Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 13 October 2023 4:15 PM
To: Emma Kinnane; Graham Fraine; Filly Morgan; Jessica Collins
Cc: Charlotte Rice; Jayne Hartley; Sharlene Larsen; Allison Woolley; Brendan McCurdie; Director General DPC
Subject: *Meeting Papers* ELT Monday 16 October 4:15pm
Attachments: ELT Agenda - Monday 16 October 2023.DOCX; Irrelevant
Item 3.1 - Consultancies and Contractors Reporting 16 Oct 2023.docx;
Irrelevant

Dear ELT Members

Please see attached ELT meeting papers for 4:15pm Monday 16 October 2023.

Kind regards

Queensland Government

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

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Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

+Date	Monday 16 October 2023
Time	4:15pm – 5:00pm
Location	Director-General's Boardroom, Level 40, 1 William Street
Apologies	

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 4:20pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

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Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 16/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant	Recruitment Services – contractor	$220,000	6 October 2023	Yes	Yes	No	No	Limited (1 Supplier)	The contractor will work in close consultations with PMO team

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
NIL									

Released under FOI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 16/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months) – Youth Justice Reform Monitoring and Evaluation Project

v	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC Irrelevant	Youth Justice Reform Monitoring and Evaluation framework Meta analysis of evaluations focused on youth justice initiatives and programs	TBC – total approx. $600,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., evaluation plan, resourcing plan, evaluability assessments etc.
TBC Irrelevant	Expedited evaluations of priority YJ	TBC – total approx. $300,000	TBC – anticipated October	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., prioritisation

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Irrelevant	initiatives and programs		2023 start date						evaluation criteria, process, economic and outcome evaluation methodologies.

DIVISION NAME: G&E People & Services

ELT MEETING DATE: 16/10/2023

Contracts entered into since last ELT meeting:

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Graphic Design services	$12,392	9/10/2023	Yes	Yes	No	SOA	No	This is a backfill arrangement

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?

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Item 3.1
Consultancies and Contractors Reporting

					consulted Y/N				
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

Irrelevant

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 20 October 2023 2:17 PM
To: Filly Morgan; Jessica Collins; Graham Fraine
Cc: Charlotte Rice; Jayne Hartley; Allison Woolley; Sharlene Larsen; Brendan McCurdie; Courtney Carey; Director General DPC
Subject: *Meeting Papers* ELT Monday 23 October 2023
Attachments: ELT Agenda - Monday 23 October 2023.DOCX; Irrelevant

Dear ELT

Please see attached meeting papers for Monday 23 October 2023 ELT meeting.

Report for item 3.1 will be circulated later today.

Kind regards

Queensland Government

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

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RTID644 - Document 3 - 8 of 159

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 23 October 2023
Time	3:00pm – 3:45pm
Location	Director-General's Boardroom, Level 40, 1 William Street

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 23/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
NIL									

Released under FOI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 23/10/2023

Contracts entered into since last ELT meeting:

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant	Scope and support enhanced coordination of youth justice, early intervention and prevention services in Toowoomba, including consideration of a youth hub. This will include: • Supporting community engagement with Government, • Undertaking initial service mapping • Producing a clear action plan for integrated service responses	$35k	18/9/23	Yes	Yes	Yes	Yes	Limited (1 Supplier)	Capability development included as an element of contract

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	• Providing for capability development for Government staff, Producing a suite of practical resources for future use								

Upcoming Engagements (next 2 months) – Youth Justice Reform Monitoring and Evaluation Project

v	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC Irrelevant	Expedited evaluations of priority YJ initiatives and programs	TBC – total approx. $300,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., prioritisation evaluation criteria, process, economic and outcome evaluation methodologies.
TBC Irrelevant	Youth Justice Reform Monitoring and Evaluation framework Meta analysis of evaluations focused on youth justice initiatives and programs	TBC – total approx. $600,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., evaluation plan, resourcing plan, evaluability assessments etc.

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: G&E People & Services

ELT MEETING DATE: 23/10/2023

Contracts entered into since last ELT meeting:

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant	Admin labour hire	$59,291.74	17 Oct 2023	Yes	Yes	No	SOA	No	Backfill arrangement six months
Irrelevant					No				
					No				

Released under TI - DPC

Item 3.1
Consultancies and Contractors Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.

Released under RTI DPC

Item 3.1
Consultancies and Contractors Reporting

Irrelevant	No	

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 27 October 2023 1:54 PM
To: Filly Morgan; Jessica Collins; Director General DPC; Emma Kinnane
Cc: Graham Fraine; Brendan McCurdie; Jayne Hartley; Sharlene Larsen; Charlotte Rice; Allison Woolley
Subject: *Meeting Papers* ELT Monday 30 Oct 2023
Attachments: ELT Agenda - Monday 30 October 2023.DOCX; Irrelevant
Item 3.1 - Consultancies and Contractors Reporting 30 Oct 2023.docx;
Irrelevant

Dear ELT

Please see attached meeting papers for Monday 30 Oct ELT Meeting.

Please note the meeting will be via Microsoft Teams.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 30 October 2023**
Time	**4:00pm – 4:30pm**
Location	**Via Teams**
Apologies	Graham Fraine, Chief Executive Officer, Brisbane 2032

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 4:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 30/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
NIL									

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Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 30/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Yes	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months) – Youth Justice Reform Monitoring and Evaluation Project

v	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC Irrelevant	Expedited evaluations of priority YJ initiatives and programs	TBC – total approx. $300,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., prioritisation evaluation criteria, process, economic and outcome evaluation methodologies.
TBC Irrelevant	Youth Justice Reform Monitoring and Evaluation framework	TBC – total approx. $600,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., evaluation plan, resourcing plan,

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Item 3.1
Consultancies and Contractors Reporting

Irrelevant	Meta analysis of evaluations focused on youth justice initiatives and programs								evaluability assessments etc.

