



**Australian Government**

**Department of Health and Aged Care**

**Ministerial Submission – Standard**

**MS23-001407**

**Version (1)**

**Date sent to MO: 10 October 2023**

**To: Assistant Minister Kearney**

**cc: Minister Butler**

**Subject: Minister Kearney Travel to COP28 Health Day (Dubai December 2023)**

**Critical date:** 18 October 2023- to allow time to book international airfares and accommodation.

**Recommendation/s:**

1. **Agree** to travel to Dubai in December 2023 to represent the Australian Government at the Conference of Parties (COP)28 Health Day. 1. **Agreed / Not agreed / Please discuss**
2. **Note** the International Travel Request Forms at Attachment A to be signed by your Chief of Staff seeking the Prime Minister's approval for the trip. 2. **Noted**

Signature .....  
Comments:

Date: 4/10 / 2023

Contact Officer:	Stephen Bouwhuis	A/g First Assistant Secretary Office of Health Protection	Ph: (02) 6289 <small>s47E(c), 47F</small> Mobile: <small>s47E(c), 47F</small>
Clearance Officer:	Paul Kelly	Chief Medical Officer	Ph: (02) 6289 <small>s47E(c), 47F</small> Mobile: <small>s47E(c), 47F</small>

**Prime Ministerial Approval**

1. To travel overseas you must seek the Prime Minister's written approval. In line with the Department of the Prime Minister and Cabinet's (PM&C) Ministerial International Travel Guidelines, the Department has partially prepared draft forms for your office to complete (Attachment A), your Chief of Staff to sign, and your office to forward to the Prime Minister's office.

## COP28 Health Day in Dubai

2. It is anticipated the inclusion of a first-ever Health Day at COP28 on 3 December 2023 will raise the profile of climate and health issues at the international climate negotiations.
3. Your presence at the COP28 Health Day will further highlight the Government's commitment to action on climate and health to domestic and international stakeholders. Australia's participation in Health Day at COP28 may also contribute to Australia's climate change credentials and our bid to host the United Nations Conference on Climate Change in 2026 (COP31).
4. On the Health Day, we propose you attend the Alliance for Transformative Action on Climate and Health (ATACH) roundtable and the climate-health ministerial.
  - a. At COP28, members countries of ATACH will assess progress and agree on next steps to meet their commitments to strengthen the health response to climate change.
  - b. The climate-health ministerial is a new event at COP, where ministers of health, environment, finance and related sectors will set out a roadmap to address the climate-health nexus. A political declaration will be adopted to reflect country priorities on climate change and health and support the mainstreaming of health in the climate agenda.
  - c. A separate Ministerial Submission regarding ATACH is being prepared and will be submitted for your consideration shortly.
5. The Department will work closely with your office when organising logistics and briefings. Departmental officials will support you during the meetings. The Consulate-General in Dubai will provide security and logistics support while in Dubai.
6. The proposed flights, cost estimates and draft program for your Dubai trip at Attachment B are subject to change when further advice on the agenda is provided by the COP28 Presidency and as the Department engages further with interlocutors.

## Launch of the National Health and Climate Strategy

7. The timing of COP28 aligns with the anticipated delivery of Australia's National Health and Climate Strategy in December 2023.
8. The Department will provide briefings and further advice on any recommended announcements once the Strategy is finalised, and a proposed release date is confirmed.

## Background:

- The United Nations Climate Change Conferences are held annually under the United Nations Framework Convention on Climate Change (UNFCCC) and serve as the formal meeting of the Conference of Parties (COP) to assess progress on climate action.
- The next United Nations Climate Change Conference (COP 28) will take place between 30 November and 12 December 2023 in Dubai, United Arab Emirates. The conference will comprise the 28<sup>th</sup> Conference of Parties to the United Nations Framework Convention on Climate Change.

**Budget/Financial Implications:** Ministerial travel is covered under the *Parliamentary Business Resources Act 2017* (PBR Act) with funding managed by the Independent Parliamentary Expenses Authority. We estimate total costs for the COP 28 trip will be up to AU\$31,411.31 noting these costs are subject to change in a dynamic travel environment.

## Attachments:

- A:** Assistant Minister Kearney to COP28 Dubai December 2023 – International Travel Request Forms
- B:** Assistant Minister Kearney COP28 Dubai Flights Costs Program

**Consultation:** The Department of Climate Change, Energy, the Environment and Water and the Department of Foreign Affairs and Trade.

**Sensitivities:** Over 70 governments have joined ATACH and have committed to building low-carbon and climate-resilient health systems. There is strong expectation among stakeholders that Australia will also join.

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

## Ministerial International Travel Request Form

- This form is submitted to the Departmental Liaison Officer in the Prime Minister's Office with associated documents a **minimum of three** weeks prior to the proposed departure date.
  - Failure to meet this timeframe may mean that a Minister's international travel request is not approved.
  - The Chief of Staff to the Minister making this request is responsible for the accuracy of this form and makes this travel request on behalf of their Minister.
  - The Chief of Staff should send this form to the PMO DLO, or be cc'd in the email.
  - The templates attached should be used for all submissions.
- Please read the [Ministerial International Travel Guidelines \(the Guidelines\)](#) before completing this form.
- Travel approval is required **before**:
  - A Minister's participation in international engagements can be confirmed with third parties.
  - Media can be briefed on intended international travel / engagements.
- International travel on sitting days is not typically approved. Written confirmation from the Leader of the House or Chief Government Whip in the Senate is required when submitting this request.

