

#BeHere4Qld

Executive recruitment pack

Under Treasurer Queensland Treasury

Closing date:

31 May 2021



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Your chance to be the difference

Thank you for your interest in joining Queensland's largest and most diverse employer – the Queensland Government.

This candidate information pack includes:

- an opportunity statement – describing the role, duties and accountabilities and what we're looking for
- agency profile – detailing the agency objectives, operating environment, budget, resourcing and organisational structure
- employment conditions and benefits
- workforce culture in the Queensland public sector
- Chief Executive Leadership Board Charter 2021
- how to apply.

As a public service we are passionate about making Queensland better through what we do. We are a team of over 250,000 providing essential services across 4000+ locations in Australia's most geographically diverse state.

By joining our leadership team, you can:

- **be the difference** – making Queensland better through what you do
- **be challenged** – create a career with Queensland's largest employer
- **be rewarded** – benefit from competitive pay, conditions and development opportunities
- **be balanced** – find balance in your life through contemporary work practices
- **be you** – bring your authentic self, we embrace diversity.

Are you ready to [#BeHere4Qld](#)?

About the opportunity

Have you got what it takes to lead a dynamic central agency and provide collaborative stewardship to drive public sector reform?

If this sounds like you, bring your vision and expertise to Queensland Treasury.

As Under Treasurer, you will play a key leadership role in ensuring a strong economy for all Queenslanders, creating jobs, delivering fiscal sustainability and improving services to the Queensland community.

You will contribute to the [Queensland Government objectives for the community](#) built around the [Unite and Recover – Queensland's Economic Recovery Plan](#).

The objectives can only be achieved through collaboration with others, by:

- **safeguarding our health** – safeguard people's health and jobs by keeping Queensland pandemic-ready
- **supporting jobs** – support increased jobs in more industries to diversify the Queensland economy and build on existing strengths in agriculture, resources and tourism
- **backing small business** – help small business, the backbone of the State's economy, thrive in a changing environment
- **making it for Queensland** – grow manufacturing across traditional and new industries, making new products in new ways and creating new jobs
- **building Queensland** – drive investment in the infrastructure that supports our recovery, resilience and future prosperity
- **growing our regions** – help Queensland's regions grow by attracting people, talent and investment, and by driving sustainable economic prosperity
- **investing in skills** – ensure Queenslanders have the skills they need to find meaningful jobs and set up pathways for the future
- **backing our frontline services** – deliver world-class frontline services in key areas such as health, education and community safety
- **protecting the environment** – protect and enhance our natural environment and heritage for future generations and achieve a 50 per cent renewable energy target by 2030.

Overview of chief executive role

Chief Executives lead a public service committed to providing the highest standard of impartial, evidence-based advice to their Minister and government in a Westminster-style system.

Accountable to the Premier of Queensland and reporting to the responsible Minister, you will contribute to better outcomes for Queenslanders by implementing the policies, priorities, services or programs of the elected government.

As a Chief Executive you will be responsible for:

- providing visionary, values-based leadership and management to the department
- building positive and healthy workplace cultures based on professional respect and integrity, enabling every employee to achieve their potential
- building a career structure for employees that is independent of patronage and that is, and is seen to be, based on merit
- identifying and nurturing leadership potential and actively promoting and supporting mobility and flexible work practices to grow the talent pipeline
- ensuring recruitment processes contribute to a workforce profile that is reflective of the Queensland community
- leading and facilitating strong, positive agency relationships with stakeholders and partners across other levels of government and sectors
- growing stakeholder confidence that leadership fosters and promotes ethical decision making, honesty and fairness, always in the public interest.

In addition to legislation relevant to their portfolio, Chief Executives have a range of overarching legislative responsibilities including:

- to secure the health and safety of workers and workplaces in accordance with the [Work Health and Safety Act 2011](#)
- undertaking the role of accountable officer for the department under the [Financial Accountability Act 2009](#)
- the provision of advice to government through the responsible Minister, regarding the functions, policies and administration of the department under the [Public Service Act 2008](#)
- undertaking the role of Chief Executive Officer of the department under the *Public Service Act 2008*
- ensuring the quality of employment opportunity and non-discriminatory work practices as outlined in the *Public Service Act 2008*
- ethical behaviour and integrity required under the [Public Sector Ethics Act 1994](#).

