

AusNCP Governance and Advisory Board Meeting Minutes

Meeting date: 27 June 2025

ATTENDANCE

GOVERNMENT MEMBERS

Chairperson: Ms Laura Llewellyn, Director, Australian National Contact Point for Responsible Business Conduct (AusNCP) Secretariat, Department of the Treasury (Treasury)

Mr Kieran O'Brien (proxy), for Ms Ayesha Nawaz, Human Rights Branch, Attorney-General's Department (AGD)

Ms Lorraine Finlay, Human Rights Commissioner, Australian Human Rights Commission (AHRC)

Ms Miranda Lello, General Manager, Policy and Portfolio Strategy, Department of Climate Change, Energy, the Environment and Water (DCCEW)

Mr Richard Emerson-Elliott, Assistant Secretary, Free Trade Agreements and Stakeholder Engagement, Department of Foreign Affairs and Trade (DFAT)

Ms Donna Looney, First Assistant Secretary, International Trade and National Security Division, Department of Industry, Science and Resources (DISR)

Ms Katherine Stevens, Deputy General Counsel, Export Finance Australia (EFA)

EXTERNAL MEMBERS

Mr Peter Grist, Director of Economics, Industry and Sustainability, Australian Chamber of Commerce and Industry (ACCI)

Mr Pero Stojanovski (proxy), Deputy Chief Economist, Business Council of Australia (BCA)

Ms Vanessa Zimmerman, Chief Executive Officer, Pillar Two

Mr Dan Wilcock (proxy), Head of Sustainability and Governance, UN Global Compact Network Australia (UNGCNA)

Ms Freya Dinshaw, Senior Lawyer, Human Rights Law Centre (HRLC)

Ms Serena Lillywhite (proxy), independent civil society expert

Ms Larissa Harrison (proxy), Director, Strategic Power, United Workers Union (UWU)

OBSERVERS

Mr John Southalan, Independent Examiner, AusNCP

Ms Shanta Martin, Independent Examiner, AusNCP

Ms Shiv Martin, Independent Examiner, AusNCP

Ms Aleta Moriarty, Independent Examiner, AusNCP (attended for complaint handling item)

Ms Deepti Paton, Acting Assistant Secretary, Treasury

Mr Edwin Sillence, AusNCP Secretariat, Treasury

Ms Stephanie Liu, AusNCP Secretariat, Treasury

Ms Isobelle Ritchie, AusNCP Secretariat, Treasury

APOLOGIES

Mr David Tonkin, Chief Counsel of Legal Procurement and Fraud, Australian Trade and Investment Commission (Austrade)

Ms Clare Middlemas, International Officer, Australian Council of Trade Unions (ACTU)

MINUTES

1. OPENING REMARKS AND APOLOGIES

Ms Llewellyn opened the virtual meeting and welcomed all attendees. Ms Llewellyn acknowledged the traditional owners of the lands and paid respects to elders past, present and emerging.

2. ACTIONS FROM LAST MEETING

Ms Ritchie noted all action items from the 6 November 2024 Board meeting were completed:

	Action item	Completion by Secretariat
1	The AusNCP Secretariat (Secretariat) to consult the Trade Union Advisory Committee to the OECD (TUAC) regarding the AusNCP's enterprise engagement strategy, incorporating key recommendations into implementation, as appropriate.	Ms Llewellyn met with a TUAC representative in the sidelines of the OECD Working Group on Responsible Business Conduct meeting.
2	The Secretariat to follow up on the possibility of a stakeholder event on the OECD Guidelines and the EU Corporate Sustainability Due Diligence Directive (CSDDD) in 2025.	The Secretariat consulted the OECD Centre for Responsible Business Conduct Secretariat about a possible event, but decided to delay organising one, in light of publicly reported changes that the European Parliament may make to the CSDDD.
3	DFAT and the Secretariat to consider opportunities for further collaboration on responsible business conduct projects and outreach.	DFAT and the Secretariat previously identified and delivered a presentation to a Thai delegation that was visiting Canberra as a promotion opportunity for the AusNCP.
4	AGD to prepare a readout of the Special Rapporteur on Modern Slavery's visit to Australia (14-27 November 2024) for the other Board members.	AGD prepared a readout of the Special Rapporteur on Modern Slavery's visit to Australia. It was sent to Board members in the papers for this Board meeting.

3. AUSNCP UPDATE

OECD Developments: **Ms Llewellyn** provided an update on the OECD's work on developing guidance on responsible business conduct due diligence in the development and use of trustworthy AI systems.

Enterprise Engagement Project: **Ms Liu** updated the Board about the Secretariat's progress on enterprise engagement – specifically developing Frequently Asked Questions (FAQs) for the AusNCP website and a template Terms of Engagement for Good Offices. These tools are intended to help mitigate the barriers to enterprises' participation in AusNCP processes.

- The possibility of translating these products into other languages was discussed. The Secretariat explained it considers translating products on a case-by-case basis.
- Board members suggested the FAQs could be promoted through Board members' social media accounts or a webinar for business representatives.

