



**Government
of South Australia**

TRS20D0047

Treasurer

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Hon Stephen Mullighan MP
Member for Lee
Unit 1, 62 Semaphore Road
SEMAPHORE SA 5019

lee@parliament.sa.gov.au


Dear Mr Mullighan

APPLICATION UNDER THE *FREEDOM OF INFORMATION ACT 1991*

I refer to your application made under the *Freedom of Information Act 1991* (FOI Act), dated 3 January 2020.

Your application seeks access to:

"All minutes, briefings and correspondence titled 'DTF Our Plan 2019-21' as described on the Objective document management system, between 17 July 2019 and 3 January 2020."

The legislative prescribed timeframe to determine this application has expired and is now deemed to have refused you access to all documents relevant to your application. I refer to my letter dated 22 January 2020 where I sought additional time to make my determination.

The purpose of this letter is to advise you of my determination. An extensive search was conducted within this office. A total of 1 document was identified as answering the terms of your application.

I grant you access in full to 1 document; a copy of which is enclosed.

Please note, in compliance with Premier and Cabinet Circular PC045 - *Disclosure Logs for Non-Personal Information Released through Freedom of Information* (PC045), the Department of Treasury and Finance is now required to publish a log of all non-personal information released under the *Freedom of Information Act 1991*.

In accordance with this Circular, any non-personal information determined for release as part of this application, may be published on the DTF website. A copy of PC045 can be found at the following address: <https://dpc.sa.gov.au/resources-and-publications/premier-and-cabinet-circulars>. Please visit the website for further information.

As I am determining this application as Principal Officer, Section 29(6) of the Act does not provide for an internal review. If you are dissatisfied with my determination you are entitled to exercise your rights of external review with the Ombudsman.

Alternatively, you can apply to the South Australian Civil and Administrative Tribunal. If you wish to seek a review, Section 39(3) of the Act states you must do so within 30 calendar days of receiving the determination.

If you require any further information, please contact Vicky Cathro on 8226 9769.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Rob Lucas'.

Hon Rob Lucas MLC
Principal Officer

29 February 2020

26/8/19
File No: T19/024
Physical ID: TRS1902183

MINUTES forming ENCLOSURE

Doc No A1232208

To The Treasurer

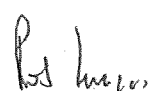
DTF OUR PLAN 2019-21

Timing: ROUTINE — For information only

Recommendations/Issues: It is recommended that you:

- Note the attached DTF Our Plan 2019-21 document

Noted


Hon Rob Lucas MLC
Treasurer

1/8/19

Key Points:

- In July 2019, the DTF Executive Leadership Group and senior representatives from all DTF branches held its annual strategic planning session.
- This included reviewing the progress against the previous strategic plan and identifying new actions. The findings were then used as the building blocks for our 2019-21 plan.
- Consistent with last year's plan, we have developed a series of action items and tangible measures to support the achievement of Our Plan. These will be monitored for implementation by our Executive Leadership Group.
- We intend to launch Our Plan in conjunction with the department's staff newsletter scheduled for distribution on Friday 6 September 2019.
- A copy of Our Plan 2019-21 is attached. I am happy to discuss and expand on DTF's initiatives and strategic direction if you wish.



David Reynolds
CHIEF EXECUTIVE

26/8/2019



Government of South Australia

Department of Treasury
and Finance

OUR PLAN

2019-2021

OUR PURPOSE STATEMENT

'Working together to support the future prosperity and wellbeing of all South Australians.'

OUR OBJECTIVES



OUR PLAN 2019-2021

OBJECTIVE 1 EMPOWER AND TRUST OUR SKILLED, DIVERSE, FLEXIBLE AND COMMITTED PEOPLE

1.1 Creating a connected DTF

ACTION ITEM

- 1.1.a Deliver next round of personal coaching program across DTF
- 1.1.b Provide cross branch opportunities for attendance at interstate conferences (CEDA, IPAA National Conferences)
- 1.1.c Each branch will offer a six-month placement opportunity
- 1.1.d Expand the inter-Treasury exchange program across State jurisdictions
- 1.1.e All managers acknowledge contributions by team members on a regular basis and actively promote staff nominations in the DTF recognition awards for their contributions

