

From: [Rush, Peter](#)
To: ["Singer, Paul"](#)
Cc: [Philp, Alex](#)
Subject: RE: Ministerial arrangements [SEC=OFFICIAL]
Date: Friday, 12 March 2021 10:25:38 AM
Attachments: [image003.png](#)

OFFICIAL



Thanks Paul

From: Singer, Paul
Sent: Friday, 12 March 2021 10:00 AM
To: Rush, Peter
Cc: Philp, Alex
Subject: RE: Ministerial arrangements [SEC=OFFICIAL]

Good morning Peter,
 This will be fine, happy to resolve the administrative arrangements for both Ministers Morton and Landry in the same correspondence.
 With best wishes,
 Paul



Paul Singer MVO | Official Secretary to the Governor-General
 Office of the Official Secretary to the Governor-General
 Government House, Canberra ACT 2600
 T: +61 2 6283 3508 | M: s 47F

E: xxxx.xxxxxx@xx.xxx.xx | W: www.gg.gov.au |  
 Australian Honours: [Nominate](#) a worthy Australian.

The Office acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to their elders both past and present.

From: Rush, Peter [<mailto:xxxxx.xxxx@xxx.xxx.xx>]
Sent: Thursday, 11 March 2021 4:21 PM
To: Singer, Paul <xxxx.xxxxxx@xx.xxx.xx>
Cc: Philp, Alex <xxxx.xxxxxx@xxx.xxx.xx>
Subject: RE: Ministerial arrangements [SEC=OFFICIAL]

OFFICIAL

Paul: a related matter has arisen today. The PM has asked Assistant Minister Morton to have oversight of the Global Talents Taskforce, located in the Department of Home Affairs. This would require Mr Morton being sworn to administer the Dept of Home Affairs. If you agree, we can aim to incorporate this change of arrangements in the same correspondence between PM and GG as that for Assistant Minister Landry.

Cheers - Rush

From: Rush, Peter
Sent: Thursday, 11 March 2021 11:37 AM
To: 'Singer, Paul' <xxxx.xxxxxx@xx.xxx.xx>
Subject: RE: Ministerial arrangements [SEC=OFFICIAL]

OFFICIAL

Many thanks Paul

Cheers - Rush

From: Singer, Paul <xxxx.xxxxxx@xx.xxx.xx>
Sent: Thursday, 11 March 2021 11:31 AM
To: Rush, Peter <xxxxx.xxxx@xxx.xxx.xx>

Subject: Ministerial arrangements [SEC=OFFICIAL]

Good morning Peter,

Thanks for your time yesterday, good to catch-up.

In response to your question on Assistant Minister Landry, the Governor-General would be happy to consider the proposed administrative arrangements based on a recommendation by the Prime Minister, without requiring a 'ceremony'.

With best wishes,

Paul



Paul Singer MVO | Official Secretary to the Governor-General
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600
T: +61 2 6283 3508 | M: s 47F

E: xxxx.xxxxxx@xx.xxx.xx | W: www.gg.gov.au |  

Australian Honours: [Nominate](#) a worthy Australian.

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IMPORTANT: This message, and any attachments to it, may contain information that is deemed 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. 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.

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copies of the
message from your computer system.

From: [Philp, Alex](#)
To: s 47F
Cc: [Rush, Peter](#); s 47F; [Reid, John](#)
Subject: RE: Drafts for tomorrow [SEC=OFFICIAL]
Date: Monday, 29 March 2021 10:29:42 PM
Attachments: [Letter to the Governor-General.docx](#)
[Instrument of Revocation.docx](#)
[Speaking Notes for the Prime Minister - Swearing in Ceremony 30 March 2021.docx](#)
[The Hon Ben Morton - Instrument of Appointment.docx](#)
[The Hon Michelle Landry - Instrument of Appointment.docx](#)
[image001.png](#)
Importance: High

OFFICIAL

Hi s 47F

Apologies, the order of Ministers in the previous versions was incorrect – and instruments for Mr Morton and Ms Landry have been amended – these versions are the latest and will (hopefully) be the finals.

Thanks and please get in touch if you have any questions.

Alex Philp

From: Philp, Alex
Sent: Monday, 29 March 2021 8:11 PM
To: s 47F
Cc: Rush, Peter; s 47F; Reid, John
Subject: Drafts for tomorrow [SEC=OFFICIAL]
Importance: High

OFFICIAL

Hi s 47F

For your information, I've attached the draft letter from the Prime Minister to the Governor-General, the draft instrument of revocation and speaking notes for the Prime Minister, and draft appointment instruments for your reference.

Please let me know if you have any questions or concerns.

Warm regards

Alex Philp

Alex Philp | Senior Adviser

Government Division | Department of the Prime Minister and Cabinet

e. xxxx.xxxxx@xxx.xxx.xx | w. www.pmc.gov.au | p. s 47F

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



Reference: MS21-000495

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

Your Excellency

I write to recommend changes to the Ministry and to provide the documents necessary to implement the changes, for your consideration.

In order to facilitate the proposed appointments, I first recommend you revoke the current appointments of Ministers and Assistant Ministers who will be recommended for re-appointment to the Ministry. The list of proposed revocations is at Attachment A.

The list of recommended ministerial appointments is at Attachment B. Instruments to give effect to these recommendations are attached for your signature.

My recommendations include instruments to appoint the Hon Ben Morton MP and the Hon Michelle Landry MP so that they can administer an additional department each. As these changes are of an administrative nature only, Mr Morton and Ms Landry will not be participating in the swearing-in ceremony.

I understand you have agreed to schedule the swearing-in ceremony by video link from Government House at 2:00pm on Tuesday 30 March 2021, and thank you and your staff for your ongoing assistance.

Yours sincerely

SCOTT MORRISON

List of ministerial revocations

- Senator the Hon Michaelia Cash as Minister for Employment, Skills, Small and Family Business
- The Hon Peter Dutton MP as Minister for Home Affairs
- Senator the Hon Anne Ruston as Minister for Families and Social Services
- The Hon Karen Andrews MP as Minister for Industry, Science and Technology
- The Hon Christian Porter MP as Attorney-General and as Minister for Industrial Relations
- The Hon Stuart Robert MP as Minister for the National Disability Insurance Scheme and Minister for Government Services
- Senator the Hon Linda Reynolds CSC as Minister for Defence
- The Hon Melissa Price MP as Minister for Defence Industry
- Senator the Hon Jane Hume as Minister for Superannuation, Financial Services and the Digital Economy
- Senator the Hon Amanda Stoker as Parliamentary Secretary to the Attorney-General

List of ministerial appointments

- Senator the Hon Michaelia Cash as Attorney-General and as Minister for Industrial Relations
- The Hon Peter Dutton MP as Minister for Defence
- Senator the Hon Anne Ruston as Minister for Families and Social Services and as Minister for Women's Safety
- The Hon Karen Andrews MP as Minister for Home Affairs
- The Hon Christian Porter MP as Minister for Industry, Science and Technology
- The Hon Stuart Robert MP as Minister for Employment, Workforce, Skills, Small and Family Business
- Senator the Hon Linda Reynolds CSC as Minister for Government Services and as Minister for the National Disability Insurance Scheme
- The Hon Melissa Price MP as Minister for Defence Industry
- Senator the Hon Jane Hume as Minister for Superannuation, Financial Services and the Digital Economy, and as Minister for Women's Economic Security
- Senator the Hon Amanda Stoker as Parliamentary Secretary to the Attorney-General, as Parliamentary Secretary to the Minister for Industrial Relations, and as Parliamentary Secretary to the Minister for Women
- The Hon Ben Morton MP to administer the Department of Home Affairs
- The Hon Michelle Landry MP to administer the Department of the Prime Minister and Cabinet



REVOCAION OF APPOINTMENTS OF MINISTERS OF STATE

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby revoke the appointments of:

- i. SENATOR THE HONOURABLE MICHAELIA CLARE CASH as MINISTER FOR EMPLOYMENT, SKILLS, SMALL AND FAMILY BUSINESS
- ii. THE HONOURABLE PETER CRAIG DUTTON as MINISTER FOR HOME AFFAIRS
- iii. SENATOR THE HONOURABLE ANNE SOWERBY RUSTON as MINISTER FOR FAMILIES AND SOCIAL SERVICES
- iv. THE HONOURABLE KAREN LESLEY ANDREWS as MINISTER FOR INDUSTRY, SCIENCE AND TECHNOLOGY
- v. THE HONOURABLE CHARLES CHRISTIAN PORTER as ATTORNEY-GENERAL and MINISTER FOR INDUSTRIAL RELATIONS
- vi. THE HONOURABLE STUART ROWLAND ROBERT as MINISTER FOR THE NATIONAL DISABILITY INSURANCE SCHEME and MINISTER FOR GOVERNMENT SERVICES
- vii. SENATOR THE HONOURABLE LINDA KAREN REYNOLDS as MINISTER FOR DEFENCE
- viii. THE HONOURABLE MELISSA LEE PRICE as MINISTER FOR DEFENCE INDUSTRY
- ix. SENATOR THE HONOURABLE EDWINA JANE HUME as MINISTER FOR SUPERANNUATION, FINANCIAL SERVICES, AND THE DIGITAL ECONOMY

x. SENATOR THE HONOURABLE AMANDA JANE STOKER as
PARLIAMENTARY SECRETARY TO THE ATTORNEY-GENERAL

Given under my hand on 30 March 2021

Governor-General

By His Excellency's Command

Prime Minister

**Notes for the Prime Minister
Swearing-in
30 March 2021**

[The Official Secretary will announce the arrival of the Governor-General and Mrs Hurley, and you. You will enter the drawing room and take your seat at the ceremonial table, opposite the Governor-General. The Official Secretary will invite you to introduce your recommended appointees.]

