



Document Reference Number: DEW-D0021611

FOI Reference Number: DEW23/018; DEW23/019; DEW23/020; DEW23/022; DEW23/023

Mr David Speirs MP  
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ADELAIDE SA 5000  
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Dear Mr Speirs

I refer to your five applications pursuant to the Freedom of Information Act 1991 (the Act) received by the Department for Environment and Water on 3 March 2023, seeking access to:

**DEW23/018:** *"A copy of all entries in the diary of Grant Pelton"*  
*Timeline: between 21/03/2022 to 02/03/2023*

**DEW23/019:** *"A copy of all entries in the diary of Symone Short"*  
*Timeline: between 21/03/2022 to 02/03/2023*

**DEW23/020:** *"A copy of all entries in the diary of Vicki Barber"*  
*Timeline: between 21/03/2022 to 02/03/2023*

**DEW23/022:** *"A copy of all entries in the diary of Melanie Clark"*  
*Timeline: between 21/03/2022 to 02/03/2023*

**DEW23/023:** *"A copy of all entries in the diary of Claire Richards"*  
*Timeline: between 21/03/2022 to 02/03/2023*

The statutory due date of these five applications lapsed on 3 April 2023. In accordance with section 19(2) (b), if a determination is not made within 30 days, the agency is permitted to make a late determination, as was the intention for this application.

On 4 April 2023, DEW received your application for internal review on all five applications (DEW23/018, DEW23/019, DEW23/020, DEW23/022 and DEW23/023). The statutory due date for determining these internal reviews was the 18 April 2023.

On the 18 April 2023 the department made contact with you via email to seek a negotiated extension to the 26 April 2023 as the internal review determinations were still being finalised. On 19 April 2023 the Ombudsman SA's office informed the department that five external review applications had been submitted for the department to respond to. The department made contact with the Ombudsman SA office to seek permission to continue to finalise all five internal review determinations. The Ombudsman SA's office granted permission for DEW to continue processing all five internal review determinations and release the documents to you no later than 26 April 2023.

## INTERNAL REVIEW DETERMINATION

Searches of the department's records identified five staff Microsoft Outlook calendars available for extraction held by this agency within the scope of these five applications.

As Principal Officer, I have determined to vary the deemed refusal determination to grant you partial access to all five calendars. Details of the exemptions are captured in the five document schedules (attachment 1, 3, 5, 7 and 9).

This determination is provided to you electronically.

In accordance with [PC045 – Disclosure logs for Non-personal information](#) once a determination has been provided, the agency is required to make available on our website information and documents that have been disclosed. Information will be publicised online at <http://www.environment.sa.gov.au/about-us/freedom-of-information/foi-disclosure-log>.

## FEES AND CHARGES

Pursuant to section 53(2)(b) of the Act and Regulation 6 of the [Freedom of Information \(Fees and Charges\) Regulations 2018](#) a determination is provided to Members of Parliament (MP) without charge in instances where the work generated by the applicant does not exceed the \$1000 threshold.

## YOUR APPEAL RIGHTS

You have the right to apply for an external review if you are dissatisfied with this determination. All applications for external review should be made to the Ombudsman SA. An application for an external review must be submitted within 30 calendar days after being notified of this determination. The Ombudsman SA can extend this time limit at their discretion. There is no fee or charge for external reviews undertaken by the Ombudsman. Contact details for the Ombudsman are:

Ombudsman SA  
Phone: 8226 8699  
Toll Free: 1800 182 150 (outside metro SA)  
Email: [ombudsman@ombudsman.sa.gov.au](mailto:ombudsman@ombudsman.sa.gov.au)

You can make a complaint to the Ombudsman under the Ombudsman Act 1972 if you believe DEW has failed to identify all of the documents within the scope of your FOI application. Attachment 3 of this determination outlines this process. You can also visit: [www.ombudsman.sa.gov.au](http://www.ombudsman.sa.gov.au)

If you have any queries in relation to the above please contact the Freedom of Information team on telephone (08) 8463 6625 or email [DEW.FOI@sa.gov.au](mailto:DEW.FOI@sa.gov.au).

