

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

From: Metcalfe, Andrew
Sent: Monday, 6 June 2022 5:04 PM
To: Davis, Glyn
Subject: Re: Upcoming Discussions [SEC=OFFICIAL]

Thanks Glyn

Many congratulations on your appointment, and a warm welcome to the Australian Public Service!

We're catching up tomorrow afternoon, talk then.

Best

Andrew

From: Davis, Glyn <Glyn.Davis@pmc.gov.au>
Sent: Monday, June 6, 2022 4:42:15 PM
To: andrew.metcalfe@awe.gov.au <andrew.metcalfe@awe.gov.au>; Katherine Jones <Katherine.Jones@ag.gov.au>; greg.moriarty@defence.gov.au <greg.moriarty@defence.gov.au>; michele.bruniges@dese.gov.au <michele.bruniges@dese.gov.au>; Rosemary Huxtable <rosemary.huxtable@finance.gov.au>; Kathryn.Campbell@dfat.gov.au <Kathryn.Campbell@dfat.gov.au>; Brendan.murphy@health.gov.au <Brendan.murphy@health.gov.au>; Michael Pezzullo <Michael.Pezzullo@homeaffairs.gov.au>; david.fredericks@industry.gov.au <david.fredericks@industry.gov.au>; Simon Atkinson <Simon.Atkinson@infrastructure.gov.au>; ray.griggs@dss.gov.au <ray.griggs@dss.gov.au>; Steven Kennedy (Treasury) <Steven.Kennedy@treasury.gov.au>; liz.cosson@dva.gov.au <liz.cosson@dva.gov.au>; Woolcott, Peter <Peter.Woolcott@apsc.gov.au>; andrew.shearer@oni.gov.au <andrew.shearer@oni.gov.au>; angus.campbell@defence.gov.au <angus.campbell@defence.gov.au>
Subject: Upcoming Discussions [SEC=OFFICIAL]

OFFICIAL

Colleagues,

A short note to say I look forward to talking with each Secretary as we begin the journey with a new government.

In the first instance there are catch-up calls scheduled in the days ahead. More substantial discussions about your work and plans to follow, along with a Secretaries Board meeting once I've had an opportunity to meet with the Prime Minister to discuss priorities.

With regards,

Professor Glyn Davis

Secretary,

Department of the Prime Minister and Cabinet

e. glyn.davis@pmc.gov.au | w. www.pmc.gov.au

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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.

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Australian Government
Department of Agriculture,
Water and the Environment

ANDREW METCALFE AO
SECRETARY

25 May 2022

Mr Greg Moriarty
Secretary
Department of Defence
R1-5-Secretary Suite
Russell Offices
Canberra ACT 2600

Dear Mr Moriarty

I am writing to seek your agreement to the permanent transfer of Mr James Simpson, a Senior Executive Service (SES) Band 1 employee, from the Department of Defence to the Department of Agriculture, Water and The Environment.

Mr Simpson will transfer at the SES Band 1 classification and will continue to perform the role of Assistant Secretary, National Maritime & Conveyances in our department.

Mr Simpson has indicated that he will accept an offer of a permanent transfer with a proposed date of 20 June 2022.

s. 22(1)(a)(ii) HR Advisor, SES Unit is the contact for this matter. s. 22(1)(a)(ii) may be contacted on s. 22(1)(a)(ii) [@awe.gov.au](mailto:awe.gov.au).

Best wishes

Andrew Metcalfe AO



ANDREW METCALFE AO
SECRETARY

7 July 2022

Mr David Fredericks PSM
Secretary
Department of Climate Change, Energy the Environment and Water
Via email – David.fredericks@dcceew.gov.au

Dear David

I would like to congratulate you on your appointment as Secretary of the Department of Climate Change, Energy, the Environment and Water (DCCEEW).

The Machinery of Government changes that took effect on 1 July 2022 have provided a unique opportunity to continue to build the connection between our two portfolios.

In ensuring that the DCCEEW is supported from 1 July 2022, I would like to assure you that DCCEEW staff that have not yet formally transferred to the DCCEEW, but technically remain employees of my Department, will be made available to you. This is regardless of the ongoing work to establish a section 24(1) determination to set the terms and conditions of employment for DCCEEW and the anticipated formal transfer of staff under section 72 of the *Public Service Act 1999* (PS Act).

