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: <u>dpc.privacy@dpc.vic.gov.au</u>.





Declaration

Quarterly disclosure period: April to June 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: 12 / 07 / 2024



Minister: Gabrielle Williams MP

Subject	Start Date	Description
Metro Trains	3/04/2024	Attendees: Raymond O'Flaherty, CEO, Metro Trains Alan Fedda, Chief Public Transport, Department of Transport and Planning Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams Senior Adviser, Office of Minister Williams Purpose of meeting:
		Portfolio matter - regular performance meeting.
Victorian Railway Institute (VRI) Geelong	9/04/2024	Attendees: Katherine Jackson, General Manager, Victorian Railway Institute Chris Olds, Chief Executive, VicTrack Christine Couzens MP, Member for Geelong Senior Adviser, Office of Minister Williams
		Purpose of meeting: Portfolio matter - award of community grant.
Accessible Transport Advisory Committee	10/04/2024	Attendees: Liz Ellis, Chair, ATAC Martin Stewart, Member, ATAC Julie Postma, Member, ATAC Karen Fankhauser, Member, ATAC Daniel Gilis, Member, ATAC Melissa Hale, Member, ATAC Chris Edwards, Member, ATAC David Simmonds, Director Transport Accessibility and Inclusion, Department of Transport and Planning Senior Adviser, Office of Minister Williams
Public Transport Ombudsman	10/04/2024	Attendees: Kay Rundle, Chair, Public Transport Ombudsman Ann Jorgensen, Ombudsman, Public Transport Ombudsman Alan Fedda, Chief Public Transport, Department of Transport and Planning Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams Purpose of meeting:
		Portfolio matter - regarding public and active transport.

Minister: Gabrielle Williams MP

Community Housing Industry Association Victoria	11/04/2024	Attendees: Sarah Toohey, CEO, Community Housing industry Association Jason Perdriau, Deputy CEO, Community Housing Industry Association Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding the Residential Tenancies Act 1997.
Gabrielle De Vietri MP	17/04/2024	Attendees: Gabrielle De Vietri MP, Member for Richmond Electorate Officer, Office of Member for Richmond Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding consumer affairs matters.
WEstjustice	18/04/2024	Attendees: Melissa Hardham, CEO, WEstjustice Joseph Nunweek, Legal Director Economic Justice Program, WEstjustice Chris Carr, Program Manager for Tenancy, WEstjustice Katie Hall MP, Member for Footscray Senior Adviser, Office of Minister Williams Purpose of meeting: Stakeholder matter - site visit regarding tenancy support services.
Public Records Advisory Council	22/04/2024	Attendees: Judy Maddigan, President, Public Records Advisory Council Diane Gardiner, Member, Public Records Advisory Council David Brous, Member, Public Records Advisory Council Deidre Missingham, Member, Public Records Advisory Council Prof. Keir Reeves, Member, Public Records Advisory Council Yvette Haikal, Chief of Staff, Office of Minister Williams Lisa Tepper, Acting Deputy Secretary, Customer and Regulatory Services, Department of Government Services Purpose of meeting: Stakeholder matter - regarding the Public Records Advisory Council.

Minister: Gabrielle Williams MP

Greater Ararat Business Network (GABN)	23/04/2024	Attendees: Tom Clarke, President, Greater Ararat Business Network Dr Tim Harrison, CEO, Ararat Rural City Council (Member, GABN) Phillippa Cairns, Stakeholder and Engagement Office, Greater Ararat Business Network Mark Sleeman, CEO, Grampians Tourism (Member, GABN) Craig Wilson, Publisher/Owner, Ararat Advocate (Member, GABN) Matt Linsley, Owner, Acacia Caravan Park (Member, GABN) Pepita Atchison, Owner, Pomonal Estate (Member, GABN) Adam Atchison, Owner, Pomonal Estate (Member, GABN) Craig Otte, Owner, House of Nai (Member, GABN) Sophie Graham, Manager, Ararat Telstra (Member, GABN) Cam Conboy, Director, Gorst Rural Lake Bolac (Member, GABN) Andrew Byron, Property owner/Farmer (Member, GABN) Nancy Panter, Owner, SubRosa Wine (Member, GABN) Heidi Higginson, Account Manager, ACE Radio & The Weekly Advertiser (Member, GABN) Kelsey Hosking, Principal, Grampians Insurance Brokers (Member, GABN) Martha Haylett MP, Member for Ripon Yvette Haikal, Chief of Staff, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding regional telecommunications/connectivity.
Regional Connectivity Minister's Roundtable	24/04/2024	Attendees: Hon. Michelle Rowland, Minister for Communication, Australian Government Hon. Bart Mellish, Minister for Digital Development, Queensland Government Hon. Clare Scriven, Minister for Primary Industries and Regional Development, South Australian Government Hon. Jihad Dib, Minister for Customer Service and Digital Government, New South Wales Government Hon. Tara Moriarty, Minister for Regional New South Wales, New South Wales Government Hon Madeleine Ogilvie, Minister for Small Business and Consumer Affairs, Tasmanian Government Hon Eric Abetz, Minister for Business, Industry and Resources, Tasmanian Government Senior Adviser, Office of Minister Williams