Yours sincerely



**JOHN SCHUTZ**

Principal Officer, Freedom of Information  
Department for Environment and Water

24/04/2023

- Encl:
1. DEW23/018 Document schedule – Grant Pelton
  2. DEW23/018 Release documents – Grant Pelton
  3. DEW23/019 Document schedule – Symone Short
  4. DEW23/019 Release documents – Symone Short
  5. DEW23/020 Document schedule – Vicki Barber
  6. DEW23/019 Release documents – Vicki Barber
  7. DEW23/019 Document schedule – Melanie Clark
  8. DEW23/019 Release documents – Melanie Clark
  9. DEW23/019 Document schedule – Claire Richards
  10. DEW23/019 Release documents – Claire Richards
  11. Rights of Review factsheet
  12. Sufficiency of Search factsheet

## **Schedule 1—Exempt documents**

### **Part 1—Restricted documents**

#### **6—Documents affecting personal affairs**

- (1) A document is an exempt document if it contains matter the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).
- (2) A document is an exempt document if it contains allegations or suggestions of criminal or other improper conduct on the part of a person (living or dead) the truth of which has not been established by judicial process and the disclosure of which would be unreasonable.
- (3) A document is not an exempt document by virtue of subclause (1) or (2) merely because it contains information concerning the person by or on whose behalf an application for access to the document is made.
- (3a) A document is an exempt document if it contains matter—
  - (a) consisting of information concerning a person who is presently under the age of 18 years or suffering from mental illness, impairment or infirmity or concerning such a person's family or circumstances, or information of any kind furnished by a person who was under that age or suffering from mental illness, impairment or infirmity when the information was furnished; and
  - (b) the disclosure of which would be unreasonable having regard to the need to protect that person's welfare.



**Freedom of Information application: DEW22/020 Member of Parliament Diary of Vicki Barber**

*Scope: "A copy of all entries in the diary of Vicki Barber"*

*Timelin: between 21/03/2022 to 2/03/2023*

No	Document	Determination	Clause	Reason
Pg 1	Week 21-27 March 2022	Partial Release	6(1) - Documents affecting personal affairs	Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 2	Week 28 March - 3 April 2022	Full Release		
Pg 3	Week 4 - 10 April 2022	Full Release		
Pg 4	Week 11 - 17 April 2022	Full Release		
Pg 5	Week 18 - 24 April 2022	Full Release		
Pg 6	Week 25 April - 1 May 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff member and information divulging their personal affairs have been redacted.
Pg 7	Week 2 - 8 May 2022	Full Release		
Pg 8	Week 9 - 15 May 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff member and information divulging their personal affairs have been redacted.
Pg 9	Week 16 - 22 May 2022	Full Release		
Pg 10	Week 23 - 29 May 2022	Partial Release	6(1) - Documents affecting personal affairs	Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 11	Week 30 May - 5 June 2022	Full Release		
Pg 12	Week 6 - 12 June 2022	Partial Release	6(1) - Documents affecting personal affairs	Middle name of CE is redacted as personal affairs information.
Pg 13	Week 13 - 19 June 2022	Full Release		
Pg 14	Week 20 - 26 June 2022	Full Release		
Pg 15	Week 27 June - 3 July 2022	Full Release		
Pg 16	Week 4 - 10 July 2022	Full Release		
Pg 17	Week 11 - 17 July 2022	Full Release		
Pg 18	Week 18 - 24 July 2022	Full Release		
Pg 19	Week 25 - 31 July 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of persons birthday is redacted as personal affairs information.
Pg 20	Week 1 - 7 August 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff member leaving the department redacted as it involves matters concerning their personal affairs.
Pg 21	Week 8 - 14 August 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of persons birthday is redacted as personal affairs information.
Pg 22	Week 15 - 21 August 2022	Full Release		
Pg 23	Week 22 - 28 August 2022	Full Release		
Pg 24	Week 29 August - 4 September 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of persons birthday is redacted as personal affairs information.

