

From: MADSEN2 Andrew
Sent: Tuesday, 24 January 2023 6:05 PM
To: SCOTT Megan s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Cc: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>; s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Subject: RE: AMSA Board [SEC=PROTECTED, CAVEAT=SH:CABINET]

PROTECTED, SH:CABINET

Thanks Megan

s47C

Regards

Andrew

PROTECTED, SH:CABINET

From: SCOTT Megan s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Tuesday, 24 January 2023 1:49 PM
To: MADSEN2 Andrew s22(1)(a)(ii) @infrastructure.gov.au>
Cc: s22(1)(a)(ii) @infrastructure.gov.au>; s22(1)(a)(ii) @infrastructure.gov.au>
Subject: RE: AMSA Board [SEC=PROTECTED, CAVEAT=SH:CABINET]

PROTECTED, SH:CABINET

Hi Andrew – s22(1)(a)(ii)

s22(1)(a)(ii)

In filling vacancies on the Board would could also take the opportunity to address the current Ex-officio vacancy. This position was made vacant when Marisa's previous role was dissolved. We have traditionally appointed a Deputy Secretary position to the role other than the Deputy responsible for transport s47C

Happy to discuss further and my team can draft up a brief on the background and how we got here to support discussion with Marisa/the Secretary if needed.

Let me know if you need anything else.

Megan

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

From: [Appointments](#)
To: s22(1)(a)(ii)
Cc: [Appointments](#)
Subject: RE: Ex-officio Appointments [SEC=PROTECTED, CAVEAT=SH:CABINET]
Date: Monday, 11 September 2023 1:28:15 PM
Attachments: [image002.jpg](#)
[image003.png](#)
[image004.png](#)

PROTECTED//CABINET

Hi s22(1)(a)(ii)

Thanks for your email.

It is the Prime Minister's discretion to determine what appointments are referred to Cabinet for consideration, this is included in page 18 of the Cabinet Handbook.

Many thanks

s22(1)(a)(ii) | Adviser

Legal Information Integrity | Cabinet Division

p. (02) 6271 s22(1)(a)(ii) | e. s22(1)(a)(ii) @pmc.gov.au | w. www.pmc.gov.au

Department of the Prime Minister and Cabinet

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.

From: s22(1)(a)(ii)

Sent: Monday, 11 September 2023 12:15 PM

To: Appointments

Subject: Ex-officio Appointments [SEC=PROTECTED, CAVEAT=SH:CABINET]

PROTECTED, SH:CABINET

Good Afternoon

I am currently finalising a brief to our minister for the appointment of an ex-officio office in the department to the Australian Maritime Safety Authority board. I just wanted to confirm ex-officio positions such as this do not require Cabinet consideration.

Many thanks

s22(1)(a)(ii)

Assistant Director • Maritime Safety, Shipping and Ports

Maritime and Shipping Branch • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

P +61 2 6274 s22(1)(a)(ii) • M s22(1)(a)(ii)

GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications and the Arts

CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au



I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
 I recognise and respect their continuing connection to the land, waters and communities.
 I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.

PROTECTED, SH:CABINET

 Disclaimer

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

This message has been issued by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts. The information transmitted is for the use of the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may result in severe penalties.

If you have received this e-mail in error, please notify the Department on +61 (2) 6274 7111 and delete all copies of this transmission together with any attachments.

IMPORTANT: This message, and any attachments to it, contains information that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Monday, 28 August 2023 3:37 PM
To: s22(1)(a)(ii) @infrastructure.gov.au>
Cc: s22(1)(a)(ii) @infrastructure.gov.au>; s22(1)(a)(ii) @infrastructure.gov.au>; s22(1)(a)(ii) @infrastructure.gov.au>
Subject: RE: FOR ACTION: WED 30 AUGUST: SQ23-004704 - BOARD APPOINTMENT VACANCIES [SEC=OFFICIAL]

OFFICIAL

Hi s22(1)(a)(ii)

I spoke to s22(1)(a)(ii) to clarify what is required. s22(1)(a)(ii)

Please note these are consistent with the previous QoNs on this matter. s22(1)(a)(ii)

s22(1)(a)(ii)

