

OFFICIAL SENSITIVE

MS23-001230

Signature Due Date: ASAP to enable immediate commencement of a selection process, if required

RECRUITMENT OPTIONS FOR THE SECRETARY OF THE DEPARTMENT OF HOME AFFAIRS**Prime Minister, we recommend you:**

1. Agree to one of three options below to fill the substantive vacancy of the Secretary of the Department of Home Affairs:
 - a. Option 1: a direct approach to a single preferred candidate.

s47C, s47E(d)

Agreed / Not Agreed

2. Note that the Minister for Home Affairs, the Hon Clare O'Neil MP, has indicated to me her preference to appoint Ms Stephanie Foster PSM through a direct process.

s22(1)(a)(ii)

Noted

27/11/23

ANTHONY ALBANESE

Date:

Comments:

KEY POINTS

1. Following the termination of Mr Michael Pezzullo AO as Secretary of the Department of Home Affairs (Home Affairs) it is necessary to make decisions in relation to acting Secretary arrangements for the department and options to permanently fill the position.

s47C, s47E(d)

4. Regardless of the recruitment option, under subsection 58(7) of the Act, I, as the Secretary of the Department of the Prime Minister and Cabinet (PM&C), must provide a report to you regarding the appointment of a person as secretary. This must occur prior to you recommending the appointment of a person as secretary to the Governor-General. The report must be prepared following consultation with the Australian Public Service Commissioner and the relevant portfolio minister, in this case, the Minister for Home Affairs, the Hon Clare O'Neil MP.

7. Once a preferred candidate is agreed, the appointment must be approved by the Governor-General at a meeting of the Federal Executive Council (ExCo).
 - a. The remaining meetings of ExCo in 2023 are scheduled for 7 and 14 December. It is anticipated that the first meeting of ExCo in 2024 will be in late January.

SUPPLEMENTARY INFORMATION

s47C, s47E(d)

Risks and Sensitivities

s47C, s47E(d)

Financial Implications - Nil

Consultation - APSC

Professor Glyn Davis AC

Secretary

27 November 2023

Policy Officer: Andrew Walter

Phone no: s22(1)(a)(ii)

Circulation


PM&C Secretary; A/g DS, Governance and Corporate Group, *L Elliston*; FAS, Government Division, *A Walter*; FAS, Ministerial Support Division, *G Martin*; A/g AS, Parliamentary and Government Branch, *D Belgrove*; SA, Government, s22(1)(a)

PMO Chief of Staff; Adviser s22(1)(a)(ii); Adviser s22(1)(a)(ii) Adviser s22(1)(a)(ii)

Cabinet Secretary

ATTACHMENTS:

s22(1)(a)(ii)



PROTECTED CABINET

MS23-001296

Signature Due Date: 27/11/2023 to enable ExCo consideration

SECRETARY OF THE DEPARTMENT OF HOME AFFAIRS - APPOINTMENT

Prime Minister, we recommend you:

1. Agree to recommend to the Governor-General, His Excellency the Hon David Hurley AC DSC (Retd), the appointment of Ms Stephanie Foster PSM as Secretary of the Department of Home Affairs.

Agreed / Not Agreed

2. Sign the Executive Council Minute Paper and Instrument of Appointment, sign the box in the Explanatory Memorandum, and initial the CV for the appointment (Attachments A to D).

Signed / Not Signed

3. Sign the letter to the Governor-General seeking consideration of this appointment at the special meeting of the Federal Executive Council on Tuesday, 28 November 2023 (Attachment E).

s22(1)(a)(ii)

Signed / Not Signed

ANTHONY ALBANESE

Date:

27/11/23

Comments:

KEY POINTS

1. Sections 58 of the *Public Service Act 1999* (the Act) provides for the appointment of Secretaries of Departments.
 - a. Subsection 58(1) of the Act provides that appointments of Secretaries are made by the Governor-General on your recommendation. Before you make a recommendation to the Governor-General, the Act requires that you must receive a report on the proposed appointment from the Secretary of the Department of the Prime Minister and Cabinet.
 - b. 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 appointment is made.
2. This brief constitutes a report under subsection 58(7) of the Act, proposing that Ms Stephanie Foster PSM be appointed as Secretary of the Department of Home Affairs (Home Affairs).
3. In my view, Ms Foster possesses the necessary skills and experience in the Australian Public Service (APS) to hold the position of Secretary. Ms Foster has been Associate Secretary, Immigration, at Home Affairs since 2022, and was previously Deputy Secretary, Governance and APS Reform at the Department of the Prime Minister and Cabinet. Ms Foster held other senior positions at the Australian Public Service Commission, the Department of Infrastructure and the Department of Defence.
4. As you are aware, Ms Foster has been acting as Secretary of Home Affairs since 25 September 2023

s22(1)(a)(ii)


- a. On 27 November 2023, the Governor-General agreed to your recommendation and terminated Mr Pezzullo's appointment as Secretary of Home Affairs, thereby creating a vacancy in the office.

PROTECTED CABINET

5. I have consulted the Australian Public Service Commissioner, Dr Gordon de Brouwer PSM, and the Hon Clare O'Neil MP, Minister for Home Affairs, who agree with the proposed appointment.
6. The Executive Council papers for this appointment are at Attachments A to D. If you agree, this appointment could be considered at the special meeting of the Federal Executive Council scheduled for 28 November 2023. A letter is at Attachment E seeking the Governor-General's agreement to this item being considered at this meeting.
7. A draft media release announcing Ms Foster's appointment is at Attachment F.

Risks and Sensitivities

s47C, s47E(d)



Financial Implications - Nil

Consultation

The Hon Clare O'Neil MP, Minister for Home Affairs

Australian Public Service Commissioner, Dr Gordon de Brouwer PSM

Professor Glyn Davis AC

Secretary

27 November 2023

Policy Officer: Andrew Walter

Phone no:

s22(1)(a)(ii)

Circulation

PM&C Secretary; A/g DS, Governance and Corporate Group, *L Elliston*; FAS, Government Division, *A Walter*; FAS, Ministerial Support Division, *G Martin*; A/g AS, Parliamentary and Government Branch, *D Belgrove*; SA, Government, s22(1)(a)(ii)

PMO Chief of Staff; Adviser s22(1)(a)(ii) Adviser s22(1)(a)(ii) Adviser s22(1)(a)(ii)

Cabinet Secretary

PROTECTED CABINET

ATTACHMENTS:

ATTACHMENT A EXCO MINUTE PAPER

ATTACHMENT B INSTRUMENT OF APPOINTMENT

ATTACHMENT C EXPLANATORY MEMORANDUM

ATTACHMENT D CV – MS FOSTER

**ATTACHMENT E LETTER TO THE GOVERNOR-GENERAL SEEKING EXCO
CONSIDERATION**

ATTACHMENT F DRAFT MEDIA RELEASE



PRIME MINISTER

Departmental No. 448 of 2023

Minute Paper for the Executive Council

Executive Council

Meeting No.

Subject

Public Service Act 1999

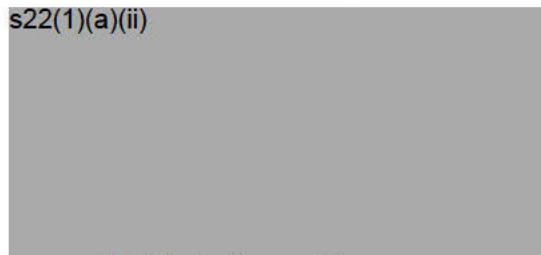
Public Service (Secretary of the Department of Home Affairs)
Appointment 2023


Approved in Council

Recommended for the approval of His Excellency the Governor-General in Council that, by instrument in the attached form and under subsection 58(1) of the *Public Service Act 1999*, he appoint Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

.....
David Hurley
Governor-General

s22(1)(a)(ii)



 Anthony Albanese
Prime Minister

.....
Filed in the Records
of the Council

.....
Secretary to the Executive Council



COMMONWEALTH OF AUSTRALIA

Public Service Act 1999

Public Service (Secretary of the Department of Home Affairs) Appointment 2023

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 58(1) of the *Public Service Act 1999*, appoint Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Dated

2023

David Hurley
Governor-General

By His Excellency's Command

s22(1)(a)(ii)

Anthony Albanese
Prime Minister

EXPLANATORY MEMORANDUM

Minute No. 448 of 2023 – Prime Minister

Subject - *Public Service Act 1999*

Public Service (Secretary of the Department of Home Affairs) Appointment
2023

The instrument would appoint Ms Stephanie Foster PSM as Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Section 58 of the *Public Service Act 1999* (the Act) provides for the appointment of a Secretary of a Department.

