

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii) @pmc.gov.au>  
**Sent:** Tuesday, 2 August 2022 3:05 PM  
**To:** Lange, Jason  
**Subject:** RE: For approval - recruiting APS6 and APS4 [SEC=OFFICIAL]

**OFFICIAL**

Best wishes,

s 22(1)(a)(ii)

s 22(1)(a)(ii) (she/her) | Executive Assistant  
 Jason Lange | Executive Director | Office of Best Practice Regulation  
 s 22(1)(a)(ii) | (A/g) Assistant Secretary | Fiscal Policy  
 Department of the Prime Minister and Cabinet  
 Ngannawal Country, One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600  
 p. s 22(1)(a)(ii)  
 e. s 22(1)(a)(ii) @pmc.gov.au | w. [www.pmc.gov.au](http://www.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 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. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)

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

## 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 and [REDACTED] s. 22(1)(a)(ii) [REDACTED] s. 22(1)(a)(ii) is about to depart for [REDACTED] s. 47F

Also, we are not [REDACTED] s 47E(c) , s 47F [REDACTED] s 22(1)(a)(ii) s 47E(c) , s 47F

- **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) <[\[REDACTED\]@pmc.gov.au](mailto:[REDACTED]@pmc.gov.au)>

s 22(1)(a)(ii)

**From:** Lange, Jason <Jason.Lange@pmc.gov.au>  
**Sent:** Tuesday, 2 August 2022 3:06 PM  
**To:** s 22(1)(a)(ii)  
**Subject:** FW: For FAS approval - OBPR staffing - recruiting 2x APS6 and 1x APS4; internal promo 2x APS4 and 1xAPS3 [SEC=OFFICIAL]

**OFFICIAL**

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

Jason

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**From:** Lange, Jason  
**Sent:** Monday, 25 July 2022 1:16 PM  
**To:** s 22(1)(a)(ii) @pmc.gov.au  
**Subject:** FW: For FAS approval - OBPR staffing - recruiting 2x APS6 and 1x APS4; internal promo 2x APS4 and 1xAPS3 [SEC=OFFICIAL]

**OFFICIAL**

Approval chain for s 22(1)(a)(ii)

Jason

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**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) and now s 22(1)(a)(ii) secure new roles, and I've taken the decision not to continue one of the s 47E(c), s 47F (s 22(1)(a)(ii)). s 22(1)(a)(ii) (a/g EL2) also departs s 47F, and I still have an EL2 s 22(1)(a)(ii) s 47F.

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

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**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]

## 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 renewing s. 22(1)(a)(ii) s 47E(c)

- 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](mailto: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:** s 22(1)(a)(ii)  
**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)

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**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 22(1)(a)(ii)) 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

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**From:** Horvat, Natalie <[Natalie.Horvat@pmc.gov.au](mailto:Natalie.Horvat@pmc.gov.au)>  
**Sent:** Wednesday, 24 August 2022 11:40 AM  
**To:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>  
**Cc:** 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) s 22(1)(a)(ii) s 47E(c)

Thanks  
nat

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**From:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>  
**Sent:** Tuesday, 23 August 2022 8:48 AM  
**To:** Horvat, Natalie <[Natalie.Horvat@pmc.gov.au](mailto:Natalie.Horvat@pmc.gov.au)>  
**Cc:** 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 22(1)(a)(ii)) will go on a S26 temporary transfer to the s 47E(c)

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

I have an EL1 lined up s 47E(c) , s 47F 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, 19 October 2022 11:30 AM  
**To:** s 22(1)(a)(ii); Lange, Jason  
**Cc:** s 47E(d)  
**Subject:** RE: For approval - recruiting non-ongoing EL1 [SEC=OFFICIAL:Sensitive]  
**Attachments:** s 22(1)(a)(ii) OBRP - staffing updates Oct 22.xlsx

**OFFICIAL: Sensitive**

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

Apologies for my delayed response as I was on leave last week.

Some of the staff names listed in the spreadsheet are out of date so I've attached the current org chart for your reference (this chart includes s 47E(c) ).

s 22(1)(a)(ii) and s 22(1)(a)(ii) are confirmed not returning.

