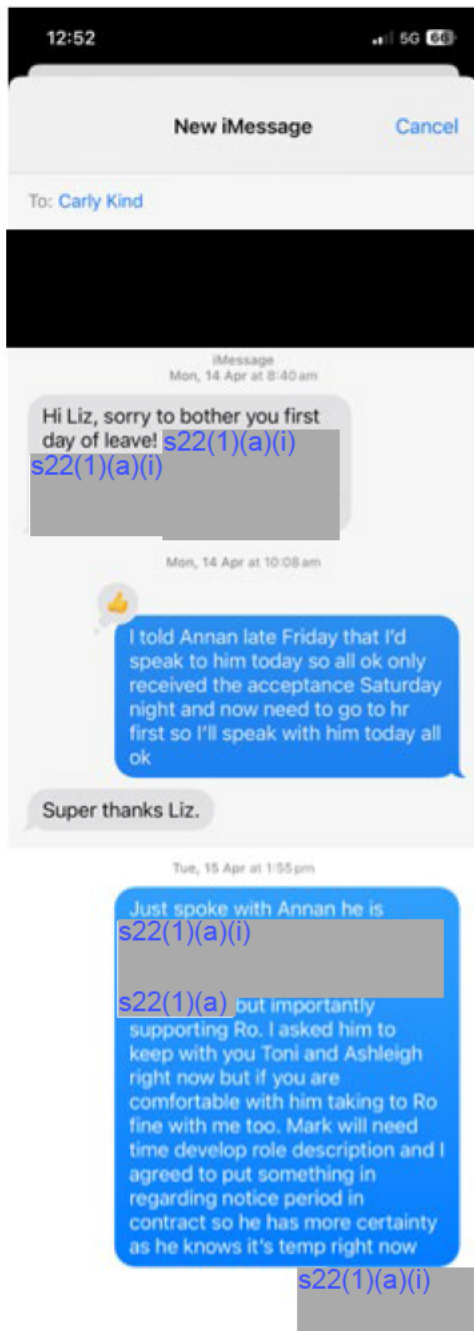
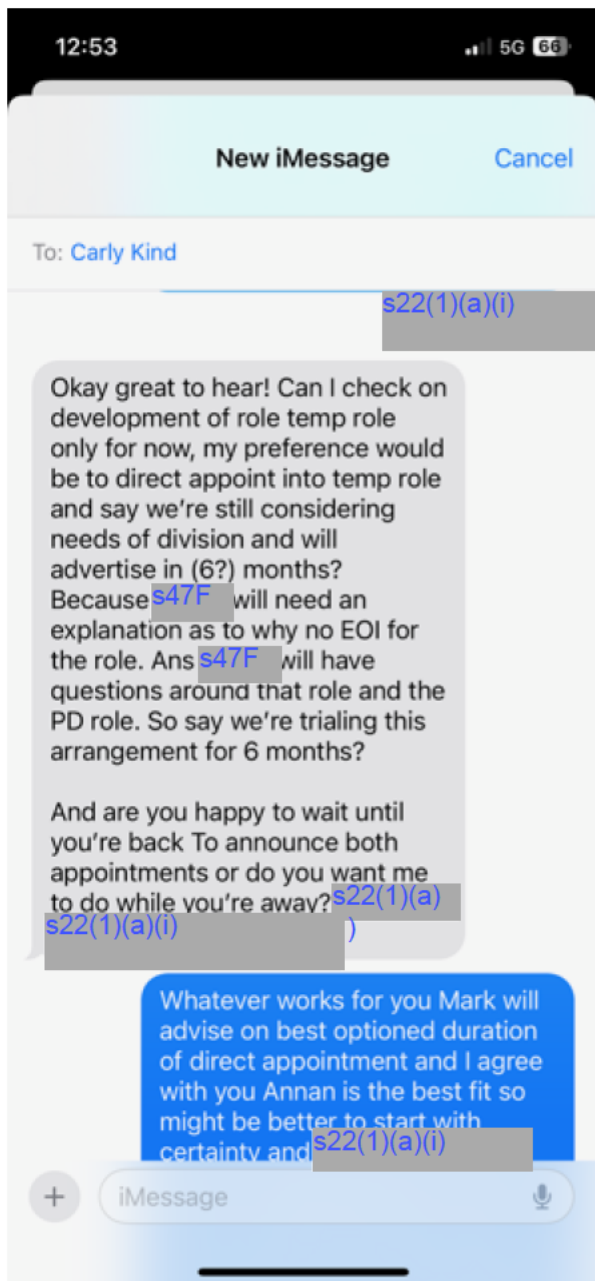
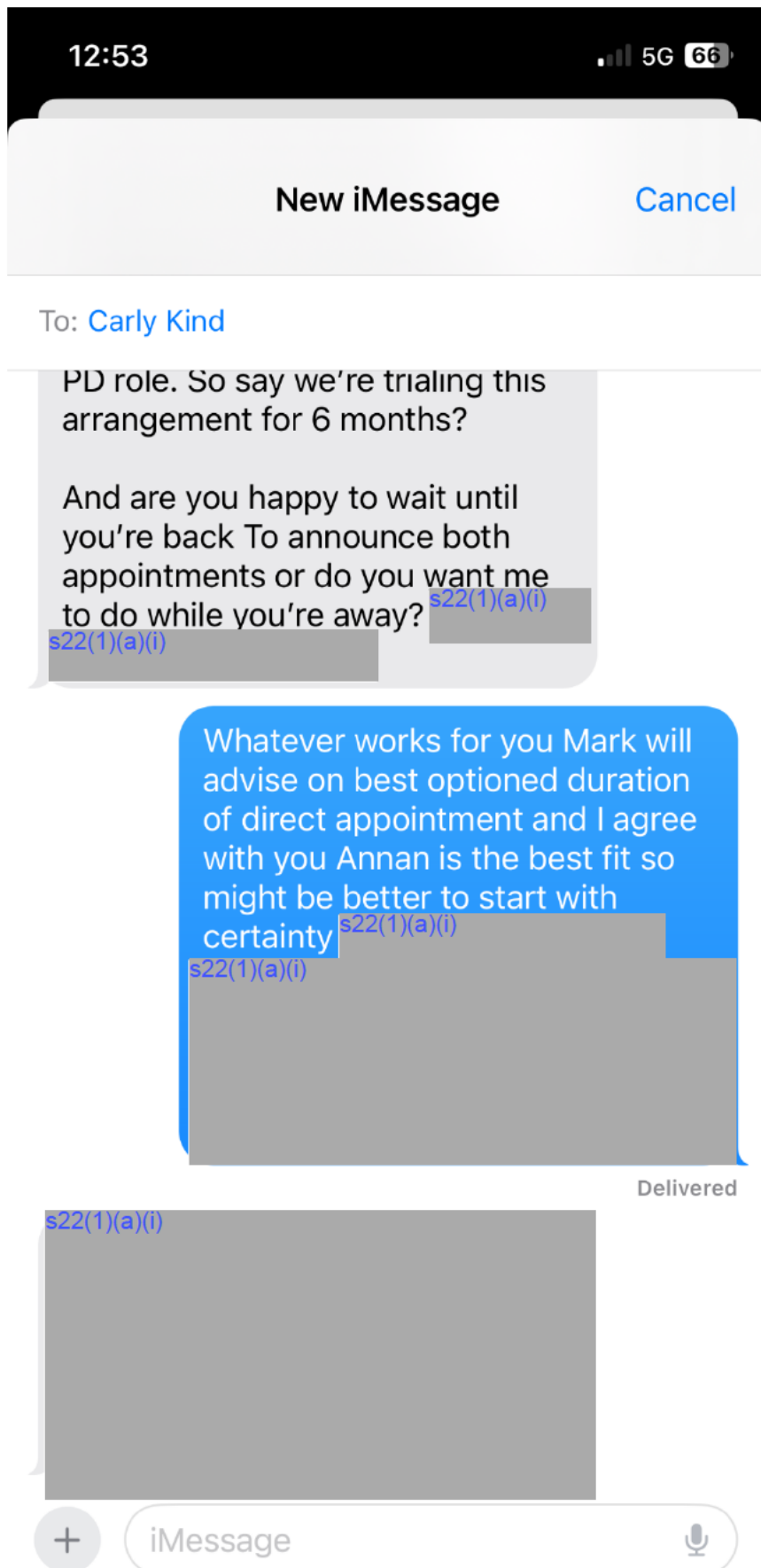


SMS' messages FOIREQ25/00245







Tuesday, 15 April

15/04 2:18 pm

any news on Annan?

s22(1)(a)(i)

15/04 2:21 pm

ok so when would he move across

KIND,Carly 15/04 2:50 pm

CK

all to be discussed. s22(1)(a)(i)

s22(1)(a)(i)



i've chatted to him so feel free to reach out

15/04 2:51 pm

s22(1)(a)(i)

KIND,Carly 15/04 2:51 pm

CK

s22(1)(a)(i)

s47F

s22(1)(a)(i)

15/04 2:44 pm

I hear we will be working together!!!!!!

BOAG,Annan 15/04 2:56 pm

s47F

Yes indeed. s22(1)(a)(i)

s47F



KIND,Carly 17/04 7:40 am

CK

Two things - next week we need to progress the job description for that role - I can get mark to do in your absence but can you jot down some thoughts today on how you'd want the division of responsibilities to work between the band 1 and band 2 roles?

17/04 7:40 am

ok



Thursday, 17 April

s47 BOAG,Annan 17/04 12:05 pm

F Heya just saw your post re leave - could we have another quick chat today about the role in RAD s47F
s47F Carly told me she's keen to work out RD next week and would be good to talk to you in case she wants to progress the discussion next week

17/04 12:06 pm

sure

BOAG,Annan 17/04 12:08 pm

Tuesday, 29 April

KIND,Carly 29/04 1:36 pm

CK

On RAD staffing can I confirm:
s22(1)(a)(i)

- How long ANnan's tempoarary appointment? do you want to marry those two up?

29/04 1:37 pm

3 months for the extension?

I was wanting Annan to do an appointment for 12 months as that is what he has asked for

But not sure if that is doable

s22(1)(a)(i)

KIND,Carly 29/04 1:37 pm

CK

we can do that for 12 months, if you're happy that you'll need to make a call on the PD within 3 months happy for htat too



Wednesday, 30 April

KIND,Carly 30/04 2:30 pm

CK

Hi there - just to confirm with you, in order to enable the creation of Annan's role Finance has identified we will need to remove some other roles in RAD - at present Regulatory Action has some vacancies which could be used to make room for the SES Band 1:

- In particular there are the following vacant positions:
- #59077 EL1 – MYEFO position yet to be utilised
- #53966 APS5 – MYEFO position yet to be utilised

is that okay with you?

30/04 2:30 pm

s22(1)(a)(i)

I just told the team they could use those positions

I gave one to s47F and one to s47F

KIND,Carly 30/04 2:31 pm

CK

i'm afraid we'll have to take them back - at least until greater budget certainty

30/04 2:39 pm

OK

I'll hold back on telling the team until there is an announcement re Annan's move



Thursday, 1 May

KIND,Carly 1/05 11:11 am

CK

While you're having tough conversations with Directors, can you speak to them about the proposal to appoint Annan in the SESB1 role temporarily for 12 months (until 30 April). You can mention s47F we'd like to keep him in the organisation and so a temporary B1 role is the best option. We can't commit to a permanent B1 role as we a) need to increase our SES cap, and b) we don't have the money for it post 25/26. So it will be a temp role for now and then if we decide to make it permanent we'll open it up for applications. And you might talk to them a bit about the role ANnan will play across the branch.

1/05 11:11 am

sure will do

when should i have this convo - today?

KIND,Carly 1/05 11:11 am

CK

The proposal is to directly appoint him in the temporary role, not run an EOI process, which I think is preferable but we'll just want to socialise it with s47F s47F

1/05 11:11 am

agree

KIND,Carly 1/05 11:11 am

CK

I think today or tomorrow? we'll be aiming to announce on Monday if role gets signed off

KIND,Carly 2/05 3:55 pm

CK

Annan's appointment approved and signed off if that's helpful info!



From: [PARK, Rowena](#)
To: [s47F](#); [Mark](#); [KIND, Carly](#)
Subject: RAD Band 1 position description thoughts [SEC=OFFICIAL]
Date: Thursday, 17 April 2025 6:19:52 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

Hi both

My thoughts on the position description for this role:

- Teams/functions the role oversees: same as SESB2 but refer to “supporting the SESB2”
- Key relationships: same as SESB2 but refer to “supporting the SESB2”
- About the role:
 - Providing oversight and leadership to the Regulatory Action division supporting the SESB2, enhancing approaches to delivery while balancing competing demands on resources and engaging with risk to deliver the best outcomes for the community and position OAIC for the future
 - Working closely with the SESB2 in developing, communicating, implementing, evaluating and refining OAIC’s regulatory strategy
 - At an operational level, overseeing teams responsible for proactive regulation of information rights, including through strategic regulatory and enforcement action to minimise harms to the community caused by information rights violations
 - Representing the OAIC publicly including with external stakeholders in a support role to the SESB2
 - Ensuring the OAIC’s regulatory action is targeted and strategic and applied in a way that advances the community’s information rights
 - Leading evaluation of effectiveness of regulatory policies, operational frameworks and guidelines including implementing refinements to the Regulatory Action Protocol and implementing new ways of working in conjunction with the SESB2.
 - Supporting the SESB2’s effective oversight of the expenditure of funds to support proportionate regulatory action including legal and expert fees and disbursements
 - Developing and overseeing case management and litigation strategies in conjunction with the SESB2 to deliver impactful, timely and proportionate outcomes that promote and protect privacy and information access rights
 - Guiding and directing the leadership group under the leadership of the SESB2 of the Regulatory Action division to develop and nurture a high performing, multidisciplinary, collaborative and innovative culture across the division and the office that is aligned with OAIC’s guiding principles
 - Supporting critical stakeholder relationships including across government, in academia, the private sector and the Minister’s Office and ensuring staff across

the Regulatory Action division are engaging effectively with stakeholders, positioning the OAIC as a trusted regulator; and

- Establishing and driving strategic agendas in conjunction with the SESB2 that align with and supports the Commissioners' priorities and agency purpose.
- Supporting and developing internal stakeholder relationships with other Branches within the OAIC including information flows and contributing to whole of organisation initiatives

Cheers

Ro



Rowena Park (she/her)
Executive General Manager, Regulatory Action
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Brisbane | GPO Box 5288 Sydney NSW 2001
E: [s47E\(d\)@oaic.gov.au](mailto:s47E(d)@oaic.gov.au)

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From: [BOAG, Annan](#)
To: [PARK, Rowena](#)
Subject: Role description edits [SEC=OFFICIAL]
Date: Friday, 18 April 2025 9:16:30 AM
Attachments: [SES2 Regulatory Action.docx](#)

Hi Ro

See attached. I stripped back the job pack and made some fairly light edits. Main change was to add a new intro para to describe the role overall vis a vis the EGM Reg Action and a couple of adjustments to reflect that relationship. Let me know what you think or if happy please feel free to send straight onto Carly (copying me in if okay).

