



**ACT**  
Government

Chief Minister and Cabinet

## **Chief Minister and Cabinet Directorate**

### **Corporate Plan**

**2011-2012**

Corporate Management

Phone number: +61 2 6207 5883

Date: December 2011

## **Our Purpose**

To lead the public sector and work collaboratively both within Government and with the community to achieve Government outcomes.

## **Our Vision**

Excellence in public service and administration.

## **Our Values**

We are committed to:

- High standards of integrity, honesty and fairness;
- Open, collegiate and innovative work practices;
- Recognising achievement; and
- Workplace diversity, safety and equity.

## **Our Stakeholders**

Our principal stakeholders are our Ministers:

- The Chief Minister; and
- The Minister for Industrial Relations

Our other key stakeholders are:

- The Cabinet and the Government;
- The ACT Legislative Assembly;
- The ACT community; and
- ACT Government directorates, agencies and authorities.

## **Strategic Objectives**

- Building coordinated and integrated policy development and service delivery across Government;
- Supporting informed decision-making by Government;
- Strengthening ACT Public Service Capability and Capacity; and
- Enhancing citizen participation, information and engagement.

## Our Planning Framework

Level of Planning	Main Plans	Planned Performance
Direction setting	The Canberra Plan	<ul style="list-style-type: none"> <li>• Vision</li> <li>• Goals</li> <li>• Progress indicators</li> </ul>
Government strategic planning	ACT Government Priorities 2011-2012	<ul style="list-style-type: none"> <li>• Government priorities</li> <li>• Priority indicators</li> </ul>
Agency strategic planning	CMCD Corporate Plan	<ul style="list-style-type: none"> <li>• Strategic objectives</li> <li>• Strategic indicators</li> </ul>
Operational planning and resource allocation	Annual Budget Papers Business Unit Plans Staff Development and Performance Plans	<ul style="list-style-type: none"> <li>• Service objectives</li> <li>• Financial performance</li> <li>• Accountability indicators</li> </ul>