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Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: G&E People & Services

ELT MEETING DATE: 30/10/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Yes	Yes	No	SOA	No	Backfill arrangement six months

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			

Released under TI - DPC

Item 3.1
Consultancies and Contractors Reporting

Irrelevant						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			

Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Friday, 10 November 2023 3:26 PM
To: Filly Morgan; Jessica Collins; Graham Fraine
Cc: Charlotte Rice; Allison Woolley; Sharlene Larsen; Theresa Faulkner; Director General DPC; Emma Kinnane; Fiona Toogood
Subject: *Meeting Papers* ELT Monday 13 November 2023
Attachments: ELT Agenda - Monday 13 November 2023.DOCX; Irrelevant ; Item 3.1 - Consultancies and Contractors Reporting 13 Nov 2023.DOCX; Irrelevant

Dear ELT

Please see attached meeting papers for Monday 13 November 2023 ELT meeting.

Kind regards
Alice

Alice Hannay
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet
Part time | Monday, Tuesday, Thursday & Friday
P 3003 9392 E alice.hannay@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Queensland Government

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Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 30 October 2023**
Time	**3:00pm – 3:45pm**
Location	**Director-General Boardroom, Level 40, 1 William Street**
Apologies	

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 13/11/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under FOI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 13/11/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Yes	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months) – Youth Justice Reform Monitoring and Evaluation Project

v	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC Irrelevant	Expedited evaluations of priority YJ initiatives and programs	TBC – total approx. $300,000	TBC – anticipated October 2023 start date	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., prioritisation evaluation criteria, process, economic and outcome evaluation methodologies.
TBC	Youth Justice Reform Monitoring and Evaluation framework	TBC – total approx. $600,000	TBC – anticipated October	Yes	No	Yes	No	Limited (1 Supplier)	Engagement includes knowledge transfer elements i.e., evaluation

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Irrelevant	Meta analysis of evaluations focused on youth justice initiatives and programs		2023 start date						plan, resourcing plan, evaluability assessments etc.

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: G&E People & Services

ELT MEETING DATE: 13/11/2023

Contracts entered into since last ELT meeting – NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the

Released under RTI DPC

Item 3.1
Consultancies and Contractors Reporting

									development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			
						No			
						No			
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Friday, 17 November 2023 5:15 PM
To: Clinton de Bruyn; Emma Kinnane; Filly Morgan; Jessica Collins
Cc: Director General DPC; Charlotte Rice; Sharlene Larsen; Theresa Faulkner
Subject: *Meeting Papers* ELT Monday 20 November 2023
Attachments: ELT Agenda - Monday 20 November 2023.DOCX; Irrelevant Item 3.1 Consultancies and Contracts - 20 November 2023.docx

Dear ELT

Please see attached meeting papers for ELT scheduled 2:30pm Monday 20 November 2023.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 20 November 2023
Time	2:30pm – 3:00pm
Location	Director-General Boardroom, Level 40, 1 William Street
Apologies	Graham Fraine, Chief Executive, Brisbane 2032 Coordination Office

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 2:35pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

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Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: Brisbane 2032 Coordination Office

ELT MEETING DATE: 20/11/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 20/11/2023

Contracts entered into since last ELT meeting:

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Upcoming Engagements (next 2 months)

v	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant									

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

Irrelevant

TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

DIVISION NAME: G&E People & Services

ELT MEETING DATE: 20/11/2023

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Released under RTI - DPC

Item 3.1
Consultancies and Contractors Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the

Released under RTI DPC

Item 3.1
Consultancies and Contractors Reporting

									development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			
						No			
						No			
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 24 November 2023 3:33 PM
To: Filly Morgan; Clinton de Bruyn; Jessica Collins; Tony Keyes; Emma Kinnane
Cc: Charlotte Rice; Theresa Faulkner; Sharlene Larsen; Director General DPC; Siobhan Speak
Subject: *ELT Meetings Papers* Monday 27 November 2023
Attachments: ELT Agenda - Monday 27 November 2023.DOCX; Irrelevant ; Item 3.1 - Consultancies and Contractors Reporting 27 Nov 2023.DOCX

Dear ELT

Please see attached meeting papers for ELT scheduled Monday 27 November 3:00pm – 3:30pm.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 27 November 2023
Time	3:00pm – 3:30pm
Location	Director-General Boardroom, Level 40, 1 William Street
Apologies	Graham Fraine, Chief Executive, Brisbane 2032 Coordination Office

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team

Irrelevant

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE:27/11/2023

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 27/11/2023

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under ELT - DPC

ELT Contracts Reporting

Irrelevant									
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant	No	
	No	
	No	
	No	

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 27/11/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

	Service delivery to Norfolk Island								
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

This template should be completed by each Division and submitted to the Office of the Director-General (Director General DPC Director.General@premiers.qld.gov.au) and Procurement Services (DPC Procurement DPC.Procurement@premiers.qld.gov.au) each Thursday prior to an Executive Leadership Team (ELT) meeting.

ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 1 December 2023 2:49 PM
To: Filly Morgan; Jessica Collins; Emma Kinnane; Clinton de Bruyn; Director General DPC
Cc: Charlotte Rice; Seja Vogel; Sharlene Larsen; Theresa Faulkner; Courtney Carey; Nathan Dummer
Subject: *Meeting Papers* ELT Monday 04 December 2023
Attachments: ELT Agenda - 04 December 2023.docx; Irrelevant Item 3.1 - Consultancies and Contractors Reporting 04 Dec 2023.DOCX

Dear ELT

Please see attached meeting papers for 3pm Monday 04 December ELT Meeting.