Subsection 58(1) of the Act provides that the Secretary of a Department is to be appointed by the Governor-General, by written instrument, on the recommendation of the Prime Minister. Before recommending to the Governor-General that a person be appointed as Secretary of a Department other than the Prime Minister's Department, the Prime Minister must have received a report about the appointment from the Secretary of the Prime Minister's Department (subsection 58(7)). The report must be prepared in consultation with the Australian Public Service Commissioner and the person who is expected to be the Agency Minister of the other Department at the time the appointment is made (subsection 58(8)).

Subsection 58(2) of the Act provides that where a person is appointed to an office of Secretary the instrument of appointment specifies the fixed period of appointment. Subsection 58(3) of the Act provides that the period of a person's appointment as the Secretary of a Department must be five years, unless the person has requested a shorter period.

The role of Secretary at the Department of Home Affairs has been vacant since the termination of Mr Michael Pezzullo AO on 27 November 2023. Acting arrangements have been in place since Mr Pezzullo stood aside on 25 September 2023.

The Minute recommends the appointment of Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Ms Foster's curriculum vitae is attached.

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

A report about this proposed appointment, prepared as required under subsection 58(7) of the *Public Service Act 1999*, after consultation with the Australian Public Service Commissioner and the Minister for Home Affairs, was received from the Secretary of the Department of the Prime Minister and Cabinet.

s22(1)(a)(ii)

Prime Minister

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

s22(1)(a)(ii)

CURRICULUM VITAE

Name: Ms Stephanie Foster PSM

Residential address: s47F

Date of birth: s47F

Present position: Associate Secretary, Immigration, Department of Home Affairs

Educational and professional qualifications:

- 1986: BA (Hons) Monash University
- 2016: Harvard Business School Advanced Management Program 2016

Relevant experience:

- 2023-present: Associate Secretary, Immigration, Department of Home Affairs
- 2017-2022: Deputy Secretary, Governance and APS Reform, Department of the Prime Minister and Cabinet
- 2013-2017: Deputy Australian Public Service Commissioner
- 2010-2013: Deputy Secretary, Department of Regional Australia, Local Government, Arts and Sport
- 2008-2010: Deputy Secretary, Department of Infrastructure
- 2000-2008: Various senior executive service position in the Australian Public Service

EEO categories: Gender



PRIME MINISTER
The Hon Anthony Albanese MP

Reference: MS23-001209

27 NOV 2023

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

Your Excellency

I am writing to request your agreement to a new item at the meeting of the Federal Executive Council on 28 November 2023 to consider the appointment of Ms Stephanie Foster PSM as the Secretary of Department of Home Affairs. I also request your agreement to the lodgement of documents outside the required timeframes.

On 27 November 2023, you agreed to terminate the appointment of Mr Michael Pezzullo AO as Secretary of the Department of Home Affairs. This has left a vacancy in this critical office of Secretary of Home Affairs, in which Ms Foster has been acting since 25 September 2023.

To provide stability and confidence in the operations of the Department of Home Affairs, it is desirable to finalise permanent arrangements for its Secretary. You will appreciate that swift action is the best option to maintain the public's trust in the capabilities of the Government and in the programs of the Department of Home Affairs.

Yours faithfully

s22(1)(a)(ii)

ANTHONY ALBANESE



**PRIME MINISTER
THE HON. ANTHONY ALBANESE MP**

28 November 2023

Appointment of new Secretary of the Department of Home Affairs

I am pleased to announce the Governor-General has accepted my recommendation to appoint Stephanie Foster as Secretary of the Department of Home Affairs.