<b>Minister:</b> The Hon Ged Kearney, Assistant Minister for Health and Aged Care  <b>Is the minister travelling on behalf of another Minister? No</b>	<b>The Minister intends to depart Australia on:</b>  <b>2/12/2023 12:00 AM (pending flights)</b>  <b>And return to Australia on:</b>  <b>4/12/2023 12:00 AM</b>
<b>Destination Country:</b>  <b>United Arab Emirates</b>	<b>Method of Travel:</b>  <b>Commercial</b>
<p><b>Key events and essential purpose of the travel:</b> Assistant Minister Ged Kearney proposes to travel to Dubai from 2-4 December 2023 to represent Australia at the COP28 Health Day on 3 December. Australia is proactively addressing the intersection of health and climate change by participating in the COP28 Health Day on 3 December in Dubai. This event marks the first time a United Nations Climate Change Conference (COP) will have a day dedicated to health and climate.</p> <p>Assistant Minister Kearney's presence at the COP28 Health Day would demonstrate the Government's genuine commitment to action on climate and health to both domestic and international stakeholders. Australia's participation in Health Day at COP28 may also contribute to Australia's climate change credentials and its bid to host United Nations Conference on Climate Change in 2026 (COP 31).</p> <p>The unprecedented focus on health at COP28 aligns with the anticipated delivery of Australia's National Health and Climate Strategy at the end of 2023. It provides the opportunity for Assistant Minister Kearney to launch the Strategy among both domestic and international stakeholders, and announce any international commitments to climate and health published within the Strategy.</p> <p>Assistant Minister Kearney will attend a climate-health ministerial meeting and it is anticipated she will also attend bilateral meetings with several nations including Canada, UK, USA, European Countries and UAE, the host of the COP28. The meetings aim to</p>	



foster collaboration, share insights and discuss pivotal international matters in the realms of climate and health.

**Estimated total costs:**      **AUD \$30997 (GST incl)**

#### **Class of travel**

Are the selected flights business class or lower? **Yes**

If not, please provide a reason:

#### **Hotel rooms**

Have standard rooms (or equivalent) been selected? **Yes**

#### **Are there any sensitivities/risks associated with this travel?**

**No**

#### **Hospitality**

Has the Minister been invited as a Guest of Government?

**Yes**

Is a hospitality package included in the request?

**No**

*Hospitality received on a visit (e.g. accommodation provided by a host nation) is subject to the normal declaration of interests procedures for the House of Representatives and Senate.*

#### **Absences from Parliament**

Will the Minister be absent from Parliament? **No**

*A copy of an email approving your Minister's leave from Parliament must be provided with this request.*

#### **Absences from Cabinet/Ministry Meetings**

Will the Minister be absent from Cabinet, Cabinet Committee or Ministry meetings? **No**

If yes, provide details:

## Acting Arrangements

N/A

Is an Instrument of Authorisation required? **No**

*An Instrument of Authorisation is not required when the acting Minister is appointed to administer the same department(s) as the travelling Minister.*

*Assistant Ministers are not required to provide acting arrangements.*

*Typically, only Cabinet Ministers act for other Cabinet Ministers.*

## Accompanying (MoPS Act) staff

Typically, **only one MoPS staff member** travels overseas with Ministers.

Please provide the name and position of staff intending to travel with the Minister:

s47E(c), s47F

**If more than one MoPS staff member is requested:** Please provide a reason why the additional staff member is required and why travelling Departmental / Post officials cannot provide the required support to the Minister.

*Note - Departmental officials do not need to be listed. Departmental Liaison Officers do not typically undertake international travel with Ministers.*

## Pre-departure security briefing

*Ministers and staff are required to attend a security briefing prior to departure. Please provide details of the official in your Department who will complete your pre-departure security briefing.*

<b>Official's name:</b>	s47E(c), 47F
<b>Title</b>	Security Operations Manager
<b>Mobile:</b>	02 6289 s47E(c), 47F
<b>Email:</b>	s47E(c), 47F @health.gov.au

## Chief of Staff declaration:

<input type="checkbox"/>	I have read and understood the Ministerial International Travel Guidelines.
<input type="checkbox"/>	I understand that the Minister's attendance / participation in engagements listed in this application cannot be confirmed with third parties until travel approval has been provided.
<input type="checkbox"/>	I confirm that the most cost effective proposal has been put forward in line with the requirements and principles of the <i>Parliamentary Business Resources Act 2017</i> and associated Regulations.

