

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 Jan – 31 March 2024

Minister name: Natalie Hutchins

Ministerial portfolio(s): Jobs & Industry, Treaty & First People, Women

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: *Natalie Hutchins* Date: 15/04/2024

Subject

Start Date Description

Visit: University of Melbourne - Fisherman's Bend

16/01/2024 **Attendees:**
Professor Duncan Maskell, Vice-Chancellor, University of Melbourne
Mr Paul Axup, Chief Operating Officer, University of Melbourne
Ms Rowan Maclean, Executive Director Fishermans Bend, University of Melbourne
Ms Carlene Wilson, Director, Policy & Government Relations, University of Melbourne
Ms Belinda Ross, Fishermans Bend Precinct Manager from University of Melbourne

Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: Defence Science and Technology Group

16/01/2024 **Attendees:**
Dr Ninh Duong, Chief of Air and Maritime
Dr Greg Bain, Acting Chief of Platforms
Dr Katerina Agostino, Chief Human and Decision Sciences
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: Supacat Asia Pacific

16/01/2024 **Attendees:**
Bruce Tait, Managing Director, Supacat Asia Pacific
Michael Halloran, Executive Director, Supacat Asia Pacific
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: Sypac Systems

16/01/2024 **Attendees:**
Ms Amanda Holt, CEO of SYPAQ System
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Meet: Master Builders Association Of Victoria

16/01/2024 **Attendees:**
Michaela Lihou, Master Builders Association Of Victoria Chief Executive Officer
Corrie Williams, Master Builders Association Of Victoria Executive Director, Collaboration and Innovation
Ismene Thiveos, Deputy Chief of Staff to Minister Hutchins

Purpose of meeting: Introductory meeting and discuss current priorities and opportunities for Victoria's construction sector.

Visit: Hyzon Motors

17/01/2024 **Attendees:**
John Edgley President of International Operations Hyzon Motors
Simon Dawson Vice President of Operations Hyzon Motors
Murray Newton Head of External Relations and Corporate Development Hyzon
Adviser to Minister Hutchins

Purpose of meeting: Site tour and introductory meeting

Visit: Lyka Pet Food

17/01/2024 **Attendees:**
Mr Michael Galea MP Local Member of the Victorian Legislative Council for South East Melbourne
Ms Anna Podolsky Chief Executive Officer and Founder Lyka Pet Food
Mr Gabriel Guedes Chief Operating Officer, Chief Finance Officer and Co-founder Lyka Pet Food
Mr Andy Baxter Head of Manufacturing and Supply Chair Lyka Pet Food
Adviser to Minister Hutchins

Purpose of meeting: Site tour and announce expansion and local jobs boost.

Visit: Clarinda Library

17/01/2024 **Attendees:**
Meng Heang Tak MP
Cr Jenna Davey-Burns, Mayor Kingston City Council
Adviser to Minister Hutchins

