

**Easton, Deanna**

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**Subject:** Peter Woolcott I Glyn Davis  
**Location:** Executive Meeting Room, 1 National Circuit, Barton

**Start:** Wed 8/06/2022 4:30 PM  
**End:** Wed 8/06/2022 5:30 PM

**Recurrence:** (none)

**Meeting Status:** Meeting organizer

**Organizer:** Davis, Glyn  
**Required Attendees:** 'peter.woolcott@apsc.gov.au'  
**Resources:** MR-ONC-L4W-Executive Room

The Secretary and Commissioner to meet to discuss recommendations to the Prime Minister on Secretary appointments.

This revised date/time has been agreed with our respective offices, s 22(1)(a)(ii)  
 s 22(1)(a)(ii)

Car park 119 has been allocated for the Commissioner's use.

POC – s 22(1)(a)(ii) @apsc.gov.au  
 Telephone: s 22(1)(a)(ii)

Regards, s 22(1)(a)(ii)  
 7/6

s 22(1)(a)(ii) PSM

Executive Assistant to the Secretary I Glyn Davis

Department of the Prime Minister and Cabinet

p s 22(1)(a)(ii) m. s 22(1)(a)(ii)

e. s 22(1)(a)(ii) @pmc.gov.au | w. www.pmc.gov.au

One National Circuit BARTON ACT 2600 | PO Box 6500 CANBERRA ACT 2600



The Department acknowledges and pays respect to the past, present and emerging Elders and Traditional Custodians of Country, and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.

DEPARTMENT OF THE PRIME MINISTER AND CABINET

PM&C  
Secretary  
Ms Foster  
Mr Reid  
Mr Belgrove  
Mr Martin

To: Prime Minister (for signature by 21 June 2022 in order to be submitted to the Federal Executive Council on 23 June 2022)

PMO  
Mr Gartrell  
Ms Long  
Mr Rush  
Ms Tilley

APPOINTMENTS AND TERMINATIONS OF SECRETARIES

Recommendation - that you:

1. Agree to recommend to the Governor-General the following appointments and terminations of Secretaries, all to take effect from 1 July 2022:

s 22(1)(a)(ii)

- c. Terminate Ms Kathryn Campbell AO CSC as Secretary of the Department of Foreign Affairs and Trade

Agreed / Not Agreed

s 22(1)(a)(ii)

4. Sign the attached Executive Council Minute Papers and Instruments of Appointment and Termination, sign the boxes in the Explanatory Memoranda and initial the

s 22(1)(a)(ii)

Signed / Not Signed

s 22(1)(a)(ii)

6. Sign the attached letter to the Governor-General advising of these matters.

s 22(1)(a)(ii)

Signed / Not Signed

21/6/22

ANTHONY ALBANESE

Date:

Comments:

**Key Points:**


1. Sections 58 and 59 of the *Public Service Act 1999* (the Act) provide for the appointment and termination of Secretaries of Departments.
  - a. Section 58 of the Act provides that appointments of Secretaries are made by the Governor-General on your recommendation.
  - b. Before you make recommendations to the Governor-General, the Act requires that you must receive a report on the proposed appointments from the Secretary of the Department of the Prime Minister and Cabinet. That report must be prepared after consultation with the Australian Public Service Commissioner and with the person expected to be the Agency Minister at the time the appointments are made.
2. This brief constitutes a report under sections 58 and 59 of the Act for the following proposed appointments and terminations.

s 22(1)(a)(ii)

4. **Ms Kathryn Campbell AO CSC** is proposed to be terminated as Secretary of the Department of Foreign Affairs and Trade with effect from 1 July 2022.


s 47F, s 47C

s 22(1)(a)(ii)



10. As required by the Act, this report has been prepared after consultation with the Australian Public Service Commissioner. Mr Woolcott agrees with the proposed appointments and terminations.

s 47C , s 47E(d)




s 22(1)(a)(ii)

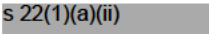
**Consultation:**

Australian Public Service Commission

s 22(1)(a)(ii)



Professor Glyn Davis AC  
Secretary  
21 June 2022


Policy Officer: John Reid PSM  
Phone no: 

**ATTACHMENTS**

**ATTACHMENT A EXECUTIVE COUNCIL DOCUMENTS**

- Termination instruments
  - Minute (sign)
  - Explanatory Memoranda (sign and initial)
  - Termination instruments (sign)

s 22(1)(a)(ii)



**ATTACHMENT B LETTER TO THE GOVERNOR-GENERAL**



## PRIME MINISTER

Departmental No. ....

### Minute Paper for the Executive Council

Executive Council

Meeting No. ....

#### Subject

*Public Service Act 1999*

Approved in Council

Termination of the Appointments of  
Secretaries of the Department of Foreign  
Affairs and Trade, <sup>s 22(1)(a)(ii)</sup>

<sup>s 22(1)(a)(ii)</sup>

David Hurley  
Governor-General

Recommended for the approval of His Excellency the Governor-General in Council that, by instrument in the attached form and under subsection 59(1) of the *Public Service Act 1999*, he terminate the appointments of:

(a) Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade; and

<sup>s 22(1)(a)(ii)</sup>

Filed in the Records  
of the Council

from 6:00am on 1 July 2022. <sup>s 22(1)(a)(ii)</sup>

<sup>s 22(1)(a)(ii)</sup>

Secretary to the Executive Council

<sup>s 22(1)(a)(ii)</sup>

Anthony Albanese  
Prime Minister

## EXPLANATORY MEMORANDUM

Minute No. \_\_\_\_\_ of 2022 - Prime Minister

Subject - *Public Service Act 1999*

Termination of the Appointments of the Secretaries of the  
Department of Foreign Affairs and Trade. <sup>s 22(1)(a)(ii)</sup>  
<sup>s 22(1)(a)(ii)</sup>

Section 59 of the *Public Service Act 1999* (the Act) provides for the termination of the appointment of a Secretary of a Department.