<input type="checkbox"/>	A full itinerary/program has been provided using the template below with key meetings confirmed.
<input type="checkbox"/>	All costings have been provided using the template provided below.
<input type="checkbox"/>	I have scheduled a pre-departure security briefing for my Minister and accompanying staff.
<input type="checkbox"/>	<b><i>For Minister's planning to travel on Sitting Days:</i></b> I have attached authorisation for my Minister's leave from Parliament.
<input type="checkbox"/>	<b><i>For Offices of Assistant Minister's only:</i></b> I have attached an email from the Chief-of-Staff for the relevant Cabinet Minister supporting this travel.
<p><b>Name:</b> Laura Söderlind</p> <p><b>Position:</b> Chief of Staff</p> <p><b>Date:</b></p> <p><b>Email:</b> <span style="background-color: #cccccc;">47E(c), s47F</span> <a href="mailto:47E(c), s47F@health.gov.au">@health.gov.au</a></p> <p><b>Phone:</b> <span style="background-color: #cccccc;">47E(c), s47F</span></p>	

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

**VISIT BY ASSISTANT MINISTER KEARNEY TO COP28 DUBAI**  
**2 DECEMBER 2023 TO 4 DECEMBER 2023**  
**FLIGHT ITINERARY**

**Saturday 2 December**

Time TBC    Depart Canberra on [Flight [business] TBC] – Minister Kearney and Advisor

Time TBC    Arrive Dubai International Airport on [Flight [business] TBC] – Minister Kearney and Advisor

**Tuesday 5 December**

Time TBC    Depart Dubai International Airport on [Flight [business] TBC] – Minister Kearney and Advisor

Time TBC    Arrive Canberra on [Flight [business] TBC] – Minister Kearney and Advisor

\* Actual flights will depend on availability at time of booking.

This document has been released under  
the Freedom of Information Act 1992 (Cth)  
by the Department of Health and Ageing

**VISIT BY MINISTER KEARNEY TO COP28 DUBAI  
2 DECEMBER 2024 TO 4 DECEMBER 2024**

**COST ESTIMATES**

ITEM	ESTIMATE (AUD)
<b>Air Fares - Commercial</b>	
Minister Kearney (Business)	\$ 10671
Advisor (Business)	\$ 10671
	\$21342
<b>Accommodation*</b>	
Minister Kearney	
2 nights in Dubai estimated \$AUD1493 a night	\$2986 (Standard room)
Advisor	
2 nights in Dubai estimated \$AUD1493 a night	\$2986 (Standard room)
	\$5972
Estimated cost	\$27314
<b>TOTAL (incl 15% buffer)</b>	<b>\$31411</b>

\*Flight cost estimations were provided by the Independent Parliamentary Expenses Authority. Note accommodation costs are estimates only. Breakfast included as part of accommodation. Accommodation will be booked through the Australian Embassy in Dubai.

**VISIT BY MINISTER KEARNEY TO COP28 DUBAI****2 DECEMBER 2023 TO 4 DECEMBER 2023****PROPOSED PROGRAM<sup>#</sup>**

Local Time	Saturday 2 December
Local Time	Sunday 3 December
09:00 – 10:30	High-level opening health day
11:00 – 13:00	ATACH Ministerial Roundtable
15:00 – 13:00	Climate-Health Ministerial
18:00 – 20:00	VIP reception
Local Time	Monday 4 December

# Based on draft program proposed and subject to change.



## MINUTE TO THE SECRETARY

**To:** Mr Blair Comley PSM

**CC:** Deputy Secretaries and CMO

**SUBJECT: For approval: Proposed International Travel Forecast: 1 October 2023 - 30 June 2024**

### Purpose

The Executive Committee has requested a regular forecast of international travel to give visibility of the Department's international travel program, streamline approval processes, and encourage early approval to obtain the best possible airfares. This paper provides proposed international travel by department officials for the period 1 October 2023 – 30 June 2024 (Attachment A).

### Key issues

Travel has been proposed by the Chief Medical Officer Group, Health Strategy, First Nations and Sport Group, Primary and Community Care Group and Health Resourcing Group. Given its extensive cost-recovered travel program, the Health Products Regulatory Group has a separate process to obtain travel approvals.

The Financial Business Rule (FBR) R2.5 *Official Travel – Overseas* notes that in-principle approval by the Secretary is required through the quarterly forecast of international travel. Following in-principle approval by the Secretary, the costs and final arrangements for forecasted trips may then be approved by the relevant Deputy Secretary, with the following exceptions:


1. The Minister needs to approve travel by the Secretary or travel where the total cost of the delegation is over \$50,000.
2. The Secretary approves travel by Deputy Secretaries.
3. The FAS HSSD and FAS Medical Regulation Division may approve international travel for outposted staff within their region (Europe and South-east Asia respectively).
4. Travel by Health Products Regulation Group officers below SES and MO5 are approved by the Deputy Secretary.

Any travel outside this forecast process and exemptions requires separate approval by the Secretary.

Previous forecasts have highlighted efforts to reduce delegation size and review costs. Justification for travel is included in the forecast. Financial Management Division is currently undertaking a review of the *International Travel Policy* in consultation with impacted areas to identify opportunities to reduce the overall cost of international travel. This work is expected to be completed by the end of the year. Delays in finalising bookings arrangements can significantly increase the costs of international travel (particularly flight costs). Areas travelling are encouraged to finalise approvals and bookings early to minimise costs.

