

**Senate Standing Committee on Finance and Public Administration**

**ANSWERS TO QUESTIONS ON NOTICE**

**Prime Minister and Cabinet Portfolio**

**Department of the Prime Minister and Cabinet**

**Budget Estimates Hearing 26 May - 27 May 2008**



**Question: PM94**

**Outcome 1, Output 5.7**

**Topic: 2020 Summit - Guidelines**

**Hansard Page: F&PA 131**

**Senator Fierravanti-Wells asked: -In an article in the Australian on 26 April reference was made to disgruntled participants who basically complained that participants in a number of the streams questioned the official version of the proceedings and complained that Labor's political agenda was foisted on them. You mentioned earlier that the facilitators had guidelines about what was being sought. Could you table a copy of those guidelines. If they are not available or if they are on the public record-**

**Mr Mrdak-I am happy to take that on notice and provide those.**

**Answer: The Vice-Chancellor's Office (VCO) managed program, content and facilitation aspects of the Australia 2020 Summit. As part of this work, they produced a briefing package and an associated reporting diagram for facilitators and Summit stream co-chairs, which indicated how the themes, ideas and aspirations of participants would be recorded.**

**This package formed the basis of discussions between the facilitators and the VCO in relation to how individual stream discussions may be structured and facilitated.**

Stream: \_\_\_\_\_

**Stream Ambitions:** 8-10 words each on a maximum of 2-3 ambitions/goals for Australia in your stream

**Priority Themes:** 3-5 themes which have emerged in your discussions about ambitions and ideas

**Top Ideas:** 3- 4 highest-impact ideas for each of your themes (including your stream's one big idea and at least one idea that doesn't cost anything)

# AUSTRALIA 2020 SUMMIT – THINKING BIG

## Stream Design and Management Guidelines for Co Chairs and Facilitators

Saturday 19 April 2008

Time	Session	Output for Sessions	Group Size	Possible Approaches
10.30am (max 30 mins)	Introduction	<ul style="list-style-type: none"> <li>- Co-Chairs introduced</li> <li>- Participants understand stream process and expected output</li> <li>- Participants engaged with stream process</li> <li>- Energy levels high</li> </ul>	100	<ul style="list-style-type: none"> <li>- Co-Chairs introduce themselves</li> <li>- Youth Forum participant or other provides energy input</li> <li>- Describe and/or demonstrate outputs of stream</li> <li>- Team building activity</li> </ul>
Max 15 mins optional	What are the challenges?	<ul style="list-style-type: none"> <li>- Participants understand challenges to be addressed</li> </ul>	100 or 4 x 25	<ul style="list-style-type: none"> <li>- Panellist summarises the challenges of the stream or sub-streams</li> </ul>
	What do we need to change?	<ul style="list-style-type: none"> <li>- All participants have had opportunity to speak.</li> <li>- Group understanding of areas of change which need to be addressed</li> <li>- Participants understand that minority opinions will be heard and recorded</li> <li>- <b>Early discussion and first articulation of stream ambitions</b></li> <li>- Early recording of top ideas</li> </ul>	Discussion Groups	<ul style="list-style-type: none"> <li>- Group engagement to determine areas/themes which are a priority for change; or pre-determined themes discussed within pre-allocated groups (using participants bios and 100 words to determine allocation and priorities for change within the themes identified</li> <li>- Feedback provided in directional sense (eg we need more of x , less of y)</li> </ul>
12.30pm (1 hour)	Lunch	<ul style="list-style-type: none"> <li>- Agreed allocation of individuals to groups to address 1 or 2 themes each for afternoon session</li> </ul>		<ul style="list-style-type: none"> <li>- Pre-determined based on bios and 100 words; or facilitators and Co-Chairs to determine over lunch break</li> </ul>