Your Excellency,

I am pleased to present new appointments to the Ministry:

- **Senator the Honourable Michaelia Cash** as Attorney-General and Minister for Industrial Relations
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Peter Dutton MP** as Minister for Defence
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Anne Ruston** as Minister for Families and Social Services and Minister for Women's Safety
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Karen Andrews MP** as Minister for Home Affairs
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Christian Porter MP** as Minister for Industry, Science and Technology
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Stuart Robert MP** as Minister for Employment, Workforce, Skills, Small and Family Business
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Linda Reynolds** as Minister for Government Services and Minister for the National Disability Insurance Scheme
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **The Honourable Melissa Price MP** as Minister for Defence Industry
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Jane Hume** as Minister for Superannuation, Financial Services and the Digital Economy and Minister for Women's Economic Security
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Amanda Stoker** as Parliamentary Secretary to the Attorney-General, Parliamentary Secretary to the Minister for Industrial Relations and Parliamentary Secretary to the Minister for Women to be known as Assistant Minister to the Attorney-General, Assistant Minister for Industrial Relations and Assistant Minister for Women.

[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

Your Excellency, that concludes the presentation of the Ministry.

[The Governor-General or Official Secretary will close the ceremony.]



APPOINTMENT OF PARLIAMENTARY SECRETARY

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby appoint BEN MORTON, a member of the Federal Executive Council, to administer THE DEPARTMENT OF HOME AFFAIRS.

Signed and sealed with the
Great Seal of Australia on
30 March 2021

Governor-General

By His Excellency's Command

Prime Minister



APPOINTMENT OF PARLIAMENTARY SECRETARY

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby appoint MICHELLE LEANNE LANDRY, a member of the Federal Executive Council, to administer THE DEPARTMENT OF THE PRIME MINISTER AND CABINET.

Signed and sealed with the
Great Seal of Australia on
30 March 2021

Governor-General

By His Excellency's Command

Prime Minister

DEPARTMENT OF THE PRIME MINISTER AND CABINET

PM&C
Secretary
Ms Foster
Mr Reid
Mr Rush

To: Prime Minister (for signature ahead of the swearing-in on 30 March 2021)

CHANGES TO THE MINISTRY

PMO
Dr Kunkel
S 47F

Recommendations - that you:

- 1. Approve the final Ministry List (Attachment A) for publication after the swearing-in and the Order of Precedence (Attachment B) for limited distribution.

Approved / Not Approved

- 2. Sign the letter (Attachment C) recommending changes to the Ministry to the Governor-General, His Excellency General the Honourable David Hurley AC DSC (Retd).

Signed / Not Signed

- 3. Sign the following letters and instruments:

- a. revoking existing ministerial appointments (Attachment D);
- b. appointing new Ministers and Parliamentary Secretaries (Attachment E);
- c. authorising Senator the Hon Amanda Stoker to use her Assistant Minister titles (Attachment F);
- d. appointing the Assistant Minister to the Prime Minister and Cabinet, the Hon Ben Morton MP, to administer the Global Business and Talent Attraction Taskforce within the Department of Home Affairs;
- e. appointing the Assistant Minister for Children and Families, the Hon Michelle Landry MP, to administer the National Office of Child Safety within the Department of the Prime Minister and Cabinet (Attachment G);
- f. authorising newly appointed senior Ministers to appoint acting Secretaries (Attachment H).

Signed / Not Signed

- 4. Note the speaking points for the Ceremony at Attachment I.

Noted

SCOTT MORRISON

Date:

30.3.21

Comments:

Key Points:

1. On 29 March 2021, you announced proposed changes to the Ministry with the following new Ministerial appointments:
 - a. Senator the Hon Michaelia Cash as Attorney-General and Minister for Industrial Relations
 - b. The Hon Peter Dutton MP as Minister for Defence
 - c. Senator the Hon Anne Ruston as Minister for Women's Safety
 - d. The Hon Karen Andrews MP as Minister for Home Affairs
 - e. The Hon Christian Porter MP as Minister for Industry, Science and Technology
 - f. The Hon Stuart Robert MP as Minister for Employment, Workforce, Skills, Small and Family Business
 - g. Senator the Hon Linda Reynolds CSC as Minister for Government Services and Minister for the National Disability Insurance Scheme
 - h. Senator the Hon Jane Hume as Minister for Women's Economic Security
 - i. Senator the Hon Amanda Stoker as Assistant Minister for Industrial Relations and Assistant Minister for Women
2. You also announced that the Minister for Defence Industry, the Hon Melissa Price MP, would be elevated to the Cabinet.
3. In order to implement your decisions about the Ministry, the Governor-General, His Excellency General the Honourable David Hurley AC DSC (Retd), has agreed a swearing-in ceremony, to be held remotely by video-link, commencing at 2.00pm AEDT Tuesday 30 March 2021.
 - a. It is proposed that you will attend Government House, Canberra at 1.50 pm, to meet with the Governor-General prior to conducting the ceremony in-person with the Governor-General, with the appointees making their oaths by video-link.
4. Prior to the ceremony you will need to sign:
 - a. The letter to the Governor-General recommending the new Ministry (Attachment C),
 - b. The instrument of revocation (Attachment D), and
 - c. The instruments of appointment (Attachment E).
5. At the ceremony, you will need to announce each of the Ministers present by video-link to be sworn in by the Governor-General.
 - a. Talking points for the ceremony are at Attachment J.

Other Ministry appointment matters

6. We have prepared other documents to enable:
 - a. Assistant Minister Morton to administer the Global Business and Talent Attraction Taskforce (the Taskforce) within the Department of Home Affairs, which you have

previously agreed on 9 March 2021 and is reflected in the Assistant Minister's charter letter (MS21-000031 refers).

- b. Assistant Minister Landry to administer the National Office of Child Safety (NOCS) within the Department of the Prime Minister and Cabinet (PM&C). Under current arrangements Assistant Minister Morton is the Minister responsible for NOCS.
 - i. NOCS was established on 1 July 2018 in response to the Royal Commission into Institutional Responses to Child Sexual Abuse and has responsibility for administering the Australian Government's child safety policies.
 - ii. It would align with the rest of Ms Landry's Ministerial responsibilities, as Assistant Minister for Children and Families, for her to be the responsible Minister.
7. In order to enable the Assistant Ministers to perform their duties with regard to the aforementioned Taskforce and NOCS, it is necessary to appoint them to administer:
 - a. in the case of Assistant Minister Morton, the Department of Home Affairs, in addition to PM&C and the Department of Finance.
 - b. in the case of Assistant Minister Landry, PM&C, in addition to the Department of Social Services.

s 42

9. Therefore, it is recommended that you advise the Governor-General that Assistant Minister Morton and Assistant Minister Landry do not need to be formally sworn in at the virtual ceremony on Tuesday 30 March 2021, noting that their titles will not change as a result of the minor administrative changes being made to their responsibilities.
 - a. We consulted the Official Secretary to the Governor-General who supports this approach.

Public Service Act 1999 (PS Act)

10. Section 62 of the PS Act provides that the Prime Minister may appoint a person to act as a Secretary of a Department where there is a vacancy in the office of the Secretary or where the Secretary is overseas or otherwise unable to perform the duties of the office.
11. Subsection 78(1) of the PS Act provides that you may delegate the performance of any of your powers or functions under the Act to another Minister. Past practice has been for the Prime Minister to delegate this power to a senior Minister in each portfolio where the acting appointment would be for a period of less than three months.
12. Due to the Ministry changes, a new delegation instrument is included in the letter at Attachment G delegating this power under the PS Act to:
 - a. Senator the Hon Michaelia Cash for the Attorney-General's Department
 - b. The Hon Peter Dutton MP for the Department of Defence
 - c. The Hon Karen Andrews MP for the Department of Home Affairs

- d. The Hon Christian Porter MP for the Department of Industry, Science, Energy and Resources
- e. The Hon Stuart Robert MP for the the Department of Education, Skills and Employment

Assistant Minister titles

13. Due to requirements of the *Ministers of State Act 1952*, the instrument of appointment for Assistant Ministers refers to the position as Parliamentary Secretary. s 42

s 42

14. The letter at Attachment F can be used as evidence that Senator the Hon Amanda Stoker can use her Assistant Minister titles when performing the duties of those offices.

After the ceremony

15. After the ceremony, PM&C will:
- a. publish the final Ministry List at Attachment A, once approved by you, online on the PM&C website;
 - b. distribute the instruments of appointment and other appointment documentation.

s 47F

John Reid
First Assistant Secretary
30 March 2021

Policy Officer: Peter Rush
Phone no: 02 6271 5909

ATTACHMENTS

- A FINAL MINISTRY LIST
- B ORDER OF PRECEDENCE
- C LETTER TO THE GOVERNOR-GENERAL
- D INSTRUMENT OF REVOCATION
- E INSTRUMENTS OF APPOINTMENT
- F LETTER AUTHORISING SENATOR STOKER TO USE HER ASSISTANT MINISTER TITLES
- G LETTER TO MS LANDRY REGARDING HER OVERSIGHT OF THE NATIONAL OFFICE OF CHILD SAFETY WITHIN THE DEPARTMENT OF THE PRIME MINISTER AND CABINET
- H LETTERS AND INSTRUMENTS DELEGATING POWERS UNDER THE *PUBLIC SERVICE ACT 1999* TO APPOINT AN ACTING SECRETARY
- I SPEAKING NOTES FOR THE SWEARING-IN CEREMONY

**Notes for the Prime Minister
Swearing-in
30 March 2021**

[The Official Secretary will announce the arrival of the Governor-General and Mrs Hurley, and you. You will enter the drawing room and take your seat at the ceremonial table, opposite the Governor-General. The Official Secretary will invite you to introduce your recommended appointees.]

Your Excellency,

I am pleased to present new appointments to the Ministry:

- **Senator the Honourable Michaelia Cash** as Attorney-General and Minister for Industrial Relations
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Peter Dutton MP** as Minister for Defence
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Anne Ruston as Minister for Families and Social Services and Minister for Women's Safety**
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Karen Andrews MP as Minister for Home Affairs**
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Christian Porter MP as Minister for Industry, Science and Technology**
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Stuart Robert MP as Minister for Employment, Workforce, Skills, Small and Family Business**
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Linda Reynolds** as Minister for Government Services and Minister for the National Disability Insurance Scheme
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **The Honourable Melissa Price MP** as Minister for Defence Industry
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]
- **Senator the Honourable Jane Hume** as Minister for Superannuation, Financial Services and the Digital Economy and Minister for Women's Economic Security
[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

- **Senator the Honourable Amanda Stoker** as Parliamentary Secretary to the Attorney-General, Parliamentary Secretary to the Minister for Industrial Relations and Parliamentary Secretary to the Minister for Women to be known as Assistant Minister to the Attorney-General, Assistant Minister for Industrial Relations and Assistant Minister for Women.

[The appointee will be visible on the large video screen, to your left. The GG will invite them to read their oath of office, then sign it. The GG will congratulate the appointee before a photo is taken.]

Your Excellency, that concludes the presentation of the Ministry.

[The Governor-General or Official Secretary will close the ceremony.]



PRIME MINISTER

Reference: MS21-000495

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

20/3/21

Your Excellency

I write to recommend changes to the Ministry and to provide the documents necessary to implement the changes, for your consideration.

In order to facilitate the proposed appointments, I first recommend you revoke the current appointments of Ministers and Assistant Ministers who will be recommended for re-appointment to the Ministry. The list of proposed revocations is at Attachment A.

The list of recommended ministerial appointments is at Attachment B. Instruments to give effect to these recommendations are attached for your signature.

My recommendations include instruments to appoint the Hon Ben Morton MP and the Hon Michelle Landry MP so that they can administer an additional department each. As these changes are of an administrative nature only, Mr Morton and Ms Landry will not be participating in the swearing-in ceremony.

I understand you have agreed to schedule the swearing-in ceremony by video link from Government House at 2:00pm on Tuesday 30 March 2021, and thank you and your staff for your ongoing assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Scott Morrison', written over a large, stylized blue scribble.

SCOTT MORRISON

List of ministerial revocations

- Senator the Hon Michaelia Cash as Minister for Employment, Skills, Small and Family Business
- The Hon Peter Dutton MP as Minister for Home Affairs
- Senator the Hon Anne Ruston as Minister for Families and Social Services
- The Hon Karen Andrews MP as Minister for Industry, Science and Technology
- The Hon Christian Porter MP as Attorney-General and as Minister for Industrial Relations
- The Hon Stuart Robert MP as Minister for the National Disability Insurance Scheme and Minister for Government Services
- Senator the Hon Linda Reynolds CSC as Minister for Defence
- The Hon Melissa Price MP as Minister for Defence Industry
- Senator the Hon Jane Hume as Minister for Superannuation, Financial Services and the Digital Economy
- Senator the Hon Amanda Stoker as Parliamentary Secretary to the Attorney-General

List of ministerial appointments

- Senator the Hon Michaelia Cash as Attorney-General and as Minister for Industrial Relations
- The Hon Peter Dutton MP as Minister for Defence
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- The Hon Christian Porter MP as Minister for Industry, Science and Technology
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- Senator the Hon Amanda Stoker as Parliamentary Secretary to the Attorney-General, as Parliamentary Secretary to the Minister for Industrial Relations, and as Parliamentary Secretary to the Minister for Women
- The Hon Ben Morton MP to administer the Department of Home Affairs
- The Hon Michelle Landry MP to administer the Department of the Prime Minister and Cabinet

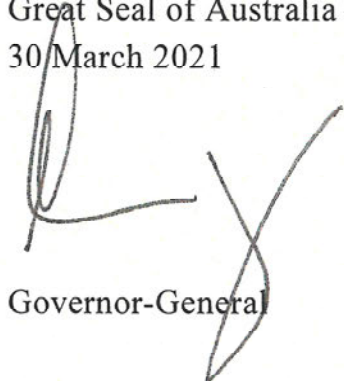


APPOINTMENT OF PARLIAMENTARY SECRETARY

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby appoint MICHELLE LEANNE LANDRY, a member of the Federal Executive Council, to administer THE DEPARTMENT OF THE PRIME MINISTER AND CABINET.



Signed and sealed with the
Great Seal of Australia on
30 March 2021



Governor-General

By His Excellency's Command



Prime Minister



PRIME MINISTER

Reference: MS21-000495

The Hon Michelle Landry MP
Assistant Minister for Children and Families
Assistant Minister for Northern Australia
Parliament House
CANBERRA ACT 2600

Dear Assistant Minister

I have decided to transfer responsibility for the National Office of Child Safety (NOCS) from the Assistant Minister to the Prime Minister and Cabinet, the Hon Ben Morton MP, to you as the Assistant Minister for Children and Families.

Established on 1 July 2018, the creation of NOCS was in response to the Royal Commission into Institutional Responses to Child Sexual Abuse and has responsibility for administering the Australian Government's child safety policies.

I have recommended to the Governor-General that you be cross-sworn to the Department of the Prime Minister and Cabinet to ensure you can oversee NOCS. This change aligns with your responsibilities for children and families.

I look forward to continuing to work with you and progressing a range of initiatives to keep children safe in response to recommendations from the Royal Commission.

I have provided a copy of this letter to Mr Morton for information.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Scott Morrison', written over the words 'Yours sincerely'.

SCOTT MORRISON

s 47F

From: s 47F
Sent: Wednesday, 30 June 2021 6:19 PM
To: s 47F (M. Landry, MP)
Cc: s 47E(d) Philp, Alex; s 47F
Subject: Re: CHNAGE OF TIME - Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - 2pm Friday 2 July 2021 - Landry [SEC=OFFICIAL]

Hi s 47F

No, it'll be later now. I will confirm the exact time tomorrow.

Kind regards,
s 47F

s 47F

Senior Program Adviser
s 47F

On 30 Jun 2021, at 5:51 pm, s 47F (M. Landry, MP) <s 47F > wrote:

Good evening,

Just to confirm that the pre-ceremony technical rehearsal is still on for 9.30am?