Meet: Victorian Council of Social Service	<p>Purpose of meeting: Discuss roll out of pads and tampons in public places</p> <p>18/01/2024 Attendees: Juanita Pope, CEO, Victorian Council of Social Service Deborah Fewster, Victorian Council of Social Service Bianca Davey, Victorian Council of Social Service Robyn White, Executive Director, Department of Jobs, Skills, Industry and Regions Adviser to Minister Hutchins</p> <p>Purpose of meeting: Introductory meeting to hear about VCOS priorities.</p>
Visit: Luyten 3D	<p>18/01/2024 Attendees: Ahmed Mahil, CEO and Founder, LUYTEN 3D Adviser to Minister Hutchins Lead Investment Manager, DJSIR</p> <p>Purpose of meeting: Introductory meeting and tour to view 3D construction printing technology.</p>
Meet: Barengi Gadjin Land Council	<p>23/01/2024 Attendees: Martha Haylett Member for Ripon Australian Labor Party Members of Barengi Gadjin Land Council Trang Dang, Acting Executive Director, Land Justice and Traditional, Owner Rights Matthew Lloyd, Executive Director, Community Relations and Heritage, Department of Premier and Cabinet Senior Adviser to Minister Hutchins</p> <p>Purpose of meeting: Roundtable to discuss community matters, visit Ebenezer mission</p>
Meet: Swinburne University of Technology	<p>24/01/2024 Attendees: Professor Rachael McDonald, Director MedTechVic Hub, Swinburne University of Technology Matthew Cooper, Government Relations, Swinburne University of Technology Adviser to Minister Hutchins</p> <p>Purpose of meeting: Introductory meeting and discuss areas of mutual interest such as advanced manufacturing.</p>
Meet: Deakin University	<p>24/01/2024 Attendees: Professor Iain Martin, Vice-Chancellor, Deakin University Michael Mangos, Special Adviser to the Vice Chancellor, Deakin University Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Adviser to Minister Hutchins</p> <p>Purpose of meeting: Introductory meeting and discuss areas of mutual interest such as advanced manufacturing.</p>
Meet: RMIT University	<p>24/01/2024 Attendees: Professor Alec Cameron has been Vice-Chancellor, RMIT University Tom Bentley, Executive Director for Policy and Impact, RMIT University Cath Davis, Senior Government Relations Advisor, RMIT University Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Adviser to Minister Hutchins</p> <p>Purpose of meeting: Introductory meeting and discuss areas of mutual interest such as addressing skills gaps.</p>
Meet: Lockheed Martin Australia	<p>24/01/2024 Attendees: Warren McDonald, CEO Lockheed Martin Australia Marina Tsirbas, Head, Government Relations, Lockheed Martin Australia Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Adviser to Minister Hutchins</p> <p>Purpose of meeting: Meeting to discuss Lockheed Martin initiatives in Victoria</p>
Meet: Yoorrook Justice Commission	<p>02/07/2024 Attendees: Professor Eleanor Bourke, Chair, Yoorrook Justice Commission Senior Adviser to Minister Hutchins</p> <p>Purpose of meeting: Update on the truth-telling process</p>

Meet: Rolls Royce

02/07/2024 **Attendees:**
Abi Clayton, Director – Future Programmes, Rolls Royce
Phil Sampson, Programme Executive, Rolls Royce
Director, Department of Jobs, Skills, Industry and Regions
Steph Lysaght, British Consul General
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting

Meet: First Peoples Assembly

09/02/2024 **Attendees:**
Rueben Berg, Co-Chair, First People's Assembly
Ngarra Murray, Co-Chair, First People's Assembly

Senior Adviser to Minister Hutchins

Purpose of meeting: Regular meeting series

Meet: Western District ACCO Collective

13/02/2024 **Attendees:**
Members of Western District ACCO Collective
Senior Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting

Meet: Wathaurong Aboriginal Co-operative

13/02/2024 **Attendees:**
Simon Flagg, CEO, Wathaurong
Judy Dalton-Walsh, Chairperson of the Board, Wathaurong
Professor Wendy Brabham, Boardmember, Wathaurong
Ammie Howell, Boardmember, Wathaurong
Glenn Shea, Boardmember, Wathaurong
David Tournier Jnr, Boardmember, Wathaurong
Jason Kanoa, Executive Manager of Health and Community Connection, Wathaurong
Kristie Fraser-Lange, Executive Manager of Family Services, Wathaurong
Yohan Kumaran, CFO, Wathaurong
Senior Adviser to Minister Hutchins

Purpose of meeting: Introductory meetings and discuss upcoming priorities

Meet: Geelong Manufacturing Council

13/02/2024 **Attendees:**
Jennifer Conley, CEO of Geelong Manufacturing Council
Members of Geelong Manufacturing Council
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting with Geelong Manufacturing Council, discussion on getting more women into manufacturing and a brief tour of Hanlon Industries.

