

S 22(1)(a)(ii)

From: s 47E(d) @pmc.gov.au>
Sent: Friday, 1 July 2022 5:01 PM
To: Lange, Jason <Jason.Lange@pmc.gov.au>; s 47E(d) @pmc.gov.au>
Cc: s 22(1)(a)(ii) @pmc.gov.au>
Subject: RE: For approval - recruiting APS6 and APS4 [SEC=OFFICIAL]

OFFICIAL

Hi Jason

We approve the recruitment of the additional staff.

I note we manage on an ASL basis so happy for you to recruitment higher and manage it down to your cap throughout the year.

Also, you are able to move funding between ASL and suppliers, so happy for the funding currently used for s. 22(1)(a)(ii) to fund the additional APS6. s. 22(1)(a)(ii)

Apologies for the delay.

Thanks,
s 22(1)(a)(ii)

s 22(1)(a)(ii) | Director, Budget Coordination and Liaison
Corporate Division
p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Wednesday, 29 June 2022 10:03 AM
To: [REDACTED] s 47E(d) [@pmc.gov.au>
Cc: \[REDACTED\] \[@pmc.gov.au>
Subject: For approval - recruiting APS6 and APS4 \\[SEC=OFFICIAL\\]\]\(mailto:@pmc.gov.au\)](mailto:@pmc.gov.au)

OFFICIAL

Hi team

A few movements in OBPR, which is triggering this email seeking approval for recruitment.

I've had two staff leave recently [REDACTED] s. 22(1)(a)(ii) has already left, and [REDACTED] s. 22(1)(a)(ii) is leaving in a few weeks). Also I have an EL2 on [REDACTED] s 47F [REDACTED] s. 22(1)(a)(ii) [REDACTED] s. 47F [REDACTED] and [REDACTED] s. 22(1)(a)(ii) is about to depart for [REDACTED] s. 47F [REDACTED]

Also, we are not [REDACTED] s 47F [REDACTED].

- **As a minimum, I'd like to bring in a new APS6 into [REDACTED] s 47E(c) and an new APS4 into [REDACTED] s 47E(c)**

My count is that with those movements it takes me to approximately 20.4 FTE, so slightly over my allocation but I expect other departs in the next 2-3 months that will even that out.

- If possible, I'd be keen to stretch it to two new APS6's (i.e **two new APS6's and one APS4**) if the budget allows, as I expect to be very busy in the lead up to Budget but then have staff depart thereafter?

Grateful for Finance team's approval for this recruitment.

Jason

Jason Lange | Executive Director
 Office of Best Practice Regulation | Economic Division
 p. [REDACTED] s 22(1)(a)(ii)

EA: [REDACTED] s 22(1)(a)(ii) | [REDACTED] s 22(1)(a)(ii)
 [REDACTED] s 22(1)(a)(ii) @pmc.gov.au

S 22(1)(a)(ii)

From: Horvat, Natalie <Natalie.Horvat@pmc.gov.au>
Sent: Monday, 4 July 2022 12:10 PM
To: Lange, Jason <Jason.Lange@pmc.gov.au>
Subject: Re: For FAS approval - OBPR staffing - recruiting 2x APS6 and 1x APS4; internal promo 2x APS4 and 1xAPS3
[SEC=OFFICIAL]

Approved 4

Natalie

On 4 Jul 2022, at 8:48 am, Lange, Jason <Jason.Lange@pmc.gov.au> wrote:

OFFICIAL

Natalie

After a very stable staffing period, I've had some movements which I'd like to replace quickly.

In the last month I've had s. 22(1)(a)(ii) secure new roles, and I've taken the decision not to continue one of the s 47F | s. 22(1)(a)(ii) also departs s 47F , and I still have an EL2 s. 22(1)(a)(ii) .

So I'd like to use the latest APS6 round to bring in 2x APS6 staff and find one new APS4 staff. I'd also like to use the latest APS3/4 round to promote three of our interns: s. 22(1)(a)(ii) to APS4 and s. 22(1)(a)(ii) to APS3, and shift them from non-ongoing to ongoing.

The email from the Finance team below confirms we have ample ASL and Budget room to do so.

Thanks

Jason

From: **s 47E(d)** @pmc.gov.au
Sent: Friday, 1 July 2022 5:01 PM
To: Lange, Jason <Jason.Lange@pmc.gov.au>; **s 47E(d)** @pmc.gov.au
Cc: **s 22(1)(a)(ii)** @pmc.gov.au
Subject: RE: For approval - recruiting APS6 and APS4 [SEC=OFFICIAL]

OFFICIAL

Hi Jason

We approve the recruitment of the additional staff.