A refreshed international engagement strategy by early 2024 will also help set international priorities and support the rationale for international travel engagements that advance the Department's business.


**Recommendation**

<b>APPROVE</b> the International Travel Forecast (Attachment A).	<b>Approved / Not Approved</b> Comments:	Signed: <small>s47E(c), 47F</small>  Mr Blair Comley 28 / 8 / 23
--	---	---

Contact officer:

Travis Power, Assistant Secretary, International Strategies Branch

Phone:

s47E(c), 47F  


Cleared by:

Mary Wood, FAS, HSSD

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

OFFICIAL

## Proposed International Travel for 2023-2024 (1 October 2023 – 30 June 2024)

s22

COP28

3rd December 2023

Abu Dhabi UAE

TBA

1-4 pending MO attendance and preference

\$18,000 per person

Reason for Travel: Possible request to support Ministerial attendance. COP28 is a pivotal strategic international engagement which is directly linked to OHPD's work on the National Health and Climate Change Strategy and development of the Environmental Health Strategic Plan 2024-2027. As a high profile occasion, Ministerial, Ministerial Advisor and 1-2 OHPD nominees may be required to attend to support briefings and engagements.

s22

OFFICIAL

s22

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

OFFICIAL

s22

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

OFFICIAL

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care



OFFICIAL

S22

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

s22

**From:** s47F @dcceew.gov.au>  
**Sent:** Thursday, 18 January 2024 10:28 AM  
**To:** s47E(c), 47F  
**Cc:** s47E(d)  
**Subject:** RE: Request for input: Cost of COP28 - Senate Estimates Briefing [SEC=OFFICIAL]

Hi s47E(c), 47F

Thanks for your prompt response! We will take these costings into account.

Have a great day.

Best Regards,

s47F

Business Manager

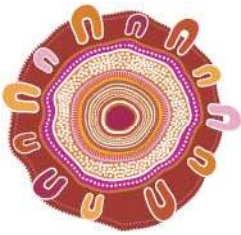
International Climate and Energy Division | Climate Negotiations and Engagement Branch  
 Department of Climate Change, Energy, the Environment and Water

s47F

[@dcceew.gov.au](mailto:s47F@dcceew.gov.au) |

s47F [@protected.dcceew.gov.au](mailto:s47F@protected.dcceew.gov.au)

DCCEEW.gov.au ABN 63 573 932 849



#### Acknowledgement of Country

Our department recognises the First Peoples of this nation and their ongoing connection to culture and country. We acknowledge Aboriginal and Torres Strait Islander Peoples as the Traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.

**From:** s47E(c), 47F @Health.gov.au>  
**Sent:** Thursday, January 18, 2024 10:10 AM  
**To:** s47F @dcceew.gov.au>  
**Cc:** s47E(d) @Health.gov.au>  
**Subject:** RE: Request for input: Cost of COP28 - Senate Estimates Briefing [SEC=OFFICIAL]

Hi s47F

Here are our costs.

Agency:	Department of Health and Aged Care
Number of delegates:	2
Airfares:	\$10,466.82 x 2 = \$20,933.64
Accommodation:	\$3,140.49 x 2 = \$6,280.98
Other costs (Meals, incidentals, Equipment allowance, ground	\$3,454.56 (Strategy printing costs)

s47E(c), 47F



PO Box 9848, Canberra ACT 2601, Australia

The Department of Health and Aged Care acknowledges First Nations peoples as the Traditional Owners of Country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to all Elders both past and present.

To: s47F  
@aff.gov.au>; s47F  
@dfat.gov.au>; s47F  
@csiro.au; s47F  
@csiro.au; s47F  
@arena.gov.au>; s47F  
@cefc.com.au>; s47F  
@cefc.com.au; GRINBERGS, Helen s47E(c), 47F @health.gov.au>;  
@cefc.com.au; BOUWHUIS, Stephen s47E(c), 47F @health.gov.au>; s47E(c), 47F  
@Health.gov.au>; s47F @austrade.gov.au; s47F @austrade.gov.au;>  
@austrade.gov.au; s47F @austrade.gov.au;>  
@austrade.gov.au; s47F @infrastructure.gov.au;>  
@aff.gov.au>; s47F @dfat.gov.au>; s47F  
@dfat.gov.au>; s47F @dfat.gov.au>; s47F  
@dfat.gov.au>; s47F @dfat.gov.au>; s47F  
@dfat.gov.au>; s47F @dfat.gov.au>; s47F  
@dfat.gov.au>; s47F  
@dcceew.gov.au>; s47F  
@dcceew.gov.au>; s47F

Happy new year all! I hope you were able to enjoy a relaxing holiday break after a very busy year that was 2023! 😊

In preparation for Senate Estimates this Feb, we are asking for your help to identify the Australian Governments total costs for attending COP28 in Dubai. To support this exercise, we'd be very grateful if you could please review the below table and populate the fields accordingly. We understand some costs might still be in the reconciliation phase and not finalised/acquitted, but would very much appreciate your support in getting final figures where you can.

