

Minute to the Premier

For approval by: Friday, 23 December 2022

DPAC CM (TRIM) reference:

Ministerial CM (TRIM) reference :

Approve the routine release of Ministerial dairies

Purpose: To seek the Premier's approval of a Cabinet briefing to advise Cabinet Ministers of the quarterly Ministerial dairies (in a redacted form), and to note that the Premier's Office will coordinate the release.

Analysis:

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This Decision was a key activity that would further support the strategies of Government's Transparency Agenda.

Ministerial and Parliamentary Services (MPS) and all government agencies proactively and routinely disclose information on a twice-yearly basis. Whilst aligning the release of ministerial dairies would streamline the routine disclosure process, the process of extracting and preparing the data for release would be reduced if the disclosures were more frequent. It is therefore recommended that Ministerial dairies be released on a quarterly basis; this also reflects current practice in NSW and the ACT.

Reason for deadline: Approving this minute will enable Cabinet to note the timeframes and template for routine disclosure and to allow sufficient time for the Premier's Office to coordinate the release of Ministerial dairies from April 2023 (for the September 2022-December 2022 quarter).

Recommendations

It is recommended that you:

Approve the release of ministerial dairies on a quarterly basis commencing in April 2023;
Approve the recommended template, including exclusions of release; and
Sign the Cabinet Brief advising of the proposed template and frequency for the proactive release of ministerial dairies.

Approvals (Please ensure you allow a minimum two days for each stage of approval)

Deputy Secretary
People, Performance and
Governance

Associate Secretary

Premier

Approved?

No ☐

Yes ☐

Premier's notations:

Key reason/s

- The public increasingly expects that elected and public officials are acting in the best interests of the public. The release of government information on a routine basis is consistent with contemporary practices of increased transparency in government and in government supporting citizen participation in the democratic processes.
- The strategies committed to by Government as part of its Transparency Agenda are the next phase in improving transparency and accessibility for the community and building trust in Government.

Release of ministerial diaries

- The Grattan State Orange Book 2018 recommends that all states and territories should follow the lead of QLD, NSW and the ACT by requiring Ministers to publish their diaries. This sentiment was again echoed in the *Grattan Orange Book 2022: Policy Priorities for the Federal Government* which reiterates that published diaries would enable journalists and others to see who ministers are meeting – and, perhaps even more importantly, who they're not meeting. This would increase public transparency and accountability.
- Still, since the release of the 2018 Orange Book, only three states proactively disclose Ministerial Diaries. Tasmanian Ministers have released this information as a result of Right to Information (RTI) requests (in 2015 with two 2022 requests currently the subject of RTI assessment).
- There is some variation between states that proactively release ministerial diaries as demonstrated in the below table and attached to the Cabinet Briefing:

Jurisdiction	Names of attendees	Purpose	Frequency
New South Wales	Yes	Yes	Quarterly
Queensland	Yes	Yes	Monthly
Australian Capital Territory	Yes	No	Quarterly

- There is some variation in the level of detail that is released, with NSW providing a quarterly summary of scheduled meetings with external people who seek to influence government policy or decision and Queensland releasing all portfolio-related meetings and activities retrospectively and monthly.
- It is understood that proposed amendments to South Australia's *Freedom of Information Act 1991* are before Parliament which, if passed, will mandate monthly releases of Ministerial diaries.

Proposed approach to the proactive release of ministerial diaries

- It is proposed that, coordinated through the Premier's Office, Ministerial Offices will routinely release Ministers' diaries in an appropriately redacted format on a quarterly basis. It is noted that the release of all Ministers' diaries has been previously sought via RTI applications, most recently in August 2022.
- The diaries would be published on the Premier's Website on the Cabinet Member's page.
- It is not proposed that Tasmanian Government Ministers would disclose their daily Outlook diaries, but rather provide a summary of relevant external meetings.
- Relevant exclusions to the information proposed to be published is included in the Cabinet briefing.
- It is important to note there would be resourcing implications for ministerial offices involved in preparing diaries for publication.

Consultation

- The initiating Cabinet Submission which included the proactive release of ministerial diaries was developed in consultation with all Tasmanian State Service agencies, through a series of workshops.
- The Department of Premier and Cabinet has been working with the Premier's Office on the template and administrative processes supporting this release.

Financial impact (N/A)

- It is important to note there would be resourcing implications for ministerial offices involved in preparing diaries for publication.
- Any cost implications for the Department of Premier and Cabinet relating to IT and webpage support are considered minimal and administrative and will be met from within existing budgets.

Compliance (N/A)

- The Tasmanian Government routinely discloses information to the public under the *Right to Information Act 2009*. The release of ministerial diaries must comply with this Act and any other relevant legislation. Where there may be an overriding public interest against disclosure of particular information, the release of that information will be considered by a Delegated Right to Information Officer under the *Right to Information Act 2009*.

Background

- Since March 2014, the Government has committed to improving the openness and accountability of government decision-making through what has become known as the Government's Transparency Agenda. To meet this commitment, key reforms delivered under the Transparency Agenda include:
 - publishing Right to Information (RTI) responses online within 48 hours of release to applicants
 - a significant increase in the number of routine disclosures of information
 - launching the Government Information Gateway on DPAC's website to make government information proactively disclosed easier to find
 - publicly reporting gifts, benefits and hospitality received and given by officers across all agencies at least quarterly on agency websites
 - implementing a public submissions publication policy requiring agencies to publish all submissions received in response to major policy and legislation reviews
 - initiating a review into electoral reforms, with particular emphasis on reviewing donations and third-party disclosures
 - delegating Ministerial responsibilities under the *Right to Information Act 2009* to departmental officers
 - improving the integrity of Parliamentary decision-making by expanding the disclosure of spouse interests and financial information through amendments to the *Parliamentary (Disclosures of Interest) Act 1996*, and requiring disclosures to be published on the Parliament's website
 - transferring responsibility for administering the Tasmanian Government Lobbying Code of Conduct and the Lobbyist Register to the Integrity Commission from 1 July 2022.
- Notwithstanding the above activity, in 2018, Tasmania was awarded a Transparency Score of 'E' in the Grattan State Orange Book 2018. The Orange Book cited the Lobbyist regulation and electoral donation laws as key policies that need to be addressed, and also recommended that all states and territories should follow the lead of Queensland, New South Wales (NSW) and the Australian Capital Territory (ACT) by requiring ministers to publish their diaries.

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Attachments (delete if no attachments)

Attachment Title (CM reference)

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| 1 | Cabinet Briefing – Release of ministerial diaries (22/290180)
Attachment 2.1 – ministerial diaries NSW (22/290180/3)
Attachment 2.2 – ministerial diaries ACT (22/290180/4)
Attachment 2.3 – ministerial diaries QLD (22/290180/5)
Attachment 2.4 – Tasmanian Government Ministerial Diary Release (22/290180/6) |
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- 2 Cabinet Briefing -- Coversheet -- Release of ministerial diaries
(22/290180/2)

for
responsible
Division Courtney Ingham
Courtney Ingham





Disclosure Summary

Premier of NSW

For the period of 1 July 2022 to 30 September 2022

Date	Organisation/Individual ²	Purpose of meeting
05/07/2022	Elizabeth Broderick & Co	Broderick Review briefing
07/07/2022	Bayside Council	Floods briefing
	Blue Mountains City Council	
	Camden Council	
	Campbelltown City Council	
	Canterbury-Bankstown City Council	
	Cumberland City Council	
	Fairfield City Council	
	Georges River Council	
	Hawkesbury City Council	
	Hornsby Shire Council	
	Inner West Council	
	Kiama Council	
	Minister Cooke	
	Minister Tuckerman	
07/07/2022	Bayside Council	Floods briefing
	Blacktown City Council	
	Blue Mountains City Council	
	Camden Council	
	Campbelltown City Council	
	Canterbury-Bankstown City Council	
	Central Coast Council	
	Cumberland City Council	
	Fairfield City Council	

Notes: ¹This table shows scheduled meetings (including a scheduled meeting that takes place in person, or by teleconference or telephone call) held by the Minister with external persons who seek to influence government policy or decisions. It does not include internal meetings held by Ministers with other Ministers, ministerial staff, Parliamentarians or government officials (whether from NSW, or other Australian jurisdictions, or foreign governments), or strictly personal, electorate or party political meetings. It does not include attendance at public or social functions or events. Information (such as that above) will not be disclosed about meetings where there is an overriding public interest against disclosure under the *Government Information (Public Access) Act 2009* (for example, where the information is market sensitive or commercial-in-confidence).