Ms Foster has had an extensive career in the Australian Public Service, including as acting Secretary and Associate Secretary of Home Affairs, and Deputy Secretary of the Department of the Prime Minister and Cabinet. Ms Foster held other senior positions in the APS, including at the Australian Public Service Commission, the Department of Infrastructure and the Department of Defence.

Ms Foster has well-established relationships across the APS and significant policy experience, which make her eminently suitable to the role of Secretary.

Ms Foster's five-year appointment will commence on 28 November 2023.

Current appointments of departmental Secretaries are published on the Department of the Prime Minister and Cabinet's website at [Secretary appointments to departments of state | PM&C \(pmc.gov.au\)](https://www.pmc.gov.au/secretary-appointments-to-departments-of-state).

Media enquiries

- Prime Minister's Office: s22(1)(a)(ii) @pm.gov.au



PRIME MINISTER

449
Departmental No. 448 of 2023

Executive Council
Meeting No.....

Approved in Council
s22(1)(a)(ii)

David Hurley
Governor-General

Filed in the Records
of the Council

s22(1)(a)(ii)

Secretary to the Executive Council

Minute Paper for the Executive Council

Subject

Public Service Act 1999

Public Service (Secretary of the Department of Home Affairs)
Appointment 2023

Recommended for the approval of His Excellency the Governor-General in Council that, by instrument in the attached form and under subsection 58(1) of the *Public Service Act 1999*, he appoint Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

s22(1)(a)(ii)

Anthony Albanese
Prime Minister



COMMONWEALTH OF AUSTRALIA

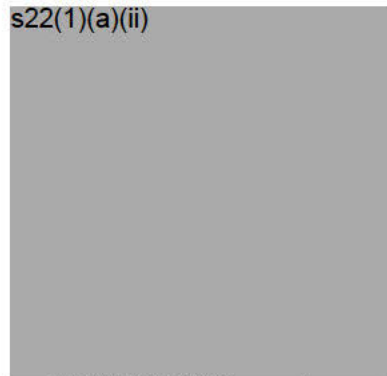
Public Service Act 1999

Public Service (Secretary of the Department of Home Affairs) Appointment 2023

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 58(1) of the *Public Service Act 1999*, appoint Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Dated 28 November 2023

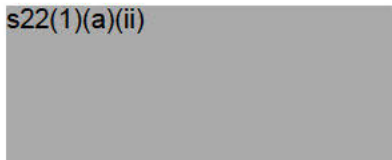
s22(1)(a)(ii)



David Hurley
Governor-General

By His Excellency's Command

s22(1)(a)(ii)



Anthony Albanese
Prime Minister

EXPLANATORY MEMORANDUM

Minute No. ⁴⁴⁹448 of 2023 – Prime Minister

Subject - *Public Service Act 1999*

Public Service (Secretary of the Department of Home Affairs) Appointment
2023

The instrument would appoint Ms Stephanie Foster PSM as Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Section 58 of the *Public Service Act 1999* (the Act) provides for the appointment of a Secretary of a Department.

Subsection 58(1) of the Act provides that the Secretary of a Department is to be appointed by the Governor-General, by written instrument, on the recommendation of the Prime Minister. Before recommending to the Governor-General that a person be appointed as Secretary of a Department other than the Prime Minister's Department, the Prime Minister must have received a report about the appointment from the Secretary of the Prime Minister's Department (subsection 58(7)). The report must be prepared in consultation with the Australian Public Service Commissioner and the person who is expected to be the Agency Minister of the other Department at the time the appointment is made (subsection 58(8)).

Subsection 58(2) of the Act provides that where a person is appointed to an office of Secretary the instrument of appointment specifies the fixed period of appointment. Subsection 58(3) of the Act provides that the period of a person's appointment as the Secretary of a Department must be five years, unless the person has requested a shorter period.

The role of Secretary at the Department of Home Affairs has been vacant since the termination of Mr Michael Pezzullo AO on 27 November 2023. Acting arrangements have been in place since Mr Pezzullo stood aside on 25 September 2023.

The Minute recommends the appointment of Ms Stephanie Foster PSM as the Secretary of the Department of Home Affairs for a period of five years commencing on 28 November 2023.