Grateful if I could please receive your agencies total COP28 costs by **COB Tuesday 23 January 2024**.

Agency:	
Number of delegates:	
Airfares:	
Accommodation:	
Other costs (Meals, incidentals, Equipment allowance, ground transport, passport, visa, courier, travel doctor)	
<b>Total</b>	

Any issues please let me know! Look forward to hearing from you soon.

Best Regards,

s47F

Business Manager

International Climate and Energy Division | Climate Negotiations and Engagement Branch  
Department of Climate Change, Energy, the Environment and Water

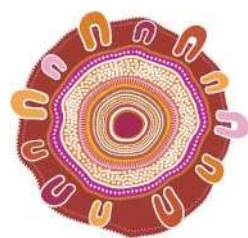
s47F

s47F

@dcceew.gov.au |

[protected.dcceew.gov.au](mailto:protected.dcceew.gov.au)

DCCEEW.gov.au ABN 63 573 932 849



#### Acknowledgement of Country

Our department recognises the First Peoples of this nation and their ongoing connection to culture and country. We acknowledge Aboriginal and Torres Strait Islander Peoples as the Traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.

----- IMPORTANT - This email and any attachments have been issued by the Commonwealth of Australia (Commonwealth). The material transmitted is for the use of the intended recipient only and may contain confidential, legally privileged, copyright or personal information. You should not copy, use or disclose it without authorisation from the Commonwealth. It is your responsibility to check any attachments for viruses and defects before opening or forwarding them. If you are not an intended recipient, please contact the sender of this email at once by return email and then delete both messages. Unintended recipients must not copy, use, disclose, rely on or publish this email or attachments. The Commonwealth is not liable for any loss or damage resulting from unauthorised use or dissemination of, or any reliance on, this email or attachments. If you have received this e-mail as part of a valid mailing list and no longer want to receive a message such as this one, advise the sender by return e-mail accordingly. This notice should not be deleted or altered -----

"Important: This transmission is intended only for the use of the addressee and may contain confidential or legally privileged information. If you are not the intended recipient, you are notified that any use or dissemination of this

communication is strictly prohibited. If you receive this transmission in error please notify the author immediately and delete all copies of this transmission."

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care



This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

s22

This document has been released under the Freedom of Information Act 1982 (Cth) by the Department of Health and Aged Care

Departmental attendance at COP28

- Launching and promoting the Strategy at COP28 showcased Australia’s strong commitment to climate and health action on a global stage, and demonstrated the Government’s commitment to international collaboration ( in line with Objective 3 of the Strategy).
- Assistant Minister Kearney was supported at COP28 by two departmental staff. The costs associated with their attendance at COP28 were \$28,953.93 (GST Inclusive).

Costs of departmental attendance	
Detail	Cost
Airfares (incl. tax) – 2 X \$10,466.82	\$20,933.64

s22

SB24-000036

OFFICIAL

Accommodation – 2 x \$3,140.49	\$6,280.98
Travel allowance and other expenses – 2 x \$869.65	\$1,739.31

- The Department's costs for the launch were \$5,396.16.

Costs for the launch	
Detail	Cost
Launch Informal Working Lunch – Vegetarian Lunch Box	\$2,941.60
Printing of Strategy in Dubai (including 75 copies of the Strategy and 250 copies of one-page Strategy brochures)	\$3,454.56

s22

- Key outcomes achieved at COP28 include:
  - A successful launch event for the Strategy, attended by an estimated over 70 Australian and international stakeholders, including:
    - Vanuatu's Minister for Health,
    - the Chief Sustainability Officer for the National Health Service in England,
    - Australia's Ambassador for First Nations People, and professors from the Healthy Environment and Lives (HEAL) network and the Lowitja Institute.
  - Participation in bilateral meetings with government representatives from the United States, Canada, the United Kingdom, Fiji, Vanuatu, and the CEO of AstraZeneca.
    - Governments agreed to exchange further resources and experiences developing programs for health adaptation, health system resilience, health system decarbonisation and for the establishment of Centres of Disease Control.
  - Participation in a multilateral meeting with representatives from the United States, the National Health Service in England, Canada, Ireland, Norway and Belgium on aligning procurement requirements for net zero health systems and decarbonisation of the international supply chain.
    - Attendees agreed to support further collaboration and extend invitations to other countries, and planned an announcement of countries participating in the collaboration to align health system procurement requirements at Earth Day on 22 April 2024.
    - This will support progression of Action 4.17 (Objective 2) and Action 5.2 (Objective 3) in the Strategy.
  - Participation in the inaugural Climate-Health Ministerial at COP28 Health Day (additional information on ATACH and COP28 in **Attachment A**).
    - Assistant Minister Kearney announced the launch of the Strategy and Australia's commitment to join ATACH.
    - Participants, including Australia, endorsed the COP28 Declaration on Climate and Health, signalling a joint commitment to the advancement of climate-resilient development, the strengthening of health systems, and the building of resilient and thriving communities, for the benefit of present and future generations.