Annan



Annan Boag <he/him>
General Manager, Regulatory Intelligence and Strategy
Office of the Australian Information Commissioner
Melbourne

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Australian Government

Office of the Australian Information Commissioner

~~Executive~~ General Manager, Regulatory Action

The General Manager, Regulatory Action provides leadership to teams conducting investigations, compliance and enforcement activities, develops and implements case and litigation strategies, and ensures OAIC's regulatory action is consistent, proportionate and effective. Reporting to the Executive General Manager, Regulatory Action, this role translates the agency's and division's strategic priorities into operational plans, manages resources to achieve maximum impact, and builds team capability to deliver quality regulatory outcomes. The position plays an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

~~You will have recognised expertise in regulation and public administration, with broad experience with the types of enforcement and compliance tools used by regulators like the OAIC (including investigations and audits). You will provide highly critical advice to inform legal strategies to advance compliance and enforcement, together with risk management, intelligence gathering and assessment, and assess emerging issues and trends which may impact on OAIC's regulatory activities to shape and implement the agency's regulatory strategy.~~

Responsibilities

Formatted: Font: Bold

Key responsibilities of the role include:

- Enhancing operational and case prioritisation processes and implementing new ways of working across the division.
- Increasing the impact of OAIC investigation and compliance activities through targeted enforcement and communication strategies.
- Providing oversight and leadership to the Regulatory Action division, enhancing approaches to delivery while balancing competing demands on resources and engaging with risk to deliver the best outcomes for the community and position OAIC for the future
- Working closely with the Executive General Manager and OAIC's Commissioners to develop, communicate, implement, evaluate and refine OAIC's regulatory strategy
- ~~Supervising/Overseeing~~ teams responsible for proactive regulation of information rights, including through strategic regulatory and enforcement action to minimise harms to the community caused by information rights violations
- ~~Acting as deputy to one of the OAIC's Commissioners, which includes supporting the Commissioner in all aspects of their work, as required. This includes~~ Representing the OAIC publicly, under parliamentary or other external scrutiny, or with external stakeholders, and in making complex and contested statutory decisions
- Ensuring the OAIC's regulatory action is targeted and strategic and applied in a way that advances the community's information rights
- Leading evaluation of effectiveness of regulatory policies, operational frameworks and guidelines.

OAIC

- Effectively overseeing the expenditure of funds to support proportionate regulatory action including legal and expert fees and disbursements
- Developing and overseeing case management and litigation strategies to deliver impactful, timely and proportionate outcomes that promote and protect privacy and information access rights
- Guiding and directing the leadership group of the Regulatory Action division to develop and nurture a high performing, multidisciplinary, collaborative and innovative culture across the division and the office that is aligned with OAIC's guiding principles
- Leading and overseeing critical stakeholder relationships including across government, in academia, the private sector and the Minister's Office and ensuring staff across the Regulatory Action division are engaging effectively with stakeholders, positioning the OAIC as a trusted regulator; and
- ~~Supporting the Executive General Manager to Establishing-establish~~ and ~~driveing~~ strategic agendas that align with and supports the Commissioners' priorities and agency purpose.

Job Specific Capabilities, Skills & Experience

We are seeking applications from candidates who have:

- Legal qualifications or extensive experience leading regulatory functions in complex legislative environments
- Demonstrated effectiveness in the development and oversight of case management and litigation strategies that deliver impactful, timely and proportionate outcomes for the community.
- Familiarity with regulatory litigation processes and understanding of the requirements of the *Legal Services Directions*
- Exceptional leadership skills with the ability to inspire and guide teams, and a demonstrated commitment to developing and empowering staff
- Demonstrated experience in leading ~~agencies or~~ significant business units through change
- Experience in managing the development and implementation of organisational policies, programs and approaches to work that is complex
- In depth knowledge of the *Freedom of Information Act 1982* and the *Privacy Act 1988*, or the ability to quickly acquire this knowledge
- Ability to provide impartial and forthright advice to Commissioners and stakeholders

Desirable:

Qualifications in Government Investigations and management or public administration qualifications (e.g., MBA/MPA).

These duties are to be performed in accordance with the APS Code of Conduct and APS Values and Office policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the Office may re-assign the duties of an employee from time to time.

Security requirements

You must be able to obtain and maintain a Negative Vetting Level 1 security clearance.

s47 F BOAG, Annan Chat Shared +

Wednesday, 23 April

BOAG, Annan 23/04 12:11 pm

Hello Carly! How are things? s22(1)(a)(i)

s22(1)(a)(i) Do you have a moment to discuss the GM, RA role?

Hit s22(1)(a)(i) haven't advanced the role I'm afraid yet - apologies I'm sure you're waiting - could we speak tomorrow?

23/04 12:24 pm

if time sensitive though could call you on the phone

s47 F BOAG, Annan 23/04 12:24 pm

s22(1)(a)(i) That's all good. I sent a draft RD to Rowena but I think she'll only have a chance to get to it next week. I just wanted to flag/raise a few things to consider for the new determination. Can just type in here then send an email after we talk tomorrow

s22(1)(a)(i)

yes send me all your thoughts and i'll work on it first thing in morning, can send you a draft and then we can chat after you've read it?

this is what i have from Ro to work on

My thoughts on the position description for this role:

s47 F BOAG, Annan Chat Shared +

this is what i have from Ro to work on

My thoughts on the position description for this role:

- Teams/functions the role oversees: same as SESB2 but refer to "supporting the SESB2"
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- Supporting and developing internal stakeholder relationships with other Branches within the OAIC including information flows and contributing to whole of organisation initiatives

s47
F

BOAG, Annan Chat Shared

🔍

👤

🔍

📎

⋮

s47
F

BOAG, Annan 23/04 12:27 pm

This all looks fine to me

I sent Ro some points and can see she's incorporated some here

🔥

s47
F

BOAG, Annan 23/04 12:35 pm

Things I wanted to talk about were the terms/determination

- Duration - discussed with Ro, preference is 12 months but you had mentioned 6. What is your current thinking
- Notice period - standard notice period for non-ongoing is 2 weeks, which is inherently distracting with budget uncertainty. I wanted to propose 6 weeks notice or a termination payment for early end to the contract.

s47F

s47F

A few points and I'm not sure if you'll be able to advance all these but would be good to get your thoughts before you go on leave. But also if you're too sick tomorrow I completely understand and I can progress next week!!

s22(1)(a)(i)

23/04 12:37 pm

Thanks Annan will work through all of that tomorrow and text you when I've got a draft so you can stay off emails as much as possible!

🔥

From: [KIND, Carly](#)
To: [PIRANI, Toni](#)
Cc: [s47F](#) [Mark](#)
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL:Sensitive]
Date: Thursday, 24 April 2025 11:04:50 AM
Attachments: [SES Band 1 General Manager Regulatory Action .docx](#)
[image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

OFFICIAL: Sensitive

Hi Toni and Mark,

[s47F](#) so we haven't been able to progress the SESB1 RAD role for Annan, however I've added the relevant text to a draft position description so we can move ahead next week. It's attached. Annan has seen and is broadly happy with the scope. Toni, I'd appreciate your review of the key responsibilities – many of them are framed as performed in conjunction with the SESB2 role – do you have any concerns with this approach?

The more challenging questions to be worked through relate to the terms of appointment. Annan has set out below his preferences/proposals and I've noted in red my views or those of Liz as discussed before she went on leave. Toni as you'll be AIC from next week it will be your decision, I spoke with Liz before she went on leave and she said she is happy for us to make whatever calls we need to get this done.

- Duration - discussed with Ro, preference is 12 months. I don't have a problem with 12 months but it does raise the question of what to do about [s47F](#) PD role as we need to determine whether that is permanent. If we made this appointment 6 or even 9 months I think then we could extend [s47F](#) role to match same timeframe and then make a call at the end of that period whether we're going to keep both.
- Notice period - standard notice period for non-ongoing is 2 weeks, which is inherently distracting with budget uncertainty. I wanted to propose 6 weeks notice or a termination payment for early end to the contract. Liz was happy to support a longer notice period, as am I.

[s47F](#)



s47F

Mark, we discussed doing an internal EOI for this role but I would like to directly appoint Annan. The result of an EOI will only be that s47F

s47F I would rather just speak to them s47F about our decision. Liz was happy with that approach.

Ideally we would finalise this by the end of next week so that Annan's appointment can be announced at the same time as Marcel's the week after next.

Thanks!

Carly

OFFICIAL: Sensitive

From: s47F, Mark s47E(d) @oaic.gov.au>

Sent: Thursday, 17 April 2025 6:34 PM

To: PARK, Rowena s47E(d) @oaic.gov.au>; KIND, Carly s47E(d) @oaic.gov.au>

Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Great! Have a restful and safe break!

From: PARK, Rowena <s47E(d) @oaic.gov.au>

Sent: Thursday, 17 April 2025 6:31 PM

To: s47F, Mark <s47E(d) @oaic.gov.au>; KIND, Carly s47E(d) @oaic.gov.au>

Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Sure s47F



Rowena Park (she/her)
Executive General Manager, Regulatory Action
Office of the Australian Information Commissioner
Brisbane | GPO Box 5288 Sydney NSW 2001
E s47E(d) @oaic.gov.au

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From: s47F, Mark <s47E(d)@oaic.gov.au>
Sent: Thursday, 17 April 2025 6:30 PM
To: PARK, Rowena <s47E(d)@oaic.gov.au>; KIND, Carly <s47E(d)@oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Looks great Ro.

s47F Can we progress then if that's ok?

Cheers
 Mark

From: PARK, Rowena <s47E(d)@oaic.gov.au>
Sent: Thursday, 17 April 2025 6:20 PM
To: s47F, Mark <s47E(d)@oaic.gov.au>; KIND, Carly <s47E(d)@oaic.gov.au>
Subject: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Hi both

My thoughts on the position description for this role:

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Cheers

Ro



Rowena Park (she/her)
Executive General Manager, Regulatory Action
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Australian Government

Office of the Australian Information Commissioner

General Manager, Regulatory Action

Job Reference	
Type of vacancy and duration	Non-ongoing, 6 months
Classification	Senior Executive Service (SES) Band 1
Salary	Salary will be negotiated with the successful candidate, commensurate with the work level standards at the SES B1 level
Location	Sydney CBD (preferred location), however we will consider candidate applications from all other locations within Australia.

About the Office of the Australian Information Commissioner

Working with the Office of the Australian Information Commissioner (OAIC) will put you at the forefront of data protection and access to information regulation. As an independent statutory agency, the OAIC's work is of national significance and plays an important role in shaping Australia's information handling landscape across the economy - from government, digital platforms and the online environment, to health, finance and telecommunications. Our mission is to uphold and promote Australia's privacy and freedom of information laws.

We are an agency within the Attorney-General Department's portfolio with responsibility for:

- privacy functions under the *Privacy Act 1988* and the *Digital ID Act 2024*
- freedom of information functions, in particular review of decisions made by agencies and ministers under the *Freedom of Information Act 1982*
- privacy and confidentiality functions in relation to the Consumer Data Right (CDR) under the *Competition and Consumer Act 2010 (CCA)*.

SES leadership roles in the OAIC

SES within the OAIC work as a united team, collaborating and supporting each other and staff in achieving outcomes for the Australian community, and ensuring the agency's success.

You will demonstrate leadership that aligns with the values of the OAIC, which include:

- Modelling and championing the OAIC's Guiding Principles ('4 Pillars'): being proactive, proportionate, purpose-driven and people-focused
- Possessing integrity and demonstrating alignment with the APS Values: Impartial, Committed to service, Accountable, Respectful, Ethical and Stewardship
- Empowering staff to make decisions and supporting a shift to a more harm-focused regulatory approach for the OAIC that considers risk in a proportionate manner and is not risk averse
- Supporting OAIC's Commissioners to set the strategic direction of the OAIC, communicating that direction internally and externally, and leading your team to deliver on it.

Teams/functions the role oversees

Take from SES B2 EGM RAD

Key relationships

Take from SES B2 EGM RAD

About the branch

Take from SES B2 EGM RAD

About The Role

You will have recognised expertise in public administration and leadership, preferably in the context of transforming or overseeing statutory programs. You will need to strategically balance priorities and resources to optimise efficiency and effectiveness and engage with risk to achieve quality outcomes.

Key responsibilities of the role include:

- Providing oversight and leadership to the Regulatory Action division supporting the SESB2, enhancing approaches to delivery while balancing competing demands on resources and engaging with risk to deliver the best outcomes for the community and position OAIC for the future
- Working closely with the SESB2 in developing, communicating, implementing, evaluating and refining OAIC's regulatory strategy, ensuring the OAIC's regulatory action is targeted and strategic and applied in a way that advances the community's information rights.
- At an operational level, overseeing teams responsible for proactive regulation of information rights, including through strategic regulatory and enforcement action to minimise harms to the community caused by information rights violations.
- Representing the OAIC publicly including with external stakeholders

- Leading evaluation of effectiveness of regulatory policies, operational frameworks and guidelines including implementing refinements to the Regulatory Action Protocol and implementing new ways of working in conjunction with the SESB2.
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- Establishing and driving strategic agendas in conjunction with the SESB2 that align with and supports the Commissioners' priorities and agency purpose.
- Supporting and developing internal stakeholder relationships with other Branches within the OAIC including information flows and contributing to whole of organisation initiatives
- Contributing to the OAIC Executive group including strategic planning, corporate management and budgetary responsibilities, including demonstrating genuine collegiality
- Adhering to and promoting the APS Values and Code of Conduct and acts with utmost integrity and professionalism.

Job Specific Capabilities, Skills & Experience

The appropriate candidate for this role will have the following capabilities, skills and experience:

- Legal qualifications or extensive experience in policy and/or managing in a regulatory environment requiring an expert level understanding of legislation, or an ability to quickly obtain this knowledge
- Demonstrated experience in the proportionate management of resources to achieve effective and timely regulatory outcomes
- Exceptional leadership skills with the ability to inspire and guide teams, and a demonstrated commitment to developing and empowering staff
- Demonstrated experience in leading through change
- Experience in managing the development and implementation of organisational policies, programs and approaches to work that is complex

- In depth knowledge of the *Freedom of Information Act 1982* and the *Privacy Act 1988* (and/or other relevant legislation), or the ability to quickly acquire this knowledge
- Ability to provide impartial and forthright advice to agency-head level leaders, giving consideration to organisational and government priorities.

Desirable:

Management or public administration qualifications (e.g., MBA/MPA).

These duties are to be performed in accordance with the APS Code of Conduct and APS Values and Office policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the Office may re-assign the duties of an employee from time to time.

Security requirements

You must be able to obtain and maintain a Negative Vetting Level 1 security clearance.

SES Requirements

The [Secretaries' Charter of Leadership Behaviours](#) sets out the behaviours expected from SES across the APS and apply to senior leadership roles in the OAIC. The behaviours build on the [Integrated Leadership System](#) and [APS Leadership Capability Framework](#).

