



National COVID-19 Coordination Commission | Board Meeting

Document 1

Friday, 27 March 2020

Apologies:

- Phil Gaetjens

Attendees:

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton
- Paul Little AO
- Catherine Tanna
- Stephanie Foster PSM
- Mike Pezzullo
- Nico Padovan

	Item
1	Previous Minutes – 25 March 2020
2	Briefing by Professor Brendan Murphy, Chief Medical Officer (9:00-9:15am)
3	Progress update – Chair and Commissioners
	- NCCC office support for Commissioners



National COVID-19 Coordination Commission | Board Meeting

Tuesday, 31 March 2020

Attendees:

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Mike Pezzullo
- Nico Padovan

	Item
1	Introduction and standing items <ul style="list-style-type: none">- Apologies- Declaration of potential conflicts of interest- Previous minutes and action items – 27 March 2020
2	Terms of Reference
3	Commissioners' portfolios
4	Communications Strategy
5	Interim progress update – Chair and Commissioners <ul style="list-style-type: none">- 2-3 minutes per Commissioner



National COVID-19 Coordination Commission | Board Meeting

Thursday, 2 April 2020

Attendees:

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Mike Pezzullo
- Nico Padovan

	Item
1	Introduction and standing items <ul style="list-style-type: none">- Apologies- Declaration of potential conflicts of interest- Previous minutes and action items – 31 March 2020
2	Chair and Commissioners' update
3	Working effectively across government
4	Communications Strategy and Media
5	Commissioners' portfolios



National COVID-19 Coordination Commission | Board Meeting

Tuesday, 7 April 2020

Attendees:

- The Hon Scott Morrison MP, Prime Minister of Australia
- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Charlotte Tressler (Observer)

	Item
1	Introduction and standing items <ul style="list-style-type: none">- Apologies- Declaration of potential conflicts of interest- Previous minutes and action items – 2 April 2020
2	Prime Minister's update to the Commissioners
3	Progress updates – Chair and Commissioners <ul style="list-style-type: none">- Top 3 priorities
4	Intermission at 17:30 to reconvene for Board meeting



OFFICIAL: SENSITIVE

Board Meeting

Thursday, 9 April, 11:00-12:00

Attendees

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Andrew Chandler
- Charlotte Tressler (Observer)

s22

Item

- Introduction and standing items
 - Apologies
 - Ms Halton is unable to attend.
 - Declaration of potential conflicts of interest
 - Previous minutes
- Progress updates – Chair and Commissioners
 - Top three priorities
- Meeting close
- *The next meeting will be Tuesday 14 April, 1:30-2:00pm.*

OFFICIAL: SENSITIVE



OFFICIAL: SENSITIVE

Board Meeting

Thursday, 16 April, 4:30-5:30pm

Attendees

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Malcolm Thompson
- Andrew Chandler
- Charlotte Tressler (Observer)

s22

Item

- Introduction and standing items
 - Apologies
 - Declaration of potential conflicts of interest
 - Previous minutes
- s33(a)(i), s34, s47C, s47E(d)
- Restarting the economy: long-term projects - Chair
- Progress updates: top three issues – Chair and Commissioners
- Meeting close

OFFICIAL: SENSITIVE

- *The next meeting scheduled to be Tuesday 21 April, 1:30-2:00pm.*



OFFICIAL: SENSITIVE

Board Meeting

Monday, 20 April, 9:30-10:30am

Attendees

- The Hon Scott Morrison MP, Prime Minister of Australia
- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton AO PSM
- Paul Little AO
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Andrew Chandler
- Charlotte Tressler (Observer)
- s22

Item

- Introduction and standing items
 - Apologies
 - Ms Tanna is unable to attend.
 - Declaration of potential conflicts of interest
 - Previous minutes
- Update on Non Profit Group – Ms Halton
- Update on PPE – Mr Combet
- Progress updates – Chair and Commissioners
 - Top three priorities

OFFICIAL: SENSITIVE

- Meeting close
- *The next meeting will be Thursday 23 April, 4:30-5:30pm.*



OFFICIAL: SENSITIVE

Board Meeting

Wednesday 22 April, 12:00-1:00pm

Attendees

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Malcolm Thompson
- Andrew Chandler
- s22

Item

- Introduction and standing items
 - Apologies – Mr Combet and Ms Tressler
 - Declaration of potential conflicts of interest
 - Previous minutes
- Update from Commissioners
- Update from Peter Harris and Malcolm Thompson
- s34
- Input for NCCC and Commissioners in plan to restart the economy
- Meeting close
- *The next meeting scheduled to be Thursday 30 April, 4:30-5:30pm.*

OFFICIAL: SENSITIVE

National COVID-19 Coordination Commission Teleconference

Wednesday, 25 March 2020

Attendees:

Mr Nev Power (Chair)

Mr David Thodey AO

Mr Paul Little AO

Ms Catherine Tanna


The Hon Greg Combet AM

Mr Phil Gaetjens

Mr Mike Pezzullo

Ms Jane Halton AO

s47C, S47E(d)



Next meeting: 27 March 2020

National COVID-19 Coordination Commission Board Meeting
Friday, 27 March 2020


Attendees:

Mr Neville Power (Chair)
Mr David Thodey AO
Mr Paul Little AO
Ms Catherine Tanna
The Hon Greg Combet AM
Mr Mike Pezzullo
Ms Jane Halton AO PSM
Ms Stephanie Foster PSM

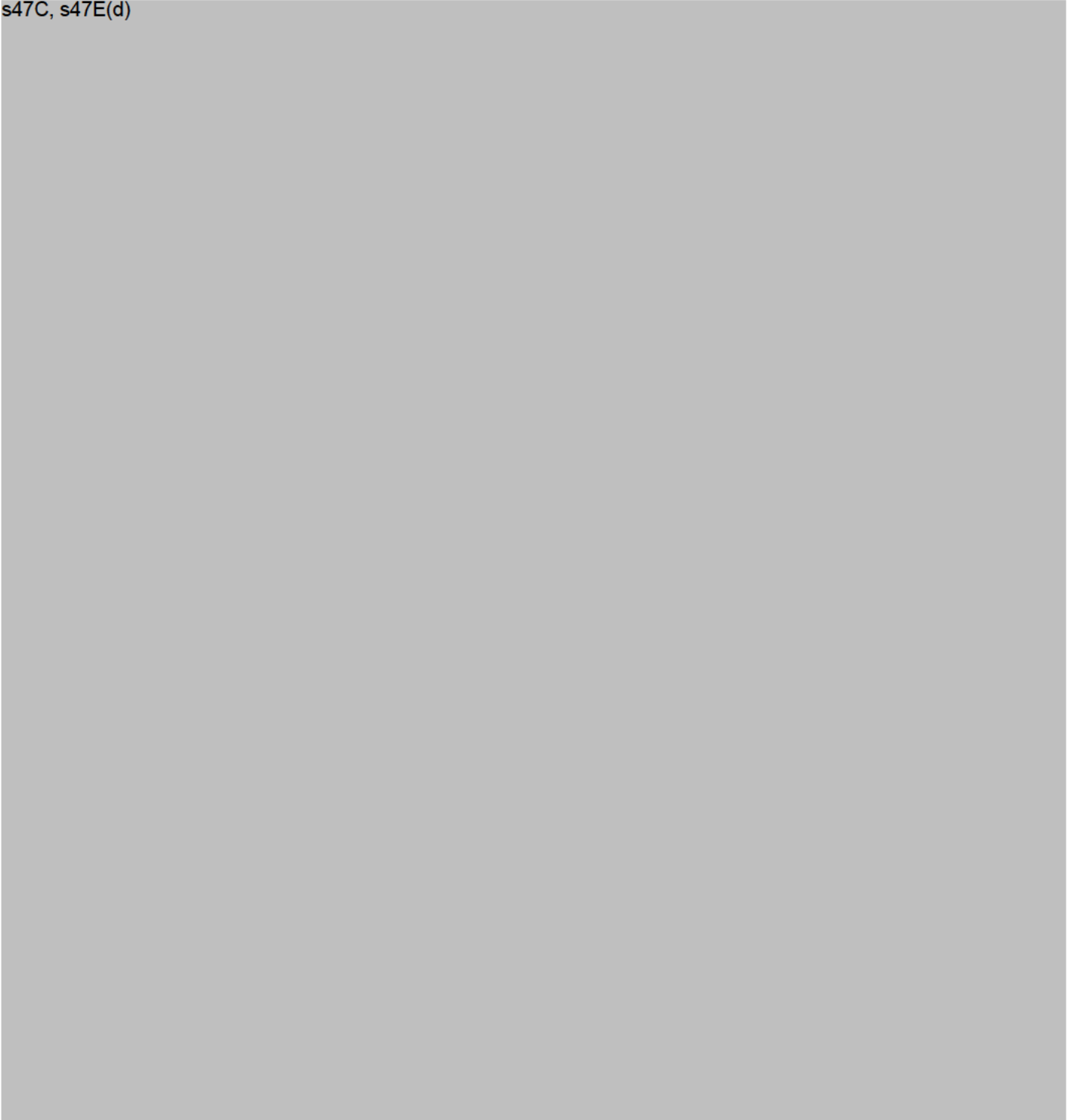
Apologies:

Mr Phil Gaetjens

s47C, s47E(d)



s47C, s47E(d)



Next meeting:

Tuesday and Thursday standing meetings going forward (10:30-11:00am AEDT).


National COVID-19 Coordination Commission Board Meeting
Tuesday, 31 March 2020

Attendees:


Mr Neville Power (Chair)
Mr David Thodey AO
Mr Paul Little AO
Ms Catherine Tanna
The Hon Greg Combet AM
Mr Mike Pezzullo
Ms Jane Halton AO PSM
Mr Phil Gaetjens

Apologies:

s47C, s47E(d)



s47C, s47E(d)