Kind regards,

s 47F

<image006.png>

[<image001.png>](#)

From: s 47E(d)
Sent: Wednesday, 30 June 2021 5:39 PM
To: s 47E(d) s 47F
s 47F >; Landry, Michelle (MP) <Michelle.Landry.MP@aph.gov.au>
Cc: s 47F Philp, Alex
<Alex.Philp@pmc.gov.au>; s 47F
Subject: CHNAGE OF TIME - Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - 2pm Friday 2 July 2021 - Landry [SEC=OFFICIAL]

OFFICIAL

Dear s 47F

Please be advised that the time for the virtual swearing-in ceremony has changed. The ceremony will now commence at **2pm this Friday 2 July 2021**. Further details will be confirmed by email as soon as possible tomorrow.

All enquiries regarding technical and logistical matters should be directed to s 47F
s 47F Senior Program and Events Adviser, Government House on T: s 47F
s 47F | M: s 47F E: s 47F

Apologies for this late change and please do not hesitate to contact me if you have any other questions.

Kind regards,
s 47F

s 47F | Adviser
Government Section | Government Division
Department of the Prime Minister and Cabinet
p. s 47F e. s 47F w. www.pmc.gov.au
One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

[<image002.png>](#)

[<image003.png>](#)

[<image004.png>](#)

[<image005.png>](#)

[<image021.png>](#)

From: s 47E(d)
Sent: Wednesday, 30 June 2021 10:34 AM
To: s 47F; Michelle.Landry.MP@aph.gov.au
Cc: s 47F
s 47F
s 47E(d)

Subject: Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - Friday 2 July 2021 - Landry [SEC=OFFICIAL]

OFFICIAL

Dear s 47F

This email is to provide you with important information for the virtual swearing-in ceremony this Friday 2 July 2021.

1. Logistics for the virtual swearing-in ceremony
2. Instructions for printing, reading and signing the Oath of Office
3. Details for a pre-ceremony technical rehearsal at 9:30am (AEST) on Friday 2 July 2021
4. Point of contact for technical support and request for appointee's contact number
5. Actions required after the ceremony

1. [Logistics of the virtual swearing-in ceremony](#)

Date: Friday 2 July 2021

Time: 11:10am for an **11:30am start**. The ceremony will conclude at approximately 12:00pm

Dress: Lounge suit/day dress

Link to rehearsal AND ceremony:

Meeting link:

<https://officeofthegovernorgeneral.my.webex.com/officeofthegovernorgeneral.my/j.php?MTID=m54dabf5dafa48e10ed0d1819802eb21c>

Meeting number: 165 759 2874

Password: GH2721 (442721 from phones and video systems)

Please find attached instructions and advice for accessing and using the Webex videoconferencing system.

All participants will be held in a waiting room before being admitted to the main conference/official ceremony. The waiting room will open from 11:00am. Once the event starts at 11:30am, all appointees should have their camera on and microphone muted until they hear their name from the Governor-General, i.e. “Mr Littleproud, I invite you to...”..

Appointees may attend the ceremony from any suitable and convenient location which may include their APH office, electorate office or personal residence. Appointees may wish to give consideration to the lighting, noise and staging of their location, particularly if they will not be in an official office environment.

The Governor-General, Prime Minister and Deputy Prime Minister will attend the ceremony in-person. All ministerial appointees will attend virtually due to COVID-19 restrictions.

2. Instructions for printing, reading and signing the Oath

Please note that **a copy of the Oath** and the **order in which appointees will be sworn** will be emailed to you separately in advance of the ceremony.

As you are aware, you will be required to swear the **Oath of Office**. Please follow the instructions below.

1. The Oath must be printed on plain white/cream A4 paper prior to the ceremony and remain unsigned.
2. The appointee must have the printed Oath, their Bible or Holy Book and a pen, in front of them during the ceremony, preferably all in view of the camera, if possible. *Camera angles will be tested at the technical rehearsal.*
3. At the ceremony, the Prime Minister will call the appointee’s name, at which point the appointee will be visible on screen at Government House.
4. The Governor-General will then invite the appointee to swear the Oath, at which point the appointee should unmute their microphone.
5. When called, the appointee must read the entire Oath aloud from the first sentence (“I, [name]...”) and including the last sentence (“So help me God!”).
6. The appointee must then sign the Oath on the first dotted line and hold it up to the camera.
7. The Governor-General will then congratulate the appointee, after which the appointee should mute their microphone.

3. Details for a pre-ceremony technical rehearsal

Date: Friday 2 July 2021

Time: 9:30am (AEDT)

Please use the webex link provided above to join the technical rehearsal.

All appointees or a representative are strongly encouraged to join this technical rehearsal. Please join the rehearsal on the device that the appointee will be using for the actual ceremony to ensure any issues can be resolved before the ceremony.

4. Point of contact for technical support

[<image013.jpg>](#)

s 47F | Senior Program and Events Adviser
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600

T: s 47F | M: s 47F

E: s 47F | W: www.gg.gov.au |

[<image014.jpg>](#)

[<image015.png>](#)

Australian Honours: [Nominate](#) a worthy Australian.

The Office acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to their elders both past and present.

s 47F will be supporting the test run at 9:30am on Friday morning and is available to answer any technical questions. If you have not already done so, **please provide a relevant mobile phone number by return email to me** (either for the Minister themselves or a staffer that will be with them) for s 47F to use in the unlikely event of any technical difficulties.

5. Actions after the ceremony

Following the ceremony, the signed Oath must be **couriered to the Department of the Prime Minister and Cabinet** to arrange the Governor-General's signature.

It is important the Oath is kept as pristine as possible. Please package the signed Oath in a protective sleeve, preferably with cardboard and a "do not bend" instruction on the envelope. We would be grateful if the Oath could be couriered ASAP.

Please address the package as follows:

Attention: s 47F
Government Division
Department of the Prime Minister and Cabinet
1 National Circuit

Barton, ACT, 2600

And finally, should you have any questions or require further assistance, please contact me on the details below or at [redacted] s 47E(d) [redacted] Alternatively, please contact Alex Philp on [redacted] s 47F [redacted]

Kind regards,
[redacted] s 47F [redacted]

[redacted] s 47F [redacted] | Adviser
Government Section | Government Division
Department of the Prime Minister and Cabinet
p. [redacted] s 47F [redacted] e. [redacted] s 47F [redacted] w. www.pmc.gov.au
One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600

[<image016.png>](#)

[<image017.png>](#)

[<image018.png>](#)

[<image019.png>](#)

[<image020.png>](#)

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s 47F

From: s 47F (M. Landry, MP) <s 47F >
Sent: Wednesday, 30 June 2021 10:42 AM
To: s 47E(d); Landry, Michelle (MP)
Cc: s 47F Philp, Alex; s 47F
Subject: RE: Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - Friday 2 July 2021 - Landry [SEC=OFFICIAL]

Follow Up Flag: Follow up
Flag Status: Completed

Good morning s 47F

Information received, thank you.

Kind regards,

s 47F

s 47F

Electoral Officer – Rockhampton
Office of Michelle Landry MP | Federal Member for Capricornia
 Assistant Minister for Children and Families
 Assistant Minister for Northern Australia

s 47F

🏠 71-73 Denham St, Rockhampton 4700 ☎ (07) 4922 6604
 🏠 Shop 8, 13 Sarina Beach Road, Sarina 4737 ☎ (07) 4943 2722
 🌐 www.michellelandry.com.au 📘 MichelleLandryMP

What are your big issues for 2021? Complete my survey by clicking [HERE](#)

From: s 47E(d)
Sent: Wednesday, 30 June 2021 10:34 AM
To: s 47F (M. Landry, MP) <s 47F >; Landry, Michelle (MP) <Michelle.Landry.MP@aph.gov.au>
Cc: s 47F Philp, Alex <Alex.Philp@pmc.gov.au>; s 47F s 47E(d)
Subject: Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - Friday 2 July 2021 - Landry [SEC=OFFICIAL]

OFFICIAL

Dear s 47F

This email is to provide you with important information for the virtual swearing-in ceremony this Friday 2 July 2021.

1. Logistics for the virtual swearing-in ceremony
2. Instructions for printing, reading and signing the Oath of Office
3. Details for a pre-ceremony technical rehearsal at 9:30am (AEST) on Friday 2 July 2021
4. Point of contact for technical support and request for appointee's contact number

5. Actions required after the ceremony

1. Logistics of the virtual swearing-in ceremony

Date: Friday 2 July 2021

Time: 11:10am for an **11:30am start**. The ceremony will conclude at approximately 12:00pm

Dress: Lounge suit/day dress

Link to rehearsal AND ceremony:

Meeting link:

<https://officeofthegovernorgeneral.my.webex.com/officeofthegovernorgeneral.my/j.php?MTID=m54dabf5d4fe48e10ed0d1819802eb21c>

Meeting number: 165 759 2874

Password: GH2721 (442721 from phones and video systems)

Please find attached instructions and advice for accessing and using the Webex videoconferencing system.