Key duties and accountabilities

As Under Treasurer, you will:

- provide strategic leadership that communicates a clear, compelling visionary, value-based leadership, and management to the department
- build and maintain productive relationships with stakeholders, understanding their different and competing views, and managing stakeholders with diplomacy and tact
- ensure the effective and efficient administration and operation of the department, and the performance of its functions
- advise and support the Minister to deliver the priorities outlined in the Ministerial Charter Letter relating to Treasury and Investment
- administer the various Acts and to further their purposes in implementing the Queensland Government's economic response to COVID-19 through the Unite and Recover: Queensland's Economic Recovery Plan
- model ethical behaviour and consistently applying those standards
- innovatively problem solve, including making decisions that stand the test of time and are supported by a clear rationale.

What we are looking for

As Under Treasurer, the following key behaviours and values are considered critical to perform in the role. We will consider how well you:

- lead strategically
- stimulate ideas and innovation
- lead change in complex environments
- make insightful decisions
- develop and mobilise talent
- build enduring relationships
- inspire others
- drive accountability and outcomes
- foster healthy and inclusive workplaces
- pursue continuous growth
- demonstrate sound governance.

Refer to [Leadership competencies for Queensland](#) for more information about the critical behaviours.

Agency profile

Role and resources

Queensland Treasury works to grow the Queensland economy and create jobs in line with the government's economic recovery priorities, and longer-term economic strategy.

As a central agency, Queensland Treasury leverages a government-wide perspective to provide trusted, impartial and influential advice and services to clients, and partners with agencies for better outcomes in the economy and state finances, revenue, commercial services and investment.

2020-21 portfolio budget

- Full-time equivalent employees¹ 1,111
- 2020-21 Department Budget²
 - Income
 - Controlled: \$493.214 million
 - Administered: \$39.960 billion
 - Expenses
 - Controlled: \$467.862 million
 - Administered: \$39.927 billion

Department overview

Queensland Treasury is the economic, fiscal, policy and commercial advisor to government and leads the Queensland Government's efforts to ensure the economy of Queensland delivers outcomes for the community.

This involves leading the management of the state's financial resources, monitoring agency performance, managing commercial risks, supporting potential investment, assessing the macroeconomic outlook and promoting policies to improve the performance of the Queensland economy and jobs growth.

Queensland Treasury also manages the state's funding relationship with the Commonwealth, including representing Queensland in various Commonwealth-state forums to achieve an equitable share of Commonwealth funding for the state.

Queensland Treasury plays a key role in COVID-19 economic recovery and is leading implementation of the Queensland Government's [Savings and debt plan](#). The department

¹ Staffing figures sourced from Service Delivery Statements 2020-21 Volume 1

² Data sourced from Service Delivery Statements 2020-21 Volume 1

contributes to the implementation of [Queensland's Economic Recovery Plan](#) and is working to protect Queensland and to Unite & Recover for Queensland Jobs.

The department plays a central role in supporting government to deliver on its outcomes for the community.

Queensland Treasury leads fiscal and economic strategy to create jobs in a productive and growing economy, guided by a vision of inclusive economic recovery in Queensland which delivers increased productivity, investment, regional growth and community wellbeing.

The department has clear objectives for 2020-21 to:

- support economic recovery and enable sustainable longer-term growth that benefits Queenslanders
- partner to facilitate cost-effective services and improved community resilience
- deliver services that are tailored, fit-for-purpose and easy to access
- enable the development of public and private commercial and investment projects that provide enduring benefits and support Queensland's economic recovery; and
- develop a capable and flexible workforce that can lead in policy development and service delivery.

The delivery of these objectives will support Queensland businesses and individuals to recover from COVID-19, while also securing increased investment and spending in Queensland to grow more jobs and opportunities for Queenslanders.