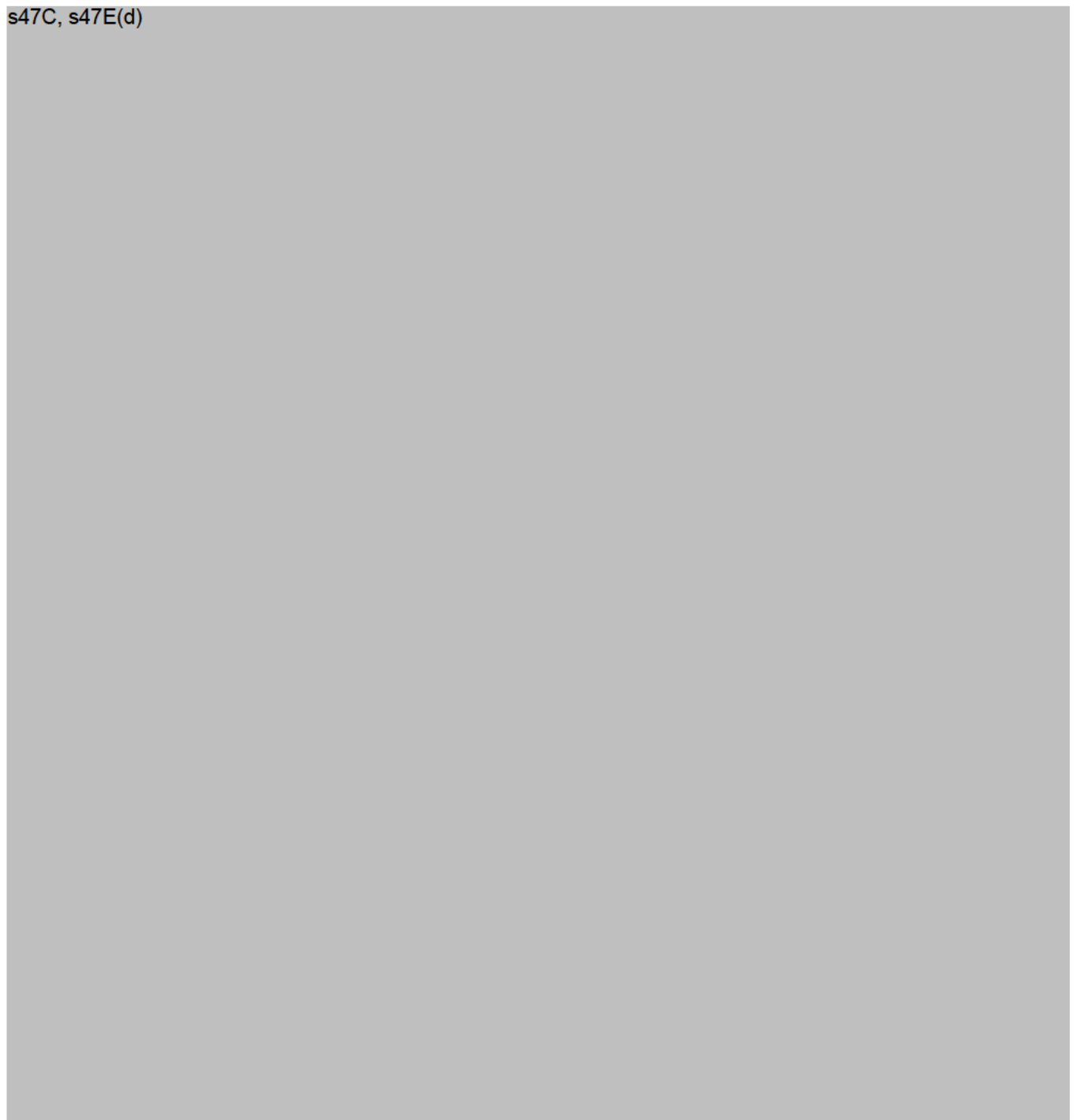
Next meeting:
Thursday, 2 April 2020 (4:30-5:30pm AEDT).

