

Office of the Queensland Parliamentary Counsel

The Office of the Queensland Parliamentary Counsel (OQPC) supports democracy and the strategic direction of the Queensland Government and delivers on the government's objectives for the community by providing legislative drafting services to all Queensland public sector agencies and access to legislation on the Queensland legislation website (www.legislation.qld.gov.au).

OQPC's objective is to draft and provide access to Queensland legislation to the highest standard. OQPC was established as a statutory office under the *Legislative Standards Act 1992* on 1 June 1992. Subject to the Premier, OQPC is controlled by the Queensland Parliamentary Counsel. The office publishes its own strategic plan and is included as a service area in the *DPC Service Delivery Statement* each year.

Key achievements for 2019–20

- OQPC supported democracy and the Queensland Government's objectives for the community by providing high-quality drafting services and timely delivery of the government's legislative program. Some significant legislation drafted and introduced within the reporting period included:
 - Building Industry Fairness (Security of Payment) and Other Legislation Amendment Bill 2020
 - COVID-19 Emergency Response Bill 2020
 - Criminal Code (Child Sexual Offences Reform) and Other Legislation Amendment Bill 2020
 - Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Bill 2019
 - Environmental Protection and Other Legislation Amendment Bill 2020
 - Justice and Other Legislation (COVID-19 Emergency Response) Amendment Bill 2020
 - Public Health and Other Legislation (Public Health Emergency) Amendment Bill 2020
 - Resources Safety and Health Queensland Bill 2019.
- Some significant legislation enacted in the reporting period included:
 - *Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Act 2019*
 - *Medicines and Poisons Act 2019*
 - *Motor Accident Insurance and Other Legislation Amendment Act 2019*
 - *Personalised Transport Ombudsman Act 2019.*
- Some significant subordinate legislation drafted and made in the reporting period included:
 - *Economic Development (COVID-19 Emergency Response) Regulation 2020*
 - *Education Legislation (COVID-19 Emergency Response) Regulation 2020*
 - *Environmental Protection Regulation 2019*
 - *Environmental Protection (Great Barrier Reef Protection Measures) and Other Legislation Amendment Regulation 2019*
 - *Fisheries (Commercial Fisheries) Regulation 2019*
 - *Health Legislation (COVID-19 Emergency Response) Regulation 2020*

- *Justice Legislation (COVID-19 Emergency Response—Documents and Oaths) Regulation 2020*
- *Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2020*
- *Retail Shop Leases and Other Commercial Leases (COVID-19 Emergency Response) Regulation 2020*
- *Transport Legislation (COVID-19 Emergency Response) Regulation 2020.*
- Other key achievements of OQPC during the reporting period included:
 - Supported democracy by providing high quality drafting services for Bills and amendments of Bills as requested by private members
 - Contributed to the drafting of national scheme legislation and the work of the Australasian Parliamentary Counsel's Committee
 - Provided the authoritative source of current Queensland legislation by preparing consolidations of Queensland legislation, including indicative reprints, in a timely way and publishing this material on the Queensland legislation website.
- OQPC enhanced access to Queensland legislation and legislative information by:
 - Delivering the final phase of the public website's application programming interface to align with the Queensland Government's Open Data Initiative by providing the authorised Queensland legislation statute book in a form that can be programmatically searched and queried, with results supplied in human-readable XML format
 - Migrating the public legislation website to a more available and resilient cloud platform and proactively monitoring the public legislation website for increased public inquiries from COVID-19 related legislation, significantly increasing resources to cope with peak inquiry periods
 - Developing the InQ reporting application to streamline legislation production and planning activities
 - Delivering significant enhancements to the legislative production system QuILLS
 - Planning for and development of upgrades to the legislative drafting system and supporting the departmental hardware renewal program.

Our performance

The following service standards in DPC's 2019–20 *Service Delivery Statement* were used by the department and the government to assess overall performance of the Legislative Drafting and e-Publishing service area.

