



Secretaries' Digital & Data Committee

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Minutes

Monday, 27 November 2023, 2:30 – 4:30pm

1. WELCOME AND INTRODUCTIONS

Co-Chair Wilkinson welcomed members to the meeting and acknowledged the contribution made by former Services Australia Chief Executive Officer Rebecca Skinner. No conflict of interests were declared. Members were advised of a current Freedom of Information request for the June 2023 Secretaries' Digital & Data Committee (SDDC) minutes, being handled by the DTA.

A. Minutes and action items (by exception)

The committee endorsed the minutes and actions from the 18 August 2023 meeting.

B. Deputy Secretaries Data Group Performance Framework

The Co-Chair introduced this item and members agreed the updated Deputy Secretaries Data Group (DSDG) Terms of Reference at **Attachment A**, reflecting the new requirement for DSDG to report annually to SDDC on its strategic objectives and performance. Further, members agreed the proposed performance framework for reporting on DSDG's performance to SDDC and noted the first annual DSDG report covering 2023 will be submitted to SDDC in early 2024.

Item	Action	Lead Agency	Due Date
2023/16	The Chief Information Officer (CIO), Department of Defence be included as a member of the Deputy Secretaries Data Group (DSDG)	Secretariat	8 December 2023

C. SDDC 2024 Forward Work Program

The Co-Chair reported on the proposed approach to align the Data and Digital Government Strategy in the development of the Forward Work program (FWP) to guide the SDDC agenda in 2024.

Members endorsed the proposed approach for the Out of Session development of the Forward Work Program (FWP) to guide the SDDC agenda in 2024.

Item	Action	Lead Agency	Due Date
2023/17	Mr Nathan Williamson (Department of Finance and Chair of the DSDG) to liaise with Mr Chris Fechner (Chief Executive Officer, DTA) on the proposed SDDC Forward Work Program to include DSDG areas of focus.	Co-Chairs / DTA / Finance	20 February 2024

2. DIRECTION SETTING

A. Digital Identity

The Chair welcomed Mr John Shepherd, First Assistant Secretary, Digital ID and Data Policy Division, Department of Finance to provide a verbal update covering the following key points:

- Minister Gallagher is anticipated to introduce the Digital ID and Digital ID (Transitional and Consequential Provisions) Bills in the coming days

- [Redacted] Section 47C

- [Redacted] Section 47C

Members acknowledged the significant progress made to date, and the importance of Digital ID in unlocking service delivery benefits. Linkages with other emerging technologies, including artificial intelligence, were also noted.

Members noted the verbal update report on Digital ID and agreed the matter of the regulator should be brought back to the SDDC for consideration.

B. Data and Digital Government Strategy (DDGS) Implementation Plan

Mr Chris Fechner, Chief Executive Officer of the DTA, and Mr Nathan Williamson, Deputy Secretary, Department of Finance [Redacted] Section 34

[Redacted] Section 47C

[Redacted] . Launch activities will extend into the new year to account for staff absence over the Christmas and New Year period.

[Redacted] Section 47C

Other supporting initiatives that will allow Government to better leverage data and digital technologies were agreed, including:

[Redacted] Section 47C

The role of the DDGS Oversight Committee in providing valuable guidance and support during the development of the Strategy was noted.

Members noted the verbal update on the Data and Digital Government Strategy (DDGS) and Implementation Plan.

3. COMMON PLATFORM AND REUSE

A. Emerging digital customer protection requirement

Mr Jonathon Thorpe, Deputy Chief Executive Officer, Services Australia provided members with a summary of the Employment Services Framework and Section 47C

Consultations were taking place with agencies to identify protections that would be useful, including accessibility measures, and with the DTA on the Digital Service Standard. Section 34

. Further work on a digital protections framework is not considered valuable as legislation is already in place, albeit across a multitude of acts, for most elements. No further actions are proposed at this stage.

Members noted the work undertaken to consult across the Australian Public Service (APS) on opportunities for a whole of government approach to digital protection requirements in the updated Digital Service Standard, and the exploration of an APS-wide Customer Experience Standard via the APS Reform agenda. Further, members noted that work has already progressed, with the inclusion of digital protection requirements in the updated Digital Service Standard via the APS Reform agenda and that Section 47C

Finally, members noted the approach will be reviewed in late 2024 to consider if further mechanisms are required to ensure a consistent approach to digital protections across the APS. If found, recommendations will be brought back to the SDDC. Section 47C

4. INVESTMENT DECISIONS AND ASSURANCE

A. Integrated Digital Investment Plan

Section 47C

Section 47C

Item	Action	Lead Agency	Due Date
2023/18	Further work be undertaken to explore legacy systems reaching end of life.	DTA	April 2024

B. Update on Digital & ICT planning project

Co-Chair Griggs introduced this item noting the rework of the paper for SDDC consideration and highlighting the working group allocation against recommended actions in Attachment C. Members discussed the recommendations to enhance the quality of planning to support digital investment decision-making included in the paper circulated.

The ATO requested to participate in working group 7 (Develop a consistent approach to sustainment funding and maintaining digital assets) and Services Australia requested to join working group 5 (Consider options for dedicated investment funds for design, pilots and prototypes).

Members agreed the need to progress work on the recommendations quickly and for timeframes to be added to each recommended action.

Members **agreed** the prioritised recommendations of the Long-term Digital Investment Planning Report at page one of **Attachment A** and **agreed** to small working groups progressing implementation design and reporting back to SDDC **Attachment C**.

Item	Action	Lead Agency	Due Date
2023/19	Australian Taxation Office (ATO) be added to the agencies participating in Working Group 7 of Attachment C and Services Australia be added to Working Group 5.	PM&C	20 February 2024

Section 47C

5. WORKFORCE AND CAPABILITY

A. Whole of APS Data and Digital Strategic Workforce Planning (including cyber and ICT)

Section 47E

Item	Action	Lead Agency	Due Date
2023/20	Australian Public Service Commission (APSC) and the Digital Transformation Agency (DTA) further develop a Whole of APS Strategic Workforce Plan to be circulated out of session for SDDC member feedback.	APSC / DTA	20 February 2024

B. Maturing and growing the data profession including the ongoing maturing of the data capability work under the Data Professions

Dr David Gruen introduced the item highlighting the August 2022 launch of the Members’ Community Platform (including Communities of Practice) and the launch of the Community of Practice in August 2022 that now has over 7,000 members from across the public services in the Commonwealth and States and Territories. Dr Gruen also drew the Committee’s attention to the Data Graduate Program and SES Data Leadership Course that is now being expanded to include EL classifications.

Members noted the Data Profession three-year report and achievements and agreed the future priorities.

6. OTHER BUSINESS

Section 47C

There being no further business, the meeting closed at 4.34pm.