I note we manage on an ASL basis so happy for you to recruitment higher and manage it down to your cap throughout the year.

Also, you are able to move funding between ASL and suppliers, so happy for the funding currently used for **s. 22(1)(a)(ii)** to fund the additional APS6.

Apologies for the delay.

Thanks,
s 22(1)(a)(ii)

s 22(1)(a)(ii) | Director, Budget Coordination and Liaison
 Corporate Division
 p. x **s 22(1)(a)(ii)** | m. **s 22(1)(a)(ii)**

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Wednesday, 29 June 2022 10:03 AM
To: **s 47E(d)** [@pmc.gov.au
Cc: **s 22\(1\)\(a\)\(ii\)** \[@pmc.gov.au
Subject: For approval - recruiting APS6 and APS4 \\[SEC=OFFICIAL\\]\]\(mailto:@pmc.gov.au\)](mailto:@pmc.gov.au)

OFFICIAL

Hi team

A few movements in OBPR, which is triggering this email seeking approval for recruitment.

I've had two staff leave recently **s. 22(1)(a)(ii)** has already left, and **s. 22(1)(a)(ii)** is leaving in a few weeks). Also I have an **s 47F** **s. 22(1)(a)(ii)**, **s. 47F** **s. 47F** and **s. 22(1)(a)(ii)** is about to depart **s 47F**

Also, we are not **s 47F**.

- **As a minimum, I'd like to bring in a new APS6 into **s 47E(c)** and an new APS4 into **s 47E(c)**.**

My count is that with those movements it takes me to approximately 20.4 FTE, so slightly over my allocation but I expect other departs in the next 2-3 months that will even that out.

- If possible, I'd be keen to stretch it to two new APS6's (i.e **two new APS6's and one APS4**) if the budget allows, as I expect to be very busy in the lead up to Budget but then have staff depart thereafter?

Grateful for Finance team's approval for this recruitment.

Jason

Jason Lange | Executive Director
Office of Best Practice Regulation | Economic Division
p. s 22(1)(a)(ii)

EA: s 22(1)(a)(ii) | s 22(1)(a)(ii)
s 22(1)(a)(ii) @pmc.gov.au

s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Tuesday, 30 August 2022 8:44 PM
To: s 47E(d)
Cc:
Subject: Re: FAS approval - EL1 s26 transfer [SEC=OFFICIAL:Sensitive]

Thanks.

Jason

Sent from my iPhone

On 26 Aug 2022, at 12:23 pm, s 47E(d) @pmc.gov.au> wrote:

OFFICIAL: Sensitive

Hi Jason

s. 22(1)(a)(ii)

As it is the beginning of the year, you could hire additional staff but note you would need to work down to your ASL throughout the year. Also, as our concern is the funding side over the number ASL, you could also decrease your supplier spending to offset the cost of the additional staff.

Happy to discuss.

Thanks,

s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Thursday, 25 August 2022 8:39 PM
To: s 47E(d) @pmc.gov.au>
Cc: s 22(1)(a)(ii) @pmc.gov.au>
Subject: FW: FAS approval - EL1 s26 transfer [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Finance team

Last week we have agreed that one of our EL1s (s 47F) will commence in the s 47F a several month secondment s. 47E(c) . SO that's a temporary s26 transfer.

s 47E(c) so we intend to bring across an new EL1 (s 22(1)(a)(ii)) into OBPR to plug a vacancy.

Seeking confirmation OBPR can bring in a new permanent ongoing EL1.

Jason

From: Horvat, Natalie <Natalie.Horvat@pmc.gov.au>
Sent: Wednesday, 24 August 2022 11:40 AM
To: Lange, Jason <Jason.Lange@pmc.gov.au>
Cc: [REDACTED] s 22(1)(a)(ii) @pmc.gov.au
Subject: RE: FAS approval - EL1 s26 transfer [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Jason all Approved with one condition. s 47E(c)

Thanks
nat

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Tuesday, 23 August 2022 8:48 AM
To: Horvat, Natalie <Natalie.Horvat@pmc.gov.au>
Cc: [REDACTED] s 22(1)(a)(ii) @pmc.gov.au
Subject: FAS approval - EL1 s26 transfer [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Nat

We have just agreed that one of our EL1s (s 47F) will go on a S26 temporary transfer to the [REDACTED]
s 47E(c)

We have also just had two (junior staff) cease their employment with us s 47F so we have ASL capacity.