Best wishes,

s 22(1)(a)(ii)

s 22(1)(a)(ii) (she/her) | Executive Assistant

Jason Lange | Executive Director | Office of Best Practice Regulation

s 22(1)(a)(ii) | (A/g) Assistant Secretary | Fiscal Policy

Department of the Prime Minister and Cabinet

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

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

e. s 22(1)(a)(ii) @pmc.gov.au | w. [www.pmc.gov.au](http://www.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:** Tuesday, 11 October 2022 10:45 AM  
**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,

I have captured s 22(1)(a)(ii) acting EL2 over in s 47E(c) Branch for s 47E(c) in the forecast. s 47E(c) , s 47F

I have attached the staffing list that I have used for the forecast including adjustments made for staff that you have advised are leaving or commencing. If there are any major concerns with staff included that should not be, please let me know.

Thanks,

s 22(1)(a)(ii)

**From:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>  
**Sent:** Tuesday, 11 October 2022 9:39 AM  
**To:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>  
**Cc:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>; s 47E(d) <[REDACTED]@pmc.gov.au>  
**Subject:** RE: For approval - recruiting non-ongoing EL1 [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

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

Have you captured s 22(1)(a)(ii) s 47E(c) [REDACTED]

Jason

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**From:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>  
**Sent:** Wednesday, 5 October 2022 4:44 PM  
**To:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>  
**Cc:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>; s 47E(d) <[REDACTED]@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 being s 22(1)(a)(ii) budget by the end of the year 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) – to answer your email earlier – I have included the s 22(1)(a)(ii) into the forecast.

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) <[\[REDACTED\]@pmc.gov.au](mailto:[REDACTED]@pmc.gov.au)>

s 22(1)(a)(ii)

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**From:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>  
**Sent:** Wednesday, 5 October 2022 3:01 PM  
**To:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>  
**Cc:** s 22(1)(a)(ii) <[REDACTED]@pmc.gov.au>; s 47E(d) <[REDACTED]@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 EL1<sup>s 47E</sup> on a 12 month contract. s 47E(c)

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~~

# 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.

## Key Issues

- Following Executive Board agreement in mid-2021, the OBPR commenced its 'surge' function in late 2021 to provide more direct support to Departments to develop high-quality impact analyses. Support is targeted at proposals of significant importance or where there is a pressing need for additional assistance, including due to time pressures.
- The surge function goes beyond the normal business as usual activities of the OBPR. Already, OBPR officers are required to actively build capacity and support impact analysis across every single Portfolio – we see over 2,500 policy proposals each year. For those proposals that have complex economic and social impacts or contentious stakeholder perspectives, a more dedicated, targeted function can be required to unpack and explore these issues in-depth. The OBPR provides its staff to APS teams to support them in undertaking this analysis and ensures government decision making is supported by high-quality evidence and analysis.
- The surge function has been successfully deployed on major policy proposals of Government including: s 22(1)(a)(ii) [REDACTED]  
[REDACTED] It has significantly lifted the quality of analysis and advice the APS has provided to the Government. Detailed case studies outlining the surge function value-add can be found at [Attachment A](#).

~~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	James Chisholm Acting Deputy Secretary Economic, Industry and Resilience
<b>s 22(1)(a)(ii)</b> Jason.lange@pmc.gov.au	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:** s 22(1)(a)(ii)  
**Subject:** RE: OIA - Budget check and staffing movements [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

Hi Jason,

Thanks for the update.

s 22(1)(a)(ii) The branch is currently tracking at 20 ASL which is 1 ASL over budget.

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.

Internal budgets will be doing a 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 47F

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**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 - Budget check and 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) (EL1) 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](mailto:s22(1)(a)(ii)@pmc.gov.au)

s 22(1)(a)(ii)

**From:** Lange, Jason <Jason.Lange@pmc.gov.au>  
**Sent:** Friday, 14 April 2023 8:36 PM  
**To:** Horvat, Natalie; Eco Div SES  
**Cc:** s 22(1)(a)(ii) s 22(1)(a)(ii)  
**Subject:** Re: Staffing [SEC=OFFICIAL]

Apologies, missed the bottom bit.

