

**From:** [REDACTED] on behalf of LLOYD, John  
**Sent:** Thursday, 5 July 2018 9:31 AM  
**Subject:** Invitation: Meeting of small to medium sized agencies convened by the Australian Public Service Commission [SEC=UNCLASSIFIED]  
**Attachments:** Agenda - Small agencies meeting - 25 July 2018.docx

**UNCLASSIFIED**

To Small and Medium Agency Heads

I am writing to invite you to a meeting of small to medium sized agencies convened by the Australian Public Service Commission.

The meeting is to take place in Canberra on 25 July 2018. It will run from 9.30 am to 12 noon. The venue is Rydges Capital Hill.

A purpose of the meeting is to advise you on workforce management developments, both current and some that are anticipated.

Also, I am keen to explore initiatives to improve our engagement and to hear ideas from agencies about ways to assist them. We are always conscious that we not overload you with information and red tape requests. At the same time we have a responsibility to assist you in meeting your employment and related obligations.

We of course use various information mediums to advise agencies. However, I considered it timely to reach out through a face to face meeting.

I encourage you or a deputy to attend and to bring along ideas about avenues for future engagement.

Yours sincerely

**John Lloyd PSM I Commissioner**

**Australian Public Service Commission**

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## SMALL AGENCY MEETING

**Date:** Wednesday, 25 July 2018  
**Time:** 9:30am – 12pm  
**Location:** Rydges Capital Hill - Forrest Room 2  
Cnr Canberra Avenue & National Circuit Forrest  
Limited on-site parking \$15/day, subject to availability

### AGENDA

	TOPIC	LEAD
1	<b>INTRODUCTIONS AND WELCOME</b> a. Purpose of meeting/proposed outcomes	Chair John Lloyd
2	<b>CURRENT ISSUES AFFECTING SMALL AGENCIES</b> a. Services and support provided by the APSC b. Gaps or particular requirements not being met c. Enterprise bargaining	All Discussion
3	<b>APS REVIEW</b> a. Update on progress to date b. How smaller agencies can have input and be kept informed	Chair
4	<b>MODERNISING THE APS</b> a. Budget announcements – progress to date b. How smaller agencies can have input and be kept informed	Chair All discussion
5	<b>FUTURE ENGAGEMENT</b> a. Future meetings b. Frequency? c. Creation of a network?	All Discussion