Ms Foster's curriculum vitae is attached.

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

A report about this proposed appointment, prepared as required under subsection 58(7) of the *Public Service Act 1999*, after consultation with the Australian Public Service Commissioner and the Minister for Home Affairs, was received from the Secretary of the Department of the Prime Minister and Cabinet.

s22(1)(a)(ii)

Prime Minister

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

s22(1)(a)(ii)

CURRICULUM VITAE

Name: Ms Stephanie Foster PSM

Residential address: s47F

Date of birth: s47F

Present position: Associate Secretary, Immigration, Department of Home Affairs

Educational and professional qualifications:

- 1986: BA (Hons) Monash University
- 2016: Harvard Business School Advanced Management Program 2016

Relevant experience:

- 2023-present: Associate Secretary, Immigration, Department of Home Affairs
- 2017-2022: Deputy Secretary, Governance and APS Reform, Department of the Prime Minister and Cabinet
- 2013-2017: Deputy Australian Public Service Commissioner
- 2010-2013: Deputy Secretary, Department of Regional Australia, Local Government, Arts and Sport
- 2008-2010: Deputy Secretary, Department of Infrastructure
- 2000-2008: Various senior executive service position in the Australian Public Service

EEO categories: Gender

From: [PMO Media](#)
To: [PMC Media](#)
Subject: PRIME MINISTER ANTHONY ALBANESE - MEDIA RELEASE - APPOINTMENT OF NEW SECRETARY OF THE
DEPARTMENT OF HOME AFFAIRS - TUESDAY, 28 NOVEMBER 2023
Date: Tuesday, 28 November 2023 4:48:44 PM

OFFICIAL



MEDIA RELEASE

APPOINTMENT OF NEW SECRETARY OF THE DEPARTMENT OF HOME AFFAIRS

I am pleased to announce the Governor-General has accepted my recommendation to appoint Stephanie Foster as Secretary of the Department of Home Affairs.

Ms Foster has had an extensive career in the Australian Public Service, including as acting Secretary and Associate Secretary of Home Affairs, and Deputy Secretary of the Department of the Prime Minister and Cabinet. Ms Foster has held other senior positions in the APS, including at the Australian Public Service Commission, the Department of Infrastructure and the Department of Defence.

Ms Foster has well-established relationships across the APS and significant policy experience, which make her eminently suitable to the role of Secretary.

Ms Foster's five-year appointment will commence today.

TUESDAY, 28 NOVEMBER 2023

Media Contact:

Prime Minister's Office: s22(1)(a)(ii) | s22(1)(a)(ii)@pm.gov.au



[View this email in your browser.](#)

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From: [Davis, Glyn](#)
To: [s22\(1\)\(a\)\(ii\)@aff.gov.au](#); [s22\(1\)\(a\)\(ii\)@ag.gov.au](#); [s22\(1\)\(a\)\(ii\)@dcceew.gov.au](#); [s22\(1\)\(a\)\(ii\)@defence.gov.au](#); [s22\(1\)\(a\)\(ii\)@education.gov.au](#); [s22\(1\)\(a\)\(ii\)@dewr.gov.au](#); [s22\(1\)\(a\)\(ii\)@finance.gov.au](#); [s22\(1\)\(a\)\(ii\)@dfat.gov.au](#); [s22\(1\)\(a\)\(ii\)@health.gov.au](#); [s22\(1\)\(a\)\(ii\)@industry.gov.au](#); [s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](#); [s22\(1\)\(a\)\(ii\)@dss.gov.au](#); [Steven Kennedy \(Treasury\)](#); [s22\(1\)\(a\)\(ii\)@dva.gov.au](#); [s22\(1\)\(a\)\(ii\)@dva.gov.au](#); [de Brouwer, Gordon](#); [Broun, Jody](#)
Cc: [s22\(1\)\(a\)\(ii\)@homeaffairs.gov.au](#)
Subject: Announcement of new Secretary of the Department of Home Affairs [SEC=OFFICIAL]
Date: Tuesday, 28 November 2023 5:18:00 PM
Attachments: [image002.png](#)
[PRIME MINISTER ANTHONY ALBANESE - MEDIA RELEASE - APPOINTMENT OF NEW SECRETARY OF THE DEPARTMENT OF HOME AFFAIRS - TUESDAY 28 NOVEMBER 2023.msg](#)
[image004.png](#)

OFFICIAL

Colleagues,

Today the Prime Minister announced the appointment of Stephanie Foster as the next Secretary of the Department of Home Affairs.