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1.30pm (2 hours)	What should we do?	<ul style="list-style-type: none"> <li>- List of ideas to address the issues we need to act on</li> <li>- Ideas not consistent with themes or majority views recorded</li> <li>- Early clarity about grouping of ideas into priority themes</li> <li>- Energy levels high</li> <li>- Participants want to share ideas and ambitions with whole stream group</li> </ul>	<ul style="list-style-type: none"> <li>- Variable group sizes are possible depending on space available</li> <li>- Groups of 25 can divide into smaller groups</li> <li>- Discussion will range across ambitions, priority themes, big ideas and smaller ideas</li> <li>- Groups will wish to prioritise (grouping of ideas, discussion, voting)</li> <li>- Groups need to decide on reporter to stream session</li> </ul>	Discussion Groups
3.30pm	Afternoon Tea	<ul style="list-style-type: none"> <li>- Determination of report back arrangements to the stream</li> <li>- What does stream want to share with Plenary at 5.15pm?</li> </ul>	<ul style="list-style-type: none"> <li>- Group reporters and facilitators to determine report back arrangements to the stream.</li> </ul>	
4-00pm (1 hour)	What themes have emerged and which have the highest priority?	<ul style="list-style-type: none"> <li>- List of priority themes (and significant minority opinions)</li> <li>- Revised list of top ideas</li> <li>- Refined shorthand statement of stream ambitions</li> <li>- Agreement on idea/highlight to share with plenary of 1000 that illustrates the energy and direction of the Stream</li> </ul>	<ul style="list-style-type: none"> <li>- Report back from groups</li> <li>- Facilitated discussion on grouping and priority setting/feedback within full group</li> <li>- "The House" template in draft</li> </ul>	100
5.00pm (15 mins)		Move to Plenary in Great Hall		
5.15pm	Plenary – Highlights of the day	<ul style="list-style-type: none"> <li>- Participants sense of energy, excitement, emotion, humour</li> <li>- Sense of competition between streams</li> <li>- Participants challenged to review thinking overnight</li> </ul>	<ul style="list-style-type: none"> <li>- One participant from each stream chosen to report highlight of the day</li> </ul>	1000
6.00pm	Refreshments			
7.00pm	Dinner Conversations			Participants asked to register interest in dinner

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7.00pm – 9.00pm	(Not official program)	<ul style="list-style-type: none"> <li>- Reporting on progress of streams</li> <li>- Identification of assistance measures required</li> <li>- Pressing requirements for changes in structure addressed</li> <li>- Cross cutting ambitions, themes and ideas identified</li> <li>- Preliminary themes for PM's speech developed</li> </ul>		arrangements at registration
Consolidation by Summit Leadership				<p>Discussion between:</p> <ul style="list-style-type: none"> <li>- Professor Glyn Davis</li> <li>- Co-Chairs</li> <li>- Facilitators</li> <li>- Coordinating scribes</li> <li>- PMO</li> <li>- Program staff</li> </ul>

# AUSTRALIA 2020 SUMMIT – THINKING BIG

Sunday 20 April 2008

Time	Session	Output for Sessions	Group Size	Possible Approaches
10.30am (max 30 mins)	Ambitions, Priority Themes and Ideas - Thinking Big	<ul style="list-style-type: none"> <li>- Revision of conclusions of day one</li> <li>- Restatement of minority views</li> <li>- Participants in new groups to review and revise</li> <li>- Participants clear about morning's work</li> </ul>	100	<ul style="list-style-type: none"> <li>- Facilitated session</li> <li>- Co-chairs prompt</li> </ul>
11.00am	(Cont'd)	<ul style="list-style-type: none"> <li>- Final articulation of stream ambitions (alternatives possible)</li> <li>- Final articulation of priority themes for change (alternatives possible)</li> <li>- 3 high impact ideas relevant to each theme selected.</li> </ul>	Discussion Groups	<ul style="list-style-type: none"> <li>- Discussion groups organised according to ambition and/or priority themes</li> <li>- Detailed work on issues agreed by group</li> </ul>
12noon	(Cont'd)	<ul style="list-style-type: none"> <li>- Agreement on how to do presentation to Plenary representing the majority views</li> <li>- Agreement on (any) significant minority views to be reported</li> <li>- 3 PowerPoint slides to summarise stream deliberations one of which is the House</li> </ul>	100 or discussion groups	<ul style="list-style-type: none"> <li>- Group of 100 may meet in facilitated discussion to agree on one outcome report (The House): or</li> <li>- Smaller groups may agree on 2-3 outcome reports (Houses) for stream</li> </ul>
12.30pm	Lunch	<ul style="list-style-type: none"> <li>- Participants can see work of all streams</li> </ul>		<ul style="list-style-type: none"> <li>- Display of stream outcomes</li> </ul>
1.30pm	Summit Report	<ul style="list-style-type: none"> <li>- Report to PM of stream outcomes</li> <li>- Minority views noted</li> <li>- Emphasis on breadth of ideas</li> </ul>	1000	<ul style="list-style-type: none"> <li>- Moderated by Glyn Davis</li> <li>- Both Co-Chairs present for each stream report</li> <li>- Montage of Summit on screens</li> </ul>
2-30pm	Prime Minister	PM responds		
2.50pm	Closing message and ceremony			Farewell video and music

# AUSTRALIA 2020 SUMMIT – THINKING BIG

3.00pm	Summit Close			
4-00pm		Consolidation of all reports of Summit		<ul style="list-style-type: none"> <li>- Professor Glyn Davis</li> <li>- Co-Chairs</li> <li>- Facilitators</li> <li>- Coordinating Scribes</li> <li>- PMO</li> <li>- Program Staff</li> </ul>