[REDACTED] s 47E(c) . Seeking FAS approval to s26 that EL1 s 22(1)(a)(ii) across.

Jason

Jason Lange | Executive Director
Office of Best Practice Regulation | Economic Division
 p. s 22(1)(a)(ii)

EA: s 22(1)(a)(ii) | s 22(1)(a)(ii)
 s 22(1)(a)(ii) @pmc.gov.au

S. 22(1)(a)(ii)

From: s 22(1)(a)(ii) [@pmc.gov.au](#)
Sent: Wednesday, 5 October 2022 4:44 PM
To: Lange, Jason <Jason.Lange@pmc.gov.au>
Cc: s 22(1)(a)(ii) [@pmc.gov.au](#); s 47E(d) [@pmc.gov.au](#)
Subject: RE: For approval - recruiting non-ongoing EL1 [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Jason,

Thanks for letting me know. If you chose to replace s. 22(1)(a)(ii) position with s. 22(1)(a)(ii) this would leave you in a similar position s. 22(1)(a)(ii) assuming you also bring in the 3x APS3's. This could be covered by some of your supplier budget or you could manage back down to budget with attrition through the year if you need to fill that position now.

s. 22(1)(a)(ii)

Please let me know if you need anything further.

Kind regards,

s 22(1)(a)(ii)

s 22(1)(a)(ii) | Adviser
 Budget Coordination and Liaison | Finance and Shared Services Branch
 Corporate Division | Department of the Prime Minister and Cabinet
 p. s 22(1)(a)(ii)
 e. s 47E(d) [@pmc.gov.au](#)

s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Wednesday, 5 October 2022 3:01 PM
To: s 22(1)(a)(ii) [@pmc.gov.au](#)
Cc: s 22(1)(a)(ii) [@pmc.gov.au](#); s 47E(d) [@pmc.gov.au](#)
Subject: For approval - recruiting non-ongoing EL1 [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

s 22(1)(a)(ii)

s. 22(1)(a)(ii) will be departing OBPR effective approximately
s. 47E(c)

s 47E(c)

I'd like to confirm I have sufficient ASL room to bring in s. 22(1)(a)(ii) into PM&C as a non-ongoing EL^{s.47F} on a 12 month contract.
s. 22(1)(a)(ii)

Jason

Jason Lange | Executive Director
Office of Best Practice Regulation | Economic Division
p. s 22(1)(a)(ii)

EA: s 22(1)(a)(ii) | s 22(1)(a)(ii)
s 22(1)(a)(ii) @pmc.gov.au



Protected

PM
&
C

Item 5: Office of Best Practice Regulation 'Surge' function update

Lead: James Chisholm, A/g Deputy Secretary, Economic, Industry and Resilience

Recommendations

That the Executive Board:

- Note the update on the Office of Best Practice Regulation (OBPR) Surge function agreed by the Executive Board in 2021 and the successes the surge function has achieved as a result of concentrated support to APS policy teams.

s 22(1)(a)(ii)

PROTECTED

s 22(1)(a)(ii)

- While initially only funded by one year (2021-22) by the Executive Board, we understand Economic Division's budget retains this additional capacity within OBPR for 2022-23. **s 22(1)(a)(ii)**

PROTECTED

S. 22(1)(a)(ii)

Contact Officer	Brief cleared by
Jason Lange Assistant Secretary Office of Best Practice Regulation s 22(1)(a)(ii) Jason.lange@pmc.gov.au	James Chisholm Acting Deputy Secretary Economic, Industry and Resilience
	Jason Lange Assistant Secretary Office of Best Practice Regulation

PROTECTED

s 22(1)(a)(ii)

From: s 22(1)(a)(ii) @pmc.gov.au>
Sent: Monday, 19 December 2022 5:08 PM
To: Lange, Jason; s 22(1)(a)(ii)
Cc:
Subject: RE: OIA - s 22(1)(a)(ii) staffing movements [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Jason,

Thanks for the update.

s. 22(1)(a)(ii)

If you were to recruit to substantively fill the EL2 position, I would advise to try and find some savings elsewhere to offset this
s 22(1)(a)(ii)

Some possible options that you could consider to find savings if this is a high priority position:

s. 22(1)(a)(ii)

2. Delay the backfilling of any vacancies that arise from now until end of financial year to help reduce the full year overspend.

s. 22(1)(a)(ii)

Please don't hesitate to reach out if you have any further questions.

