

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: July – September 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: *Gabrielle Williams* Date: 06/11/2024

PUBLICATION OF MINISTERIAL DIARIES - SEPTEMBER 2024

Minister: Minister Gabrielle Williams

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

Subject	Start Date	Description
Public Records Advisory Council & Public Records Office Victoria	16/07/2024	<p>Attendees: Judy Maddigan, President, Public Records Advisory Council David Brous, Council Member, Public Records Advisory Council Deidre Missingham FAICD, Council Member, Public Records Advisory Council Diane Gardiner AM, Council Member, Public Records Advisory Council Justine Heazlewood, Director and Keeper of Public Records, Public Records Office Victoria Tahlia Palmer, Creative in Residence, Public Records Office Victoria Kate Follington, Manager Communications and Audience Engagement, Public Records Office Victoria Grace Kinrade, A/Assistant Director, Access Services, Public Records Office Victoria Jack Martin, Manager Collection Management, Public Records Office Victoria Lisa Tepper, A/Deputy Secretary Customer & Regulatory Services, Department of Government Services Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting Portfolio matter - regular meeting and tour of Public Records Office Victoria and Victorian Archives Centre</p>
City of Whittlesea	18/07/2024	<p>Attendees: Craig Lloyd, CEO, City of Whittlesea Bronwyn Halfpenny MP, Member for Thomastown Alex Green, Executive Director Greater Metro, Department of Transport and Planning Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting Portfolio matter - site visit to Darebin Creek Trail Shared Use Path</p>
Clyde Connecting Victoria tower	23/07/2024	<p>Attendees: Alana Taylor, Owner, Alana Taylor Photography Lee Tarlamis MP, Member for South Eastern Metropolitan Michael Galea MP, Member for South-Eastern Metropolitan Jordan Bass MP, Member for Bass Matthew Dummett, Program Director Telecommunications, Department of Government Services Senior Adviser, Office of Minister Williams</p> <p>Purpose of meeting Portfolio matter - site visit and discussion regarding Clyde Connecting Victoria tower</p>

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Berwick Springs Connecting Victoria tower	23/07/2024	Attendees: Jenny Gray, Regional General Manager for Eastern Victoria, Telstra Gary Maas MP, Member for Narre Warren South Matthew Dummett, Program Director Telecommunications, Department of Government Services Senior Adviser, Office of Minister Williams Purpose of meeting Portfolio matter - site visit and discussion regarding Berwick Springs Connecting Victoria tower
Bemin Secondary School	6/08/2024	Attendees: Joanna Camozzato, Principal, Bemin Secondary College Jeff Wilson, CEO, CDC Bus Contractors Sarah Connolly MP, Member for Laverton Electorate Officer, Office of Member for Laverton Senior Adviser, Office of Minister Williams Purpose of meeting Portfolio matter - site visit to discuss the Bemin Secondary College Bus Service
Brooklyn Public Transport Roundtable	6/08/2024	Attendees: Rose McKenna, President, Better West Rowena Joske, Secretary, Better West Elyce Cunningham, Campaign Coordinator, Friends of the Earth Melbourne Alexandra Damasoliotis, Community Member Gincarlo (Charlie) Volpe, Community Member Simon Tran, Community Member Afia Khan, Community Member Rayane Hawli, Community Member Asad Khan, Community Member Movis Mwamba, Community Member Maguarite Mwamba, Community Member Melissa Horne MP, Member for Williamstown Electorate Officer, Office of Minister Horne 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

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Anglicare Victoria

6/08/2024

Attendees:

Claire Nyblom, Regional Director, Anglicare Victoria
Melissah Charlton, Assistant Regional Director, Anglicare Victoria
Rodolfo Montes, Program Manager Youth & Community Services, Anglicare Victoria
Derek Bartolo, Financial Counselling Program Team Leader, Anglicare Victoria
Carlos Poveda Rayo, Senior Financial Counsellor, Anglicare Victoria
Angela Sanabria, Financial Counsellor, Anglicare Victoria
Julie Plummer, Financial Counsellor, Anglicare Victoria
Kathryn Swinton, Financial Counsellor, Anglicare Victoria
Deborah Craven, Financial Counsellor, Anglicare Victoria
Michael Hartnett, Financial Counsellor, Anglicare Victoria
Department Representative, Department of Government Services (Non-Executive)
Sarah Connolly MP, Member for Laverton
Senior Adviser, Office of Minister Williams