This role is considered an Officer under the *Work Health and Safety Act 2011* and is required to exercise due diligence in complying with the obligations under this Act.

Position location

The OAIC operates a hybrid work model with a combination of remote working and office attendance. Whilst the OAIC office is located in the Sydney CBD (and preferred), we will consider candidate applications from all other locations within Australia.

The OAIC values face-to-face interaction and fostering connection between our people and with our stakeholders. The OAIC's hybrid work model expects in office attendance when the type of work or task is better suited to being completed from an office, for example, staff inductions and onboarding, planning days, relationship building activities and project or collaborative work.

Remuneration and benefits

Salary will be negotiated with the successful candidate, commensurate with the work level standards at the SES Band 1 level.

The OAIC is committed to enabling its people to perform at their best and offers the following benefits:

- Opportunity to work at the cutting edge of privacy and data protection, paving the way for future career opportunities.

- Access to ongoing professional development, with a capability framework to guide skill enhancement.
- Genuine flexibility to help achieve a balance between work and home life.
- Additional paid leave over the Christmas to New Year period as well as access to other leave (e.g. for study or moving).
- Contribution to your wellbeing through subsidies for eye health, flu vaccinations and a wellbeing allowance.

The OAIC is committed to diversity and inclusion. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds, and mature age people.

Eligibility

- Section 22 of the *Public Service Act 1999* requires that APS employees must be Australian citizens.
- There are restrictions on employment of people who have, within the previous 12 months, accepted a redundancy benefit from an APS agency or a non-APS Commonwealth employer.
- For the duration of your employment with the OAIC you will be required to obtain and maintain an Australian Government security clearance at the Negative Vetting Level 1 and meet required background, identification and character checks.
- Note: All duties are to be performed in accordance with the APS Code of Conduct and APS Values and OAIC policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the OAIC may re-assign the duties of an employee from time to time.

How to Apply

1. Please complete the application form found at the end of this job pack as part of your submission.
2. Please provide a statement of claim of up to 2 A4 pages, addressing your interest, motivation and fit for the role. Your statement should include the use of practical and professional examples as relevant to the role and the job specific capabilities, skills and experience outlined above.
3. Your application form, CV and statement of claim should be collated as one document (where possible) and sent in a single email to: jobs@oaic.gov.au. Please ensure your email includes your full name in the email subject field, along with the job reference number found on the front page of this pack.

Application Tips

Your pitch must be in a font size no smaller than size 10 and using a professional font selection (e.g. *Times New Roman*, *Calibri* or *Arial*).

To assist you in pitching your response and capabilities at the appropriate classification, you are encouraged to review the APS SES Work Level Standards which are available on the Australian Public Service Commission website – [click here](#).

Your CV should be a maximum of four pages.

Further Information

If you are shortlisted, you may be contacted to arrange an interview.

If you are not shortlisted, you will be informed by email. Please note that we are not usually able to provide feedback to candidates that are not shortlisted due to the volume of applications received.

A merit list of suitable candidates will be established and may be used to fill future vacancies that arise.

Questions?

For more information please visit <https://www.oaic.gov.au/about-us/join-our-team> or reach out to the contact officer listed on the covering page of this job pack.

Application Sheet

Please complete this form to apply for a position with the Office of the Australian Information Commissioner.

Any personal information you provide is protected by the *Privacy Act 1988* and will be used for recruitment purposes only. You can view our [human resources privacy policy](#) on our website.

Personal details

Title
Given name
Surname
Preferred name
Contact Number

Address line 1
Address line 2
Suburb
State
Postcode

APS employment

If you are currently employed in the Australian Public Service (APS), please provide the following information:

APS employer	Response
Australian Government Service Number (AGS)	
APS Classification	
Employment status (ongoing or non-ongoing)	

Eligibility and Integrity

Requirement	Response
Are you an Australian citizen?	

Have you received a redundancy benefit, severance payment or similar benefit from an APS Agency or a non-APS Commonwealth employer within the last 12 months?

Have you ever been officially warned, breached or investigated for workplace behaviour or integrity matters? (Yes/No)

Accessibility adjustment of selection process

At times we may need to conduct a range of selection processes for example, preparing written work samples as well as an interview. Some assessment activities may be timed and/or could include reading from a computer screen or paper.

We understand that you may not wish to share information about your disability at this time, however the responses you provide will help us in making the selection process inclusive and give you the opportunity to request any necessary adjustments.

Adjustment	Response
Are there any adjustments that you may require to the selection process?	
If you do require adjustments to the selection process, please tell us what type of adjustments you require.	

Merit Pool Sharing

A merit pool is a group of applicants that have been deemed suitable for an advertised vacancy, however they are not considered the preferred candidate or appointed to the advertised role.

Applicants who are placed in a merit pool may be considered for future vacancies if the new vacancy meets the merit sharing principals outlined below:

- The vacancy is at the same classification.
- The vacancy is the same category of employment (ongoing or non-ongoing).
- The vacancy comprises of similar duties.
- The vacancy is in a similar location.

Applicants who are placed in a merit pool and agree to be considered for subsequent vacancies:

- Will have their details maintained by the OAIC for a period of up to 18 months from the date the vacancy was advertised.

- May have their information provided to other Commonwealth Agencies employing under the *Public Service Act 1999* or *Parliamentary Services Act 1999* to fill similar roles across the Australian Public Service.

If you are assessed as suitable and placed in a merit pool, do you consent to your application, CV and assessment information being shared with other Commonwealth Agencies to fill similar roles in the Australian Public Service?

- ☐ Yes, I agree for my application details to be shared as outlined above.
- ☐ No, I do not agree for my application/details to be shared and would like to opt out.

Submitting your application

When you are ready to submit your application, please send the following document (as one document) by email to jobs@oaic.gov.au:

I have included as one document	✓
Attached my completed application form	<input type="checkbox"/>
Attached my CV (maximum of 4 pages) (Including details of two referees, one being my current manager/supervisor)	<input type="checkbox"/>
Statement of claim of up to 2 A4 pages explaining my interest, motivation and fit for the role, including the skills and experience I will bring to the organisation and the position.	<input type="checkbox"/>
<i>Declaration:</i> In submitting my application, I acknowledge that the information I have supplied is true and correct. I understand that providing false or misleading statements may disqualify me from this process and future APS employment.	<input type="checkbox"/>

From: [PARK,Rowena](#)
To: [KIND,Carly](#); [s47F](#) [.Mark](#)
Cc: [BOAG,Annan](#)
Subject: FW: Role description edits [SEC=OFFICIAL]
Date: Sunday, 27 April 2025 12:00:53 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[SES1_Regulatory_Action.docx](#)
[image003.jpg](#)

Hi both

Here is an updated version

Ro



Rowena Park (she/her)
 Executive General Manager, Regulatory Action
 Office of the Australian Information Commissioner
 Brisbane | GPO Box 5288 Sydney NSW 2001
 E [s47E\(d\)](#) [@oaic.gov.au](#)

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From: BOAG,Annan [s47E\(d\)](#) [@oaic.gov.au](#)>
Sent: Friday, 18 April 2025 9:16 AM
To: PARK,Rowena [s47E\(d\)](#) [@oaic.gov.au](#)>
Subject: Role description edits [SEC=OFFICIAL]

Hi Ro

See attached. I stripped back the job pack and made some fairly light edits. Main change was to add a new intro para to describe the role overall vis a vis the EGM Reg Action and a couple of adjustments to reflect that relationship. Let me know what you think or if happy please feel free to send straight onto Carly (copying me in if okay).

Annan



Annan Boag <he/him>
 General Manager, Regulatory Intelligence and Strategy
 Office of the Australian Information Commissioner
 Melbourne

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Australian Government

Office of the Australian Information Commissioner

~~Executive~~ General Manager, Regulatory Action

The General Manager, Regulatory Action provides leadership to teams conducting investigations, compliance and enforcement activities, develops and implements case and litigation strategies, and ensures OAIC's regulatory action is consistent, proportionate and effective. Reporting to the Executive General Manager, Regulatory Action, this role translates the agency's and division's strategic priorities into operational plans, manages resources to achieve maximum impact, and builds team capability to deliver quality regulatory outcomes. The position plays an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

You will have recognised expertise in regulation and public administration, with broad experience with the types of enforcement and compliance tools used by regulators like the OAIC (including investigations and audits). You will provide highly critical advice to inform legal strategies to advance compliance and enforcement, together with risk management, intelligence gathering and assessment, and assess emerging issues and trends which may impact on OAIC's regulatory activities to shape and implement the agency's regulatory strategy.

Responsibilities

Formatted: Font: Bold

Key responsibilities of the role include supporting the SESB2 in the following:

- Enhancing operational and case prioritisation processes and implementing new ways of working across the division.
- Increasing the impact of OAIC investigation and compliance activities through targeted enforcement and communication strategies.
- Providing oversight and leadership to the Regulatory Action division, enhancing approaches to delivery while balancing competing demands on resources and engaging with risk to deliver the best outcomes for the community and position OAIC for the future
- Working closely with the Executive General Manager and OAIC's Commissioners to develop, communicate, implement, evaluate and refine OAIC's regulatory strategy
- Supervising/Overseeing teams responsible for proactive regulation of information rights, including through strategic regulatory and enforcement action to minimise harms to the community caused by information rights violations
- Acting as deputy to one of the OAIC's Commissioners, which includes supporting the Commissioner in all aspects of their work, as required. This includes ~~Representing~~ the OAIC publicly, under parliamentary or other external scrutiny, or with external stakeholders, and in making complex and contested statutory decisions
- Ensuring the OAIC's regulatory action is targeted and strategic and applied in a way that advances the community's information rights
- Leading evaluation of effectiveness of regulatory policies, operational frameworks and guidelines.

OAIC

- Effectively overseeing the expenditure of funds to support proportionate regulatory action including legal and expert fees and disbursements
- Developing and overseeing case management and litigation strategies to deliver impactful, timely and proportionate outcomes that promote and protect privacy and information access rights
- Guiding and directing the leadership group of the Regulatory Action division to develop and nurture a high performing, multidisciplinary, collaborative and innovative culture across the division and the office that is aligned with OAIC's guiding principles
- Leading and overseeing critical stakeholder relationships including across government, in academia, the private sector and the Minister's Office and ensuring staff across the Regulatory Action division are engaging effectively with stakeholders, positioning the OAIC as a trusted regulator; and
- ~~Supporting the Executive General Manager to Establishing establish~~ and driving strategic agendas that align with and supports the Commissioners' priorities and agency purpose.

Job Specific Capabilities, Skills & Experience

We are seeking applications from candidates who have:

- Legal qualifications or extensive experience leading regulatory functions in complex legislative environments
- Demonstrated effectiveness in the development and oversight of case management and litigation strategies that deliver impactful, timely and proportionate outcomes for the community.
- Familiarity with regulatory litigation processes and understanding of the requirements of the *Legal Services Directions*
- Exceptional leadership skills with the ability to inspire and guide teams, and a demonstrated commitment to developing and empowering staff
- Demonstrated experience in leading ~~agencies or~~ significant business units through change
- Experience in managing the development and implementation of organisational policies, programs and approaches to work that is complex
- In depth knowledge of the *Freedom of Information Act 1982* and the *Privacy Act 1988*, or the ability to quickly acquire this knowledge
- Ability to provide impartial and forthright advice to Commissioners and stakeholders

Desirable:

Qualifications in Government Investigations and management or public administration qualifications (e.g., MBA/MPA).

These duties are to be performed in accordance with the APS Code of Conduct and APS Values and Office policies, including Workplace Diversity and Work Health and Safety. Under section 25 of the *Public Service Act 1999* the Office may re-assign the duties of an employee from time to time.

Security requirements

You must be able to obtain and maintain a Negative Vetting Level 1 security clearance.

From: [KIND,Carly](#)
To: [s47F](#), [Mark](#)
Subject: FW: Role description edits [SEC=OFFICIAL]
Date: Monday, 28 April 2025 9:45:45 AM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[SES1_Regulatory_Action.docx](#)
[image004.jpg](#)

Morning Mark, [s22\(1\)\(a\)\(i\)](#) !

I'd like to advance this as quickly as possible – ideally settle by the end of this week. You'll see another email from me with Toni in cc. Can you let me know what else you need from me?

Thanks!

Carly

From: PARK,Rowena [s47E\(d\)](#) @oaic.gov.au>
Sent: Sunday, 27 April 2025 12:01 PM
To: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>; [s47F](#), Mark
[s47E\(d\)](#) @oaic.gov.au>
Cc: BOAG,Annan [s47E\(d\)](#) @oaic.gov.au>
Subject: FW: Role description edits [SEC=OFFICIAL]

Hi both

Here is an updated version

Ro



Rowena Park (she/her)
 Executive General Manager, Regulatory Action
 Office of the Australian Information Commissioner
 Brisbane | GPO Box 5288 Sydney NSW 2001
 E [s47E\(d\)](#) @oaic.gov.au

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From: BOAG,Annan [s47E\(d\)](#) @oaic.gov.au>
Sent: Friday, 18 April 2025 9:16 AM
To: PARK,Rowena [s47E\(d\)](#) @oaic.gov.au>
Subject: Role description edits [SEC=OFFICIAL]

Hi Ro

See attached. I stripped back the job pack and made some fairly light edits. Main change

was to add a new intro para to describe the role overall vis a vis the EGM Reg Action and a couple of adjustments to reflect that relationship. Let me know what you think or if happy please feel free to send straight onto Carly (copying me in if okay).

Annan



Annan Boag <he/him>

General Manager, Regulatory Intelligence and Strategy
Office of the Australian Information Commissioner
Melbourne

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From: [KIND,Carly](#)
To: [PIRANI,Toni](#)
Cc: [s47F](#), [Mark](#)
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL:Sensitive]
Date: Monday, 28 April 2025 9:46:15 AM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

OFFICIAL: Sensitive

That sounds good to me. [s22\(1\)\(a\)\(i\)](#)

[REDACTED]

[REDACTED]

OFFICIAL: Sensitive

From: PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>
Sent: Thursday, 24 April 2025 11:14 AM
To: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Cc: [s47F](#), Mark [s47E\(d\)](#) @oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Carly – I agree with your observations below. As to timeframe 6, 9 or 12 months I'd be guided by the budgetary situation but maybe picking a date might be best – perhaps 30 April 2026 as the end date – by then we should have a good idea of future budget.

Regards

Toni

OFFICIAL: Sensitive

From: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Sent: Thursday, 24 April 2025 11:04 AM
To: PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>
Cc: [s47F](#), Mark [s47E\(d\)](#) @oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Toni and Mark,

s47F so we haven't been able to progress the SESB1 RAD role for Annan, however I've added the relevant text to a draft position description so we can move ahead next week. It's attached. Annan has seen and is broadly happy with the scope. Toni, I'd appreciate your review of the key responsibilities – many of them are framed as performed in conjunction with the SESB2 role – do you have any concerns with this approach?