Meet: Victorian Aboriginal Heritage Council

14/02/2024 **Attendees:**
Members of Victorian Aboriginal Heritage Council
Senior Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting with the board, discuss the priorities for the year ahead.

Meet: Mark Civitella and Prof. Peter Moar

21/02/2024 **Attendees:**
Professor Peter Moar, Head of Space Instrumentation, Engineering Group, Swinburne University of Technology
Mark Civitella, Political and Strategic Communication Consultant
Adviser to Minister Hutchins

Purpose of meeting: Discuss opportunities for collaboration on advanced manufacturing initiatives.

Visit: Paarhammer Pty Ltd

27/02/2024 **Attendees:**
Representatives of Paarhammer
Senior Adviser to Minister Hutchins

	<p>Purpose of meeting: Introductory meeting and discuss Timber Supply Chain Resilience Package</p>
Meet: Wadawurrung Traditional Owners Aboriginal Corporation	<p>27/02/2024 Attendees: Members of Wadawurrung Traditional Owners Aboriginal Corporation Senior Adviser to Minister Hutchins Michaela Settle MP Juliana Addison MP</p> <p>Purpose of meeting: To discuss Wadawurrung Corporation's priorities.</p>
Meet: Representatives of Ballarat and District Aboriginal Cooperative	<p>27/02/2024 Attendees: Representatives of Ballarat and District Aboriginal Cooperative Senior Adviser to Minister Hutchins Michaela Settle MP Juliana Addison MP</p> <p>Purpose of meeting: To discuss BADAC's priorities and programs.</p>
Meet: George Weston Foods	<p>28/02/2024 Attendees: Stuart Grainger, Previous Chief Executive, George Weston Foods Paul Foster, Chief Executive, George Weston Foods Steve Booth, Head Government Relations and External Affairs, George Weston Foods Lorna Raine, Chief Financial Officer, George Weston Foods Cameron Miners, Managing Director, MAURI Secretary, Department of Jobs, Skills, Industry and Regions Senior Adviser to Minister Hutchins</p> <p>Purpose of meeting: Meeting to discuss George Weston Food's priorities.</p>
Meet: Federation of Victorian Traditional Owners Corporations	<p>28/02/2024 Attendees: Paul Paton, Chief Executive Officer, Federation of Victorian Traditional Owners Corporations Jill Webb, Manager, Nation Building, Federation of Victorian Traditional Land Owners Corporations Senior Adviser to Minister Hutchins</p> <p>Purpose of meeting: Meeting to discuss a range of portfolio matters related to Victorian Traditional Owners.</p>
Meet: The Hon Richard Marles MP, Deputy Prime Minister, Minister for Defence	<p>29/02/2024 Attendees: Richard Marles, Deputy Prime Minister, Minister for Defence Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Madeleine Moore, Chief of Staff to Minister Hutchins Advisors to Richard Marles</p> <p>Purpose of meeting: Meeting to discuss Victorian defence industry priorities and opportunities.</p>
Meet: The Hon Catherine King, Minister for Infrastructure, Transport, Regional Developer	<p>29/02/2024 Attendees: Catherine King, Minister for Infrastructure, Transport, Regional Development and Local Government Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Madeleine Moore, Chief of Staff to Minister Hutchins Advisor to Catherine King</p> <p>Purpose of meeting: Meeting to discuss a range of portfolio matters including freight and aviation.</p>
Meet: The Hon Pat Conroy MP, Minister for Defence Industry, Minister for Defence Industri	<p>29/02/2024 Attendees: Pat Conroy, Minister for Defence Industry, Minister for Defence Industry, Minister for International Development and the Pacific Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Advisors to Pat Conroy Madeleine Moore, Chief of Staff to Minister Hutchins</p> <p>Purpose of meeting: Meeting to discuss Victorian defence industry priorities and opportunities</p>
Meet: The Hon Andrew Giles MP, Minister for Immigration, Citizenship and Multicultural A	<p>29/02/2024 Attendees: Andrew Giles, Minister for Immigration, Citizenship and Multicultural Affairs Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions Advisors to Andrew Giles</p>

Madeleine Moore, Chief of Staff to Minister Hutchins

Purpose of meeting: Meeting to discuss Commonwealth Government's Migration Strategy and Victorian priorities.