Stephanie needs no introduction. Many of you have worked closely with her in her role as Associate Secretary and recently a/g Secretary of the Department of Home Affairs, and prior to that in her five years as Deputy Secretary Governance at the Department of the Prime Minister and Cabinet. Stephanie led the review into practices in parliamentary workplaces and the establishment of the Parliamentary Workplace Support Service to ensure safer and more respectful workplaces. She also spent four years as Deputy Australian Public Service Commissioner, was Deputy Secretary in various iterations of the Department of Infrastructure and Regional Australia and has held senior roles across the Defence portfolio.

I know you will all join me in congratulating Stephanie. We look forward to welcoming her in her substantive role at Secretaries Board next week.

Regards,

Glyn

Professor Glyn Davis AC

Secretary,
 Department of the Prime Minister and Cabinet
 p. (02) [s22\(1\)\(a\)\(ii\)](#)

Ngunnawal Country, One National Circuit, Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600
 e [s22\(1\)\(a\)\(ii\)@pmc.gov.au](#) w. [pmc.gov.au](#)

Executive Assistant: [s22\(1\)\(a\)\(ii\)](#)
 e [s22\(1\)\(a\)\(ii\)@pmc.gov.au](#)



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.

From: [Davis, Glyn](#)
To: [Executive Board](#)
Subject: Fwd: Announcement of new Secretary of the Department of Home Affairs [SEC=OFFICIAL]
Date: Tuesday, 28 November 2023 5:23:34 PM
Attachments: [image004.png](#)
[mime-attachment.eml.msg](#)

Colleagues,

For Information -

Glyn

OFFICIAL

Colleagues,

Today the Prime Minister announced the appointment of Stephanie Foster as the next Secretary of the Department of Home Affairs.

Stephanie needs no introduction. Many of you have worked closely with her in her role as Associate Secretary and recently a/g Secretary of the Department of Home Affairs, and prior to that in her five years as Deputy Secretary Governance at the Department of the Prime Minister and Cabinet. Stephanie led the review into practices in parliamentary workplaces and the establishment of the Parliamentary Workplace Support Service to ensure safer and more respectful workplaces. She also spent four years as Deputy Australian Public Service Commissioner, was Deputy Secretary in various iterations of the Department of Infrastructure and Regional Australia and has held senior roles across the Defence portfolio.

I know you will all join me in congratulating Stephanie. We look forward to welcoming her in her substantive role at Secretaries Board next week.

Regards,

Glyn

Professor Glyn Davis AC

Secretary,

Department of the Prime Minister and Cabinet

p. s22(1)(a)(ii)

Ngunnawal Country, One National Circuit, Barton ACT 2600 | PO Box 6500 CANBERRA ACT
2600

e. s22(1)(a)(ii) [@pmc.gov.au](mailto:s22(1)(a)(ii)@pmc.gov.au) w. pmc.gov.au

Executive Assistant: s22(1)(a)(ii)

e. s22(1)(a)(ii) [@pmc.gov.au](mailto:s22(1)(a)(ii)@pmc.gov.au)

<!--[if !vml]-->

<!--[endif]-->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.

From: [Walter, Andrew](#)
To: [de Brouwer, Gordon](#)
Cc: [Belgrove, David](#); [Davis, Glyn](#); [Easton, Deanna](#); s22(1)(a) : [Walter, Andrew](#)
Subject: Draft Submission on Home Affairs Secretary s22(1)(a)(ii)
Date: Saturday, 25 November 2023 3:16:00 PM
Attachments: s22(1)(a)(ii)
[MS23-001230 001 Recruitment Options for a Secretary of a Department of State.docx](#)
[image001.png](#)

s22(1)(a)(ii)

Commissioner

s22(1)(a)(ii)

