

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: January to March 2024

Minister name: Gabrielle Williams MP

Ministerial portfolio(s): Government Services, Consumer Affairs, Public and Active Transport

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:  Date: 15 / 04 / 2024

PUBLICATION OF MINISTERIAL DIARIES - January to March 2024

Minister: Gabrielle Williams MP

Portfolios: Government Services, Consumer Affairs, Public and Active Transport

Subject	Start Date	Description
Tenants Victoria	25/01/2024	<p>Attendees:</p> <p>Judith Dickson, Chairperson, Tenants Victoria Jennifer Beveridge, CEO, Tenants Victoria Kylie Betts, People and Corporate Services Director, Tenants Victoria Carman Parsons, Director Innovation, Tenants Victoria Amy Frew, Acting Director Client Services, Tenants Victoria Farah Farouque, Director Community Engagement, Tenants Victoria Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting:</p> <p>Stakeholder meeting in relation to the Consumer Affairs portfolio.</p>
Master Builders Association of Victoria	30/01/2024	<p>Attendees:</p> <p>Michaela Lihou, CEO, Master Builders Association of Victoria Corrie Williams, Executive Director Collaboration & Innovation, Master Builders Association of Victoria Anthony Appleyard, Director Policy, Master Builders Association of Victoria Jaklin Trajkovski, Executive Director Regulatory Assurance and Policy, Department of Government Services Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting:</p> <p>Introductory meeting with the CEO of Master Builders Association of Victoria.</p>
David Ettershank MP	8/02/2024	<p>Attendees:</p> <p>David Ettershank MP, Member for Western Metropolitan Region Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting:</p> <p>Portfolio matter relating to the Public and Active Transport portfolio.</p>
Housing Industry Association Victoria	13/02/2024	<p>Attendees:</p> <p>Keith Ryan, Executive Director, Housing Industry Association (Victoria) Ben Price, Manager of Workplace (Legal) Services, Housing Industry Association (Victoria) Jaklin Trajkovski, Executive Director Regulatory Assurance and Policy, Department of Government Services Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting:</p> <p>Introductory meeting with the Executive Director of Housing Industry Association (Victoria).</p>

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Yarra Trams	<p>13/02/2024 Attendees: Carla Purcell, CEO, Yarra Trams Sally Richardson, Chief Corporate Affairs Officer, Yarra Trams Sharn Enzinger, Executive Director Metropolitan Tram, Department of Transport and Planning Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>
Melbourne Tram Museum	<p>14/02/2024 Attendees: Mike Ryan, Secretary, Melbourne Tram Museum John Berger MP, Member for Southern Metropolitan Region Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>
Ashburton Uniting Church Tennis Club	<p>14/02/2024 Attendees: Trevor Smyth, President, Ashburton Uniting Church Tennis Club Greg Dawson, Member, Ashburton Uniting Church Tennis Club Matt Fregon MP, Member for Ashwood Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>
TPG	<p>15/02/2024 Attendees: Gaston Dearriba, Chief Operating Officer, TPG James Rickards, General Manager External Affairs, TPG John Batho, Deputy Secretary Digital Transformation, Department of Government Services Dovid Clarke, Chief Information Security Officer, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
Telstra	<p>15/02/2024 Attendees: Vicki Brady, CEO, Telstra Paul Kubik, Incident Operations Executive, Telstra John Batho, Deputy Secretary Digital Transformation, Department of Government Services Dovid Clarke, Chief Information Security Officer, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>

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Metro Control Centre	<p>15/02/2024 Attendees: Raymond O'Flaherty, CEO, Metro Trains Alan Fedda, Chief Public Transport, Department of Transport and Planning Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>
Optus	<p>16/02/2024 Attendees: Michael Venter, Interim CEO, Optus Rebecca Treloar, Senior Manager Government Affairs, Optus John Batho, Deputy Secretary Digital Transformation, Department of Government Services Dovid Clarke, Chief Information Security Officer, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
NBN	<p>16/02/2024 Attendees: John Parkin, Chief Operating Officer, NBN John Batho, Deputy Secretary Digital Transformation, Department of Government Services Dovid Clarke, Chief Information Security Officer, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
Public Records Advisory Council	<p>19/02/2024 Attendees: Judy Maddigan, President, Public Records Advisory Council</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
Real Estate Institute of Victoria	<p>19/02/2024 Attendees: Megan Mander, Acting CEO, Real Estate Institute of Victoria</p> <p>Purpose of meeting: Portfolio matter relating to the Consumer Affairs portfolio.</p>
Annabelle Cleeland MP	<p>20/02/2024 Attendees: Annabelle Cleeland MP, Member for Euroa Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>

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Hon. Anoulack Chanthivong MP	<p>22/02/2024 Attendees: Hon. Anoulack Chanthivong, Minister for Better Regulation and Fair Trading, NSW Government Brooke O'Rourke, Chief of Staff, Office of Minister Rowland Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating the the Consumer Affairs portfolio.</p>
Data and Digital Ministers Roundtable	<p>23/02/2024 Attendees: Hon Katy Gallagher MP Hon Bill Shorten MP Hon Jihad Dib MP Hon Bart Mellish MP Hon Stephen Dawson MLC Hon Andrea Michaels MP Hon Madeleine Ogilvie MP Mr Chris Steel MLA Hon Selena Uibo MLA Hon Judith Collins MP John Batho, Deputy Secretary Digital Transformation, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
Bicycle Network	<p>27/02/2024 Attendees: Alison McCormack, CEO, Bicycle Network Leanne Tolra, General Manager of Public Affairs, Bicycle Network Manon Dolet, Community Program Development Manager, Bicycle Network Fatima Mohamed, Acting Executive Director Inner Metro, Department of Transport and Planning Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Introductory meeting with the CEO of Bicycle Network.</p>
Glen Eira Adult Learning Centre	<p>29/02/2024 Attendees: Philippa Caris, Manager, Glen Eira Adult Learning Centre Chris Olds, CEO, VicTrack Jo Mayall, Government Relations, VicTrack Nick Staikos MP, Member for Bentleigh Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>