Enjoy your break!

s 22(1)(a)(ii)

s 22(1)(a)(ii) | A/g Director, Internal Budgets
Budget Coordination and Liaison | Finance and Shared Services Branch
Corporate Division | Department of the Prime Minister and Cabinet
p. s 22(1)(a)(ii)
e. s 47E(d) @pmc.gov.au

s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Friday, 16 December 2022 11:28 AM
To: s 22(1)(a)(ii) @pmc.gov.au>; s 22(1)(a)(ii) @pmc.gov.au>
Cc: s 22(1)(a)(ii) @pmc.gov.au>
Subject: OIA - s 22(1)(a)(ii) staffing movements [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

s 22(1)(a)(ii)

Grateful if you can advise Finance approval for these two bolded staffing actions, taking into account these movements:

- **s. 22(1)(a)(ii)** will cease employment with PM&C, **s 47F**
- **s. 22(1)(a)(ii)** (**s. 47E(c)**) is expected to drop notice **s 47F**
- **Approval to recruit** a new EL2 into **s 47E(c)** effective last week January
- **s. 22(1)(a)(ii)** **s 47E(c)**
- **s. 22(1)(a)(ii)** **s 47E(c)**

Thanks

Jason

Jason Lange | Executive Director
Office of Impact Analysis | Economic Division
p. **s 22(1)(a)(ii)**

EA: **s 22(1)(a)(ii)** | **s 22(1)(a)(ii)**
s 22(1)(a)(ii) @pmc.gov.au

s 22(1)(a)(ii)

s. 22(1)(a)(ii)

From: Horvat, Natalie <Natalie.Horvat@pmc.gov.au>
Sent: Friday, 14 April 2023 6:29 PM
To: s 47E(d) @pmc.gov.au
Cc: s 22(1)(a)(ii) @pmc.gov.au; s 22(1)(a)(ii) @pmc.gov.au
Subject: Staffing [SEC=OFFICIAL]
Importance: High

OFFICIAL

s. 22(1)(a)(ii)

Can you please have a look at below and make any necessary edits. In particular – can you look at the pink section below - I have not included all the natural attrition because I couldn't remember the list of people! s. 22(1)(a)(ii)

s. 22(1)(a)(ii)

I am writing to seek your agreement to maintain the following appointments – which are currently included in my baseline Budget forecast for this financial year. [

1. s 47F OIA (EL1):

s 47F

s 22(1)(a)(ii)

Natural attrition includes the following staff^{s 47} cross the Divisions whose roles are not being filled:

s. 22(1)(a)(ii)	s 47F	s. 22(1)(a)(ii) (EL1)	s. 47F 1	s. 22(1)(a)(ii)
OIA: s. 22(1)(a)(ii) (EL1) - s. 22(1)(a)(ii) (APS5) leaving PM&C	s 47F	s. 22(1)(a)(ii) (EL1)	s 47E(c)	s. 22(1)(a)(ii) (EL1) 2
s 47F				
s 22(1)(a)(ii)				

s 22(1)(a)(ii)

Natalie Horvat

First Assistant Secretary | Economic Division
Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii) |s 22(1)(a)(ii)

e. natalie.horvat@pmc.gov.au | w. www.pmc.gov.au

One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

EA Contact: s 22(1)(a)(ii) s 22(1)(a)(ii) |s 22(1)(a)(ii) @pmc.gov.au

s 22(1)(a)(ii)

From: [REDACTED] **s 47E(d)** @pmc.gov.au>
Sent: Wednesday, 19 April 2023 5:22 PM
To: Horvat, Natalie
Cc: [REDACTED] **s 47E(d)**
Subject: RE: Staffing approval [SEC=OFFICIAL:Sensitive]
Attachments: scan_pmc18677_2023-04-19-17-19-09.pdf

OFFICIAL: Sensitive

Hello Nat,

Nadine has noted and approved – as attached.

Regards,

s 22(1)(a)(ii)

From: Horvat, Natalie <Natalie.Horvat@pmc.gov.au>
Sent: Wednesday, 19 April 2023 11:59 AM
To: Williams, Nadine <Nadine.Williams@pmc.gov.au>
Cc: [REDACTED] **s 47E(d)** @pmc.gov.au>; [REDACTED] **s 47E(d)** @pmc.gov.au>
Subject: FW: Staffing approval [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

OFFICIAL: Sensitive

Nadine,

Thanks for the discussion on Friday regarding staffing within my Division, as requested here is my email combining our previous staffing requests to you [REDACTED] **s. 22(1)(a)(ii)**

Appointments

I am writing to seek your agreement to maintain the following appointments – which are currently included in my baseline Budget forecast for this financial year.

