

Mary Weaver

From: Mary Weaver
Sent: Friday, 10 January 2020 9:10 AM
To: Miranda Thompson
Cc: Laura Kanaris; Estimates
Subject: RE: Estimates online training module

Hi Miranda

That all sounds fine. We would be happy to review any modules and provide any assistance or feedback you may need.

And thanks for the welcome. Everyone has been so kind and helpful, it's been a great start.

Regards

Mary

From: Miranda Thompson <Miranda.Thompson2@health.qld.gov.au>
Sent: Thursday, 9 January 2020 4:18 PM
To: Mary Weaver <Mary.Weaver@health.qld.gov.au>
Subject: Estimates online training module

Hi Mary,
Welcome to Queensland Health! I thought I would touch base with you in relation to some work I'm doing.

Myself and one of my team, Nikki Kricker, have been developing some online training modules that can be published on the QH online training platform iLearn. A PPQ module is about to go live and we have been working on a number of other modules, with one being on Estimates.

The intent of the modules is to make it easier for staff around the state to access training to assist them in increasing their understanding of why certain documents are required and provide guidance on correct preparation. The modules aren't intended to replace any existing face to face training, but be an additional training resource available. The Estimates content is currently being drafted based on some training resources that were provided by the Estimates team late last year, and once a first draft is finalised will be provided to you and the team for review and feedback.

Let me know if you would like any further information otherwise we'll be in touch soon with a first draft for your review.

Kind regards,
Miranda

Miranda Thompson
Senior Departmental Liaison Officer
Office of the Director-General

Phone: [REDACTED]
Email: Miranda.Thompson2@health.qld.gov.au
Address: Level 37, 1 William Street, Brisbane Q 4000



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RTI RELEASE

Mary Weaver

From: Mary Weaver
Sent: Tuesday, 14 January 2020 2:54 PM
To: Trish Nielsen
Subject: RE: Time for a DG catch up for Estimates

Thank you for organising that so quickly. I really appreciate it and yes, I understand that he is a very busy person and that you may need to use this time for something more important!

Regards

Mary

From: Trish Nielsen <Trish.Nielsen@health.qld.gov.au>
Sent: Tuesday, 14 January 2020 2:09 PM
To: Mary Weaver <Mary.Weaver@health.qld.gov.au>
Cc: Larin Bligh <Larin.Bligh@health.qld.gov.au>; Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>; Laura Kanaris <Laura.Kanaris@health.qld.gov.au>
Subject: RE: Time for a DG catch up for Estimates

Hi Mary

Thanks for the email and it was nice to meet you as well.

I have scheduled these meetings but please note, they are subject to change depending on John's commitments.

Kind regards
 Trish

Trish Nielsen

Senior Executive Assistant to
 Dr John Wakefield, Director-General

Phone: [REDACTED]

Address: Level 37, 1 William St (Mon & Tue) | Level 14, 33 Charlotte Street (Wed to Fri) Brisbane Qld 4000

Email : Trish.Nielsen@health.qld.gov.au

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From: Mary Weaver <Mary.Weaver@health.qld.gov.au>
Sent: Tuesday, 14 January 2020 12:30 PM
To: Trish Nielsen <Trish.Nielsen@health.qld.gov.au>
Cc: Larin Bligh <Larin.Bligh@health.qld.gov.au>; Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>; Laura Kanaris <Laura.Kanaris@health.qld.gov.au>
Subject: Time for a DG catch up for Estimates

Hi Trish

Lovely to meet you this morning.

Jasmina has asked for some time in the DG's diary before the end of next week for a catch up about the start to the Estimates process. We will probably only need 30 minutes.

The invitees would be Jasmina Joldic, Mary Weaver and Laura Kanaris.

After that, it would also be good if you could also block out a similar amount of time, at monthly intervals, for February, March and April for an Estimates catch up.

Thanks for that and let me know any issues.

Regards

Mary

Mary Weaver PSM
 Director, Estimates

Telephone: [REDACTED]
 Mobile: TBA
 Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
 Email: mary.weaver@health.qld.gov.au

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RTI RELEASE

Estimates

From: Estimates
Sent: Friday, 17 January 2020 9:31 AM
To: MinDGmeeting
Subject: Agenda item request - Estimates 2020

Good morning Sally

Just emailing to formally request putting a paper on the MinDG schedule for Tuesday 28 January regarding Estimates 2020.

I wasn't aware of the new process to request putting items on the agenda and I also thought Katie was still doing MinDG as you are acting in the AO8 role. My mistake. You know I would never intentionally try to go around the process.

I know now for next time.

Thank you! 😊
 Laura

Laura Kanaris
 Manager - Estimates

Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
 Email: Laura.Kanaris@health.qld.gov.au

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Estimates

From: Jasmina Joldic
Sent: Friday, 17 January 2020 10:36 AM
To: Haylene Grogan; Damian Green; Luan Sadikaj; Peter Bristow; Jasmina Joldic; Nick Steele; Russell Bowles-QAS; Jeannette Young; Keith McNeil; John Wakefield; Barbara Phillips; Philip Hood; DL-HSCEs; Ivan Frkovic; Andrew Brown; robyn.littlewood; arun.sharma@qimrberghofer.edu.au; Peter Bristow
Cc: Trish Nielsen; Larin Bligh; Mary Weaver; Laura Kanaris; Renaie Tesch; Estimates; Robert Hoge; Gemma Hodgetts; Natalie Patch; SDLO; MinDLO; Estimates
Subject: Estimates 2020
Attachments: 2020 Estimates Timeline_Condensed_v0.03.doc

Dear Colleagues,

The 2020 Estimates committee hearings have been scheduled earlier than usual – from **9 to 18 June 2020**. At this stage, the date and time for the Minister for Health and Minister for Ambulance Services' hearing is not known.

As every year, the Office of the Director-General, Department of Health, is leading the preparations to support the Minister, the Director-General and senior executives across the Health portfolio at this year's Estimates hearing.

The 2020 Estimates team will be led by Mary Weaver, Director, Estimates, Office of the Director-General and will comprise of:

- Laura Kanaris, Manager, Estimates; and
- a Briefing and Liaison Officer (TBA).

The Estimates team will commence engagement shortly to seek the names of your key contacts for Estimates. They will also be forwarding you your list of last year's briefing topics to review and update. The attached **draft** timeline sets out the approximate dates that these and other Estimates-related activities will occur. At this stage, the timeline is draft and needs to remain confidential. The timeline is subject to change and will be updated as further details of the process emerge.

In the coming weeks there will be discussions about Estimates at various fora.

I looking forward to working with you through this process.

With thanks,

Jasmina

Jasmina Joldić
 Executive Director
 Office of the Director-General
 Queensland Health

Proposed Key Dates for Preparation of Estimates 2020	
14 – 17 January	Request for estimates key contacts
20 – 30 January	Estimates briefing topic review
4–6 February	Parliament
7 February	Draft Index of Estimates Package and Project Plan to Minister's Office (via ED/CoS)
18–20 February	Parliament
14 February	Ministerial endorsement of Index of Estimates Package and Project Plan
24 February	Regional Community Forum
24 February	Round One: Commencement
17–19 March	Parliament
13 March	Round One: Due date for Estimates Briefs
23–27 March	Round One: Review and validation of Estimates Briefs
31 March–2 April	Parliament
3 April	Round One: Estimates Briefing Pack to Offices of the Minister and Director-General
10–13 April	Easter holiday break
15 April	Due date for feedback on Round One Estimates Briefing Pack from Offices of the Minister and Director-General
17 April	Requested Round 1 briefs provided to DPC
20 April	Round Two: Commencement
27 April	Estimates Information Pack to Witnesses and Advisers
28 April–1 May	Parliamentary Budget sitting Week
4 May	Public Holiday – Labour Day
8 May	Round Two: Due Date for Estimate Briefs and Statewide Messages
11 or 18 May	Regional Community Forum
Week of 11 May	Practice sessions for HSCEs (group and individual)
Mid-May	Practice sessions for ELT Members
11 to 19 May	Round Two: Review and validation of Estimate Briefs and Statewide Messages
20 May	Round Two: Estimates briefing pack delivered to the Minister, Director-General, other Witnesses and Advisers (Requested briefs also provided to DPC)
Week of 25 May	Mock session 1: Minister, Director-General and ELT (dates TBC by Minister's Office)
28 May (approx.)	Receipt of 20 Pre-Hearing Questions on Notice from Portfolio Committee (approx. two weeks prior to the Hearing)
Week of 1 June	Mock session 2: Minister, Director-General, ELT and HSCEs (dates TBC by Minister's Office)
3 June (TBC)	Final Estimates Package to Minister, Director-General and other Witnesses and Advisers (Requested briefs also provided to DPC)
TBC	Draft responses for Pre-Hearing Questions on Notice to Minister's Office (approx. five days prior to tabling)
TBC	Confirmation provided to Portfolio Committee of Potential Witness List and Portfolio Overview Information
8 June	Mock session 3: Minister, Director-General and SLF (dates TBC by Minister's Office) – day before estimates hearings commence and day before HSCE Forum
9 June	SLF Meeting – Estimates mock hearing debrief
TBC	ELT briefing (two days before the Hearing, if required)
TBC	20 Pre-Hearing Questions on Notice approved by Minister (due to the Committee by 10am the day before the Hearing)
9–12 June 16–18 June	Estimates Hearings