Queensland Treasury will deliver the following identified priorities, as set out in the Treasurer's Ministerial Charter Letter:

- Support the Premier and Minister for Trade to implement the Queensland Government's economic response to COVID-19 through the Unite and Recover: Queensland's Economic Recovery Plan.
 - Lead reporting on the COVID-19 economic recovery plan.
 - Establish the Office of Productivity and Red Tape Reduction and drive the Government's productivity agenda in the post COVID-19 economic recovery environment.
 - Work closely with Ministers to deliver their reprioritisation targets in accordance with the savings and debt plan and, implement measures to ensure fiscal sustainability.
-
- Lead implementation of measures designed to stimulate investment and economic performance based on sound commercial principles, including:

- the Backing Queensland Business Investment Fund
- the Renewable Energy Fund, with up to \$500 million for energy Government Owned Corporations to increase commercial renewable energy projects and supporting infrastructure
- the Queensland Future Fund, ensuring assets nominated as state assets remain publicly owned.
- Work with the Director-General, Department of Energy and Public Works to deliver 1,000MW of renewable energy generation by 2025, and assist CleanCo in delivering the remainder of its projects for Queensland.
- Work with the Director-General, Department of Environment and Science to implement the flagship \$500 million Land Restoration Fund.

Service areas

Economics and Policy

In 2020-21 Economics and Policy will support government and departmental commitments and priorities by:

- working across government to develop COVID-19 response measures and delivery of economic recovery initiatives
- providing timely and effective advice to the government and line agencies on the performance and outlook for the Queensland economy, based on analysis of state, national and global economic conditions
- delivering economic, revenue and regulatory reform analysis, modelling and policy advice to line agencies and the government to support sustainable economic and employment growth aligned with the government's economic plan
- improving fiscal sustainability by supporting agencies to identify and realise productivity improvements
- working in partnership with government agencies to develop and deliver programs, initiatives and reforms, including:
 - working with Queensland Health to identify opportunities to improve health outcomes and achieve efficiencies
 - implementing criminal justice initiatives and disseminating crime and justice statistics and research
 - implementing reforms to drought assistance to rural industries to improve resilience
- representing the state's interests at intergovernmental forums in negotiating and planning national responses to provide coordinated assistance to individuals, businesses and industries
- leading negotiations with native title holders to manage the state's native title compensation liability by negotiated settlement and responding to native title

compensation claims lodged in the Federal Court

- remaining responsive to the statistical needs of government to inform policy development on key priorities.

Fiscal

In 2020-21 Fiscal will support government and departmental commitments and priorities by:

- delivering and implementing the COVID-19 Fiscal and Economic Review, and the 2020-21 and 2021-22 Queensland Budgets
- developing budget strategy advice aligned with the government's economic plan to support the State's fiscal strategy and financial decision-making
- delivering the 2019-20 Report on State Finances and supporting agencies to implement new accounting standards that apply from 2020-21
- supporting the state Investment Advisory Board in investing funds set aside for the State's defined benefit obligations, and other long-term assets
- delivering the Financial Provisioning Scheme as an integrated process to manage the state's financial risk associated with environmental authority holders and small-scale miners.

Commercial Services

In 2020-21 Commercial Services is supporting government and departmental commitments and priorities by:

- providing commercial and financial advice for assessment, investment and delivery of major government projects
- providing project procurement and contract management advice and support on the consideration, delivery and operation of public private partnerships for public infrastructure and services
- facilitating project assurance through independent gateway reviews of major government projects at key stages
- collaborating on options to achieve the government's 50 per cent renewable energy target and on water security policy and measures
- working with stakeholders to progress energy and water sector reforms in line with government objectives.