s22

SB24-000036

OFFICIAL

- Attendance at events for each working group of the [Alliance for Transformative Action on Climate and Health](#) (ATACH).
    - ATACH is a WHO initiative, an informal voluntary network for Participants to
    -
- already happening in the different areas of climate resilient and low carbon sustainable health systems.

s22

s22

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care



This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care



This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care

**Title:** Assistant Minister Kearney to travel to Dubai for COP28, 2<sup>nd</sup> – 4<sup>th</sup> December 2023

**MRN:**

**To:** Dubai Post

**Cc:**

**From:** Department of Health and Aged Care

**From File:**

**References:**

**Response:** Routine

OFFICIAL

1. The HON Ged Kearney MP, Assistant Minister for Health and Aged Care, will travel to Dubai, United Arab Emirates, from 2 – 4 December to lead the Australian health delegation at the United Nations Framework Convention on Climate Change (UNFCCC) 28<sup>th</sup> Conference of the Parties (COP28). There she will be launching Australia's first National Health and Climate Strategy.
2. COP28 will run 30 November to 12 December and is being hosted by the Government of the United Arab Emirates.
3. Assistant Minister Kearney will be accompanied by senior and junior executive staff from the Department of Health and Aged Care.
4. Travel details are as follows:

Name and title	Passport number	Hotel	Flight information
Hon Ged KEARNEY MP  Assistant Minister for Mental Health and Aged Care	s47F	Sheraton Mall of the Emirates Hotel	<b>SATURDAY 1 DECEMBER</b> <u>QF8409</u> 06:15 from Melbourne (AEDT) 13:10 to Dubai (GST)  <b>MONDAY 4 DECEMBER</b> <u>QF8408</u> 02:55 from Dubai (GST) 23:20 to Melbourne (AEDT)
47E(c), s47F  Advisor to the Assistant Minister for Mental Health and Aged Care	s47F	Sheraton Mall of the Emirates Hotel	<b>SATURDAY 1 DECEMBER</b> <u>QF8409</u> 06:15 from Melbourne (AEDT) 13:10 to Dubai (GST)  <b>MONDAY 4 DECEMBER</b> <u>QF8408</u>

			02:55 from Dubai (GST) 23:20 to Melbourne (AEDT)
Ms Helen GRINBERGS  First Assistant Secretary, Emergency Management Division, Department of Health and Aged Care	s47F	Copthorne Lake View Hotel	<b>FRIDAY 1 DECEMBER</b> <u>EK0417</u> 21:10 from Sydney (AEDT) 04:30 to Dubai (GST) (+1 day)  <b>TUESDAY 5 DECEMBER</b> <u>EK0412</u> 10:15 from Dubai (GST) 07:00 to Sydney (AEDT) (+1 day)
s47E(c), s47F  Assistant Director, National Health, Sustainability and Climate Unit, Office of Health Protection Division, Department of Health and Aged Care	s47F	Copthorne Lake View Hotel	<b>FRIDAY 1 DECEMBER</b> <u>EK0417</u> 21:10 from Sydney (AEDT) 04:30 to Dubai (GST) (+1 day)  <b>TUESDAY 5 DECEMBER</b> <u>EK0412</u> 10:15 from Dubai (GST) 07:00 to Sydney (AEDT) (+1 day)

5. Department of Health and Aged Care continues to liaise with DFAT, Dubai Post and DCCEEW (who are leading the COP28 Australian Delegation) regarding the visit. We appreciate DFAT and Post assistance on logistics to support this visit.

6. The relevant contacts for further information are as follows:

Department of Health and Aged Care – s47E(d) [@health.gov.au](mailto:s47E(d)@health.gov.au)

s22

**From:** International Travel  
**Sent:** Thursday, 12 October 2023 1:14 PM  
**To:** s47E(c), s47F International Travel  
**Cc:** s47E(c), s47F

**Subject:** costing UAE [SEC=OFFICIAL]

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning

Please see costing below .

**A request in Concur in the profile of the person travelling has been made.**

**Please book the flight/hotel quote you have chosen to lock in the price. This is advised before Secretary approval. Check the cancellation conditions of the flights and only book if cancellation fees under \$900.00. You will need to advise CTM of a corp/personal card to hold a hotel room , check the booking is flexible**

**Please keep in mind that we cannot pay travel allowance until we have received the approved travel minute. Please note that it can take up to 4-8 business days for travel allowance to reach their bank account.**

Flights including CTM fees and WOAG FEES	\$8,731.06
Flight/hotel variation if not booked	\$3,000.00
Travel Allowance	\$672.59
Accommodation including taxes	\$3,250.00
Other Expenses including transport	\$900.00
<b>Total cost 1 person</b>	<b>\$16,553.65</b>
<b>Total FOR 2 PERSONS</b>	<b>\$33,107.30</b>

Regards

s47E(c), s47F

International Travel Officer  
 Financial Management Division | Corporate Operations Group  
 Corporate and Financial Services Branch  
 Australian Government Department of Health  
**T: +61 2 6289** s47E(c), s47F **E: s47E(c), s47F** [@health.gov.au](mailto:s47E(c), s47F@health.gov.au)  
 Location: Sirius Building Sirius Building s47E(c), s47F, Furzer Street  
 WODEN, ACT 2606

s22

**From:** s47F @dfat.gov.au>  
**Sent:** Tuesday, 26 September 2023 2:40 PM  
**To:** s47E(c), s47F s47F s47F  
**Cc:** s47F s47E(c), s47F s47F s47F s47E(c), s47F s47F s47F s47F  
**Subject:** RE: Connecting DCCEEW and DOH on COP28 [SEC=OFFICIAL]

**OFFICIAL**

Hi s47E(c), s47F

The standard rooms are AED 3,520 per room per night (inclusive of all taxes and breakfast for single occupancy).