Jason

Sent from my iPhone

On 14 Apr 2023, at 19:08, Lange, Jason <Jason.Lange@pmc.gov.au> wrote:

**OFFICIAL**

Thanks, with my edits.

Jason

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**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)

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. s 22(1)(a)(ii) OIA (EL1): s 47F

s 47E(c)

s 22(1)(a)(ii)

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

s 22(1)(a)(ii)

OIA: s. 22(1)(a)(ii) (EL1) - s 47F | s. 22(1)(a)(ii) (EL1) s 47F | s 22(1)(a)(ii)

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 47E(c)

s 22(1)(a)(ii)

**Economic Division Budget Next FY**

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](mailto:natalie.horvat@pmc.gov.au) | w. [www.pmc.gov.au](http://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](mailto: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:** 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)

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**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); s 47F [redacted] s 47E(c)  
[redacted] s 22(1)(a)(ii)

[redacted] s 47E(c)

# s 22(1)(a)(ii)

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

s 22(1)(a)(ii)  
 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 47E(c)  
 s 22(1)(a)(ii)

## Economic Division Budget Next FY

s 22(1)(a)(ii)

[Redacted]

[Redacted]

Regards  
Natalie

**Natalie Horvat** | First Assistant Secretary  
 Economic Division  
 p. s 22(1)(a)(ii) | m. s 22(1)(a)(ii)

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: 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)

**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. s 22(1)(a)(ii) OIA (EL1): s 47F

s 47E(c)

s 22(1)(a)(ii)

s 47E(c)

**Economic Division Budget 2022-23**

s 22(1)(a)(ii)

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

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

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

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

**Economic Division Budget Next FY**

§ 22(1)(a)(ii)

[Redacted]

---

Regards  
Natalie

**Natalie Horvat** | First Assistant Secretary

Economic Division

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

EA Contact:

§ 22(1)(a)(ii)

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii) @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)(ii)

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](http://www.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:** 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>  
**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](mailto:James.O'Toole@pmc.gov.au) | w. [www.pmc.gov.au](http://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](mailto:Jason.Lange@pmc.gov.au)>  
**Sent:** Tuesday, 30 May 2023 3:58 PM  
**To:** O'Toole, James <[James.O'Toole@pmc.gov.au](mailto:James.O'Toole@pmc.gov.au)>  
**Cc:** s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto:s 22(1)(a)(ii)@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) <[s 47E\(d\)@pmc.gov.au](mailto:s 47E(d)@pmc.gov.au)>  
**Sent:** Thursday, 25 May 2023 3:29 PM  
**To:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>; s 47E(d) <[s 47E\(d\)@pmc.gov.au](mailto:s 47E(d)@pmc.gov.au)>  
**Cc:** s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto:s 22(1)(a)(ii)@pmc.gov.au)>; s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto:s 22(1)(a)(ii)@pmc.gov.au)>; s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto:s 22(1)(a)(ii)@pmc.gov.au)>  
**Subject:** RE: Approval to recruit [SEC=OFFICIAL]

**OFFICIAL**

Hi Jason,

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

Regards

[REDACTED]

**From:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>

**Sent:** Wednesday, 24 May 2023 1:59 PM

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

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

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

**OFFICIAL**

[REDACTED] 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, [REDACTED] s 47E(c) , s 47F

Thanks

Jason

**Jason Lange** | Executive Director

Office of Impact Analysis | 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](mailto:[REDACTED]@pmc.gov.au)



Official

# 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.

## About the Office of Impact Analysis

- Impact analysis is an effective tool to understand the impacts of a proposed policy, justify government involvement, engage the community and identify the best options to improve outcomes for Australian individuals, communities, businesses.
- The OIA assesses all policy decisions of government. However, only proposals assessed to have a more than minor impact on individuals, businesses and communities are required to have an Impact Analysis (IA).
- The OIA administers the Australian Government's Impact Analysis Framework, and is responsible for coaching agencies to undertake impact analysis for all major policy proposals brought forward for decision. Ultimately, the OIA assesses the quality of agencies' work to inform Australian Government decision makers on the impacts of all major policy proposals.

s 22(1)(a)(ii)