Revenue Management

In 2020-21 Revenue Management is supporting government and departmental commitments and priorities by:

- implementing specific payroll tax concessions to help stimulate business in regional Queensland, including reducing the rates for medium and large sized businesses, and applying a residential test to encourage businesses to 'hire local'
- administering COVID-19 tax relief measures for payroll tax and land tax
- enhancing revenue management processes and increasing compliance activities, including increased proactive penalty debt engagement to support the government's fiscal sustainability agenda
- delivering on a customer experience program to ensure that the ongoing client experience with State Revenue is fair, transparent and in line with client expectations
- enhancing an online self-service portal for State Penalties Enforcement Registry (SPER) debtors to help them manage and pay their debt.

Investment Facilitation and Partnerships

In 2020-21 Investment Facilitation and Partnerships is supporting government and departmental commitments and priorities by:

- attracting and managing private sector proponents and investors, and developing new investment pathways; and
- supporting major private sector investment by providing tailored project facilitation services coordination across all levels of government and communication with other key project stakeholders.

Organisational structure

Queensland Treasury's current organisational structure is detailed in Appendix 1.

Administered legislation

- *Aboriginal Land Act 1991* (Part 18 to the extent that it is relevant to royalties)
- *Airport Assets (Restructuring and Disposal) Act 2008*
- *Alcan Queensland Pty. Limited Agreement Act 1965* (to the extent that it is relevant to royalties)
- *Appropriation Act 2018*
- *Appropriation Act 2019*
- *Appropriation Act 2020*
- *Appropriation Act (No. 2) 2018*
- *Appropriation Act (No. 2) 2020*

- *Appropriation (COVID-19) Act 2020*
- *Appropriation (Parliament) Act 2018*
- *Appropriation (Parliament) Act 2019*
- *Appropriation (Parliament) Act 2020*
- *Appropriation (Parliament) Act (No. 2) 2018*
- *Appropriation (Parliament) Act (No. 2) 2020*
- *Betting Tax Act 2018*
- *Brisbane Trades Hall Management Act 1984*
- *Building Boost Grant Act 2011*
- *Central Queensland Coal Associates Agreement Act 1968 (to the extent that it is relevant to royalties); (Sch pt V)*
- *Commonwealth Aluminium Corporation Pty. Limited Agreement Act 1957 (to the extent that it is relevant to royalties)*
- *Commonwealth Places (Mirror Taxes Administration) Act 1999*
- *Community Ambulance Cover Levy Repeal Act 2011*
- *Competition Policy Reform (Queensland) Act 1996*
- *Dalrymple Bay Coal Terminal (Long-term Lease) Act 2001*
- *Duties Act 2001*
- *Financial Accountability Act 2009*
- *Financial Agreement Act 1994*
- *Financial Intermediaries Act 1996*
- *Financial Sector Reform (Queensland) Act 1999*
- *First Home Owner Grant Act 2000*
- *Fossicking Act 1994 (to the extent that it is relevant to royalties)*
- *Fuel Subsidy Repeal Act 2009*
- *Gaming Machine Act 1991 (s 322(a))*
- *Geothermal Energy Act 2010 (to the extent that it is relevant to royalties)*
- *Government Owned Corporations Act 1993*
- *GST and Related Matters Act 2000*
- *Infrastructure Investment (Asset Restructuring and Disposal) Act 2009*
- *Judges (Pensions and Long Leave) Act 1957 (s17)*
- *Land Tax Act 2010*
- *Mineral and Energy Resources (Financial Provisioning) Act 2018*
- *Mineral Resources Act 1989 (to the extent that it is relevant to royalties)*
- *Motor Accident Insurance Act 1994*
- *Mount Isa Mines Limited Agreement Act 1985 (to the extent that it is relevant to royalties)*
- *Mutual Recognition (Queensland) Act 1992*
- *National Injury Insurance Scheme (Queensland) Act 2016*
- *Occupational Licensing National Law (Queensland) Act 2010*

