

CM Number	Name of Ministerial Briefing Note	Date in ODG
21/217847	Min briefing note - Kindy Uplift Pilot for 2022-24	19.7.21
21/236878	Ministerial Briefing Note - Minister Fentiman regarding Deadly Kindies	11.5.21
21/263134	Min BN - Preliminary Analysis of Impact of Commonwealth changes to CCS on QKFS	13.5.21
21/342040	Ministerial Briefing Note- Homework Centre Sites	14.6.21
21/523007	Ministerial Briefing Note - FamilyLinQ	3.9.21
21/529864	Ministerial Briefing Note - ex-gratia payments to C&K and Gowrie for six kindergarten services located in border areas impacted by border closure with NSW	3.9.21
21/727433	MBN - ECEC safety in Multi-storey buildings	14.4.21
21/59278	Ministerial Brief - Expiration of Transitional Workforce Regulations	11.2.21
21/135756	Ministerial Brief - Options for selection of Homework Centre Sites	21.4.21
21/536297	Ministerial Briefing Note - approval to send correspondence on Kindy Uplift Pilot to relevant State MPs	8.9.21

CM Number	Name of Director-General Briefing Note	Date in ODG	Concerns Regarding Release of Information
Sch. 3(7)			
21/523896	Director General Brief - QGrants Replacement Solution Project - Savings and Debt Plan - Phase Two - Exception Application	8.9.21	s. 73(1) RTI Act - Not relevant to scope of application

Released by DOE under the RTI Act

Briefing Note

The Honourable Grace Grace MP
 Minister for Education
 Minister for Industrial Relations and
 Minister for Racing

Action required: For Approval

Action required by: 30 July 2021

Urgent: Kindy Uplift pilot is proposed to commence from Term 1, 2022 and implementation including planned procurement activities will need to commence by August 2021.

SUBJECT: 2022 TO 2024 KINDERGARTEN UPLIFT PILOT

Summary of key objectives

- To seek the Minister's approval of the three-year Kindy Uplift pilot (the Pilot) for 417 targeted Kindergarten program providers to address inclusion and educational needs for vulnerable and disadvantaged children commencing in the 2022 kindergarten year.
- For the Minister to note:
 - an open tender procurement process will be undertaken to establish a menu of suppliers that Kindergarten program providers can use to acquire programs and supports under the Pilot; and
 - funding of up to \$14.2 million (GST exclusive) per year for the three years of the Pilot has been allocated.

Key issues

1. The Pilot recognises the range of different learning needs of kindergarten aged children. The Pilot will enable kindergarten services to better support participation and equitable educational outcomes for Queensland children, particularly those children experiencing educational disadvantage.
2. The Pilot will fund programs and build the capacity of kindergarten services, educators and families to support inclusion and children's learning and development outcomes.
3. Funding is for three calendar years (2022 to 2024) to over 400 kindergarten providers (community kindergartens and long day care services) to support up to 13,500 children to get the most out of their early learning.
4. Funding will be reallocated from the Department of Education's current budget allocation for workforce and inclusion.
5. To ensure funding is effectively targeted, services will be required to submit an annual 'Uplift Plan'. This plan will draw on community and service-level data to identify the educational needs of the service and how it will spend the funding. The services will receive support to develop these plans.
6. The department will enter into an agreement with services as to how funding will be spent, with the majority of funding (a minimum of 80%) on items from a menu of suppliers to be established by the department through a procurement process. This approach is based on the successful Victorian School Readiness program.

7. An external organisation will be engaged to undertake an evaluation of the Pilot. The evaluation will assess the effectiveness and efficiency of the process, the operation of the menu and quality of Uplift Plans and test outcomes for services and children.

Media implications and opportunities

8. A communication and engagement strategy will be developed to support the Pilot, including media materials required to respond to media queries.

Financial implications

9. All funding amounts in this brief are GST exclusive unless otherwise stated.
10. Funding of up to \$14.2 million (GST exclusive) per year for three years is available from the approved Workforce and Inclusion funding streams within the Early Childhood and Education Improvement budget.
11. The amount each service receives is based on the level of need of children enrolled at the service in 2020. This is informed by early childhood education and care census data on the proportion of Aboriginal and Torres Strait Islander enrolment, proportion of children from communities with lower educational attainment/occupation skill level and low English proficiency, as this is considered to be predictive of educational disadvantage.
12. Funding per annum for each kindergarten provider ranges between Contrary for services with low levels of need and/or low numbers of enrolled children, to more than Contrary to for services with high levels of need and large enrolment numbers. The average funding is Contrary to for community kindergartens and Contrary to for long day care services.