1.2 Increase diversity across the workforce

ACTION ITEM

- 1.2.a Implement and measure outcomes for the DTF Reconciliation Action Plan (RAP)
- 1.2.b Develop and implement a Disability Access and Inclusion Plan

1.3 DTF recruitment/onboarding processes

ACTION ITEM

- 1.3.a Reinforce the principles of merit-based recruitment and promotion opportunities
- 1.3.b Implement a new DTF induction program
- 1.3.c Implement guidelines and tools to support staff to assess, report and manage bullying incidents

1.4 Improve across-DTF communication and staff engagement

ACTION ITEM

- 1.4.a Support at least two social responsibility programs across DTF each year which benefit the community
- 1.4.b Conduct quarterly CE/DCE visits to branches

1.5 Review and continue to deliver the Gender Equality in Leadership plan

ACTION ITEM

- 1.5.a Revisit and update the Gender Equality in Leadership plan
- 1.5.b At least one day a month, all Branch Heads and Executives will 'Leave / Arrive loudly' to highlight the acceptance of flexibility at all levels

1.6 Improve staff capability and wellbeing

ACTION ITEM

- 1.6.a Review performance discussion process with a view to including behaviour focused measurable outcomes
- 1.6.b Deliver the plan 'Wellbeing for Our People'



Doing the best for ourselves and for others is what makes DTF a great place to work. Consider the following questions about how you 'Make it Count':

- How have you made things better in your work area?
- How have you recognised and supported other staff?
- How do you contribute to making this a great place to work?
- How have you modelled positive behaviours in the workplace?

OUR PLAN 2019-2021

OBJECTIVE 2 PROMOTE AND SUPPORT RESPONSIBLE BUDGET AND FINANCIAL MANAGEMENT

2.1 Maintain sustainable State finances consistent with the Government's strategic and economic priorities and objectives

ACTION ITEM

- 2.1.a Conduct reviews of government activities to achieve efficiencies and expenditure reform
- 2.1.b Develop, assess and prioritise initiatives as part of the budget process that achieve fiscal, risk and efficiency objectives
- 2.1.c Develop and implement branch level plans to deliver on DTF savings targets, implement and report on progress

2.2 Communicate the position of the State's finances and related issues

ACTION ITEM

- 2.2.a Hold sessions for agencies on the State Budget and DTF activities, such as Government Accounting and the budget process
- 2.2.b Engage regularly with key industry bodies, lobby groups and businesses

OBJECTIVE 3 DELIVER TIMELY HIGH-QUALITY SERVICES TO MEET THE NEEDS OF OUR CLIENTS

3.1 Client Engagement

ACTION ITEM

- 3.1.a Implement customer service improvement projects across DTF
- 3.1.b Improve government wide advisory function in relation to accounting and financial management

3.2 Support staff to deliver outcomes for our clients

ACTION ITEM

- 3.2.a Continue staged implementation of Objective and workflows across DTF
- 3.2.b Identify, design, build and launch public facing smart forms with a user-centric design approach
- 3.2.c Modernise corporate processes including removal of paper-based forms

OBJECTIVE 4 COLLABORATE TO DELIVER HIGH-QUALITY ADVICE, POLICY, COMPLIANCE AND REGULATION

ACTION ITEM

- 4.a Provide regular economic and financial reporting and governance advice and briefings to the Treasurer and across Government
- 4.b Implement approved recommendations from SafeWork SA ICAC evaluation
- 4.c Implement approved recommendations from the South Australian Productivity Commission Inquiry into Government Procurement
- 4.d Establish secretariat to support and deliver initiatives of Board of Treasurers
- 4.e Working with other agencies, support delivery of high-risk/strategic projects



OUR VALUES. THE PUBLIC SECTOR VALUES.

OUR COMMITMENT

'We will proudly provide our **Service** to the community and Government of South Australia; and work to get the best results for long-term **Sustainability** for future generations.'

OUR APPROACH

'We will do this by creating solutions together through **Collaboration and Engagement**; and strive for excellence through our **Professionalism**.'

OUR ACTIONS

'We will treat others with **Respect**; and act with **Honesty and Integrity**. We will show our **Courage and Tenacity** by never giving up; and we will have **Trust** in the ability of others.'