The department has not sought to have the discretionary ex-officio position filled at this time and has not provided advice regarding the vacancy

s22(1)(a)(ii)

Happy to discuss.

s22(1)
(a)(ii)

OFFICIAL

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts

From: SCOTT, Megan s22(1)(a)(ii)@infrastructure.gov.au>
Sent: Thursday, 21 September 2023 10:14 AM
To: STAGG, Paula s22(1)(a)(ii)@infrastructure.gov.au>
Subject: RE: MS23-004353 : PDMS Notification - Record Assigned [SEC=OFFICIAL]

OFFICIAL

Appointing the ex-officio is about the position/office not the person, so we have not historically done a bio for this role. I can source one and add it if you think it assists, but in line with the legislation now I think about it the CFO position description may be more appropriate.

OFFICIAL

From: STAGG, Paula s22(1)(a)(ii)@infrastructure.gov.au>
Sent: Thursday, 21 September 2023 9:58 AM
To: SCOTT, Megan s22(1)(a)(ii)@infrastructure.gov.au>
Subject: FW: MS23-004353 : PDMS Notification - Record Assigned [SEC=OFFICIAL]

OFFICIAL

Hi Megan

Just saw that this has gone to MPS – it seems very light on re Cha's background and skills to support an appointment? And doesn't look like a cv or bio is attached with information to support consideration of the appointment like we usually would do in appointment briefs?

P

OFFICIAL

From: s22(1)(a)(ii)
To: s22(1)(a)(ii)
Cc: [Parliamentary AMSA](#)
Subject: RE: AMSA Board appointment - Ex-officio [SEC=OFFICIAL]
Date: Wednesday, 18 October 2023 1:14:24 PM
Attachments: [image001.png](#)

OFFICIAL

Thanks s22(1)(a)(ii), noted. Nothing further required at this stage.

Cheers

s22(1)(a)(ii)

From: s22(1)(a)(ii)

Sent: Wednesday, 18 October 2023 12:15 PM

To: s22(1)(a)(ii)

Cc: AMSA Parliamentary

Subject: AMSA Board appointment - Ex-officio [SEC=OFFICIAL]

OFFICIAL

Hi s22(1)(a)(ii)

I understand you now have responsibility for the AMSA Board.

This morning, the Minister signed an instrument appointing the office of the Chief Financial Officer, currently Ms Cha Jordanoski, as ex-officio from the Department to the AMSA Board (see attached). Under the *Australian Maritime Safety Authority Act 1990* (AMSA Act) a position within the department is appointed to this role, rather than individuals and an appointment continues until revoked or the position is abolished. Letters have been prepared for distribution to Mr Kinley and Captain Drummond advising of the appointment.

Could you please arrange the induction for Ms Jordanoski and an introductory meeting with the Chair. The AMSA Board [page](#) will also need updating with this appointment.

Let me know if you need any further information.

Regards

s22(1)(a)(ii)

s22(1)(a)(ii)

Director • Maritime Safety, Shipping and Ports • Surface Transport Emissions and Policy

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

P +61 2 6274 s22(1)(a)(ii) • M s22(1)(a)(ii)

GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications and the Arts

CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au



I would like to acknowledge the traditional custodians of this land on which we meet, work and live. I recognise and respect their continuing connection to the land, waters and communities, I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.

OFFICIAL

Disclaimer

This message has been issued by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts. The information transmitted is for the use of

the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may result in severe penalties.

If you have received this e-mail in error, please notify the Department on +61 (2) 6274 7111 and delete all copies of this transmission together with any attachments.

If you have received this transmission in error please note that error does not constitute waiver of any confidentiality, privilege or copyright in respect of information in the E-mail or attachments and any use of this material is prohibited. Please notify the sender by return email and delete all copies of this transmission and attachments.



Australian Government

Australian Maritime Safety Authority Act 1990

**INSTRUMENT OF APPOINTMENT OF
EX-OFFICIO MEMBER OF THE AUSTRALIAN
MARITIME SAFETY AUTHORITY BOARD**

I, **CATHERINE KING**, Minister for Infrastructure, Transport, Regional Development and Local Government specify, for the purposes of section 13(1)(d) of the *Australian Maritime Safety Authority Act 1990*, the office of the Chief Financial Officer in the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

All previous instruments under paragraph 13(1)(d) are revoked.

This instrument commences on the date it is signed.

Dated: 18 October 2023

A handwritten signature in black ink, appearing to be 'Catherine King'.

CATHERINE KING

Minister for Infrastructure, Transport, Regional Development and Local Government

2023 Budget Estimates Hearing
Surface Transport Emissions and Policy Division
Back Pocket Brief

EC23-004327

BOARD MEMBERS AND APPOINTMENTS

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts

Australian Maritime Safety Authority (AMSA) Board

Key Points ^{s47C}

s22(1)(a)(ii)

- The department has not sought to have the discretionary ex-officio position filled at this time and has not provided advice regarding the vacancy.

Background

- The Minister for Infrastructure, Transport, Regional Development and Local Government appoints members of the AMSA Board under the *Australian Maritime Safety Authority Act 1990* (AMSA Act). As significant appointments these positions are considered by either the Prime Minister or the Cabinet, at his discretion.
- Under the AMSA Act, the authority comprises of a Chair; Deputy Chair; the Chief Executive Officer; an 'officer in the Department if the Minister specifies in writing' (ex-officio); and five Ordinary Members. Each term of the Chair, Deputy Chair and Ordinary Members must not exceed five years. Quorum is five members.

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

2023 Supplementary Budget Estimates Hearing
Surface Transport Emissions and Policy Division
Back Pocket Brief

EC23-005145

BOARD MEMBERS AND APPOINTMENTS

Australian Maritime Safety Authority

Background

- The Minister for Infrastructure, Transport, Regional Development and Local Government appoints members of the AMSA Board under the Australian Maritime Safety Authority Act 1990 (AMSA Act).
- Under the AMSA Act, the authority comprises of a Chair; Deputy Chair; the Chief Executive Officer; an 'office in the Department if the Minister specifies in writing' (ex-officio); and five Ordinary Members. Each term of the Chair, Deputy Chair and Ordinary Members must not exceed five years. Quorum is five members.

Organisation	Current board members	Date of appointment	Date vacancy expected
Australian Maritime Safety Authority Board	s22(1)(a)(ii)		
	Ms Cha Jordanoski (Ex-Officio – Office of the Chief Financial Officer, DITRDCA)	First appointed: 18 October 2023	N/A – No expiry date
	s22(1)(a)(ii)		

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

AMSA

s22(1)(a)(ii)

Ms Cha Jordanoski (Office of the Chief Financial Officer, DITRDCA)	Department Ex-officio	N/A – no expiry date
--	-----------------------	----------------------

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

OFFICIAL

MS23-004353



Australian Government

Department of Infrastructure, Transport,
Regional Development, Communications and the Arts

Dispatched to MO

21 SEP 2023

To: The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government (for decision)

Subject: Appointment of Ex-Officio Member to the Australian Maritime Safety Authority (AMSA) Board

Critical Date: Routine

Recommendations:

1. That you **agree** to appoint the office of the Chief Financial Officer, currently Ms Cha Jordanoski, as the Ex-Officio Member of the AMSA Board.
Agreed / Not Agreed
2. That you **sign** the Instrument of Appointment at **Attachment A**.
Signed / Not Signed
3. That you **sign** the letter to the Prime Minister, the Hon Anthony Albanese MP, at **Attachment B** advising him of your decision.
Signed / Not Signed
4. That you **sign** the letter at **Attachment C** advising Captain Jeanine Drummond, AMSA Chair, of the appointment.
Signed / Not Signed
5. That you **sign** the letter at **Attachment D** advising Mr Mick Kinley, AMSA Chief Executive Officer, of the appointment.
Signed / Not Signed

The Hon Catherine King MP

Date: 18 Oct 23

Comments:

Key Points:

1. Your Office has requested that the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department) fill the ex-officio position on the AMSA Board. The ex-officio position has been vacant since 30 June 2022 following an internal restructure that abolished the position previously appointed to this role.