Aboriginal and Torres Strait Islander impacts

13. The Pilot will contribute to closing the gap between the level of vulnerability of Aboriginal and Torres Strait Islander children and non-Indigenous children and increasing kindergarten participation for Aboriginal and Torres Strait Islander children.

Human rights

14. The Pilot is compatible with the *Human Rights Act 2019*, in that it promotes every child's right to access education appropriate to their needs.

Background

15. The Queensland Government is committed to ensuring children participate in a quality kindergarten program. Research and evidence show investment in quality kindergarten programs leads to improved life outcomes, particularly for children experiencing vulnerability and disadvantage.
16. In 2019, the department commissioned Deloitte Access Economics to undertake a comprehensive independent review of early childhood funding and delivery arrangements in Queensland (the Review). The Review recommended reforming the kindergarten funding model including addressing educational need.
17. Educational need refers to the level and nature of educational supports children require to overcome personal or social factors that act as obstacles to optimising the outcomes they achieve.
18. The department is preparing a submission to the Government to implement a new kindergarten funding model which will incorporate the Pilot for roll out from 2023 (if approved). The Pilot will help inform a broader roll out.

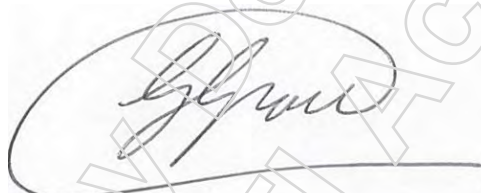
Recommendation

That the Minister:

- **approve** the Kindy Uplift pilot (the Pilot), a three-year pilot for 417 targeted Kindergarten program providers to address inclusion and educational needs for vulnerable and disadvantaged children commencing in the 2022 kindergarten year;
- **note** an open tender procurement process will be undertaken to establish a menu of suppliers that Kindergarten program providers can use to acquire programs and supports under the Pilot; and
- **note** that funding of up to \$14.2 million (GST exclusive) per year for the three years of the Pilot has been allocated.

NOTED

**APPROVED/NOT APPROVED
ENDORSED/NOTED**



SHARON DURHAM
Chief of Staff
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Minister for Education
Minister for Industrial Relations and
Minister for Racing

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05/08/2021

Minister's comments

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Released by DOE
under the RTI Act

Briefing Note

Director-General
Department of Education

Action required: For Approval

Action required by: 10 September 2021

Urgent: Application deadline is 22 September 2021.

SUBJECT: UNITE AND RECOVER – QGRANTS REPLACEMENT SOLUTION PROJECT – PHASE TWO EXCEPTION REQUEST

Summary of key objectives

- For the Director-General to note the Queensland Government Customer and Digital Group (QGCDG) has requested the Department of Education complete a Savings and Debt Plan – Phase Two Assessment – Exception Application (the Application) for the QGrants Replacement Solution project (the Project).
- To seek the Director-General's approval of the Application for submission to the QGCDG (**Attachment 1**).

Key issues

1. The Early Childhood and Education Improvement Division (ECEI) requires the replacement of software (QGrants) for the management of funding.
2. QGrants is the core system for the management and payment of Early Childhood Grants of approximately \$220 million per annum.
3. Contrary to the public interest
4. In late 2019, the department commenced the scoping phase of the Project to implement a replacement grants management system.
5. The QGCDG has paused the Project as part of the whole-of-Government Savings and Debt Plan.
6. The QGCDG directed the Project to collaborate with other Queensland Government agencies to evaluate existing grants management systems that may fulfil the required business and technical capabilities. The Queensland Rural and Industry Development Authority service model was also evaluated following a request from the whole-of-Government Grant Administration Workstream Group.
7. The evaluation identified that none of these solutions can fulfil the complex grant program capabilities that ECEI requires (**Attachment 2**).
8. The outcome of the analysis was approved by the QGrants Replacement Project Board and submitted to the QGCDG through Portfolio and Architecture, Information and Technologies.
9. The QGCDG agreed with the assessment that none of the other solutions can fulfil ECEI's complex grant requirements and approved the lodgement of the Application.
10. In line with this advice, the Application has been prepared (**Attachment 1**).
11. The exception will allow the project team to progress scoping activities (detailed business requirements, solution option analysis, etc.) so a capable technical solution can be identified.

12. If the Project continues to remain on hold (freeze) or is stopped and QGrants is decommissioned, ECEI would need to revert to manual grant processing. Manual grant processing would result in delays in the approval and release of grant payments to funded providers impacting on the financial viability of the early childhood sector.