The more challenging questions to be worked through relate to the terms of appointment. Annan has set out below his preferences/proposals and I've noted in red my views or those of Liz as discussed before she went on leave. Toni as you'll be AIC from next week it will be your decision, I spoke with Liz before she went on leave and she said she is happy for us to make whatever calls we need to get this done.

- Duration - discussed with Ro, preference is 12 months. I don't have a problem with 12 months but it does raise the question of what to do about s47F PD role as we need to determine whether that is permanent. If we made this appointment 6 or even 9 months I think then we could extend s47F role to match same timeframe and then make a call at the end of that period whether we're going to keep both.
- Notice period - standard notice period for non-ongoing is 2 weeks, which is inherently distracting with budget uncertainty. I wanted to propose 6 weeks notice or a termination payment for early end to the contract. Liz was happy to support a longer notice period, as am I.

s47F

Mark, we discussed doing an internal EOI for this role but I would like to directly appoint Annan. The result of an EOI will only be that s47F
s47F I would rather just speak to them s47F about our decision. Liz was happy with that approach.

Ideally we would finalise this by the end of next week so that Annan's appointment can be

announced at the same time as Marcel's the week after next.

Thanks!

Carly

OFFICIAL: Sensitive

From: s47F [REDACTED], Mark s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Sent: Thursday, 17 April 2025 6:34 PM
To: PARK, Rowena s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>; KIND, Carly s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Great! Have a restful and safe break!

From: PARK, Rowena s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Sent: Thursday, 17 April 2025 6:31 PM
To: s47F [REDACTED], Mark s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>; KIND, Carly s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Sure s47F [REDACTED]



Rowena Park (she/her)
 Executive General Manager, Regulatory Action
 Office of the Australian Information Commissioner
 Brisbane | GPO Box 5288 Sydney NSW 2001
 E s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>

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From: s47F [REDACTED], Mark s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Sent: Thursday, 17 April 2025 6:30 PM
To: PARK, Rowena s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>; KIND, Carly s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>
Subject: RE: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Looks great Ro.

s47F [REDACTED] Can we progress then if that's ok?

Cheers

Mark

From: PARK,Rowena s47E(d)@oaic.gov.au>

Sent: Thursday, 17 April 2025 6:20 PM

To: s47F, Mark s47E(d)@oaic.gov.au>; KIND,Carly s47E(d)@oaic.gov.au>

Subject: RAD Band 1 position description thoughts [SEC=OFFICIAL]

Hi both

My thoughts on the position description for this role:

- Teams/functions the role oversees: same as SESB2 but refer to “supporting the SESB2”
- Key relationships: same as SESB2 but refer to “supporting the SESB2”
- About the role:
 - Providing oversight and leadership to the Regulatory Action division supporting the SESB2, enhancing approaches to delivery while balancing competing demands on resources and engaging with risk to deliver the best outcomes for the community and position OAIC for the future
 - Working closely with the SESB2 in developing, communicating, implementing, evaluating and refining OAIC’s regulatory strategy
 - At an operational level, overseeing teams responsible for proactive regulation of information rights, including through strategic regulatory and enforcement action to minimise harms to the community caused by information rights violations
 - Representing the OAIC publicly including with external stakeholders in a support role to the SESB2
 - Ensuring the OAIC’s regulatory action is targeted and strategic and applied in a way that advances the community’s information rights
 - Leading evaluation of effectiveness of regulatory policies, operational frameworks and guidelines including implementing refinements to the Regulatory Action Protocol and implementing new ways of working in conjunction with the SESB2.
 - Supporting the SESB2’s effective oversight of the expenditure of funds to support proportionate regulatory action including legal and expert fees and disbursements
 - Developing and overseeing case management and litigation strategies in conjunction with the SESB2 to deliver impactful, timely and proportionate outcomes that promote and protect privacy and information access rights
 - Guiding and directing the leadership group under the leadership of the SESB2 of the Regulatory Action division to develop and nurture a high

performing, multidisciplinary, collaborative and innovative culture across the division and the office that is aligned with OAIC's guiding principles

- Supporting critical stakeholder relationships including across government, in academia, the private sector and the Minister's Office and ensuring staff across the Regulatory Action division are engaging effectively with stakeholders, positioning the OAIC as a trusted regulator; and
- Establishing and driving strategic agendas in conjunction with the SESB2 that align with and supports the Commissioners' priorities and agency purpose.
- Supporting and developing internal stakeholder relationships with other Branches within the OAIC including information flows and contributing to whole of organisation initiatives

Cheers

Ro



Rowena Park (she/her)
Executive General Manager, Regulatory Action
Office of the Australian Information Commissioner
Brisbane | GPO Box 5288 Sydney NSW 2001
E [s47E\(d\)@oaic.gov.au](mailto:s47E(d)@oaic.gov.au)

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From: [PIRANI,Toni](#)
To: [s47F](#), [Mark](#)
Subject: FW: GM, Regulatory Action [SEC=OFFICIAL:Sensitive]
Date: Monday, 28 April 2025 1:40:05 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image004.jpg](#)

OFFICIAL: Sensitive

OFFICIAL: Sensitive

From: BOAG,Annan [s47E\(d\)](#) @oaic.gov.au>
Sent: Monday, 28 April 2025 10:04 AM
To: PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>; KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Cc: Annan Boag [s47E\(d\)](#) @gmail.com>; PARK,Rowena [s47E\(d\)](#) @oaic.gov.au>
Subject: GM, Regulatory Action [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Toni and Carly

I wanted to follow up on the discussion I had with Carly last week about the proposal that I support Rowena as General Manager, Regulatory Action. [s47F](#)

[s47F](#), I appreciate the opportunity to continue contributing to the OAIC in a different role and am also hoping to be able to support a smooth transition for the team and OAIC to new leadership. I am also excited to apply my regulatory and investigations experience to the benefit of the RA division.

I'd like to seek your consideration of a few aspects of the arrangement:

1. **Duration of role:** I have discussed the duration of the role with Rowena and we thought a period of at least 12 months would be needed to provide stability and give time to drive change in the team and deliver. This would let me focus on meaningful outcomes rather than short-term operational handover.

[s47F](#)



s47F

I am enthusiastic about continuing to support the OAIC and would be happy to discuss.
Thanks in advance for considering.

Kind regards



Annan Boag <he/him>
General Manager, Regulatory Intelligence and Strategy
Office of the Australian Information Commissioner
Melbourne

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From: s47F [REDACTED] Mark
To: s47F [REDACTED] Simon
Subject: [For input/advice] proposed new General Manager, Regulatory Action position [SEC=OFFICIAL:Sensitive]
Date: Tuesday, 29 April 2025 3:39:27 PM
Attachments: [Re FOR INFORMATION Update on SES Cohort for the OAIC SECOFFICIAL.msg](#)
[image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

OFFICIAL: Sensitive

Hi Simon

As discussed, it has been proposed by the Commissioners and Rowena to create a new SES Band 1 in the Regulatory Action branch (on a temporary 12 month basis), reporting to Rowena.

Can you please confirm:

- that there is sufficient budget for up to 12 months
 - assuming there is sufficient budget, can you please articulate what potential resourcing impact or constraints there may be within the branch or elsewhere
- that my understanding of OAIC's SES Cohort position (attached) is correct in that we are able to create this new role and be within the approved cohort cap
- any other considerations?

Once you reply, I will seek formal approval from Toni (acting AIC) / Carly to progress.

Kind regards

Mark



Mark s47F [REDACTED]
 Director, People & Culture
 Office of the Australian Information Commissioner
 Sydney | GPO Box 5288 Sydney NSW 2001
 P s47E(d) [REDACTED] M s47F [REDACTED] E s47E(d) [REDACTED] [@oaic.gov.au](mailto:[REDACTED]@oaic.gov.au)

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OAIC - FOI

From: TYDD,Liz
Sent: Monday, 17 March 2025 5:59 PM
To: s47F, Simon; KIND, Carly; PIRANI, Toni
Cc: GHALI, Sarah; s47F, Mark; s47F, Brenton; s47F Anh
Subject: Re: FOR INFORMATION: Update on SES Cohort for the OAIC [SEC=OFFICIAL]

Dear Simon

Your proactive approach to this issue is very much appreciated

Kind regards

Liz

From: s47F, Simon <s47E(d)@oaic.gov.au>
Sent: Monday, March 17, 2025 5:33:45 PM
To: TYDD,Liz <s47E(d)@oaic.gov.au>; KIND, Carly <s47E(d)@oaic.gov.au>; PIRANI, Toni <s47E(d)@oaic.gov.au>
Cc: GHALI, Sarah <s47E(d)@oaic.gov.au>; s47F, Mark <s47E(d)@oaic.gov.au>; s47F Brenton <s47E(d)@oaic.gov.au>; s47F Anh <s47E(d)@oaic.gov.au>
Subject: FOR INFORMATION: Update on SES Cohort for the OAIC [SEC=OFFICIAL]

Good afternoon Commissioners

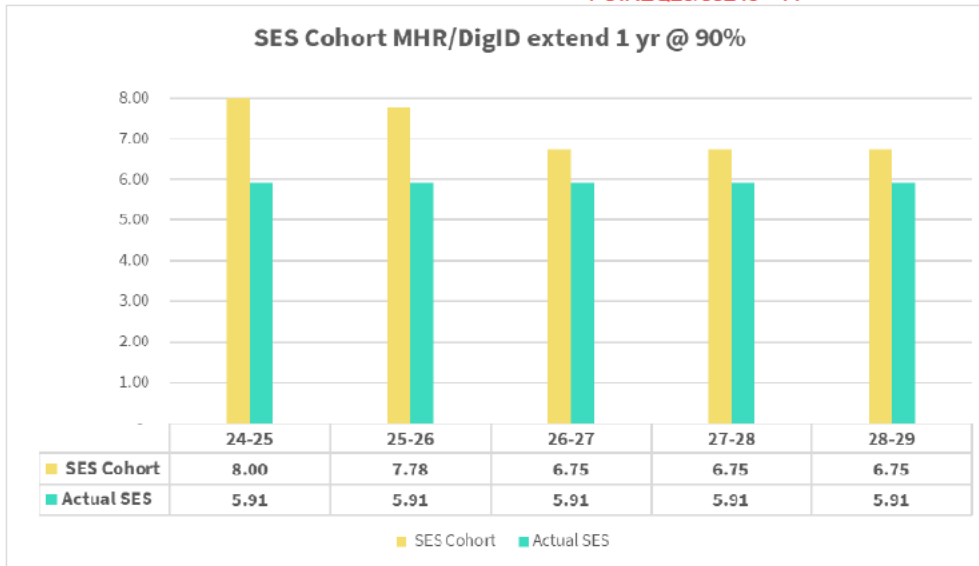
I wanted to update you on the SES Cohort in case you are considering any SES structural changes.

As noted below we have been working through the cohort with the APSC and have finalised a position being:

- **As at 31 December 2024 approved SES cohort was 8 ASL and actual SES cohort was 7.91 ASL.**

This has changed as the new structures and staffing have settled into place post-Christmas to be a Cohort of 8 ASL and actual of 5.91 ASL (once Brenton goes to his substantive role). The cohort will further adjust with the 25/26 budget (e.g. there is 1.25 SES included in the MHR/DigID measures which we will lose 10% in 25-26 and 90% in 26/27).

The summary of the position over the forward estimates is:



This indicates that if nothing else changes (i.e. in the absence of any new NPPs):

1. We will still have sufficient cohort to cover actual staffing levels based on the current structure over the forward period.
2. We have the ability to have an additional SES role in the short term, however, we would have to adjust our cohort to allow this extra role into future years.

Regards
Simon

From: SES cohort [s47E\(d\)](#)

Sent: Wednesday, 12 March 2025 12:39 PM

To: [s47F](#), Brenton [s47E\(d\)](#) <[s47E\(d\)](#)@oaic.gov.au>; [s47F](#) Mark <[s47E\(d\)](#)@oaic.gov.au>;
[s47F](#) Simon <[s47E\(d\)](#)@oaic.gov.au>

Subject: SES Cohort - as at 31 Dec 24 [SEC=OFFICIAL]

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

OFFICIAL

Good Afternoon,

Thank you for providing your agency's response to the December 2024 SES Cohort survey.

As at 31 December 2024, your approved SES cohort number is 8 and your actual SES cohort is 7.91.

Formal correspondence from the APS Commissioner will resume following the 30 June 2025 reporting period.

Further details on the upcoming June survey will be provided in May.

If you have any updates to the email distribution list for SES Cohort, please send through your changes by 30 April.

Kind Regards,

SES Cohort Team

Australian Public Service Commission

Level 5, B Block, Treasury Building, Parkes Place West, PARKES ACT 2600
GPO Box 3176 CANBERRA ACT 2601

w: www.apsc.gov.au



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From: s47F Simon
To: s47F .Mark
Subject: RE: [For input/advice] proposed new General Manager, Regulatory Action position [SEC=OFFICIAL:Sensitive]
Date: Tuesday, 29 April 2025 4:43:53 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image004.jpg](#)

OFFICIAL: Sensitive

Hi Mark

I note the following:

1. **Budget** – there is **no budget** room at the moment for an extra Band 1 role. If there is a desire to have a Band 1 in RA then there will have to be other roles which are removed.

To put this in context to cover a new SESB1.4 role would take removal of other roles. The number of roles required to be removed at different levels, assuming the highest pay band for each grade, would be:

- Removal of 1.5 EL2's, or
- Removal of 2 EL1's, or
- Removal of 2.3 APS6's, or
- Removal of 2.6 APS5's, or
- Removal of 3 APS4's.

This could also be a combination e.g. 1 EL2 and 1 APS4.

At present RA has some vacancies which could be used for this purpose. In particular there are the following vacant positions:

- #59077 EL1 – MYEFO position yet to be utilised
- #53966 APS5 – MYEFO position yet to be utilised

These would cover all but \$20K of the cost with minimum disruption. It should be noted though that these are potentially non-ongoing roles attached to the MYEFO funding and therefore are only a short term solution, although they would cover 2025-26 (i.e. the 12 months).

Note the EL2 Director Compliance (Pos#64802) currently showing on the RA chart as vacant has already been utilised to cover the new EL2 Information Services role in Enabling Services.

2. **SES Cohort** – We have room in the cohort for the role for the 2025-26 year, however, not beyond that unless we get Ministerial approval or extension of our terminating DigID measure at the end of 2025-26.
3. **Other** – There is question regarding the utilisation of the Principal Director role within

the Division. If this role effectively drops back to only looking after the Compliance team it would be argued this should drop back to a regular EL2 role with perhaps an IFA to enable retention. It would be hard to argue for a PD role where the role ends up no different in scope to the original Director Compliance role.

Regards
Simon

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From: s47F, Mark s47E(d) @oaic.gov.au>
Sent: Tuesday, 29 April 2025 3:39 PM
To: s47F Simon s47E(d) @oaic.gov.au>
Subject: [For input/advice] proposed new General Manager, Regulatory Action position
 [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Simon

As discussed, it has been proposed by the Commissioners and Rowena to create a new SES Band 1 in the Regulatory Action branch (on a temporary 12 month basis), reporting to Rowena.