Kind regards

Queensland Government

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 04 December 2023
Time	3:30pm - 4:00pm
Location	Director-General Boardroom, Level 40, 1 William Street
Apologies	Graham Fraine, Chief Executive, Brisbane 2032 Coordination Office

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:35pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 04/12/2023

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	No	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 04/12/2023

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Professional Services	$11,440	13/11/2023	Yes	Yes	No	Limited (1 Supplier)	No	Not applicable
Irrelevant					No				
					No				

Released under RTI - DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the

Released under RTI DPC

ELT Contracts Reporting

									team to update and replicate process maps once this contract has concluded.
Irrelevant						No			
						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 04/12/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant									
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

This template should be completed by each Division and submitted to the Office of the Director-General (Director General DPC Director.General@premiers.qld.gov.au) and Procurement Services (DPC Procurement DPC.Procurement@premiers.qld.gov.au) each Thursday prior to an Executive Leadership Team (ELT) meeting.

ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Monday, 11 December 2023 12:14 PM
To: Filly Morgan; Graham Fraine; Emma Kinnane; Jessica Collins
Cc: Charlotte Rice; Seja Vogel; Nathan Dummer; Sharlene Larsen; Fiona Toogood; Director General DPC; Courtney Carey
Subject: FW: *ELT Meeting Papers* Monday 11 December 2023
Attachments: Item 3.1 - Consultancies and Contractors Reporting 11 Dec 2023.DOCX

Hi All

Please find attached updated paper for Item 3.1 Consultancies and Contractor reporting.

All other papers remain unchanged.

Thank you
Alice

Alice Hannay
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet
Part time | Monday, Tuesday, Thursday & Friday
P 3003 9392 E alice.hannay@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002
Queensland Government

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, December 8, 2023 4:17 PM
To: Filly Morgan <filly.morgan@premiers.qld.gov.au>; Graham Fraine <graham.fraine@premiers.qld.gov.au>; Emma Kinnane <emma.kinnane@premiers.qld.gov.au>; Jessica Collins <jessica.collins@premiers.qld.gov.au>
Cc: Charlotte Rice <charlotte.rice@premiers.qld.gov.au>; Seja Vogel <Seja.Vogel@premiers.qld.gov.au>; Nathan Dummer <Nathan.Dummer@premiers.qld.gov.au>; Sharlene Larsen <Sharlene.Larsen@premiers.qld.gov.au>; Fiona Toogood <fiona.toogood@premiers.qld.gov.au>; Theresa Faulkner <Theresa.Faulkner@premiers.qld.gov.au>; Director General DPC <Director.General@premiers.qld.gov.au>; Courtney Carey <courtney.carey@premiers.qld.gov.au>
Subject: *ELT Meeting Papers* Monday 11 December 2023

Dear ELT

Please see attached ELT meeting papers for 4:30pm Monday 11 December 2023.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 11/12/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	No	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

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ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 11/12/23

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Policy Futures – 2024 L&D Program – Irrelevant day training program (DPC-127-2023)	$21,989.00	February 2024	Yes	Yes	No	Yes	Sole supplier	Yes
	Queensland Reconciliation Awards program review – contract extension	$30,000	Contract commenced 18 October 2023. Contract extended to 19 January 2024	Yes	Yes	No	Select (3 quotes)	No	A final report will be provided and include lessons learnt.
Irrelevant					No				
Irrelevant	Professional Services	$11,440	13/11/2023	Yes	Yes	No	Limited (1 Supplier)	No	Not applicable
Irrelevant					No				

Released under FOI DPC

ELT Contracts Reporting

Irrelevant				Choose an item.	No				
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Released under RTI - DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate process maps once this contract has concluded.
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant										
						No				
						No				
						No				
						No				
						No				
						No				
						No				
						No				
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 11/12/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant									
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
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Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 15 December 2023 5:38 PM
To: Filly Morgan; Graham Fraine; Jessica Collins; Emma Kinnane
Cc: Director General DPC; Charlotte Rice; Seja Vogel; Courtney Carey; Sharlene Larsen; Nathan Dummer
Subject: *ELT Meeting Papers* Monday 18 December 2023
Attachments: Irrelevant; Item 3.1 - Consultancies and Contractors Reporting 18 Dec 2023.DOCX; Irrelevant

Dear ELT

Please see attached meeting papers for ELT Monday 18 December 2023.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 18 December 2023**
Time	**3:00pm – 3:30pm**
Location	**Director-General Boardroom, Level 40, 1 William Street**
Apologies	

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (paper)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Brisbane 2032

ELT MEETING DATE: 18/12/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	No	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under FOI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 18/12/23

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Policy Futures – 2024 L&D Program – Irrelevant day training program (DPC-127-2023)	$21,989.00	February 2024	Yes	Yes	No	Yes	Sole supplier	Yes
	Queensland Reconciliation Awards program review – contract extension	$30,000	Contract commenced 18 October 2023. Contract extended to 19 January 2024	Yes	Yes	No	Select (3 quotes)	No	A final report will be provided and include lessons learnt.
Irrelevant					No				
	Professional Services	$11,440	13/11/2023	Yes	Yes	No	Limited (1 Supplier)	No	Not applicable
Irrelevant					No				

Released under FOI DPC

ELT Contracts Reporting

Irrelevant					No				
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
Unknown	Process mapping for core corporate functions	Under $50k	October 2023	Yes	Yes	Yes	No	Select (3 quotes)	The successful supplier will be required to work closely with the team to share knowledge about the development of process maps and how the internal control environment operates. This will enable the team to update and replicate

Released under FOI - DPC

ELT Contracts Reporting

									process maps once this contract has concluded.
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 18/12/23

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant									
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

This template should be completed by each Division and submitted to the Office of the Director-General (Director General DPC Director.General@premiers.qld.gov.au) and Procurement Services (DPC Procurement DPC.Procurement@premiers.qld.gov.au) each Thursday prior to an Executive Leadership Team (ELT) meeting.

ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 12 January 2024 5:02 PM
To: Emma Kinnane; Jessica Collins; Michael Phillips; Libby Gregoric
Cc: Alice Hannay; Charlotte Rice; Sharlene Larsen; Director General DPC; Seja Vogel; Nathan Dummer
Subject: *ELT Meeting Papers* Tuesday 16 January 2024
Attachments: ELT Agenda - 16 Jan 2024.DOCX; Irrelevant ; Item 3.1 - Consultancies and Contractors Reporting 16 JAN 2024.DOCX

Dear ELT

Please see attached meeting papers for ELT scheduled Tuesday 16 January from 3:00pm – 3:30pm.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Tuesday 16 January 2024**
Time	**3:00pm – 3:30pm**
Location	**Director-General Boardroom, Level 40, 1 William Street**
Apologies	Filly Morgan, Associate Director-General, Governance and Engagement
Guest	Michael Phillips, Chief Financial Officer and Acting Deputy Director-General, People and Services

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 16/01/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
					No				
					No				
					No				
					No				

Released under RTI DPC

ELT Contracts and Consultancies Reporting

Irrelevant	No	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			

Released under FOI - DPC

ELT Contracts and Consultancies Reporting

Irrelevant	No	

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 16/01/24

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI DPC

ELT Contracts and Consultancies Reporting

TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

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- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 19 January 2024 2:19 PM
To: Libby Gregoric; Jessica Collins; Emma Kinnane; Danielle Cohen
Cc: Sharlene Larsen; Nathan Dummer; Alice Hannay; Director General DPC; Charlotte Rice; Seja Vogel
Subject: *Meeting Papers* ELT Monday 22 January 2024
Attachments: ELT Agenda - Mon 22 Jan 2024.DOCX; ELT Agenda Item 3.1 - Consultancies and Contractors Reporting 22 JAN 2024.docx; Irrelevant

Dear ELT

Please see attached ELT papers for 1:30pm Monday 22 January 2024.

Please note item 2 – previous Minutes will be circulated on Monday ahead of the meeting.

Kind regards

Queensland Government

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 22 January 2024**
Time	**1:30pm - 2:00pm**
Location	**Director-General Boardroom, Level 40, 1 William Street**
Apologies	Filly Morgan, Associate Director-General, Governance and Engagement
Guest	

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 1:35pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 22/01/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Employee value proposition	$104,500	08/01/2024	Yes	Yes	No	Open Tender	No	Knowledge will be transferred by Culture and Capability staff working closely with the consultants and being involved in every phase of the EVP project.
Irrelevant					No				
					No				
					No				
					No				
					No				

Released under FOIA DPC

ELT Contracts and Consultancies Reporting

Irrelevant						No			
						No			
						No			

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

Irrelevant				
	No			
	No			
	No			
	No			
	No			
	No			
	No			
	No			

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

Irrelevant						No			

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 22/01/24

Contracts entered into since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL									

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

Irrelevant									
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	January 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.

Released under RTI - DPC

ELT Contracts and Consultancies Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

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- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 9 February 2024 1:07 PM
To: Emma Kinnane; Filly Morgan; Libby Gregoric; Jessica Collins
Cc: Charlotte Rice; Seja Vogel; Nathan Dummer; Sharni Sawyer; Simon Carl; Director General DPC
Subject: *ELT Meeting Papers* Monday 12 February 2024
Attachments: ELT Agenda - 12 Feb 2024.DOCX; Irrelevant Item 3.1 - ELT Weekly Contracts Consultancies Reporting Template - meeting 12.2.24.DOCX

Dear ELT

Please see attached meeting papers for ELT scheduled 1pm Monday 12 February 2024.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 12 February 2024
Time	1:00pm –1:30pm
Location	Director-General OFFICE, Level 40, 1 William Street
Apologies	

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 1:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 12 February 2024

Contracts entered since last ELT meeting. NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	March 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.
Irrelevant						No			

Released under FOI DPC

ELT Contracts Reporting

Irrelevant

DIVISION NAME: G&E

ELT MEETING DATE: 12/02/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
					No				

Released under RTI - DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			
						No			

Released under RTI DPC

ELT Contracts Reporting

Irrelevant		
	No	
	No	
	No	
	No	
	No	
	No	
	No	
	No	

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant

***What is a consultant?**

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- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 16 February 2024 5:20 PM
To: Libby Gregoric; Emma Kinnane; Jessica Collins
Cc: Director General DPC; Charlotte Rice; Seja Vogel; Lynette Hill; Nathan Dummer; Sharlene Larsen; Filly Morgan
Subject: **ELT Meeting Papers** Monday 19 February 2024
Attachments: ELT Agenda - 19 Feb 2024.DOCX; Irrelevant ; Item 3.1 - ELT Weekly Contracts Reporting 19 Feb 2024.docx; Irrelevant

Dear all

Please see attached meeting papers for ELT scheduled Monday 19 February 1:30pm.