- *Offshore Minerals Act 1998* (to the extent that it is relevant to royalties)
- *Payroll Tax Act 1971*
- *Petroleum Act 1923* (to the extent that it is relevant to royalties)
- *Petroleum and Gas (Production and Safety) Act 2004* (to the extent that it is relevant to royalties)
- *Petroleum (Submerged Lands) Act 1982* (to the extent that it is relevant to royalties)
- *Public Officers Superannuation Benefits Recovery Act 1988*
- *Queensland Competition Authority Act 1997*
- *Queensland Future Fund Act 2020*
- *Queensland Investment Corporation Act 1991*
- *Queensland Nickel Agreement Act 1970* (all financial and related matters); (to the extent that it is relevant to royalties)
- *Queensland Productivity Commission Act 2015*
- *Queensland Treasury Corporation Act 1988*
- *South East Queensland Water (Restructuring) Act 2007* (including as a responsible Minister for the purposes of Chapter 2 of the Act)
- *State Financial Institutions and Metway Merger Facilitation Act 1996*
- *State Penalties Enforcement Act 1999* (except to the extent administered by the Attorney-General and Minister for Justice, Minister for Women and Minister for the Prevention of Domestic and Family Violence)
- *Statistical Returns Act 1896*
- *Statutory Authorities (Superannuation Arrangements) Act 1994*
- *Statutory Bodies Financial Arrangements Act 1982*
- *Superannuation (Public Employees Portability) Act 1985*
- *Superannuation (State Public Sector) Act 1990*
- *Taxation Administration Act 2001*
- *Thiess Peabody Coal Pty. Ltd. Agreement Act 1962* (to the extent that it is relevant to royalties)
- *Thiess Peabody Mitsui Coal Pty. Ltd. Agreements Act 1965* (to the extent that it is relevant to royalties)
- *Torres Strait Islander Land Act 1991* (Part 13 to the extent that it is relevant to royalties)
- *Trans-Tasman Mutual Recognition (Queensland) Act 2003*

Portfolio entities

- Motor Accident Insurance Commission and Nominal Defendant
- CS Energy
- Energy Queensland
- Gladstone Ports Corporation
- National Injury Insurance Agency, Queensland
- North Queensland Bulk Ports Corporation
- Port of Townsville
- Ports North
- Powerlink
- Queensland Competition Authority
- Queensland Investment Corporation
- Queensland Productivity Commission
- Queensland Rail
- Queensland Treasury Corporation
- Seqwater
- Stanwell
- SunWater

Conditions and benefits of the role

The incumbent may be required to work hours outside the normal work hours.

All newly appointed public service employees who have been employed as a lobbyist in the previous two years are required to provide a disclosure within one month of commencement in accordance with [Disclosure of Previous Employment as a Lobbyist Policy](#).

Any applicant recommended for appointment who is a current or previous public sector employee is required to disclose previous serious disciplinary action taken against them. If recommended for appointment the panel chair will contact the applicant further to discuss this requirement.

Your home base will be Brisbane's 1 William Street, a state-of-the-art, modern workspace that supports and improves information sharing, stakeholder engagement, collaboration and productivity. A non-smoking policy is effective in Queensland Government buildings, offices and motor vehicles.

You will work in an organisation that values community service, professionalism in performance, integrity and respect for people. You will develop strong working relationships across the department, government and local government and with community groups and private sector stakeholders.

The department is committed to employee professional development, and to maintaining a healthy work-life balance.

Your employment experience with the Queensland Government will include a competitive salary and benefits, including 12.75 per cent employer superannuation contributions and generous leave entitlements. A range of salary packaging options are also available. Your employment conditions are set out in the *Public Service Act 2008* and your contract of employment. Remuneration commensurate with role and responsibilities will be negotiable.

The successful applicant will be required to:

- give consent for pre-employment criminal history and personal probity checks to be conducted on them, including verifying their higher educational qualifications
- enter into an initial performance agreement with the Premier or delegate within three months of commencing and thereafter for each financial year
- provide and keep current their [declaration of interests](#), which will be made publicly available.

Employee obligations

All employees of the department are required to abide by the Code of Conduct for the Queensland public service.

Occupational health and safety

The department aims to maintain a safe, healthy and secure work environment for all employees, clients, visitors and contractors. Achieving this aim is the responsibility of all.