Can you please confirm:

- that there is sufficient budget for up to 12 months
 - assuming there is sufficient budget, can you please articulate what potential resourcing impact or constraints there may be within the branch or elsewhere
- that my understanding of OAIC's SES Cohort position (attached) is correct in that we are able to create this new role and be within the approved cohort cap
- any other considerations?

Once you reply, I will seek formal approval from Toni (acting AIC) / Carly to progress.

Kind regards
Mark



Mark s47F
 Director, People & Culture
 Office of the Australian Information Commissioner
 Sydney | GPO Box 5288 Sydney NSW 2001
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From: s47F Mark
To: GHALI, Sarah; s47F Simon
Subject: FW: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Wednesday, 30 April 2025 12:02:00 PM
Attachments: RE RAD Band 1 position description thoughts SECOFFICIAL.msg
 image001.jpg
 image002.jpg
 Org chart 24.04.25.pdf
 image003.jpg

OFFICIAL: Sensitive

FYI



Mark s47F
 Director, People & Culture
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 Sydney | GPO Box 5288 Sydney NSW 2001
 P s47E(d) M + s47F E s47E(d) @oaic.gov.au

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From: s47F Mark s47E(d) @oaic.gov.au>
Sent: Wednesday, 30 April 2025 12:00 PM
To: PIRANI, Toni s47E(d) @oaic.gov.au>
Cc: KIND, Carly s47E(d) @oaic.gov.au>
Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear Toni

For approval

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Purpose of the role

Following on from the previous week's discussion with Ro and Carly, I understand that a temporary General Manager, Regulatory Action position is proposed to be created (up to 12

months). The position will:

- provide leadership to teams conducting investigations, compliance and enforcement activities, develops and implements case and litigation strategies, and ensures OAIC's regulatory action is consistent, proportionate and effective.
- translate the agency's and division's strategic priorities into operational plans, manages resources to achieve maximum impact, and builds team capability to deliver quality regulatory outcomes.
- play an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

Structural/reporting

- Reports to SES Band 2 EGM Regulatory Action
- Manages EL2 staff (need to confirm actual reporting lines)

Budgetary considerations/SES Cohort

I have liaised with Simon and he has advised the following:

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 - In particular there are the following vacant positions:
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 - #53966 APS5 – MYEFO position yet to be utilised
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 - Note: the EL2 Director Compliance (Pos#64802) currently showing on the Regulatory Action Org chart as vacant, has already been utilised to cover the new EL2 Information Services role in Enabling Services.
- SES Cohort: OAIC has room in the cohort for the role for the 2025-26 year, however, not beyond that unless OAIC receives Ministerial approval or extension of OAIC's terminating Digital ID measure at the end of 2025-26.

Recruitment considerations

- Similar to the PD Regulatory Action, P&C recommends to run an EOI to allow for an opportunity for interested staff to apply (including ongoing/non-ongoing SES/EL staff).

For your consideration and approval.

Kind regards

Mark



Mark s47F

Director, People & Culture

Office of the Australian Information Commissioner

Sydney | GPO Box 5288 Sydney NSW 2001

P s47E(d)

M s47F

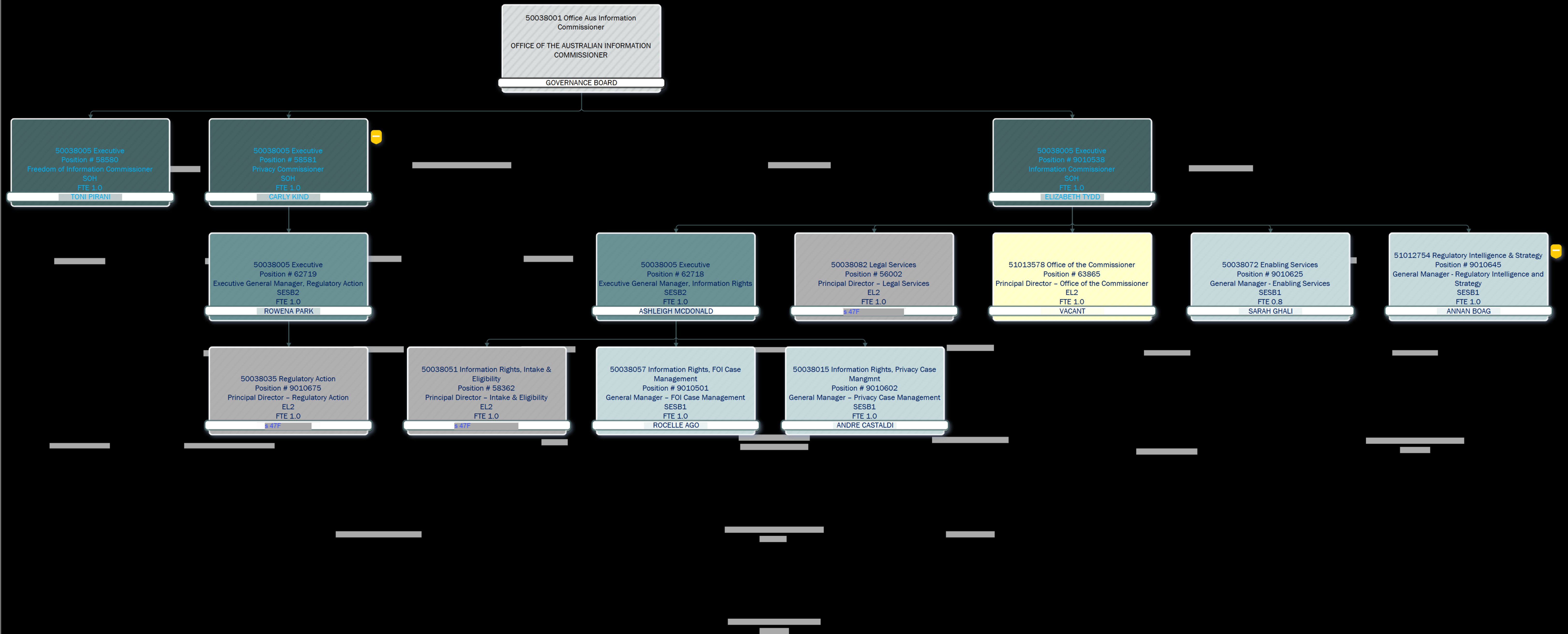
E s47E(d)

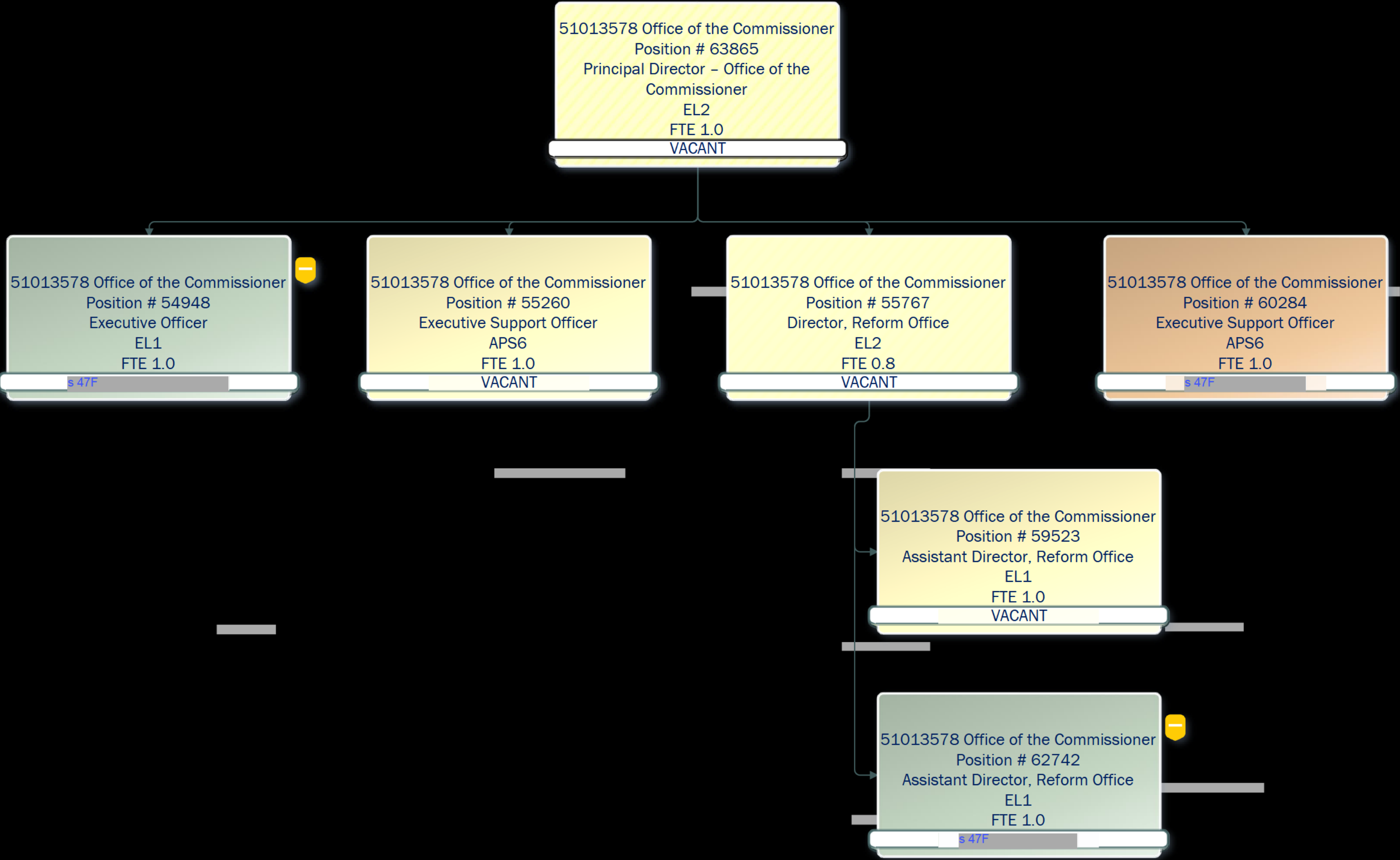
@oaic.gov.au

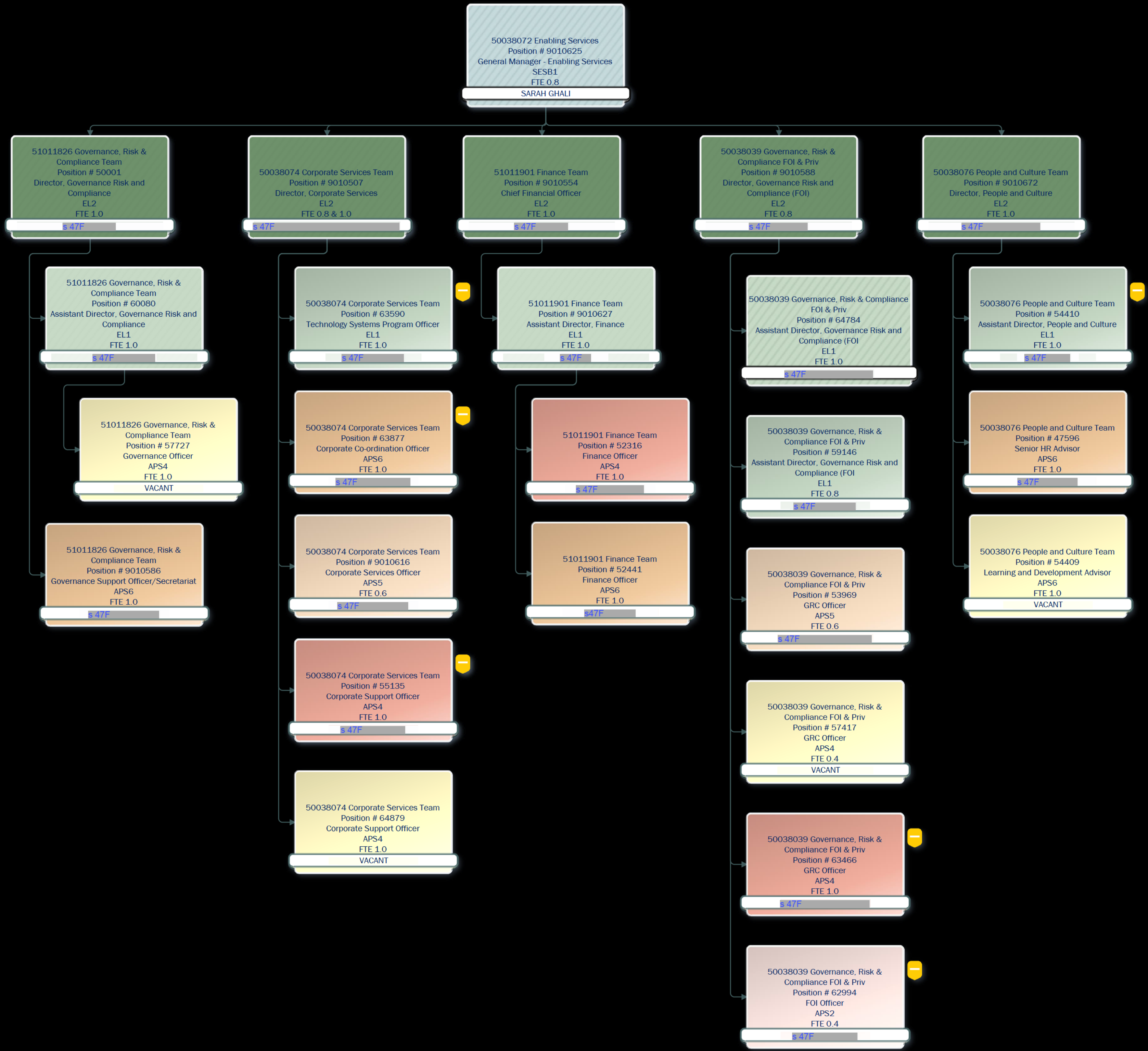
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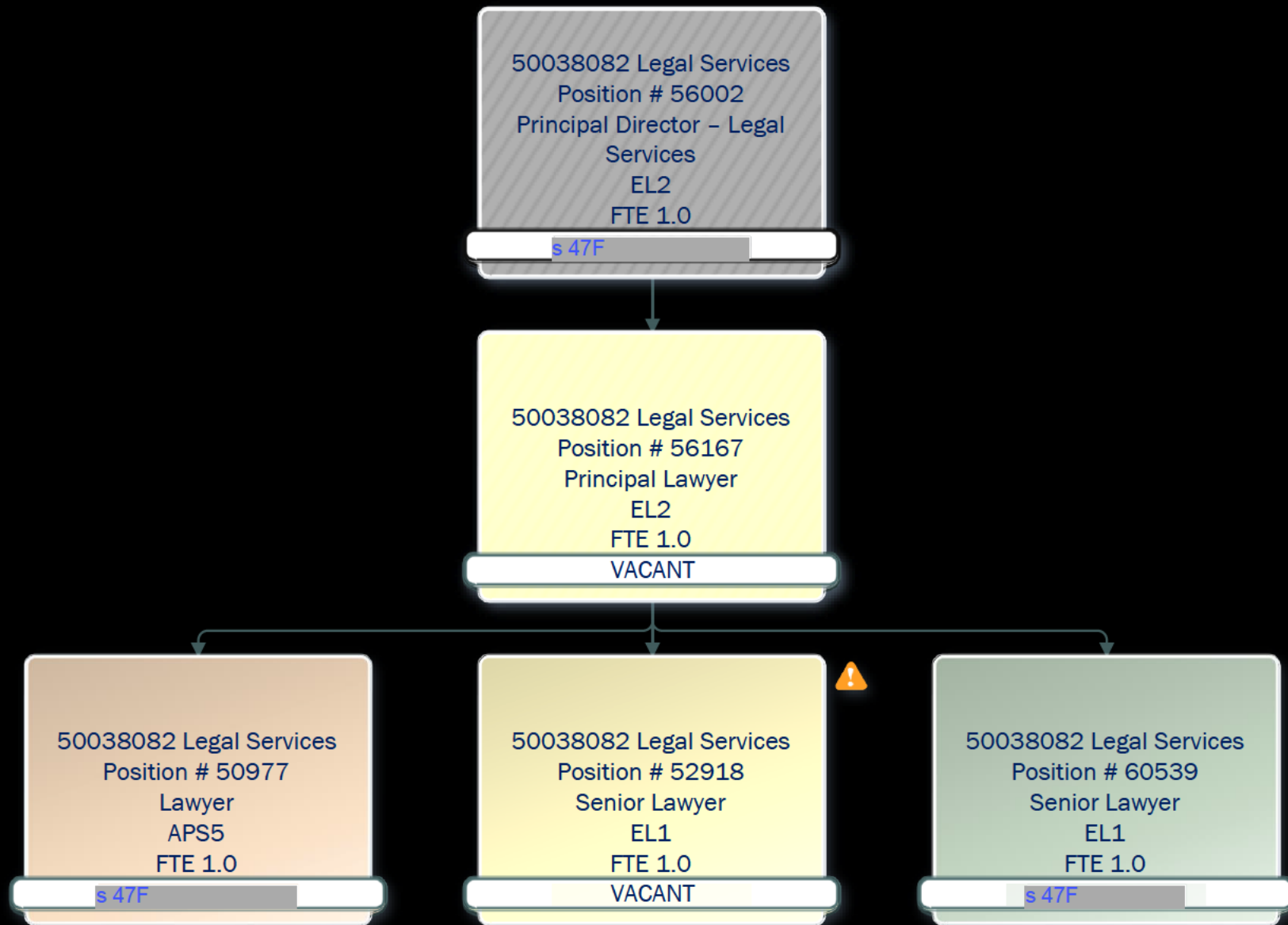
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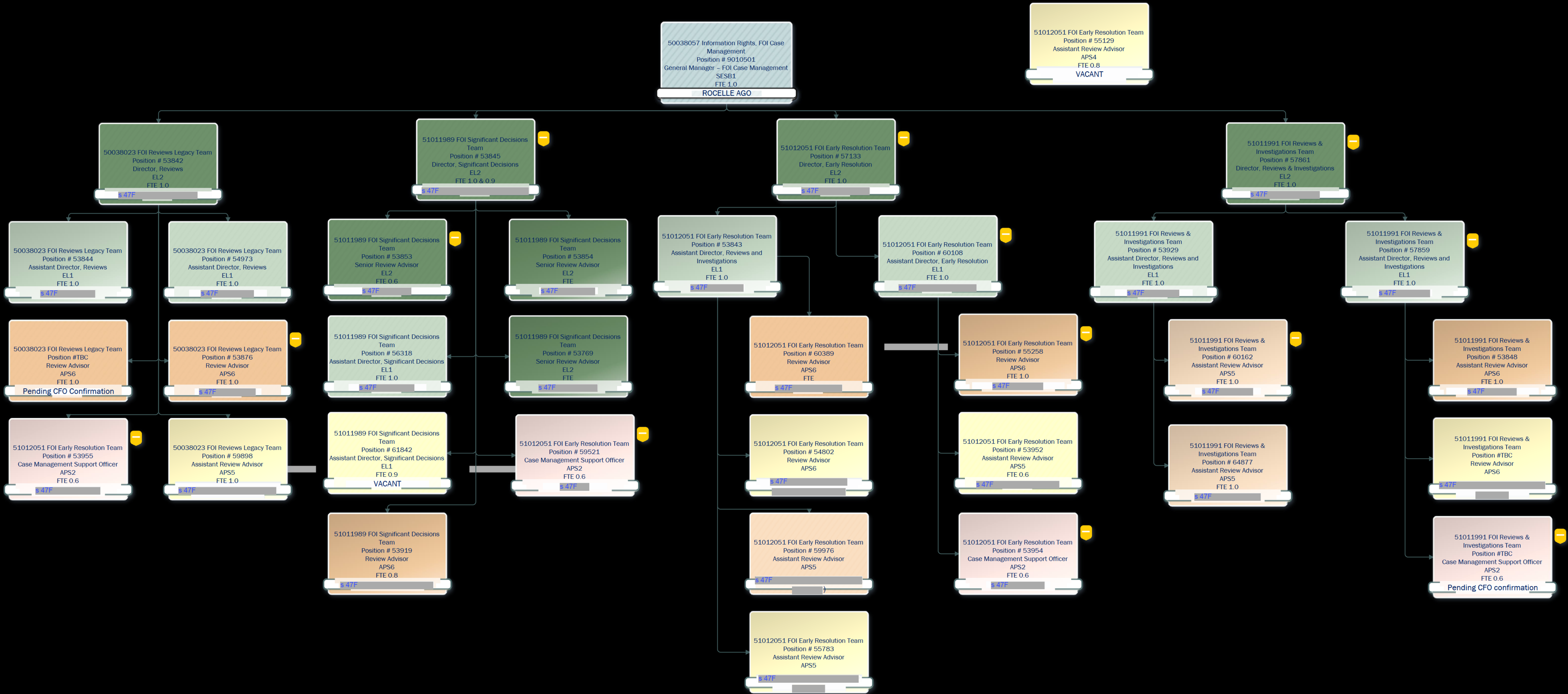
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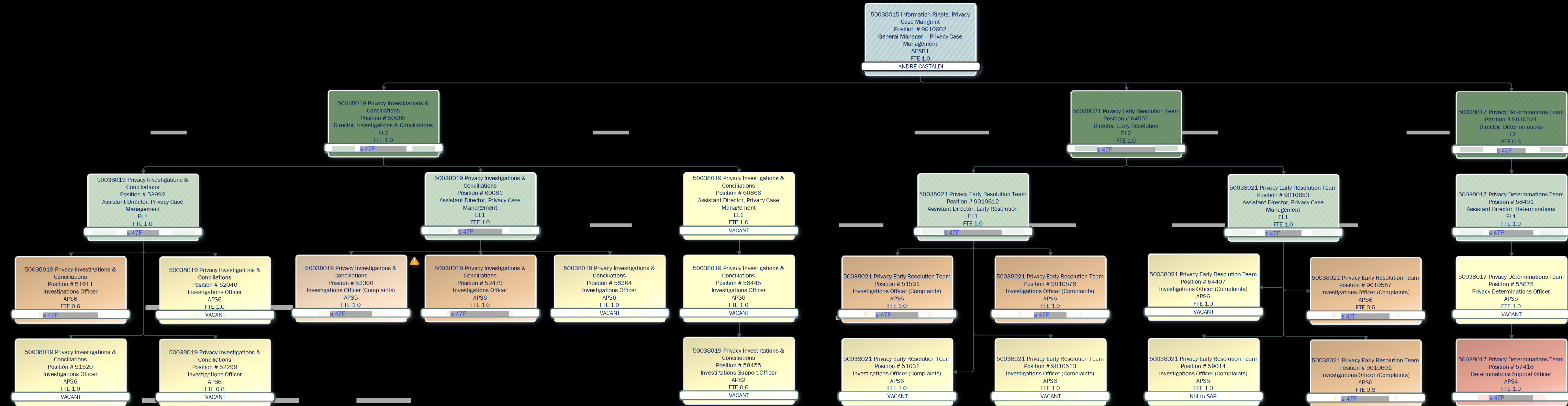




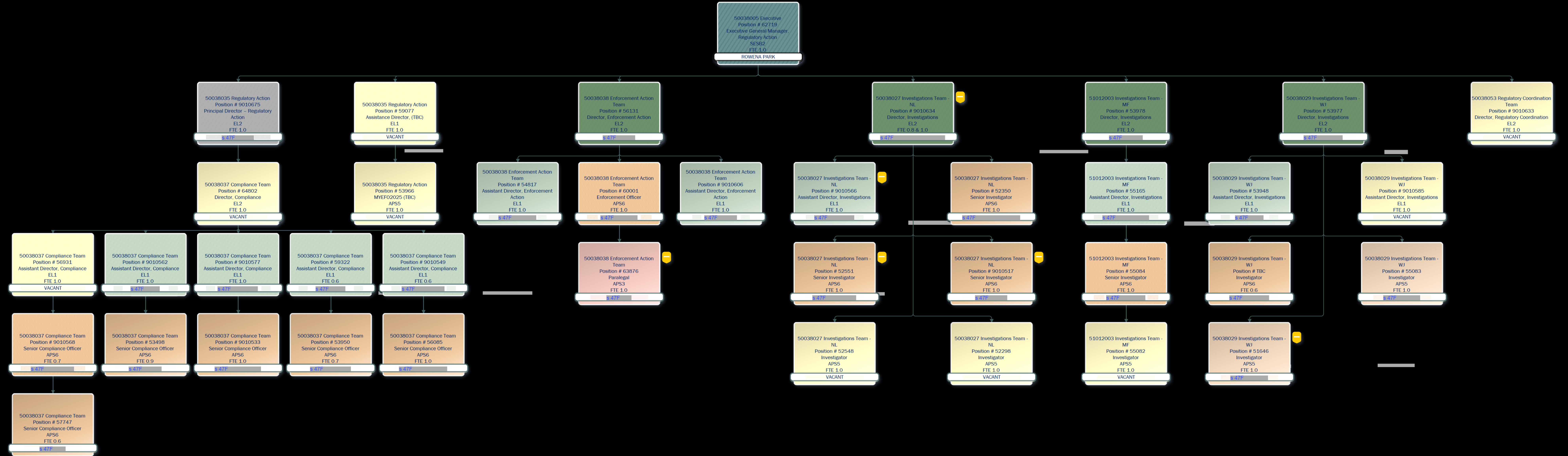


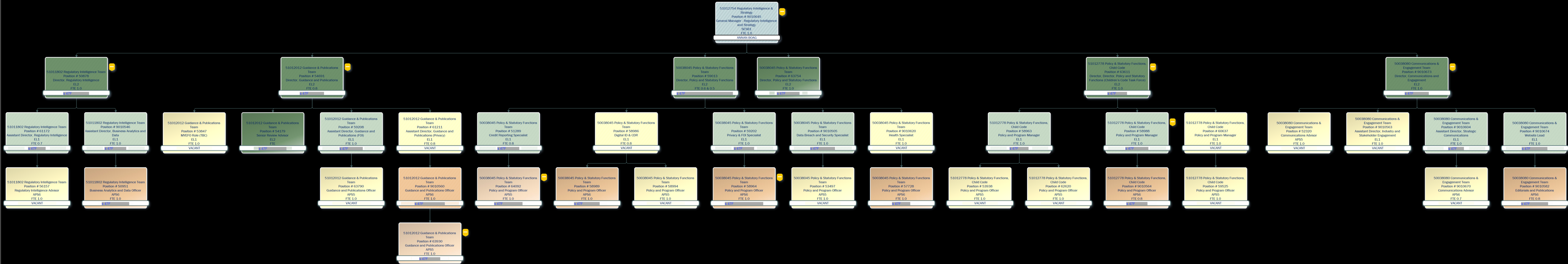












From: [KIND,Carly](#)
To: [s47F](#), [Mark](#); [PIRANI,Toni](#)
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Wednesday, 30 April 2025 1:18:56 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image004.jpg](#)

OFFICIAL: Sensitive

Thanks Mark. Toni, for your consideration:

- It seems like having the role run until April 26 will work well in terms of terminating funding – the difficulty will be post June 26 but we should have good visibility by April as to post-June funding
- I can get Ro to confirm that she will forgo those other two roles, if you'd like?
- As to running an EOI – I am in your hands on this. In my view running another EOI would be counterproductive as [s47F](#)

[s47F](#)

[s47F](#) It may be better dealt with by direct conversations with each of them, which I am happy to do. Mark did point out [s47F](#)
[s47F](#) – what do you think?

OFFICIAL: Sensitive

From: [s47F](#), [Mark](#) [s47E\(d\)](#) @oaic.gov.au>
Sent: Wednesday, 30 April 2025 12:00 PM
To: PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>
Cc: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear Toni

For approval

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For your consideration and approval.

Kind regards

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P s47E(d)

M s47F

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From: [PIRANI,Toni](#)
To: [KIND,Carly](#); [s47F](#); [.Mark](#)
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Wednesday, 30 April 2025 2:02:39 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

OFFICIAL: Sensitive

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Regards

Toni

[s](#)

OFFICIAL: Sensitive

From: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Sent: Wednesday, 30 April 2025 1:19 PM
To: [s47F](#), Mark [s47E\(d\)](#) @oaic.gov.au>; PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

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[s47F](#) It may be better dealt with by direct conversations with each of them, which I am happy to do. Mark did point out [s47F](#) [s47F](#) – what do you think?

OFFICIAL: Sensitive

From: s47F [REDACTED], Mark s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>

Sent: Wednesday, 30 April 2025 12:00 PM

To: PIRANI, Toni s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>

Cc: KIND, Carly s47E(d) [REDACTED] <[REDACTED]@oaic.gov.au>

Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

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Kind regards

Mark



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From: [KIND,Carly](#)
To: [PIRANI,Toni](#); [s47F](#), [Mark](#)
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Thursday, 1 May 2025 11:14:27 AM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image004.jpg](#)

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Thanks Toni. I spoke to Andre who was definitely fine with the decision and supported it. Ro is going to socialise with [s47F](#) and the other directors in her team who will have an interest. Ro has confirmed the other two roles will be surrendered (though not thrilled about it!).

I think it would be ideal to finalise this today/tomorrow so it could be announced on Monday alongside Marcel's appointment. I assume this should be by email from Toni to the whole org?

What is the next step – for the PD to go to Annan? Toni if you're happy maybe Mark can progress?