Kind regards

Keirily Neal
Executive Officer
Part-time: Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Queensland Government

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 19 February 2024**
Time	**1:30pm – 2:00pm**
Location	**Director-General Office, Level 40, 1 William Street**
Apologies	Filly Morgan, Associate Director-General, Governance and Engagement

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 1:35pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 19/02/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
Irrelevant	Sch3, section 9(1)	$190,393 (variation of $77,597)	9/2/2024 (variation date)	Yes	Yes	No	Yes	Limited (1 Supplier).	Not applicable.
Irrelevant					No				
					No				

Released under RTI - DPC

ELT Contracts Reporting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			

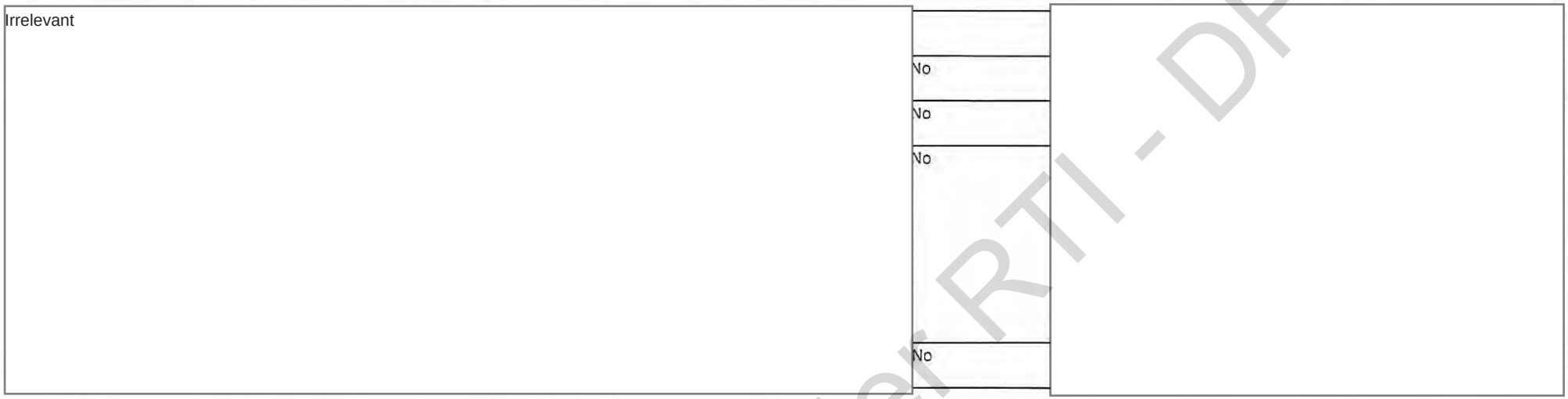
Released under RTI - DPC

ELT Contracts Reporting

Irrelevant	No	
	No	
	No	
	No	
	No	
	No	
	No	

Released under RTI - DPC

ELT Contracts Reporting



Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

Contracts entered since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	March 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.
Irrelevant						No			

Released under RTI DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

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ELT members will be required to brief ELT on engagements relating to their areas.

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Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 23 February 2024 3:14 PM
To: Emma Kinnane; Filly Morgan; Jessica Collins; Libby Gregoric
Cc: Director General DPC; Sharlene Larsen; Seja Vogel; Sharlene Larsen; Lynette Hill
Subject: *ELT Meeting Papers* Monday 26 February 2024
Attachments: ELT Agenda - 26 Feb 2024.DOCX; Irrelevant ; Item 3.1 - ELT Weekly Contracts Reporting 26 Feb 2024.DOCX; Irrelevant

Dear ELT

Please see attached meetings for ELT scheduled Monday 26 February 3:00pm – 3:30pm.

Please note agenda item 7 - *Budget Bids* will be circulated Monday.

Kind regards

Keirily Neal
Executive Officer
PT: Tues, Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

Tue	Wed	Thu	Fri
	1WS	1WS	1WS

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 26 February 2024**
Time	**3:00pm – 3:30pm**
Location	**Director-General Office, Level 40, 1 William Street**
Guests	Michael Phillips, Chief Financial Officer, Governance and Engagement Nevena Hamzic, Chief People and Culture Officer, Governance and Engagement

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 26 February 2024

Contracts entered since last ELT meeting: NIL

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
NIL				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
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Irrelevant						No			

Released under FOI DPC

ELT Contracts Reporting

DIVISION NAME: Governance & Engagement

ELT MEETING DATE: 26 February 2024

Contracts entered into since last ELT meeting:

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
					NO				

Released under RTI - DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant									
						No			
						No			
						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

This template should be completed by each Division and submitted to the Office of the Director-General (Director General DPC Director.General@premiers.qld.gov.au) and Procurement Services (DPC Procurement DPC.Procurement@premiers.qld.gov.au) each Thursday prior to an Executive Leadership Team (ELT) meeting.

ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 1 March 2024 2:40 PM
To: Filly Morgan; Libby Gregoric; Emma Kinnane; Jessica Collins
Cc: Director General DPC; Nathan Dummer; Melinda Leighton; Sharlene Larsen; Charlotte Rice; Seja Vogel; Alice Hannay
Subject: *ELT Meeting Papers* Monday 04 March 2024
Attachments: ELT Agenda + TCO Leaders Session - 04 March 2024.DOCX; Irrelevant ; Item 3.1 - Contracts Reporting 04 March 2024.DOCX

Dear ELT

Please see attached ELT meeting papers for Monday 04 March 3:00pm – 3:45pm

Item 6 *DPC Budget Initiatives 24/25* will be circulated separately by Governance & Engagement.