Service area: Legislative Drafting and e-Publishing	Notes	2019–20 Target/Est.	2019–20 Actual
Service standards			
<i>Effectiveness measures</i>			
Client satisfaction with legislative drafting services provided by the Office of the Queensland Parliamentary Counsel	1	90%	100%
Client satisfaction with the quality of access to legislation available online	1	90%	100%
<i>Efficiency measure</i>			
Average cost per hour of legislative drafting and publishing output	2	\$150/hour	\$180/hour

Notes:

1. This service standard informs on overall satisfaction of the service area and is derived from an annual client survey. Clients are Ministers, Chiefs of Staff, Directors-General and their departments' Cabinet Legislation and Liaison Officers and senior policy officers.
2. This service standard informs on the average cost per hour to draft and publish Queensland legislation. The calculation methodology applied to determine the average cost per hour is the total operational expense per annual period, plus a percentage of centralised costs, divided by the total cumulative recurrent standard hours per annual period. The 2019–20 Actual is over target due to FTE vacancies in the service area relative to total operational expense per annual period resulting in a higher cost per hour.

The Office of the Queensland Parliamentary Counsel's Strategic Plan

The OQPC *Strategic Plan 2019–23* is shown on the subsequent pages and is available at www.legislation.qld.gov.au/about

At a glance in 2019–20

34 government Bills	349 total legislative instruments	152,086 total pages reprinted
7 private members' bills	7198 total pages drafted	7,528,603 legislative website page views
39 amendments during consideration in detail	894 total reprints	269 items of subordinate legislation
128 indicative reprints		

The Office of the Queensland Parliamentary Counsel is an independent statutory office that supports Queensland’s democratic process by efficiently delivering Queensland legislation that is effective, accessible and consistent with fundamental legislative principles.

Drafting and providing access to Queensland legislation of the highest standard

Our principles guide everything we do:

Leadership

We lead with integrity by providing non-partisan, objective and balanced advice throughout the legislative drafting process.

Innovation

We proactively embrace technological advances and new business models to continuously improve access to legislation and legislative information.

Diversity

We demonstrate a holistic approach to diversity and inclusion and ensure these elements are considered in all aspects of our work.

Collaboration

We adopt a collaborative approach to stakeholder engagement to ensure expectations are clear. We realise the benefits of our complementary knowledge, ideas and skills to achieve collective success.

Empowerment

We empower our employees by giving them responsibility, autonomy and accountability in their individual roles. We value their contribution to the achievement of our goals and objectives.

Trust

We inspire trust by demonstrating integrity, transparency and accountability in performing our functions.

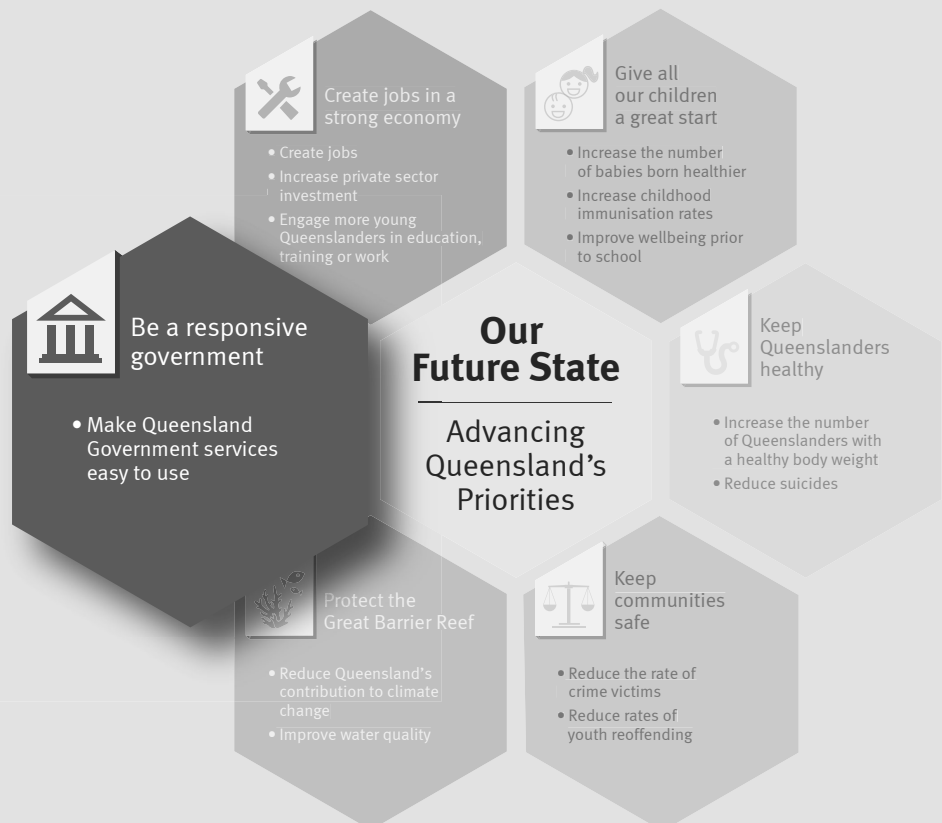
Our Future State: Advancing Queensland’s Priorities.