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From: PIRANI,Toni [s47E\(d\)](#) @oaic.gov.au>
Sent: Wednesday, 30 April 2025 2:03 PM
To: KIND,Carly [s47E\(d\)](#) @oaic.gov.au>; [s47F](#), [Mark](#)
[s47E\(d\)](#) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

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Toni

OFFICIAL: Sensitive

From: KIND,Carly s47E(d) @oaic.gov.au>

Sent: Wednesday, 30 April 2025 1:19 PM

To: s47F, Mark s47E(d) @oaic.gov.au>; PIRANI,Toni s47E(d) @oaic.gov.au>

Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

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OFFICIAL: Sensitive

From: s47F, Mark s47E(d) @oaic.gov.au>

Sent: Wednesday, 30 April 2025 12:00 PM

To: PIRANI,Toni s47E(d) @oaic.gov.au>

Cc: KIND,Carly s47E(d) @oaic.gov.au>

Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

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Kind regards

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P s47E(d)

M s47F

E s47E(d)

[@oaic.gov.au](mailto:mark.s47F@oaic.gov.au)

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From: s47F [REDACTED], Mark
To: PIRANI, Toni; KIND, Carly
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Thursday, 1 May 2025 11:30:17 AM
Attachments: FW Role description edits SECOFFICIAL.msg
 FW GM Regulatory Action SECOFFICIALSensitive.msg
 image001.jpg
 image002.jpg
 image003.jpg

OFFICIAL: Sensitive

Thanks Toni and Carly.

I will proceed with the following next steps to finalise:

Action	Status/comments
1. Review attached position description	Completed: I have now done this and no further comments to add
2. Review terms and conditions outlined by Annan	Completed: I have reviewed the T&C's in the attached and no further comments to add
3. Prepare non-ongoing contract and new SES determination for 12 months	In progress: P&C to prepare and send to Toni for signature/approval by cob Thursday/Friday
4. Communicate with Annan	Not started: I can give Annan a call to advise by cob Thursday
5. Prepare all staff announcement	In progress: P&C to prepare message and incorporate Marcel's bio / Annan's move into the new role and send to Toni/Carly by cob Thursday/Friday in preparation for a 5 May all staff announcement

Let me know if there's anything else missing.

Regards

Mark



Mark s47F [REDACTED]
 Director, People & Culture
 Office of the Australian Information Commissioner
 Sydney | GPO Box 5288 Sydney NSW 2001
 P s47E(d) [REDACTED] M s47F [REDACTED] E s47E(d) [REDACTED] @oaic.gov.au

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From: PIRANI, Toni [s47E\(d\)](#) @oaic.gov.au>
Sent: Thursday, 1 May 2025 11:22 AM
To: KIND, Carly [s47E\(d\)](#) @oaic.gov.au>; [s47F](#) , Mark
[s47E\(d\)](#) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Carly – agree it would be good to announce all at once. Mark grateful if you can progress further necessary steps.

Regards

Toni

OFFICIAL: Sensitive

From: KIND, Carly [s47E\(d\)](#) @oaic.gov.au>
Sent: Thursday, 1 May 2025 11:14 AM
To: PIRANI, Toni [s47E\(d\)](#) @oaic.gov.au>; [s47F](#) , Mark
[s47E\(d\)](#) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Toni. I spoke to Andre who was definitely fine with the decision and supported it. Ro is going to socialise with [s47F](#) and the other directors in her team who will have an interest. Ro has confirmed the other two roles will be surrendered (though not thrilled about it!).

I think it would be ideal to finalise this today/tomorrow so it could be announced on Monday alongside Marcel's appointment. I assume this should be by email from Toni to the whole org?

What is the next step – for the PD to go to Annan? Toni if you're happy maybe Mark can progress?

OFFICIAL: Sensitive

From: PIRANI, Toni [s47E\(d\)@oaic.gov.au](#)**Sent:** Wednesday, 30 April 2025 2:03 PM**To:** KIND, Carly [s47E\(d\)@oaic.gov.au](#); [s47F](#), Mark [s47E\(d\)@oaic.gov.au](#)**Subject:** RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

I spoke with Liz about this and my understanding was that there would not be an EOI – [s47F](#). I think direct conversations with [s47F](#) would be worthwhile – grateful for your assistance on that Carly. I think it would be very disruptive for [s47F](#) to have any change there at the moment.

Regards

Toni

OFFICIAL: Sensitive

From: KIND, Carly [s47E\(d\)@oaic.gov.au](#)**Sent:** Wednesday, 30 April 2025 1:19 PM**To:** [s47F](#), Mark [s47E\(d\)@oaic.gov.au](#); PIRANI, Toni [s47E\(d\)@oaic.gov.au](#)**Subject:** RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Mark. Toni, for your consideration:

- It seems like having the role run until April 26 will work well in terms of terminating funding – the difficulty will be post June 26 but we should have good visibility by April as to post-June funding
- I can get Ro to confirm that she will forgo those other two roles, if you'd like?
- As to running an EOI – I am in your hands on this. In my view running another EOI would be counterproductive as [s47F](#)

[s47F](#)

[s47F](#)

[s47F](#)

[s47F](#) It may be better dealt with by direct conversations with each of them, which I am happy to do. Mark did point out [s47F](#) [s47F](#) – what do you

think?

OFFICIAL: Sensitive

From: s47F, Mark s47E(d) @oaic.gov.au>

Sent: Wednesday, 30 April 2025 12:00 PM

To: PIRANI, Toni s47E(d) @oaic.gov.au>

Cc: KIND, Carly s47E(d) @oaic.gov.au>

Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear Toni

For approval

Approval is being sought to create a temporary (up to 12months) SES Band 1 General Manager, Regulatory Action. I am not aware of Liz approving this prior to her leave and hence for completeness, I am sending to you in order to progress.

Purpose of the role

Following on from the previous week's discussion with Ro and Carly, I understand that a temporary General Manager, Regulatory Action position is proposed to be created (up to 12 months). The position will:

- provide leadership to teams conducting investigations, compliance and enforcement activities, develops and implements case and litigation strategies, and ensures OAIC's regulatory action is consistent, proportionate and effective.
- translate the agency's and division's strategic priorities into operational plans, manages resources to achieve maximum impact, and builds team capability to deliver quality regulatory outcomes.
- play an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

Structural/reporting

- Reports to SES Band 2 EGM Regulatory Action
- Manages EL2 staff (need to confirm actual reporting lines)

Budgetary considerations/SES Cohort

I have liaised with Simon and he has advised the following:

- For an additional SES Band 1 to be created, other roles will have to be removed. At present Regulatory Action has some vacancies which could be used to make room for the SES Band 1:

- In particular there are the following vacant positions:
 - #59077 EL1 – MYEFO position yet to be utilised
 - #53966 APS5 – MYEFO position yet to be utilised
- These would cover all but \$20-30K of the cost with minimum disruption. However, it should be noted that these are potentially non-ongoing roles attached to the MYEFO funding and therefore are only a short term solution, although they would cover 2025-26 (i.e. the 12 month temporary period of the SES Band 1).
- Note: the EL2 Director Compliance (Pos#64802) currently showing on the Regulatory Action Org chart as vacant, has already been utilised to cover the new EL2 Information Services role in Enabling Services.
- SES Cohort: OAIC has room in the cohort for the role for the 2025-26 year, however, not beyond that unless OAIC receives Ministerial approval or extension of OAIC's terminating Digital ID measure at the end of 2025-26.

Recruitment considerations

- Similar to the PD Regulatory Action, P&C recommends to run an EOI to allow for an opportunity for interested staff to apply (including ongoing/non-ongoing SES/EL staff).

For your consideration and approval.

Kind regards

Mark



Mark s47F
 Director, People & Culture
 Office of the Australian Information Commissioner
 Sydney | GPO Box 5288 Sydney NSW 2001
 P s47E(d) M s47F E s47E(d) @oaic.gov.au

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From: [PIRANI,Toni](#)
To: [s47F](#), [Mark](#)
Cc: [KIND,Carly](#)
Subject: RE: [For approval and signature] SES Determination and non-ongoing engagement - General Manager, Regulatory Action [SEC=OFFICIAL]
Date: Friday, 2 May 2025 3:52:02 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)

Thanks Mark

This is approved.

Regards

Toni

From: [s47F](#), Mark <[s47E\(d\)](#)> @oaic.gov.au>
Sent: Friday, 2 May 2025 3:46 PM
To: PIRANI,Toni <[s47E\(d\)](#)> @oaic.gov.au>
Cc: KIND,Carly <[s47E\(d\)](#)> @oaic.gov.au>
Subject: [For approval and signature] SES Determination and non-ongoing engagement - General Manager, Regulatory Action [SEC=OFFICIAL]

Dear Toni

Please see attached for your approval and signature, Annan's new SES Determination and new non-ongoing engagement letter. At present, the period of engagement reflects Monday 2 June 2025 – Friday 29 May 2026. Let me know if the start date should be amended.

For completeness and consistency with following our processes for non-ongoing engagements and extensions, we need to ensure that we have factored in the [Guidance on non-ongoing engagements and changes to the Fair Work Act 2009 | Australian Public Service Commission \(apsc.gov.au\)](#).

Some of the key provisions outline that Agency Heads:

- must ensure that if an agency has a significant need for non-ongoing employees, even where an exception could apply, it should firstly consider its obligations under the PS Act; for example, whether employees can be engaged on an ongoing basis, with use of mobility and upskilling/reskilling (ie acting opportunities) where needed regularly facilitated across the agency
- should consider the appropriateness of the engagement as a non-ongoing engagement and whether an exception applies, should not be the only consideration when determining whether to engage an employee on a non-ongoing basis.

If you are satisfied with the above, please approve the attached and I can get the assistance of one of the EA's to add in your signature (unless you are able to do this).

Let me know if you have any questions.

Kind regards

Mark



Mark s47F

Director, People & Culture

Office of the Australian Information Commissioner

Sydney | GPO Box 5288 Sydney NSW 2001

P +s47E(d)

M s47F

E s47E(d)

@oaic.gov.au

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s22(1)(a)(i)

OFFICIAL: Sensitive

From: KIND,Carly <s47E(d)@oaic.gov.au>
Sent: Monday, 28 April 2025 10:24 AM
To: BOAG,Annan <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>; s47F, Mark <s47E(d)@oaic.gov.au>
Subject: Re: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi All - Mark can confirm but I asked that we push back this announcement to next week in order to finalise the other SESB1 appointment and announce both at the same time - I believe Marcel is coordinating on his end accordingly.

OFFICIAL: Sensitive

From: BOAG,Annan <s47E(d)@oaic.gov.au>
Sent: Monday, April 28, 2025 10:06:19 AM
To: PIRANI,Toni <s47E(d)@oaic.gov.au>; KIND,Carly <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Toni

Thanks for the quick response. Confirming I haven't spoken to anyone yet about this and won't do so until you let me know the time is right.

Annan

OFFICIAL: Sensitive

From: PIRANI,Toni <s47E(d)@oaic.gov.au>
Sent: Monday, 28 April 2025 9:58 AM
To: BOAG,Annan <s47E(d)@oaic.gov.au>; KIND,Carly <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

From: [PIRANI,Toni](#)
To: [s47F](#), [Mark](#); [BOAG,Annan](#); [KIND,Carly](#)
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]
Date: Monday, 5 May 2025 5:17:00 PM

Thanks Mark and Annan – 9.30am works for me and for Lynley to send on my behalf.

Regards

Toni

From: [s47F](#), [Mark](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Sent: Monday, 5 May 2025 3:33 PM
To: [BOAG,Annan](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [PIRANI,Toni](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [KIND,Carly](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

No worries Annan, done.

Thanks

Mark

OFFICIAL: Sensitive

From: [BOAG,Annan](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Sent: Monday, 5 May 2025 3:32 PM
To: [s47F](#), [Mark](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [PIRANI,Toni](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [KIND,Carly](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Mark

It's a small point but can you please consider removing: "We wish Annan all the best in his new role." Reads a bit like a farewell.

Annan

OFFICIAL: Sensitive

From: [s47F](#), [Mark](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Sent: Monday, 5 May 2025 3:30 PM
To: [PIRANI,Toni](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [KIND,Carly](#) [s47E\(d\)](#) [@oaic.gov.au](#)>; [BOAG,Annan](#) [s47E\(d\)](#) [@oaic.gov.au](#)>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Great, I've copied across the changes, and here's the final version.

Are we comfortable with sending this at 9:30am? [@PIRANI,Toni](#) are you happy for Lynley to send on your behalf?

Regards

Mark



Dear Colleagues

We are writing to update you on SES staffing arrangements.

Recruitment outcome: General Manager, Regulatory Intelligence and Strategy

s22(1)(a)(i)

General Manager, Regulatory Action

s47F from early July, Annan will commence in the role of General Manager, Regulatory Action, which has been established for 12 months and will report to the Executive General Manager, Regulatory Action.

The purpose of the role is to provide leadership to teams conducting investigations, compliance and enforcement activities, develop and implement case and litigation strategies, and ensure OAIC's regulatory action is consistent, proportionate and effective.

Annan brings a wealth of experience to this new role. Before joining the OAIC to coordinate the strategic review of the office in 2023, he established and led the privacy and assurance function of the Office of the Victorian Information Commissioner (OVIC) after that office was created in 2019. He was responsible for investigations, audits and examinations looking into the privacy and FOI practices of Victorian government organisations and their contractors. Prior to that, he led the OAIC CII and DBN functions, and also managed teams conducting privacy complaints and IC reviews.

Kind regards

Toni and Carly



Toni Pirani
Acting Information
Commissioner

Carly Kind
Privacy Commissioner

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From: PIRANI,Toni <s47E(d)@oaic.gov.au>
Sent: Monday, 5 May 2025 3:22 PM
To: KIND,Carly <s47E(d)@oaic.gov.au>; BOAG,Annan <s47E(d)@oaic.gov.au>
Cc: s47F,Mark <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Mark and Annan

I'm comfortable with the proposed message with Annan's suggestions.

Regards

Toni

OFFICIAL: Sensitive

From: KIND,Carly <s47E(d)@oaic.gov.au>
Sent: Monday, 5 May 2025 3:20 PM
To: BOAG,Annan <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>
Cc: s47F,Mark <s47E(d)@oaic.gov.au>
Subject: Re: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

No objections here!

OFFICIAL: Sensitive

From: BOAG,Annan <s47E(d)@oaic.gov.au>
Sent: Monday, May 5, 2025 2:34:16 PM
To: PIRANI,Toni <s47E(d)@oaic.gov.au>; KIND,Carly <s47E(d)@oaic.gov.au>
Cc: s47F,Mark <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Toni and Carly

I'd suggest a couple of additions for the benefit of people who don't have visibility of my investigations and regulatory experience and would only know me from my strategic review and RIS roles. Not sure about describing the duration of the role as 'up to' 12 months, perhaps just say 12? I also suggest we state my start date as 'early July' s47F Toni, hoping we can discuss this soon. Rowena was comfortable with it, but I want to talk to you about how it fits with handover requirements.

So suggested changes are something like the following:

General Manager, Regulatory Action

s47F, from early July, Annan will commence in the role of General Manager, Regulatory Action, which has been established for 12 months and will report to the Executive General Manager, Regulatory Action.

The purpose of the role is to provide leadership to teams conducting investigations, compliance and enforcement activities, develop and implement case and litigation strategies, and ensure OAIC's regulatory action is consistent, proportionate and effective.