Please note the meeting will take place in **Meeting Room 30.13** – Level 30, 1 William Street.

Kind regards

Keirily Neal
Executive Officer
PT: Tues, Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Queensland Government

Tue	Wed	Thu	Fri
	1WS	1WS	1WS

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 04 March 2024
Time	3:00pm – 3:45pm
Location	Meeting Room 30.13, Level 30, 1 William Street
Apologies	

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 04/03/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
Irrelevant	Provision of Executive Recruitment Services (ADG Implementation Division)	$33,000	21/02/2024	Yes	Yes	No	Limited	No	N/A – recruitment process only.

Released under RTI DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 04/03/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	March 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

This template should be completed by each Division and submitted to the Office of the Director-General (Director General DPC Director.General@premiers.qld.gov.au) and Procurement Services (DPC Procurement DPC.Procurement@premiers.qld.gov.au) each Thursday prior to an Executive Leadership Team (ELT) meeting.

ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 8 March 2024 12:02 PM
To: Filly Morgan; Emma Kinnane; Libby Gregoric; Jessica Collins
Cc: Nathan Dummer; Sharlene Larsen; Charlotte Rice; Seja Vogel; Lynette Hill; Director General DPC
Subject: *ELT Meeting Papers* Monday 11 March 2024
Attachments: ELT Agenda + G&E Leaders Session - 11 March 2024.DOCX; Irrelevant Item 3.1 - Contracts Reporting 11 March 2024.DOCX

Dear ELT

Please see attached ELT meeting papers for Monday 11 March 2024.

Please note the meeting will take place on **Level 28, 1 William Street.**

Kind regards

Keirily Neal
Executive Officer
PT: Tues, Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Queensland Government

Tue	Wed	Thu	Fri
	1WS	1WS	1WS

Released under RTI - DPC

RTID644 - Document 3 - 121 of 159

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 11 March 2024
Time	3:00pm – 3:45pm
Location	Meeting Room 28.02, Level 28, 1 William Street

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 11/03/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant	Recruitment Services – Director, OADG	$6,864	5/3/24	Yes	Yes	No	Limited (1 Supplier)	No	N/A
	Provision of services to support the implementation of Psychosocial Code of practice	$11,440	01/03/2024 (contract extension start date)	Yes	Yes	No	Limited (1 Supplier)	No	Irrelevawill provide materials, including recommendations which will form a basis for implementation in DPC action plans.
Irrelevant					No				
					No				
					No				

Released under RTI DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
						No			

Released under RTI DPC

ELT Contracts Reporting

Irrelevant						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 11/03/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	March 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk island are fit for purpose.
To be determined Irrelevant	Delivery of graphic design cultural assets for the Putting Queensland Kids First strategy	Under $20,000 incl. GST	11 March 2024	Yes	Yes	Yes	No	SOA	Not applicable.

Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

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- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 22 March 2024 3:22 PM
To: Libby Gregoric; Filly Morgan; Emma Kinnane; Jessica Collins
Cc: Director General DPC; Charlotte Rice; Seja Vogel; Sharlene Larsen; Nathan Dummer; Lynette Hill
Subject: **ELT Meeting Papers** Monday 25 March 2024
Attachments: ELT Agenda - 25 March 2024.DOCX; Irrelevant ELT Weekly Contracts Reporting Template - meeting 25.3.24.DOCX

Dear ELT

Please see attached ELT meeting papers for Monday 25 March 2024.

Kind regards

Keirily Neal
Executive Officer
PT: Tues, Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
Queensland Government
P 07 3003 9390 **E** keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Tue	Wed	Thu	Fri
	1WS	1WS	1WS

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	Monday 25 March 2024
Time	3:00pm – 3:30pm
Location	Director-General Boardroom, Level 40, 1 William Street

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 25/03/24

Contracts entered since last ELT meeting.

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all	Under $100,000	April 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service

Released under RTI by DPC

	Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island								delivery on Norfolk Island are fit for purpose.

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 25/03/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
Irrelevant	PDQ Deploy Subscription 2024-Deploy & Inventory data management	$10,000	15/03/2024	Yes	Yes	No	No	Limited (1 Supplier).	Not applicable.
Executive Council - Sch3, section3(1)(a)									

Released under RTI - DPC

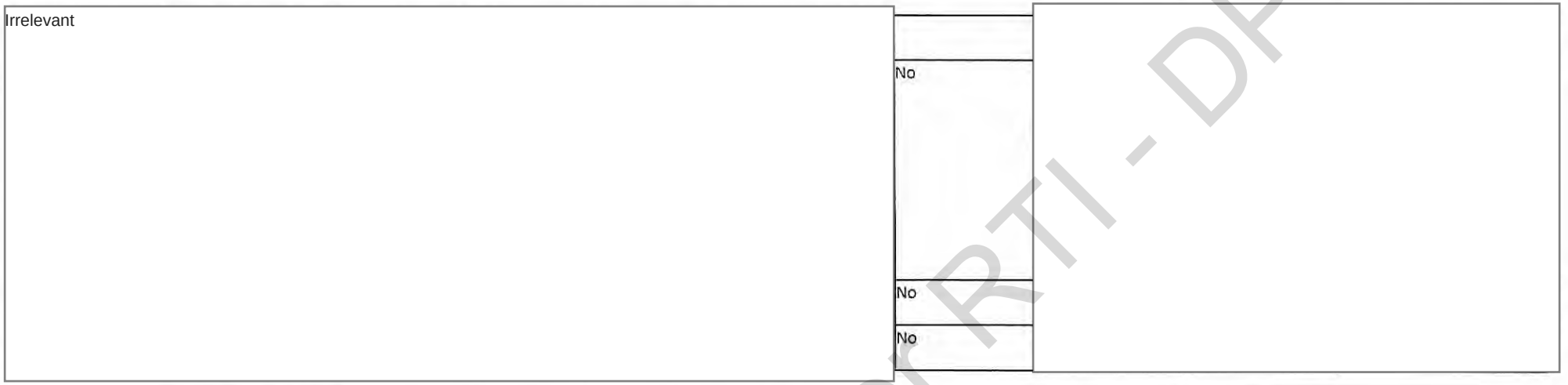
ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			