We will support responsive government by:

Providing an effective and efficient legislative drafting service to produce Queensland legislation of the highest standard

Making Queensland legislation and information relating to legislation readily accessible

Fostering a positive and high-performing workplace culture that is collaborative and supports employee wellbeing



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OUR STRATEGIES

- Identify and adopt best practice in drafting Bills, amendments to Bills and subordinate legislation, having regard to fundamental legislative principles.
- Contribute to the drafting of national scheme legislation and the work of the Australasian Parliamentary Counsel's Committee.
- Identify and adopt best practice in providing access to Queensland legislation.
- Make up-to-date consolidations of Queensland legislation publicly available for each day of change.
- Maintain open data arrangements for the release of Queensland legislation.
- Cultivate a high-performing, integrated and innovative workforce.
- Create a culture of continuous improvement where staff collaborate and identify solutions and implementation strategies to address responses to the Working for Queensland survey.
- Efficiently use resources to deliver drafting and publishing services.

OUR MEASURES OF SUCCESS

- Client satisfaction with drafting services.
- High standard of peer-review and quality assurance checks on all draft legislation.
- Client satisfaction with access to legislation.
- Consolidations published within 3 days of the commencement date.
- Improvement in overall employee satisfaction in the Working for Queensland survey.
- Deliver drafting and publishing services at an average cost per hour at or below the service delivery standard threshold.*

*The *service delivery standard threshold* is the current target cost per hour to draft and publish Queensland legislation. The target cost is reviewed annually and published in the Service Delivery Statement.

We need to manage risk

Challenges in planning the annual legislative program and competing expectations among clients and other stakeholders that have the potential to impact on the delivery of legislative drafting services and access to legislation.

Challenges in filling key OQPC roles and misaligned organisational capacity and capability that have the potential to impact on the delivery of legislative drafting services and access to legislation.

Cybersecurity threats to the Queensland legislation website and threats to the integrity of OQPC's network infrastructure and data repositories that have the potential to impact on service delivery and business continuity.

And embrace opportunities to maximise benefits for Queenslanders



Future directions for 2020–21

- Pursue excellence in legislative drafting and access to legislation by adopting best practice in making Queensland legislation easy to find, easy to understand and easy to use and maintaining open data arrangements.
- Cultivate a highly skilled and high-performing workforce by giving our people a range of opportunities for ongoing professional and personal development.
- Make effective use of our technological resources and explore future drafting and publishing solutions to enhance the services we provide.
- Further develop a healthy workplace culture.
- Continue to work with key partners towards a process for the clear ordering of priorities within the government’s legislative program.

Organisational structure

The office is located at 111 George Street, Brisbane. The current structure is summarised in the organisational chart:

