

# Department of Premier and Cabinet

Executive Building 15 Murray Street HOBART TAS 7000 Australia

GPO Box 123 HOBART TAS 7001 Australia

Ph: 1300 135 513 Fax: (03) 6233 5685

Web: [www.dpac.tas.gov.au](http://www.dpac.tas.gov.au)



Mr Bernard Dwyer  
Chief Executive Officer  
TT-Line Company Pty Ltd  
[Bdywer@spintoftasmania.com.au](mailto:Bdywer@spintoftasmania.com.au)

Dear Bernard

I write to inform you that earlier today the Governor accepted the Premier's request to prorogue the Parliament and to dissolve the House of Assembly, to enable a State Election to be held on Saturday, 23 March 2024.

By convention, the Government assumes a caretaker role due to the dissolution of the House of Assembly today. The caretaker period continues until the outcome of the election is clear or, in the event of a change of government, until the new government is appointed.

The conventions and practices have been developed primarily in the context of the relationship between Minister and their portfolio departments. Other bodies, such as Government Business Enterprises and State-Owned Companies, also observe the caretaker conventions and practices unless to do so would conflict with their legal obligations or compelling organisational requirements.

I draw your attention to special arrangements summarised in the attached *Guidelines on the Caretaker Conventions and the Operations of Government during the Caretaker period*.

The Guidelines explain the conventions and practices in more detail and provide guidance for the handling of business during the caretaker period. Their application in individual cases requires sound judgement and common sense.

It is important to emphasise that the ordinary business of government continues, and the role of agencies remains largely unchanged. The provision of all normal services should continue and statutory responsibilities are not affected.

As set out in the Guidelines, the commencement of the caretaker period does not dissolve the executive. The Executive Council may still meet. The Government remains in authority with Ministers exercising their executive responsibilities.

The caretaker conventions do affect some aspects of executive government. The underlying principle is to avoid or defer decisions or actions which would bind an incoming government, such as:

- making major policy decisions likely to commit an incoming government;
- making significant appointments; and
- entering into major contracts or agreements.

The Guidelines are available at [www.dpac.tas.gov.au](http://www.dpac.tas.gov.au), and I encourage you to recommend that your staff familiarise themselves with them.

Should your organisation have any queries in relation to the Conventions, please contact Ms Courtney Ingham, Director, Office of the Secretary, DPAC. Ms Ingham can be contacted by email at [caretaker@dpac.tas.gov.au](mailto:caretaker@dpac.tas.gov.au).

Kind regards

A handwritten signature in blue ink, appearing to be 'RW' or 'Rob Williams', enclosed within a blue oval.

Rob Williams  
Acting Secretary

14 February 2024

Attachment 1 – Caretaker Conventions