

Ministerial Diary Disclosure Form

Ministerial Code of Conduct, s 5.3

Victorian Government

This form is to be used by ministers for quarterly ministerial diary summaries made in accordance with s 5.3 of the Ministerial Code of Code (Ministerial Code), which requires that:

‘Ministers must publish summaries from their diaries on a quarterly basis, detailing scheduled meetings with stakeholders, external organisations, third-party lobbyists, Government Affairs Directors, and external individuals.

Summaries should disclose the meeting date, company or organisation with whom the meeting occurred, meeting attendees, including registered lobbyist details (where applicable), purpose of the meeting and any other additional information required by the Premier.’

Ministerial diary summaries must be **attached** to this form and provided to the Secretary, Department of Premier and Cabinet within 14 business days of the end of each quarter. All diary summaries will be published on the Victorian Government website in accordance with the Ministerial Code.

Instructions for completing this form

Complete the details below. Further information on the publication of ministerial diaries, including identifying meetings in scope for disclosure, privacy notices to attendees, and preparation of diary summaries can be found in the Publication of Ministerial Diaries Guidance and Ministerial Office Process Guide.

Privacy

Ministerial diary disclosure forms are held by DPC in accordance with the *Privacy and Data Protection Act 2014*. The personal information collected in these forms is collected for the purposes of publication of meeting details in accordance with the Ministerial Code of Conduct. Please ensure that the Privacy Notice (set out in the **Ministerial Office Process Guide**) is sent as part of the meeting invitation.

For information on how the Department of Premier and Cabinet (DPC) collects and discloses personal information, please refer to DPC’s Privacy Policy. Should individuals wish to gain access to or correct their personal information that DPC holds, please contact: Title: Privacy Officer, DPC, Contact details: dpc.privacy@dpc.vic.gov.au.

Declaration

Quarterly disclosure period: 1/12/2023-31/12/2023

Minister name: Vicki Ward MP

Ministerial portfolio(s): Minister for the Prevention of Family Violence and Minister for Employment

Declaration:

I declare that the information provided in the attached summary of my Ministerial diary is true, accurate and complies with my obligations under the Ministerial Code of Conduct at the date of signature.

Signature of Minister: _____

Vicki Ward

Date: _____

9/1/24

PUBLICATION OF MINISTERIAL DIARIES - DECEMBER 2023

Minister: **Vicki Ward MP**

Portfolio/s: **Employment, Prevention of Family Violence**

Subject

Start Date Description

Helen, Women's Health in the North

1/12/2023**Attendees:**

Ministerial Advisor

Helen Riseborough – Chief Executive Officer, Women’s Health in the North

Purpose of meeting:

Stakeholder meeting

Victorian Legal Aid - Louise

5/12/2023**Attendees:**

Deborah Simmons – Minister Ward’s Chief of Staff

Louise Glanville CEO

Joanna Fletcher, Executive Director, Family Youth & Children’s Law

Purpose of meeting:

Introductory meeting

Kinaway

5/12/2023 **Attendees:**

Ministerial Advisor

Julian Lyngcoln - Deputy Secretary Economic
Policy, Projects and Coordination, DJSIR Kinaway

Aboriginal Chamber of Commerce:

- * Donald Betts CEO
- * Karen Wilward Chair
- * Alex Martins Head of Partnerships

Purpose of meeting

Stakeholder meeting

Subject	Start Date	Description
Eastern Community Legal Centre with Paul Hamer MP	7/12/2023	<p>Attendees: Ministerial Advisor – Office of Minister Ward Paul Hamer MP Michael Smith - Chief Executive Officer, Eastern Community Legal Centre</p> <p>Purpose of meeting: Introductory meeting</p>
Minister Burke	12/12/2023	<p>Attendees: The Hon Tony Burke MP - Minister for Employment and Workplace Relations</p> <p>Purpose of meeting Workforce Australia Enquiry Report</p>
Juanita Pope, VCOSS	12/12/2023	<p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Ministerial Advisor Juanita Pope – CEO, VCOSS Deborah Fewster – Director Policy and Advocacy, VCOSS</p> <p>Purpose of meeting Introductory meeting</p>