OFFICIAL

OFFICIAL

s 22(1)(a)(ii)

History

s 22(1)(a)(ii)

OFFICIAL

## 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) [Redacted]

Cleared by:	Contact Officer:
Jo Evans	Jason Lange
First Assistant Secretary, Economic Division	Office of Impact Analysis
s 22(1)(a)(ii)	s 22(1)(a)(ii)
29 Sept 2023	

DRAFT

OFFICIAL

s 22(1)(a)(ii)

**From:** [redacted] s 47E(d) @pmc.gov.au <[redacted]@pmc.gov.au>  
**Sent:** Tuesday, 10 October 2023 5:01 PM  
**To:** Lange, Jason; s 22(1)(a)(ii) [redacted]  
**Cc:** s 22(1)(a)(ii) [redacted]; s 22(1)(a)(ii) [redacted]  
**Subject:** RE: s 47E(c) [redacted] [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

Hi Jason,

s 47E(c) [redacted] s 22(1)(a)(ii) [redacted]

s 22(1)(a)(ii) [redacted]

Regards

s 22(1)(a)(ii) [redacted]

---

**From:** Lange, Jason <Jason.Lange@pmc.gov.au>  
**Sent:** Tuesday, 10 October 2023 4:49 PM  
**To:** [redacted] s 47E(d) @pmc.gov.au <[redacted]@pmc.gov.au>  
**Cc:** [redacted] s 22(1)(a)(ii) @pmc.gov.au; [redacted] s 22(1)(a)(ii) @pmc.gov.au  
**Subject:** RE: s 47E(c) [redacted] [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

Thanks team.

So in the context of s 47F [redacted] effective s 47F [redacted], and s 47F [redacted] s 47F [redacted], and s 47E(c) [redacted], I'd like confirmation that I can:

- s 47E(c) s 22(1)(a)(ii) [redacted] s 47E(c) [redacted]

Thanks

Jason

---

**From:** [redacted] s 47E(d) @pmc.gov.au <[redacted]@pmc.gov.au>  
**Sent:** Tuesday, 10 October 2023 12:21 PM  
**To:** Lange, Jason <Jason.Lange@pmc.gov.au>; [redacted] s 47E(d) @pmc.gov.au <[redacted]@pmc.gov.au>  
**Cc:** [redacted] s 22(1)(a)(ii) @pmc.gov.au; [redacted] s 22(1)(a)(ii) @pmc.gov.au  
**Subject:** RE: s 47E(c) [redacted] [SEC=OFFICIAL:Sensitive]

**OFFICIAL: Sensitive**

Hi Jason

s 22(1)(a)(ii) [redacted]

s 22(1)(a)(ii)

s 47F , s 47E(c)

Regards

s 22(1)(a)(ii)

**From:** Lange, Jason <[Jason.Lange@pmc.gov.au](mailto:Jason.Lange@pmc.gov.au)>

**Sent:** Tuesday, 10 October 2023 9:55 AM

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

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

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

**OFFICIAL: Sensitive**

Hi Team

s 22(1)(a)(ii)

I will be permanently relocating s. 47F effective s 47F s.22(1)(a) will also be moving across, probably around s 47F s 22(1)(a)(ii) 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) <[s 22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto: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 2:36 PM  
**To:** s 22(1)(a)(ii)  
**Cc:** s 22(1)(a)(ii); s 47E(d)  
**Subject:** RE: OIA - 2023-24 Forecasts as at 20 December2023 - forecast review and updates [SEC=OFFICIAL]  
**Attachments:** Economic Division - The Office of Impact Analysis - as at 29022024 - with updates provided.xlsx

**OFFICIAL**

Hello

Thank you for the updates.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Please let me know if you have any questions.

