - Alignment of resources and services to deliver on priorities, particularly economic recovery.     - Use of innovation, continuous improvement and Digital1ST approaches to enhance service options.     - Stakeholder, customer and community feedback regarding stakeholder satisfaction and relationships. | |
| Mid-year review comments: | **Mid-year review self-assessment**:  High  Sound  Limited |
| End of year achievements: (include evidentiary sources)  What:  How: | **End of year self-assessment**:  High  Sound  Limited |

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| Performance objective 3. Organisational financial and resource management  Agency specific sustainable financial outcomes and maximised public value | |
| What:   * + - Services delivered within overall budget appropriation, including revenue, operating expenses and funded, controlled FTE positions – Budget paper 2.     - Capital budgets expended.     - Effective workforce planning linked to the agency strategic plan.     - Adherence to *Savings and debt plan* policy and fiscal objectives, including workforce management objectives.     - A high standard of practice through governance and risk management.     - Respond to QAO audit recommendations.     - Collaborative approach to optimise delivery of outcomes sought in the Queensland Procurement Policy.     - Productivity and continuous process improvements.     - Overall value for money in departmental procurement spend. | |
| Evidence of your performance as a corporate leader may include:   * + - Demonstrates fiscal and business management discipline through budget, FTE and indirect workforce reporting.     - Utilise data to ensure evidence-based workforce planning and management.     - Demonstrate achievement of annual agency savings adjustments.     - Unqualified QAO audited financial statements (31 August).     - Best practice corporate governance, risk management driving transparency and accountability.     - Streamline internal business operations and reduce red tape.     - Contribute to procurement outcomes in line with the Government’s agency-led, centrally-enabled operating model for procurement (Cabinet required content). | |
| Mid-year review comments: | **Mid-year review self-assessment**:  High  Sound  Limited |
| End of year achievements: (include evidentiary sources)  What:  How: | **End of year self-assessment**:  High  Sound  Limited |

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| Performance objective 4. Organisational leadership and culture  Safe, supported, high performing workforce with an ethical and healthy workplace culture that reinforces trust in the sector | |
| ****What****:   * + - Foster leadership at all levels of the organisation.     - Build a strong leadership talent pipeline, enabling equity and diversity.     - Drive a culture of integrity by championing the highest standards of ethical behaviour.     - Strengthen and mobilise the unique talents and capabilities of the workforce.     - Champion employee mental and physical well-being, safety, inclusion and diversity, and the prevention of domestic and family violence.     - High performing, accountable, values-driven culture that respects, protects and promotes human rights within the workplace and when dealing with customers.     - Positive performance management principles integrated into management practices and policies at all levels of the organisation. | |
| Evidence of your performance as a workforce leader may include:   * + - Facilitate development opportunities, including sector-wide leadership development offerings, for staff, including senior executives, senior officers, women and other diversity groups.     - Participate in and promoting sector-wide leadership development offerings, including supporting the sector’s ANZSOG investment.     - Promote a culture of inclusion and respect to drive improved outcomes in equity and diversity.     - Ensure systems and standards (for leaders and employees) that facilitate a culture of integrity.     - Leverage internal and sector-wide channels to mobilise talent and create a robust and diverse leadership pipeline.     - Improving the work health and safety of all workers, based on health and safety metrics, and committing to building cultures focused on health, safety, and wellbeing.     - Regular consultation with employees and employee representatives on matters that affect them and build collaborative workplace cultures.     - Recognise high performance and continuous improvement and celebrating achievements.     - Empower staff to be role models for human rights, ethics and integrity, where decisions are made compatibly with human rights, breaches of policies/rules are reported, and unacceptable behaviour or performance issues are managed fairly and promptly.     - Ensure all leaders and managers champion inclusive leadership to progress towards workforce diversity targets, including improved representation of diversity groups in senior leadership roles.     - Ensure all leaders demonstrate visible commitment to domestic and family violence prevention, and all staff are aware of available support and confident in responding appropriately (White Ribbon Australia workplace re-accreditation, Working for Queensland data).     - Ensure all leaders demonstrate their commitment to the positive performance management principles, and all managers integrate the positive performance management principles into their practices. | |
| Mid-year review comments: | **Mid-year review self-assessment:**  High  Sound  Limited |
| End of year achievements: (include evidentiary sources)  What:  How: | **End of year self-assessment**:  High  Sound  Limited |

# Chief executive professional development plan 2022-2023

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| Personal development priorities | |
| Describe how, as a leader who pursues opportunities for growth through agile learning and development of self-awareness, you will continue to:   * + - Build strong self-awareness of leadership strengths and derailers and critically reflect on your own performance, practice, and impact as a system leader to identify areas for development.     - Inspire curiosity and passion for life-long learning by actively seeking feedback, setting development objectives, and communicating openly about experience.     - Seize opportunities to represent the sector and gain exposure to new environments, perspectives, and ways of working.     - Reflect on each of the Leadership Competencies for Queensland to determine and prioritise your development goals. | For example:   * + - Participation in LEAD4QLD (CEO Stream).     - Programs/courses you will participate in.     - Experiences you will engage with. |
| [your response goes here] | |
| Chief executive overall comments: | |