

## **Outcomes of the Principles, Practices and Protocols meeting**

**9 February 2012**

The meeting was an opportunity for the Council to consider the recommendations arising from the Bonsey review, affirm or clarify current practices, to agree on future practices and to have these placed on the public record.

As well as the following the Council agreed with the recommendation from Martin Bonsey that an appeal process not be established, and that ultimately the composition and deliberative processes of the Council are well suited to exercising the judgement required.

The Council for the Order of Australia (“the Council”) agreed that:

### **Council Policy**

- All nominations are considered on their merits.
- The process of recommending appointments and awards for the Order of Australia (“the Order”) shall be free from political influence.
- Council members or deputies will be ineligible for consideration for membership of the Order while serving. Any nominations for an individual Council member or deputy will be processed once they have retired from their position on the Council.
- No sitting member or deputy of the Council will nominate a person for recognition in the Order.
- Council members must declare any conflict of interest in relation to meeting discussions.
- If a Council member is unable to attend a meeting, any written comments by him/her on matters under consideration will be conveyed to the meeting by the Chair.
- If a nominee declines a proposal to receive an appointment or an award, they should not be considered again by the Council unless another nomination is received.
- Issues or incidences of concern in relation to a member of the Order that comes to the attention of the Secretariat will be presented to the Council, through the Secretary, for consideration of either recommending the termination or cancellation of their membership of the Order.
- Generally, a re-nomination will not be considered within three years, or a promotion within 5 years, of its previous consideration.

## **Transparency of Process**

- The principles of transparency and accountability will be observed where it does not compromise the required confidentiality of the honours system.
- As formal statements of policy are adopted by the Council they will be published on the Governor-General's website.
- Empowering documents are to be available on the Governor-General's website.
- Aspects of the 2011 Bonsey Review of the Order are to be available on the Governor-General's website.
- The Secretariat will routinely publish statistical information regarding the Order on the Governor-General's website.
- The Secretariat will prepare and publish on the Governor-General's website a five-yearly report on the Order, the world of the Council and the Secretariat.

## **Action Items**

<b>Item</b>	<b>Status</b>
The Secretariat and those with the policy responsibility in the relevant department, (at present the Department of the Prime Minister and Cabinet) the Chair and the Secretary will maintain a close and productive relationship.	Implemented
Potential and newly appointed members of the Council will be briefed regarding the task and processes well in advance of their first Council meeting.	Implemented
The Secretariat will prepare analysis of statistical trends for the Council.	Implemented
As relevant technologies mature and as resources permit, the Secretariat will move to the electronic processing of nominations.	In train
The Secretariat will consider ceasing the practice of informing nominators of the outcome of their nominations, noting that consideration of such change be made when a new nomination form is introduced.	Pending