

# 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](mailto:dpc.privacy@dpc.vic.gov.au).



## Declaration

Quarterly disclosure period: 1 December – 31 December 2023

Minister name: Hon Ben Carroll

Ministerial portfolio(s): Minister for Education & Medical Research

### 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: 12/01/2024

Publication of Ministerial Diaries - 1 December 2023 - 31 December 2023

Minister : Hon Ben Carroll MP

Portfolio/s: Education and Medical Research

| <b>Subject</b>  | <b>Start Date</b> | <b>Description</b>  |
|---|-------------------|---|
| Australian Institute for Teaching and School Leadership | 7/12/2023         | <p><b>Attendees:</b><br/>Mark Grant, Chief Executive Officer, AITSL<br/>Chris Wardlaw, Deputy Board Chair, AITSL<br/>David Robinson, Executive Director, Workforce Policy &amp; Strategy Division, Department of Education<br/>Senior Adviser to the Deputy Premier<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b><br/>Discuss various matters relevant to the education portfolio</p>                                       |
| Zionist Federation of Australia & Zionism Victoria      | 8/12/2023         | <p><b>Attendees:</b><br/>Jeremy Leibler, President – Zionist Federation of Australia<br/>Yossi Goldfarb, President – Zionism Victoria<br/>Stephen Fraser, Deputy Secretary, School Education Programs and Support, Department of Education<br/>Bassal Tallal, Deputy Chief of Staff, Office of the Deputy Premier<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b><br/>Discuss various matters relevant to social cohesion</p> |

| <b>Subject</b>   | <b>Start Date</b> | <b>Description</b>   |
|--|-------------------|--|
| Walter and Eliza Hall Institute of Medical Research                      | 13/12/2023        | <p><b>Attendees:</b><br/>Professor Alan Cowman, Acting Director, Walter and Eliza Hall Institute of Medical Research<br/>Carolyn MacDonald, Chief Operating Officer, Walter and Eliza Hall Institute of Medical Research<br/>Sir John Savill, Board Vice President, Walter and Eliza Hall Institute of Medical Research<br/>Linda Cristine, Director, Medical Research, Department of Health<br/>Senior Adviser to the Deputy Premier<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b><br/>Discuss various matters relevant to the medical research portfolio</p> |
| Jewish Community Council of Victoria & Community Security Group Victoria | 13/12/2023        | <p><b>Attendees:</b><br/>Philip Zajac, President, Jewish Community Council of Victoria (JCCV)<br/>Naomi Levin, Chief Executive Officer, Jewish Community Council of Victoria (JCCV)<br/>Justin Kagan, Chief Executive Officer, Community Security Group Victoria (CSGV)<br/>Bassel Tallal, Deputy Chief of Staff, Office of the Deputy Premier<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b><br/>Discuss various matters relevant to social cohesion</p>   |

Publication of Ministerial Diaries - 1 December 2023 - 31 December 2023

Minister : Hon Ben Carroll MP

Portfolio/s: Education and Medical Research

| <b>Subject</b>                       | <b>Start Date</b> | <b>Description</b>  |
|--------------------------------------|-------------------|---|
| Australian<br>Ambassador<br>to China | 14/12/2023        | <b>Meeting Attendees:</b><br>Scott Dewar, Australian Ambassador to China<br>Tim Kane, Director, DFAT Victoria State Office<br>Zhenzi Zhu, Head of International, Department of Premier & Cabinet (DPC)<br>Senior Adviser to the Deputy Premier<br>Registered lobbyist details - N/A<br><br><b>Purpose of meeting:</b><br>Introductory meeting |
| Egon Zehnder                         | 19/12/2023        | <b>Attendee:</b><br>David Campbell, Leads Egon Zehnder's Board, Consumer and Health Practices in<br>Australia and New Zealand.<br>Registered lobbyist details - N/A<br><br><b>Purpose of meeting:</b><br>Portfolio matters regarding Education and Medical Research responsibilities  |

| <b>Subject</b>                  | <b>Start Date</b> | <b>Description</b>   |
|---------------------------------|-------------------|--|
| Australian Islamic Shia Council | 19/12/2023        | <p><b>Attendees:</b></p> <p>The Hon Ingrid Stitt, Minister for Mental Health, Ageing and Multicultural Affairs<br/>Ms Bronwyn Halfpenny MP, Parliamentary Secretary for Jobs, State Member for Thomastown<br/>Mustafa Adam, Director, Public Relations, Australian Islamic Shia Council<br/>Firial Ali, Australian Islamic Shia Council<br/>Abdullareem, Australian Islamic Shia Council<br/>Zain Tamimi, Australian Islamic Shia Council<br/>Akram Al Batat, Australian Islamic Shia Council<br/>Ayman Al Sad, Australian Islamic Shia Council<br/>Hussain Mohamad, Australian Islamic Shia Council<br/>Bassel Tallal, Deputy Chief of Staff, Office of the Deputy Premier<br/>Adviser Multicultural Affairs, Office of Minister Stitt<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b></p> <p>Discuss various matters relevant to social cohesion</p> |

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|----------------------|-------------------|--|
| Grattan<br>Institute | 19/12/2023        | <p><b>Attendees:</b></p> <p>Jordana Hunter – Education Program Director, Uni Melbourne<br/>Amy Haywood – Deputy Program Director, Grattan Institute<br/>Anika Stobart – Senior Associate, Grattan Institute<br/>Dr David Howes – Deputy Secretary, Schools and Regional Services, Department of Education<br/>Fiona Ward, Chief of Staff, Office of the Deputy Premier<br/>Senior Adviser to the Deputy Premier<br/>Registered lobbyist details - N/A</p> <p><b>Purpose of meeting:</b></p> <p>Discuss various matters relevant to the education portfolio</p> |

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| <b>Subject</b>           | <b>Start Date</b> | <b>Description</b>  |
|--------------------------|-------------------|---|
| Community Hubs Australia | 20/12/2023        | <b>Attendee:</b><br>Dr Sonja Hood, Chief Executive Officer, Community Hubs Australia & President of North Melbourne Football Club<br>Registered lobbyist details - N/A<br><br><b>Purpose of meeting:</b><br>Discuss various matters relevant to the education portfolio |
| Herald and Weekly Times  | 21/12/2023        | <b>Attendee:</b><br>Penny Fowler, Chair, Herald & Weekly Times & Chair, The Royal Children's Hospital Good Friday Appeal<br>Registered lobbyist details - N/A<br><br><b>Purpose of meeting:</b><br>Portfolio matters regarding Education & Medical Research             |