The
submission sets out the options for filling the possible vacancy. s22(1)(a)(ii)

Andrew

Andrew Walter

First Assistant Secretary

Government Division

p. s22(1)(a)(ii) | m. s22(1)(a)(ii)

Executive Assistant: s22(1)(a) | s22(1)(a)(ii)

s22(1)(a) [@pmc.gov.au](#)

MS23-001230

RECRUITMENT OPTIONS FOR THE SECRETARY OF THE DEPARTMENT OF HOME AFFAIRS**Prime Minister, we recommend you:**

1. Agree to one of three options below to fill the substantive vacancy of the Secretary of the Department of Home Affairs:
 - a. Option 1: a direct approach to a single preferred candidate.

Agreed / Not Agreed

s47C, s47E(d)

2. Note that the Minister for Home Affairs, the Hon Clare O'Neil MP, has indicated to me her preference to appoint Ms Stephanie Foster PSM through a direct process.

Noted

s22(1)(a)(ii)

ANTHONY ALBANESE

Date:

Comments:**KEY POINTS**

1. Following the termination of Mr Michael Pezzullo AO as Secretary of the Department of Home Affairs (Home Affairs) it is necessary to make decisions in relation to acting Secretary arrangements for the department and options to permanently fill the position.

s47C, s47E(d)

3. s47C, s47E(d)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

4. Regardless of the recruitment option, under subsection 58(7) of the Act, I, as the Secretary of the Department of the Prime Minister and Cabinet (PM&C), must provide a report to you regarding the appointment of a person as secretary. This must occur prior to you recommending the appointment of a person as secretary to the Governor-General. The report must be prepared following consultation with the Australian Public Service Commissioner and the relevant portfolio minister, in this case, the Minister for Home Affairs, the Hon Clare O'Neil MP.

s47C, s47E(d)

[REDACTED]

[REDACTED]

6. While Secretary appointments are significant, there is no obligation for you to recommend an appointment to the Cabinet before seeking the Governor-General's agreement. However, we will provide you with the necessary support should you wish to take a proposed candidate to the Cabinet for consideration.
7. Once a preferred candidate is agreed, the appointment must be approved by the Governor-General at a meeting of the Federal Executive Council (ExCo).
- a. The remaining meetings of ExCo in 2023 are scheduled for 7 and 14 December. It is anticipated that the first meeting of ExCo in 2024 will be in late January.

s22(1)(a)(ii)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

s47C, s47E(d)

s47C, s47E(d)

Risks and Sensitivities

s47C, s47E(d)

Financial Implications - Nil

Consultation - APSC

Professor Glyn Davis AC

Secretary

XX November 2023

Policy Officer: Andrew Walter

Phone no: (02) s22(1)(a)

Circulation

PM&C Secretary; A/g DS, Governance and Corporate Group, *L Elliston*; FAS, Government Division, *A Walter*; FAS, Ministerial Support Division, *G Martin*; A/g AS, Parliamentary and Government Branch, *D Belgrove*; SA, Government, s22(1)(a)

PMO Chief of Staff; Adviser s22(1)(a); Adviser s22(1)(a); Adviser s22(1)(a)

Cabinet Secretary

ATTACHMENTS:

s22(1)(a)(ii)

From: [Walter, Andrew](#)
To: [de Brouwer, Gordon](#)
Cc: [Belgrove, David](#); [Davis, Glyn](#); [Easton, Deanna](#); s22(1)(a)
Subject: Re: Draft Submission on Home Affairs Secretary s22(1)(a)(ii)
Date: Saturday, 25 November 2023 4:19:31 PM

Thank you Gordon we'll make those changes. Andrew

On 25 Nov 2023, at 4:10 pm, de Brouwer, Gordon
<s22(1)(a)(ii)@apsc.gov.au> wrote:

PROTECTED//CABINET
PROTECTED//CABINET
PROTECTED//CABINET
[Andrew](#)

Thank you. I support the submission. s47C

Happy to discuss if you'd like.

s22(1)(a)(ii)

Happy to discuss as needed.