Subject	Start Date	Description
Our Watch	12/12/2023	<p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Ministerial Advisor Patty Kinnersly – Chief Executive Officer, Our Watch</p> <p>Purpose of meeting Introductory meeting</p>
Council of Single Mothers and their Children	12/12/2023	<p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Jenny Davidson – CEO, Council of Single Mothers and their Children</p> <p>Purpose of meeting Introductory Meeting</p>
Anglicare	12/12/2023	<p>Attendees: Deborah Simmons –Chief of Staff to Minister Ward Ministerial Advisor Paul McDonald – CEO, Anglicare Victoria Bridget Weller - Director Strategy, Anglicare Victoria.</p> <p>Purpose of meeting: Introductory meeting</p>

Subject	Start Date	Description
Jesuit Social Services	12/12/2023	<p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Ministerial Advisor Julie Edwards – CEO, Jesuit Social Services Matt Tyler - Executive Director Community and Systems Impact, Jesuit Social services Stephen Ward - Executive Director Programs Participation and Pathways, Jesuit Social Services</p> <p>Purpose of meeting Introductory meeting</p>
Women's Health Loddon Mallee	13/12/2023	<p>Attendees: Ministerial Advisor Amanda Kelly - Chief Executive Officer of Women’s Health Goulburn North East Maree Edwards MP – Member for Bendigo West Tricia Curry – CEO, Women’s Health Loddon Mallee</p> <p>Purpose of meeting: Introductory meeting</p>

Subject

Family Violence Reform Advisory Group

Start Date Description

14/12/2023 **Attendees:**
Ministerial Advisor
Soizic Brohan – Workforce Development Manager, Gender and Disability, Women with Disabilities Victoria
Kit McMahon – Co-Deputy Chair, Women’s Health Services Network
Bronwen Fitzgerald – Acting Deputy Secretary, Department of Education
Serina McDuff – CEO, Respect Victoria
Magistrate Therese McCarthy – Magistrate, Magistrates’ Court of Victoria
Genevieve Frisby – Director, Department of Health
Lauren Callaway – Assistant Commissioner Victoria Police
Jo Pride – Executive Director, Family Safety Victoria, DFFH
Belinda Martin – Executive Director, DFFH
Melanie Heenan – Deputy Secretary, Family Safety Victoria, DFFH
Claudia Fatone – CEO, Women’s Legal Service Victoria
Tania Farha – CEO, Safe+Equal
Chelsea Tobin – CEO, Safe Steps
Christine Robinson – Principal Strategic Advisor, Regional Family Violence Partnership
Kathleen Maltzahn – Chair, Sexual Assault Services Victoria Board
Rivka Martin – Chair, Victim Survivor’s Advisory Council
Lauren Palma – Acting CEO, No To Violence
Deb Tsorbaris – CEO, Centre for Excellence in Child and Family Welfare

Subject

Family Violence Reform Advisory Group (continued)

Start Date Description

14/12/2023 Muriel Bamblett – Chairperson nominee, Dhelk Dja Partnership Forum
Ruth Fox – Executive Manager, InTouch
Melanie Turner – Facilitator, Plan to Perform
Lisa Briggs – Aboriginal service representative nominee, Dhelk Dja Partnership Forum
Tara Dalton – Director, Department of Education
Bonnie Coogan – Community Strengthening Policy Officer, Municipal Association of Victoria
Julie Edwards – CEO, Jesuit Social Services
Claudia Fatone – CEO, Women’s Legal Service Victoria
Jemma Swan – Director, Department of Premier and Cabinet
Joe Ball – CEO, Switchboard Victoria
Bronwen Fitzgerald - Acting Deputy Secretary, Early Childhood Education, Department of Education
Melanie Heenan – Deputy Secretary, FSV, DFFH
Amanda Alford – Director, OurWatch
Patsy Doolan – Mallee Dhelk Dja Action Group Chair, Dhelk Dja Partnership Forum
Antoinette Gentile – Djirra

Purpose of meeting

Introductory Meeting

Subject	Start Date	Description
WEstjustice CEO Melissa Hardman	14/12/2023	<p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Ministerial Advisor WEstjustice: * Melissa Hardham - Chief Executive Officer * Caitlin Caruana, Director, Policy and Innovation * Cleona Feuerring, Legal Director, Family Violence and Family Law Program * Dacia Abela, Restoring Financial Safety, Program Manager * Joseph Nunweek, Legal Director, Economic Justice Program</p>
McAuley for Women and Children	14/12/2023	<p>Purpose of meeting Introductory meeting</p> <p>Attendees: Deborah Simmons – Chief of Staff to Minister Ward Ministerial Advisor Jocelyn Bignold - CEO McAuley for Women and Children Emma Constantine - Head of Innovation and New Business McAuley for Women and Children</p> <p>Purpose of meeting Introductory meeting</p>