Meet: Senator the Hon Katy Gallagher, Minister for Women

29/02/2024 **Attendees:**
Katy Gallagher, Minister for Women
Danni Jarrett, Deputy Secretary, Department of Jobs, Skills, Industry and Regions
Madeleine Moore, Chief of Staff to Minister Hutchins
Advisor to Katy Gallagher

Purpose of meeting: Meeting to discuss various Women's portfolio matters

Women and Women's Safety Ministerial Council

1/03/2024 **Attendees:**
The Hon Amanda Rishworth MP (Commonwealth)
The Hon Justine Elliot MP (Commonwealth)
Senator the Hon Katy Gallagher (Commonwealth)
Ms Yvette Berry MLA (Australian Capital Territory)
The Hon Jodie Harrison MP (New South Wales)
The Hon Katrine Hildyard MP (South Australia)
Ms Vicki Ward MP (Victoria)
The Hon Sabine Winton MLA (Western Australia)
The Hon Sue Ellery MLC (Western Australia)

Purpose of meeting: Regular cross jurisdictional meeting between Ministers for Women and Women's Safety

Meet: Linda Burney, Minister for Indigenous Australians

5/03/2024 Linda Burney, Minister for Indigenous Australians
Senator Jana Stewart
Advisor to Linda Burney
Advisor to Jana Stewart
Madeleine Moore, Chief of Staff to Minister Hutchins
Purpose of meeting: Meeting to discuss various Treaty and First People portfolio matters.

Meet: Yoorrook Commissioners

12/03/2024 **Attendees:**
Professor Eleanor Bourke, Commissioner, Yoorrook Justice Commission
Professor Maggie Walter, Commissioner, Yoorrook Justice Commission
Travis Lovett, Commissioner, Yoorrook Justice Commission
Sue-Anne Hunter, Commissioner, Yoorrook Justice Commission
Tony North, Commissioner, Yoorrook Justice Commission
Rhea Dhillon, Commissioner, Yoorrook Justice Commission
Hugh de Kretser, Commissioner, Yoorrook Justice Commission
Terry Garwood, Deputy Secretary, First Peoples State-Relations, Dept Premier and Cabinet
Charlotte Frew Executive Director, Executive Director – Self Determination, Policy & Transformation [Dept Premier Cabinet](#)
Senior Adviser to Minister Hutchins

Purpose of meeting: Regular meeting series to update on truth telling process.

Visit: Krueger Transport

12/03/2024 **Attendees:**
Sarah Connolly, Member for Laverton
Mr Kevin Dennis, Chief Executive Officer, Krueger Transport Equipment
Advisor to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: Premcar Pty Ltd

14/03/2024 **Attendees:**
Mr Jim Jovanovski and Mr Bernie Quinn, Joint Directors of Premcar.
Ms Bronwyn Halfpenny MP, Parliamentary Secretary for Jobs.
Advisor to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: Connecting Home

14/03/2024 **Attendees:**
Kyle Vander Kuyp, Co-Chair
Lisa Zammit CEO
Paul Davis, Corporate Services Manager

Ms Bronwyn Halfpenny MP, Parliamentary Secretary for Jobs.
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and discuss Connecting Home's priorities.