² This column records organisation names unless an individual attends a meeting in a personal capacity and does not represent any organisation, in which case the individual's name should be recorded. Where a third-party lobbyist is present at a scheduled meeting, this column includes the name of the third-party lobbying firm, any of their personnel present at the meeting and the name of the client on whose behalf the third-party lobbyist is lobbying.



Disclosure Summary

	Georges River Council	
	Hawkesbury City Council	
	Hornsby City Council	
	Inner West Council	
	Kiama Municipal Council	
	Ku-ring-gai Council	
	Liverpool City Council	
	Northern Beaches Council	
	Parramatta Council	
	Penrith City Council	
	Ryde City Council	
	Shellharbour Council	
	Strathfield Council	
	Sutherland Shire Council	
	The Hills Shire Council	
	Waverley Council	
	Wingecarribee Shire Council	
	Wollondilly Shire Council	
	Wollongong City Council	
	Minister Cooke	
	Minister Tuckerman	
14/07/2022	Japan Bank for International Cooperation	Introductory meeting
01/08/2022	NSW Rugby League	NRL related matters
05/08/2022	NewsCorp	NRL related matters
	NSW Rugby League	
11/08/2022	Independent Commission Against Corruption	Introductory meeting with Chief Commissioner
11/08/2022	NSW Farmers' Association	Water related matters for the Murray and Murrumbidgee Valleys
	Southern Riverina Irrigators	
	Helen Dalton MP	
17/08/2022	Ellen Kronen	Floods and commercial landlords

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Disclosure Summary

	Dr Ken Gudmanson	
	Nick Lake	
	Nic Volpato	
	Rhonda Baker	
	Susan Jacobson	
	Janelle Saffin MP	
17/08/2022	Duncan Day	Mullumbimby pod village
	Tamara Smith MP	
25/08/2022	University of Melbourne	Education matters
	Minister Mitchell	
26/08/2022	Griffith Teachers Association	Teacher shortages
	Murrumbidgee Regional High School	
	Helen Dalton MP	
26/08/2022	Business Breakfast	Regional matters
	Deputy Premier Toole	
02/09/2022	Yass Valley Council	NSW/ACT border
	Wendy Tuckerman MP	
08/09/2022	Catholic Archdiocese of Sydney	Macquarie Street East Precinct
08/09/2022	NSW Coalition of Aboriginal Peak Organisations	Closing the Gap progress meeting
13/09/2022	City of Sydney	Summer in Sydney
	Minister Henskens	
	Minister Franklin	
18/09/2022	The Hon. John Howard	Transport related matters
	Minister Elliott	
	Chris Corrigan	
20/09/2022	Collective Shout	E-safety
	Melinda Tankard Reist MTR Pty Ltd	

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Andrew Barr MLA

Chief Minister
 Treasurer
 Minister for Climate Action
 Minister for Economic Development
 Minister for Tourism

Ministerial Diary 01 July 2022 - 30 September 2022

Does not include personal and family matters; electorate or party political matters; media interviews or recordings; any scheduled meeting or event that the Minister did not actually attend; or any information which might disclose personal details about an individual, affect a court case, or disclose information about security, public safety, or law enforcement.

Date	Meeting
01/07/2022	MEETING: University of Canberra
01/07/2022	MEETING: Northern Territory Minister for Environment, Climate Change and Water Security
01/07/2022	EVENT: Canberra Region Truffle Gala Dinner
03/07/2022	EVENT: Hawthorn v Giants
04/07/2022	BRIEFING: Chief Minister's Directorate
04/07/2022	BRIEFING: Treasury
05/07/2022	BRIEFING: ACT Health Directorate and Chief Minister's Directorate with Minister Berry and Minister Stephen-Smith
05/07/2022	MEETING: Minister Gentleman
05/07/2022	BRIEFING: Climate Action
06/07/2022	MEETING: Cabinet
06/07/2022	MEETING: Tesla
06/07/2022	MEETING: Aware Super
06/07/2022	MEETING: Net Zero Emissions Policy Forum
07/07/2022	BRIEFING: City Renewal Authority
07/07/2022	EVENT: Australia New Zealand Leadership Forum

08/07/2022	MEETING: Council of Capital City Lord Mayors
08/07/2022	EVENT: Tour of Perth Theatre
11/07/2022	BRIEFING: Chief Minister's Directorate
13/07/2022	MEETING: Cabinet
16/07/2022	MEETING: National Cabinet
18/07/2022	BRIEFING: Chief Minister's Directorate
19/07/2022	BRIEFING: Environment, Planning and Sustainable Development Directorate and City Renewal Authority
19/07/2022	MEETING: Minister Stephen-Smith Minister Gentleman
19/07/2022	BRIEFING: Climate Action
20/07/2022	MEETING: Cabinet
20/07/2022	BRIEFING: Major Projects Canberra
21/07/2022	EVENT: 2022 ACT Public Service Awards
21/07/2022	MEETING: Board of Treasurers
22/07/2022	MEETING: Council on Federal Financial Relations
22/07/2022	MEETING: Board of Treasurers
22/07/2022	EVENT: Tour of Queensland Performing Arts Centre
25/07/2022	BRIEFING: Chief Minister's Directorate
25/07/2022	BRIEFING: Treasury
25/07/2022	MEETING: Transport Workers Union
25/07/2022	EVENT: Australian Computer Society Digital Pulse Briefing
26/07/2022	BRIEFING: Economic Development Directorate
27/07/2022	MEETING: Cabinet Subcommittee
27/07/2022	MEETING: Cabinet
27/07/2022	BRIEFING: City Renewal Authority
28/07/2022	BRIEFING: Suburban Land Agency
28/07/2022	MEETING: Minister Rattenbury
28/07/2022	MEETING: Cabinet Subcommittee
29/07/2022	MEETING: Minister Leigh and Australian Bureau of Statistics
01/08/2022	BRIEFING: Chief Minister's Directorate
01/08/2022	BRIEFING: Treasury
01/08/2022	MEETING: Cabinet
03/08/2022	EVENT: Canberra Business Chamber Budget Lunch
03/08/2022	EVENT: United States Embassy Welcome Reception
04/08/2022	MEETING: National Cabinet

04/08/2022	MEETING: Hyundai
05/08/2022	EVENT: Australian Electric Vehicle Association
05/08/2022	MEETING: Minister Vassarotti
05/08/2022	EVENT: 90th Anniversary of the ABC
09/08/2022	MEETING: Australian High Commissioner to Singapore
09/08/2022	MEETING: Airbus
09/08/2022	EVENT: Singapore National Day Celebration Parade
10/08/2022	MEETING: Deputy Australian High Commissioner to Singapore
10/08/2022	MEETING: Singapore Tourism Board
10/08/2022	MEETING: Argi-Gate Memorandum of Understanding Signing and Tour of Process Plant
10/08/2022	MEETING: Singapore Minister for Trade & Industry
11/08/2022	MEETING: Singapore Second Minister for National Development
11/08/2022	MEETING: Singapore Airlines
11/08/2022	MEETING: UOB Travel, Chan Brothers, Pacific Arena, EU Holidays, Travix, Klook and Tourism Australia
11/08/2022	MEETING: Tour of Tamasek Polytechnic Cyber Security Training School
11/08/2022	EVENT: Singapore Reception
12/08/2022	MEETING: Tour of Tan Tock Seng Hospital with Minister Stephen-Smith
12/08/2022	MEETING: Australian High Commissioner to Singapore, Trust Capital, Kohlberg Kravis Roberts & Co., SC Capital, Wee Hur Holdings, CapitalLand, Asia Pacific Real Assets Association, JL Family Office, Allianz and CDL Hospitality Trust
12/08/2022	EVENT: Re-signing of Singapore Botanic Gardens Memorandum of Understanding
16/08/2022	BRIEFING: Chief Minister's Directorate
16/08/2022	MEETING: Australian Space Agency
16/08/2022	MEETING: Air Vanuatu
17/08/2022	MEETING: Icon Shareholders
17/08/2022	MEETING: UnionsACT
18/08/2022	EVENT: Tour of Acton Waterfront
18/08/2022	MEETING: Constituent (Aboriginal and Torres Strait Islander Affairs) and Minister Stephen-Smith
18/08/2022	MEETING: Minister Berry
18/08/2022	MEETING: Cabinet Subcommittee
19/08/2022	EVENT: National Electric Vehicle Summit
20/08/2022	EVENT: Giants v Fremantle
22/08/2022	BRIEFING: Chief Minister's Directorate
22/08/2022	MEETING: Ambassador of Iran
22/08/2022	EVENT: Liquid Instruments Site Visit