Mary Weaver

From: Mary Weaver
Sent: Friday, 17 January 2020 10:57 AM
To: Jasmina Joldic
Subject: RE: Estimates 2020

Thanks, Jasmina. We will go out seeking contacts shortly and next week seek input re topics.

Regards

Mary

From: Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>
Sent: Friday, 17 January 2020 10:36 AM
To: Haylene Grogan <Haylene.Grogan@health.qld.gov.au>; Damian Green <Damian.Green@health.qld.gov.au>; Luan Sadikaj <Luan.Sadikaj@health.qld.gov.au>; Peter Bristow <Peter.Bristow@health.qld.gov.au>; Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>; Nick Steele <Nick.Steele@health.qld.gov.au>; Russell Bowles-QAS <Russell.Bowles@ambulance.qld.gov.au>; Jeannette Young <Jeannette.Young@health.qld.gov.au>; Keith McNeil <Keith.McNeil@health.qld.gov.au>; John Wakefield <John.Wakefield@health.qld.gov.au>; Barbara Phillips <Barbara.Phillips@health.qld.gov.au>; Philip Hood <Philip.Hood@health.qld.gov.au>; DL-HSCEs <DL-HSCEs@health.qld.gov.au>; Ivan Frkovic <Ivan.Frkovic@qmhc.qld.gov.au>; Andrew Brown <Andrew.Brown@oho.qld.gov.au>; robyn.littlewood <robyn.littlewood@hw.qld.gov.au>; arun.sharma@qimrberghofer.edu.au; Peter Bristow <Peter.Bristow@health.qld.gov.au>
Cc: Trish Nielsen <Trish.Nielsen@health.qld.gov.au>; Larin Bligh <Larin.Bligh@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>; Laura Kanaris <Laura.Kanaris@health.qld.gov.au>; Renaie Tesch <Renaie.Tesch@health.qld.gov.au>; Estimates <Estimates@health.qld.gov.au>; Robert Hoge <Robert.Hoge@health.qld.gov.au>; Gemma Hodgetts <Gemma.Hodgetts@health.qld.gov.au>; Natalie Patch <Natalie.Patch@health.qld.gov.au>; SDLO <SDLO@health.qld.gov.au>; MinDLO <MinDLO@health.qld.gov.au>; Estimates <Estimates@health.qld.gov.au>
Subject: Estimates 2020

Dear Colleagues,

The 2020 Estimates committee hearings have been scheduled earlier than usual – from **9 to 18 June 2020**. At this stage, the date and time for the Minister for Health and Minister for Ambulance Services' hearing is not known.

As every year, the Office of the Director-General, Department of Health, is leading the preparations to support the Minister, the Director-General and senior executives across the Health portfolio at this year's Estimates hearing.

The 2020 Estimates team will be led by Mary Weaver, Director, Estimates, Office of the Director-General and will comprise of:

- Laura Kanaris, Manager, Estimates; and
- a Briefing and Liaison Officer (TBA).

The Estimates team will commence engagement shortly to seek the names of your key contacts for Estimates. They will also be forwarding you your list of last year's briefing topics to review and update. The attached **draft** timeline sets out the approximate dates that these and other Estimates-related activities will occur. At this stage, the timeline is draft and needs to remain confidential. The timeline is subject to change and will be updated as further details of the process emerge.

In the coming weeks there will be discussions about Estimates at various fora.

I looking forward to working with you through this process.

With thanks,

Jasmina

Jasmina Joldić
Executive Director
Office of the Director-General
Queensland Health

RTI RELEASE

Estimates

From: Estimates
Sent: Friday, 17 January 2020 2:39 PM
To: CSDDDG; CEQCorro; HPSP-Corro; CHO CHO; SPPD-Corro; QAS.Correspondence; HSQ-Corro; eHealthQld-Corro; ATSIHB_Corro; MD20-Cairns&Hinterland-HSD; MD13-CentralQLD-HSD; MD14-CentralWest-HSD; CHQ_HHS; DDHHS; MD06-GoldCoast-HSD; MD23-Mackay-HSD; MD16-MetroNorthHHS; MD05-MetroSouthHSD; md22NWHHS; MD07-SouthWest-HHS; SC-HHS-Official-Corro; MD21-Torres&Cape-HHS; MD25-Townsville-HSD; MD09-WestMoreton-HSD; MD18-WideBay-HSD-HOME; 'executive@oho.qld.gov.au'; Directors_Office@qimrberghofer.edu.au; commissioner@qmhc.qld.gov.au; info@hw.qld.gov.au
Subject: 2020 Estimates Committee Hearing: Request for nomination of key contacts
Categories: Estimates Manager

Hi Everyone

Following on from Jasmina's email about Estimates 2020 which was sent to all executives, as a first step in commencing the process, we ask that you **nominate two officers to work with the Estimates Team**. As key contacts, these officers will help coordinate the development of briefs at a local level, review briefs to ensure that information is accurate and appropriately endorsed by senior executives, manage any changes required, identify local emerging issues and coordinate provision of other information such as responses to pre-hearing Questions on Notice and ad hoc requests for information.

The Estimates Team will commence engagement with key contacts in the coming weeks to discuss the requirements for this year's Estimates Committee Hearing.

Please provide the details of your nominated key contacts, including name, best contact phone number and email address, to the Estimates Team via email at Estimates@health.qld.gov.au by **COB Thursday 23 January 2019**.

The 2020 Estimates committee hearings have been scheduled earlier than usual – from **9 to 18 June 2020**. At this stage, the exact date and time for the Minister for Health and Minister for Ambulance Services' hearing is not known.

The 2020 Estimates Team is:

- Mary Weaver, Director - Estimates,
- Laura Kanaris, Manager, Estimates; and
- an Estimates Briefing Officer (TBA).

Should you have any questions or wish to discuss further, please do not hesitate to contact the Estimates Team on [REDACTED]

Regards

Mary

Mary Weaver
 Director, Estimates

Telephone: [REDACTED]

Mobile: [REDACTED]
Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
Email: mary.weaver@health.qld.gov.au

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Mary Weaver

From: Mary Weaver
Sent: Monday, 20 January 2020 12:12 PM
To: Larin Bligh
Cc: Laura Kanaris
Subject: RE: CALL for EDCoS meeting papers (DUE: BY COB 22 JAN 2020)

Hi Larin

We are going to do an paper on the Estimate 2020 process. Will have it to by lunch time on Wednesday hopefully.