Kind regards,

s47F

Visits & Public Diplomacy Officer  
 Australian Embassy, United Arab Emirates  
**T** s47F | **M** s47F

**From:** s47E(c), s47F @Health.gov.au>  
**Sent:** Tuesday, 26 September 2023 4:59 AM  
**To:** s47F @dfat.gov.au>; s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F @dfat.gov.au>  
**Cc:** s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F @Health.gov.au>; s47E(c), s47F @Health.gov.au>; s47E(c), s47F @Health.gov.au>; Menzies, Catie @Health.gov.au>; s47F @dcceew.gov.au>; s22 @Health.gov.au>; s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F @dfat.gov.au>

**Subject:** RE: Connecting DCCEEW and DOH on COP28 [SEC=OFFICIAL]

Hi s47F

Thank you very much for your response.

In terms of finalising the rooms for Assistant Minister Kearney (two rooms, 2<sup>nd</sup> – 4<sup>th</sup> of December), it will be after the min sub has gone through – hopefully early-mid October.

We've had specific request to include the cost of accommodation for the min sub – would it be possible to have today's rates for the two rooms for the two nights as a ballpark figure?

For myself and FAS Helen Grinbergs, we should be able to give an answer sooner, as this is an SES decision.

Best wishes,

s47E(c), s47F

Assistant Director – National Health, Sustainability and Climate Unit

## Environmental Health and Climate Change Branch

Office of Health Protection | Chief Medical Officer Group  
Australian Government Department of Health and Aged Care  
T: 02 6289 s47E(c), s47F | E: s47E(c), s47F @health.gov.au

*The Department of Health and Aged Care acknowledges First Nations peoples as the Traditional Owners of Country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to all Elders both past and present.*

---

**From:** s47F @dfat.gov.au>

**Sent:** Monday, 25 September 2023 3:16 PM

**To:** s47E(c), s47F @Health.gov.au>; s47F @dcceew.gov.au>; s47F

s47F @dcceew.gov.au>; s47F @dfat.gov.au>

**Cc:** s47F @dcceew.gov.au>; s47F

s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F

s47E(c), s47F @dcceew.gov.au>; s47E(c), s47F @Health.gov.au>; s47E(c), s47F

s47E(c), s47F @health.gov.au>; s47E(c), s47F @Health.gov.au>; Menzies, Catie

s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F

s47F @dcceew.gov.au>; s47F @dfat.gov.au>

**Subject:** RE: Connecting DCCEEW and DOH on COP28 [SEC=OFFICIAL]

**OFFICIAL**

Hi s47F

Thank you for providing these updated details and not a problem to write to me directly.

We can go ahead and contract the rooms for you, however as mentioned once we do it'll require immediate full payment, and once contracted the rooms cannot be cancelled. Post can pay for the rooms and then invoice DoHAC directly (using your SAP customer number 1234).

When do you think you'll be able to finalise the final details for the rooms? Prices and availability are subject to change at any moment due to the demand so it'd be great to get these locked in ASAP.

Kind regards,

s47F

---

Visits & Public Diplomacy Officer  
Australian Embassy, United Arab Emirates

T s47F | M s47F

---

**From:** s47E(c), s47F @Health.gov.au>

**Sent:** Monday, 25 September 2023 6:44 AM

**To:** s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F

s47F @dfat.gov.au>; s47F @dfat.gov.au>

**Cc:** s47F @dcceew.gov.au>; s47F

s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F

s47E(c), s47F @dcceew.gov.au>; s47E(c), s47F @Health.gov.au>; s47E(c), s47F

s47E(c), s47F @health.gov.au>; s47E(c), s47F @Health.gov.au>; Menzies, Catie

s47F @dcceew.gov.au>; s47F @dcceew.gov.au>; s47F

s47F @dcceew.gov.au>

**Subject:** RE: Connecting DCCEEW and DOH on COP28 [SEC=OFFICIAL]

Hi s47F





Also, I'd like to re-iterate <sup>s47F</sup> request that you encourage AM Kearney's office to be in contact with Minister Bowen's office about engagement at COP28, if they have not already. Minister Bowen has responsibility for Australia's engagement with the UNFCCC and Paris Agreement, so it is important his office has visibility of all engagement by Australian Ministers. We have been letting the office know that there is a possibility that the AM would be interested in participating in the climate-health Ministerial, so it will not come as a surprise but good for the offices to be in contact directly, if they are not already. We would also suggest you cc Minister Bowen in the letter to the PM seeking approval for AM Kearney's travel.