23/08/2022	BRIEFING: City Renewal Authority
23/08/2022	BRIEFING: Major Projects Canberra
23/08/2022	BRIEFING: Climate Action
23/08/2022	EVENT: National Press Club Address, Telstra CEO
23/08/2022	MEETING: Cabinet Subcommittee
23/08/2022	MEETING: Council for the Australian Federation
24/08/2022	EVENT: Inaugural LGBTIQ+ Leadership Summit
24/08/2022	MEETING: Marriott Hotels
25/08/2022	MEETING: Hyundai
25/08/2022	EVENT: Infrastructure Partnerships Australia Leader's Boardroom Lunch
25/08/2022	MEETING: Inside Infrastructure Podcast
26/08/2022	EVENT: Tour of Optus 5G Innovation Hub
26/08/2022	EVENT: ANU LGBTQIA+ Alumni Network Wear it Purple Day film screening: Firebird
29/08/2022	PUBLIC HEARING: Select Committee on Estimates
29/08/2022	MEETING: National Association of Software and Service Companies
29/08/2022	EVENT: Australia Celebrates India@75
30/08/2022	BRIEFING: ACT Health and Chief Minister's Directorate with Minister Stephen-Smith
30/08/2022	PUBLIC HEARING: Select Committee on Estimates
31/08/2022	PUBLIC HEARING: Select Committee on Estimates
31/08/2022	MEETING: National Cabinet
01/09/2022	EVENT: Commonwealth Jobs and Skills Summit
02/09/2022	EVENT: Commonwealth Jobs and Skills Summit
05/09/2022	BRIEFING: Chief Minister's Directorate
05/09/2022	BRIEFING: Treasury
05/09/2022	MEETING: Cultural Facilities Corporation and National Cultural Attractions
05/09/2022	MEETING: Bega Cheese & Drinks
05/09/2022	BRIEFING: Climate Action
06/09/2022	EVENT: Better Futures Forum
06/09/2022	BRIEFING: Economic Development Directorate
06/09/2022	MEETING: Minister Rattenbury, Minister Stephen-Smith and Solicitor-General
06/09/2022	MEETING: Minister Rattenbury
06/09/2022	MEETING: Cabinet
06/09/2022	MEETING: Minister Gentleman
06/09/2022	EVENT: Floriade Sponsor Event

07/09/2022	MEETING: Tour of Common Ground Dickson
07/09/2022	MEETING: Cabinet Subcommittee
07/09/2022	MEETING: Cabinet
07/09/2022	MEETING: Council of Capital City Lord Mayors and Senator Pocock
07/09/2022	MEETING: Australian Sports Commission
07/09/2022	BRIEFING: City Renewal Authority
07/09/2022	MEETING: Standard & Poors
07/09/2022	MEETING: Oracle
07/09/2022	MEETING: Council of Capital City Lord Mayors
07/08/2022	EVENT: National Day of Singapore
08/09/2022	EVENT: Committee for Economic Development of Australia State of the Nation 2022 Breakfast
08/09/2022	MEETING: Cabinet Subcommittee
08/09/2022	BRIEFING: Major Projects Canberra
08/09/2022	MEETING: South Australian Government Department of Treasury and Finance
08/09/2022	MEETING: Board of Treasurers
09/09/2022	MEETING: Board of Treasurers
09/09/2022	MEETING: Council on Federal Financial Relations
09/09/2022	BRIEFING: Economic Development Directorate
10/09/2022	EVENT: Wreath Laying for Memorial of Queen Elizabeth II
12/09/2022	BRIEFING: Chief Minister's Directorate
12/09/2022	MEETING: Federal Minister for Regional Development, Local Government and Territories
12/09/2022	MEETING: Cabinet
12/09/2022	BRIEFING: City Renewal Authority
13/09/2022	EVENT: Centre for Aviation Forum
13/09/2022	MEETING: Fiji Airways
13/09/2022	MEETING: REX Airlines
13/09/2022	MEETING: South Australian Premier
14/09/2022	EVENT: Centre for Aviation Forum
14/09/2022	MEETING: National Cabinet
14/09/2022	MEETING: QantasLink
15/09/2022	MEETING: Foreign Minister of Bhutan
15/09/2022	MEETING: Canberra Innovation Network
15/09/2022	MEETING: Minister Rattenbury
15/09/2022	EVENT: Australia China Business Council

15/09/2022	MEETING: Cabinet Subcommittee
15/09/2022	MEETING: Former Pacific Presidents
15/09/2022	MEETING: Village Building
16/09/2022	MEETING: Telstra
16/09/2022	MEETING: A New Approach
16/09/2022	MEETING: Icon Shareholders with Minister Rattenbury
16/09/2022	PUBLIC HEARING: Committee on Economy and Gender and Economic Equality
19/09/2022	BRIEFING: Chief Minister's Directorate
19/09/2022	BRIEFING: Treasury
19/09/2022	MEETING: Cabinet
21/09/2022	EVENT: ACT Export Awards
22/09/2022	EVENT: National Memorial Service for Queen Elizabeth II
23/09/2022	MEETING: Silver Lining Strategy
26/09/2022	MEETING: Ambassador of Estonia
26/09/2022	EVENT: Tour of the Australian National University Research School of Physics
26/09/2022	MEETING: HCL Technologies
27/09/2022	BRIEFING: Economic Development Directorate
27/09/2022	BRIEFING: Major Projects Canberra
27/09/2022	BRIEFING: Chief Minister's Directorate
27/09/2022	BRIEFING: Climate Action
27/09/2022	MEETING: Cabinet Subcommittee
27/09/2022	MEETING: Deputy High Commissioner of India
28/09/2022	BRIEFING: City Renewal Authority
28/09/2022	MEETING: Delos Delta
29/09/2022	MEETING: Friends of the National Arboretum
29/09/2022	MEETING: Cabinet Subcommittee
29/09/2022	MEETING: Queanbeyan-Palerang Regional Council
29/09/2022	MEETING: National Cabinet
30/09/2022	MEETING: National Cabinet
30/09/2022	MEETING: Senator Pocock



Ministerial Diary¹

Premier and Minister for the Olympics

The Hon Anastacia Palaszczuk MP

1 October 2022 – 31 October 2022

Date of Meeting	Name of Organisation/Person	Purpose of Meeting
4 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Mick de Brenni MP – Minister for Energy, Renewables and Hydrogen, Minister for Public Works and Procurement, The Hon Craig Crawford MP – Member for Barron Rivers, Tom Metcalfe – Chief Executive Officer of CleanCo, Louis de Sambury – Managing Director of Neoen, Paul Simshauser – Chief Executive Officer of Powerlink, Indigenous Elder Representatives, Kaban Wind Farm Representatives and Senior Ministerial Staff	Visit Kaban Wind Farm and Media Conference
4 October 2022	Queensland Ballet Invited Guests, General Public and Senior Ministerial Staff	Attend Queensland Ballet's Manon
5 October 2022	Cabinet Ministers, Members of Parliament, Donna Pickford – Chief Executive Officer of Electro Group, John Crittall – Chair of Electro Group, Malcolm Richards – Chief Executive Officer of Master Electricians Australia, Invited Guests and Senior Ministerial Staff	Officially Open Electro Group Renewable Energy Training Facility
5 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure	Meeting
5 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local	Pre-Cabinet meeting

¹ Does not include personal, electorate or party political meetings or events, media events and interviews and information contrary to public interest (e.g. meetings regarding sensitive law enforcement, public safety or whistle blower matters).

	Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing	
5 October 2022	Cabinet Ministers	Cabinet meeting
5 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
5 October 2022	Senior Ministerial Staff	Meeting
5 October 2022	Senior Ministerial Staff	Meeting
5 October 2022	The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, Steve Bredhauer – Chair of Trade and Investment Queensland, Trade and Investment Executives and Commissioners, Queensland Exporters, Invited Guests, Senior Ministerial and Departmental Staff	Attend and Present at the Premier of Queensland's Export Awards 2022
6 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee, Steve Hirst, General Manager of Southern Cross Austereo, Cr Mark Jamieson – Mayor of Sunshine Coast Council, Olympians, Paralympians, Invited Guests and Senior Ministerial Staff	Attend Southern Cross Austereo Olympic Business Breakfast
6 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee and Senior Ministerial Staff	Meeting
6 October 2022	The Hon Anika Wells – Minister for Aged Care and Minister for Sport, Cr Mark Jamieson – Mayor of Southern Coast Council, Melanie Wilson – Chief Executive officer of Suncare, Mario Pennisi AM – Chair of Suncare, Invited Guests and Senior Ministerial Staff	Officially Reopen Suncare Community Centre, Maroochydore
6 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee, Brisbane 2032 Board Members, The Hon Anika Wells – Minister for Aged Care and Minister for Sport, Cr Mark Jamieson – Mayor of Southern Coast Council	Site Visit of proposed Sunshine Coast Athlete Village for 2032 Olympics
6 October 2022	John Coates AC – Vice President of International Olympic Committee and Senior Ministerial Staff	Meeting

6 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee, Kabi Kabi First Nations Representatives, Jinibara First Nations Representatives	Meeting
6 October 2022	President and Board of Brisbane 2032 Committee, Cr Mark Jamieson – Mayor of Southern Coast Council, Olympians, Paralympians, Invited Guests and Senior Ministerial Staff	Attend Sunshine Coast Council's Civic Reception for Brisbane 2032 Committee
6 October 2022	President and Board of Brisbane 2032 Committee, The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement, Cr Mark Jamieson – Mayor of Southern Coast Council, Invited Guests	Attend Brisbane 2032 Committee Dinner
7 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee, Jock O'Callaghan – President of Paralympics Australia, Ian Chesterman – President of Australia Olympic Committee, The Hon Anika Wells – Minister for Aged Care and Minister for Sport, The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement, Cr Mark Jamieson – Mayor of Southern Coast Council	Media Conference, 2032 Olympics and Paralympics Games
7 October 2022	President and Board of Brisbane 2032 Committee and The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement	Meeting
10 October 2022	The Hon Glenn Butcher MP – Minister for Regional Development and Manufacturing and Minister for Water, Senior Ministerial and Departmental Staff	Meeting
10 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
10 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure	Meeting
10 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local	Pre-Cabinet meeting

	Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing	
10 October 2022	Cabinet Ministers	Cabinet meeting
10 October 2022	The Hon Mark Ryan MP – Minister for Police, Minister for Corrective Services and Minister for Fire and Emergency Services, the Hon Yvette D'Ath – Minister for Health and Ambulance Services and Laura Boekel – Bureau of Meteorology	Media Conference, Weather Update
11 October 2022	Members of Parliament	Queensland Parliament Sitting
11 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
11 October 2022	Senior Ministerial Staff	Meeting
11 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Glenn Butcher MP – Minister for Regional Development and Manufacturing and Minister for Water, Senior Ministerial and Departmental Staff	Meeting
11 October 2022	Cabinet Ministers, Members of Parliament, Beny Bol OAM – President of the Queensland Communities Council, Invited Guests, Senior Ministerial and Departmental Staff	Host African Community Reception
12 October 2022	Members of Parliament	Queensland Parliament Sitting
12 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
12 October 2022	Senior Ministerial Staff	Meeting
12 October 2022	Senior Ministerial Staff	Pre-brief meeting
12 October 2022	Cabinet Ministers	Cabinet Budget Review Committee meeting
12 October 2022	Cr Greg Campbell – Mayor of Cloncurry Shire Council, Senior Ministerial and Departmental Staff	Meeting
13 October 2022	Members of Parliament	Queensland Parliament Sitting
13 October 2022	The Hon Yvette D'Ath MP – Minister for Health and Ambulance Services, The Hon Glenn Butcher MP – Minister for Regional Development and Manufacturing	Media Conference, Dam Levels & Pharmacy Announcement

	and Minister for Water, Chris Owen – Queensland President of Pharmac, Guild of Australia	
13 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
13 October 2022	Mary Ann Hughes – Vice President of The Walt Disney Company, Catherine McDonnell – The Walt Disney Company, Senior Ministerial and Departmental Staff	Meeting
13 October 2022	The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment	Meeting
13 October 2022	The Hon Scott Stewart MP – Minister for Resources, The Hon Meaghan Scanlon MP – Minister for Environment and the Great Barrier Reef and Minister for Science and Youth Affairs and Senior Ministerial Staff	Meeting
13 October 2022	The Hon Yvette D'Ath MP – Minister for Health and Ambulance Services and Senior Ministerial Staff	Meeting
14 October 2022	Members of Parliament	Queensland Parliament Sitting
14 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
14 October 2022	The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement and Senior Ministerial Staff	Meeting
14 October 2022	The Hon Mick de Brenni MP – Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement, Sarah Zeljko – Chair of Energy Queensland, Senior Ministerial and Departmental Staff	Meeting
14 October 2022	Courtney Gibson – Chief Executive Officer of Screen Queensland, Senior Ministerial and Departmental Staff	Meeting
14 October 2022	The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement, Patricia O'Callaghan – Chief Executive Officer of Tourism and Events Queensland, Senior Ministerial and Departmental Staff	Meeting
17 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and	Meeting

	Minister Assisting the Premier on Olympics Infrastructure	
17 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing	Pre-Cabinet meeting
17 October 2022	Cabinet Ministers	Cabinet meeting
17 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing, The Hon Mark Ryan MP – Minister for Police, Minister for Corrective Services and Minister for Fire and Emergency Services, the Hon Leanne Linard MP – Minister for Children and Youth Justice and Minister for Multicultural Affairs and Senior Ministerial Staff	Meeting
17 October 2022	Senior Ministerial and Departmental Staff	Meeting
17 October 2022	The Hon Craig Crawford MP – Minister for Seniors and Disability Services and Minister for Aboriginal and Torres Strait Islander Partnerships, Senior Ministerial and Departmental Staff	Meeting
19 October 2022	Her Excellency The Hon Dr Jeannette Young AC PSM – Governor of Queensland, Bart Mellish MP – Assistant Minister for to the Premier for Veterans' Affairs and COVID Economy Recovery, Jenny Gregory – State President of Australian War Widows Queensland, Stephen Scott – Chair of Australian War Widows Queensland, Major General Stephen Day – President of RSL Queensland, War Widow Members, Invited Guests, Senior Ministerial and Departmental Staff	Host War Widows Day Luncheon
19 October 2022	Senior Ministerial Staff	Meeting
19 October 2022	Robert Hamilton AM – Founder of Mirvac, John Mulcahy – Chair of Mirvac, Susan Lyod-Hurwitz –	Attend Mirvac 50 Anniversary Reception

	Chief Executive Officer and Managing Director of Mirvac, Mirvac Board and Executive Members, Invited Guests and Senior Ministerial Staff	
20 October 2022	Cabinet Ministers, Housing Stakeholders, Invited Guests, Senior Ministerial and Departmental Staff	Host Queensland Housing Summit & Media Conference
20 October 2022	Cabinet Ministers, Cr Wayne Butcher – Mayor of Lockhart River Aboriginal Shire Council, Professor Paul Simshauser AM – Chief Executive Officer of Powerlink, Invited Guests, Senior Ministerial and Departmental Staff	Attend 5 th Annual Lockhart River Charity Gala
21 October 2022	The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Tanya Plibersek MP – Minister for Environment and Water, Cr Tom Tate – Mayor of Gold Coast City Council, Anthony Pratt – Executive Chairman of Visy, Fiona Geminder – Co-Owner of Visy, Heloise Pratt – Co-Owner of Visy, Mark De Wit – Chief Executive Officer of Pratt Industry, Invited guests, Senior Ministerial and Departmental Staff	Sod Turn for Visy's Recycling Manufacturing Facility and Media Conference
21 October 2022	Courtney Gibson – Chief Executive Officer of Screen Queensland, The Walt Disney Company Representatives, Village Roadshow Studio Representatives, Cast and Crew, Senior Ministerial and Departmental Staff	Visit Productions at Village Roadshow Studios
21 October 2022	The Hon Stirling Hinchliffe MP – Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement, Jeffrey Van Vorselen – Regional Vice-President of Langham Hospitality Group, Cr Tom Tate – Mayor of Gold Coast City Council, Invited Guests and Senior Ministerial Staff	Attend Opening of the Langham Gold Coast
22 October 2022	Cabinet Ministers, Katarina Carroll – Commissioner of Queensland Police Service, Steve Gollschewski – State Disaster Coordinator of Queensland Police Service, Bureau of Meteorology Representatives, Senior Ministerial and Departmental Staff	Teleconference, Weather Briefing
23 October 2022	Cabinet Ministers, Katarina Carroll – Commissioner of Queensland Police Service, Steve Gollschewski – State Disaster	Teleconference, Weather Briefing