OFFICIAL

OFFICIAL

MS23-004353

2. You have authority to appoint an office in the department as an ex-officio position to the AMSA Board. The Cabinet Handbook does not require ex-officio appointments to be considered by Cabinet.
3. The department recommends you appoint the position of Chief Financial Officer (CFO) to this role. The *Australian Maritime Safety Authority Act 1990* (AMSA Act) requires positions within the department be appointed to this role, rather than individuals and an appointment continues until revoked or the position is abolished.
4. The ex-officio position supports good governance oversight of AMSA, assists development of AMSA's capability to deliver its strategic objectives and helps maintain a strong partnership between AMSA and the department.
5. The CFO position is currently filled by Ms Cha Jordanoski. Ms Jordanoski brings desirable skills to the AMSA Board in professional services and commerce, complex public policy, strategic governance and senior management. Subsequent CFOs would be expected to bring similar skills to the position which would provide consistency should Ms Jordanoski move on.
6. Senior executives in the department with responsibility for maritime matters have typically not been appointed to the AMSA Board to manage the risk of any perceived conflict of interest.
7. Should you agree with the recommended appointment, signing the instrument of appointment at **Attachment A** will give effect to your decision.
 - A courtesy letter to the Prime Minister has been prepared for your signature, along with letters to the AMSA Chair and CEO (**Attachments B, C and D**).

Financial impacts: N/A

Legal/Legislative impacts:

8. This appointment is provided for under s13(1)(d) of the AMSA Act.

Stakeholder Implications:

9. It is possible the appointment may draw criticism due to the time taken to finalise.

Consultation:

Governance Section, DITRDCA. The Department of the Prime Minister and Cabinet appointments team has been consulted.

Media Opportunities: N/A

Attachments:

Attachment A: Instrument of Appointment
 Attachment B: Letter to the Prime Minister
 Attachment C: Letter to the AMSA Chair
 Attachment D: Letter to the AMSA CEO

Cleared By: Megan Scott

Position: Assistant Secretary, Maritime and Shipping Branch

Division: Surface Transport Emissions and Policy

Ph: 02 6274 ^{s22(1)}

Mob: ^{s22(1)(a)(ii)}

Cleared Date: 20 September 2023

Contact Officer: ^{s22(1)(a)(ii)}

Section: Maritime Safety, Shipping and Ports

Ph: 02 6274 ^{s22(1)(a)}

Mob: ^{s22(1)(a)(ii)}

OFFICIAL

OFFICIAL

MS23-004353

Instructions for MPS: Please enclose a copy of the signed Ex-Officio instrument in the letters to the Prime Minister, AMSA CEO and Captain Drummond.

Do you require a signed hardcopy to be returned: Yes

Responsible Adviser: s22(1)(a)(ii)

PDMS Distribution List: Jim Betts, Marisa Purvis Smith, Maree Bridger, Paula Stagg,
s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)

OFFICIAL



Australian Government

Australian Maritime Safety Authority Act 1990

**INSTRUMENT OF APPOINTMENT OF
EX-OFFICIO MEMBER OF THE AUSTRALIAN
MARITIME SAFETY AUTHORITY BOARD**

I, **CATHERINE KING**, Minister for Infrastructure, Transport, Regional Development and Local Government specify, for the purposes of section 13(1)(d) of the *Australian Maritime Safety Authority Act 1990*, the office of the Chief Financial Officer in the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

All previous instruments under paragraph 13(1)(d) are revoked.

This instrument commences on the date it is signed.

Dated: 18 October 2023

A handwritten signature in black ink, appearing to be 'Catherine King'.

CATHERINE KING

Minister for Infrastructure, Transport, Regional Development and Local Government



The Hon Catherine King MP

Minister for Infrastructure, Transport, Regional Development and Local Government
Member for Ballarat

Ref: MS23-004353

The Hon Anthony Albanese MP
Prime Minister
Parliament House
CANBERRA ACT 2600

Dear Prime Minister

I write to advise that I have finalised the ex-officio appointment of an office within the Department of Infrastructure, Transport, Regional Development, Communications and the Arts to the Australian Maritime Safety Authority (AMSA) Board. I note this appointment is consistent with my powers under *the Australian Maritime Safety Authority Act 1990*.

I have appointed the position of Chief Financial Officer to the AMSA Board, filling a vacancy that arose in June 2022 due to changes in the department's organisational structure. As a result, Ms Cha Jordanoski, the Chief Financial Officer will join the ASMA Board in an ex-officio capacity. Ms Jordanoski brings desirable skills to the AMSA Board in professional services and commerce, complex public policy, strategic governance and senior management. Your Department has been consulted and this ex-officio appointment does not require consideration by you or the Cabinet.

AMSA performs a critical role in protecting the marine environment, supporting safe navigation and maritime safety, and providing a national search and rescue service. I am confident that this appointment will strengthen AMSA's relationship with the department and support AMSA's capability to deliver its strategic objectives.

Yours sincerely

Catherine King MP

18/10/2023



The Hon Catherine King MP

**Minister for Infrastructure, Transport, Regional Development and Local Government
Member for Ballarat**

Ref: MS23-004353

Captain Jeanine Drummond
Chairperson
Australian Maritime Safety Authority
GPO Box 2181
CANBERRA ACT 2601

via: s22(1)(a)(ii)

Dear Captain Drummond

Jeanine

I am writing to advise that I have appointed the office of the Chief Financial Officer within the Department of Infrastructure, Transport, Regional Development, Communications and the Arts as the departmental Ex-Officio member of the Australian Maritime Safety Authority (AMSA) Board. As a result of this appointment, Ms Cha Jordanoski will join the AMSA Board as an ex-officio member.

AMSA performs a critical role in protecting the marine environment, supporting safe navigation and maritime safety, and providing a national search and rescue service. I am confident that this appointment will strengthen AMSA's relationship with the department and support AMSA's capability to deliver its strategic objectives.

A copy of the instrument of appointment is enclosed for your information.

Yours sincerely

Catherine King MP

18 / 10 / 2023

Enc



The Hon Catherine King MP

**Minister for Infrastructure, Transport, Regional Development and Local Government
Member for Ballarat**

Ref: MS23-004353

Mr Mick Kinley
Chief Executive Officer
Australian Maritime Safety Authority
GPO Box 2181
CANBERRA ACT 2601

via: s22(1)(a)(ii) @AMSA.gov.au

Dear Mr ~~Kinley~~ *mick.*

I am writing to advise that I have appointed the office of the Chief Financial Officer within the Department of Infrastructure, Transport, Regional Development, Communications and the Arts as the departmental Ex-Officio member of the Australian Maritime Safety Authority (AMSA) Board. As a result of this appointment, Ms Cha Jordanoski will join the AMSA Board as an ex-officio member.

AMSA performs a critical role in protecting the marine environment, supporting safe navigation and maritime safety, and providing a national search and rescue service. I am confident this appointment will strengthen AMSA's relationship with the department and support AMSA's capability to deliver its strategic objectives.

A copy of the instrument of appointment is enclosed for your information.

Yours sincerely

Catherine King MP

18 / *10* / 2023

Enc

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts

From: s22(1)(a)(ii)
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii)
Subject: Notes for Todays AMSA Meeting [SEC=PROTECTED, CAVEAT=SH:CABINET, ACCESS=Legal-Privilege]
Date: Thursday, 7 September 2023 9:04:00 AM
Attachments: [image001.png](#)
[AMSA and SES Meeting September.docx](#)
s22(1)(a)(ii)

PROTECTED, SH:CABINET, Legal-Privilege

Hi Megan

Please find notes attached for today's AMSA meeting. I have erred on the side of giving you as much background as possible.

I have not included talking points but can if needed.

Happy to discuss

Cheers

s22(1)(a)(ii)

Assistant Director • Maritime Safety, Shipping and Ports

Maritime and Shipping Branch • Surface Transport Emissions and Policy Division

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

P +61 2 6274 s22(1)(a)(ii) • M s22(1)(a)(ii)

GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development, Communications and the Arts

CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au



I would like to acknowledge the traditional custodians of this land on which we meet, work and live.

*I recognise and respect their continuing connection to the land, waters and communities,
I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

This material contains information that may be subject to legal professional privilege.

