

# Appendix A:

## Submissions and comments

We have consulted with DFFH, DTP and the Commission, and we considered their views when reaching our audit conclusions. As required by the *Audit Act 1994*, we gave a draft copy of this report, or relevant extracts, to those agencies and asked for their submissions and comments.

Responsibility for the accuracy, fairness and balance of those comments rests solely with the agency head.

### Responses received

Agency	Page
DFFH	A-2
DTP	A-3
The Commission	A-4

## Response provided by the Secretary, DFFH



Secretary

Department of Families, Fairness and Housing

50 Lonsdale Street  
Melbourne Victoria 3000  
Telephone: 1300 475 170  
GPO Box 1774  
Melbourne Victoria 3001  
[www.dffh.vic.gov.au](http://www.dffh.vic.gov.au)

BAC-EOB-452

Mr Andrew Greaves  
Auditor-General  
Victorian Auditor-General's Office  
Level 31 / 35 Collins Street  
MELBOURNE VIC 3000

By email: [REDACTED]

Dear Mr Greaves

Thank you for your letter of 9 July 2024, and for providing the Department of Families, Fairness and Housing an opportunity to respond to the proposed report for *Building a capable and high-performing public service workforce*.

The department is pleased the report recognises the policies, plans, strategies, practices and guidance materials DFFH has in place to build and support workforce capability and high performance.

Further, the department remains committed to continuing its efforts to ensure capability and performance at all stages in the employee lifecycle and to working with the Victorian Public Sector Commission to ensure service-wide guidance reflects better practice.

I would like to take this opportunity to thank your staff who worked on this audit.

Yours sincerely

[REDACTED]

**Peta McCammon**  
Secretary

18 / 07 / 2024

CC: Sophie Halewood, Senior Manager, Audit and Planning ([REDACTED])



**OFFICIAL**



Department of Transport and Planning

GPO Box 2392  
Melbourne, Victoria 3001 Australia

Ref: BSEC-1-24-3163

Mr Andrew Greaves  
Auditor-General of Victoria  
Victorian Auditor-General's Office  
Level 31, 35 Collins Street  
MELBOURNE VIC 3000

Dear Mr Greaves

**Victorian Auditor-General's Office - Building a capable and high-performing public service workforce - Proposed report**

Thank you for your letter of 9 July 2024, enclosing the proposed report for the *Building a capable and high-performing public service workforce* performance audit (the Report).

The Department of Transport and Planning (the Department) has considered the findings and welcomes your conclusion that the Department has policies, plans, strategies and practices in place throughout the employee lifecycle to support a capable and high-performing workforce.

The Department is supportive of the opportunities for improvement identified in the Report and will continue to collaborate with the Victorian Public Sector Commission and other departments.

Thank you for the opportunity to comment on the Report.

Yours sincerely



**Paul Younis**  
Secretary

24 July 2024



## Response provided by the Commissioner, the Commission



3 Treasury Place  
East Melbourne  
Victoria 3002 Australia  
03 9922 8600  
ABN 28-854-390-770  
[vpsc.vic.gov.au](http://vpsc.vic.gov.au)

Andrew Greaves  
Auditor-General  
Victorian Auditor-General's Office  
[enquiries@audit.vic.gov.au](mailto:enquiries@audit.vic.gov.au)

Dear Andrew,

### **Proposed report - Building a capable and high performing public service workforce**

Thank you for sending through the proposed report for the *Building a capable and high performing public service workforce* performance engagement.

The VPSC accepts the proposed recommendation regarding ensuring a process is established to make sure guidance issued reflects better practice. The VPSC action plan for this recommendation is attached.

It was also pleasing to note that all agencies audited have people-focused plans, strategies and frameworks in place that focus on capability and high performance.

I would like to take this opportunity to thank your staff who worked on this audit.

Yours sincerely,



**Brigid Monagle**

Commissioner

22/07/2024

We handle all your information in line with our privacy policy at  
[vpsc.vic.gov.au/privacy](http://vpsc.vic.gov.au/privacy).

OFFICIAL



OFFICIAL: Sensitive

**Victorian Public Sector Commission action plan to address recommendations from *Building a capable and high-performing public service workforce***

No.	VAGO recommendation	Acceptance	Agreed management actions	Target completion date
1	Establish a process to make sure guidance reflects better practice, including by: <ul style="list-style-type: none"> <li>• embedding research and stakeholder consultation in the development process</li> <li>• introducing a process for the regular and ongoing review and update of guidance across the employee lifecycle</li> </ul>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In part <input type="checkbox"/> In principle	VPSA accepts this recommendation and will ensure the processes undertaken in developing guidance issued by the Commission is documented and includes: <ul style="list-style-type: none"> <li>• research</li> <li>• stakeholder consultation</li> <li>• ongoing review</li> </ul>	December 2024

OFFICIAL: Sensitive