No	Document	Determination	Clause	Reason
Pg 25	Week 5 - 11 September 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of persons birthday is redacted as personal affairs information.
Pg 26	Week 12 - 18 September 2022	Full Release		
Pg 27	Week 19 - 25 September 2022	Full Release		
Pg 28	Week 26 September - 2 October 2022	Full Release		
Pg 29	Week 3 - 9 October 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.  Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 30	Week 10 - 16 October 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.  Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 31	Week 17 - 23 October 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.
Pg 32	Week 24 - 30 October 2022	Full Release		
Pg 33	Week 31 October - 6 November 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of persons birthday is redacted as personal affairs information.
Pg 34	Week 7 - 13 November 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.
Pg 35	Week 14 - 20 November 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.
Pg 36	Week 21 - 27 November 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.
Pg 37	Week 28 November - 4 December 2022	Partial Release	6(1) - Documents affecting personal affairs	Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.
Pg 38	Week 5 - 11 December 2022	Full Release		
Pg 39	Week 12 - 18 December 2022	Full Release		
Pg 40	Week 19 - 25 December 2022	Partial Release	6(1) - Documents affecting personal affairs	Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 41	Week 26 December - 1 January 2023	Full Release		
Pg 42	Week 2 - 8 January 2023	Full Release		

No	Document	Determination	Clause	Reason
Pg 43	Week 9 - 15 January 2023	Full Release		
Pg 44	Week 16 - 22 January 2023	Partial Release	6(1) - Documents affecting personal affairs	<p>Matters involving the personal affairs of Vicki Barber have been redacted.</p> <p>Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.</p> <p>Identity of staff member leaving the department redacted as it involves matters concerning their personal affairs.</p>
Pg 45	Week 23 - 29 January 2023	Partial Release	6(1) - Documents affecting personal affairs	<p>Identity of staff and their leave arrangements redacted as it involves matters concerning their personal affairs.</p> <p>Identity of persons birthday is redacted as personal affairs information.</p>
Pg 46	Week 30 January - 5 February 2023	Full Release		
Pg 47	Week 6 - 12 February 2023	Full Release		
Pg 48	Week 13 - 19 February 2023	Partial Release	6(1) - Documents affecting personal affairs	Matters involving the personal affairs of Vicki Barber have been redacted.
Pg 49	Week 20 - 26 February 2023	Full Release		
Pg 50	Week 27 February - 5 March 2023	Full Release		

# 21 March 2022 - 27 March 2022

March 2022							April 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

## Monday, 21 March

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Schutz, John (DEW) ↻
- 9:30am - 11:00am CE [SEC=OFFICIAL] (DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- 10:30am - 11:00am CE [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Barber, Vicki (DEW)
- 12:00pm - 12:30pm SEMC papers are due for lodgement today
- 2:00pm - 2:30pm Prepare Senior Managers Forum agenda
- 3:00pm - 3:30pm Get agenda from Michael Harvey
- 3:30pm - 4:00pm 3:30pm | CEGG Papers Discussion [SEC=OFFICIAL] (Microsoft Teams Meeting) - Barber, Vicki (DEW)

## Tuesday, 22 March

- 9:00am - 9:30am Prepare CEGG minutes
- 10:00am - 10:30am Send out EGC papers when available
- 10:30am - 10:45am CEC EA's quick catch up [SEC=OFFICIAL] (Microsoft Teams Meeting) - Mailler, Melissa (DPC)
- 2:00pm - 2:30pm Get agenda from Vaughan Levitzke

## Wednesday, 23 March

- 10:30am - 11:00am OCE Stand Up [SEC=OFFICIAL] (Level 10 Kitchen) - Burmeister, Kerrie (DEW) ↻

## Thursday, 24 March

- 10:00am - 10:30am Follow up Senior Managers Forum Agenda with Kerrie
- 1:30pm - 2:00pm Item for Mike's 1:1 in folder
- 3:00pm - 3:30pm Cate to supply PRD form for Monday's meeting
- 4:00pm - 4:30pm Team Huddle [SEC=OFFICIAL] (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Friday, 25 March