Minister: Gabrielle Williams MP

Friends of the Earth Melbourne	24/04/2024	Attendees: Chloe Aldenhoven, Sustainable Cities Community Organiser, Friends of the Earth Melbourne Dr John Stone, Senior Lecturer in Transport Planning, University of Melbourne Pawandeep (Pawan) Kaur, Community Member George Konstantopoulos, Director Bus Network Planning and Reform, Department of Transport and Planning Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding public transport in Melbourne's west.
Ventura	26/04/2024	Attendees: George Loucas, Operations Development Manager, Ventura Hon. Steve Dimopoulos MP, Member for Oakleigh Electorate Officer, Office of Member for Oakleigh Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding new bus service.
Bulleen Park and Ride	30/04/2024	Attendees: 3 x Customer Service Officers, Kinetic Shuan Leane MP, Member for Northeastern Metropolitan Karen Shepherd, Executive Director Bus Services, DTP Senior Advisor, Office of Minister Williams Purpose of meeting: Portfolio matter - site visit of new Park and Ride.

Minister: Gabrielle Williams MP

Manufactured Home Owners Association Vic	1/05/2024	Attendees: Judy Duff, Manufactured Home Owners Association Vic Graham Holloway, Manufactured Home Owners Association Vic Laurie Beckwith, Manufactured Home Owners Association Vic Jenny Lonergan, Manufactured Home Owners Association Vic John Rogers, Manufactured Home Owners Association Vic Graham May, Manufactured Home Owners Association Vic Sarah Connolly MP, Member for Laverton Jordan Crugnale MP, Member for Bass Mathew Hilakari MP, Member for Point Cook Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding residential parks.
Yarra Trams	9/05/2024	Attendees: Carla Purcell, CEO, Yarra Trams Sally Richardson, Chief Corporate Affairs Officer, Yarra Trams Adam Williams, Chief Assets Officer, Yarra Trams Ali Tamaddon, Rolling Stock Engineering Manager, Yarra Trams Ginny Hollands, Communications Manager, Yarra Trams Kat Theophanous MP, Member for Northcote Alan Fedda, Chief Public Transport, DTP Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - site visit to New Preston Tram Depot/3D printing facilities.
Victorian Transport Action Group (VTAG)	10/05/2024	Attendees: Peter Parker, Member, Victorian Transport Action Group (VTAG) Eden Foster MP, Member for Mulgrave Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding extended weekend services on bus route 800.