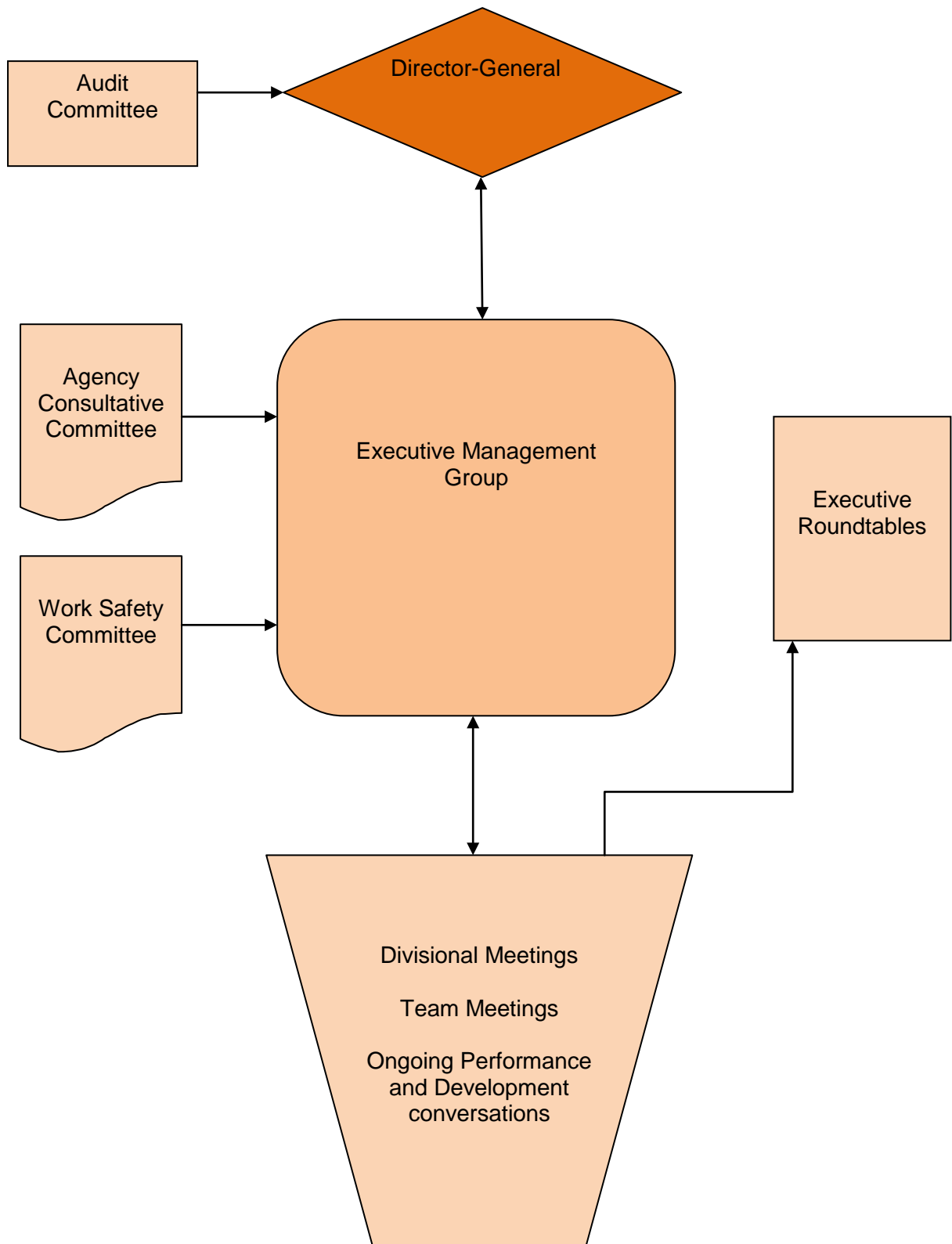
## Our Organisational Environment

The Director-General of CMCD is also the Head of Service and in this role chairs the Strategic Board which provides whole-of-government leadership and strategic direction to the ACTPS. The Strategic Board membership comprises Directors-General from all ACTPS Directorates, the Commissioner for Public Administration and the Deputy Director-General, Policy and Cabinet CMCD as secretariat.

CMCD has three divisions: Policy and Cabinet; Workforce Capability and Governance; and Culture and Communications. The Executive Management Group (EMG) meets weekly to consider current and emerging issues at a whole-of-government and at directorate level. Financial and other relevant corporate matters are reviewed on a monthly basis.

Membership comprises the Director-General, Deputy Director-General, Policy and Cabinet, Deputy Director-General, Workforce Capability and Governance; Executive Director, Culture and Communications, and, as required, Director, Strategic Finance and Director, Corporate Management.

# Our Governance Framework



## How We Will Achieve Our Strategic Objectives

To achieve our outcomes, the Directorate will focus on supporting:

- The Chief Minister as head of the ACT Government and Chair of Cabinet through machinery of government and Cabinet processes, and the provision of high level executive support and policy advice.
- The Head of Service as Chair of the Strategic Board through the provision of high level policy advice.
- Quality policy development, advice and decision-making through leadership, strategic direction, collaboration and coordination across government agencies.
- A professional, collegiate and innovative ACT Public Service through effective public sector management and employment policy, service-wide leadership and development programs and promotion of ethics and accountability.
- Enhanced workplace health and safety and private sector workers' compensation through policy development, advice to Government and coordination of Territory consultative bodies.
- Communications and community engagement across government.
- Planning for the Centenary of Canberra.
- Administrative and protocol services to the Chief Minister, the ACT Executive and their staff.
- Improved organisational and strategic management within the directorate through human resource, business and financial planning.

## Our Priorities for 2011-2012

During 2011-2012 the Directorate will provide a leadership role in supporting the Director-General as Head of Service and the ACTPS Strategic Board with its responsibilities to provide whole-of-government leadership and strategic direction to the ACTPS.

Within the context of a central agency, forward planning for the Directorate incorporates regular review to take into account the need to respond to emerging issues such as ACT government or Commonwealth requests or reports.

Other key projects include:

<ul style="list-style-type: none"> <li>• implementing the Performance and Accountability and Evaluation Frameworks</li> <li>• progressing open government initiatives through the Government Information Office</li> <li>• finalising and implementing a Government ICT strategy</li> <li>• developing a new approach to the Canberra Plan including related social media and Web 2.0 opportunities</li> <li>• triple bottom line assessment of policy proposals</li> <li>• finalising the review of regulation of boarding style accommodation</li> </ul>	<ul style="list-style-type: none"> <li>• a range of activities aimed at embedding the one service model, including:               <ul style="list-style-type: none"> <li>○ reviewing the <i>Public Sector Management Act 1994</i> with a view to modernising the legislation; and</li> <li>○ supporting the development of common corporate policies across ACTPS directorates in keeping with the one service model</li> </ul> </li> <li>• reviewing Public Interest Disclosure legislation</li> <li>• reviewing the complaints handling system across government</li> <li>• improving workplace culture by reviewing the ACTPS values and behaviours and their linkages to an improved individual performance management system</li> </ul>
<ul style="list-style-type: none"> <li>• commencing modernisation of the ACT public sector enterprise awards</li> <li>• implementing the Government's response to the independent Report on the Asbestos Review, including establishment of the Asbestos Regulators Forum</li> <li>• extending portable long service leave to the security industry</li> </ul>	<ul style="list-style-type: none"> <li>• finalising a Centenary of Canberra highlights program and a recommended final program</li> <li>• leading enhanced community engagement across all ACTPS directorates</li> </ul>