Regards

Mary

From: Larin Bligh <Larin.Bligh@health.qld.gov.au>
Sent: Monday, 20 January 2020 11:42 AM
To: Gemma Hodgetts <Gemma.Hodgetts@health.qld.gov.au>; Dawn Schofield <Dawn.Schofield@health.qld.gov.au>; Renaie Tesch <Renaie.Tesch@health.qld.gov.au>; Brendan Speirs <Brendan.Speirs@health.qld.gov.au>; Karen Thompson <Karen.Thompson3@health.qld.gov.au>; Tammy Sovenyhazi <Tammy.Sovenyhazi@health.qld.gov.au>; Loretta Carr <Loretta.Carr2@health.qld.gov.au>; Jess M Byrne <Jess.Byrne@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>; RapidResults <RapidResults@health.qld.gov.au>; MinDGmeeting <MinDGmeeting@health.qld.gov.au>; Katharine Wright <Katharine.Wright@ministerial.qld.gov.au>
Cc: RapidResults <RapidResults@health.qld.gov.au>; Michelle Phillips <Michelle.Phillips3@health.qld.gov.au>; Larin Bligh <Larin.Bligh@health.qld.gov.au>; Katlen Edwards <Katlen.Edwards@health.qld.gov.au>; Megan TAPE <Megan.TAPE@health.qld.gov.au>
Subject: CALL for EDCoS meeting papers (DUE: BY COB 22 JAN 2020)

Hi All

In preparation for next week's EDCoS meeting, can you please advise and/or send through any items you would like on the agenda.

Using the attached template, it would be appreciated that you please forward your agenda item/s through to myself **by COB Wednesday 22 January 2020.**

The next EDCoS meeting this week is being held on Thursday 23 January 2020 at 11.00am.

Thank you in advance for your co-operation.

Many thanks
 Larin

Larin Bligh
 Senior, Executive Support Officer

Phone: [REDACTED] Mobile: [REDACTED]
 Address: Lvl 37, 1 William Street, Brisbane QLD 4000
 Email: Larin.Bligh@health.qld.gov.au

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RTI RELEASED

Laura Kanaris

From: Laura Kanaris
Sent: Tuesday, 21 January 2020 12:19 PM
To: Larin Bligh
Cc: Mary Weaver
Subject: RE: CALL for EDCoS meeting papers (DUE: BY COB 22 JAN 2020)
Attachments: Estimates 2020 v0.01.doc; Att 1 - Draft 2020 Estimates Timeline_MO.doc

Hi Larin

Please find attached the EDCoS paper on the Estimates 2020 process and attachment for this week's EDCoS meeting.

Please let me know if you require anything further.

Kind regards
 Laura

Laura Kanaris
 Manager - Estimates

Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
 Email: Laura.Kanaris@health.qld.gov.au

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Sent: Monday, 20 January 2020 11:42 AM
To: Gemma Hodgetts <Gemma.Hodgetts@health.qld.gov.au>; Dawn Schofield <Dawn.Schofield@health.qld.gov.au>; Renaie Tesch <Renaie.Tesch@health.qld.gov.au>; Brendan Speirs <Brendan.Speirs@health.qld.gov.au>; Karen Thompson <Karen.Thompson3@health.qld.gov.au>; Tammy Sovenyhazi <Tammy.Sovenyhazi@health.qld.gov.au>; Loretta Carr <Loretta.Carr2@health.qld.gov.au>; Jess M Byrne

<Jess.Byrne@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>; RapidResults <RapidResults@health.qld.gov.au>; MinDGmeeting <MinDGmeeting@health.qld.gov.au>; Katharine Wright <Katharine.Wright@ministerial.qld.gov.au>

Cc: RapidResults <RapidResults@health.qld.gov.au>; Michelle Phillips <Michelle.Phillips3@health.qld.gov.au>; Larin Bligh <Larin.Bligh@health.qld.gov.au>; Katlen Edwards <Katlen.Edwards@health.qld.gov.au>; Megan TAPE <Megan.TAPE@health.qld.gov.au>

Subject: CALL for EDCoS meeting papers (DUE: BY COB 22 JAN 2020)

Hi All

In preparation for next week's EDCoS meeting, can you please advise and/or send through any items you would like on the agenda.

Using the attached template, it would be appreciated that you please forward your agenda item/s through to myself by **COB Wednesday 22 January 2020**.

The next EDCoS meeting this week is being held on Thursday 23 January 2020 at 11.00am.

Thank you in advance for your co-operation.

Many thanks
Larin

Larin Bligh

Senior, Executive Support Officer

Phone: 07 [REDACTED] Mobile: [REDACTED]
Address: Lvl 37, 1 William Street, Brisbane QLD 4000
Email: Larin.Bligh@health.qld.gov.au

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CoS / ED Meeting Estimates 2020

Current as at 22 January 2020

Estimates team

- As in previous years, preparations for estimates in 2020 will be coordinated by the Estimates Team within Office of the Director-General (ODG)
- The Estimates Team consists of:
 - Mary Weaver, Director
 - Laura Kanaris, Manager
 - Briefings and Liaison Officer (recruitment underway).
- The team reports to Jasmina Joldic, Executive Director, ODG.
- Because the hearings will be held six weeks earlier than previously, the Estimates Team has commenced preparations in January to facilitate early engagement across the portfolio as well as with the Minister's Office.
- Requests for nominations of two estimates key contacts has been sent out and the Estimates Team is in the process of setting up an initial meeting with these key contacts from across the Department of Health, Health and Hospital Services (HHSs) and statutory agencies to discuss timelines, development of briefing lists and other issues.

Engagement with Minister's Office

- To ensure the Minister's Office is well informed throughout the process, it is recommended that the following proposed engagement mechanisms be supported:
 - a key contact for the Minister's Office be nominated as the team's primary point of contact.
 - the Estimates Team and Minister's Office key contact to meet to discuss process and timeline for this year's hearing preparations.
 - regular liaison through Executive Director/Chief of Staff (ED/CoS) meetings on direction, process and progress.
 - estimates preparation to be a regular item on the Minister/Director-General meeting agenda starting on 28 January 2020. The frequency of updates to be determined by Minister's Office.
 - early feedback be provided to the Estimates Team regarding any changes to the proposed process or draft briefing list.

ACTION REQUIRED:

1. Advice on whether the above engagement strategies are supported.
2. Nomination of a primary point of contact for the Minister's Office.

Note that it is proposed a paper be taken to the Minister/Director-General meeting on 28 January 2020 about the estimates 2020 process.

Process and indicative timeline

- **Attachment 1** sets out the indicative timeline for preparations in 2020.
- Estimates hearings have been scheduled to occur in the period from 9 to 18 June 2020.
- As in previous years, there will be:
 - two major briefing rounds, during which materials will be prepared, reviewed and validated
 - practice sessions for witnesses and advisers with Strategic Communication Branch
 - Executive Leadership Team (ELT) and System Leadership Forum (SLF) meetings focused on estimates preparation
 - regular updates to SLF and the Estimates Key Contact Network
 - three mock hearing sessions with the Minister – two with the Director-General and other departmental executives and one with the addition of all Health Service Chief Executives (HSCEs).
- To streamline the briefing process and decrease the amount of material requiring significant rework from rounds 1 to 2, it is proposed that the preparation of the following materials be deferred until Round 2 (commencing 20 April 2020):
 - briefs dependant on performance or budget-related data (e.g. highlights of the 2020–21 Budget, narrative on individual and statewide performance of HHSs)
 - statewide messages, which are prepared to provide consistent messaging that may be used by the Director-General and HSCEs to ensure a system-wide perspective on topical issues.
- Where a number of issues impact more than one HHS, to manage the volume of briefs on these issues, it is proposed that a consolidated brief be prepared to provide a system-wide view as well as address any specific issues of concern for particular HHSs (e.g. maternity services, renal services, etc). These briefs will be prepared in consultation with, and be provided to, the relevant HSCEs.

ACTION REQUIRED:

3. Endorsement of proposed timeline and process for 2020.
4. Place holders in Minister's diary for three mock sessions in late May and early June 2020:
 - Mock session 1: Week commencing 25 May 2020
 - Mock session 2: Week commencing 1 June 2020
 - Mock session 3: Week commencing 8 June 2020 – first week of estimates hearings, to align with the June HSCE forum.