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Volgren	<p>1/03/2024 Attendees: Thiago Deiro, CEO, Volgren Yuri Tessari, Chief Commercial Officer, Volgren Andres Sammarco, Chief Financial Officer, Volgren Brenton McCallum, Engineering Manager, Volgren Daniel Long, A/Executive Director Bus Services, Department of Transport and Planning Andy Korr, Director Commercial Planning, Department of Transport and Planning Senior Adviser, Office of Minister Williams Electorate Officer, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Public and Active Transport portfolio.</p>
Hon. Michelle Rowland MP	<p>5/03/2024 Attendees: Hon. Michelle Rowland, Minister for Communications Matt Healy, Senior Adviser, Office of Minister Rowland Braeden Adams, Media Adviser, Office of Minister Rowland Yvette Haikal, Chief of Staff, Office of Minister Williams Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Government Services portfolio.</p>
Victorian Trades Hall Council	<p>7/03/2024 Attendees: Luke Hilakari, Secretary, Victorian Trades Hall Council Ted Sussex, Politics and Research Lead Organiser, Victorian Trades Hall Council Yvette Haikal, Chief of Staff, Office of Minister Williams</p> <p>Purpose of meeting: Stakeholder matter relating to various portfolios.</p>
Family of Simon Peter Scarff	<p>12/03/2024 Attendees: Joanne McConville Therese Miyungi Juliana Addison MP, Member for Wendouree Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting: Portfolio matter relating to the Consumer Affairs portfolio.</p>

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Public Records Advisory Council

13/03/2024 **Attendees:**

Judy Maddigan, President, Public Records Advisory Council
Lisa Tepper, Deputy CEO, Digital Victoria
Senior Adviser, Office of Minister Williams

Purpose of meeting:

Stakeholder matter relating to the Government Services portfolio.

Australian Information Industry Association
Roundtable

14/03/2024 **Attendees:**

Warren Hill, AIIA Victorian Council Chair
Georgia King-Siem, Deputy Chair, Victoria Council of AIIA
Sue-Anne (Sam) Parker, Chair, AIIA Victorian Government Policy Advisory Network
Nadine Groves, Member, AIIA National Board of Directors
Dan Pearce, Council Deputy Chair, Victoria Council of AIIA
Doreen Tsalkos, Council Committee Member, Victoria Council of AIIA
Scott McMillan, Council Committee Member, Victoria Council of AIIA
Brian Fitzpatrick, Council Committee Member, Victoria Council of AIIA
Naomi Di Fede, Council Committee Member, Victoria Council of AIIA
Samantha Loughens, Council Committee Member, Victoria Council of AIIA
Simon Dougina, Council Committee Member, Victoria Council of AIIA
Amal Nasralla, Council Committee Member, Victoria Council of AIIA
Nirmal Kumal, Council Committee Member, Victoria Council of AIIA
David Vicino, Council Committee Member, Victoria Council of AIIA
Lisa Kalman, Council Committee Member & Health Policy Advisory Councillor, Victoria Council of AIIA
Stephen Dowling, Former Council Committee Member, Victoria Council of AIIA
John Batho, Deputy Secretary Digital Transformation, Department of Government Services
Senior Adviser, Office of Minister Williams

Purpose of meeting:

Portfolio matters relating to the Government Services portfolio.

Hon. Peter Walsh MP

21/03/2024 **Attendees:**

Hon. Peter Walsh MP, Member for Murray Plains
Scott Barber, CEO, Swan Hill Rural City Council
Cr Stuart King, Mayor, Swan Hill Rural City Council
Stuart Johns, Executive Director Modal Planning, Department of Transport and Planning
Senior Adviser, Office of Minister Williams

Purpose of meeting:

Stakeholder matter relating to the Public and Active Transport portfolio.

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Little Group

21/03/2024 **Attendees:**

Paul Little, CEO, Little Group

Murray Rance, Operations Director, Little Group

Alison Marchant MP, Member for Bellarine

Daniel Long, Associate Director Contract, Commercial & Proforma, Department of Transport and Planning

Senior Adviser, Office of Minister Williams

Purpose of meeting:

Stakeholder matter relating to the Public and Active Transport portfolio.

The Shannon Company

21/03/2024 **Attendees:**

Bill Shannon, Founder, The Shannon Company

Jo Weeks, Chief Communications and Experience Officer, Department of Transport and Planning

Senior Adviser, Office of Minister Williams

Purpose of meeting:

Stakeholder matter relating to the Public and Active Transport portfolio.

Hon. Victor Dominello

27/03/2024 **Attendees:**

Hon. Victor Dominello, Former NSW Minister for Customer Service and Digital Government

Senior Adviser, Office of Minister Williams

Purpose of meeting:

Stakeholder matter relating to the Government Services portfolio