National COVID-19 Coordination Commission Board Meeting
Thursday, 2 April 2020

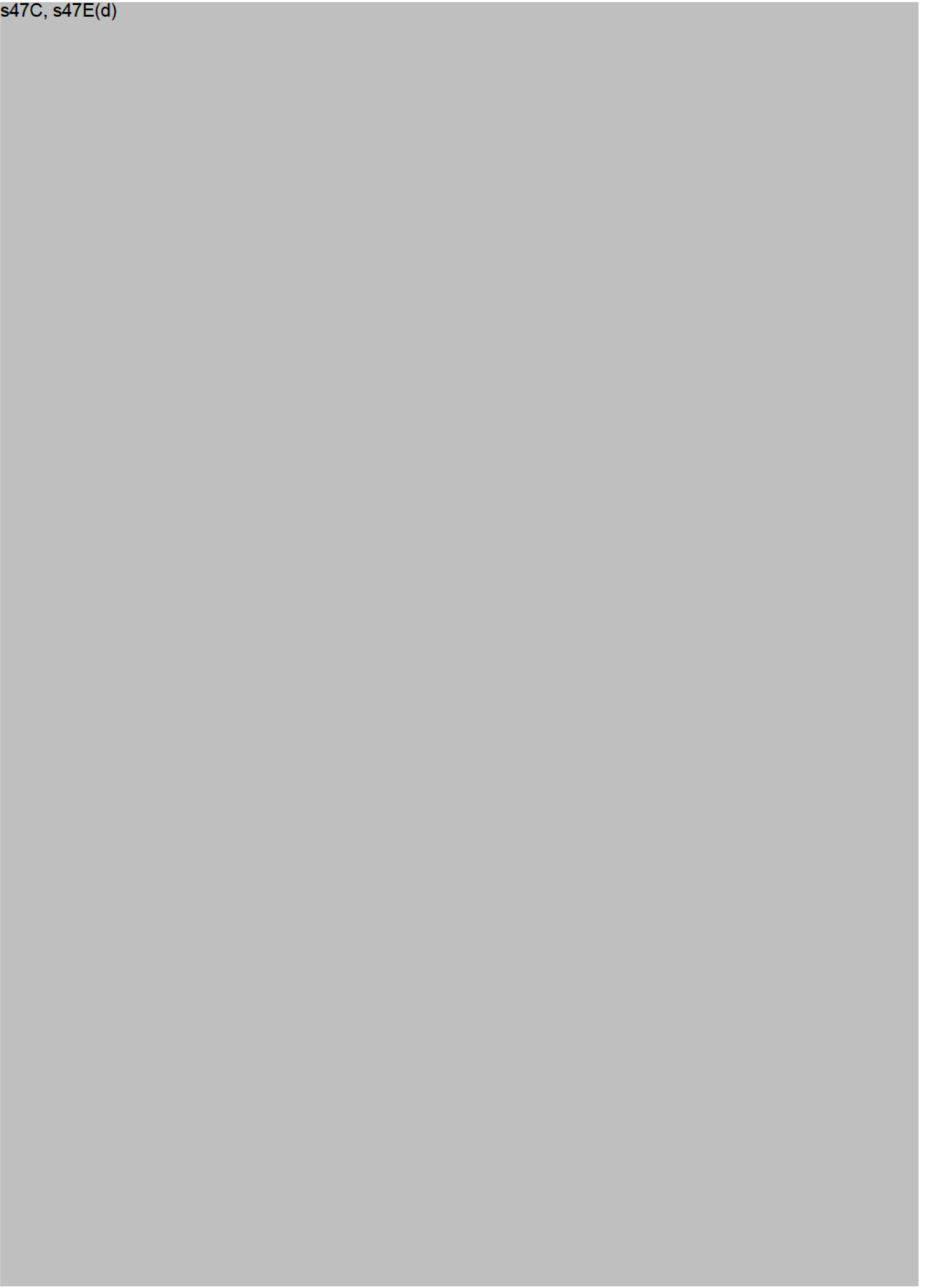
Attendees:

Mr Neville Power (Chair)
Mr David Thodey AO
The Hon Greg Combet AM
Ms Jane Halton AO PSM
Mr Paul Little AO
Ms Catherine Tanna
Mr Michael Pezzullo
Ms Stephanie Foster PSM, representing Mr Phil Gaetjens


s47C, s47E(d)



s47C, s47E(d)



s47C, s47E(d)



Next meeting:

Tuesday, 7 April 2020 16:30-17:30 AEST – Meeting with the Prime Minister
17:30-18:00am AEST – Board meeting



NCCC

National COVID-19
Coordination Commission

PROTECTED

Board Meeting

Tuesday, 7 April 2020

Attendees

- The Hon Scott Morrison MP, Prime Minister of Australia
- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Nico Padovan

s22


Apologies

- The Hon Greg Combet AM

s47C, s47E(d)

PROTECTED

s47C, s47E(d)



Next Meeting

- Thursday 9 April 11:00-12:00pm



PROTECTED

Board Meeting

Tuesday, 7 April 2020

Attendees

- Mr Neville Power (Chair)
- Mr David Thodey AO
- The Hon Greg Combet AM
- Ms Jane Halton AO PSM
- Mr Paul Little AO
- Ms Catherine Tanna
- Mr Phil Gaetjens
- Mr Michael Pezzullo
- Mr Peter Harris
- Mr Nico Padovan
- Ms Trish Johnston
- Mr Andrew Chandler

s22


Apologies

- There were no apologies.

s47C, s47E(d)

PROTECTED

s47C, s47E(d)



Next Meeting

- Thursday 9 April 11:00-12:00pm



NCCC

National COVID-19
Coordination Commission

PROTECTED

Board Meeting

Thursday, 9 April 2020

Attendees

- Mr Neville Power (Chair)
- Mr David Thodey AO
- The Hon Greg Combet AM
- Mr Paul Little AO
- Ms Catherine Tanna
- Mr Phil Gaetjens
- Mr Michael Pezzullo
- Mr Peter Harris
- Mr Malcolm Thompson
- Mr Andrew Chandler
- Ms Charlotte Tressler (Observer)

s22


Apologies

- Ms Jane Halton AO PSM

s47C, s47E(d)

PROTECTED

s47C, s47E(d)