1. [REDACTED] **s 47F** OIA (EL1): [REDACTED] **s 47F** [REDACTED]

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Natural attrition includes the following staff across the Divisions whose roles are not being filled:

OIA: s. 22(1)(a)(ii) (EL1) - s 47F s. 22(1)(a)(ii) (EL1) s 47F s. 22(1)(a)(ii) (APS5)
leaving PM&C s 47F s. 22(1)(a)(ii) (EL1) s 47E(c) ; s. 22(1)(a)(ii) (EL1) 2 month
s 47F
s 22(1)(a)(ii)

s. 22(1)(a)(ii)

EcoDiv recruitment request

s 22(1)(a)(ii)

From: Horvat, Natalie
Sent: Wednesday, 19 April 2023 11:59 AM
To: Williams, Nadine
Cc: s 47E(d)
Subject: FW: Staffing approval [SEC=OFFICIAL:Sensitive]

*Noted. Extensions
approved.*

OFFICIAL: Sensitive

OFFICIAL: Sensitive

Nadine,

Thanks for the discussion on Friday regarding staffing within my Division, as requested here is my email combining our previous staffing requests to you

s. 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: [REDACTED] @pmc.gov.au>
Sent: Wednesday, 31 May 2023 10:33 AM
To: 'Lange, Jason'
Subject: RE: FAS approval to recruit x3, s 47E(c) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Jason

Thanks for this.

s 47E(c)

Best wishes,

s 22(1)(a)

s 22(1)(a)(ii) (she/her)

Executive Assistant

Jason Lange | Executive Director | Office of Impact Analysis

John Neil | Assistant Secretary | Fiscal Policy

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii)

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

e. s 22(1)(a)(ii) @pmc.gov.au | w. www.pmc.gov.au

f

The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: Lange, Jason <Jason.Lange@pmc.gov.au>

Sent: Tuesday, 30 May 2023 4:55 PM

To: s 22(1)(a)(ii) @pmc.gov.au>

Subject: FW: FAS approval to recruit x3, s 47E(c) [SEC=OFFICIAL]

OFFICIAL

FAS approval email for new hires, s 47E(c) , s 47F).

Jason

From: O'Toole, James <James.O'Toole@pmc.gov.au>

Sent: Tuesday, 30 May 2023 4:51 PM

To: Lange, Jason <Jason.Lange@pmc.gov.au>

Cc: s 22(1)(a)(ii) [@pmc.gov.au>](mailto:@pmc.gov.au)

Subject: RE: FAS approval to recruit x3, s 47E(c) [SEC=OFFICIAL]

OFFICIAL

Thanks Jason

Approved. I note OIA is expected to remain within its current indicative 2023-24 Budget allocation, following these appointments.

Regards

James

James O'Toole

A/g First Assistant Secretary

Economic Division | Department of the Prime Minister and Cabinet

p.s 22(1)(a)(ii) | s 22(1)(a)(ii)

e. James.O'Toole@pmc.gov.au | w. www.pmc.gov.au

One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

Executive Assistant: s 22(1)(a)(ii) s 22(1)(a)(ii)



The Department acknowledges the Traditional Custodians of Country throughout Australia and their continuing connection to land, waters and community. We pay our respect to their Cultures, Country and Elders both past and present.

From: Lange, Jason <Jason.Lange@pmc.gov.au>

Sent: Tuesday, 30 May 2023 3:58 PM

To: O'Toole, James <James.O'Toole@pmc.gov.au>

Cc: s 22(1)(a)(ii) [@pmc.gov.au>](mailto:@pmc.gov.au)

Subject: FAS approval to recruit x3, s 47E(c) [SEC=OFFICIAL]

OFFICIAL

James

As mentioned recently, I'd like to bring in 3 new staff effective early July. 2x EL1 and 1x APS5. Approval email from Finance team below.

s 47E(c) , s 47F

Jason

From: s 47E(d) [@pmc.gov.au>](mailto:@pmc.gov.au)

Sent: Thursday, 25 May 2023 3:29 PM

To: Lange, Jason <Jason.Lange@pmc.gov.au>; s 47E(d) [@pmc.gov.au>](mailto:@pmc.gov.au)