I have signed the attached direction under section 25 of the PS Act that technically assigns duties to staff that are outside of the scope of the Department of Agriculture, Fisheries and Forestry (DAFF), but are consistent with the scope of duties that they will perform for you and your department. I would be grateful if you would attach this direction in your communication to your staff.

This will, in my view, provide some of the certainty that staff will look for in relation to their lines of reporting and roles and duties. It will also enable certain employment-related actions to be taken in relation to these employees, should the need arise in the intervening period. I know that staff working on DCCEEW portfolio work are keen to align with their new agency and it is important that we operate as one APS to ensure that this can occur regardless of any technical impediments. I would be grateful if you could communicate this direction to staff that are who are performing functions or duties that relate to DCCEEW responsibilities, and/or functions or duties which support the work of DCCEEW, such as in our enabling services.

I will continue to provide the usual support for those employees and those staff will be subject to the usual public service obligations. Where there are key policy differences in approach to staff management, I will ask my Chief Operating Officer to consult with

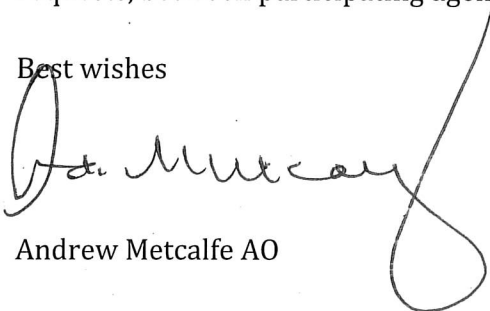
yours and resolve those issues collaboratively. In respect of further recruitment, which I anticipate DCCEEW will be interested in progressing, my team will ensure that DAFF onboarding will allow for the transfer of those recruited staff in accordance with the full section 72 process.

I am advised that it is useful to set out some principles for operating that will aid the ongoing collaboration between our agencies to deliver government's portfolio agency arrangements.

With regard to WHS arrangements, DAFF and DCCEEW will be concurrent duty holders in relation to these staff members while they are on DCCEEW premises or undertaking work elsewhere for the DCCEEW, in accordance with the *Work Health and Safety Act 2011* (WHS Act). I expect that our teams will work together on any issues arising in this space during the period prior to the formal transfer of staff, in line with both departments' obligations to consult, cooperate and coordinate under the WHS Act.

Where DAFF funds employee expenses from a departmental appropriation, this appropriation is still used to pay the directed employee. I know that we have agreed that DCCEEW will reimburse DAFF for all employee costs during this period (this will include salary, superannuation, allowances, and leave taken). I understand that any travel costs or risk assessments will remain a matter for DCCEEW. I note that similar arrangements were implemented across the APS throughout the COVID-19 pandemic to support surge requests, between participating agencies and Services Australia.

Best wishes

A handwritten signature in black ink, appearing to read 'Andrew Metcalfe', with a large, stylized flourish extending downwards and to the right.

Andrew Metcalfe AO



ANDREW METCALFE AO
SECRETARY

22 July 2022

Mr Greg Moriarty
Secretary
General Angus Campbell
Chief of the Defence Force
Department of Defence
PO Box 7900
CANBERRA BC ACT 2610

Dear Secretary and General

Thank you for your letter of 29 June 2022 regarding the Department of Defence's flagship regional engagement activity, Indo-Pacific Endeavour 2022 (IPE). I appreciate your invitation to contribute; we are most pleased to be involved in this whole-of-government initiative.

Biosecurity and fisheries are fundamental aspects of Australia's engagement with our Indo-Pacific partners and would be valuable inclusions in IPE to help bolster resilience and capability across the region.

My department's biosecurity and fisheries officials have been participating in discussions on potential engagement activities. They will continue to liaise with [s. 22\(1\)\(a\)\(ii\)](#) over coming weeks on initiatives that can be delivered within the deployment window.

Once again, thank you for the opportunity for my department to contribute to such a worthwhile venture. I wish those involved in the deployment a successful and safe mission.

Best wishes

Andrew Metcalfe AO