PROTECTED

Board Meeting

Thursday, 16 April 2020

Attendees

- Mr Neville Power (Chair)
- Mr David Thodey AO
- The Hon Greg Combet AM
- Mr Paul Little AO
- Ms Jane Halton AO PSM
- Ms Catherine Tanna
- Mr Phil Gaetjens
- Mr Michael Pezzullo
- Mr Peter Harris
- Mr Malcolm Thompson
- Mr Andrew Chandler
- Ms Charlotte Tressler (Observer)

s22

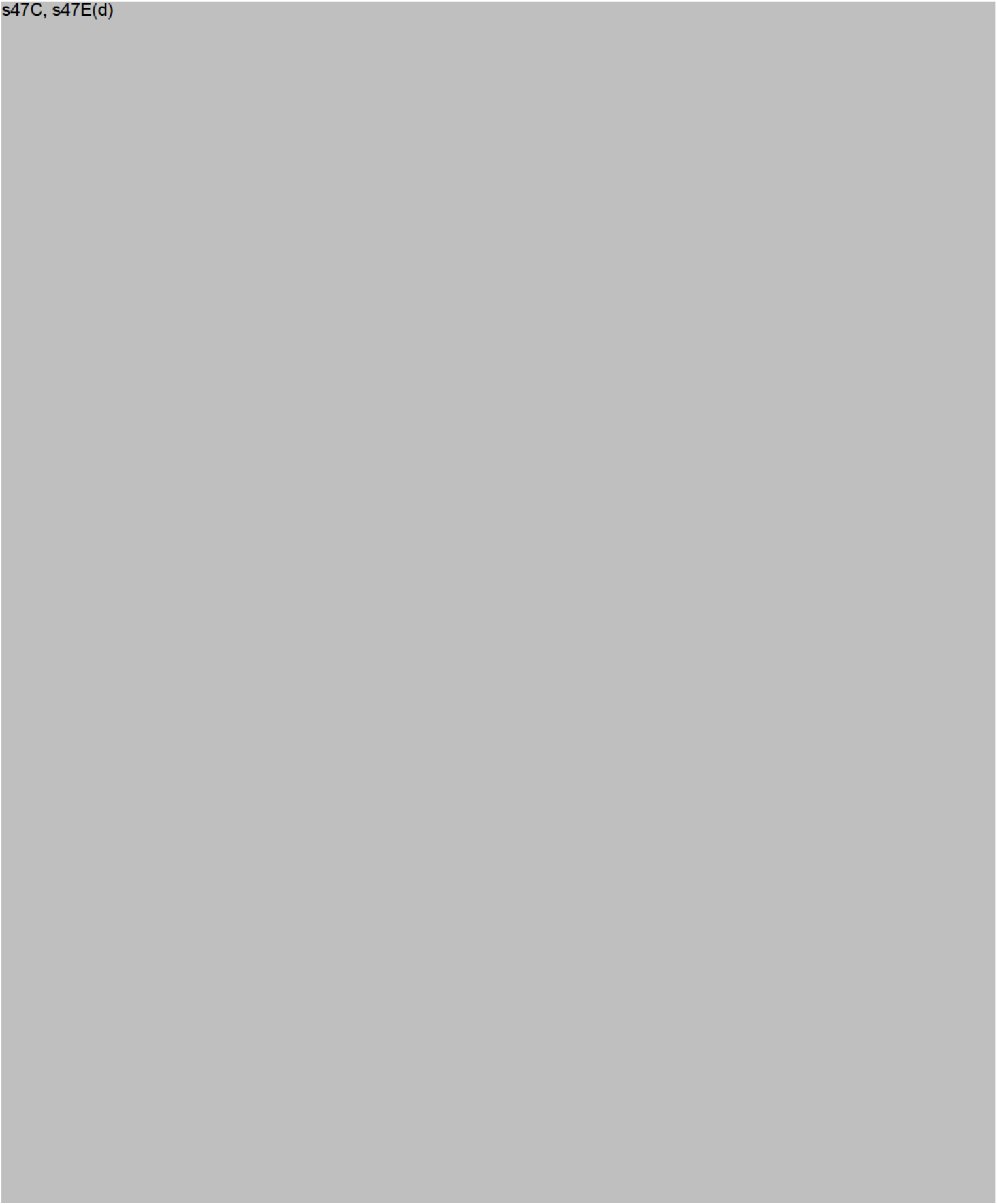
Apologies

- Nil.

s47C, s47E(d)

PROTECTED

s47C, s47E(d)



s47C, s47E(d)

Next Meeting

- Monday 20 April 9:30-10:30am (telepresence meeting with the Prime Minister)



NCCC

National COVID-19
Coordination Commission

PROTECTED

Board Meeting

Monday 20 April 2020

Attendees

- The Hon Scott Morrison MP, Prime Minister of Australia
- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- The Hon Greg Combet AM
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Malcolm Thompson
- Charlotte Tressler (Observer)

s22


Apologies

- Nil.

s47C, s47E(d)

PROTECTED

s47C, s47E(d)



Next Meeting

- Wednesday 22 April 12:00-1:00pm.