Purpose of meeting

Portfolio matter - regarding financial counselling

Minister Rishworth

6/08/2024

Attendees:

Hon. Amanda Rishworth MP, Minister for Social Services, Commonwealth Government Senior Adviser, Office of Minister Rishworth
Yvette Haikal, Chief of Staff, Office of Minister Williams

Purpose of meeting

Portfolio matter - regarding financial counselling

Consumer Action Law Centre

8/08/2024

Attendees:

Stephanie Tonkin, CEO, Consumer Action Law Centre
Samantha Watson, COO, Consumer Action Law Centre
Tania Clarke, Director of Policy and Campaigns, Consumer Action Law Centre
Nicole Rich, Director Consumer Affairs Victoria, Department of Government Services
Senior Adviser, Office of Minister Williams

Purpose of meeting

Stakeholder matter - regular meeting

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

Keolis Downer/Yarra Trams	20/08/2024	Attendees: Julien Dehornoy, CEO, Keolis Downer Carla Purcell, CEO, Yarra Trams Sally Richardson, Chief Corporate Affairs Officer, Yarra Trams Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams Sharn Enzinger, Executive Director Metropolitan Tram, Department of Transport and Planning Purpose of meeting Stakeholder matter - regular meeting
Yarra Journey Makers	23/08/2024	Attendees: Madeleine McManus OAM, Chair, YJM Vincent Destot, CEO, YJM Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams Project Director MR5, Department of Transport and Planning Purpose of meeting Stakeholder matter - introductory meeting
Victorian Caravan Parks Association Inc	23/08/2024	Attendees: David Pratt, President, Victorian Caravan Parks Assoc Inc. (VicParks) Sam Cohen, Vice President, Victorian Caravan Parks Assoc Inc. (VicParks) Senior Adviser, Office of Minister Williams Jaklin Trajkovski, Executive Director, Regulation Policy & Dispute Services, Department of Government Services Purpose of meeting Portfolio matter - regarding residential parks
Former Welsh Transport Minister, Lee Waters MS	27/08/2024	Attendees: Lee Waters MS, Senedd Constituency Member (Former Minister for Transport), Welsh Parliament Kirsty Kelly, CEO, The Australian Institute of Traffic Planning and Management Ltd (AITPM) Katie Hall, Member for Footscray Purpose of meeting Stakeholder matter - introductory meeting with former Minister for Transport in the Welsh Parliament

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Real Estate Institute of Victoria	29/08/2024	Attendees: Kelly Ryan, CEO, REIV Jacob Caine, President, REIV Sarika Bhalla, Marketing & Communications Manager, REIV Yvette Haikal, Chief of Staff, Office of Minister Williams Jaklin Trajkovski, Executive Director Regulation Policy & Dispute Services, Department of Government Services Purpose of meeting Stakeholder matter - introductory meeting with new CEO of REIV
E-Scooter Operators	29/08/2024	Attendees: Jayden Bryant, General Manager (Australia & New Zealand), Neuron Mobility Lauren Narlock, Senior Manager Government Relations, Lime Tom Cooper, Regional General Manager ANZ & US, Beam Mobility Ashlea Bright, Deputy Chief of Staff, Office of Minister Williams Adviser, Office of Minister Williams Joe Monforte, Executive Director Transport System Reform, Department of Transport and Planning Purpose of meeting Portfolio matter - regarding e-scooter operations in Victoria
Salta Properties	30/08/2024	Attendees: Sam Tarascio Sr, Founding Director, Salta Properties Clarenzo Perna, Director of Logistics & Strategic Projects, Salta Properties Senior Adviser, Office of Minister Williams Electorate Officer, Office of Member for Dandenong Purpose of meeting Portfolio matter - regarding the metropolitan rail network
CDC Australia/A2B	3/09/2024	Attendees: Nick Yap, CEO, CDC Corporation Australia David Samuel, Head of Public Affairs, A2B Australia Adviser, Office of Minister Williams Jo Nikopoulos, Director Transport and Environmental Policy, Department of Transport and Planning Purpose of meeting Stakeholder matter - introductory meeting