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The Governor-General, Prime Minister and Deputy Prime Minister will attend the ceremony in-person. All ministerial appointees will attend virtually due to COVID-19 restrictions.

2. Instructions for printing, reading and signing the Oath

Please note that **a copy of the Oath** and the **order in which appointees will be sworn** will be emailed to you separately in advance of the ceremony.

As you are aware, you will be required to swear the **Oath of Office**. Please follow the instructions below.

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3. Details for a pre-ceremony technical rehearsal

Date: Friday 2 July 2021



Time: 9:30am (AEDT)

Please use the webex link provided above to join the technical rehearsal.

All appointees or a representative are strongly encouraged to join this technical rehearsal. Please join the rehearsal on the device that the appointee will be using for the actual ceremony to ensure any issues can be resolved before the ceremony.

4. Point of contact for technical support



s 47F | Senior Program and Events Adviser
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600
T: s 47F | M: s 47F
E: s 47F | W: www.gg.gov.au |  

Australian Honours: [Nominate](#) a worthy Australian.

The Office acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to their elders both past and present.

s 47F will be supporting the test run at 9:30am on Friday morning and is available to answer any technical questions. If you have not already done so, **please provide a relevant mobile phone number by return email to me** (either for the Minister themselves or a staffer that will be with them) for s 47F to use in the unlikely event of any technical difficulties.

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Please address the package as follows:

Attention: s 47F
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Department of the Prime Minister and Cabinet
1 National Circuit
Barton, ACT, 2600

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Kind regards,
s 47F

s 47F | Adviser

Government Section | Government Division
Department of the Prime Minister and Cabinet

p. s 47F e. s 47F w. www.pmc.gov.au

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



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s 47F

From: s 47F (M. Landry, MP) s 47F
Sent: Wednesday, 30 June 2021 10:52 AM
To: s 47E(d); Landry, Michelle (MP)
Cc: s 47F Philp, Alex; s 47F
Subject: RE: Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - Friday 2 July 2021 - Landry [SEC=OFFICIAL]

Follow Up Flag: Follow up
Flag Status: Completed

I will be assisting AM Landry on the day and can be contacted via my mobile on s 47F

Kind regards,

s 47F



s 47F

Electoral Officer – Rockhampton
Office of Michelle Landry MP | Federal Member for Capricornia
 Assistant Minister for Children and Families
 Assistant Minister for Northern Australia

s 47F

71-73 Denham St, Rockhampton 4700 ☎ (07) 4922 6604
 Shop 8, 13 Sarina Beach Road, Sarina 4737 ☎ (07) 4943 2722
 www.michellelandry.com.au f MichelleLandryMP

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To: s 47F (M. Landry, MP) s 47F; Landry, Michelle (MP)
 <Michelle.Landry.MP@aph.gov.au>
Cc: s 47F Philp, Alex <Alex.Philp@pmc.gov.au>;
 s 47F s 47E(d)
Subject: Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - Friday 2 July 2021 - Landry [SEC=OFFICIAL]

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s 47F | Senior Program and Events Adviser
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600
T: s 47F | M: s 47F
E s 47F | W: www.gg.gov.au |  

Australian Honours: [Nominate](#) a worthy Australian.

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Government Division
Department of the Prime Minister and Cabinet
1 National Circuit
Barton, ACT, 2600

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Kind regards,
s 47F

s 47F

| Adviser

Government Section | Government Division

Department of the Prime Minister and Cabinet

p. s 47F

e.

s 47F

w. www.pmc.gov.au

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



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From: s 47E(d)
To: s 47F
Cc: Philp, Alex; s 47F s 47E(d)
Subject: Copies of Instruments and Oaths [SEC=OFFICIAL]
Date: Thursday, 1 July 2021 3:49:25 PM
Attachments: [Instruments - 2 July 2021.zip](#)
[Oaths - 2 July 2021.zip](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

OFFICIAL

Hi s 47F

Many thanks for this advice. List of PM&C attendees will follow shortly.

For your information, please find attached copies of the Oaths and Instruments. The final set is with the PM at the moment, and we always bring spare copies with us as well, so no action required for these.

Kind regards,

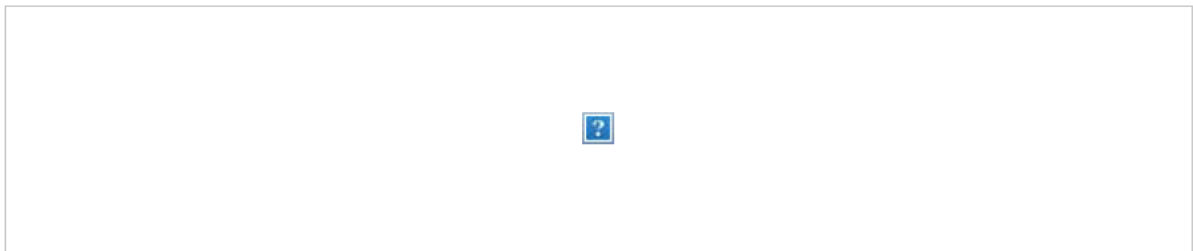
s 47F

s 47F | Adviser

Government Section | Government Division
Department of the Prime Minister and Cabinet

p. s 47F e. s 47F w. www.pmc.gov.au

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



From: s 47F
Sent: Thursday, 1 July 2021 3:33 PM
To: s 47E(d)
Subject: FW: Order of swearing-in [SEC=OFFICIAL]

FYI – below.

s 47F

From: s 47F

Sent: Thursday, 1 July 2021 2:36 PM

To: s 47F

Subject: RE: Order of swearing-in [SEC=OFFICIAL]

OFFICIAL

Hi s 47F

Confirming the following staff will be in attendance from the Prime Minister's office at tomorrow's ceremony:

s 47F



Thanks again for your assistance.

Kind regards,

s 47F

s 47F | Advancer
Office of the Prime Minister, the Hon Scott Morrison MP
MG 8, Parliament House, Canberra ACT 2600
p. s 47F | m. s 47F
e. s 47F

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APPOINTMENT OF PARLIAMENTARY SECRETARY

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby appoint MICHELLE LEANNE LANDRY a member of the Federal Executive Council, to administer THE DEPARTMENT OF FOREIGN AFFAIRS AND TRADE and THE DEPARTMENT OF THE PRIME MINISTER AND CABINET and THE DEPARTMENT OF SOCIAL SERVICES.

Pursuant to section 65 of the Constitution, I direct MICHELLE LEANNE LANDRY to hold the offices of PARLIAMENTARY SECRETARY TO THE MINISTER FOR TRADE, TOURISM AND INVESTMENT and PARLIAMENTARY SECRETARY TO THE MINISTER FOR FAMILIES AND SOCIAL SERVICES.

Signed and sealed with the
Great Seal of Australia on
2 July 2021

Governor-General

By His Excellency's Command

Prime Minister



Oath of Office

I, MICHELLE LEANNE LANDRY do swear that I will well and truly serve the people of Australia in the offices of PARLIAMENTARY SECRETARY TO THE MINISTER FOR TRADE, TOURISM AND INVESTMENT and PARLIAMENTARY SECRETARY TO THE MINISTER FOR FAMILIES AND SOCIAL SERVICES and that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Queen of Australia.

So help me God!

.....

Sworn and subscribed before me,
the Governor-General of the
Commonwealth of Australia,
at Canberra, on 2 July 2021

.....



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Signed and sealed with the
Great Seal of Australia on
2 July 2021

Governor-General

By His Excellency's Command

Prime Minister

DEPARTMENT OF THE PRIME MINISTER AND CABINET

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

To: Prime Minister (for signature ahead of the swearing-in ceremony on 2 July 2021)
CHANGES TO THE MINISTRY – JULY 2021

PMO
Dr Kunkel

S 47F

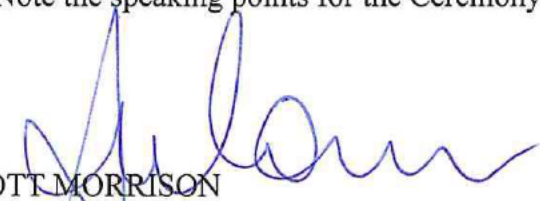
Recommendations - that you:

1. Sign the following:
 - a. letter to the Governor-General, His Excellency General the Honourable David Hurley AC DSC (Retd), recommending changes to the Ministry (Attachment A);
 - b. instrument revoking current ministerial appointments (Attachment B);
 - c. instruments appointing new Ministers and Parliamentary Secretaries (Attachment C);
 - d. Executive Council documents (Attachment D) to:
 - i. identify the Minister for National Recovery and Resilience and Emergency Management as the Minister responsible for the National Recovery and Resilience Agency; and
 - ii. amend the Administrative Arrangements Order to transfer responsibility for Northern Australia policy and coordination functions, and associated legislation, to the Department of Infrastructure, Transport, Regional Development and Communications.
 - e. instruments and letters delegating, under the *Public Service Act 1999*, authority to appoint acting Secretaries (Attachment E);
 - f. letters authorising Parliamentary Secretaries, the Hon Michelle Landry MP and the Hon Kevin Hogan MP, to use their Assistant Minister titles (Attachment F).

Signed / Not Signed

2. Note the speaking points for the Ceremony at Attachment G.

Noted


SCOTT MORRISON

Date: 1/7/21

Comments:

Key Points:

1. On 27 June 2021, you announced proposed changes to the Ministry. In consultation with your Office, we have prepared the necessary paperwork for you to recommend that the Governor-General:

- a. revoke the appointments of:
- The Hon David Littleproud MP as Minister for Agriculture, Drought and Emergency Management
 - The Hon Darren Chester MP as Minister for Veterans' Affairs and Minister for Defence Personnel
 - The Hon Keith Pitt MP as Minister for Resources, Water and Northern Australia
 - The Hon Mark Coulton MP as Minister for Regional Health, Regional Communications and Local Government
 - The Hon Andrew Gee MP as Minister for Decentralisation and Regional Education
 - The Hon Michelle Landry MP as Parliamentary Secretary to the Minister for Resources, Water and Northern Australia and Parliamentary Secretary to the Minister for Families and Social Services
 - The Hon Kevin Hogan MP as Parliamentary Secretary to the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development.
- b. appoint the following:
- The Hon David Littleproud MP as Minister for Agriculture and Northern Australia
 - Senator the Hon Bridget McKenzie as Minister for Emergency Management and National Recovery and Resilience, and Minister for Regionalisation, Regional Communications and Regional Education
 - The Hon Andrew Gee MP as Minister for Veterans' Affairs and Minister for Defence Personnel
 - The Hon Keith Pitt MP as Minister for Resources and Water
 - The Hon Dr David Gillespie MP as Minister for Regional Health
 - Note that Dr Gillespie's role as Minister Assisting the Minister for Trade and Investment does not require appointment by the Governor-General.
 - The Hon Michelle Landry MP as Parliamentary Secretary to the Minister for Trade, Tourism and Investment and Parliamentary Secretary to the Minister for Families and Social Services, and known as Assistant Minister for Regional Tourism and as Assistant Minister for Children and Families
 - The Hon Kevin Hogan MP as Parliamentary Secretary to the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, and known as Assistant Minister to the Deputy Prime Minister and as Assistant Minister for Local Government.
2. In order to implement your proposed changes to the Ministry, the Governor-General, His Excellency General the Hon David Hurley AC DSC (Retd), has agreed a virtual swearing-in ceremony at Government House commencing at 2:00 pm AEST on Friday, 2 July 2021.

- a. Your office has advised that you will attend Government House to conduct the ceremony in-person with the Governor-General, with the appointees making their oaths by video-link.
- b. In accordance with current ACT Government health advice, and advice from Government House, you will be required to wear a mask except when speaking during the ceremony.
- c. We understand the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Barnaby Joyce MP, will also be attending the ceremony in-person.
- d. We have prepared your speaking notes for the ceremony (Attachment G).

Acting Secretary delegations

3. Section 62 of the *Public Service Act 1999* (PS Act) provides that the Prime Minister may appoint a person to act as a Secretary of a Department where there is a vacancy in the office of the Secretary or where the Secretary is overseas or otherwise unable to perform the duties of the office.
4. Subsection 78(1) of the PS Act provides that you may delegate the performance of any of your powers or functions under the Act to another Minister. Past practice has been for the Prime Minister to delegate this power to a senior Minister in each portfolio where the acting appointment would be for a period of less than three months.
5. New instruments delegating this power under the PS Act are included in letters (Attachment E) to Mr Joyce as the senior minister in the Infrastructure, Transport and Regional Development portfolio, Mr Littleproud as the senior minister in the Agriculture, Water and the Environment portfolio, and Mr Gee as the senior minister in the Veterans' Affairs portfolio.

Assistant Minister titles

6. Due to requirements of the *Ministers of State Act 1952*, the instrument of appointment for Assistant Ministers refers to the position as Parliamentary Secretary. s 42
s 42
7. The letters (Attachment F) can be used as evidence that Parliamentary Secretaries are able to use the alternative title of Assistant Minister when performing the duties of that office.

Executive Council documents

8. A change to the Order identifying the Minister responsible for the National Recovery and Resilience Agency (NRRRA) is necessary to reflect your changes to the Ministry.
 - a. The Order currently identifies the Minister for Agriculture, Drought and Emergency Management as the Minister responsible for the NRRRA. As this portfolio will no longer exist, responsibility for the NRRRA will transfer to the Minister for National Recovery and Resilience and Emergency Management.
 - i. This has the effect of transferring responsibility for the NRRRA from Mr Littleproud to Senator McKenzie.

- b. The necessary paperwork to amend the Order is at Attachment D for your signature.
9. It is also necessary to recommend a change to the Administrative Arrangements Order (AAO) to the Governor-General to give effect to your decision to transfer responsibility for Northern Australia policy and coordination functions, and the associated legislation, from the Department of Industry, Science, Energy and Resources to the Department of Infrastructure, Transport, Regional Development and Communications.
 - a. The necessary paperwork to recommend this AAO amendment is at Attachment D for your signature.
 10. Your letter to the Governor-General (Attachment A) also includes a request for a short meeting of the Federal Executive Council to be held immediately before the swearing-in ceremony for these matters.
 - a. The Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Barnaby Joyce MP, will be available to attend the Federal Executive Council meeting ahead of the swearing-in ceremony.

John Reid
First Assistant Secretary
Government Division
30 June 2021

Policy Officer: Alex Philp
Phone no: s 47F

ATTACHMENTS

ATTACHMENT A LETTER TO THE GOVERNOR-GENERAL

ATTACHMENT B INSTRUMENT OF REVOCATION

ATTACHMENT C INSTRUMENTS OF APPOINTMENT

ATTACHMENT D EXECUTIVE COUNCIL DOCUMENTS

ATTACHMENT E DELEGATIONS TO APPOINT ACTING SECRETARIES

ATTACHMENT F LETTERS AUTHORISING USE OF ASSISTANT MINISTER TITLE

ATTACHMENT G SPEAKING NOTES



PRIME MINISTER

Reference: MS21-001130

02 JUL 2021

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

Your Excellency

I write to recommend changes to the Ministry and to provide the documents necessary to implement the changes, for your consideration.

In order to facilitate the proposed appointments, I first recommend you revoke the current appointments of seven Ministers and Assistant Ministers. The list of proposed revocations is at Attachment A.

The list of seven recommended ministerial appointments is at Attachment B. Instruments to give effect to these recommendations are attached for your signature.

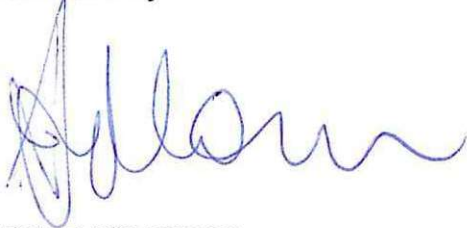
I have also enclosed documents for your consideration on two urgent matters related to the changes to the Ministry:

- i. a proposed amendment to the Order establishing the National Recovery and Resilience Agency (NRRA) to identify the Minister for Emergency Management and National Recovery and Resilience as the Minister responsible for the NRRA; and
- ii. a recommendation to amend the Administrative Arrangements Order to transfer responsibility for Northern Australia policy and coordination functions, and associated legislation, to the Department of Infrastructure, Transport, Regional Development and Communications.

These matters require a short meeting of the Federal Executive Council immediately before the swearing-in ceremony. The Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, the Hon Barnaby Joyce MP, is available to attend the Federal Executive Council meeting with me ahead of the swearing-in ceremony.

I understand you have agreed to schedule the swearing-in ceremony by video link from Government House at 2:00pm on Friday, 2 July 2021, and I would like to thank you and your staff for your ongoing assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Scott Morrison', written in a cursive style.

