

# THE SIGNAL

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AND MORE



Russell Offices - the home of CASG.

## **TEAM DOWNNER'S ALL-NEW NEWSLETTER**

*for contractors, staff and SMEs.*



# WELCOME FROM THE GENERAL MANAGER



Welcome to the inaugural edition of ***The Signal***, Team Downer's newsletter.

*The Signal* will feature news updates on matters of interest that the MSP is working on, industry developments, messages from the Team Management Office, profiles of Team Downer employees, contractors and SMEs, and more.

It has been a busy year for the MSP. In the past twelve months we have consolidated our operations, brought on new staff, and demonstrated our value to the Commonwealth through the hard work going on at CASG.

The sum of our actions in the past year have done more than put food on our collective tables; the work we have undertaken has demonstrated the ongoing viability of the MSP model to the Commonwealth. In this sense, the fruits of your labours are greater than the sum of their parts.

None of our successes would be possible without our member SMEs, and the people that they employ; our success is your success, and vice versa.

As the year draws to a close and we enter into the holiday period it is time to relax and refresh yourself as you prepare for the challenges of the new year, but importantly, it is also a time to ensure that you remain safe - particularly given the challenging fire season this year.

If you are planning on traveling overseas please ensure that you update your Unit Security Officer (USO) on your intended movements.

If you have any feedback or suggestions for future topics for the newsletter please drop us a line at [teamdownermSP@Downergroup.com](mailto:teamdownermSP@Downergroup.com).

Finally, I would like to wish you all the best for a safe and prosperous Christmas period and a happy new year.

*Rebecca Sinclair*



# NEWS FROM THE TMO

**Team Downer's Team Management Office or TMO  
is the beating heart of the MSP's operation.**

The Team Management Office, or TMO, is Team Downer's headquarters in Canberra. It is located just down the road from Downer Defence Systems at 32 Lonsdale Street, Braddon.

The TMO is where the back-of-house work that keeps the MSP running day-to-day happens. HR, Finance, Business Operations, Communication and the Program Leads all find a home in the office.

There have been a number of changes to TMO staffing recently.

**Ben Roberts** joined the TMO in October as the Senior Manager Communication and Engagement. Ben was formerly a Communication Manager at Raytheon Australia. He manages Team Downer's external and internal communications.

**Andrew Harmer** will be joining the TMO in December to take up the role of Integrated Work Package(IWP) Lead for Maritime Systems Division. In this role he will oversee the MSD IWP. Andrew was most recently a Principal Consultant at DXC Technology.

**Trevor Garnett** will take over the management of the NA3PO IWP, where he will seek to expand Team Downer's footprint as the program evolves.

**Peter Thompson** has departed the MSP to seek new opportunities. We wish him all the best.

**Jo Dawson** has departed the MSP for a role in the ACT Government. We wish her well.



# GENERAL MANAGER'S UPDATE

As I highlighted in the introduction to the newsletter, 2019 has been a year of many successes for Team Downer.

## **More resources**

The MSP now has more than 300 resources - meaning contractors - on task across the Integrated Work Packages and Capability Partner Services areas of work at CASG.

The outcome of this increased footprint is two-fold: we are now able to deliver more comprehensive, timely and flexible skilled services to the customer, and more Australian SMEs are gaining access to the opportunities that abound in Australia's defence sector. This is exactly what the MSP was created to achieve—better strategic management of the workforce and its outputs at CASG, and work for Australians who may otherwise be excluded due to not being on a panel; an excellent result for all involved.

## **Setting up the Integrated Work Packages**

Team Downer has now set up the workforce for the NA3PO and Materiel Logistics IWPs in addition to the existing Critical Systems Branch and Maritime Systems Division IWPs. There are more IWPs to come.

NA3PO is the 'incubator' for projects in Rotary Systems Division. There are five main projects underway there being the LAND 2097, 4503 and 129 projects, as well as SEA129, Joint Air Rescue Service and MRH Transition Support. The team in NA3PO is composed of almost 50 percent member company resources. The initial contract was for a handful of staff, but has now increased to 16 people. We expect that Team Downer's resource footprint will increase further in the short to medium term.

The Materiel Logistics IWP was formerly a Centre of Excellence within CASG. The MSP was invited to develop an IWP for it due to the great work that was delivered on the other IWPs; enabling the function to focus on its priority areas. Looking ahead Team Downer is currently completing the work necessary to develop a five year IWP in the Commercial function in CASG, and there may be more IWPs to come down the track.

Our team members in the Maritime Systems Division IWP are working in conjunction with SPO staff to improve Contract Governance, ILS, Engineering, and PM practices to assist in better lifecycle asset management across the Fleet. The key focus for the November - February quarter will be supporting MSD in the development of a longer term resource forecast.