Implications

13. The Innovation and Information Steering Committee has endorsed funding of \$500,000 for the Project to proceed for the Scope phase only.
14. The Business Innovation and Investment Fund has a 2021–22 fund reservation of \$521,060, which can be accessed once the Scope phase, governance and milestones are endorsed by Portfolio and Architecture, and the Application is approved by the QGCDG.

Human Rights

15. This brief contains no negative impact to human rights.

Background

16. Contrary to the public interest

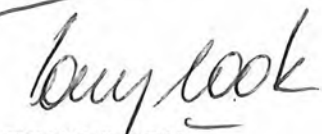
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Recommendations

That the Director-General:

- **note** the Queensland Government Customer and Digital Group (QGCDG) has requested the Department of Education complete a Savings and Debt Plan – Phase Two Assessment – Exception Application (the Application) for the QGrants Replacement Solution project; and
- **approve** the Application for submission to the QGCDG (**Attachment 1**).

APPROVED / NOT APPROVED / NOTED



TONY COOK
Director-General
Department of Education

8 1 9 1 2021

Copy to Minister's Office

Director-General's comments

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Briefing Note

The Honourable Grace Grace MP
 Minister for Education
 Minister for Industrial Relations and
 Minister for Racing

Action required: For Approval

Action required by: 10 September 2021

Urgent: To inform Members of Parliament of services in their electorates eligible for the Kindy Uplift Pilot. It is anticipated eligible services will be invited to participate in the Pilot by 10 September 2021.

SUBJECT: CORRESPONDENCE TO MEMBERS OF PARLIAMENT REGARDING THE KINDY UPLIFT PILOT PROGRAM

Summary of key objectives

- To request the Minister sign correspondence to State Members of Parliament regarding the Kindy Uplift Pilot program (the Pilot) (**Attachment 1**).

Key issues

- On 1 September 2021, the Minister launched the \$40 million three-year Pilot at Parliament House
- The Pilot will provide funding to more than 400 pre-selected eligible kindergarten services to improve child learning and development outcomes and build educator capability.
- The Department of Education will write to the selected kindergarten services with an offer of funding and will seek confirmation of participation in the Pilot. Services are not required to apply for funding, but must indicate a willingness to participate and accept the terms and conditions of the Pilot.
- A letter has been drafted for the Minister to advise relevant Members of Parliament of the eligible kindergarten services in their electorate that will be invited to participate in the Pilot. The letter provides details of the eligible services and total funding available under the Pilot.

Media implications and opportunities

- Once kindergarten services have confirmed participation, the department will publish a list of services on its website.
- There will be opportunities for the Minister and relevant Members of Parliament to undertake local media announcements or service visits once the Pilot is underway.

Financial implications

- The Pilot will be funded by the department.

Aboriginal and Torres Strait Islander Impacts

- Aboriginal and Torres Strait Islander families and children will benefit from the Pilot.

Human Rights

9. The Pilot is compatible with the *Human Rights Act 2019* in that it promotes every child's right to access education appropriate to their needs.

Background

10. On 5 August 2021, the Minister approved the Pilot.

Recommendation

That the Minister **sign** correspondence to relevant State Members of Parliament regarding the new Kindy Uplift Pilot (**Attachment 1**).

NOTED

**APPROVED/NOT APPROVED
ENDORSED/NOTED**



GRACE GRACE MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing

SHARON DURHAM
Chief of Staff
Office of the Hon Grace Grace MP
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Minister for Industrial Relations and
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08/09/2021

Minister's comments

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Briefing Note

The Honourable Grace Grace MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing

Action required: For Noting

Action required by: ASAP

Critical: Funding is required to support border community kindergarten services impacted by border closures.

SUBJECT: NOTE THE COVID-19 SUPPORT PAYMENTS FOR BORDER COMMUNITY KINDERGARTEN SERVICES

Summary of key objectives

- For the Minister to note that the Early Childhood and Education Improvement Division will provide a total of \$26,485.08 (excluding GST) to support border community kindergarten services operated by the Creche and Kindergarten Association Limited (C&K) and The Gowrie (QLD) Inc. (The Gowrie).