Please let me know if you have any questions.

Warm regards,

<sup>s22</sup>

## OFFICIAL

Hi <sup>s47F</sup>

Apologies for the delayed response, I was collecting all the required information.

We would recommend you go ahead with option 2. Sheraton has confirmed they can provide the rate of AED 3,520 per room per night (inclusive of all taxes and breakfast for single occupancy) for 4 rooms, checking in on 2<sup>nd</sup> December, checking out on 4<sup>th</sup> December. With this option we can invoice DOH directly for their rooms. However please note that moving forward all rooms need to be prepaid in full and are non-refundable.

If DOH are in agreement to going ahead please let us know so we can sign the contract for the additional rooms, make the payment and send through the invoice.

Kind regards,

<sup>s47F</sup>

<sup>s47F</sup>

### Director, Multilateral Negotiations and Strategy

International Climate and Energy Division | International Net Zero Branch and Climate Negotiations and Engagement Branch |

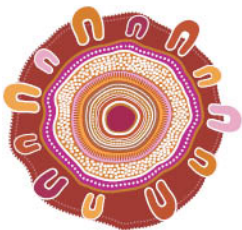
Ngunnawal Country, 51 Allara St, Canberra ACT 2601 Australia

GPO Box 3090 ACT 2601

Department of Climate Change, Energy, the Environment and Water

P <sup>s47F</sup> | E <sup>s47F</sup> [@dcceew.gov.au](mailto:@dcceew.gov.au) | <sup>s47F</sup> [@protected.dcceew.gov.au](mailto:@protected.dcceew.gov.au)

**DCCEEW.gov.au** ABN 63 573 932 849



#### Acknowledgement of Country

Our department recognises the First Peoples of this nation and their ongoing connection to culture and country. We acknowledge Aboriginal and Torres Strait Islander Peoples as the Traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.

From: <sup>s47E(c), s47F</sup> [@Health.gov.au](mailto:@Health.gov.au)>

Sent: Thursday, September 21, 2023 6:16 PM

To: <sup>s47F</sup> [@dcceew.gov.au](mailto:@dcceew.gov.au)>, <sup>s47F</sup> [@dcceew.gov.au](mailto:@dcceew.gov.au)>



office will reach out to Minister Bowen's before that's progressed through to the PM letter stage? There are many moving pieces and its good for our MO to know what's in the works, given Minister's Bowen's general responsibility for Australia's engagement at COP. <sup>s47F</sup> is definitely best placed to advise on this.

s22

Thanks again,

<sup>s47F</sup>

<sup>s47F</sup>

Multilateral Negotiations and Strategy  
International Climate and Energy Division  
Ngunnawal Country, 51 Allara St, Canberra ACT 2601 Australia  
Department of Climate Change, Energy, the Environment and Water

P <sup>s47F</sup> | E: <sup>s47F</sup> [@dcceew.gov.au](mailto:@dcceew.gov.au) | PE: <sup>s47F</sup> [@protected.dcceew.gov.au](mailto:@protected.dcceew.gov.au)

s22

This document has been released under  
the Freedom of Information Act 1982 (Cth)  
by the Department of Health and Aged Care















s22

**From:** s47E(c), s47F  
**Sent:** Monday, 16 October 2023 2:23 PM  
**To:** s47E(c), s47F  
**Cc:**  
**Subject:** Re: Travel minute - COP28 [SEC=OFFICIAL]

Hi s47E(c),  
s47F

That is correct. The EC forecast provides in-principle approval for international trips. Each trip is then subject to DEPSEC approval for the delegation and the financial cost.

Did AM Kearney get PM approval as yet?

s2  
2

**From:** s47E(c), s47F @Health.gov.au>  
**Sent:** 16 October 2023 14:06  
**To:** s47E(c), s47F @Health.gov.au>; s47E(c), s47F @Health.gov.au>  
**Cc:** s47E(c), s47F @health.gov.au>; s47E(c), s47F @Health.gov.au>  
**Subject:** Travel minute - COP28 [SEC=OFFICIAL]

Hi s22

We have prepared a travel minute for myself and FAS Helen Grinbergs to attend COP28 alongside AM Kearney (see attached correspondence with Travis regarding this Min Sub). The CMO office has advised that this travel has already been pre-approved by EC through the forecasting report, which means the CMO can sign off on this minute, not the secretary.

Would you be able to review and advise whether this is consistent with the EC approved minute on 24/8/23?

Best wishes,

s47E(c), s47F

**Assistant Director – National Health, Sustainability and Climate Unit**  
**Environmental Health and Climate Change Branch**

Office of Health Protection | Chief Medical Officer Group  
 Australian Government Department of Health and Aged Care  
 T: 02 6289 s47E(c), s47F @health.gov.au

*The Department of Health and Aged Care acknowledges First Nations peoples as the Traditional Owners of Country throughout Australia, and their continuing connection to land, sea and community. We pay our respects to them and their cultures, and to all Elders both past and present.*