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# OLD TIME, NEW TIME



Team Downer's finance team rolled out the new timesheet system in July. **ExTrack** is now available for all contractors, member companies and SMEs.

The app allows Team Downer people to record their time on the go. ExTrack is available to download as an app for iOS and for Android smartphones from their respective stores.

Likewise, the new Recipient Created Tax Invoice or **RCTI** system was rolled out in August to replace the previous system where suppliers would invoice Team Downer for contractor hours; requiring manual reconciliation.

The new system has grossly reduced discrepancies between reported hours and invoiced hours. The result of this is that suppliers are now getting paid in a more timely manner and the timesheet submission and approval process is working better than before.

The new process has also ensured that Team Downer is compliant with new laws requiring contractor invoices to be paid within 20 days of receipt.



## WHAT'S IN A NAME

The name *The Signal* reflects the military environment in which Team Downer works; doing our part to support the Australian Defence Force through the provision of above-the-line services at Defence's Capability Acquisition and Sustainment Group (CASG).





# SME SPOTLIGHT



CEO Emily Frizell founded AeroPM because she wanted to do more for Defence.



AeroPM CEO Emily Frizell

After a 16 year career in the Air Force as an Electrical Engineer, Emily Frizell was ready for new challenges. but leaving Defence entirely never entered her mind.

"I knew that I had more to offer," Emily said. "I established AeroPM and spent a few years subcontracting in Defence, but after a while I realised I could make a greater contribution if I had my own team."

Emily founded AeroPM in 2014, and ran it as a solo shop for the first few years. Her first employee came onboard in March 2018, and since then the company has swelled to more than 35 staff - including her husband, Adam Frizell, who is the General Manager. "Adam was my eighth hire."

Removing herself from the frontline and taking up a management role was a difficult choice. "I really enjoy engineering; I really enjoy contributing directly to outcomes in Defence," said Emily. "But to achieve all the things that I think are important for a great company meant I had to step back and take the reins. It was a difficult decision, but it was the right decision."

Becoming a member of Team Downer was an important step for AeroPM.

"It is difficult for an SME to offer a team of people to Defence. Working with Team Downer has allowed us to place AeroPM's senior and high performing staff into integrated teams at Defence."

**"Team Downer has been like a force multiplier for my business."**

**EMILY FRIZELL**

"We are currently working on more than 20 Defence projects. We couldn't do that without the MSP," Emily said.

"Team Downer is easy to work with. They give us the support we need when we need it." 



**Above:** Adam and Emily at the AeroPM HQ in Canberra.

**Right:** Upcoming Professional Development from AeroPM.



**"How to Develop an FPS for COTS Products"**

Monday 9 December at 4.30pm at AeroPM HQ.  
RSVP through Eventbrite.

Come and join us for the next instalment of

**LEARNING TOGETHER**

A professionalisation program presented by AeroPM for Defence and Defence Industry



**AeroPM**  
Supporting Defence



# INDUSTRY NEWS

**Team Downer** was a finalist in the Defence Connect 2019 Defence Industry Awards in the 'Consultancy of the Year' category.

**Defence Industry Minister Melissa Price** announced the latest round of Sovereign Industrial Capability Priority Grants worth a total of \$2.3 million to support the next-generation capability of the ADF. Many of the grants were awarded to small businesses.



The MSP at the awards.



Veterans Affairs Minister Darren Chester talks to INTERFET veterans.

**The Australian Government** continues its investment in defence industry small-to-medium enterprises (SMEs) by increasing funding to the Defence Industry Internship Program.

The program provides engineering students with access to 12 week internships with small businesses in the defence industry, where they will contribute to SME engineering projects.

The Government passed the **Australian Veterans' Recognition (Putting Veterans and their Families First) Bill 2019**.

The Bill establishes the Australian Defence Veterans' Covenant, a new initiative to promote greater recognition of veterans by the Australian community. Veterans are eligible for a new White Card, and a recognition pin.

The **Queensland Government** has created the Defence and Aerospace Industry Development Fund. The fund will assist small-to-medium enterprises (SMEs) become more competitive so that they may secure supply chain contracts in the defence, aerospace and related sectors.

**For more industry updates check out Team Downer's LinkedIn page at <https://www.linkedin.com/company/teamdowner/>**



# SOCIAL PAGES

Pictures from recent Team Downer events including Jo Dawson's send off, the Team Downer BBQ at CASG and the TMO's Christmas Party.



HR Manager Adele Chadwick greets SMEs.



Business Operations Manager Brad Thompson is grillmaster.



Jo's farewell at Brindabella Park.



GM Rebecca Sinclair and Program Lead Ian Scamp.



Breaking bread at the Xmas Party.



Deputy Project Mgr Brenda Palmer and MSP Board Member Andrew Carstens.