SCOTT MORRISON

List of ministerial revocations

- The Hon David Littleproud MP as Minister for Agriculture, Drought and Emergency Management
- The Hon Darren Chester MP as Minister for Veterans' Affairs and Minister for Defence Personnel
- The Hon Keith Pitt MP as Minister for Resources, Water and Northern Australia
- The Hon Mark Coulton MP as Minister for Regional Health, Regional Communications and Local Government
- The Hon Andrew Gee MP as Minister for Decentralisation and Regional Education
- The Hon Michelle Landry MP as Parliamentary Secretary to the Minister for Resources, Water and Northern Australia and Parliamentary Secretary to the Minister for Families and Social Services
- The Hon Kevin Hogan MP as Parliamentary Secretary to the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development

List of ministerial appointments

- The Hon David Littleproud MP as Minister for Agriculture and Northern Australia
- Senator the Hon Bridget McKenzie as Minister for Emergency Management and National Recovery and Resilience and Minister for Regionalisation, Regional Communications and Regional Education
- The Hon Andrew Gee MP as Minister for Veterans' Affairs and Minister for Defence Personnel
- The Hon Keith Pitt MP as Minister for Resources and Water
- The Hon Dr David Gillespie MP as Minister for Regional Health
- The Hon Michelle Landry MP as Parliamentary Secretary to the Minister for Trade, Tourism and Investment and Parliamentary Secretary to the Minister for Families and Social Services, and known as Assistant Minister for Regional Tourism and as Assistant Minister for Children and Families
- The Hon Kevin Hogan MP as Parliamentary Secretary to the Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, and known as Assistant Minister to the Deputy Prime Minister and as Assistant Minister for Local Government



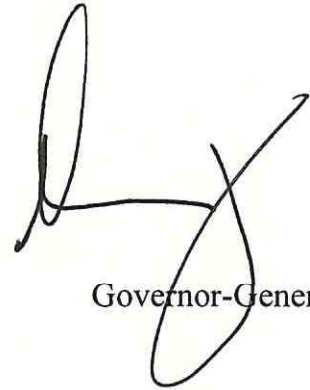
REVOCATION OF APPOINTMENTS OF MINISTERS OF STATE

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby revoke the appointments of:

- i. THE HONOURABLE DAVID KELLY LITTLEPROUD as MINISTER FOR AGRICULTURE, DROUGHT AND EMERGENCY MANAGEMENT
- ii. THE HONOURABLE DARREN JEFFREY CHESTER as MINISTER FOR VETERANS' AFFAIRS and MINISTER FOR DEFENCE PERSONNEL
- iii. THE HONOURABLE KEITH JOHN PITT as MINISTER FOR RESOURCES, WATER AND NORTHERN AUSTRALIA
- iv. THE HONOURABLE MARK MACLEAN COULTON as MINISTER FOR REGIONAL HEALTH, REGIONAL COMMUNICATIONS AND LOCAL GOVERNMENT
- v. THE HONOURABLE ANDREW ROBERT GEE as MINISTER FOR DECENTRALISATION AND REGIONAL EDUCATION
- vi. THE HONOURABLE MICHELLE LEANNE LANDRY as PARLIAMENTARY SECRETARY TO THE MINISTER FOR RESOURCES, WATER AND NORTHERN AUSTRALIA and PARLIAMENTARY SECRETARY TO THE MINISTER FOR FAMILIES AND SOCIAL SERVICES

- vii. THE HONOURABLE KEVIN JOHN HOGAN as PARLIAMENTARY SECRETARY TO THE DEPUTY PRIME MINISTER AND MINISTER FOR INFRASTRUCTURE, TRANSPORT AND REGIONAL DEVELOPMENT.

Given under my hand on 2 July 2021



Governor-General

By His Excellency's Command



Prime Minister



PRIME MINISTER

Reference: MS21-001130

02 JUL 2021

The Hon Michelle Landry MP
Parliamentary Secretary to the Minister for Trade, Tourism and Investment
Parliamentary Secretary to the Minister for Families and Social Services
Parliament House
CANBERRA ACT 2600

Dear Parliamentary Secretary

As you would be aware, the instruments of appointment for Assistant Ministers refer to them as Parliamentary Secretaries. This is because of the requirements of the *Ministers of State Act 1952*. However, you should and can use the titles of Assistant Minister for Regional Tourism and Assistant Minister for Children and Families in all your official duties, including in the exercise of executive and statutory powers and in your parliamentary activities.

If there is ever any question about whether you were acting as a Parliamentary Secretary when using your Assistant Minister title, this letter could be used as evidence that you are able to use your Assistant Minister title when performing that office. It may therefore be useful for the Department of Foreign Affairs and Trade, the Department of the Prime Minister and Cabinet, and the Department of Social Services to retain copies of this letter.

There may also be circumstances (e.g. in cases where the exercise of statutory powers is frequently contested) when you choose to use your Parliamentary Secretary title, as well as your Assistant Minister title, so as to avoid any dispute and any risk of invalidity.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Scott Morrison', written in a cursive style.

SCOTT MORRISON

s 47F

From: s 47F
Sent: Thursday, 1 July 2021 11:18 AM
To: s 47F
Cc: Philp, Alex; s 47E(d)
Subject: RE: Mobile contact numbers [SEC=OFFICIAL]
Attachments: Order in which ministerial appointees will be sworn-in - 2 July 2021.pdf; Contact list for appointees - July 2021.docx

OFFICIAL

Hi s 47F

Please see attached the contact list we are using to communicate with Minster’s offices. I have also attached the list we provided to offices with the order in which appointees will be sworn-in, for your information.

I’m also working on getting the list of PM&C staff who will attend Government House tomorrow to you soon.

Many thanks,
s 47F

s 47F | Adviser
 Government Section | Government Division
 Department of the Prime Minister and Cabinet
 p. s 47F e. s 47F w. www.pmc.gov.au
 One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600



The Department acknowledges the Traditional Custodians of Country throughout Australia and their continuing connection to land, waters and community. We pay our respect to their Cultures, Country and Elders both past and present.

From: s 47F >
Sent: Thursday, 1 July 2021 10:50 AM
To: s 47E(d)
Subject: Mobile contact numbers [SEC=OFFICIAL]



Hi s 47F

I mentioned to Alex on the phone just now that I don’t have mobile contact numbers yet for a couple of offices. Have the following offices responded to you with this information?

s 47F
 [Redacted]

Thanks,



s 47F | Senior Program and Events Adviser
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600
T: s 47F | M: s 47F
E: s 47F | W: www.gg.gov.au |  

Australian Honours: [Nominate](#) a worthy Australian.

The Office acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to their elders both past and present.

IMPORTANT: This message, and any attachments to it, may contain information that is deemed 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. 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.

Order in which ministerial appointees will be sworn-in

1. The Hon David Littleproud MP
2. Senator the Hon Bridget McKenzie
3. The Hon Andrew Gee MP
4. The Hon Keith Pitt MP
5. The Hon Dr David Gillespie MP
6. The Hon Michelle Landry MP
7. The Hon Kevin Hogan MP

Contacts for appointees – 2 July 2021

Minister/Assistant Minister	Contact	Email	Confirmation Call
The Hon David Littleproud MP	s 47F		Done – resent email to AWE address (CR) – confirmed via email. Confirmed time change with s 47F
Senator the Hon Bridget McKenzie			Done – via call (CR) No answer on either numbers re time change
The Hon Andrew Gee MP			Done – via call (CR) Left message on s 47F work mobile with vague details.
The Hon Keith Pitt MP (0417 771 435)			Done – Via call (CR) Confirmed time change with s 47F
The Hon Dr David Gillespie MP			Confirmed time change with s 47F

	s 47F		
The Hon Kevin Hogan MP			Done – via call (CR) Confirmed time change with s 47F
The Hon Michelle Landry MP	s 47F (07 4922 6604) s 47F Diary Manager	s 47F	Done – Via email Confirmed time change with s 47F
The Hon Barnaby Joyce	s 47F		Done – via email