Proposed Key Dates for Preparation of Estimates 2020	
4–6 February	Parliament
7 February	Draft Index of Estimates Package and Project Plan to Minister's Office (via ED/CoS)
18–20 February	Parliament
14 February	Ministerial endorsement of Index of Estimates Package and Project Plan
24 February	Round One: Commencement
24 February	Regional Community Forum
17–19 March	Parliament
31 March–2 April	Parliament
3 April	Round One: Estimates briefing pack delivered to Offices of the Minister and Director-General
10–13 April	Easter holiday break
15 April	Due date for feedback on Round One Estimates Briefing Pack from Offices of the Minister and Director-General
17 April	Requested Round 1 briefs provided to DPC
20 April	Round Two: Commencement
28 April–1 May	Parliament – State Budget
1 May	Public Holiday – Labour Day
11 or 18 May	Regional Community Forum
Week of 11 May	Practice sessions for HSCEs - group and individual (Ministerial advisors invited to observe group sessions)
20 May	Round Two: Estimates briefing pack delivered to the Minister, Director-General, other Witnesses and Advisers (<i>Requested briefs also provided to DPC</i>)
Week of 25 May	Mock session 1: Minister, Director-General and ELT (dates TBC by Minister's Office)
28 May (approx.)	Receipt of 20 Pre-Hearing Questions on Notice from Portfolio Committee (approx. two weeks prior to the Hearing)
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TBC	20 Pre-Hearing Questions on Notice approved by Minister (due to the Committee by 10am the day before the Hearing)
9–12 June 16–18 June	Estimates Hearings

Mary Weaver

From: Mary Weaver
Sent: Wednesday, 22 January 2020 12:50 PM
To: Geoffrey Bryant
Cc: HSCE-Forum-Office; Estimates
Subject: Estimates and the HSCEs

Hi Geoff

I think I met you at the SDG a week or two ago but it was my first week in the role so apologies if I have that wrong! I have since found out what your role is and I think our teams will have a bit to do with each other as the estimates hearing gets closer in terms of providing HSCE support.

I and Laura Kanaris would like to come and have a chat with you at some stage to get some clarity around the support that HSCEs might need and who is best placed to provide what services.

I hope that you have time to catch up and please let me know what days and times suit.

Thanks, Geoff.

Regards

Mary

Mary Weaver
 Director, Estimates

Telephone: [REDACTED]
 Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
 Email: mary.weaver@health.qld.gov.au

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Mary Weaver

From: Mary Weaver
Sent: Wednesday, 22 January 2020 3:15 PM
To: Larin Bligh; Estimates
Cc: MinDGmeeting
Subject: RE: For JJ approval: MinDG paper - Estimates 2020

That's fine with us, Larin.

Regards

Mary

From: Larin Bligh <Larin.Bligh@health.qld.gov.au>
Sent: Wednesday, 22 January 2020 3:14 PM
To: Estimates <Estimates@health.qld.gov.au>
Cc: MinDGmeeting <MinDGmeeting@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>
Subject: RE: For JJ approval: MinDG paper - Estimates 2020

Hi Laura

Jasmina has reviewed and approves with minor addition.

Process and Indicative Timeline – second dot point, point 2;

- Engagement with Department of the Premier and Cabinet, **Treasury, PSC**

Many thanks
 Larin

Larin Bligh

Senior, Executive Support Officer

Phone: 07 [REDACTED] Mobile: [REDACTED]
 Address: Lvl 37, 1 William Street, Brisbane QLD 4000
 Email: Larin.Bligh@health.qld.gov.au

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From: Estimates <Estimates@health.qld.gov.au>
Sent: Tuesday, 21 January 2020 5:47 PM
To: Larin Bligh <Larin.Bligh@health.qld.gov.au>
Cc: MinDGmeeting <MinDGmeeting@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>
Subject: For JJ approval: MinDG paper - Estimates 2020

Hi Larin

Please find attached the Estimates 2020 agenda paper for Tuesday's MinDG meeting (28/01) to be cleared by Jasmina.

We are hoping to have this to Sally by her deadlines of 12pm Thursday.

Please let me know if I can assist in any way at all or if you require anything further.

Kind regards
Laura

Laura Kanaris
Manager - Estimates

Mobile: [REDACTED]
Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
Email: Laura.Kanaris@health.qld.gov.au

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Information current as at 23 January 2020

Minister/DG meeting

Topic: Estimates 2020

Lead Area: Office of the Director-General

Estimates Team

- As in previous years, preparations for estimates in 2020 will be coordinated by the Estimates Team within Office of the Director-General (ODG).
- The Estimates Team consists of:
 - Mary Weaver, Director
 - Laura Kanaris, Manager
 - Briefings and Liaison Officer (recruitment underway).
- The team will report to Jasmina Joldic, Executive Director, ODG.
- To accommodate the earlier hearing date, the Estimates Team has already commenced preparations to facilitate early engagement across the portfolio as well as with the Minister's Office.
- The Estimates Key Contacts Network has been activated and the Estimates Team is meeting with key contacts to discuss timelines, development of briefing lists and general operational issues.

Process and Indicative Timeline

- Estimates hearings have been scheduled over a two-week period from 9 to 18 June 2020.
- Attachment 1 sets out the indicative timeline for preparations in 2020, including:
 - two major briefing rounds, during which materials will be prepared, reviewed and validated
 - engagement with Department of the Premier and Cabinet
 - practice sessions for Witnesses and Advisers
 - mock sessions with the Minister
 - Executive Leadership Team (ELT) and System Leadership Forum (SLF) meetings focused on estimates preparation.
- The draft estimates briefing index is currently under development and has been provided to relevant executives for consideration and feedback.
- The proposed briefing index will be provided for Minister's Office endorsement in early February.

Engagement with Minister's Office

- Engagement with the Minister's Office has already commenced with a paper presented at the Executive Director/Chief of Staff meeting on 24 January 2020.
- The paper outlined and sought feedback on the:
 - proposed timeline and process for 2020
 - engagement strategies, including the nomination of a primary point of contact for the Minister's Office.

RTI RELEASE

Proposed Key Dates for Preparation of Estimates 2020

4-6 February	Parliament
7 February	Draft Index of Estimates Package and Project Plan to Minister's Office (via ED/CoS)
18-20 February	Parliament
14 February	Ministerial endorsement of Index of Estimates Package and Project Plan
24 February	Round One: Commencement
24 February	Regional Community Forum
17-19 March	Parliament
31 March-2 April	Parliament
3 April	Round One: Estimates briefing pack delivered to Offices of the Minister and Director-General
10-13 April	Easter holiday break
15 April	Due date for feedback on Round One Estimates Briefing Pack from Offices of the Minister and Director-General
17 April	Requested Round 1 briefs provided to DPC
20 April	Round Two: Commencement
28 April-1 May	Parliament – State Budget
4 May	Public Holiday – Labour Day
11 or 18 May	Regional Community Forum
Week of 11 May	Practice sessions for HSCEs - group and individual (Ministerial advisors invited to observe group sessions)
20 May	Round Two: Estimates briefing pack delivered to the Minister, Director-General, other Witnesses and Advisers (<i>Requested briefs also provided to DPC</i>)
Week of 25 May	Mock session 1: Minister, Director-General and ELT (dates TBC by Minister's Office)
28 May (approx.)	Receipt of 20 Pre-Hearing Questions on Notice from Portfolio Committee (approx. two weeks prior to the Hearing)
Week of 1 June	Mock session 2: Minister, Director-General, ELT and HSCEs (dates TBC by Minister's Office)
3 June (TBC)	Final Estimates briefing pack delivered to Minister, Director-General and other Witnesses and Advisers (<i>Requested briefs also provided to DPC</i>)
TBC	Draft responses for Pre-Hearing Questions on Notice to Minister's Office (approx. five days prior to tabling)
TBC	Confirmation provided to Portfolio Committee of Potential Witness List and Portfolio Overview Information
8 June	Mock session 3: Minister, Director-General and SLF (dates TBC by Minister's Office) – day before estimates hearings commence and day before HSCE Forum
TBC	20 Pre-Hearing Questions on Notice approved by Minister (due to the Committee by 10am the day before the Hearing)
9-12 June 16-18 June	Estimates Hearings

Laura Kanaris

From: Laura Kanaris
Sent: Wednesday, 29 January 2020 10:07 AM
To: Larin Bligh
Cc: Mary Weaver
Subject: Estimates Meeting with MO - 21 Feb

Hi Larin

So sorry it's taken me so long to put this in email.