	Coordinator of Queensland Police Service, Bureau of Meteorology Representatives, Senior Ministerial and Departmental Staff	
24 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure	Meeting
24 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing	Pre-Cabinet meeting
24 October 2022	Cabinet Ministers	Cabinet meeting
24 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
25 October 2022	The Hon Mark Bailey MP – Minister for Transport and Main Roads and Senior Ministerial Staff	Meeting
25 October 2022	Members of Parliament	Queensland Parliament Sitting
25 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
25 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure and Assistant Ministers	Lunch Meeting
25 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, John Coates AC – Vice President of International Olympic Committee and Senior Ministerial Staff	Meeting
25 October 2022	Senior Ministerial Staff	Meeting
25 October 2022	Invited Guests, Members of the Public	Attend Andrea Bocelli Performance
26 October 2022	Members of Parliament	Queensland Parliament Sitting
26 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
26 October 2022	Senior Ministerial and Departmental Staff	Meeting
26 October 2022	John Coates AC – Vice President of International Olympic	Lunch Meeting

	Committee	
26 October 2022	The Hon Mark Furner MP – Minister for Agricultural Industry Development and Fisheries and Minister for Rural Communities	Meeting
26 October 2022	Vicky Darling – Chief Executive Officer of Australian Cervical Cancer Foundation and Senior Ministerial Staff	Meeting
27 October 2022	Members of Parliament	Queensland Parliament Sitting
27 October 2022	The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Leanne Linard MP – Minister for Children and Youth Justice and Minister for Multicultural Affairs, Jewish Community Representatives, Invited Guests and Senior Ministerial Staff	Morning Tea
27 October 2022	Director-General – Department of the Premier and Cabinet	Meeting
27 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, Armin Papperger – Chief Executive Officer of Rheinmetall, Rheinmetall Representatives, Senior Ministerial and Departmental Staff	Lunch Meeting
27 October 2022	Cabinet Ministers, Members of Parliament, Anoop Nannuru – President of Federation of Indian Communities of Queensland, Archana Singh – Honourary Consul for India in Queensland, Dr Maha Sinnathamby – Patron of Federation of Indian Communities of Queensland, Invited Guests, Senior Ministerial and Departmental Staff	Host 2022 Indian Community Reception
28 October 2022	Members of Parliament	Queensland Parliament Sitting
30 October 2022	Sandy Bolton MP – Member for Noosa, Dawn Fraser AC MBE, Athletes, General Public and Senior Ministerial Staff	Attend Noosa Triathlon
31 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure	Meeting
31 October 2022	The Hon Dr Steven Miles MP – Deputy Premier, Minister for State	Pre-Cabinet meeting

	Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure, The Hon Cameron Dick MP – Treasurer and Minister for Trade and Investment, The Hon Grace Grace MP – Minister for Education, Minister for Industrial Relations and Minister for Racing	
31 October 2022	Cabinet Ministers	Cabinet meeting
31 October 2022	Andrew Liveris AO – President of Brisbane 2032 Olympics and Paralympics Games Organising Committee	Teleconference Meeting
31 October 2022	Jock O'Callaghan – President of Paralympics Australia, Senior Ministerial and Departmental Staff	Meeting
31 October 2022	The Hon Shannon Fentiman MP – Attorney-General, Minister for Justice, Minister for Women and Minister for the Prevention and Domestic and Family Violence and Senior Ministerial Staff	Meeting
31 October 2022	Director-General – Department of the Premier and Cabinet	Meeting

THE HON JEREMY ROCKLIFF MP, PREMIER

RELEASE OF TASMANIAN GOVERNMENT MINISTERIAL DIARIES

For Cabinet to note the proposed frequency and template for the proactive release of Ministerial Diaries, commencing in March 2023.

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The release of ministerial diaries is likely to receive media attention.

The release of ministerial diaries is a key element of the Government's Transparency Agenda.

Nil

At the Premier's discretion.

None

I. PURPOSE

1.1. Notes that Cabinet

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1.2. Notes the format and timing of the proactive release of ministerial diaries, commencing in March 2023.

I. INFORMATION

1.1 Since March 2014, the Government has made a commitment and concerted effort to improve the openness and accountability of government decision-making through what has become known as the Government's Transparency Agenda.

1.2. A number of key reforms have already been delivered under this portfolio of work including: publishing Right to Information (RTI) responses online within 48 hours of release to applicants, significantly increasing the number of routine disclosures of information, implementing a public submissions publication policy relating to major policy and legislation reviews, initiating a review into electoral reforms, with particular emphasis on reviewing donations and third party disclosures, and most recently, transferring the responsibility for the Tasmanian Lobbying Code of Conduct and Lobbying Register to the Integrity Commission.

1.3. The *Grattan State Orange Book 2018* recommends that all states and territories should follow the lead of QLD, NSW and the ACT by requiring Ministers to publish their diaries.

1.4. This sentiment was again echoed in the *Grattan Orange Book 2022: Policy Priorities for the Federal Government* which reiterates that published diaries would enable journalists and others to see who ministers are meeting; asserting that this would increase public transparency and accountability.

1.5. Still, since the release of the 2018 Orange Book, only three states proactively disclose Ministerial Diaries.

1.6. Tasmanian Ministers have released this information as a result of Right to Information (RTI) requests (in 2015, and with two 2022 requests currently the subject of an RTI assessment).

1.7. There is some variation between states that proactively release ministerial diaries as demonstrated in the below table and at Attachments 2.1, 2.2 and 2.3.

1.8

s 26

1.9 It proposed that ministerial offices will routinely release Ministers' diaries in an appropriately redacted format on a quarterly basis, commencing in March 2023 (for

the period September 2022 – December 2023). It is not proposed that Ministers disclose their daily Outlook diaries, but rather provide a summary of relevant external meetings

1.10. The proposed template for the release is at Attachment 2.4.

1.11. It is not intended that the release of information include any of the following:

- internal meetings held by Ministers with other Ministers, ministerial staff, Parliamentarians or government officials (whether from Tasmania, or other Australian jurisdictions, or foreign governments),
- strictly personal, electorate or party political meetings;
- attendance at public or social functions or events; or
- The names of an individual, unless the individual attends a meeting in a personal capacity and does not represent any organisation, in which case the individual's name should be recorded. Where the individual is representing an organisation, the name of the organisation will be recorded.

1.12. The diaries will be published on the Premier's Website on the Cabinet Member's page.

1.13. It is expected that, if adopted, the transparency measure outlined in this Minute will contribute to an improved Grattan Institute Transparency Score.

2. Other Attachments

2.1 Copy of NSW Ministerial diary release

2.2 Copy of Queensland Ministerial diary release

2.3 Copy of the Australian Capital Territory Ministerial diary release

2.4 Draft template – Tasmanian Government Ministers Diary – release.

Jeremy Rockliff MP
Premier

Date:

Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 12:23 PM
To: Smith, Gemma
Subject: Saved to CM: FW: Dot Points - Secretary/Premier Regular Weekly Meeting - Release of Ministerial Diaries

From: Ingham, Courtney
Sent: Thursday, 8 December 2022 5:01 PM
To: Nockles, Rod s 36
Cc: DeputySecretary.PPG <DeputySecretary.PPG@dpac.tas.gov.au>
Subject: Dot Points - Secretary/Premier Regular Weekly Meeting - Release of Ministerial Diaries

Good afternoon Rod

The Office of the Secretary had asked for speaking notes for next week's RWM in relation to the release of ministerial diaries. The request was then cancelled. However, I wanted to give you a brief overview of where I am at:

Release of ministerial diaries

- The Grattan State Orange Book 2018 recommends that all states and territories should follow the lead of QLD, NSW and the ACT by requiring Ministers to publish their diaries. This sentiment was again echoed in the Grattan Orange Book 2022: Policy Priorities for the Federal Government which reiterates that published diaries would enable journalists and others to see who ministers are meeting – and, perhaps even more importantly, who they're not meeting. This would increase public transparency and accountability.
- Still, since the release of the 2018 Orange Book, only three states proactively disclose Ministerial Diaries.
- To date, Tasmanian Ministers have only released this information as a result of Right to Information (RTI) requests (once in 2015 with two 2022 requests currently the subject of an RTI assessment).
- There is some variation between states that proactively release ministerial diaries as demonstrated in the below table:

Jurisdiction	Names of attendees	Purpose	Frequency
New South Wales	Yes	Yes	Quarterly
Queensland	Yes	Yes	Monthly
Australian Capital Territory	Yes	No	Quarterly

- There is some variation in the level of detail that is released, with NSW providing a quarterly summary of scheduled meetings with external people who seek to influence government policy or decision and Queensland releasing all portfolio-related meetings and activities retrospectively and monthly.