- 6(1) P

## Saturday, 26 March

## Sunday, 27 March



# 28 March 2022 - 3 April 2022

March 2022							April 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

## Monday, 28 March

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (link below)) - Schutz, John (DEW) ↻
- 11:00am - 11:30am Ben to supply PRD form for Monday's meeting
- 3:00pm - 3:30pm SEMC paper comments due from Neil

## Tuesday, 29 March

- 10:30am - 11:00am Meet Minister
- 2:00pm - 3:00pm SEMC - first meeting (rescheduled) (DPC:SAC L16 The Kurna Room (18 people)) - DPC:SEMC

## Wednesday, 30 March

- 10:30am - 11:00am OCE Stand Up [SEC=OFFICIAL] (Level 10 Kitchen) - Burmeister, Kerrie (DEW) ↻

## Thursday, 31 March

- 9:00am - 9:30am Confirm Senior Managers Forum for 27 April - update meeting request to include senior managers
- 9:00am - 9:30am Martha to call CE [SEC=OFFICIAL] (Microsoft Teams Meeting) - Savva, Martha (DEW)

## Friday, 1 April

## Saturday, 2 April

## Sunday, 3 April

# 4 April 2022 - 10 April 2022

April 2022							May 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

## Monday, 4 April

- 8:30am - 9:00am Private Appointment
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW)
- 11:00am - 11:30am Call Graham - FoP re booklets
- 12:00pm - 12:30pm OCE Stand Up [SEC=OFFICIAL] (Level 10 Kitchen) - Burmeister, Kerrie (DEW)

## Tuesday, 5 April

- 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW)
- 3:00pm - 3:30pm Kerrie to supply PRD form for Thursday's meeting

## Wednesday, 6 April

- 1:30pm - 2:00pm Introduction [SEC=OFFICIAL] (Level 10 Foyer) - Burmeister, Kerrie (DEW)
- 2:00pm - 2:30pm Add paper from file for meeting with Kerrie

## Thursday, 7 April

## Friday, 8 April

## Saturday, 9 April

## Sunday, 10 April

# 11 April 2022 - 17 April 2022

April 2022							May 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

## Monday, 11 April

- 9:00am - 9:30am Bi-lateral folder due from Shaun
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW) ↻
- 10:00am - 10:30am Proactive Disclosure - Feb and March
- 1:30pm - 2:00pm Email Andrew Meddle re agenda items for Wednesday
- 2:00pm - 2:30pm OCE Stand Up [SEC=OFFICIAL] (Level 10 Kitchen) - Burmeister, Kerrie (DEW) ↻
- 2:30pm - 3:00pm touch base [SEC=OFFICIAL] (Teams) - Burmeister, Kerrie (DEW)

## Tuesday, 12 April

- 1:00pm - 1:30pm OCE Stand Up [SEC=OFFICIAL] (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 1:30pm - 2:00pm Jo to supply PRD form for Thursday's meeting

## Wednesday, 13 April

- 9:00am - 9:30am Exec Committee Agenda ↻

## Thursday, 14 April

- 10:00am - 10:30am Invitations for Minister [SEC=OFFICIAL] (CE's Boardroom) - Barber, Vicki (DEW)

## Friday, 15 April

- Easter Friday

## Saturday, 16 April

## Sunday, 17 April

# 18 April 2022 - 24 April 2022

April 2022							May 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

## Monday, 18 April

 Easter Monday

## Tuesday, 19 April

 9:00am - 9:30am Supply my PRD form to John for Wed meeting

 10:30am - 12:00pm Weekly Exec Ops Meeting [SEC=OFFICIAL] (Microsoft Teams Meeting) - Schutz, John (DEW)

## Wednesday, 20 April

 12:30pm - 1:00pm COIVD update for Leaders [SEC=OFFICIAL] (teams) - Carruthers, Sandy (DEW)