PROTECTED

Board Meeting

Wednesday 22 April 2020

Attendees

- Neville Power (Chair)
- David Thodey AO (Deputy Chair)
- Jane Halton AO PSM
- Paul Little AO
- Catherine Tanna
- Phil Gaetjens
- Michael Pezzullo
- Peter Harris
- Malcolm Thompson
- Andrew Chandler

s22

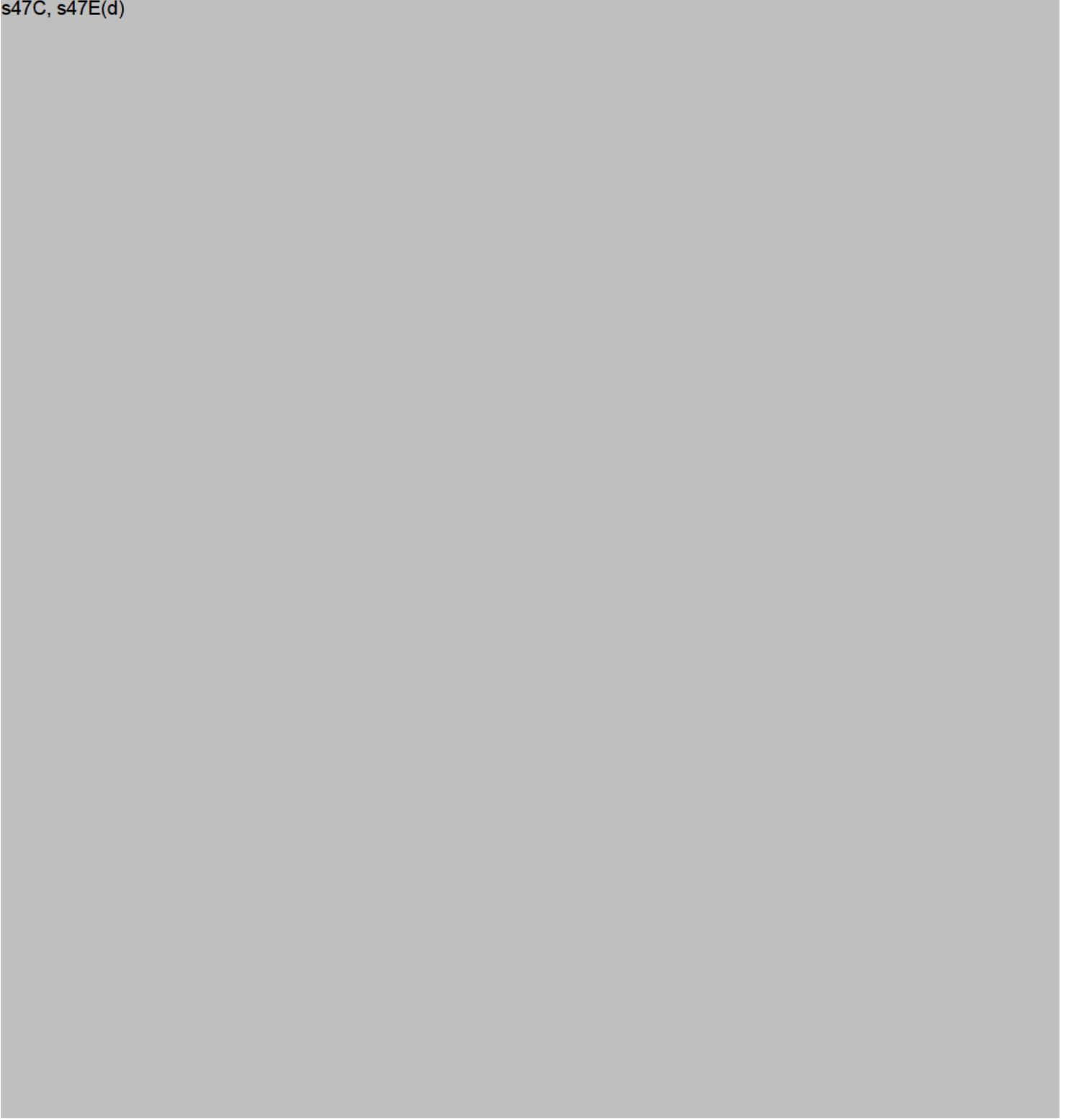
Apologies

- Mr Combet and Ms Tressler.

s47C, s47E(d)

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s47C, s47E(d)