As discussed last week, when we met with Jasmina she asked for us to schedule in some time after her ED/CoS meeting on Friday 21 Feb to discuss Estimates. The attendees would be: Jasmina, Mary Weaver, myself, Danielle Cohen and potentially the estimates primary contact from the Minister's Office (TBA). Please let me know if there is anything you need me to do to assist in scheduling this meeting.

Also, I'm just wondering whether Jasmina and Mary need to schedule in regular catch-ups? I know Helen had regular one on ones with Jasmina last year and just wondering if Mary needs the same as she currently does not have any catch-ups scheduled.

Kind regards
 Laura

Laura Kanaris
 Manager - Estimates

Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
 Email: Laura.Kanaris@health.qld.gov.au

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Estimates

From: Estimates
Sent: Wednesday, 29 January 2020 3:14 PM
To: MinDGmeeting
Subject: RE: MIN-DG

Thanks for the update, Sally, I am sure there were more pressing things to discuss!

Regards

Mary

From: MinDGmeeting <MinDGmeeting@health.qld.gov.au>
Sent: Wednesday, 29 January 2020 2:46 PM
To: Estimates <Estimates@health.qld.gov.au>
Subject: MIN-DG

Hi Laura

FYI – Your Estimates paper was not discussed at Tuesday's MIN-DG and will now go to next week's meeting.

Will let you know if there are any queries.

Cheers
Sally

Queensland Health
Ministerial & Executive Services Unit
Office of the Director-General
Level 37, 1 William Street, Brisbane QLD 4000
MinDGmeeting@health.qld.gov.au

Estimates

From: Estimates
Sent: Thursday, 30 January 2020 3:11 PM
To: Natalie Patch
Cc: Mary Weaver
Subject: Estimates 2020; Updated schedule
Attachments: Draft schedule DG.docx

Hi Nat

Mary and I met with the DG on Tuesday to discuss estimates preparations. Although we didn't have much time with him, it was quite clear that John and the ELT members found the practice sessions incredibly valuable last year and wanted to maximise their opportunities to practice this year. s.47(3)(b)

Based on the discussions, we've put together the attached draft schedule for practice sessions. On top of the activities we ran last year, you will see we've added a few practice session for the ELT group and SLF as whole.

It would be great to get your feedback or other ideas you may have, noting that this will have a significant impact on your team's workload. Of course, we will provide as much assistance and support as we can. Once we get your input, we will provide back to JJ and the DG for the final OK.

Please don't hesitate to give me a call if you wish to discuss further.

Kind regards
 Laura

Laura Kanaris
 Manager - Estimates

Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
 Email: Laura.Kanaris@health.qld.gov.au

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Estimates 2020: Practice sessions

DRAFT

Date	Session
4 May	ELT Meeting: Practice session
Week of 4 May	DG individual practice session
Week of 4 May	ELT individual practice sessions (can be flexible)
11 May	ELT Meeting: Small group strategy discussion (3 x small groups)
	HSCE small group sessions
	HSCE individual sessions (as required)
12 May	SLF Meeting: Practice session
13 May	ELT Meeting: Small group strategy discussion
	HSCE small group sessions
18 May	ELT Meeting: Practice session
Week of 18 May	DG individual practice session
25 May (TBC)	Minister Mock Session #1: Minister, DG and ELT
Week of 25 May	DG individual practice session
1 June (TBC)	Minister Mock Session #2: Minister, DG and ELT
8 June (TBC)	Minister Mock Session #3: Minister, DG and SLF

Estimates

From: Estimates
Sent: Thursday, 30 January 2020 5:10 PM
To: MinDGmeeting
Subject: RE: MIN-DG

Great – thanks Sally!
Laura

From: MinDGmeeting <MinDGmeeting@health.qld.gov.au>
Sent: Wednesday, 29 January 2020 2:46 PM
To: Estimates <Estimates@health.qld.gov.au>
Subject: MIN-DG

Hi Laura

FYI – Your Estimates paper was not discussed at Tuesday's MIN-DG and will now go to next week's meeting.

Will let you know if there are any queries.

Cheers
Sally

Queensland Health
Ministerial & Executive Services Unit
Office of the Director-General
Level 37, 1 William Street, Brisbane QLD 4000
MinDGmeeting@health.qld.gov.au

Mary Weaver

From: Mary Weaver
Sent: Friday, 7 February 2020 4:38 PM
To: MD06-GoldCoast-HSD
Subject: Dial in details for Tuesday's key contact session

Hi Sue and team

The dial in details are as follows:

For those dialling in, the teleconference details are as follows:

Dial-in Number: [REDACTED]

Conference/participant code:
[REDACTED]

Regards

Mary

Mary Weaver
Director, Estimates

Telephone: [REDACTED]
Mobile: [REDACTED]
Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
Email: mary.weaver@health.qld.gov.au

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Estimates

From: Estimates
Sent: Monday, 10 February 2020 1:24 PM
To: Jasmina Joldic
Cc: Laura Kanaris
Subject: RE: For Action: Key Work Program items over next 4-8 weeks
Attachments: Key Work Program Items Estimates Team.pptx

Hi Jasmina

Attached is the Estimates Team's input which is that the estimates preparations and process needs to 'continue as normal'. We are working to a hard deadline in June and, while we could delay a little here and there, any significant slowing down of our process would have quite serious impacts.

I think the point also needs to be made that while the Estimates Team will continue as normal we also need all divisions and the HHSs to also continue as normal as well, otherwise we will get behind in the process with little capacity to make this time up.

Happy to discuss.

Regards

Mary

From: Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>
Sent: Monday, 10 February 2020 1:13 PM
To: Dawn Schofield <Dawn.Schofield@health.qld.gov.au>; Renae Tesch <Renae.Tesch@health.qld.gov.au>; Karen Thompson <Karen.Thompson3@health.qld.gov.au>; Estimates <Estimates@health.qld.gov.au>; Brendan Speirs <Brendan.Speirs@health.qld.gov.au>; Tammy Sovenyhazi <Tammy.Sovenyhazi@health.qld.gov.au>; Loretta Carr <Loretta.Carr2@health.qld.gov.au>; Jess M Byrne <Jess.Byrne@health.qld.gov.au>
Cc: Loretta Carr <Loretta.Carr2@health.qld.gov.au>; Jess M Byrne <Jess.Byrne@health.qld.gov.au>
Subject: Fwd: For Action: Key Work Program items over next 4-8 weeks

Team

Please see below and attached.

I would appreciate it if you could complete the list and return to me by no later than noon Wednesday.

With thanks

Jasmina

Jasmina Joldić
 Executive Director
 Office of the Director-General
 Queensland Health

Begin forwarded message:

From: CSDDDG <CSDDDG@health.qld.gov.au>
Date: 10 February 2020 at 13:09:07 AEST
To: Barbara Phillips <Barbara.Phillips@health.qld.gov.au>, Damian Green <Damian.Green@health.qld.gov.au>, Haylene Grogan <Haylene.Grogan@health.qld.gov.au>, Jasmina Joldic <Jasmina.Joldic@health.qld.gov.au>, Jeannette Young <Jeannette.Young@health.qld.gov.au>, John Wakefield <John.Wakefield@health.qld.gov.au>, Keith McNeil <Keith.McNeil@health.qld.gov.au>, Luan Sadikaj <Luan.Sadikaj@health.qld.gov.au>, Nick Steele <Nick.Steele@health.qld.gov.au>, Philip Hood <Philip.Hood@health.qld.gov.au>, Russell Bowles-QAS <Russell.Bowles@ambulance.qld.gov.au>
Cc: CSDDDG <CSDDDG@health.qld.gov.au>
Subject: For Action: Key Work Program items over next 4-8 weeks

Hi Everyone,

The attached template is to help ELT identify key work program items over the next 4 – 8 weeks that are possibly affected by our response to the Novel Coronavirus. These could be work programs that have been identified to continue as normal due to the nature of them or alternatively may need to be slowed where staff have been reallocated to focus on the Coronavirus.

There are 3 categories to consider putting your work programs against:

- Continue as normal
- Slowed Down
- Proposed to delay – there is also section to provide what the impact would be and a restart date if you are proposing to delay a work program.

Can you please complete the template keeping in mind the work programs to be included are high level/significant over the next few months. It would be appreciated if the completed template could be returned to the CSDDDG mailbox by 13 February 2020. This will then be discussed at an ELT meeting on Friday.