Cc: s 22(1)(a)(ii) [@pmc.gov.au>; s 22\(1\)\(a\)\(ii\) \[@pmc.gov.au>; s 22\\(1\\)\\(a\\)\\(ii\\) \\[@pmc.gov.au>\\]\\(mailto:@pmc.gov.au\\)\]\(mailto:@pmc.gov.au\)](mailto:@pmc.gov.au)

Subject: RE: Approval to recruit [SEC=OFFICIAL]

OFFICIAL

Hi Jason,

As long as you are within the budget allocation (s. 22(1)(a)(ii)), this should be fine (17 ASL approx) – but any further recruitment in addition to the ASL will need to be approved by DEPSEC. I s 22(1)(a)(ii)

Regards

s 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>
Sent: Wednesday, 24 May 2023 1:59 PM
To: s 47E(d) [@pmc.gov.au>
Cc: s 22\(1\)\(a\)\(ii\) \[@pmc.gov.au>
Subject: Approval to recruit \\[SEC=OFFICIAL\\]\]\(mailto:@pmc.gov.au\)](mailto:@pmc.gov.au)

OFFICIAL

s 22(1)(a)(ii) and team

Grateful for confirmation that OIA is within Budget to make the following recruitment movements effective 3 July 2023:

- 2x EL1 staff, ongoing
- 1x APS5, ongoing

I'm comfortable we will keep within our 2023-24 allocation,

s 47F

Thanks

Jason

Jason Lange | Executive Director
Office of Impact Analysis | Economic Division
p. s 22(1)(a)(ii)

EA: s 22(1)(a)(ii) | s 22(1)(a)(ii)
s 22(1)(a)(ii) @pmc.gov.au



Complementary Functions Review

Office of Impact Analysis

- The Office of Impact Analysis (OIA) administers the Australian Government's Impact Analysis Framework, which helps to ensure significant decisions are underpinned by robust evidence and analysis. The ultimate focus is on delivering the best possible outcomes for Australian individuals, communities, and businesses.
- OIA's role consistently uplifts analytical capability across the Australian Public Service (APS), improving policy proposals throughout the policy development process.
- The OIA is an established, mature, and efficient function, providing high quality advice to inform evidence-based policy proposals.

S 22(1)(a)(ii)

Current Resource Profile and Budget

- The current OIA team is comprised of 1x SES B1; 3x EL2; 8x EL1; 3x APS6; 3x APS4. This is slightly above the 2023-24 FTE allocation of 16.8 FTE.

s 22(1)(a)(ii)

Cleared by:

Jo Evans
First Assistant Secretary, Economic Division
s 22(1)(a)(ii)
29 Sept 2023

Contact Officer:

Jason Lange
Office of Impact Analysis
s 22(1)(a)(ii)

DRAFT

S 22(1)(a)(ii)

From: Lange, Jason <Jason.Lange@pmc.gov.au>

Sent: Tuesday, 10 October 2023 9:55 AM

To: s 47E(d) [@pmc.gov.au>; s 22\(1\)\(a\)\(ii\) \[@pmc.gov.au>\]\(mailto:@pmc.gov.au\)](mailto:@pmc.gov.au)

Cc: s 22(1)(a)(ii) [@pmc.gov.au>](mailto:@pmc.gov.au)

Subject: S 47E(c) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Team

s 22(1)(a)(ii)

s. 22(1)(a)(ii) permanently relocating s. 47F effective s. 47F s. 22(1)(a)(ii) will also be moving across,
probably around s. 47F s. 22(1)(a)(ii)

Jason

Jason Lange | Executive Director

Office of Impact Analysis | Economic Division

p. s 22(1)(a)(ii)

EA: s 22(1)(a)(ii) | s 22(1)(a)(ii)
s 22(1)(a)(ii) @pmc.gov.au

s 22(1)(a)(ii)

From: s 22(1)(a)(ii) @pmc.gov.au>
Sent: Thursday, 29 February 2024 9:37 AM
To: s 22(1)(a)(ii) @pmc.gov.au>
Subject: RE: OIA - 2023-24 Forecasts as at 20 December 2023 - forecast review and updates [SEC=OFFICIAL]

OFFICIAL

Hi s 22(1)(a)(ii),

A few updates below...

s 47F

-This is correct

Thanks so much!!

s 22(1)(a)(i)