Key issues

1. A number of C&K and The Gowrie kindergarten services located near the Queensland and New South Wales (NSW) border have been impacted through the recent border closure in response to the COVID-19 health pandemic.
2. The six impacted services are:
 - C&K Coolangatta Community Kindergarten;
 - C&K Elanora Community Kindergarten;
 - C&K Palm Beach Community Kindergarten;
 - Mungindi Community Preschool (C&K);
 - C&K Texas and District Kindergarten; and
 - Twin Towns Kindergarten Service (The Gowrie).
3. Due to the current travel restrictions between the states, children who live in NSW have been unable to attend the kindergarten programs delivered at the services.
4. C&K and The Gowrie have indicated that the subsequent reduction in attendance, due to the border closure with NSW, has resulted in out-of-pocket costs for the services. This fee reduction is significantly impacting the services' viability.
5. Fee revenue is the primary income source for these services, and the Department of Education will provide the equivalent of three fortnights worth of funding, which will be paid to C&K and The Gowrie to support the services to the end of Term 3, 2021.
6. Should the border closure continue beyond Term 3, further approval will be sought to make additional ex-gratia payments to support the services.
7. The proposal to pay via an ex-gratia arrangement in lieu of a grant is based on the urgent nature of the situation and the need to respond expeditiously to minimise the vulnerability of the services.

Media implications and opportunities

8. There is an opportunity for the Minister for Education to announce this funding through a media statement.

Financial implications

9. All amounts quoted in this brief are GST exclusive unless otherwise stated. Assistance payments made by state governments are GST free.
10. The department has the discretion to make payments that are beyond or not covered by a specific departmental policy. All special payments (including ex-gratia payments) must be disclosed in the department's annual financial statements to comply with financial reporting requirements.
11. The Executive Director, Grants Management and Funding, will approve payment for the six border services in accordance with the department's financial delegations matrix.

Human Rights

12. No human rights are impacted by this brief.

Background

13. From 8.00 pm on 14 August 2021, Queensland instigated strict border restrictions between Queensland and NSW.
14. In relation to students and children attending an early childhood service, the directive outlines that only children of essential workers may attend school or a child care facility across the border. An adult may transport the child to attend a school or service.

Released under the RTI Act

Recommendation

That the Minister **note** that the Early Childhood and Education Improvement Division will provide a total of \$26,485.08 (excluding GST) to support six border community kindergarten services operated by the Creche and Kindergarten Association Limited and The Gowrie (QLD) Inc.

NOTED

**APPROVED/NOT APPROVED
ENDORSED/NOTED**


SHARON DURHAM
Chief of Staff
Office of the Hon Grace Grace MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing

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23 / 9 / 21

Minister's comments

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Briefing Note

The Honourable Grace MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing

Action required: For Noting

Action required by: 3 September 2021

Urgent: Opportunity for the Minister to announce FamilyLinQ—Queensland's first integrated school-based hub at Kingston State School—following execution of the Program Partnership Agreement.

SUBJECT: FAMILYLINQ – A COLLABORATION BETWEEN THE STATE OF QUEENSLAND AND THE BRYAN FOUNDATION AND THE BRYAN EDUCATION FOUNDATION

Summary of key objectives

- For the Minister to note:
 - the site selection for the establishment of Queensland's first two FamilyLinQ sites has been completed;
 - the State of Queensland (acting through the Department of Education) has executed the Program Partnership Agreement with The Bryan Foundation Limited and The Bryan Education Foundation Limited (the Foundation Parties) to deliver FamilyLinQ; and
 - the possible opportunity for the Minister to announce the location of the first FamilyLinQ school in Queensland (Kingston State School (SS)) and the commitment from the Queensland Government to deliver FamilyLinQ in collaboration with The Bryan Foundation for Queensland children and their families.

Key issues

Site selection

1. In accordance with the Government's decision, FamilyLinQ was to be established at an existing primary school and a new primary school in Logan.
2. Kingston SS has been selected as the location for Queensland's first FamilyLinQ, set to open in 2023.
3. Six primary schools in Logan were invited to express an interest in becoming the first FamilyLinQ school. The schools were selected based on location (areas of most disadvantage); local knowledge of school catchments and planning; and infrastructure (land) suitability.
4. Selection of the existing primary school site has been conducted through a stakeholder engagement process. To support transparent decision making, the selection process was undertaken by representatives from the department, The Bryan Foundation, Children's Health Queensland and Metropolitan South Hospital and Health Service.
5. On 22 March 2021, the proposed new primary school set to open at Logan Reserve in 2024 was selected as the preferred location of the second FamilyLinQ site, subject to acquisition of the land and construction funding.