Annan brings a wealth of experience to this new role. Before joining the OAIC to coordinate the strategic review of the office in 2023, he established and led the privacy and assurance function of the Office of the Victorian Information Commissioner (OVIC) after that office was created in 2019. He was responsible for investigations, audits and examinations looking into the privacy and FOI practices of Victorian government organisations and their contractors. Prior to that, he led the OAIC CII and DBN functions, and also managed teams conducting privacy complaints and IC reviews.

OFFICIAL: Sensitive

From: s47F, Mark s47E(d) @oaic.gov.au>
Sent: Monday, 5 May 2025 2:21 PM
To: PIRANI, Toni <s47E(d) @oaic.gov.au>; KIND, Carly s47E(d) @oaic.gov.au>; BOAG, Annan <s47E(d) @oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Good afternoon all

Please see draft email for your review.

Regards
 Mark



Dear Colleagues

We are writing to update you on SES staffing arrangements.

Recruitment outcome: General Manager, Regulatory Intelligence and Strategy

s22(1)(a)(i)

s22(1)(a)(i)

General Manager, Regulatory Action

On 2 June 2025, Annan will transition into a newly established General Manager, Regulatory Action role for up to 12 months and will report to the Executive General Manager, Regulatory Action.

The purpose of the role is to provide leadership to teams conducting investigations, compliance and enforcement activities, develop and implement case and litigation strategies, and ensure OAIC's regulatory action is consistent, proportionate and effective. The General Manager will translate the agency and division's strategic priorities into operational plans, manage resources to achieve maximum impact, and build team capability to deliver quality regulatory outcomes. The role will also play an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

We wish Annan all the best in his new role.

Kind regards

Toni and Carly



Toni Pirani
Acting Information
Commissioner

Carly Kind
Privacy Commissioner

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s22(1)(a)(i)

s22(1)(a)(i)

OFFICIAL: Sensitive

From: PIRANI, Toni <s47E(d)@oaic.gov.au>
Sent: Monday, 28 April 2025 10:28 AM
To: KIND, Carly <s47E(d)@oaic.gov.au>; BOAG, Annan <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>; s47F, Mark <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

That sounds like a good approach.

Regards

Toni

OFFICIAL: Sensitive

From: KIND, Carly <s47E(d)@oaic.gov.au>
Sent: Monday, 28 April 2025 10:24 AM
To: BOAG, Annan <s47E(d)@oaic.gov.au>; PIRANI, Toni <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>; s47F, Mark <s47E(d)@oaic.gov.au>
Subject: Re: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi All - Mark can confirm but I asked that we push back this announcement to next week in order to finalise the other SESB1 appointment and announce both at the same time - s22(1)(a)(i)

OFFICIAL: Sensitive

From: BOAG, Annan <s47E(d)@oaic.gov.au>
Sent: Monday, April 28, 2025 10:06:19 AM
To: PIRANI, Toni <s47E(d)@oaic.gov.au>; KIND, Carly <s47E(d)@oaic.gov.au>
Cc: s47F, Lynley <s47E(d)@oaic.gov.au>
Subject: RE: Announcing outcome of RIS GM recruitment [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Hi Toni

Thanks for the quick response. Confirming I haven't spoken to anyone yet about this and won't do so until you let me know the time is right.

Annan

s22(1)(a)(i)

From: [KIND,Carly](#)
To: [TYDD,Liz](#)
Subject: FW: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]
Date: Wednesday, 14 May 2025 2:43:00 PM
Attachments: [FW Role description edits SECOFFICIAL.msg](#)
[FW GM Regulatory Action SECOFFICIALSensitive.msg](#)
[image001.jpg](#)
[image002.jpg](#)
[image004.jpg](#)

Just so you have the email chain on Annan's appointment – including comments from Simon right down the bottom

From: [s47F](#), Mark [s47E\(d\)](#) @oaic.gov.au>
Sent: Thursday, 1 May 2025 11:30 AM
To: PIRANI,Toni <[s47E\(d\)](#) @oaic.gov.au>; KIND,Carly [s47E\(d\)](#) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Toni and Carly.

I will proceed with the following next steps to finalise:

Action	Status/comments
1. Review attached position description	Completed: I have now done this and no further comments to add
2. Review terms and conditions outlined by Annan	Completed: I have reviewed the T&C's in the attached and no further comments to add
3. Prepare non-ongoing contract and new SES determination for 12 months	In progress: P&C to prepare and send to Toni for signature/approval by cob Thursday/Friday
4. Communicate with Annan	Not started: I can give Annan a call to advise by cob Thursday
5. Prepare all staff announcement	In progress: P&C to prepare message and incorporate Marcel's bio / Annan's move into the new role and send to Toni/Carly by cob Thursday/Friday in preparation for a 5 May all staff announcement

Let me know if there's anything else missing.

Regards
Mark

Mark [s47F](#)



Director, People & Culture
 Office of the Australian Information Commissioner
 Sydney | GPO Box 5288 Sydney NSW 2001
 P s47E(d) M s47F E s47E(d) @oaic.gov.au

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From: PIRANI,Toni <s47E(d) @oaic.gov.au>
Sent: Thursday, 1 May 2025 11:22 AM
To: KIND,Carly <s47E(d) @oaic.gov.au>; s47F ,Mark
 <s47E(d) @oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Carly – agree it would be good to announce all at once. Mark grateful if you can progress further necessary steps.

Regards

Toni

OFFICIAL: Sensitive

From: KIND,Carly <s47E(d) @oaic.gov.au>
Sent: Thursday, 1 May 2025 11:14 AM
To: PIRANI,Toni s47E(d) @oaic.gov.au; s47F ,Mark
 s47E(d) @oaic.gov.au
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Toni. I spoke to Andre who was definitely fine with the decision and supported it. Ro is going to socialise with s47F and the other directors in her team who will have an interest. Ro has confirmed the other two roles will be surrendered (though not thrilled about it!).

I think it would be ideal to finalise this today/tomorrow so it could be announced on Monday s22(1)(a)(i) . I assume this should be by email from Toni to the whole org?

What is the next step – for the PD to go to Annan? Toni if you're happy maybe Mark can progress?

OFFICIAL: Sensitive

From: PIRANI, Toni <s47E(d)@oaic.gov.au>
Sent: Wednesday, 30 April 2025 2:03 PM
To: KIND, Carly <s47E(d)@oaic.gov.au>; s47F, Mark <s47E(d)@oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

I spoke with Liz about this and my understanding was that there would not be an EOI – s47F . I think direct conversations with s47F would be worthwhile – grateful for your assistance on that Carly. I think it would be very disruptive for s47F to have any change there at the moment.

Regards

Toni

OFFICIAL: Sensitive

From: KIND, Carly <s47E(d)@oaic.gov.au>
Sent: Wednesday, 30 April 2025 1:19 PM
To: s47F, Mark <s47E(d)@oaic.gov.au>; PIRANI, Toni <s47E(d)@oaic.gov.au>
Subject: RE: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Thanks Mark. Toni, for your consideration:

- It seems like having the role run until April 26 will work well in terms of terminating funding – the difficulty will be post June 26 but we should have good visibility by April as

to post-June funding

- I can get Ro to confirm that she will forgo those other two roles, if you'd like?
- As to running an EOI – I am in your hands on this. In my view running another EOI would be counterproductive as s47F

[REDACTED]

[REDACTED] It may be better dealt with by direct conversations with each of them, which I am happy to do. Mark did point out s47F s47F – what do you think?

OFFICIAL: Sensitive

From: s47F, Mark <s47E(d)@oaic.gov.au>

Sent: Wednesday, 30 April 2025 12:00 PM

To: PIRANI, Toni <s47E(d)@oaic.gov.au>

Cc: KIND, Carly <s47E(d)@oaic.gov.au>

Subject: [For approval] creation of new General Manager, Regulatory Action position (temporary up to 12 months) [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear Toni

For approval

Approval is being sought to create a temporary (up to 12months) SES Band 1 General Manager, Regulatory Action. I am not aware of Liz approving this prior to her leave and hence for completeness, I am sending to you in order to progress.

Purpose of the role

Following on from the previous week's discussion with Ro and Carly, I understand that a temporary General Manager, Regulatory Action position is proposed to be created (up to 12 months). The position will:

- provide leadership to teams conducting investigations, compliance and enforcement activities, develops and implements case and litigation strategies, and ensures OAIC's regulatory action is consistent, proportionate and effective.
- translate the agency's and division's strategic priorities into operational plans, manages resources to achieve maximum impact, and builds team capability to deliver quality regulatory outcomes.
- play an essential role in positioning the OAIC as an effective and trusted regulator by ensuring regulatory activities are targeted to address the most significant privacy and information access risks to the Australian community.

Structural/reporting

- Reports to SES Band 2 EGM Regulatory Action
- Manages EL2 staff (need to confirm actual reporting lines)

Budgetary considerations/SES Cohort

I have liaised with Simon and he has advised the following:

- For an additional SES Band 1 to be created, other roles will have to be removed. At present Regulatory Action has some vacancies which could be used to make room for the SES Band 1:
 - In particular there are the following vacant positions:
 - #59077 EL1 – MYEFO position yet to be utilised
 - #53966 APS5 – MYEFO position yet to be utilised
 - These would cover all but \$20-30K of the cost with minimum disruption. However, it should be noted that these are potentially non-ongoing roles attached to the MYEFO funding and therefore are only a short term solution, although they would cover 2025-26 (i.e. the 12 month temporary period of the SES Band 1).
 - Note: the EL2 Director Compliance (Pos#64802) currently showing on the Regulatory Action Org chart as vacant, has already been utilised to cover the new EL2 Information Services role in Enabling Services.
- SES Cohort: OAIC has room in the cohort for the role for the 2025-26 year, however, not beyond that unless OAIC receives Ministerial approval or extension of OAIC's terminating Digital ID measure at the end of 2025-26.

Recruitment considerations

- Similar to the PD Regulatory Action, P&C recommends to run an EOI to allow for an opportunity for interested staff to apply (including ongoing/non-ongoing SES/EL staff).

For your consideration and approval.

Kind regards

Mark




Mark s47F
 Director, People & Culture
 Office of the Australian Information Commissioner
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OFFICIAL: Sensitive

s22(1)(a)(i)



From: KIND,Carly <s47E(d)@oaic.gov.au>
Sent: Wednesday, 14 May 2025 1:01 PM
To: TYDD,Liz <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>
Subject: RE: Recruitment temp and permanent [SEC=OFFICIAL]

s22(1)(a)(i)



On 3 – Annan’s appointment was announced at the same time as Marcel’s to all staff. Mark advised an internal EOI not required, and I spoke directly to Andre about it. The temp appointment was made until April 2026 on discussion with Mark and Ro, at which time we will need to assess whether we have the funding to continue the role and could run a proper recruitment for it. Simon also pointed out we would need to increase our SES cap after that point.

From: TYDD,Liz <s47E(d)@oaic.gov.au>
Sent: Wednesday, 14 May 2025 12:19 PM
To: KIND,Carly <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>
Subject: Recruitment temp and permanent [SEC=OFFICIAL]

Dear Carly and Toni

I’ve had some brief catch ups with Brenton and Mark so a heads up and check in with you both on next steps:

s22(1)(a)(i)



s22(1)(a)(i)

3. Re Enforcement position was there progress here re communication of temp arrangements? s22(1)(a)(i) As discussed, internal EOI is also required so can we schedule this for the same time ie new financial year (if this hasn't occurred already)?

Kind regards

Liz



Elizabeth Tydd (she/her)
Information Commissioner
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Executive assistant: s47E(d) @oaic.gov.au

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s22(1)(a)(i)

From: TYDD, Liz**Sent:** Friday, 16 May 2025 4:39 PM**To:** PIRANI, Toni <s47E(d)@oaic.gov.au>; KIND, Carly <s47E(d)@oaic.gov.au>**Subject:** RE: Recruitment temp and permanent [SEC=OFFICIAL]

Dear Toni

I appreciate context thank you. I would also add that we knew we had a need in RAD and we knew we had an SES position (temp) plus the funding. However the more immediate crystallisation of that need couldn't have occurred until Ro had settled in/gained insights (together with Carly's). So the timing met organisational needs.

Kind regards

Liz

From: PIRANI, Toni <s47E(d)@oaic.gov.au>**Sent:** Friday, 16 May 2025 4:23 PM**To:** KIND, Carly <s47E(d)@oaic.gov.au>; TYDD, Liz <s47E(d)@oaic.gov.au>**Subject:** RE: Recruitment temp and permanent [SEC=OFFICIAL]

Dear Liz

As noted in the email chain Carly refers to below I had understood at the time that, in principle, all 3 commissioners were comfortable with Annan's temporary appointment to the role without an internal EOI.

Having said that I acknowledge that ultimately, given the timing of the decision it was my decision to make and I take full responsibility for it. The basis upon which I decided to proceed to offer Annan the role for 12 months without an internal EOI was:

- There was sufficient budget and SES cap for the temporary role
- s47F [REDACTED] which had been open to everyone to apply for and was a particular avenue that could have been used to identify internal EL2s with an interest in promotion to SES. In my view it was appropriate to give significant weight to a very recent, full external process in s47F [REDACTED]
- the unnecessary disruption that could arise with an internal EOI. In particular, I gave consideration to the numerous processes that had been conducted in recent weeks and the consequences for the organisation as a whole if existing SES were to move

to this role on a temporary basis. In particular I noted the critical situation in both privacy case management and in enabling services where the need for stability in leadership was the priority given how recently both of those SES had been back in those roles and the significant responsibilities and challenges facing those roles.

- I felt comfortable making that call with Carly's support and having noted HR's suggestion that an EOI be conducted. My recollection (although not documented) is that HR verbally advised that whilst an EOI was preferred it was not essential.

Further, for completion I should mention that I received an email from Annan, sent on the first day of my taking up the acting IC role, s47F

In light of the timing around aligning the announcements, informing staff and s47F

, I still think it was the preferable approach.

Regards

Toni

From: KIND,Carly <s47E(d)@oaic.gov.au>

Sent: Wednesday, 14 May 2025 2:45 PM

To: TYDD,Liz <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>

Subject: RE: Recruitment temp and permanent [SEC=OFFICIAL]

Thanks Liz, just forwarded you the email chain between Mark, Toni and I that sets out the relevant considerations

From: TYDD,Liz <s47E(d)@oaic.gov.au>

Sent: Wednesday, 14 May 2025 2:39 PM

To: KIND,Carly <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>

Subject: RE: Recruitment temp and permanent [SEC=OFFICIAL]

Dear Carly

s22(1)(a)(i)

On 3 Ok- I know we were seeking advice on the process but I didn't see confirmation of advice re same so this is helpful. Thank you. Ill check in to confirm any documentation re same.

Kind regards

Liz

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Sent: Wednesday, 14 May 2025 1:01 PM
To: TYDD,Liz <s47E(d)@oaic.gov.au>; PIRANI,Toni <s47E(d)@oaic.gov.au>
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