Released under RTI DPC

ELT Contracts Reporting



Released under RTI - DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

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- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Monday, 8 April 2024 10:49 AM
To: Filly Morgan; Libby Gregoric; Fiona Toogood; David Sinclair; Rebecca McGarrity
Cc: Sharlene Larsen; Liana Wortley; Seja Vogel; Charlotte Rice; Lynette Hill; Melinda Leighton; Alice Hannay; Director General DPC; Emma Kinnane; Nathan Dummer
Subject: FW: *ELT Meeting Papers* Monday 08 April 2024
Attachments: ELT Weekly Contracts Reporting Template - 08 April 2024.DOCX

Good morning

Please find attached final paper (Contract reporting) for this afternoons ELT meeting.

Thank you
Alice

Alice Hannay
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet
Part time | Monday, Tuesday, Thursday & Friday
P 3003 9392 E alice.hannay@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

From: Director General DPC
Sent: Friday, April 5, 2024 1:58 PM
To: Filly Morgan <filly.morgan@premiers.qld.gov.au>; Libby Gregoric <Libby.Gregoric@premiers.qld.gov.au>; Fiona Toogood <fiona.toogood@premiers.qld.gov.au>; David Sinclair <david.sinclair@premiers.qld.gov.au>; Rebecca McGarrity <rebecca.mcgarrity@premiers.qld.gov.au>
Cc: Sharlene Larsen <Sharlene.Larsen@premiers.qld.gov.au>; Liana Wortley <liana.wortley@premiers.qld.gov.au>; Seja Vogel <Seja.Vogel@premiers.qld.gov.au>; Charlotte Rice <charlotte.rice@premiers.qld.gov.au>; Lynette Hill <lynette.hill@premiers.qld.gov.au>; Melinda Leighton <melinda.leighton@premiers.qld.gov.au>; Alice Hannay <alice.hannay@premiers.qld.gov.au>; Director General DPC <Director.General@premiers.qld.gov.au>; Emma Kinnane <emma.kinnane@premiers.qld.gov.au>; Nathan Dummer <Nathan.Dummer@premiers.qld.gov.au>
Subject: *ELT Meeting Papers* Monday 08 April 2024

Dear ELT

Please see attached meeting papers for ELT scheduled Monday 08 April.

Contract reporting will be provided on Monday.

Kind regards
Alice

Alice Hannay
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet
Part time | Monday, Tuesday, Thursday & Friday
P 3003 9392 E alice.hannay@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 08 April 2024**
Time	**3:00pm – 4:00pm**
Location	**Meeting Room 30.13, Level 30, 1 William Street**
Apologies	Jess Collins, Acting Associate Director-General, The Cabinet Office Emma Kinanne, Acting Executive Officer, Office of the Director-General

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 25/03/24

Contracts entered since last ELT meeting.

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	
				Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.	

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all	Under $100,000	April 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service

Released under RTI DPC

	Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island								delivery on Norfolk Island are fit for purpose.

Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Sunday, 21 April 2024 7:13 PM
To: Jessica Collins; Filly Morgan; David Sinclair; Emma Kinnane; Fiona Toogood; Director General DPC; Libby Gregoric
Cc: Sharlene Larsen; Simon Carl; Kelly Healey; Sharlene Larsen; Business Manager; Charlotte Rice; Alice Hannay; Seja Vogel
Subject: **ELT Meeting Papers** Monday 22 April 2024
Attachments: ELT Agenda + G&E Leaders Session - 22 April 2024.DOCX; Irrelevant ; Item 3.1 - ELT Weekly Contracts Consultancies Reporting - ELT 22 April 2024.DOCX

Dear ELT

Please see attached meeting papers for ELT Monday 22 April 4pm.

Kind regards

Keirily Neal
Executive Officer
PT: Tues, Wed, Thur & Fri
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000

Queensland Government

Tue	Wed	Thu	Fri
	1WS	1WS	1WS

Released under RTI - DPC

Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 22 April 2024**
Time	**4:00pm – 4:45pm**
Location	**Meeting Room 29.02, Level 29, 1 William Street**
Apologies:	**Emma Kinnane, Acting Executive Director, Office of the Director-General** (proxy Fiona Toogood)

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 4:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team

Irrelevant

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Implementation Division

ELT MEETING DATE: 22/04/24

Contracts entered since last ELT meeting.

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Upcoming Engagements (next 2 months): NIL

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 22/04/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			

Released under RTI - DPC

ELT Contracts Reporting

Irrelevant		
	No	
	No	

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 22 April 2024

Contracts entered since last ELT meeting.

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					N				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
TBC	Audit of WHS management systems in relation to all Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island	Under $100,000	May 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service delivery on Norfolk Island are fit for purpose.

Released under FOI DPC

ELT Contracts Reporting

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
- work is not directly supervised by the agency.

Source: https://www.forgov.qld.gov.au/__data/assets/pdf_file/0034/183679/engaging-managing-consultants-indirect-workers.pdf

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ELT members will be required to brief ELT on engagements relating to their areas.