Respect in the workplace

The department values and respects the diversity of its workforce and believes that all employees should be treated fairly and with dignity and respect. All employees must show respect for each other, visitors, the general public and contractors by treating them fairly and objectively, ensuring freedom from discrimination, sexual harassment, racial or religious vilification, victimisation and bullying. The department is an equal opportunity employer.

Additional information

Discover more about the department, our people and priorities at the Queensland Treasury [webpage](#).

Learn more about working for the [Queensland Government](#) and what it's like to [#BeHere4Qld](#).

Workforce culture in the Queensland public sector

The Queensland Government's intent is to develop a high-performing, future-focused public sector workforce that puts customers, the people of Queensland, first. Queensland Government leaders are expected to take responsibility to foster a constructive, creative and inclusive workplace culture within workplaces across the State. They are expected to commit to lead, develop and empower a workforce that is high-performing, productive and delivering ever better services to customers.

Queensland's five public sector values are the building blocks to creating positive and healthy workplace cultures:



Customers first



Ideas into action



Unleash potential



Be courageous



Empower people

As an accredited White Ribbon Workplace, we are committed to supporting employees affected by domestic and family violence. We play an important role in preventing violence, supporting affected employees, and building a culture of respect and gender equity.

High levels of motivation, teamwork, inclusion and service quality will ensure the Queensland public sector is able to achieve full potential. All employees are encouraged to take initiative and think independently, in balance with consensus decision-making and power sharing.

Employees should increasingly value and prioritise quality, inclusion, diversity, creativity and productive collaboration each, and every day:

- must share with their workforce a clear and compelling vision for the future aligned to the priorities of the government of the day
- must ensure performance objectives for all employees are transparent, monitored, measured and reviewed as part of everyday business.

The *Public Service Act 2008* sets out the purpose of the Chief Executive Service in the Queensland public service.

This includes responsibility for effectiveness and efficiency, collaboration and partnerships, performance management, and the delivery of services in line with government priorities.

These are part of individual Chief Executive's annual performance review and assessment. There is a strong focus on Chief Executives' personal leadership, both in terms of what is achieved, and 'how' they lead to achieve business success. This is both in terms of their individual agency and as a contributing member of the Chief Executive Leadership Board.

Chief Executive Leadership Board Charter 2021

Stewardship of the Queensland Government's Statement of Objectives for the Community

As stewards of the Queensland Government's objectives for the community and in response to the changing expectations and needs of the government of the day and the Queensland community and economy, we will:

- work together to purposefully tackle the most complex service challenges
- foster innovation
- continually adjust business and service models and mobilise staff and resources to ensure better outcomes for Queenslanders wherever they live and whatever their life stage
- support and learn from each other as we improve the capability of all agencies, both separately and collectively.

Stewardship of the Queensland public service

As stewards of the Queensland public service we will:

- work together to inspire, nurture and develop an enduring and connected public sector prepared for the future of work
- ensure that integrity, impartiality, accountability and transparency are hallmarks of the way we do what we do, every day in every way
- ensure prudence and good governance
- disrupt and challenge behaviours and attitudes which work against shared meaning, purpose, commitment and success
- learn from and support each other to create a diverse and inclusive public service culture where all staff feel safe, valued and empowered
- continue to reinforce workforce flexibility and health and wellbeing
- identify and provide development opportunities for our senior executives, and enable them to motivate and support every member of the service to be the best they can be
- live and champion the values of the public service and good government.

How to apply

For further information, contact our search partner OnTalent:

Natasha Olsson-Seeto

Chief Executive

OnTalent

P: (07) 3305 5800

E: undertreasurer@ontalent.com.au

W: www.ontalent.com.au/undertreasurer

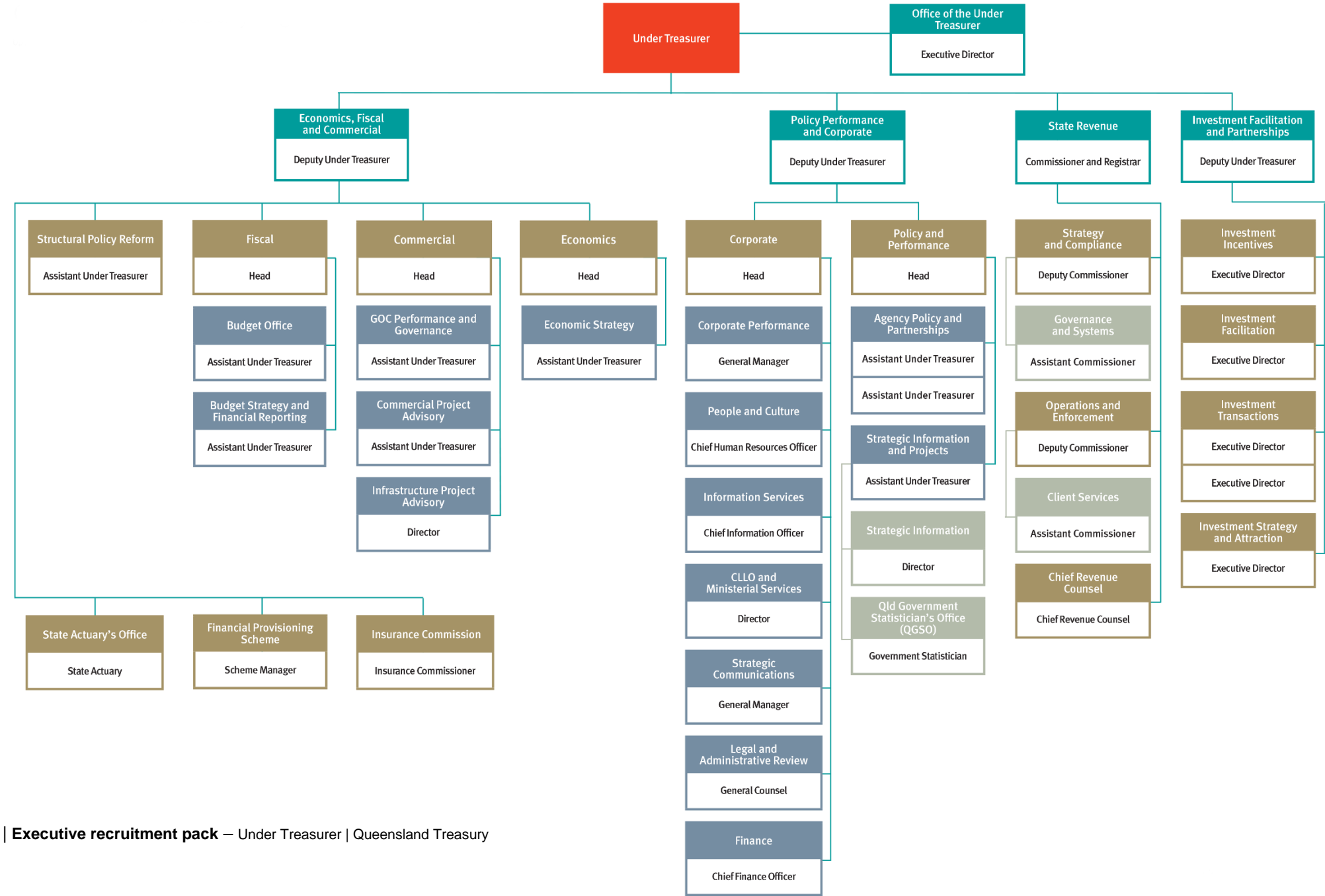
To be considered for this role, please provide the following information for assessment of your suitability:

- an application cover sheet or covering letter
- a statement, including examples, outlining your suitability for the role by addressing the key attributes under 'What we are looking for'
- your current resume.

People from diverse backgrounds including culturally and linguistically diverse backgrounds, people with a disability, women, and Aboriginal and Torres Strait Islander people are encouraged to apply.

Appendix 1 – Queensland Treasury organisational structure

(updated 28 April 2021)



For more information, contact the Public Service Commission

Email: commission.psc@psc.qld.gov.au

Phone: (07) 3003 2800