PROTECTED, SH:CABINET, Legal-Privilege

PROTECTED CABINET**MEETING: AMSA and Departmental SES Meeting**

Timing and Location: 7 September 2023, 1pm, AMSA Board Room

Key Points

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts

AMSA Board Ex-Officio Position s47C

12. A brief is being finalised recommending the department's ex-officio AMSA Board position be filled by the Chief Financial Officer.
13. The CFO position is currently filled by Ms Cha Jordanoski. Ms Jordanoski brings desirable skills to the AMSA Board in professional services and commerce, complex public policy, strategic governance and senior management. Subsequent CFOs would be expected to bring similar skills to the position.
14. Senior executives with responsibility for maritime matters have typically not been appointed to the AMSA Board to manage risk of any perceived conflict of interest

From: s22(1)(a)(ii)
Sent: Wednesday, 18 October 2023 11:59 AM
To: SCOTT, Megan s22(1)(a)(ii) @infrastructure.gov.au>
Subject: Signed instrument - 18 October 2023 [SEC=OFFICIAL]

OFFICIAL

Hi Megan

Please find attached the signed instrument for the ex-officio position on the AMSA Board. As discussed we will request that the Board Secretariat arrange an introduction meeting with Cha.

Regards

s22(1)
(a)(ii)

OFFICIAL

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts



Australian Government

Australian Maritime Safety Authority Act 1990

**INSTRUMENT OF APPOINTMENT OF
EX-OFFICIO MEMBER OF THE AUSTRALIAN
MARITIME SAFETY AUTHORITY BOARD**

I, **CATHERINE KING**, Minister for Infrastructure, Transport, Regional Development and Local Government specify, for the purposes of section 13(1)(d) of the *Australian Maritime Safety Authority Act 1990*, the office of the Chief Financial Officer in the Department of Infrastructure, Transport, Regional Development, Communications and the Arts.

All previous instruments under paragraph 13(1)(d) are revoked.

This instrument commences on the date it is signed.

Dated: 18 October 2023

A handwritten signature in black ink, appearing to be 'Catherine King'.

CATHERINE KING

Minister for Infrastructure, Transport, Regional Development and Local Government

From: s22(1)(a)(ii) [REDACTED]
To: s22(1)(a)(ii) [REDACTED]
Subject: AMSA_Marisa.docx [SEC=OFFICIAL]
Date: Thursday, 21 July 2022 3:10:37 PM
Attachments: [AMSA_Marisa.docx](#)

OFFICIAL

Hi,
Potential content for the brief; might need to be tailored for the Minister as opposed to Marisa.
Regards,
s22(1)(a)(ii) [REDACTED].

OFFICIAL

AMSA Board

s22(1)(a)(ii)

- In relation to the ex-officio appointment to the Board, the appointment is by position so a new nominee is required. As you are aware, this is under discussion within the department.

s22(1)(a)(ii)

From: s22(1)(a)(ii)
To: s22(1)(a)(ii)
Subject: AMSA ex-officio [SEC=OFFICIAL]
Date: Wednesday, 29 June 2022 2:50:41 PM
Attachments: [MS21-001036.docx](#)

OFFICIAL

Hi,

This is the brief from when MP-S was appointed – para 8 outlines why the appointment isn't the Dep Sec responsible for transport ('perceived conflict of interest'); I doubt our advice goes further than that.

Regards,

s22(1)
(a)(ii) .

OFFICIAL

MS21-001036



Australian Government

**Department of Infrastructure, Transport,
Regional Development and Communications**

To: The Hon Barnaby Joyce MP (for decision)

s22(1)(a)(ii)

Australian Maritime Safety Authority Board update of Department ex-officio member

s22(1)(a)(ii)

Key Points:

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of
Infrastructure, Transport, Regional Development, Communications and the Arts

8. Senior Executive with responsibility for maritime matters have typically not been appointed to the AMSA Board to manage risk of any perceived conflict of interest.

s22(1)(a)(ii)

Name: Andrew Johnson
Position: Maritime and Shipping
Division: Assistant Secretary
Ph: 02 6274 s22(1)(a)(ii)
Mob: s22(1)(a)(ii)
Date: 09 August 2021

Contact Officer: Adrian Chippindale
Section: Maritime Safety, Governance and Shipping
Ph: 02 6274 s22(1)(a)(ii)
Mob: s22(1)(a)(ii)

s22(1)(a)(ii)

From: s22(1)(a)(ii)
To: [JOHNSON Andrew](#)
Cc: s22(1)(a)(ii)
Subject: FW: C King meeting brief - due to MO 3rd of August [SEC=OFFICIAL]
Date: Friday, 29 July 2022 9:19:41 AM
Attachments: s22(1)(a)(ii)
MB22-000350.docx
s22(1)(a)(ii)
s22(1)(a)(ii)

OFFICIAL

Hi Andrew

Please find a proposed meeting brief attached, as well as associated correspondence I have included as an attachment. Clearance is due Monday.