For assistance with completing this template, please contact Procurement Services.

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Irrelevant

From: Director General DPC <Director.General@premiers.qld.gov.au>
Sent: Friday, 3 May 2024 1:30 PM
To: Libby Gregoric; Fiona Toogood; David Sinclair; Jessica Collins
Cc: Director General DPC; Lynette Hill; Wendy Barwell; Sharlene Larsen; Liana Wortley; Kelly Healey; Emma Kinnane
Subject: *ELT Meeting Papers* Tues 07 May 2024
Attachments: ELT Agenda + Implementation Division - 07 May 2024.DOCX; Irrelevant Item 3.1 - ELT Weekly Contracts Reporting 07 May 2024.DOCX

Dear ELT

Please see attached meeting papers for ELT scheduled for 3:15pm Tuesday 07 May 2024.

Kind regards

Keirily Neal
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet
P 07 3003 9390 E keirily.neal@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
Queensland Government

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Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Tuesday 07 May 2024**
Time	**3:15pm – 4:15pm**
Location	**Director-General Boardroom, Level 40, 1 William Street**
Apologies	Filly Morgan, Associate Director-General, Governance & Engagement (in Rockhampton) Emma Kinnane, Acting Executive Director, Office of the Director-General (Fiona Toogood proxy)

	Agenda item	**Discussion leader(s)**
Irrelevant		
Item 2 3:20pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

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ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 07/05/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
						No			

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ELT Contracts Reporting

Irrelevant						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			
						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Implementation Division

ELT MEETING DATE: 07/05/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months): NIL

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 07/05/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
Irrelevant						No			
						No			
						No			
TBC	Audit of WHS management systems in relation to all	Under $100,000	May 2024	No	Yes	Yes	No	SOA	Queensland will benefit from assessing if WHS systems relating to service

Released under RTI - DPC

	Services delivered by Queensland under the Intergovernmental Partnership Agreement on State Service Delivery to Norfolk Island								delivery on Norfolk Island are fit for purpose.

***What is a consultant?**

A consultant may be engaged as an individual or via an organization, and all of the following must apply:

- provides expert knowledge to analyse information, draw conclusions and make recommendations in the form of a written report or an intellectual product for future action
- the nature of the output is not necessarily predictable, it tends to be open ended and is more complex (e.g., a range of recommendations which the agency must consider)
- develops a new concept or process and where the agency requires critical judgement to consider the recommended course of action
- is engaged for a fixed period at an agreed payment rate; and
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Released under RTI - DPC

Irrelevant

From: Director General DPC
Sent: Friday, 17 May 2024 12:36 PM
To: Filly Morgan; Jessica Collins; David Sinclair; Julia Sheedy
Cc: Director General DPC; Charlotte Rice; Sharlene Larsen; Kelly Healey; Emma Kinnane; Fiona Toogood
Subject: *ELT Meeting Papers* Mon 20 May 2024
Attachments: ELT AGENDA 20 May 2024.DOCX; Irrelevant; Item 3.1 - ELT Weekly Contracts Reporting 20 May 2024.DOCX

Dear ELT

Please see attached meeting papers for ELT scheduled for 3:00pm Monday 20 May 2024.

Kind regards
Alice

Alice Hannay
Executive Officer
Office of the Director-General
Department of the Premier and Cabinet

Part time | Monday, Tuesday, Thursday & Friday
P 3003 9392 E alice.hannay@premiers.qld.gov.au
Level 40, 1 William Street, Brisbane QLD 4000
PO Box 15185, City East, QLD 4002

Queensland Government

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Executive Leadership Team

AGENDA

Department of the Premier and Cabinet

Date	**Monday 20 May 2024**
Time	**3:00pm – 4:00pm**
Location	**Meeting Room 30.13, Level 30, 1 William Street**
Apologies	Libby Gregoric, Deputy Director-General, People and Services

	Agenda item	Discussion leader(s)
Irrelevant		
Item 3 3:05pm (5 mins)	**Standing items:** *3.1 Consultancies and Contractors Report – upcoming & in progress (attached)* Irrelevant	Executive Leadership Team
Irrelevant		

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ELT Contracts Reporting

DIVISION NAME: G&E

ELT MEETING DATE: 20/05/24

Contracts entered into since last ELT meeting

Supplier Name	Main deliverables under contract	Total contract value (incl GST)	Contract Start Date	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Was an exemption sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	Were departures from government terms agreed to? Y/N	How has knowledge transfer been considered?
Irrelevant					No				
					No				
					No				
					No				
					No				
					No				

Released under RTI DPC

ELT Contracts Reporting

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
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						No			
						No			
						No			
						No			
Irrelevant	Data Literacy – 2024 Policy Futures Graduate Program L&D	$10,890	23/08/2024	Yes	No	Yes	Limited (1 Supplier)	No	Yes
Irrelevant						No			
						No			
						No			

Released under RTI - DPC

ELT Contracts Reporting

DIVISION NAME: Implementation Division

ELT MEETING DATE: 20/05/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months): NIL

DIVISION NAME: The Cabinet Office

ELT MEETING DATE: 20/05/24

Contracts entered since last ELT meeting: NIL

Upcoming Engagements (next 2 months)

Supplier Name	Main deliverables under contract	Estimated contract value (incl GST)	Proposed Contract Start Date	Has the procurement process commenced	Has DPC Procurement Services been consulted Y/N	Is the engagement for a consultant* Y/N	Will an exemption be sought from quotation process Y/N	Procurement method (SOA, Limited, Open, Select)	How has knowledge transfer been considered?
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						No			
	campaign								
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ELT Contracts Reporting

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