PUBLICATION OF MINISTERIAL DIARIES - JUNE 2024				
Minister: Gabrielle Williams MP				
Portfolio: Government Services, Consumer Affa		Active transport		
Manufactured Home Owners Association Vic	21/05/2024	Attendees: Judy Duff, Manufactured Home Owners Association Vic Carmel Perkins, Manufactured Home Owners Association Vic Jaklin Trajkovski, Executive Director Regulation Policy & Dispute Services, Department of Government Services Yvette Haikal, Chief of Staff, Office of Minister Williams		
		Purpose of meeting: Portfolio matter - regarding residential parks.		
Transport Workers Union	21/05/2024	Attendees: Mem Suleyman, Assistant Secretary, Transport Workers Union Yvette Haikal, Chief of Staff, Office of Minister Williams		
		Purpose of meeting: Stakeholder matter - regular meeting.		
Kidsafe Victoria	30/05/2024	Attendees: Melanie Courtney, CEO, Kidsafe Victoria Erica Edmands, Board Chair, Kidsafe Victoria Sarah Sexton, General Manager of Operations, Kidsafe Victoria Gary Maas MP, Member for Hampton Park Electorate Officer, Office of Gary Maas MP Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding safety in tenancies.		
Jordan van den Berg	5/06/2024	Attendees: Jordan van den Berg, Rental Advocate Nicole Rich, Executive Director Regulatory Services and CAV, Department of Government Services Senior Adviser, Office of Minister Williams		
		Purpose of meeting: Stakeholder matter - regarding tenant advocacy.		

Minister: Gabrielle Williams MP

Bus Association Victoria Inc	5/06/2024	Attendees: Brad Saunders, President, Bus Association Victoria Inc Chris Lowe, Executive Director, Bus Association Victoria Inc Karen Shepherd, Associate Director Metro Bus Franchises, Department of Transport and Planning Andy Korr, Director Commercial Planning, Department of Transport and Planning Senior Adviser, Office of Minister Williams Purpose of meeting: Stakeholder matter - introductory meeting.
MTR / Metro Trains	5/06/2024	Attendees: Raymond Yuen, Chair, Metro Trains Melbourne David Tang, Director of Property and International Business, MTR Raymond O'Flaherty, CEO, Metro Trains Melbourne Fiona Coull, Executive Director Metro Train, Department of Transport and Planning Senior Adviser, Office of Minister Williams Purpose of meeting: Stakeholder matter - update on MTR and MTM's operations.

Minister: Gabrielle Williams MP

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

Mt Atkinson Public Transport Roundtable 6/06/2024

Attendees: Naresh Kumar Deendyal, Community Member Ace Estevez, Community Member Anu Bishop, Community Member Andrew Muyambo, Community Member Kamrunnesa Tasnim, Community Member Girish Khara, Community Member Alistair Mcansh, Community Member Vinod Narayana, Community Member Max Parg, Community Member Divy Chaunan, Community Member Kumuduni Fernando, Community Member Mark Monahan, Community Member Swetang Pandya, Community Member Lina Ang, Community Member Tania Chhabra, Community Member Pawan Kaur, Community Member Syeda Zahra, Community Member Jaksha Shah, Community Member Asim Butt, Community Member Shwetang Pandya, Community Member Osama Bin Usuf, Community Member Manish Basoya, Community Member Luba Grigorovitch MP, Member for Kororoit Electorate Officer, Office of Member for Kororoit Stuart Johns, Executive Director Modal Planning, Department of Transport and Planning Senior Adviser, Office of Minister Williams

Purpose of meeting: Portfolio matter - regarding public transport in Melbourne's west.

Minister: Gabrielle Williams MP

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

Truganina Public Transport Roundtable 6/06/2024

Attendees: Kunal Sancheti, Community Member Harbans Singh Grewal, Community Member Hari Kiran Alla, Community Member Mona Parikh, Community Member Ifte Khan, Community Member Sathish Nagarajappa, Community Member Sumi Sebastian, Community Member Harnek Singh Mehal, Community Member Santosh Rimal, Community Member Kylie Gardiner, Community Member Shaikh Shahbaz, Community Member Param Bindra, Community Member Hewage Perera, Community Member Matt Way, Community Member Peter D'cruz, Community Member Syeda Bahadur, Community Member Major Singh, Community Member Sanjeev Nagpal, Community Member Syed Ahmed, Community Member Senthill Sundaram, Community Member Sindhu Kotte, Community Member Nizam Nijamudeen, Community Member Morgan Archer, Community Member Darren Poh, Community Member Peter Maynard, Community Member Jennie Barrera, Community Member

Minister: Gabrielle Williams MP

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

Truganina Public Transport Roundtable (cont.) 6/06/2024

Nick Ladbrooke, Community Member Meeta Vyas, Community Member Rekha Kumar, Community Member Evy Soneja, Community Member Tatsat Pradhan, Community Member Joseph Devasia, Community Member Keshab Pandey, Community Member Ranjith Rufus, Community Member Avril Pinto, Community Member Maryam Khalid, Community Member Moses Lee, Community Member Hewage Perera, Community Member Ruba Al Sheikh, Community Member Yeman Teklezgi, Community Member Sarah Connolly MP, Member for Laverton Electorate Officer, Office of Member for Laverton Stuart Johns, Executive Director Modal Planning, Department of Transport and Planning Senior Adviser, Office of Minister Williams

Purpose of meeting: Portfolio matter - regarding public transport in Melbourne's west.