Kind regards

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 December2023 - forecast review and updates [SEC=OFFICIAL]

**OFFICIAL**

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

A few updates below...

s 47F

s 47E(c) , s 47F

s 22(1)(a)(ii) s 47E(c)

-This is correct

Thanks so much!!

s 22(1)(a)(ii)

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](http://www.pmc.gov.au)  
Gunnawal 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 s 22(1)(a)(ii)

Thank you for the OIA updates.

s 22(1)(a)(ii)

Thank you

s 22(1)(a)(ii)

s 22(1)(a)(ii)

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

---

**From:** s 22(1)(a)(ii) @pmc.gov.au>  
**Sent:** Wednesday, 28 February 2024 12:00 PM  
**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 for OIA.

s 22(1)(a)(ii) s 47F  
s 47E(c)

s 22(1)(a)(ii)

s 22(1)(a)(ii) - s 47F - s 47E(c)

031	000	00
031	000	00

s 22(1)(a)(ii) s 47F

s 22(1)(a)(ii) - s 47F s 47E(c)

s 22(1)(a)(ii) - s 47F - s 47E(c)

# 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.

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

Sent: Tuesday, 27 February 2024 2:03 PM

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

s 22(1)(a)(ii)

**From:** s 22(1)(a)(ii) @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 (aa per table below) the OIA budget build has been slightly revised to an allocation of s 22(1)(a)(ii), 18 ASL.

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

Kind regards  
 s 22(1)(a)(ii)

---

**From:** s 22(1)(a)(ii)  
**Sent:** Friday, 19 July 2024 9:47 AM  
**To:** Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>  
**Cc:** s 47E(d) @pmc.gov.au  
**Subject:** OIA - 2024-25 budget build [SEC=OFFICIAL]

**OFFICIAL**

Morning Joanna

Please find attached the revised budget build for OIA.

s 22(1)(a)(ii)

Looking forward to working with you further to refine accordingly.

Kind regards

s 22(1)(a)(ii)  
 Internal Budgets  
 Finance Branch | Corporate Division | Department of the Prime Minister and Cabinet  
 p. s 22(1)(a)(ii)  
 w. [www.pmc.gov.au](http://www.pmc.gov.au)

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 with s 22(1)(a)(ii) yesterday. s 22(1)(a)(ii)
  - o assuming that s 22(1)(a)(ii) s 47E(c) , s 47F
  - o s 22(1)(a)(ii) s 47E(c) , s 47F
- s 47E(c)

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

From: Evans, Jo <Jo.Evans@pmc.gov.au>  
Sent: Wednesday, 7 August 2024 12:40 PM  
To: Neil, John <John.Neil@pmc.gov.au>; Iyer, Shibani <Shibani.Iyer@pmc.gov.au>; Abhayaratna, Joanna <Joanna.Abhayaratna@pmc.gov.au>; Cotching, Heather <Heather.Cotching@pmc.gov.au>; Deamer, Tiffany <Tiffany.Deamer@pmc.gov.au>; s 22(1)(a)(ii) @pmc.gov.au  
Subject: FW: ED 2024-25 Budget Allocation - next steps as at 06082024 [SEC=OFFICIAL]

**OFFICIAL**

Teams – current Budget build. s 22(1)(a)(ii)

s 22(1)(a)(ii)

Jo

From: s 22(1)(a)(ii) @pmc.gov.au  
Sent: Wednesday, 7 August 2024 12:07 PM  
To: Evans, Jo <Jo.Evans@pmc.gov.au>  
Cc: s 22(1)(a)(ii) @pmc.gov.au; s 47E(d) @pmc.gov.au; s 47E(d) @pmc.gov.au  
Subject: ED 2024-25 Budget Allocation - next steps as at 06082024 [SEC=OFFICIAL]

**OFFICIAL**

Hi Jo

Following on from yesterday's meeting, please find attached the ED updated summary table below s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

To  
Pay  
\$0.8

s 22(1)(a)(ii)

Thank you for your assistance in building and finalising the ED 2024-25 budget.

Kind regards

s 22(1)(a)(ii)

---

From: s 22(1)(a)(ii)

Sent: Tuesday, 30 July 2024 11:26 AM

To: Evans, Jo <[Jo.Evans@pmc.gov.au](mailto:Jo.Evans@pmc.gov.au)>

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

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

Subject: ED 2024-25 Budget Allocation - next steps [SEC=OFFICIAL]

**OFFICIAL**

Hi Jo

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

To finalise the ED budget please let me know if you would like any assistance and/or to meet to go through this and to follow up with the branches to finalise.