 1:00pm - 2:00pm PRD - Vicki [SEC=OFFICIAL] (CE's Office) - Schutz, John (DEW)

## Thursday, 21 April

 8:30am - 9:00am Private Appointment 

 10:00am - 10:30am Heysen Trail Book delivery (Basement) - Geracitano, Mario (DEW)

## Friday, 22 April

## Saturday, 23 April

## Sunday, 24 April

# 25 April 2022 - 1 May 2022

April 2022							May 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

## Monday, 25 April

## Tuesday, 26 April

9:15am - 10:00am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻

2:00pm - 2:30pm Set new Ara appointments for July to December

## Wednesday, 27 April

9:30am - 10:00am Prepare agenda - Exec Committee (see below)

12:00pm - 12:45pm Private Appointment - 🔒

## Thursday, 28 April

11:00am - 11:30am CE/Minister Meeting process [SEC=OFFICIAL] (L10) - Holmes, Justin (DEW)

## Friday, 29 April

10:00am - 10:30am Check with John if Sandy's 1:1 required (6(1) Personal  
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## Saturday, 30 April

## Sunday, 1 May

# 2 May 2022 -

## 8 May 2022

May 2022							June 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	6	7	1	2	3	4	5
9	10	11	12	13	14	15	13	14	8	9	10	11	12
16	17	18	19	20	21	22	20	21	15	16	17	18	19
23	24	25	26	27	28	29	27	28	22	23	24	25	26
30	31								29	30			

### Monday, 2 May

- 8:00am - 8:30am Invite people to attend Exec Com tomorrow
- 8:30am - 9:00am Prepare folder
- 9:00am - 9:30am Do Ben's agenda and add to OneNote
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Microsoft Teams (via link below)) - Schutz, John (DEW) ↻

### Tuesday, 3 May

- 9:30am - 10:00am Flu shot - 9:30am
- 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Microsoft Teams (via link below)) - Schutz, John (DEW) ↻

### Wednesday, 4 May

### Thursday, 5 May

- 10:30am - 11:00am Justin / Vicki - KI Travel [SEC=OFFICIAL] - Barber, Vicki (DEW)

### Friday, 6 May

### Saturday, 7 May

### Sunday, 8 May

# 9 May 2022 - 15 May 2022

May 2022							June 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	6	7	1	2	3	4	5
9	10	11	12	13	14	15	13	14	8	9	10	11	12
16	17	18	19	20	21	22	20	21	15	16	17	18	19
23	24	25	26	27	28	29	27	28	22	23	24	25	26
30	31								29	30			

## Monday, 9 May

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Microsoft teams meeting (via link below)) - Schutz, John (DEW) ↻
- 10:30am - 11:00am Agenda items for SEMC due today
- 12:00pm - 12:30pm Start preparing CEGG agenda

## Tuesday, 10 May

- 10:00am - 11:30am DEW Leaders Forum [SEC=OFFICIAL] (Microsoft Teams (via link below)) - Barber, Vicki (DEW) ↻

## Wednesday, 11 May

## Thursday, 12 May

- 9:00am - 9:30am Exec Committee Agenda - Apology 6(1) Personal affairs ↻
- 9:30am - 10:00am Check with Kiana on afternoon meeting
- 1:00pm - 1:30pm Emergency Services response due

## Friday, 13 May

- 2:00pm - 2:30pm Send out Exec Committee Papers

## Saturday, 14 May

## Sunday, 15 May


# 16 May 2022 - 22 May 2022


May 2022							June 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	1	6	7	1	2	3	4	5
9	10	11	12	13	14	8	13	14	8	9	10	11	12
16	17	18	19	20	21	15	20	21	15	16	17	18	19
23	24	25	26	27	28	22	27	28	22	23	24	25	26
30	31					29			29	30			