Action item: Once finalised, Secretariat to share a copy of the FAQs and template Terms of Engagement to Board for feedback.

4. UPDATE ON PROMOTION WORK

Ms Llewellyn and **Ms Ritchie** updated the Board on the Secretariat's promotional activities during the 2024–25 period, including:

- partnering with the Diplomacy Training Program to deliver a series of three webinars. One has been delivered, the remaining two are to be delivered by end of 2025
- presenting to a Thai delegation about responsible business conduct and the OECD Guidelines
- presenting at an OECD workshop in the Philippines (government attendees) about the AusNCP.

Ms Ritchie discussed the Secretariat's planned webinar on the AusNCP and OECD Guidelines, designed for First Nations people in Australia. The webinar is planned to be delivered in the third quarter of 2025. The Secretariat sought Board feedback on priority organisations that the Secretariat should engage with.

- Board members provided comprehensive feedback and suggestions on organisations that the Secretariat could reach out to.

Ms Llewellyn and **Ms Ritchie** sought Board feedback on the United Nations Business and Human Rights Regional Forum (UN BHR Forum) in Melbourne (26-27 August), and the visit by Mr Allan Jorgensen (Head of the OECD Centre for Responsible Business Conduct) to Australia in August.

Action item: Board members to provide feedback about any opportunities they may have for Mr Jorgensen to present to their networks and stakeholders.

Action item: Secretariat to update Board on progress of the First Nations webinar.

5. BOARD MEMBER UPDATES

The Board members provided updates on their promotional activities related to responsible business conduct.

- **Ms Zimmerman** raised the UN BHR Forum as a key event, and shared that [the UN Global Compact Network had published a report with Pillar Two](#) on human rights due diligence to support Australian business. She also offered to have Pillar Two promote the AusNCP at the *UN Responsible Business and Human Rights Forum, Asia Pacific* (Asia Pacific Forum) in September, and suggested the Secretariat consider having Mr Chris Evans, the inaugural Australian Anti-Slavery Commissioner, present at the next Board meeting.
- **Ms Lillywhite** presented at a training program in Chiang Mai on indigenous people and business and human rights, showing attendees how to track complaints on the AusNCP website and how to use the OECD Watch database. Ms Lillywhite encouraged the AusNCP to have a presence at the Asia Pacific Forum that Ms Zimmerman mentioned.

- **Ms Dinshaw** spoke about an Australian Corporate Accountability Network (ACAN) meeting that the HRLC hosted in February 2025, which focused on the five years since the last AusNCP reforms were made. Ms Dinshaw also advised that the ACAN and ACTU are considering possibly delivering an introductory session about the OECD Guidelines and NCPs to unions. She further noted that the HRLC is facilitating the Civil Society Dialogue aspect of the UN BHR Forum.
- **Mr Wilcock** advised that the Global Compact Network would host the UN BHR Forum in August, followed by the Australian Dialogue on Sustainability Governance in October. He was also interested in contributing to an AusNCP stakeholder map, if there was one.
- **Ms Shanta Martin** noted that the UN BHR Forum could be a good opportunity to facilitate a session about the OECD Guidelines.

Action Item: Secretariat to work through these engagement suggestions.

6. DEVELOPING AN AUSNCP ANTI-REPRISALS POLICY

Ms Llewellyn and **Mr Sillence** explained the work being undertaken by the Secretariat to enhance the AusNCP's policy to prevent and respond to reprisals.

- Board members commended the Secretariat for this work. Board feedback included refining the policy (to clarify what a reprisal is, and that reprisals can be carried out by third parties), and identifying ways in which the AusNCP could respond.

Action Item: Secretariat to incorporate Board feedback into Anti-Reprisals Policy, following which, the Secretariat will seek further input from OECD institutional stakeholders (i.e. OECD Watch, TUAC, and Business at the OECD).

7. BOARD GOVERNANCE

Ms Llewellyn:

- noted the Board's Terms of Reference are due to be reviewed, and advised that this process would commence when there is a new permanent Board Chair
- reminded Board members to keep the Secretariat updated on existing or new conflicts of interest
- informed Board members that Ms Shanta Martin would be finishing as an Independent Examiner at the end of September 2025. The Secretariat and Board members expressed their sincere thanks and gratitude to Ms Martin for her work.

Action Item: Secretariat to notify the Board once the Secretariat has commenced the process of reviewing the Board's Terms of Reference and seek Board feedback about members, the Board functioning and how to improve its work.

8. DISCUSSION ON ACTIVE COMPLAINTS WITH INDEPENDENT EXAMINERS

Board members excused themselves during this item according to declared interests and proxy member attendance, where necessary.

Mr Southalan, Ms Moriarty, Ms Shanta Martin and **Ms Shiv Martin** provided an update on the AusNCP's active cases. Board members provided feedback on the handling of each case.

Note: Due to the sensitive and confidential nature of casework, detailed information about complaints has been excluded from these minutes.

9. OTHER BUSINESS AND MEETING CLOSE

Ms Llewellyn thanked all Board members and Independent Examiners for their contributions to the meeting. The next Board meeting would be held in approximately November 2025.