We have received input from across the sections in the two branches.

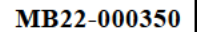
I have put s22(1)(a)(ii) name on the brief as I understand an EL2 is required, but given he has been away, he has not reviewed it.

Happy to discuss

s22(1)(a)(ii)

OFFICIAL

s22(1)(a)(ii)



s22(1)(a)(ii)

s22(1)(a)(ii)

Released under the Freedom of Information Act 1992 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

s22(1)(a)(ii)

Name: Andrew Johnson
Position: Assistant Secretary, Maritime and
Shipping Branch
Division: Surface Transport Policy
Ph: (02) 6274 s22(1)(a)(ii)
Mob: s22(1)(a)(ii)

Name: s22(1)(a)(ii)
Position: Director, Maritime Safety
Governance and Shipping
Division: Surface Transport Policy
Ph: (02) 6274 s22(1)(a)(ii)
Mob: s22(1)(a)(ii)

Attachments:

s22(1)(a)(ii)

s22(1)(a)(ii)

C: Briefing on Key Topics

s22(1)(a)(ii)

s22(1)(a)(ii)

ATTACHMENT C

Additional Briefing

s22(1)(a)(ii)



AMSA Board

s22(1)(a)(ii)



7. Following internal reorganization, the Department is also considering arrangements for its ex-officio Board membership.

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

OFFICIAL

Handover Notes

s22(1)(a)(ii)

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts

AMSA Board

- Secondly, the ex-officio appointment to the Board from the Department is vacant following Marisa Purvis-Smith changing roles in July. This appointment is under discussion by relevant SES. s22(1)(a)(ii) has prepared a brief and relevant documentation, noting a position is appointed rather than a person.

s22(1)(a)(ii)

From: s22(1)(a)(ii)
To: s22(1)(a)(ii)
Subject: Re: Ex-officio appointment to AMSA Board [SEC=OFFICIAL]
Date: Tuesday, 28 June 2022 5:54:55 PM
Attachments: [image001.png](#)
[image002.jpg](#)
[image003.png](#)

OFFICIAL

If it's just an advisory letter, that is ok.

s22(1)(a)(ii)

OFFICIAL

From: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Date: Tuesday, 28 June 2022 at 3:39:50 pm
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Subject: FW: Ex-officio appointment to AMSA Board [SEC=OFFICIAL]

OFFICIAL

Hi s22(1)(a)(ii)

A letter to the PM is required.

I am just waiting on a biography from Marisa's EA before sending you the package of documents.

Cheers

s22(1)(a)(ii)

OFFICIAL

From: Appointments
Sent: Tuesday, 28 June 2022 3:35 PM
To: s22(1)(a)(ii) ; Appointments ; Infrastructure at PMC
Subject: RE: Ex-officio appointment to AMSA Board [SEC=OFFICIAL]

OFFICIAL

Good afternoon s22(1)(a)(ii),

Thanks for reaching out. s47C

While the Minister may be the signing authority, these appointments still require the approval of the PM, or at his discretion, Cabinet.

In this case, as the change is mechanical, and not impacting the existing arrangements – an advisory letter to the PM can be considered sufficient.

For any other future appointments and reappointments, the Minister will be required to write to the Prime Minister, to request approval, with the complete Cabinet documentation set.

Happy to discuss if you have any additional questions.