Thank you in advance for your assistance.

Kind regards,
Pip

Phillippa Cock

A/Director, Office of the Deputy Director-General

Phone: [REDACTED]

Mobile: [REDACTED]

Address: Level 14, 33 Charlotte Street, Brisbane QLD 4000

Email: phillippa.cock@health.qld.gov.au

Queensland Health

Corporate Services Division

Key Work Program Items possibly affected by response to Novel Coronavirus

	Continue as normal	Slowed Down	Proposed to delay	Impact if work program is delayed and restart date
<p>Key Work Program Items over the next 4 – 8 weeks</p>	<p>e.g. Aspiring Women Leader’s Summit</p>			
	<p>Estimates preparations and process</p>			

Estimates

Subject: Estimates 2020 Key Contacts information
Location: 33 Charlotte Street, Level 14, Room 14.13

Start: Tue 11/02/2020 10:00 AM
End: Tue 11/02/2020 11:00 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Estimates
Required Attendees: Estimates; DDGA&TSIHD_Corro; CSD-Estimates; CEQ_Estimates; HPSP-Governance; CHOB-Governance; SPPD-Corro; QAS Correspondence; HSQ-Corro; eHealthQld-Corro; donna.hancock@qimrberghofer.edu.au; Siobhan Barry; Giovanna Franze; Michael Corne; executive@oho.qld.gov.au; halie.geissmann@oho.qld.gov.au; Info HWQ; MD20-Cairns&Hinterland-HSD; MD13-CentralQLD-HSD; MD14-CentralWest-HSD; CHQ_HHS; DDHHS; Meagan Mahaffey; MD06-GoldCoast-HSD; MackayHSEstimates; MD16-MetroNorthHHS; Metro South Corro; NWHHS.CFO; MD07-SouthWest-HHS; SC-HHS-Official-Corro; MD21-Torres&Cape-HHS; MD25-Townsville-HSD; MD09-WestMoreton-HSD; MD18-WideBay-HSD-HOME; HSCE-Forum-Office
Optional Attendees: Tim Kershaw; Vanda Simpson; Donna Burke; Lisa Qualischefski; Karen Munro; Sean Conway; Amy Cook; Michael Crowe; Amber Coom; Janet Geisler; Danielle Jesser; Sarah Nolan; Patricia Taylor; Renee Cullen; Sandy Brennan; Verity Ney; 'Russell Percival'; Amy Louise Melville; Alan Costin; Matthew Rigby; Helen Ceron; Gail Burke; Natalie Leach; Gemma Hodgetts; Billy Bragg; Alycia Lone; Narelle Baker; Kylie Dalzell; Colleen Clur; Sharon Doyle

Presentation slides now attached.

Dear Key Contacts

This is the invitation for the Estimates 2020 Key Contacts information session to be held on Tuesday 11 February 2020. This session will provide information about the requirements for this year's hearing. It would be greatly appreciated when you accept that you let us know if you intend to attend the session in person or via the phone.

For those dialling in, the teleconference details are as follows:

Dial-in Number:

Conference/participant code:

For those participating via teleconferencing, the slide pack is attached so you can follow along.

If you have any particular questions you would like addressed, please let us know beforehand so that we are sure to cover them.

Some of you have already contacted me or Laura to indicate that you will not be able to attend and we will forward the slides from the presentation to you as well.

If you have any queries about this, please don't hesitate to contact Laura or me.

Regards

Mary

Mary Weaver

Director, Estimates

Telephone: [REDACTED]

Mobile: [REDACTED]

Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000

Email: mary.weaver@health.qld.gov.au

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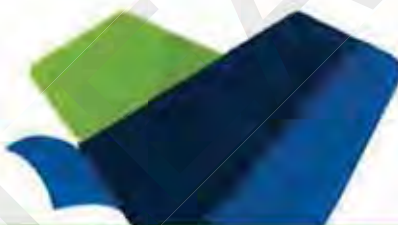
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Estimates 2020

Key contacts briefing session

Estimates

The estimates process:

- forms part of the Queensland Parliament's scrutiny of the annual appropriation bill or State Budget.
- enables Members of Parliament to review the expenditure of each department over the past year and for the coming year
- allows for a wide range of issues to be explored, e.g. proposals in budget papers, key government policies, performance of health services, or electorate-based concerns.

Health, Communities, Disability Services and Domestic and Family Violence Prevention (Health) Committee of the Queensland Parliament

Mr Aaron Harper, Member for Thuringowa (ALP), Chair

Mr Mark McArdle, Member for Caloundra (LNP), Deputy Chair

Mr Michael Berkman, Member for Maiwar (GRN)

Mr Marty Hunt, Member for Nicklin (LNP)

Mr Barry O'Rourke, Member for Rockhampton (ALP)

Ms Joan Pease, Member for Lytton (ALP)

Further information about the Committee can be accessed at

<https://www.parliament.qld.gov.au/work-of-committees/committees/HCDSDFVPC>

Information about areas in each member's electorate can be found at:

<https://www.ecq.qld.gov.au/electoral-boundaries/find-my-electorate/state-district-maps>

Attendance at estimates hearings

- All the Health committee members attend but other MPs can ask the Chair to attend.
- Generally the Opposition shadow minister attends, i.e. Ms Ros Bates MP, Member for Mudgeeraba.
- There are four other minor parties in the parliament: Katter Australia Party (3 seats); One Nation (1 seat); Greens (1 seat) and North Queensland First (1 seat) who could attend.
- There is also one independent MP (Noosa) who has attended in previous years.

Activities

- Two briefing rounds → Estimates pack
- 20 Questions on Notice
- Practice sessions
- Information requests
- Support during the hearing

Role of Key Contacts

- 'Go to' person for their Division / HHS / Statutory Agency
- Allocate briefing materials / information requests to relevant areas for preparation
- Review briefing materials against content and style requirements
- Coordinates any amendments, as required
- Coordinates validation of materials, as required
- Ensures compliance with clearance processes and timelines
- Identifies new or emerging issues
- Works proactively works with other key estimates contacts
- Disseminates information to key officers within their Division / HHS / Statutory Agency
- Maintains confidentiality

Key dates for estimates pack



24 February – 13
March
3 April

Round 1



28 April – 1 May

State Budget



20 April – 8 May
20 May

Round 2



Early June

Briefing folder completed



9 – 18 June

Estimates hearings

Briefing Pack



R

Estimates SharePoint

- SharePoint Online will be used again to coordinate the 2020 briefing pack.
- Review and validation processes will also be run within SharePoint.
- Security settings will be similar to last year – please only access briefs that are relevant to your area.
- SharePoint guidance materials will be available for users.
- Briefing templates and resource documents will be made available on SharePoint.

Communication

- Formal requests will only be sent from **Estimates@health.qld.gov.au**
- Estimates SharePoint site will be reactivated on commencement of Round 1 – 24 February.
- If approached directly for information for the purpose of estimates, please contact the Estimates Team.
- Please utilise the estimates key contact network when collaborating with other Divisions / HHS / Statutory Agencies.

Resources

- Templates – instructions about ‘content’ are embedded
- Guidance resources will be made available – i.e. writing guides and checklists.
- Useful Links Fact Sheet to assist with preparation and validation of materials
- Estimates SharePoint quick reference user guides.

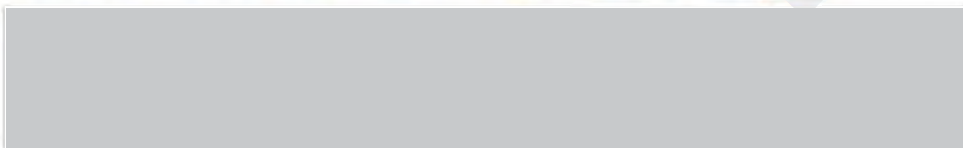
Estimates Team



Mary Weaver, Director



Laura Kanaris, Manager



Briefings and Liaison Officer

TBA



Estimates@health.qld.gov.au

Mary Weaver

From: Mary Weaver
Sent: Tuesday, 11 February 2020 12:08 PM
To: Michelle Phillips
Cc: Laura Kanaris
Subject: RE: REMINDER/CALL for EDCoS meeting papers (DUE: BY COB 12 FEB 2020)

Hi Shelley

We are doing a paper for this meeting. We will have it to you shortly.