Proposed approach to the proactive release of ministerial diaries

- It is proposed that, coordinated through the Premier's Office, Ministerial Offices will routinely release Ministers' diaries in an appropriately redacted format on a quarterly basis. It is noted that the release of all Ministers' diaries has been previously sought via RTI applications, most recently in October 2022.
- The diaries would be published on the Premier's Website on the Cabinet Member's page.
- It is not proposed that Tasmanian Government Ministers would disclose their daily Outlook diaries, but rather provide a summary of relevant external meetings.
- The Department of Premier and Cabinet is currently working on a proposed template which is clear about what information will and will not be released. Proposed exclusions include:
 - internal meetings held by Ministers with other Ministers, ministerial staff, Parliamentarians or government officials (whether from Tasmania, or other Australian jurisdictions, or foreign governments),
 - strictly personal, electorate or party political meetings;
 - attendance at public or social functions or events; or
 - The names of an individual, unless the individual attends a meeting in a personal capacity and does not represent any organisation, in which case the individual's name should be recorded. Where the individual is representing an organisation, the name of the organisation will be recorded.
- It is important to note there would be resourcing implications for ministerial offices involved in preparing diaries for publication.

Current right to information requests

- In August 2022, a journalist for the Examiner made an RTI application for Copies of all Ministerial diaries (including resigned/retired Ministers) for 2021/22.
- The RTI Officer negotiated an extension of time – this is now due at the end of December 2022.
- As at 8 December 2022, the information has not been received by the RTI officer for assessment.
- In September 2022, s 36 submitted an RTI request for all copies of Minister Gutwein's (as Minister for Climate Change) diary appointments since May 2021 for the purpose of discussions involving climate change policy. As at 8 December 2022, the information has not been received by the RTI officer for assessment.

Next steps

- A Cabinet paper will be prepared for the first Cabinet meeting of 2023 that will provide the process and template for the release. It is anticipated that by the time, the RTI requests will be well advanced and will assist with the design of processes and templates moving forward.
- The Department of Premier and Cabinet will continue to work with the Premier's Office on the template and release.

Discussion points for the RWM

- Any feedback types of information proposed to be release? Including the above categories?
- Any feedback on the proposed location that the information will be displayed on? (Premier's Website on the Cabinet Member's page)
- Any feedback on the frequency of release? (quarterly rather than six monthly like other routine disclosures?)

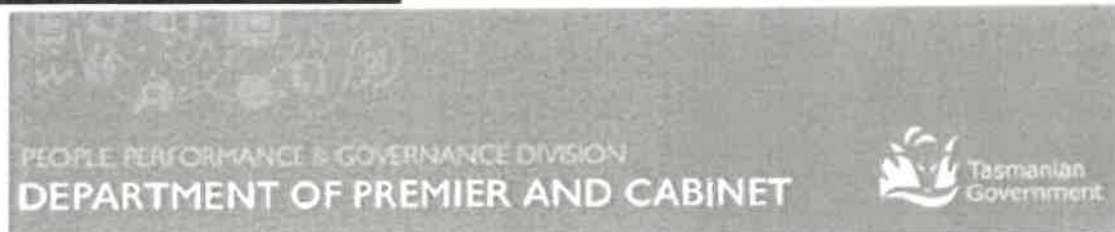
I am still working on the draft Cabinet Documents but will ensure share these with you at our catch up.

With thanks

Courtney Ingham – Manager Ministerial and Executive Services
 People, Performance and Governance Division

Department of Premier and Cabinet
 Level 7, 15 Murray Street
 Hobart, Tasmania 7000
 (p): s 36

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Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 12:22 PM
To: Smith, Gemma
Subject: Saved to CM: FW: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

From: Ingham, Courtney
Sent: Wednesday, 4 January 2023 4:08 PM
To: Wilson, Jacquie [REDACTED]
Subject: FW: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

Hi Jacqui

Ahead of tomorrow, please see my dot points. I am also just drafting a one page diagram to talk to and have asked for 15 mins with Jenny.

With thanks

Courtney Ingham – Manager Ministerial and Executive Services
 People, Performance and Governance Division

Department of Premier and Cabinet
 Level 7, 15 Murray Street
 Hobart, Tasmania 7000
 (p): [REDACTED]

[REDACTED] www.dpac.tas.gov.au



CLUSTER FOCUS EXCELLENCE WORKING TOGETHER PROFESSIONAL

From: Ingham, Courtney
Sent: Friday, 16 December 2022 3:13 PM
To: Nockles, Rod [REDACTED]
Cc: Nettlefold, Tahnee [REDACTED]
Subject: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

Hi Rod

The Office of the Secretary had asked for speaking notes for next week's RWM in relation to the proactive release of ministerial diaries.

Release of ministerial diaries

- The Grattan State Orange Book 2018 recommends that all states and territories should follow the lead of QLD, NSW and the ACT by requiring Ministers to publish their diaries. This sentiment was again echoed in the *Grattan Orange Book 2022: Policy Priorities for the Federal Government* which reiterates that published diaries would enable journalists and others to see who ministers are meeting - this would increase public transparency and accountability.
- Still, since the release of the 2018 Orange Book, only three states proactively disclose Ministerial Diaries. Tasmanian Ministers have released this information as a result of Right to Information (RTI) requests (in 2015 with a two 2022 requests currently the subject of an RTI assessment).
- There is some variation between states that proactively release ministerial diaries as demonstrated in the below table:

Jurisdiction	Names of attendees	Purpose	Frequency
New South Wales	Yes	Yes	Quarterly
Queensland	Yes	Yes	Monthly
Australian Capital Territory	Yes	No	Quarterly

- There is some variation in the level of detail that is released, with NSW providing a quarterly summary of scheduled meetings with external people who seek to influence government policy or decision and Queensland releasing all portfolio-related meetings and activities retrospectively and monthly.
- It is understood that proposed amendments to South Australia's *Freedom of Information Act 1991* are before Parliament which, if passed, will mandate monthly releases of Ministerial diaries.
- In 2021, Cabinet approved the proactive release of ministerial diaries and that the Premier's Office would coordinate the release. This was a key element of the Government's Transparency Agenda.

Proposed approach to the proactive release of ministerial diaries

- It is proposed that, coordinated through the Premier's Office, Ministerial Offices will routinely release Ministers' diaries in an appropriately redacted format on a quarterly basis for the completed quarter immediately prior (i.e the March release, would be for the Sept – Dec period).
- The diaries would be published on the Premier's Website on the Cabinet Member's page.
- It is not proposed that Tasmanian Government Ministers would disclose their daily Outlook diaries, but rather provide a summary of relevant external meetings.
- A proposed template which is clear about what information will and will not be released is in draft form. Proposed exclusions include:
 - internal meetings held by Ministers with other Ministers, ministerial staff, Parliamentarians or government officials (whether from Tasmania, or other Australian jurisdictions, or foreign governments),
 - strictly personal, electorate or party political meetings;
 - attendance at public or social functions or events; or
 - The names of an individual, unless the individual attends a meeting in a personal capacity and does not represent any organisation, in which case the individual's name should be recorded. Where the individual is representing an organisation, the name of the organisation will be recorded.
- It is important to note there would be resourcing implications for ministerial offices involved in preparing diaries for publication.

- Once this routine release commences, this would be a significant proactive information release and contribute to the Government's Transparency Agenda.

Next steps

- A Cabinet paper will be prepared for the first Cabinet meeting of 2023 that will provide the process and template for the release. A draft is attached but still requires thorough consultation with the Premier's Office.
- The Department of Premier and Cabinet will continue to work with the Premier's Office on the template and release.

Discussion points for the RWM

- Any feedback types of information proposed to be proactive release? Including the above categories?
- Any feedback on the proposed location that the information will be displayed on? (Premier's Website on the Cabinet Member's page)
- Any feedback on the frequency of release? (quarterly rather than six monthly like other routine disclosures)?