Minister: Gabrielle Williams MP

Consumer and Renter Consultative Forum	12/06/2024	Attendees: Tom Abourizk, Head of Policy, CHOICE Steph Tonkin, CEO, Consumer Action Law Centre Erin Turner, CEO, Consumer Policy Research Centre Ben Rogers, Interim CEO, COTA (Council on the Ageing) Victoria Amanda Chan, Advocacy Coordinator, Financial Counselling Victoria Fiona York, CEO, Housing for the Aged Action Group Judy Duff, Chair, Manufactured Home Owners Association Naomi Webb, Team Leader Tenancy Advocacy and Support, Quantum Support Services Jackie Galloway, CEO, Peninsula Community Legal Centre Jennifer Beveridge, CEO, Tenants Victoria Juanita Pope, CEO, Victorian Council of Social Services (VCOSS) Joseph Nunweek, Senior Lawyer, WEstjustice Dr Heather Holst, Commissioner for Residential Tenancies Nicole Rich, Executive Director Regulatory Services, Department of Government Services Jaklin Trajkovski, Executive Director Regulatory Policy, and Dispute Services, Department of Government Services David Joyner, Director Regulatory Services, Department of Government Services Mel Broadbent, A/Director Information and Corporate Services, Department of Government Services
		Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding rental sector.
Property Council of Australia	13/06/2024	Attendees: Andrew Lowcock, Deputy Executive Director Victoria, Property Council of Australia Duda Nusevic, Vic Policy and Regional Advisor, Property Council of Australia Jaklin Trajkovski, Executive Director Regulation Policy and Dispute Services, Department of Government Services Adviser, Office of Minister Williams
		Purpose of meeting: Portfolio matter - introductory meeting.

Minister: Gabrielle Williams MP

Active Transport and Liveability Roundtable	13/06/2024	Attendees: Julia Hunter, General Manager (Mobility), RACV Alison McCormack, CEO, Bicycle Network Stephen Hodge, Director National Advocacy, WeRide Australia Peter Bourke, Exeutive Officer, WeRide Australia Michelle Murray, A/CEO, VicHealth Matt Cameron, Manager Neighbourhood and Built Systems, VicHealth Dr Ben Rossiter, Executive Officer and Secretary, Victoria Walks Inc Duane Burtt, Principal Policy Advisor, Victoria Walks Inc Jason Hoernel, CEO, Good Cycles Daniel Bowen, Public Transport Users Association Ben Beck, Monash Sustainable Transport Kat Panjarri, Director Strategic Foresight and Partnerships, Municipal Association of Victoria Stuart Johns (Modal Planning), Department of Transport and Planning Naomi Langdon (Modal Planning), Department of Transport and Planning Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding active transport priorities.
Metro Trains	13/06/2024	Attendees: Raymond O'Flaherty, CEO, Metro Trains Fiona Coull, Executive Director Metro Train, Department of Transport and Planning Senior Adviser, Office of Minister Williams
		Purpose of meeting: Portfolio matter - regular performance meeting.
First Peoples Assembly of Victoria	18/06/2024	Attendees: Rueben Berg, Co-Chair, First Peoples Assembly of Victoria Damien Bell, CEO, First Peoples Assembly of Victoria Daniel Yore, Principal Treaty Adviser, First Peoples Assembly of Victoria Yvette Haikal, Chief of Staff, Office of Minister Williams Purpose of meeting: Portfolio matter - update on treaty process, and portfolio related priorities, including indigenous data sovereignty.