It will be an updated version of one that was meant to go to a previous meeting but which didn't get discussed. Hope that's OK.

Regards

Mary

From: Michelle Phillips <Michelle.Phillips3@health.qld.gov.au>
Sent: Tuesday, 11 February 2020 11:13 AM
To: Dawn Schofield <Dawn.Schofield@health.qld.gov.au>; Renaie Tesch <Renaie.Tesch@health.qld.gov.au>; Brendan Speirs <Brendan.Speirs@health.qld.gov.au>; Karen Thompson <Karen.Thompson3@health.qld.gov.au>; Tammy Sovenyhazi <Tammy.Sovenyhazi@health.qld.gov.au>; Loretta Carr <Loretta.Carr2@health.qld.gov.au>; Jess M Byrne <Jess.Byrne@health.qld.gov.au>; Mary Weaver <Mary.Weaver@health.qld.gov.au>; RapidResults <RapidResults@health.qld.gov.au>; MinDGmeeting <MinDGmeeting@health.qld.gov.au>; Danielle Cohen <danielle.cohen@ministerial.qld.gov.au>; Laura Kanaris <Laura.Kanaris@health.qld.gov.au>
Cc: Michelle Phillips <Michelle.Phillips3@health.qld.gov.au>; Katlen Edwards <Katlen.Edwards@health.qld.gov.au>; Megan TAPE <Megan.TAPE@health.qld.gov.au>; Melanie Pilgrim <Melanie.Pilgrim@ministerial.qld.gov.au>
Subject: REMINDER/CALL for EDCoS meeting papers (DUE: BY COB 12 FEB 2020)

Hi everyone

Just a friendly reminder to please advise and/or send through any items you would like on the agenda.

Using the attached template, it would be appreciated that you please forward your agenda item/s through to me by **COB Wednesday 12 February 2020**.

The EDCoS meeting this week is being held on Friday 14 February 2020.

Thank you,
 Shelly

Michelle Phillips

(in Larin's absence)

Executive Office Coordinator

Phone: [REDACTED]

Mobile: [REDACTED]

Address: Level 11, 33 Charlotte Street, Brisbane QLD 4000

Email: michelle.phillips3@health.qld.gov.au

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RTI RELEASES

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From: Laura Kanaris <Laura.Kanaris@health.qld.gov.au>
Sent: Tuesday, 11 February 2020 5:36 PM
To: Sylvie Brdjanovic <Sylvie.Brdjanovic@health.qld.gov.au>
Cc: Mary Weaver <Mary.Weaver@health.qld.gov.au>
Subject: Draft Estimates Briefing Index - SPPD feedback

Hi Sylvie

As discussed, please find attached the draft briefing index sent out by the Estimates Team and the input received from SPPD. '2020 Draft Index SPPD – Updated' you will see has SPPD's comments/changes.

We would appreciate your insight as to how we could best streamline some of the briefs covering similar topics, particularly relating to aged care and end of life care.

I'll send through a meeting appointment shortly. Our room is located on Level 13, Room 13.09 (opposite the main kitchen).

Thanks!
 Laura

Laura Kanaris
 Manager - Estimates

Mobile: [REDACTED]
 Address: Level 13, 33 Charlotte Street, Brisbane CBD 4000
 Email: Laura.Kanaris@health.qld.gov.au

Queensland Health
 Office of the Director-General



www.health.qld.gov.au



Queensland's Health Vision: By 2026 Queenslanders will be among the healthiest people in the world.

Estimates

From: Estimates
Sent: Friday, 17 January 2020 3:27 PM
To: MD13-CentralQLD-HSD
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Categories: Estimates Manager

Hi Mike

Thanks for that.

Regards

Mary

From: MD13-CentralQLD-HSD <MD13-CentralQLD-HSD@health.qld.gov.au>
Sent: Friday, 17 January 2020 3:16 PM
To: Estimates <Estimates@health.qld.gov.au>
Cc: Dianne Spiller <Dianne.Spiller@health.qld.gov.au>
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Mary,

CQ will have the usual two contacts for Estimates:

- Michael Rutherford
 Manager Marketing and Communication
 [REDACTED]
Michael.rutherfords@health
- Dianne Spiller
 Manager Executive Services
 [REDACTED]
MD13-CentralQld-HSD@health

Mike

[right click for signature]

From: Estimates <Estimates@health.qld.gov.au>
Sent: Friday, 17 January 2020 2:39 PM
To: CSDDDG <CSDDDG@health.qld.gov.au>; CEQCorro <CEQCorro@health.qld.gov.au>; HPSP-Corro <HPSP-Corro@health.qld.gov.au>; CHO CHO <CHO_CHO@health.qld.gov.au>; SPPD-Corro <SPPD-Corro@health.qld.gov.au>; QAS.Correspondence <gas.correspondence@ambulance.qld.gov.au>; HSQ-Corro <HSQ-Corro@health.qld.gov.au>; eHealthQld-Corro <eHealthQld-Corro@health.qld.gov.au>; ATSIHB_Corro <ATSIHB_Corro@health.qld.gov.au>; MD20-Cairns&Hinterland-HSD <MD20-CairnsHinterland-HSD@health.qld.gov.au>; MD13-CentralQLD-HSD <MD13-CentralQLD-HSD@health.qld.gov.au>; MD14-CentralWest-HSD <MD14-CentralWest-HSD@health.qld.gov.au>; CHQ_HHS <CHQ_HHS@health.qld.gov.au>; DDHHS <DDHHS@health.qld.gov.au>; MD06-GoldCoast-HSD <MD06-GoldCoast-HSD@health.qld.gov.au>; MD23-Mackay-HSD <MD23-Mackay-HSD@health.qld.gov.au>; MD16-MetroNorthHHS <MD16-MetroNorthHHS@health.qld.gov.au>; MD05-MetroSouthHSD <MD05-MetroSouthHSD@health.qld.gov.au>; md22NWHHS <MD22-Mtisa-HSD@health.qld.gov.au>; MD07-SouthWest-HHS <MD07-SouthWest-

HHS@health.qld.gov.au>; SC-HHS-Official-Corro <SC-HHS-Official-Corro@health.qld.gov.au>; MD21-Torres&Cape-HHS <MD21-TorresCape-HHS@health.qld.gov.au>; MD25-Townsville-HSD <MD25-Townsville-HSD@health.qld.gov.au>; MD09-WestMoreton-HSD <MD09-WestMoreton-HSD@health.qld.gov.au>; MD18-WideBay-HSD-HOME <MD18-WideBay-HSD-HOME@health.qld.gov.au>; 'executive@oho.qld.gov.au' <executive@oho.qld.gov.au>; Directors Office@qimrberghofer.edu.au; commissioner@qmhc.qld.gov.au; info@hw.qld.gov.au

Subject: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Hi Everyone

Following on from Jasmina's email about Estimates 2020 which was sent to all executives, as a first step in commencing the process, we ask that you **nominate two officers to work with the Estimates Team**. As key contacts, these officers will help coordinate the development of briefs at a local level, review briefs to ensure that information is accurate and appropriately endorsed by senior executives, manage any changes required, identify local emerging issues and coordinate provision of other information such as responses to pre-hearing Questions on Notice and ad hoc requests for information.

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Please provide the details of your nominated key contacts, including name, best contact phone number and email address, to the Estimates Team via email at Estimates@health.qld.gov.au by **COB Thursday 23 January 2019**.

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The 2020 Estimates Team is:

- Mary Weaver, Director - Estimates,
- Laura Kanaris, Manager, Estimates; and
- an Estimates Briefing Officer (TBA).

Should you have any questions or wish to discuss further, please do not hesitate to contact the Estimates Team on [REDACTED]

Regards

Mary

Mary Weaver
Director, Estimates

Telephone: [REDACTED]
Mobile: [REDACTED]
Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
Email: mary.weaver@health.qld.gov.au

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RTI RELEASE

Estimates

From: Estimates
Sent: Friday, 17 January 2020 3:28 PM
To: MD21-Torres&Cape-HHS
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Categories: Estimates Manager

Thanks for that, Mike.