Kind regards

s 22(1)(a)(ii) | Executive Assistant to
John Neil | Assistant Secretary | Fiscal Policy Branch
s 22(1)(a)(ii) | A/g Assistant Secretary | Office of Impact Analysis
Department of the Prime Minister and Cabinet
p: **s 22(1)(a)(ii)** m: **s 22(1)(a)(ii)** | e: **s 22(1)(a)(ii)** @pmc.gov.au | w. www.pmc.gov.au
Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

 The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: **s 22(1)(a)(ii)** @pmc.gov.au>
Sent: Thursday, 29 February 2024 7:53 AM
To: **s 22(1)(a)(ii)** @pmc.gov.au>
Subject: RE: OIA - 2023-24 Forecasts as at 20 December 2023 - forecast review and updates [SEC=OFFICIAL]

OFFICIAL

Hi 

Thank you for the OIA updates.

s 22(1)(a)(ii)

Thank you
s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: s 22(1)(a)(ii) [@pmc.gov.au>](mailto:@pmc.gov.au)
Sent: Wednesday, 28 February 2024 12:00 PM
To: s 22(1)(a)(ii) [@pmc.gov.au>](mailto:@pmc.gov.au)
Subject: RE: OIA - 2023-24 Forecasts as at 20 December 2023 - forecast review and updates [SEC=OFFICIAL]

OFFICIAL

Hi s 22(1)(a)(ii),

A few updates below for OIA.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

OIA is aiming to get 3 EL1's on board around mid-march to fill s 22(1)(a)(ii) EL1 positions.

Thanks so much!!

Let me know if you need anything else 😊

Kind regards

s 22(1)(a)(ii) | Executive Assistant to
John Neil | Assistant Secretary | Fiscal Policy Branch
s 22(1)(a)(ii) | A/g Assistant Secretary | Office of Impact Analysis
Department of the Prime Minister and Cabinet
p: s 22(1)(a)(ii) m: s 22(1)(a)(ii) | e. s 22(1)(a)(ii) @pmc.gov.au | w. www.pmc.gov.au
Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

 The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: @pmc.gov.au>
Sent: Friday, 19 July 2024 5:18 PM
To: Abhayaratna, Joanna
Cc: **s 47E(d)**
Subject: FW: OIA - 2024-25 budget build [SEC=OFFICIAL]
Attachments: **s 22(1)(a)(ii)**

OFFICIAL

Hi Joanna

Following on from an email from **s 22(1)(a)(ii)** regarding ED staffing prospective return dates (as per table below) the OIA budget build has been slightly revised to an allocation **s 47E(d)** 18 ASL.

Name	Substantive level	Branch	Return Date
s 22(1)(a)(ii)	EL1	OIA	s 47E(c) , s 47F
	EL2	OIA	
	EL1	OIA	
	EL1	OIA	

Kind regards

s 22(1)(a)(ii)

5

s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>
Sent: Friday, 9 August 2024 9:33 AM
To: s 22(1)(a)(ii)
Cc: 'Evans, Jo'; s 22(1)(a)(ii)
Subject: FW: ED 2024-25 Budget Allocation - next steps as at 06082024 [SEC=OFFICIAL]

OFFICIAL

Hi s 22(1)(a)(ii),

On the OIA budget:

- I updated the staffing profile s 22(1)(a)(ii)

s 47E(c) , s 47F

- s 22(1)(a)(ii)

s 47E(c) , s 47F

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Please let me know if you need anything else.

Joanna

s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: Evans, Jo
Sent: Thursday, 8 August 2024 11:38 AM
To: Abhayaratna, Joanna
Cc: Neil, John; Eco Div Admin
Subject: RE: FOR APPROVAL: Outcomes of the OIA APS 5/6 Recruitment round
[SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Joanna. Approved.

John and Tiffany might also have options from recent rounds.

Jo

Jo Evans (she/her)
First Assistant Secretary
Economic Division
Department of the Prime Minister and Cabinet
p. **s 22(1)(a)(ii)** m. **s 22(1)(a)(ii)**
Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
e. jo.evans@pmc.gov.au w. pmc.gov.au



Gender Equality Network



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>
Sent: Thursday, 8 August 2024 10:46 AM
To: Evans, Jo <Jo.Evans@pmc.gov.au>
Subject: RE: FOR APPROVAL: Outcomes of the OIA APS 5/6 Recruitment round [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Jo,

For the OIS's APS5/6 round, **s 22(1)(a)(ii)** accepted the offer and we are looking at a start date of **s 47F**. However, unfortunately **s 22(1)(a)(ii)** and **s 22(1)(a)(ii)** declined the offer **s 47E(c)**

Given this, we would like to make an offer to **s 47E(c)**

- engage **s 22(1)(a)(ii)** in APS5 ongoing position in the **s 47F** **s 22(1)(a)(ii)** team). **s 47F**

s 22(1)(a)(ii)

Happy to discuss.