Best

Gordon

From: Walter, Andrew <s22(1)(a)(ii)@pmc.gov.au>
Sent: Saturday, 25 November 2023 3:16 PM
To: de Brouwer, Gordon <s22(1)(a)(ii)@apsc.gov.au>
Cc: Belgrove, David <s22(1)(a)(ii)@pmc.gov.au>; Davis, Glyn
<s22(1)(a)@pmc.gov.au>; Easton, Deanna <s22(1)(a)(ii)@pmc.gov.au>;
s22(1)(a)(ii) <s22(1)(a)(ii)@pmc.gov.au>; Walter, Andrew
<s22(1)(a)(ii)@pmc.gov.au>
Subject: Draft Submission on Home Affairs Secretary s22(1)(a)(ii)

s22(1)(a)(ii)

Commissioner

s22(1)(a)(ii)

s22(1)(a)(ii) The submission sets out the options for filling the possible vacancy. s
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Andrew

Andrew Walter

First Assistant Secretary
Government Division

<!--[if !vml]-->

<image003.jpg>

<!--[endif]-->p. (02) s22(1)(a) | m. s22(1)(a)(ii)

<!--[if !vml]-->

<image007.jpg>

<!--[endif]--><!--[if !vml]--><!--[endif]--><!--[if !vml]--><!--[endif]--

>Executive Assistant: s22(1)(a) | (02) s22(1)
s22(1)(a) @pmc.gov.au

From: [Davis, Glyn](#)
To: [Walter, Andrew](#); [de Brouwer, Gordon](#)
Cc: [Belgrove, David](#); [Easton, Deanna](#); s22(1)(a)
Subject: RE: Draft Submission on Home Affairs Secretary s22(1)(a)(ii)
Date: Saturday, 25 November 2023 4:26:02 PM

s22(1)(a)(ii)

Thanks also Gordon –

Glyn

From: Walter, Andrew <s22(1)(a)(ii)@pmc.gov.au>
Sent: Saturday, 25 November 2023 4:20 PM
To: de Brouwer, Gordon <s22(1)(a)(ii)@apsc.gov.au>
Cc: Belgrove, David <s22(1)(a)(ii)@pmc.gov.au>; Davis, Glyn <s22(1)(a)(ii)@pmc.gov.au>; Easton, Deanna <s22(1)(a)(ii)@pmc.gov.au>; s22(1)(a)(ii) <s22(1)(a)(ii)@pmc.gov.au>
Subject: Re: Draft Submission on Home Affairs Secretary s22(1)(a)(ii)

Thank you Gordon we'll make those changes. Andrew

On 25 Nov 2023, at 4:10 pm, de Brouwer, Gordon
s22(1)(a)(ii) <s22(1)(a)(ii)@apsc.gov.au> wrote:

s22(1)(a)(ii)

Andrew

Thank you. I support the submission. s47C

Happy to discuss if you'd like.

s22(1)(a)(ii)

Happy to discuss as needed.

Best

Gordon

From: Walter, Andrew <s22(1)(a)(ii)@pmc.gov.au>
Sent: Saturday, 25 November 2023 3:16 PM
To: de Brouwer, Gordon <s22(1)(a)(ii)@apsc.gov.au>

Cc: Belgrove, David <s22(1)(a)(ii)@pmc.gov.au>; Davis, Glyn
s22(1)(a)(ii)@pmc.gov.au>; Easton, Deanna <s22(1)(a)(ii)@pmc.gov.au>;
s22(1)(a)(ii) <s22(1)(a)(ii)@pmc.gov.au>; Walter, Andrew
s22(1)(a)(ii)@pmc.gov.au>

Subject: Draft Submission on Home Affairs Secretary [SEC=PROTECTED,
CAVEAT=SH:CABINET]

s22(1)(a)(ii)

Commissioner

s22(1)(a)(ii)

The submission sets out the options for filling the possible vacancy. s

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s22(1)(a)(ii)

Andrew

Andrew Walter

First Assistant Secretary

Government Division

<image003.jpg>

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<image007.jpg>

<image008.gif>

<image009.jpg>

Executive Assistant: Elyse Elliott | s22(1)(a)(ii)

s22(1)(a)@pmc.gov.au