Regards

Mary

From: MD21-Torres&Cape-HHS <MD21-TorresCape-HHS@health.qld.gov.au>
Sent: Friday, 17 January 2020 2:52 PM
To: Estimates <Estimates@health.qld.gov.au>
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Good Afternoon Mary,

TCHHS's two contacts will be:

Deborah Stoffell, Manager of the Office of the Chief Executive
 [REDACTED]

and

Sonja Varglien, Correspondence Liaison Officer.
 [REDACTED]

The best email for correspondence will be MD21-TorresCape-HHS@health.qld.gov.au.

Thanks,

Mike.

Mike Hutchinson

Correspondence Liaison Officer

Office of the Chief Executive Torres and Cape Hospital and Health Service

p: [REDACTED]
a: Level 9, CITI Building, Cnr Sheridan & Spence St, Cairns QLD 4870
e: TCHHS-Comms-Media@health.qld.gov.au
w: www.health.qld.gov.au/torres-cape





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From: Estimates <Estimates@health.qld.gov.au>

Sent: Friday, 17 January 2020 2:39 PM

To: CSDDDG <CSDDDG@health.qld.gov.au>; CEQCorro <CEQCorro@health.qld.gov.au>; HPSP-Corro <HPSP-Corro@health.qld.gov.au>; CHO CHO <CHO_CHO@health.qld.gov.au>; SPPD-Corro <SPPD-Corro@health.qld.gov.au>; QAS.Correspondence <gas.correspondence@ambulance.qld.gov.au>; HSQ-Corro <HSQ-Corro@health.qld.gov.au>; eHealthQld-Corro <eHealthQld-Corro@health.qld.gov.au>; ATSIHB_Corro <ATSIHB_Corro@health.qld.gov.au>; MD20-Cairns&Hinterland-HSD <MD20-CairnsHinterland-HSD@health.qld.gov.au>; MD13-CentralQLD-HSD <MD13-CentralQLD-HSD@health.qld.gov.au>; MD14-CentralWest-HSD <MD14-CentralWest-HSD@health.qld.gov.au>; CHO_HHS <CHO_HHS@health.qld.gov.au>; DDHHS <DDHHS@health.qld.gov.au>; MD06-GoldCoast-HSD <MD06-GoldCoast-HSD@health.qld.gov.au>; MD23-Mackay-HSD <MD23-Mackay-HSD@health.qld.gov.au>; MD16-MetroNorthHHS <MD16-MetroNorthHHS@health.qld.gov.au>; MD05-MetroSouthHSD <MD05-MetroSouthHSD@health.qld.gov.au>; md22NWHHS <MD22-MtIsa-HSD@health.qld.gov.au>; MD07-SouthWest-HHS <MD07-SouthWest-HHS@health.qld.gov.au>; SC-HHS-Official-Corro <SC-HHS-Official-Corro@health.qld.gov.au>; MD21-Torres&Cape-HHS <MD21-TorresCape-HHS@health.qld.gov.au>; MD25-Townsville-HSD <MD25-Townsville-HSD@health.qld.gov.au>; MD09-WestMoreton-HSD <MD09-WestMoreton-HSD@health.qld.gov.au>; MD18-WideBay-HSD-HOME <MD18-WideBay-HSD-HOME@health.qld.gov.au>; 'executive@oho.qld.gov.au' <executive@oho.qld.gov.au>; Directors_Office@qimberghofer.edu.au; commissioner@qmhc.qld.gov.au; info@hw.qld.gov.au

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- Laura Kanaris, Manager, Estimates; and

- an Estimates Briefing Officer (TBA).

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Regards

Mary

Mary Weaver
Director, Estimates

Telephone: [REDACTED]
Mobile: [REDACTED]
Address: Level 13, 33 Charlotte Street, Brisbane QLD 4000
Email: mary.weaver@health.qld.gov.au

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Estimates

From: Estimates
Sent: Friday, 17 January 2020 3:29 PM
To: MD05-MetroSouthHSD
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Categories: Estimates Manager

Thanks for the quick reply, Marissa.

Regards

Mary

From: MD05-MetroSouthHSD <MD05-MetroSouthHSD@health.qld.gov.au>
Sent: Friday, 17 January 2020 2:51 PM
To: Estimates <Estimates@health.qld.gov.au>
Cc: Matthew Rigby <Matthew.Rigby@health.qld.gov.au>
Subject: RE: 2020 Estimates Committee Hearing: Request for nomination of key contacts

Good afternoon

Contacts for Metro South Health are:

Marissa Tilby – Director, Office of the Chief Executive, Metro South Health
 email MD05-MetroSouthHSD@health.qld.gov.au and Marissa.Tilby@health.qld.gov.au

Matt Rigby - Senior Director, Media and Communications, Metro South Health
 Email - Matthew.Rigby@health.qld.gov.au

Thanks

Marissa

Office of the Chief Executive
Metro South Health

Princess Alexandra Hospital, Building 15 level 3, Woolloongabba 4102
 e. MD05-MetroSouthHealth@health.qld.gov.au | w: metrosouth.health.qld.gov.au

Director Office of the Chief Executive: **Marissa Tilby**

t. (07) [REDACTED]

Chief Executive Liaison Officer: **Annette Crawford**

t. (07) [REDACTED]

Executive Support Officer to the Chief Operating Officer: **Sasha Teevan**

t. (07) [REDACTED]

Board Liaison Officer: Lynda Marchitto
t. (07) [REDACTED]

Correspondence Officer: Mark Gibb
t. (07) [REDACTED]

Correspondence Officer: Ngaire Abberton
t. (07) [REDACTED]

We care about you 

From: Estimates <Estimates@health.qld.gov.au>
Sent: Friday, 17 January 2020 2:39 PM
To: CSDDDG <CSDDDG@health.qld.gov.au>; CEQCorro <CEQCorro@health.qld.gov.au>; HPSP-Corro <HPSP-Corro@health.qld.gov.au>; CHO CHO <CHO_CHO@health.qld.gov.au>; SPPD-Corro <SPPD-Corro@health.qld.gov.au>; QAS.Correspondence <qas.correspondence@ambulance.qld.gov.au>; HSQ-Corro <HSQ-Corro@health.qld.gov.au>; eHealthQld-Corro <eHealthQld-Corro@health.qld.gov.au>; ATSIHB_Corro <ATSIHB_Corro@health.qld.gov.au>; MD20-Cairns&Hinterland-HSD <MD20-CairnsHinterland-HSD@health.qld.gov.au>; MD13-CentralQLD-HSD <MD13-CentralQLD-HSD@health.qld.gov.au>; MD14-CentralWest-HSD <MD14-CentralWest-HSD@health.qld.gov.au>; CHQ_HHS <CHQ_HHS@health.qld.gov.au>; DDHHS <DDHHS@health.qld.gov.au>; MD06-GoldCoast-HSD <MD06-GoldCoast-HSD@health.qld.gov.au>; MD23-Mackay-HSD <MD23-Mackay-HSD@health.qld.gov.au>; MD16-MetroNorthHHS <MD16-MetroNorthHHS@health.qld.gov.au>; MD05-MetroSouthHSD <MD05-MetroSouthHSD@health.qld.gov.au>; md22NWHHS <MD22-MtIsa-HSD@health.qld.gov.au>; MD07-SouthWest-HHS <MD07-SouthWest-HHS@health.qld.gov.au>; SC-HHS-Official-Corro <SC-HHS-Official-Corro@health.qld.gov.au>; MD21-Torres&Cape-HHS <MD21-TorresCape-HHS@health.qld.gov.au>; MD25-Townsville-HSD <MD25-Townsville-HSD@health.qld.gov.au>; MD09-WestMoreton-HSD <MD09-WestMoreton-HSD@health.qld.gov.au>; MD18-WideBay-HSD-HOME <MD18-WideBay-HSD-HOME@health.qld.gov.au>; 'executive@oho.qld.gov.au' <executive@oho.qld.gov.au>; Directors_Office@qimberghofer.edu.au; commissioner@qmhc.qld.gov.au; info@hw.qld.gov.au
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