IMPORTANT - Current right to information requests

- It is important to note that the discussion around the proactive release of ministerial diaries, must not be confused with the two Right to Information requests currently on foot.
- On 23 August 2022, a journalist for the Examiner made an RTI application for Copies of all Ministerial diaries (including resigned/retired Ministers) for 2021/22. The scope of this includes the purpose and attendees of the meetings.
- The RTI Officer negotiated an extension of time – this is now due on 22 December 2022. As at 16 December 2022, the information has not been received by the RTI officer for assessment.
- On 25 August 2022, s 36 submitted an RTI request for all copies of Minister Gutwein's (as Minister for Climate Change) diary appointments since May 2021 for the purpose of discussions involving climate change policy. As at 16 December 2022, the information has not been received by the RTI officer for assessment.
- This information will require assessment from a delegated RTI officer and must be provided as a priority for assessment under the Act.

Please don't hesitate to contact me for any further information.

Courtney

Courtney Ingham – Manager Ministerial and Executive Services
People, Performance and Governance Division

Department of Premier and Cabinet
Level 7, 15 Murray Street
Hobart, Tasmania 7000
(p) s 36

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Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 12:25 PM
To: Smith, Gemma
Subject: Saved to CM: FW: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

From: Ingham, Courtney
Sent: Wednesday, 4 January 2023 4:44 PM
To: Secretary <Secretary.Executive@dpac.tas.gov.au>
Subject: FW: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

Good afternoon Lydia

Please find attached speaking notes for the Secretary ahead of tomorrow's meeting. I also have some other draft documentation that I am preparing in relation to this, and would appreciate if Jacqui and I could quickly pre-brief with the Secretary to ensure that we have everything that she needs ahead of the meeting.

Many thanks

Courtney Ingham – Manager Ministerial and Executive Services
 People, Performance and Governance Division

Department of Premier and Cabinet
 Level 7, 15 Murray Street
 Hobart, Tasmania 7000
 (p) s 36

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From: Ingham, Courtney
Sent: Friday, 16 December 2022 3:13 PM
To: Nockles, Rod s 36
Cc: Nettlefold, Tahnee s 36
Subject: URGENT - Dot points - Proactive release of ministerial diaries
Importance: High

Hi Rod

Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 11:51 AM
To: Smith, Gemma
Subject: Saved to CM: Fw: In confidence - Urgent - Dot points for RWM

Follow Up Flag: Follow up
Flag Status: Flagged

Get Outlook for iOS

From: Nockles, Rod s 36
Sent: Thursday, February 2, 2023 5:44:36 PM
To: Ingham, Courtney s 36
Cc: Kelly, Carmen s 36
Subject: Re: In confidence - Urgent - Dot points for RWM

Carmen's update suggests RWM unlikely item for tomorrow and I agree as Nat Cab would be the focus.

We can discuss way forward in the morning g.

Regards

Rod

Get Outlook for iOS

From: Ingham, Courtney s 36
Sent: Thursday, February 2, 2023 4:37:00 PM
To: Nockles, Rod s 36
Cc: Kelly, Carmen s 36
Subject: RE: In confidence - Urgent - Dot points for RWM

Apologies Rod, fixed a small typo.

Please see the below:

Since our discussion, the Office of the Secretary advised the Executive Services team today that RTIs is an agenda item for the RWM with the Secretary and the Premier. We had provided an updated RTI report already (you would have received this report this morning).

We have been working the Premier's Office around the RTI for ministerial diaries and the routine disclosure. We seek yours and Jenny's advice about how to progress this matter with the Premier's Office and also to respond to Mr s 36 who has requested an update as to his RTI application.

The Office of the Secretary advised the Executive Services team today that RTIs is an agenda item for the RWM with the Secretary and the Premier and requested the updated RTI report early (you would have received this report this morning).

It is recommended that once we have a way forward, we respond to s 36 accordingly.

Summary

- There are two separate but complementary processes running on the release of Ministerial Diaries.
- First, there is an outstanding RTI request from journalist s 36 for all Ministerial Diaries. s 36 lodged the application on 23 August 2022 s 36

§ 36 but his application remains on foot. His request sought: *Copies of all Ministerial diaries (including resigned/retired Ministers) for 2021/22.*

- The Premier's Office (Carol Jones) is compiling the data and it appears there 75 000 entries to be reviewed. There have been multiple extensions but the work is not yet complete. Despite best efforts, did not meet the latest deadline for completion - 31 January 2023.
- It is important to note that requests for ministerial diaries are tightly managed inside the PO with minimal visibility.
- Delegated RTI Officer Carmen Kelly, met with the Premier's Office on 30 January 2023, to discuss the current status of the request. Whilst significant progress has been made to compile the information from a number of ministerial diaries, no diary is complete from the Premier's Office perspective. Additionally, once completed by the Premier's Office and prior to release, a limited assessment (particularly around third party considerations) will still need to be undertaken by delegated RTI Officers.
- Secondly, there is existing approval from Government to release Ministerial Diaries as routine disclosures; there is also agreement to the structure of the report and the Premier's Office has indicated its intention to release January-March 2023 in April 2023. DPAC is in discussions with IT about how to migrate Ministerial calendar data into a simple table for public release. But challenges are emerging including: variance in management of diaries across offices, the types of data entered, retention of meetings which may have been cancelled, and incorrect attendees noted for meetings. All of these challenges can be dealt with – noting that other jurisdictions (e.g. Qld, NSW and the ACT) are all able to routinely disclose diaries on a regular basis.

Options to discuss with Secretary and Premier's Office (Carol Jones and COS)

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s 27

Please let me know if you would like to talk through or pre-brief you before discussing with Jenny.

With thanks

Courtney Ingham – Manager Ministerial and Executive Services
People, Performance and Governance Division

Department of Premier and Cabinet
Level 6, 15 Murray Street
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(p): § 36

§ 36 www.dpac.tas.gov.au



CUSTOMER WORKING PROFESSIONAL

From: Ingham, Courtney
Sent: Thursday, 2 February 2023 4:36 PM
To: Nockles, Rod § 36

Cc: Kelly, Carmen <s 36>

Subject: In confidence - Urgent - Dot points for RWM

Importance: High

Hi Rod

Since our discussion, the Office of the Secretary advised the Executive Services team today that RTIs is an agenda item for the RWM with the Secretary and the Premier. We had provided an updated RTI report already (you would have received this report this morning).

We have been working the Premier's Office around the RTI for ministerial diaries and the routine disclosure. We seek yours and Jenny's advice about how to progress this matter with the Premier's Office and also to respond to Mr s 36 who has requested an update as to his RTI application.

The Office of the Secretary advised the Executive Services team today that RTIs is an agenda item for the RWM with the Secretary and the Premier and requested the updated RTI report early (you would have received this report this morning).

It is recommended that once we have a way forward, we respond to s 36 accordingly.

Summary

- There are two separate but complementary processes running on the release of Ministerial Diaries.
- First, there is an outstanding RTI request from journalist s 36 for all Ministerial Diaries. Holmes lodged the application on 23 August 2022 s 36 but his application remains on foot. His request sought: *Copies of all Ministerial diaries (including resigned/retired Ministers) for 2021/22.*
 - The Premier's Office (Carol Jones) is compiling the data and it appears there 75 000 entries to be reviewed. There have been multiple extensions but the work is not yet complete. Despite best efforts, did not meet the latest deadline for completion - 31 January 2023.
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Options to discuss with Secretary and Premier's Office (Carol Jones and COS)

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s 27

Please let me know if you would like to talk through or pre-brief you before discussing with Jenny.

With thanks

Courtney Ingham – Manager Ministerial and Executive Services
People, Performance and Governance Division

Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 11:48 AM
To: Smith, Gemma
Subject: Saved to CM: Fw: In confidence - Right to Information - Ministerial Diaries - update

Follow Up Flag: Follow up
Flag Status: Flagged

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From: Nockles, Rod <s 36>
Sent: Tuesday, February 7, 2023 7:05:35 PM
To: Gale, Jenny <s 36> Secretary <Secretary.Executive@dpac.tas.gov.au>
Cc: Ingham, Courtney <s 36>
Subject: In confidence - Right to Information - Ministerial Diaries - update

Jenny

I wanted to brief you about the current status of the RTI relating to Ministerial Diaries, following my discussion this afternoon with Ness. We had been working towards a release date of 31 January 2023, so it was timely that we confirm the status of this request.

