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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 ExecutiveDate: | Endorsed[Minister’s name]MinisterDate: | Minister’s comments | Approved (Premier’s Delegate)Director-General,Department of the Premier and CabinetDate: |
| Mid-year review | Signed[Insert name]Chief ExecutiveDate: | Approved[Minister’s name]MinisterDate: | Minister’s Comments |
| End of year assessment | Signed[Insert name]Chief ExecutiveDate: | Endorsed[Minister’s name]MinisterDate: | 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 CabinetDate: |

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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 prioritiesDelivery 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.
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| 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.
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| 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.
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| 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).
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| 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.
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| 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.
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| 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.
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| [your response goes here] |
| Chief executive overall comments: |