# Meeting instructions

The annual meeting with the states, territories and Australian Local Government Association (ALGA) is the Australian Government’s opportunity to take the lead in solving national problems and implementing government policy in areas of state and territory responsibilities.

The Prime Minister is the leader of the Australian Government team. As chair of the meeting the Prime Minister wants to guide the meeting to reach consensus on how to approach this issue of national significance. This means all meeting participants agree with the decision. The Prime Minister will explain and promote the Commonwealth’s approach to the issue.

Reaching a consensus is not always easy. It requires active listening, respectful debate and compromise. Using the agenda below, the Prime Minister will try and reach a consensus on the policy proposal.

## Agenda for the meeting

1. The Prime Minister introduces the issue and explains the Commonwealth’s ideas about how to approach it.
2. Each premier, chief minister and the President of ALGA explain their position and priorities.
3. The Prime Minister summarises the discussion. Is there a consensus on how the issue should be approached? What areas could be up for negotiation? Could the Commonwealth make separate deals with any states or territories so they support the Commonwealth’s approach?
4. Meeting attendees talk with their team to discuss if they should change their approach to the issue. Jurisdictions can also meet with each other to discuss how they could work together to get what they want for the people they represent. They could discuss and negotiate:
	1. Trade-offs in different areas (for example ‘I will support your approach to the issue if in this other area you …’).
	2. Negotiate with the Commonwealth to add or remove tied grants (SPPs).
	3. Make other agreements with the Commonwealth.
5. The Prime Minister restarts the meeting and asks members if they support the Commonwealth’s approach. Meeting participants explain any proposals they have.
6. The Prime Minister calls for a vote through a show of hands.

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| If a majority of meeting participants support the approach …**Great! The national policy can now be implemented. The Australian Parliament, state parliaments and territory legislative assemblies will need to pass laws so that action can be taken on the issue.**However, a consensus would be even better.Can changes and/or side agreements be made so all members can agree to it? | If a majority of meeting participants do not support the approach …**That’s a shame. The Prime Minister wants to make an agreement with the states and territories—but the support of a majority of the states, territories and ALGA is needed.**Can changes and/or side agreements be made so all members can agree to it? Take a second vote to see if support for the proposal is now possible. |