Visit: Sutton Tools

14/03/2024 **Attendees:**
Mr Peter Sutton Managing Director Sutton Tools
Ms Bronwyn Halfpenny Parliamentary Secretary for Jobs Member of Parliament
Mr James Clarke Chief Supply & Distribution Executive Sutton Tools
Mr Steven van Winckel Chief Manufacturing Executive Sutton Tools
Ms Debra O'Mara Group Human Resources Manager Sutton Tools
Mr Rodney Schult Group Financial Controller Sutton Tools
Adviser to Minister Hutchins

Purpose of meeting: Introductory meeting and site tour

Visit: First People's Health and Wellbeing

14/03/2024 **Attendees:**
Karinda Taylor, CEO First Peoples Health and Wellbeing
Ms Bronwyn Halfpenny, Parliamentary Secretary for Jobs
Adviser to Minister Hutchins

Purpose of meeting: Site tour and discuss First Peoples' Health and Wellbeing priorities.

Meet: Treaty Authority

19/03/2024 **Attendees:**
State Lead – Treaty, DPC First Peoples – State Relations
Jidah Clark, Treaty Authority Chair
Petah Atkinson, Treaty Authority Member
Thelma Austin, Treaty Authority Member
Andrew Jackomos, Treaty Authority Member
Duean White, Treaty Authority Member
Emily Howie, Acting Director of Negotiations and Agreement Making, Treaty Authority
Advisor to Minister Hutchins

Purpose of meeting: Update on work undertaken to operationalise the Treaty Authority.

Meet: Defence Council Victoria

26/03/2024 **Attendees:**
Professor Regina Crameri (Acting Chair)
Mr Michael Flowers
Ms Amanda Holt
Mr Andrew Garth
Brigadier (Ret'd) Mike Phelps AM
Ms Millie Keating
Commodore Greg Yorke AM, CSC
Ms Anny Daile
Advisor to Minister Hutchins

Purpose of meeting: Meet with members of the council and provide opening remarks

Meet: Civil Contractors Federation Victoria

26/03/2024 **Attendees:**
Lisa Kinross, CEO, Civil Contractors Federation Victoria
Simon Mossman, Executive Manager, Policy and Communication, Civil Contractors Federation Victoria
Anthony Caligiuri, Vice President, Civil Contractors Federation Victoria
Nanette Fitzgerald, Executive Director, Department of Jobs, Skills, Industry and Regions
Adviser, Ministerial Office

Purpose of meeting: Introductory meeting

Visit: PowerPlus Energy

27/03/2024 **Attendees:**
Bradley Paton Chief Executive Officer (founder) PowerPlus Energy
Kristin Paton Chief Operating Officer and Director PowerPlus Energy
Lee Tarlamis MP Member for South Eastern Metropolitan Region
Adviser to Minister Hutchins

Purpose of meeting: Site visit and introductory meeting.

Visit: Quantum Brilliance

Attendees:

27/03/2024 Neil Wester Head of Fabrication Quantum Brilliance
Asanka Jayawardena Device Development Engineer Quantum Brilliance
Daniel Langley Senior Process Engineer Quantum Brilliance
Santiago Corujeira Gallo Senior Diamond Materials Engineer Quantum Brilliance
Lachlan Hyde Senior Project Manager Quantum Brilliance
Adviser, Ministerial Office

Purpose of meeting: Site visit and introductory meeting.

Meet: South East Melbourne Manufacturers Alliance (SEMMA)

27/03/2024 **Attendees:**

Honi Walker, CEO, SEMMA
Peter Angelico, President, SEMMA
Markus Oswald, Managing Director, o.d.t. Engineering
Ian Cubitt, Managing Director, Catten Industries
Simon Blashki, Projects Manager, Ace Wire Works
Simon Whiteley, Managing Director, Corex Plastics
Adviser, Ministerial Office
Nanette Fitzgerald, Executive Director, Department of Jobs, Skills, Industry and Regions

Purpose of meeting: Meet with the South East Melbourne Manufacturers Alliance and some of its members to discuss their priorities.

Visit: SMART Recycling

27/03/2024 **Attendees:**

Mr Ward Petherbridge Managing Director S.M.A.R.T Recycling
Adviser, Ministerial Office

Purpose of meeting: Site tour and discussion on Timber Supply Chain Resilience Package (TSCR)