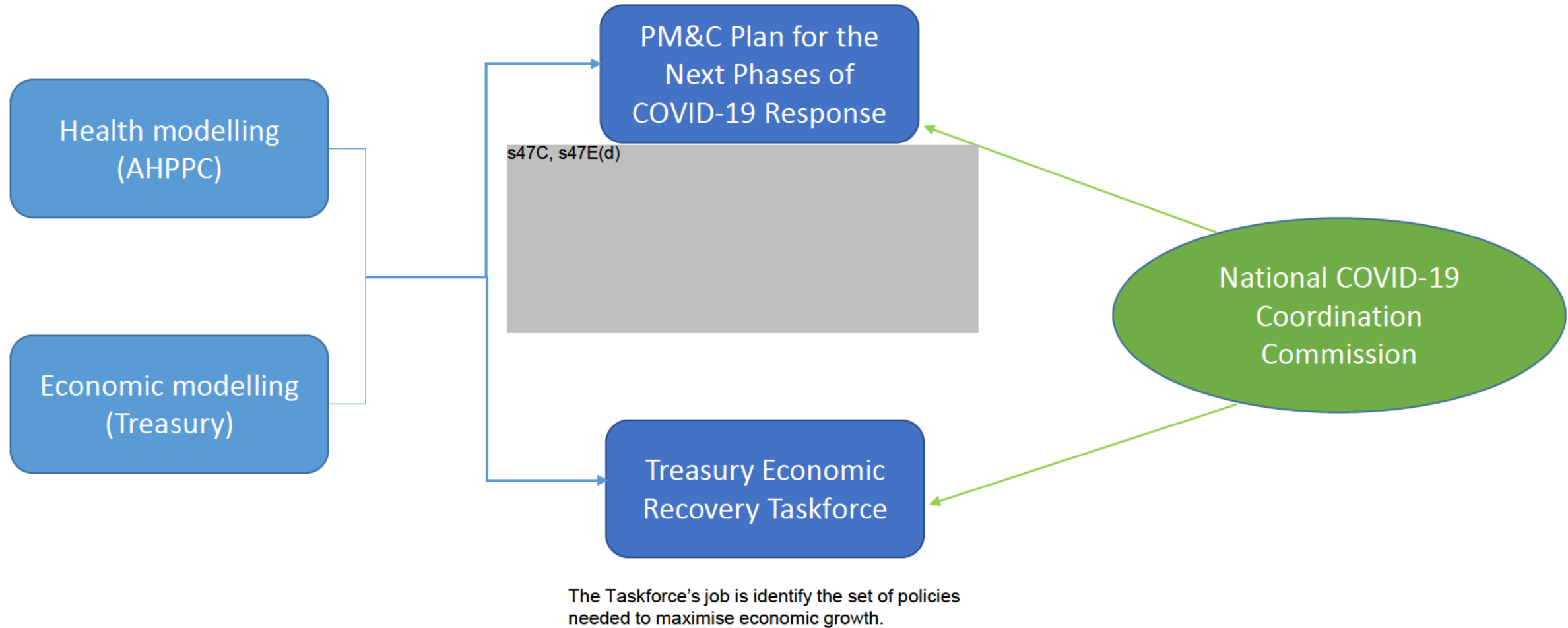


Next Meeting

- Thursday 30 April, 4:30-5:30pm.

Key points of involvement for the NCCC

Document 3



Chair Overview

- We have hit the deck running and there is tremendous good will and offers of assistance coming from all quarters to assist in our objectives and I will be looking to leverage this.
- The immediate focus of the Commission is on maintaining supply chains and essential services and there is already much good work being done through existing arrangements. Our key contribution at this time is facilitating improved connections between government and industry, addressing gaps and accelerating outcomes. We have already made progress on a number of fronts.
- In the medium term we will be focused on arrangements to better match ‘problems’ in one area with ‘opportunities’ in another. For example the ^{s47G}
- In addressing the short term issues we are also focusing on aligning these with the recovery phase post the virus.
- The Commission is meeting twice a week with great engagement from the Commissioners. We have nominally allocated work streams as follows:
 - Nev Power: Mining and resources
 - Greg Combet: Manufacturing, Hospitality, Accommodation, Education and Training
 - Jane Halton: Health (including health education), Social Services, Finance and Banking
 - Paul Little: Agriculture, Logistics and Transport
 - Catherine Tanna: Energy and Utilities

s47C, s47E(d)

Issues and Opportunities

- There has been good progress within government in areas such as the National Coordination Mechanism and we have already identified significant opportunity to better align activities across government and with industry

s47C, s47E(d)



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Prime Minister's Weekly Report

16 April 2020

Key issues

- The Commission is actively pursuing both sector specific and broader public policy lines of effort.
- Sector specific areas of focus for the Commission over the last week have included:
 - Working with industry and the National Coordination Mechanism to address supply chain issues, including **food and grocery supplies**, particularly in regional and **remote areas**, and farm chemicals.

s47E(d)

- The Industrial Relations Working Group (IRWG) met for the first time on Thursday 9 April. The group is chaired by Mr Combet and comprises two workplace lawyers (Josh Bornstein and Saul Harben), two former Fair Work Commissioners (Graeme Watson and Jenny Acton), a representative from Safe Work Australia and the Deputy Chief Medical Officer, Michael Kidd.

s47E(d)

- The Commission's utilities working group has collated examples of emerging practices to allow essential service workers to work safely and efficiently while maintaining social distancing.

s47E(d), s47J

- The Commission briefed the National Science and Technology Council, and separately large information technology firms, on the Commission's role.

s47J

- Mr Power has undertaken interviews this week with the Courier Mail and Sky News Business and is scheduled to appear on ABC Q&A on Monday 20 April. In the coming days, Mr Power plans to write to Commonwealth departmental Secretaries on the role of the Commission and to industry peak bodies on supporting businesses to plan for managing COVID-19 in the short and medium term.

Author: Mr Neville Power, Chair NCCC

Date: 16 April 2020

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PROTECTED:CABINET

Prime Minister's Weekly Report

23 April 2020

Key issues

- We are evolving from sectoral troubleshooting to our longer term advisory role in support of strategic economic recovery planning, and engagement with industry to support the safe acceleration of business activity.
- The Chair wrote to peak industry associations encouraging their members to develop arrangements to enable them to resume business operations as quickly and safely as possible.
 - The Commission's utilities working group is working with Safe Work Australia on a business resource kit for working safely and efficiently, while maintaining social distancing in essential services.

s34

s47E(d), s47J

s47E(d)

- We are also gather data on the take up of digital technologies and channels to inform advice on building a digitally-enabled economy.

s47E(d), s47J

- The Chair appeared on the ABC's Q&A program and gave interviews to The Age, The Daily Telegraph and the Financial Times, primarily focussing on possible options for economic recovery.
- Extensive discussions have been held with Treasury's economic recovery taskforce and with the Prime Minister and Cabinet (PMC) equivalent on the three entities working in alignment.