Minister: Gabrielle Williams MP

Commissioner for Residential Tenancies	19/06/2024	Attendees: Dr Heather Holst, Commissioner for Residential Tenancies Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regular meeting.
Data and Digital Ministers Meeting	21/06/2024	Attendees: Hon Michelle Rowland, Minister for Communications, Australian Government Hon Katy Gallagher, Minister for the Public Service, Australian Government Hon Bill Shorten, Minister for Government Services, Australian Government Hon Jihad Dib, Minister for Customer Service and Digital Government, NSW Government Hon Bart Mellish, Minister for Digital Services, QLD Government Hon Stephen Dawson, Minister for Innovation and the Digital Economy, WA Government Hon Andrea Michaels, Minister for Consumer and Business Affairs, SA Government Hon Andrea Michaels, Minister for Corporate and Digital Development, NT Government Hon Selena Uibo, Minister for Corporate and Digital Development, NT Government Representative, SA Government Representative, NZ Government David Hazlehurst, CEO, Services Australia Ms Dot West OAM, Co-Chair, First Nations Digital Inclusion Advisory Group Associate Professor Lyndon Ormond-Parker, Co-Chair, First Nations Digital Inclusion Advisory Group John Batho, Deputy Secretary Digital Transformation, Department of Government Services Tessa Piper, Executive Director Digital Policy & Cabinet, Department of Government Services Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regular Ministerial Council meeting.
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Minister: Gabrielle Williams MP

Ballarat & District Irish Association	25/06/2024	Attendees: Helen Bath, President, Ballarat & District Irish Association Mary Darcy, Vice President, Ballarat & District Irish Association Veronica Lowe, Secretary, Ballarat & District Irish Association Rex Carland, Treasurer, Ballarat & District Irish Association Jeanne Wheeler, Committee Member (Events), Ballarat & District Irish Association Dr Michael Taffe, Committee Member (History), Ballarat & District Irish Association Robert Bath, Committee Member (Community Liaison), Ballarat & District Irish Association Pauline O'Shannessy-Dowling, Committee Member (Arts Community Liaison), Ballarat & District Irish Association Manager Statewide Collections, Public Records Office Victoria Michaela Settle MP, Member for Eureka Senior Adviser, Office of Minister Williams Purpose of meeting: Portfolio matter - regarding local history grants.
Christian Bus Company	25/06/2024	Attendees: Rebecca Christian, Manager People and Culture, Christians Bus Company William Christian, Facilities Manager and Zero Emission Transition Lead, Christians Bus Company Michaela Settle MP, Member for Eureka Senior Adviser, Office of Minister Williams Purpose of meeting: Stakeholder matter - introductory meeting.

Minister: Gabrielle Williams MP

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

Housing and Property Advisory Forum

26/06/2024 Attendees: Sarah Panckridge, Senior Research and Policy Adviser, Consumer Policy Research Centre Zyl Hovenga-Wauchope, Executive Officer, Financial Counselling Victoria Shane McGrath, Manager, Housing for the Aged Action Group Keith Ryan, Executive Director - Victoria, Housing Industry Association Phil Nolan, Special Counsel Property, Environment and Risk, Law Institute of Victoria Hannah Lewis, Homeless Law Manager, Justice Connect Victoria Giddens, Policy & Industry Collaboration Advisor, Master Builders Association of Victoria Andrew Lowcock, Deputy Executive Director, Property Council of Australia (Victorian Division) Kelly Ryan, CEO, Real Estate Institute of Victoria Matthew McLean, Vice President, Registered Accommodation Association of Victoria Josh Karpin, Policy and Advocacy Officer, Strata Community Association Victoria Jennifer Beveridge, CEO, Tenants Victoria Juanita Pope, CEO, Victorian Council of Social Service (VCOSS) Dr Heather Holst, Commissioner for Residential Tenancies Sarah Bendall, Chief Dispute Resolution Officer, Dispute Settlement Centre Victoria/Domestic Building Dispute Resolution Victoria Nicole Rich, Executive Director Regulatory Services, Department of Government Services Jaklin Trajkovski, Executive Director Regulation Policy and Dispute Services, Department of Government Services John Unkovich, A/Director, Regulation Policy, Department of Government Services Mel Broadbent, A/Director Information and Corporate Services, Department of Government Services Senior Adviser, Office of Minister Williams

> Purpose of meeting: Portfolio matter - regarding rental sector.