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Victorian Civil and Administrative Tribunal	3/09/2024	<p>Attendees: The Honourable Justice Ted Woodward, President, Victorian Civil & Administrative Tribunal Fiona Chamberlain, CEO, Victorian Civil & Administrative Tribunal Senior Adviser, Office of Minister Williams Jaklin Trajkovski, Executive Director Regulation Policy & Dispute Services, Department of Government Services</p> <p>Purpose of meeting Stakeholder matter - regular meeting and tour of VCAT</p>
Victoria Walks Inc	4/09/2024	<p>Attendees: Dr Ben Rossiter, Executive Officer and Secretary, Victoria Walks Inc. Duane Burt, Principal Policy Advisor, Victoria Walks Inc. Adviser, Office of Minister Williams Naomi Langdon, Director Road Tram and Active Transport Planning, Department of Transport and Planning</p> <p>Purpose of meeting Stakeholder matter - regular meeting</p>
Telstra	9/09/2024	<p>Attendees: Robert Erzetic-Graziani, National Networks - Principal Lead, Telstra Justine Rowe, SEAL Executive, Telstra Paul Kubik, Incident Operations Executive, Telstra Gaya Byrne, Group Owner (Mobility), Telstra Kathryn Hodges, Head of Government Relations, Telstra Senior Adviser, Office of Minister Rowland x 2 Yvette Haikal, Chief of Staff, Office of Minister Williams Adviser, Office of Minister Williams Matthew Dummett, Director Telecommunications, Department of Government Services Dovid Clarke, VicGov CISO & Executive Director Data and Digital Resilience, Department of Government Services</p> <p>Purpose of meeting Portfolio matter - regarding 3G switch off</p>

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Uniting Lentara

17/09/2024

Attendees:

Hon. Bronwyn Pike AM, CEO, Uniting Victoria and Tasmania
Becky Herridge, Senior Manager Financial Inclusion and Community Development, Uniting Victoria and Tasmania
Rob Roles, Team Leader Financial Counselling, Uniting Victoria and Tasmania
Fiona Fisher, Team Leader, Emergency Relief, Uniting Victoria and Tasmania
Kathleen Mathews-Ward MP, Member for Broadmeadows
Electorate Officer, Office of Member for Broadmeadows
Senior Adviser, Office of Minister Williams

Purpose:

Stakeholder matter - relating to Uniting's Financial Counselling and Tenancy Assistance services

Yarra Trams

17/09/2024

Attendees:

Adele McCarthy, Chief Development Officer, Yarra Trams
Simon Murphy, Senior Project Manager Brunswick Depot Project, Yarra Trams
Belgin (Bel) Bayram, Depot Manager Brunswick Lines, Yarra Trams
Anthony Cianflone MP, Member for Pascoe Vale
Electorate Officer, Office of Member for Pascoe Vale
Sharn Enzinger, Executive Director Metro Tram, Department of Transport and Planning
Senior Adviser, Office of Minister Williams

Purpose of meeting

Portfolio matter - site visit to Brunswick Tram Depot

Hon. Alannah MacTiernan &
Rosemary Sinclair AM

18/09/2024

Attendees:

Hon. Alannah MacTiernan, Chair, Regional Telecommunications Independent Review Committee
Rosemary Sinclair AM, Chair, Victorian Network Outage Review
Adviser, Office of Minister Williams
Matthew Dummett, Director Telecommunications, Department of Government Services

Purpose of meeting

Stakeholder matter - introductory meeting

Hume City Council

26/09/2024

Attendees:

Rachel Dapiran, Director of City, Planning and Places, Hume City Council
Teresa Maguire, Project Director - Cloverton project, Stockland
Hon. Ros Spence MP, Member for Kalkallo
Senior Adviser, Office of Minister Williams
Alex Green, Executive Director Greater Metro, Department of Transport and Planning

Purpose of meeting

Portfolio matter - site visit to Toyon Road Pedestrian and Bike Bridge project