Author: Mr Neville Power, Chair NCCC

Date: 23 April 2020

PROTECTED:CABINET

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PDR: MS20-000500

DEPARTMENT OF THE PRIME MINISTER AND CABINET

PM&C
Secretary
Ms Foster
Mr Harris
Mr Thompson
Mr Martin

PMO
Dr Kunkel
s22

To: Prime Minister (for decision by 20 April to enable prompt release)

RELEASE OF THE NATIONAL COVID-19 COORDINATION COMMISSION
(NCCC) TERMS OF REFERENCE

Recommendation - that you:

1. Agree to publicly release the Terms of Reference for the National COVID-19 Coordination Commission (Attachment A).

Agreed / Not Agreed

s22

SCOTT M

Date:

30.4.20

Comments:

Key Points:

1. As discussed with your Office, the National COVID-19 Coordination Commission (NCCC) recommends the Terms of Reference (Attachment A) be published on the NCCC's website as soon as possible.
2. The Terms of Reference make explicit that the Commission will not duplicate the work underway across the Australian government, but will work collaboratively with Agency Heads and state and territory governments to identify cross portfolio and cross jurisdictional issues where business knowledge and networks can be mobilised to broker a solution.

Malcolm Thompson
Deputy Chief Executive Officer
NCCC
15 April 2020

s22

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ATTACHMENTS

ATTACHMENT A NCCC TERMS OF REFERENCE

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ATTACHMENT A

NATIONAL COVID-19 COORDINATION COMMISSION

TERMS OF REFERENCE – WORKING DRAFT

The Australian Government has established the National COVID-19 Coordination Commission (NCCC) to coordinate advice to the Australian Government on actions to anticipate and mitigate the economic and social impacts of the global COVID-19 pandemic.

The Commission will be led by Mr Neville Power, an eminent Australian businessman. He will be supported by an Executive Board of Directors drawn from across the private and not-for-profit sectors comprising: Mr Greg Combet AM, Ms Jane Halton AO, Mr Paul Little AO, Ms Catherine Tanna, and Mr David Thodey AO. They will be joined by the Secretaries of the Department of the Prime Minister and Cabinet, Mr Philip Gaetjens, and Home Affairs, Mr Mike Pezzullo. The Commission will advise the Prime Minister and operate within his portfolio.

The Commission will bring together a co-ordinated national picture and assist in mobilising a whole-of-society and whole-of-economy effort, to take action against the impacts of the global COVID-19 pandemic.

It will advise the Prime Minister on all non-health aspects of the pandemic response, working in tandem with the Chief Medical Officer (CMO), Dr Brendan Murphy. The CMO and the medical expert panel he leads – the Australian Health Protection Principal Committee (AHPPC) - will continue their role of advising the National Cabinet on Australia's health management and response to the virus.

The National Cabinet, comprising the Prime Minister and State Premiers and Territory Chief Ministers, continues to lead the national response at a government level.

The Treasury will continue to lead and coordinate on economic policy and financial markets issues advice, given its deep understanding of and connections to market participants.

Working with the CMO to fully understand the health position, the Commission will, through its own inquiries and analysis of matters referred to it, ensure the Government receives the most comprehensive advice available to meet with challenges ahead. The intention is to work cooperatively across private-to-private and public-to-private networks to unlock resources, break bottlenecks and fix problems so Australian families, businesses and communities are supported in the months ahead.

The Commission will not duplicate the work underway across the Australian government, rather it will work collaboratively with the Agency Heads and state and territory governments to identify cross portfolio and cross jurisdictional issues where business knowledge and networks can be mobilised to broker a solution.

Each member of the Commission's Executive Board will lead the development of strategies and engagement within a specific stream or sector relevant to their expertise, with a focus on mobilising and coordinating public, private and not-for-profit actions. APS Departmental Secretaries and Agency Heads will support their work and ensure necessary resources are committed to the delivery of agreed outcomes.

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The existing National Coordination Mechanism, which coordinates the cross jurisdictional response to non-health aspects of the pandemic, and the Business Liaison Unit on Coronavirus will provide reporting to the Commission, including direct, real-time advice on efforts to drive national consistency across all Australian jurisdictions.

The functions of the Commission will be to:

- mobilise whole-of-economy effort to ensure the economic and social impacts from the global COVID-19 pandemic are anticipated and mitigated;
- assist the Government to ensure all resources are marshalled in a coordinated and effective manner; and
- drive the development and co-ordination of staged and proportionate plans on critical non-health factors including:
 - transport and logistics challenges
 - industry co-ordination and adjustment
 - labour and workforce planning
 - delivery of essential services and maintenance of critical infrastructure
 - support to vulnerable Australians
 - input of scientific and technological expertise.

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