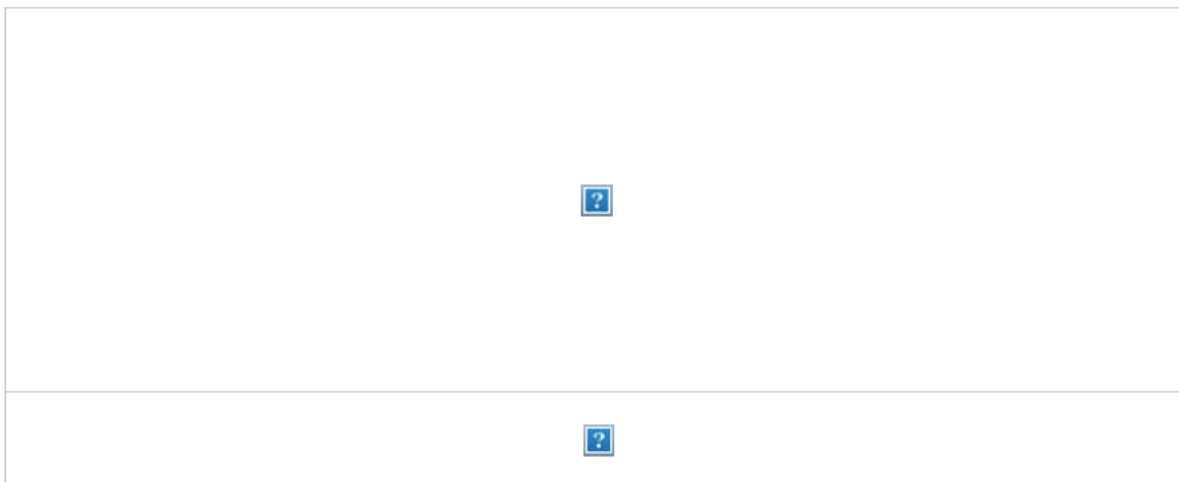
From: s 47F (M. Landry, MP)
To: s 47E(d)
Cc: s 47F Philp, Alex; s 47F
Subject: RE: UPDATED Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - 2pm Friday 2 July 2021 - Landry [SEC=OFFICIAL]
Date: Thursday, 1 July 2021 11:37:51 AM
Attachments: [image001.png](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)

Good morning,

Changes have been noted.

Kind regards,

s 47F



From: s 47E(d) >
Sent: Thursday, 1 July 2021 11:10 AM
To: s 47E(d) s 47F
<s 47F; Landry, Michelle h.gov.au>
Cc: s 47F Philp, Alex
<Alex.Philp@pmc.gov.au>; s 47F
Subject: UPDATED Details for Virtual Swearing-in Ceremony (incl. tech rehearsal) - 2pm Friday 2 July 2021 - Landry [SEC=OFFICIAL]
Importance: High

OFFICIAL

Dear s 47F

This email is to provide you with important **updated** information for the virtual swearing-in ceremony this **Friday 2 July 2021 commencing at 2pm**. Please disregard my previous email.

1. Logistics for the virtual swearing-in ceremony
2. Instructions for printing, reading and signing the **Oath of Office (attached)**
3. **Details for a pre-ceremony technical rehearsal at 12:00pm (AEST) on Friday 2 July 2021**
4. Point of contact for technical support and request for appointee's contact number
5. Actions required after the ceremony

1. Logistics of the virtual swearing-in ceremony

Date: Friday 2 July 2021

Time: 1:40 pm for a **2:00pm start**. The ceremony will conclude at approximately 2:30pm.

Dress: Lounge suit/day dress

Link to rehearsal AND ceremony:

Meeting link:

<https://officeofthegovernorgeneral.my.webex.com/officeofthegovernorgeneral.my/j.php?MTID=m54dabf5d4fe48e10ed0d1819802eb21c>

Meeting number: 165 759 2874

Password: GH2721 (442721 from phones and video systems)

Please find attached instructions and advice for accessing and using the Webex videoconferencing system.

All participants will be held in a waiting room before being admitted to the main conference/official ceremony. The waiting room will open from 11:00am. Once the event starts at 11:30am, all appointees should have their camera on and microphone muted until they hear their name from the Governor-General, i.e. “Mr Littleproud, I invite you to...”. The order in which appointees will be sworn in is attached for your reference during the ceremony.

Appointees may attend the ceremony from any suitable and convenient location which may include their APH office, electorate office or personal residence. Appointees may wish to give consideration to the lighting, noise and staging of their location, particularly if they will not be in an official office environment.

The Governor-General, Prime Minister and Deputy Prime Minister will attend the ceremony in-person. All ministerial appointees will attend virtually due to COVID-19 restrictions.

2. Instructions for printing, reading and signing the Oath

As you are aware, you will be required to swear the **Oath of Office** (attached). Please follow the instructions below.

1. The Oath must be printed on plain white/cream A4 paper prior to the ceremony and remain unsigned.
2. The appointee must have the printed Oath, their Bible or Holy Book and a pen, in front of them during the ceremony, preferably all in view of the camera, if possible. *Camera angles will be tested at the technical rehearsal.*
3. At the ceremony, the Prime Minister will call the appointee’s name, at which point the appointee will be visible on screen at Government House.
4. The Governor-General will then invite the appointee to swear the Oath, at which point the appointee should unmute their microphone.
5. When called, the appointee must read the entire Oath aloud from the first sentence (“I, [name] ...”) and including the last sentence (“So help me God!”).
6. The appointee must then sign the Oath on the first dotted line and hold it up to the camera.
7. The Governor-General will then congratulate the appointee, after which the appointee should mute their microphone.

3. Details for a pre-ceremony technical rehearsal

Date: Friday 2 July 2021

Time: 12:00pm (AEST)

Please use the webex link provided above to join the technical rehearsal.

All appointees or a representative are strongly encouraged to join this technical rehearsal. Please join the rehearsal on the device that the appointee will be using for the actual ceremony to ensure any issues can be resolved before the ceremony.

4. Point of contact for technical support



s 47F Senior Program and Events Adviser
Office of the Official Secretary to the Governor-General
Government House, Canberra ACT 2600
T: s 47F | M: s 47F

E: s 47F | W: www.gg.gov.au |  

Australian Honours: *Nominate* a worthy Australian.

The Office acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to their elders both past and present.

s 47F will be supporting the test run at 9:30am on Friday morning and is available to answer any technical questions. If you have not already done so, **please provide a relevant mobile phone number by return email to me** (either for the Minister themselves or a staffer that will be with them) for s 47F to use in the unlikely event of any technical difficulties.

5. Actions after the ceremony

Following the ceremony, the signed Oath must be **couriered to the Department of the Prime Minister and Cabinet** to arrange the Governor-General's signature.

It is important the Oath is kept as pristine as possible. Please package the signed Oath in a protective sleeve, preferably with cardboard and a "do not bend" instruction on the envelope. We would be grateful if the Oath could be couriered ASAP.

Please address the package as follows:

Attention: s 47F
Government Division
Department of the Prime Minister and Cabinet
1 National Circuit
Barton, ACT, 2600

And finally, should you have any questions or require further assistance, please contact me on the details below or at s 47E(d). Alternatively, please contact Alex Philp on s 47F s 47F

Kind regards,
s 47F

s 47F | Adviser
Government Section | Government Division
Department of the Prime Minister and Cabinet
p. s 47F e. s 47F w. www.pmc.gov.au
One National Circuit Barton ACT 2600 | PO Box 6500 CANBERRA ACT 2600





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Oath of Office

I, MICHELLE LEANNE LANDRY do swear that I will well and truly serve the people of Australia in the offices of PARLIAMENTARY SECRETARY TO THE MINISTER FOR TRADE, TOURISM AND INVESTMENT and PARLIAMENTARY SECRETARY TO THE MINISTER FOR FAMILIES AND SOCIAL SERVICES and that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Queen of Australia.

So help me God!

.....

Sworn and subscribed before me,
the Governor-General of the
Commonwealth of Australia,
at Canberra, on 2 July 2021

.....

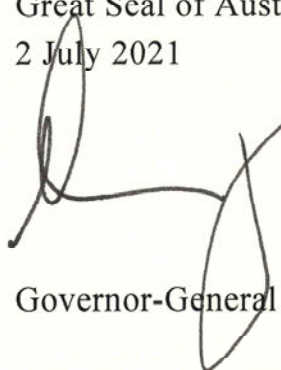


APPOINTMENT OF PARLIAMENTARY SECRETARY

I, DAVID JOHN HURLEY, Governor-General of the Commonwealth of Australia, pursuant to section 64 of the Constitution, hereby appoint MICHELLE LEANNE LANDRY a member of the Federal Executive Council, to administer THE DEPARTMENT OF FOREIGN AFFAIRS AND TRADE and THE DEPARTMENT OF THE PRIME MINISTER AND CABINET and THE DEPARTMENT OF SOCIAL SERVICES.

Pursuant to section 65 of the Constitution, I direct MICHELLE LEANNE LANDRY to hold the offices of PARLIAMENTARY SECRETARY TO THE MINISTER FOR TRADE, TOURISM AND INVESTMENT and PARLIAMENTARY SECRETARY TO THE MINISTER FOR FAMILIES AND SOCIAL SERVICES.

Signed and sealed with the
Great Seal of Australia on
2 July 2021



Governor-General

By His Excellency's Command



Prime Minister