Subsection 59(1) of the Act provides that the Governor-General may, by notice in writing, on the recommendation of the Prime Minister, terminate the appointment of a Secretary of a Department.

Before recommending to the Governor-General that the appointment of a Secretary of a Department other than the Prime Minister's Department be terminated, the Prime Minister must have received a report about the proposed termination from the Secretary of the Prime Minister's Department (subsection 59(3)). The report must be prepared in consultation with the Australian Public Service Commissioner.

The Minute recommends the terminations of the appointments of Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade: <sup>s 22(1)(a)(ii)</sup>  
<sup>s 22(1)(a)(ii)</sup>

The Minute recommends that the terminations be made in the form proposed.

<sup>s 22(1)(a)(ii)</sup>

A report about the proposed appointment, prepared under subsection 59(4) of the *Public Service Act 1999*, was received from the Secretary of the Department of the Prime Minister and Cabinet. <sup>s 22(1)(a)(ii)</sup>

Prime Minister

Authority: Subsection 58(1) of the *Public Service Act 1999*





# COMMONWEALTH OF AUSTRALIA

*Public Service Act 1999*

## **Termination of the Appointment of the Secretary of the Department of Foreign Affairs and Trade**

I, General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia, acting with the advice of the Federal Executive Council and under subsection 59(1) of the *Public Service Act 1999*, terminate the appointment of Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade from 6:00am on 1 July 2022.

Dated 23 June 2022

David Hurley  
Governor-General

By His Excellency's Command

s 22(1)(a)(ii)



Anthony Albanese  
Prime Minister





PRIME MINISTER

His Excellency General the Honourable David Hurley AC DSC (Retd)  
Governor-General of the Commonwealth of Australia  
Government House  
CANBERRA ACT 2600


Your Excellency

I write to recommend a number of changes to the appointments of Secretaries to Departments of the Australian Public Service, and to request that these matters be considered at the Federal Executive Council meeting scheduled for 23 July 2022.


I am proposing three terminations of appointments of Secretaries:

- Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade;

s 22(1)(a)(ii)


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s 22(1)(a)(ii)



Yours sincerely s 22(1)(a)(ii)

s 22(1)(a)(ii)



ANTHONY ALBANESE





## PRIME MINISTER

Departmental No. 241

Executive Council

Meeting No. 17

## Minute Paper for the Executive Council

## Subject

*Public Service Act 1999*

Termination of the Appointments of  
Secretaries of the Department of Foreign  
Affairs and Trade, s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Recommended for the approval of His Excellency the  
Governor-General in Council that, by instrument in the  
attached form and under subsection 59(1) of the *Public  
Service Act 1999*, he terminate the appointments of:

(a) Kathryn Campbell AO CSC as the Secretary of the  
Department of Foreign Affairs and Trade; and

s 22(1)(a)(ii)

23 JUN 2022

Filed in the Records  
of the Council

from 6:00am on 1 July 2022. s 22(1)(a)(ii)

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Secretary to the Executive Council

Anthony Albanese  
Prime Minister



# COMMONWEALTH OF AUSTRALIA

*Public Service Act 1999*

## **Termination of the Appointment of the Secretary of the Department of Foreign Affairs and Trade**

I, General the Honourable David Hurley AC DSC (Retd), Governor-General of the Commonwealth of Australia, acting with the advice of the Federal Executive Council and under subsection 59(1) of the *Public Service Act 1999*, terminate the appointment of Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade from 6:00am on 1 July 2022.

Dated 23 June 2022

s 22(1)(a)(ii)

David Hurley

Governor-General

By His Excellency's Command

s 22(1)(a)(ii)

Anthony Albanese  
Prime Minister

## EXPLANATORY MEMORANDUM

Minute No. 241 of 2022 - Prime Minister

Subject - *Public Service Act 1999*

Termination of the Appointments of the Secretaries of the  
Department of Foreign Affairs and Trade.<sup>s 22(1)(a)(ii)</sup>  
s 22(1)(a)(ii)

Section 59 of the *Public Service Act 1999* (the Act) provides for the termination of the appointment of a Secretary of a Department.

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The Minute recommends the terminations of the appointments of Kathryn Campbell AO CSC as the Secretary of the Department of Foreign Affairs and Trade.<sup>s 22(1)(a)(ii)</sup>  
s 22(1)(a)(ii)

The Minute recommends that the terminations be made in the form proposed.

s 22(1)(a)(ii)

A report about the proposed appointment, prepared under subsection 59(4) of the *Public Service Act 1999*, was received from the Secretary of the Department of the Prime Minister and Cabinet.  
s 22(1)(a)(ii)

Prime Minister

Authority: Subsection 58(1) of the *Public Service Act 1999*