Program Partnership Agreement

6. On 18 September 2020, as part of its economic recovery initiatives, the Queensland Government approved acceptance of The Bryan Foundation's investment proposal of \$10 million over 10 years in operational funding to deliver two integrated school-based hubs—FamilyLinQ.
7. In accordance with the Government's decision, the department, on behalf of the State of Queensland, was to enter into an agreement with The Bryan Foundation to solidify the co-investment proposal.
8. Early Childhood and Education Improvement, on behalf of the department, has been in consultation and negotiation with the Foundation Parties to agree on a contractual framework for implementing and governing the FamilyLinQ initiative.
9. On 30 June 2021, the department and the Foundation Parties entered into a Heads of Agreement, which set out the Key Commercial Principles and the basis on which both parties would continue negotiations with the intention of finalising the Program Partnership Agreement and other relevant documentation to implement the FamilyLinQ initiative.
10. The department and the Foundation Parties have negotiated the terms of the Program Partnership Agreement as the legal framework for the parties to work collaboratively and in good faith to facilitate:
 - the delivery of the FamilyLinQ initiative; and
 - establishment of a governance framework for the FamilyLinQ initiative.
11. On 1 September 2021, the Director-General executed the Program Partnership Agreement.
12. The Program Partnership Agreement is legally binding between the State of Queensland (acting through the department) and the Foundation Parties.

Media implications and opportunities

13. A Ministerial opportunity exists to announce Kingston SS as Queensland's first FamilyLinQ school, and the new collaboration with the Queensland Government and philanthropic organisation, The Bryan Foundation.
14. Timing for the event is suggested to take place between 6 and 17 September 2021 (Term 3, weeks nine to 10), pending the Minister's availability.
15. The Queensland Government is proud to announce FamilyLinQ in collaboration with The Bryan Foundation, which will bring together high-quality early years learning and schooling and wrap-around health and wellbeing services for school communities to improve life outcomes for Queensland children and their families.
16. FamilyLinQ, a first of its kind for the State, is being co-designed with a community first approach and supports local communities as they grow, learn and thrive together.
17. It is recommended the announcement include collaboration between Minister Grace, the Honourable Yvette D'Ath MP, Minister for Health and Ambulance Services, and the Honourable Cameron Dick MP, Member for Woodridge.

Financial implications

18. As agreed in the Program Partnership Agreement, the department will be responsible for all capital funding associated with the design and construction of the hubs on each site, ongoing maintenance and utility costs for the sites, 50% of the program evaluation activities and costs associated with establishment and staffing of a program management office.

19. The department has confirmed capital funding of up to \$9.1 million (excluding GST) to establish the first hub at Kingston SS.
20. The Government also provided \$10 million (excluding GST) for the construction of the FamilyLinQ facility at the new primary school in Logan Reserve in the 2021–22 State Budget. The new primary school will open in 2024.

Aboriginal and Torres Strait Islander impacts

21. FamilyLinQ will include culturally inclusive programs to support Aboriginal and Torres Strait Islander students and their families.

Human rights

22. Fundamental human rights have been considered. There are no decisions sought that may compromise human rights.

Background

23. On 12 August 2020, the Under Treasurer confirmed that Queensland Treasury's Community Hubs and Partnerships (CHaPs) team would lead a collaborative process to develop a business case to support the Government's consideration of a proposal put forward by The Bryan Foundation for the shared investment in the establishment of two integrated school-based hubs.
24. The business case was developed by the CHaPs program within Queensland Treasury in partnership with the department, Queensland Health, Logan Together and The Bryan Foundation.
25. The FamilyLinQ initiative was included in the government's Unite and Recover commitments, and published in the Logan Regional Recovery Action Plan.
26. Responsibility for the implementation of FamilyLinQ transitioned from Queensland Treasury to the department in mid-November 2020.

Recommendation

That the Minister:

- **notes:** the site selection for the establishment of Queensland's first two FamilyLinQ sites has been completed;
- **notes:** the State of Queensland (acting through the Department of Education) has executed the Program Partnership Agreement with The Bryan Foundation Limited and The Bryan Education Foundation Limited to deliver FamilyLinQ; and
- **notes:** the possible media opportunity to announce the location of the first FamilyLinQ school in Queensland (Kingston State School) and the commitment from the Queensland Government to deliver FamilyLinQ in collaboration with The Bryan Foundation.

NOTED

**APPROVED/NOT APPROVED
ENDORSED/NOTED**



SHARON DURHAM
Chief of Staff
Office of the Hon Grace Grace MP
Minister for Education
Minister for Industrial Relations and
Minister for Racing

14/09/21



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Minister's comments

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