

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

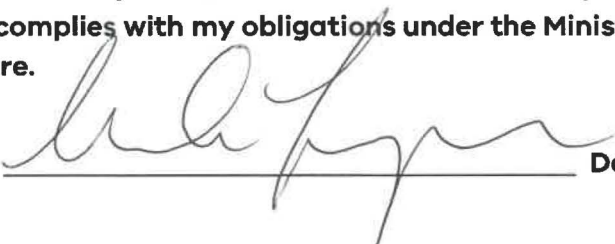
Minister name: Natalie Suleyman

Ministerial portfolio(s): Small Business, Veterans and Youth

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 : Hon. Natalie Suleyman MP

Portfolio/s : Small Business, Veterans and Youth

Subject	Start Date	Description
Meeting: YACVic	7/02/2024	Attendees: Mary Nega, CEO – YACVic Adviser to the Minister for Youth Purpose of meeting: Introductory meeting with the new CEO of YACVic.
Meeting: South Gippsland Shire Council	20/02/2024	Attendees: Kerryn Ellis, CEO - South Gippsland Shire Council Cr Clare Williams, Mayor - South Gippsland Shire Council Tom McIntosh MP, Member for Eastern Victoria Purpose of meeting: Meeting to discuss recent natural disasters in the region and ongoing recovery efforts
Meeting: Le Mana Pasifika, Wyndham	27/02/2024	Attendees: Sefita Rasolosolo, Senior Pasifika Youth Worker - Centre for Multicultural Youth Patrick Hausman, Team Leader - Centre for Multicultural Youth Peta Fualau, Senior Manager - Centre for Multicultural Youth Anna-Naseisa Mailei, Youth Leader - Centre for Multicultural Youth Shannon Bell, Program Manager - Centre for Multicultural Youth Adviser to the Minister for Youth Purpose of meeting: Meeting with Le Mana Pasifika Program staff to discuss priorities and opportunities in the Western region.
Lara Small Business Round Table	29/02/2024	Attendees: Ella George MP, Member for Lara Members of Lara Chamber of Commerce and Industry Senior Adviser to the Minister for Small Business Purpose of meeting: Meeting to discuss the experiences of regional small businesses, and Victorian Government support.
Meeting : COSBOA	6/03/2024	Attendees: Jos De Bruin, Director - COSBOA Matthew Addison, Chair - COSBOA David Gandolfo – CEO Quantum Finance, President CAFBA Nanette Fitzgerald, Executive Director - DJSIR Oliver Williams, Acting Chief of Staff to Minister for Small Business Purpose of meeting : Meeting to discuss matters relating to Small Business portfolio.

PUBLICATION OF MINISTERIAL DIARIES - January to March 2024

Minister : Hon. Natalie Suleyman MP

Portfolio/s : Small Business, Veterans and Youth

Subject	Start Date	Description
Meeting : Youth Activating Youth	6/03/2024	Attendees: The Hon. Anthony Carbines MP Ahmed Hasan, CEO - Youth Activating Youth Mark Stone, Chair – Youth Activating Youth Adviser to the Minister for Youth Brydie Clarke, Director, Office for Youth - DFFH Purpose of Meeting: Meeting to discuss stakeholder matters including youth crime prevention.
Meeting: Peter Bol	7/03/2024	Attendees: Peter Bol, Australian Olympian and Motivational Speaker Adviser to Minister for Youth Purpose of meeting: Introductory meeting with Peter Bol to discuss matters relating to Youth Portfolio.
The Blacksmith Café	12/03/2024	Attendees: The Hon. Anthony Carbines MP Daniela De Martino MP, Member for Monbulk Trish Flanagan, Owner – The Blacksmith Adviser to Minister for Small Business Purpose of meeting: Meeting with the owner of a small business to discuss government policy matters.
Meeting: Community Health First	19/03/2024	Attendees: Kent Burgess, CEO - Your CH Agata Jarbin, CEO - HealthAbility Jane Seeber, Executive Director Client Services -Better Health Network Anna Mincham, Associate-Banksia Adviser to Minister Suleyman Purpose of meeting: Meeting to discuss Budget Submission.
Meeting: VCOSS	20/03/2024	Attendees: Juanita Pope, CEO - VCOSS Deborah Fewster, Director of Policy and Advocacy – VCOSS Oliver Williams, Acting Chief of Staff to Minister for Small Business Purpose of meeting: Introductory meeting with the new CEO of VCOSS.

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Minister : Hon. Natalie Suleyman MP

Portfolio/s : Small Business, Veterans and Youth

Subject	Start Date	Description
Meeting: Consul-General of Türkiye	21/03/2024	Attendees: Consul-General of Türkiye Minister Natalie Suleyman MP Jason Loos, Deputy Secretary, Economic Policy & State Productivity – Department of Premier & Cabinet Oliver Williams, Acting Chief of Staff to Minister Suleyman Xavier Williams, Director of Strategy – Premier’s office Purpose of the meeting: Introductory meeting.
Meeting: The Shrine of Remembrance	25/03/2024	Attendees: Dean Lee, CEO - The Shrine of Remembrance Senior Adviser to the Minister for Veterans Purpose of meeting: Meeting to discuss a stakeholder matter.
Meeting: Victorian Turkish Business Owners	27/03/2024	Attendees: Attila Ceylanbas , Managing Director - Attila’s Natural Stone and Tiles Tumcay Cekic, Managing Director - Microboss İbrahim Özdemir, Founder - Sahara Dairy Omer Incekara, Principal and Managing Director - Xavier Advertising Bekir Kilic, Founder and CEO - PRO IT Pty Ltd Baris Atayman, Managing Director- Blink Group PTY Ltd Athena Andriotis, Director, Policy and Projects - DJSIR Senior Adviser to the Minister for Small Business Purpose of meeting: Introductory meeting with Victorian Turkish business owners.