

		2023					2024						
		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Planning	Ministerial Charter Letters	The Premier issues Ministerial Charter Letters for each Minister following commencement of parliamentary term and may issue updates during the term (at the Premier’s discretion)											
	Chief Executive (CE) Performance Agreements	CE submits 2022–23 Performance Agreement self-assessment to PSC											CE prepares end of year self-assessment for 2023–24 (due July)
		CE submits 2023–24 Performance Agreement to PSC for central agency feedback	CE discusses 2023–24 priorities with Chair of Public Sector Governance Council, and Chair assesses CE’s 2022–23 performance, with feedback provided by Chair to CE. PSC seeks Premier’s delegate approval of 2023–24 Agreement. Subsequently, CE submits final (Minister approved) 2023–24 CE Performance Agreement to PSC					CE submits 2023–24 mid-year performance review (Minister approved) to PSC	PSC consultation with CEO Leadership Board on 2024–25 objectives			CE prepares 2024–25 CE Performance Agreement (due July)	
	Departmental Planning	2023–2027 strategic plans commence	DPC publishes <i>Agency Planning Requirements</i> for the 2024 planning period			Departments undertake strategic planning process for 2024 planning period including early engagement with central agencies (<i>suggested timing</i>)				Departments submit consultation draft 2024–2028 strategic plans for central agency feedback		Departments prepare final 2024–2028 strategic plan for publication by 1 July	
		2023–24 departmental operational and specific purpose plans commence							Departments undertake operational and specific purpose planning (ICT, Workforce, etc.) processes (<i>suggested timing</i>)				Departments finalise operational and specific purpose plans
National Cabinet, Council for the Australian Federation	Queensland will participate in various intergovernmental activities to support the reform priorities of National Cabinet and the Council for the Australian Federation.												
Budgeting and resource management	<i>Service Delivery Statements (SDS) – Budget Paper</i>	Departments and statutory bodies review service areas and service standards proposed for publication in 2024–25 SDS (<i>timing to be advised by DPC</i>)				Departments submit proposed 2024–25 (draft) Performance Statement to DPC for central agency feedback		Departments submit proposed 2024–25 (final) Performance Statement to DPC					
	State Budget	Departments prepare 2023–24 Estimates Committee briefs		2023–24 Budget Update				Departments prepare 2024–25 Budget submissions (<i>timing to be advised by Treasury</i>)		Treasury releases 2024–25 Budget paper guidelines/templates	State Budget deliberations (inc. 2024–25 Cth Budget and Qld implications considered [by QT and departments])		2024–25 State Budget tabled
Performance measurement, monitoring and reporting	DPC facilitates including analysis:	Government Commitments and Decisions	Departments report on implementation progress of Government Commitments as at 30 September 2023				Departments report on implementation progress of Government Commitments as at 31 March 2024						
			Departments report on implementation progress of Decisions as at 30 June 2023		Departments report on implementation progress of Decisions as at 31 December 2023			Departments report on implementation progress of Decisions as at 30 June 2024					
	National Cabinet, Council for the Australian Federation	Continuous performance and risk monitoring throughout the year. Regular progress reporting by departments on performance targets in National Agreements and Schedules to Federation Funding Agreements											
Performance measurement, monitoring and reporting	Annual Reporting	Departments prepare 2022–23 financial statements		Auditor-General sign off on 2022–23 financial statements		Ministers table annual reports (by 30 September)				DPC publishes <i>Annual Report Requirements for Queensland Government agencies</i> for 2023–24 reporting period		Departments commence preparation of 2023–24 annual reports	
	Employee engagement – Working for Queensland (WfQ)	Departments prepare 2022–23 annual reports		WfQ survey in-field	WfQ data available	Ongoing workforce improvement and engagement programs							
Governance	Premier	The Premier meets regularly with Ministers and CEOs of departments throughout the year to discuss delivery priorities and performance (timing and format of meetings is at the Premier’s discretion)											
	CEO Leadership Board	Regular meetings held throughout the year for department CEOs to discuss critical issues (facilitated by Director-General, Department of the Premier and Cabinet)											