The PO is still working on the collation of the data for a number of ministers and intends to get the Premier's Diary to DPAC next week for assessment. The PO would like to continue to release all diaries as they become ready and will provide a timeframe for when this is likely to occur, rather than to take any different approach i.e refuse on the basis that this is too onerous. The work involved in this has been significant with the PO estimating 80 hours (and over 75 000 diary entries) being put into this request.

As part of this process, the categorisation of diary meetings has been worked through and this will have a dramatic impact on the time intensiveness of the routine release which is still scheduled for April 2023. IT Services will continue to work with PO to support the automation/future process.

Speaking notes for the next Cabinet meeting will be prepared with an example of the ministerial diary for the Premier, so that this can be discussed informally with ministers in advance of the release. I will have this to you over the coming days for your consideration.

I will keep you across this matter as it progresses.

Regards

Rod

Rod Nockles

Deputy Secretary

Department of Premier and Cabinet

T: s 36 | E: s 36

Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 12:46 PM
To: Smith, Gemma
Subject: Saved to CM: FW: CABINET IN CONFIDENCE - Cabinet speaking notes - Routinely Releasing Ministerial Diaries
Attachments: Cabinet speaking notes - Routinely Releasing Ministerial Diaries.DOCX; - Tasmanian Government Minister Diary - Release - template (draft).xlsx

From: Ingham, Courtney
Sent: Wednesday, 8 February 2023 11:56 AM
To: Jones, Carol s 36
Subject: CABINET IN CONFIDENCE - Cabinet speaking notes - Routinely Releasing Ministerial Diaries

Hi Carol

Thanks again for this morning's discussion. I have updated the speaking notes for next week, which once you are ok with, I will progress them through my channels.

I have also attached the excel template with the header and footer – this matches our other routine disclosure documents.

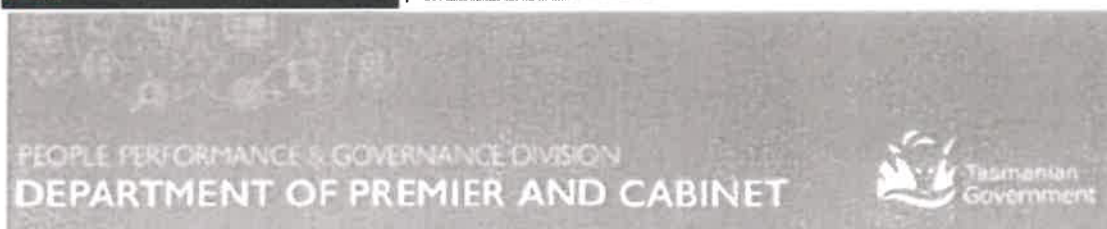
Please give me a call if you would like to discuss.

With thanks
 Courtney

Courtney Ingham – Manager Ministerial and Executive Services
 People, Performance and Governance Division

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CABINET SPEAKING NOTES
ROUTINE RELEASE OF MINISTERIAL DIARIES

Colleagues, some of you will remember that

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You agreed that this would be something that my office will coordinate on your behalf to ensure a consistent and coordinated approach.

Our commitment to Transparency has been central to Government's recent focus, with efforts focussed on improved right to information processes and training, increasing and improving our proactive routine data release, and now by implementing this key Cabinet decision.

The proactive and routine release of our diaries will put Tasmanian in line with other jurisdictions, such as New South Wales, Queensland and the Australian Capital Territory and soon to include South Australia.

You may recall over the last few years, including a number of very recent Right to Information (RTI) request, information relating to information contained in ministerial diaries has been requested. By proactively releasing this information, it is intended that the frequency of general broad-scope RTI requests will reduce.

The most recent RTI request was for all ministers, including those that have since resigned from their portfolios over an 18-month period. This has required in excess of 100 hours of work, to review over 95 00 diary entries. Whilst this has been a considerable piece of work led by my office, it has provided an opportunity to implement process changes that will have a dramatic impact on the time intensiveness of future routine release.

As many of you may be aware, we have been working closely with ministerial offices to prepare for the first proactive release. This includes work to prepare and identify naming conventions and meeting categories, supporting processes, and business rules, to ensure that the first release is accurate, simplified and not time consuming.

I would like to confirm that all that all ministerial offices will be required to routinely release Ministers' diaries in an appropriately redacted format on a quarterly basis, commencing in April 2023 (for the period Jan-March 2023). It is not proposed that Ministers disclose their daily Outlook diaries, but rather provide a summary of relevant external meetings. This will be coordinated by my

office.

It is not intended that the release of information include any of the following:

- internal meetings held by Ministers with other Ministers or departmental officials or ministerial staff,
- strictly personal, electorate or party political meetings;
- attendance at public, media or social functions or events; or
- The names of an individual, unless the individual attends a meeting in a personal capacity and does not represent any organisation, in which case the individual's name should be recorded. Where the individual is representing an organisation, the name of the organisation will be recorded.

The diaries will be published on Ministerial and Parliamentary Services Routine Disclosures webpage.

Support will be provided to your diary managers from my office around this process, with clear templates and a consistent approach.

I intend to announce this shortly prior to the first release as a key initiative that this Cabinet has taken to continue to enhance transparency and accountability in government activities.

Smith, Gemma

From: Ingham, Courtney
Sent: Thursday, 10 July 2025 11:53 AM
To: Smith, Gemma
Subject: Saved to CM: Fw: For action: Cabinet in Confidence Ministerial Diaries

Follow Up Flag: Follow up
Flag Status: Flagged

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From: Ingham, Courtney
Sent: Tuesday, February 14, 2023 4:12:06 PM
To: Limkin, Craig <Craig.Limkin@dpac.tas.gov.au>; Nockles, Rod <Rod.Nockles@dpac.tas.gov.au>; Secretary <Secretary.Executive@dpac.tas.gov.au>
Cc: DeputySecretary.PPG <DeputySecretary.PPG@dpac.tas.gov.au>
Subject: RE: For action: Cabinet in Confidence Ministerial Diaries

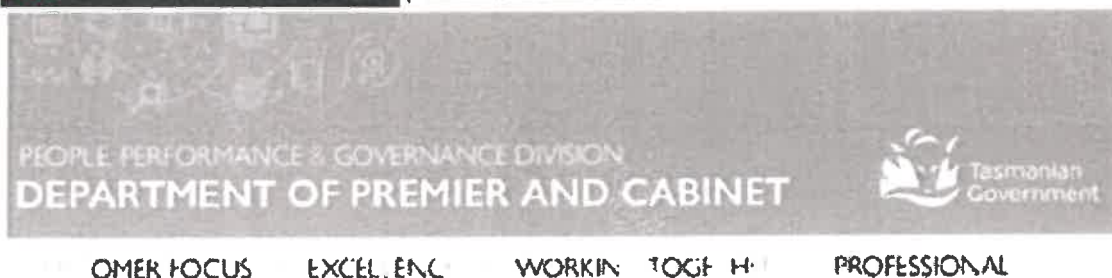
Thanks so much Craig – MES and ITS are working in this space and will action the below action.

Many thanks
 Courtney

Courtney Ingham – Manager Ministerial and Executive Services
 People, Performance and Governance Division

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From: Limkin, Craig <s 36>
Sent: Tuesday, 14 February 2023 1:46 PM
To: Nockles, Rod <s 36>; Secretary <s 36>
Cc: DeputySecretary.PPG <DeputySecretary.PPG@dpac.tas.gov.au>; Ingham, Courtney <s 36>
Subject: For action: Cabinet in Confidence Ministerial Diaries

Hi Rod

One of the actions out of Cabinet today (Courtney thanks again for the points) is for you/Courtney to speak to Vanessa and arrange training for MPS on the use of calendars for the routine disclosure and how the Government tracks its all to make it easy and simple. There will also need to be training for Ministers. Can you please come up with a plan that we can put up in a brief to the Premier's Office. @Secretary can you please add this to Rod's action list

Happy to chat

Cheers
C!

Craig A Limkin (Pronouns: he/him) Associate Secretary and State Recovery Advisor

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Our Values.**



I choose to work flexibly & send emails outside normal office hours. No need to respond to my emails outside yours. At DPAC we value and respect flexible work arrangements so please respond when you are working. In recognition of the deep history and culture of this island, we would like to acknowledge and pay our respects to all Tasmanian Aboriginal people; the past and present Custodians of the Land upon which we meet/gather.