Kind regards  
s 22(1)(a)(ii)

Internal Budgets  
Finance Branch | Corporate Division | Department of the Prime Minister and Cabinet  
p. s 22(1)(a)(ii)  
w. [www.pmc.gov.au](http://www.pmc.gov.au)

---

From: s 47E(d) @pmc.gov.au  
Sent: Monday, 29 July 2024 11:19 AM  
To: s 22(1)(a)(ii) @pmc.gov.au  
Subject: FW: 2024-25 Internal Budget Allocation [SEC=OFFICIAL]

**OFFICIAL**

From: Cooper, Karyn <[Karyn.Cooper@pmc.gov.au](mailto:Karyn.Cooper@pmc.gov.au)>  
Sent: Saturday, 27 July 2024 10:52 AM  
To: Cotching, Heather <[Heather.Cotching@pmc.gov.au](mailto:Heather.Cotching@pmc.gov.au)>; Luchetti, Narelle <[Narelle.Luchetti@pmc.gov.au](mailto:Narelle.Luchetti@pmc.gov.au)>; Elliston, Lisa <[Lisa.Elliston@pmc.gov.au](mailto:Lisa.Elliston@pmc.gov.au)>; Quigley, Janet <[Janet.Quigley@pmc.gov.au](mailto:Janet.Quigley@pmc.gov.au)>; Evans, Jo <[Jo.Evans@pmc.gov.au](mailto:Jo.Evans@pmc.gov.au)>  
Cc: s 22(1)(a)(ii) @pmc.gov.au; s 47E(d) @pmc.gov.au; Williams, Nadine

<Nadine.Williams@pmc.gov.au>; s 22(1)(a)(ii) @pmc.gov.au>; s 22(1)(a)(ii) @pmc.gov.au>; s 22(1)(a)(ii) @pmc.gov.au>

Subject: 2024-25 Internal Budget Allocation [SEC=OFFICIAL]

**OFFICIAL**

Hi Everyone,

A big thank you to everyone for your engagement in the internal budget process for 2024-25. s 22(1)(a)(ii)

The Executive Board (EB) have approved the following 2024-25 internal budget.

s 22(1)(a)(ii)

[Redacted]

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

s 22(1)(a)(ii)

If you would like to discuss the operating, capital or administered budget allocations further, please contact your Budget Adviser, s 22(1)(a)(ii) or myself.

Kind Regards

**Karyn Cooper** | Chief Financial Officer

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. [karyn.cooper@pmc.gov.au](mailto:karyn.cooper@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.

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](mailto:jo.evans@pmc.gov.au) w. [pmc.gov.au](http://pmc.gov.au)



Gender Equality  
Network



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**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) , s 47F

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

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**From:** Evans, Jo <[Jo.Evans@pmc.gov.au](mailto:Jo.Evans@pmc.gov.au)>  
**Sent:** Tuesday, 30 July 2024 11:19 AM  
**To:** Abhayaratna, Joanna <[Joanna.Abhayaratna@pmc.gov.au](mailto: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)  
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**From:** Abhayaratna, Joanna <[Joanna.Abhayaratna@pmc.gov.au](mailto:Joanna.Abhayaratna@pmc.gov.au)>  
**Sent:** Monday, 29 July 2024 5:19 PM  
**To:** Evans, Jo <[Jo.Evans@pmc.gov.au](mailto: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 4<sup>th</sup> 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. In terms of staff returning this year:
  - **s 22(1)(a)(ii) -s 47E(c)**
  - **s 22(1)(a)(ii) -s 47F**
  - **s 22(1)(a)(ii) -s 47E(c) , s 47F**
  - **s 22(1)(a)(ii) -s 47F**
  - **s 22(1)(a)(ii) -s 47F**

Taking this this into account the OIA expected staff profile is likely to be:

**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)



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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)

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

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



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**From:** s 22(1)(a)(ii) [@pmc.gov.au](mailto:s 22(1)(a)(ii)@pmc.gov.au)  
**Sent:** Thursday, 30 January 2025 11:05 AM  
**To:** Abhayaratna, Joanna <[Joanna.Abhayaratna@pmc.gov.au](mailto: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](mailto:s 22(1)(a)(ii)@pmc.gov.au)



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