Many thanks,

s22(1)(a)(ii)

s22(1)(a)(ii) | Adviser

Legal Information Integrity | Cabinet Division

Department of the Prime Minister and Cabinet

p. (02) 6228 s22(1)(a)(ii) | e. s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@pmc.gov.au](mailto:s22(1)(a)(ii)@pmc.gov.au)> | www.pmc.gov.au

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

Released under the Freedom of Information Act 1982 by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts



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: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Tuesday, 28 June 2022 2:52 PM
To: Appointments s22(1)(a)(ii) @pmc.gov.au>; Infrastructure s22(1)(a)(ii) @pmc.gov.au>
Subject: Ex-officio appointment to AMSA Board [SEC=OFFICIAL]

OFFICIAL

Good Afternoon

I am writing regarding a planned amendment to an ex-officio appointment to the board of the Australian Maritime safety Authority (AMSA). The proposed appointment would see the current ex-officio board member retained in her position following a move to a new role in the Department. As appointments under the *Australian Maritime Safety Authority Act 1990* can only be made by reference to a position (rather than an individual) a new appointment is required. Given this is, effectively, a reappointment, would you like a courtesy letter sent to the Prime Minister? I note this is a ministerial decision which does not need to be considered by the Cabinet or Prime Minister.

Happy to discuss and/or share documents as required.

Many thanks

s22(1)(a)(ii)

Assistant Director • Maritime Safety, Governance and Shipping

Maritime and Shipping Branch • Surface Transport Policy

s22(1)(a)(ii) @infrastructure.gov.au

P +61 2 6274 s22(1)(a)(ii) M s22(1)(a)(ii)

GPO Box 594 Canberra, ACT 2601

Department of Infrastructure, Transport, Regional Development and Communications

CONNECTING AUSTRALIANS • ENRICHING COMMUNITIES • EMPOWERING REGIONS

infrastructure.gov.au



I would like to acknowledge the traditional custodians of this land on which we meet, work and live. I recognise and respect their continuing connection to the land, waters and communities. I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.

OFFICIAL

Disclaimer

This message has been issued by the Department of Infrastructure, Transport, Regional Development and Communications. The information transmitted is for the use of the intended recipient only and may contain confidential and/or legally privileged material. Any review, re-transmission, disclosure, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited and may result in severe penalties. If you have received this e-mail in error, please notify the Department on (02) 6274-7111 and delete all copies of this transmission together with any attachments.

IMPORTANT: This message, and any attachments to it, contains information

that is confidential and may also be the subject of legal professional or other privilege. If you are not the intended recipient of this message, you must not review, copy, disseminate or disclose its contents to any other party or take action in reliance of any material contained within it. If you have received this message in error, please notify the sender immediately by return email informing them of the mistake and delete all copies of the message from your computer system.

From: s22(1)(a)(ii)
To: s22(1)(a)(ii)
Subject: RE: Machinery of Government staff movements [SEC=OFFICIAL]
Date: Friday, 24 June 2022 3:56:32 PM
Attachments: [image001.png](#)
[image002.png](#)
s22(1)(a)(ii)
[Att A - Instrument.docx](#)
[Att B - Letter to the Prime Minister.docx](#)

OFFICIAL

Hi s22(1)(a)(ii)

I have drafted the attached. s22(1)(a)(ii)

I am also awaiting written confirmation on the appointments team's advice that a letter to the PM is appropriate. s22(1)(a)(ii)

I will need to make contact with Marisa's EA on Monday to get my hands on a biography for the PM's letter s22(1)(a)(ii)

Once these are done I can send the documents off to the appointments team at PM&C – I don't expect any issues there.

I will also need to track down getting an instrument number.

Will discuss

s22(1)(a)(ii)

OFFICIAL

From: s22(1)(a)(ii)
Sent: Thursday, 23 June 2022 1:55 PM
To: s22(1)(a)(ii)
Subject: FW: Machinery of Government staff movements [SEC=OFFICIAL]

OFFICIAL

Hi,

It's worth checking with s22(1)(a)(ii) re the previous brief; we'll need to get this up to the office as soon as we can.

Regards,

s22(1)(a)(ii)

OFFICIAL

From: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Sent: Wednesday, 22 June 2022 2:45 PM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>; s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Subject: FW: Machinery of Government staff movements [SEC=OFFICIAL]

OFFICIAL

Hi guys,

Just an FYI that you will need to update the AMSA ex-officio appointment as it looks like **Marisa Purvis-Smith** (currently appointed via her position) is moving roles.

s22(1)(a)(ii)

OFFICIAL

s22(1)(a)(ii)