Joanna

s

From: Evans, Jo <Jo.Evans@pmc.gov.au>
Sent: Tuesday, 30 July 2024 11:19 AM
To: Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>
Subject: RE: FOR APPROVAL: Outcomes of the OIA APS 5/6 Recruitment round [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Joanna – thanks for this.

I am happy with the four offers. **s 47F**

Jo

Jo Evans (she/her)
 First Assistant Secretary
 Economic Division
 Department of the Prime Minister and Cabinet
 p. **s 22(1)(a)(ii)** m. **s 22(1)(a)(ii)**
 Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
 e. jo.evans@pmc.gov.au w. pmc.gov.au



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>
Sent: Monday, 29 July 2024 5:19 PM
To: Evans, Jo <Jo.Evans@pmc.gov.au>
Subject: FOR APPROVAL: Outcomes of the OIA APS 5/6 Recruitment round [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Jo,

Just logged on for a short while.

Please find attached the Selection Report for the OIA APS 5/6 Recruitment round. **s 47E(c)**

For your approval, we would like to make the following 4 immediate offers:

1. promote ~~s 22(1)(a)(ii)~~ to APS6 position. ~~s 47E(c)~~

2. engage ~~s 22(1)(a)(ii)~~ in APS5 ongoing position. ~~s 47F~~

3. engage ~~s 22(1)(a)(ii)~~ in APS5 ongoing position. ~~s 47F~~

4. engage ~~s 22(1)(a)(ii)~~ in APS5 ongoing position. ~~s 47F~~

In terms of how that puts the OIA budget and ASL:

- For offers 1 to 3 above to ~~s 22(1)(a)(ii)~~ would replace ~~s 22(1)(a)(ii)~~ and should keep the OIA on track for to average of around 17 ASL.
- The 4th offer to ~~s 22(1)(a)(ii)~~ this would replace ~~s 22(1)(a)(ii)~~ and would keep the OIA on track for 17 ASL only if we assume some natural attrition throughout the year and/or the some staff due to return this year accept other positions. ~~s 22(1)(a)(ii)~~

s 22(1)(a)(ii)

Would appreciate if you could let me know if you are comfortable with making all 4 offers or just offer 1-3 at this point. Also very happy to discuss.

Joanna

Joanna Abhayaratna
Executive Director
The Office of Impact Analysis

Department of the Prime Minister and Cabinet

p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

s 22(1)(a)(ii)

From: Abhayaratna, Joanna
Sent: Thursday, 30 January 2025 11:47 AM
To: **s 22(1)(a)(ii)**
Subject: RE: Delegate approval for **s 22(1)(a)(ii)** [SEC=OFFICIAL]

OFFICIAL

Thanks for progressing **s 22(1)(a)(ii)**

Approved.

Joanna

Joanna Abhayaratna
Executive Director
The Office of Impact Analysis
Department of the Prime Minister and Cabinet
p. **s 22(1)(a)(ii)** | m. **s 22(1)(a)(ii)**

Ngunnawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
e. Joanna.Abhayaratna@pmc.gov.au w. pmc.gov.au

Executive Assistant: **s 22(1)(a)(ii)**
s 22(1)(a)(ii) @pmc.gov.au



The department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

From: **s 22(1)(a)(ii)** @pmc.gov.au>
Sent: Thursday, 30 January 2025 11:05 AM
To: Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>
Subject: Delegate approval for **s 22(1)(a)(ii)** [SEC=OFFICIAL]

OFFICIAL

Hi Joanna

As you verbally advised me to, I will progress the eRecruit paperwork to engage **s 22(1)(a)(ii)** with an offer
s 47E(c)

So I can submit the paperwork in eRecruit, can you provide written SES Band 1 delegate approval to engage
s 22(1)(a)(ii) as an EL2 on an ongoing basis in Office of Impact Analysis, with a proposed start date of **s 47F**
s 47F ?

Kind regards

s 22(1)(a)(ii) (she/her) | Executive Assistant
Jo Evans | First Assistant Secretary | Economic Division
Joanna Abhayaratna | Assistant Secretary | The Office of Impact Analysis
p. **s 22(1)(a)(ii)** | e. **s 22(1)(a)(ii)** @pmc.gov.au



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.