## Monday, 16 May

 **9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL]** (Microsoft Teams (via link below)) - Schutz, John (DEW) ↻

## Tuesday, 17 May

 **10:00am - 11:30am DEW Executive Committee [SEC=OFFICIAL]** (Microsoft Teams (via link below)) - Schutz, John (DEW) ↻

 **1:30pm - 3:00pm Koala Life Meeting [SEC=OFFICIAL]** (DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Barber, Vicki (DEW)

## Wednesday, 18 May

## Thursday, 19 May

 **10:00am - 11:00am Biggest Morning Tea** (Ground Floor)

## Friday, 20 May

## Saturday, 21 May

## Sunday, 22 May



# 23 May 2022 - 29 May 2022


May 2022							June 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												


## Monday, 23 May

 **9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL]** (Microsoft Teams (via link below)) - Schutz, John (DEW) ↻

 **11:00am - 11:30am Catch up: Vicki Barber | Lisa Lehmann** (Public Cafe) - Lehmann, Lisa

## Tuesday, 24 May

 **9:30am - 10:30am 9:30am DEW Senior Managers Forum [SEC=OFFICIAL]** (Microsoft Teams (via link below)) - Schutz, John (DEW)

 **2:00pm - 3:00pm SEMC - Second meeting 2022** (The Kaurna Room, level 16, State Admin Centre) - DPC:SEMC

## Wednesday, 25 May

 **10:30am - 11:15am Level 10 - Australia Biggest morning tea [SEC=OFFICIAL]** (Level 10 kitchen) - Hart, Cate (DEW)


 **12:00pm - 1:00pm Private Appointment** - 

 **1:00pm - 1:30pm Proactive disclosure** ↻

## Thursday, 26 May

 **8:30am - 9:00am Send out CE News re reconciliation week**

## Friday, 27 May

 **6(1)**   
P I 

## Saturday, 28 May

## Sunday, 29 May

# 30 May 2022 - 5 June 2022

May 2022							June 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

## Monday, 30 May

- 8:30am - 9:00am Send Vince table of overdue corro to update for ED 1:1
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW) ↻
- 9:30am - 10:30am IT Catch up - Matt & Level 10 EAs [SEC=OFFICIAL] (DEW:81 Waymouth Reconciliation Room (10)) - Brigandi, Nicki (DEW)
- 12:00pm - 1:00pm OCE Planning Session [SEC=OFFICIAL] (DEW:81 Waymouth 10.1 Training Room - Teams VC (10)) - Burmeister, Kerrie (DEW)
- 1:30pm - 2:00pm water for 10.1 - meeting in there until 2:00pm - get ready and put on trolley
- 2:00pm - 4:00pm DEW Executive Committee (informal) [SEC=OFFICIAL] (DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:L10 Mobile Trolley) - Barber, Vicki (DEW) ↻

## Tuesday, 31 May

- 9:00am - 11:00am Chat with SS&CS [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- 11:00am - 11:30am Book table at Public for x2

## Wednesday, 1 June

## Thursday, 2 June

- 9:30am - 9:40am Tech rehearsal - Executive Induction - Vicki Barber (for John Schutz) [SEC=OFFICIAL] (Zoom) - Rooke, Sarah (OCPSE)

## Friday, 3 June

- 9:00am - 9:30am Send out L&M email re lworkforSA
- 9:30am - 10:00am Exec Committee Agenda ↻
- 1:30pm - 2:00pm Log into Exec Induction

## Saturday, 4 June

## Sunday, 5 June

# 6 June 2022 - 12 June 2022

June 2022							July 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
6	7	1	2	3	4	5	4	5	6	7	1	2	3
13	14	8	9	10	11	12	11	12	13	14	8	9	10
20	21	15	16	17	18	19	18	19	20	21	15	16	17
27	28	22	23	24	25	26	25	26	27	28	22	23	24
		29	30								29	30	31

## Monday, 6 June

- 9:00am - 9:30am Send out CE News re lworkforSA
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW) ↻

## Tuesday, 7 June

- 9:00am - 9:30am Leaders agenda
- 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW) ↻

## Wednesday, 8 June

- 12:00am Private Appointment →
- For Mr John <sup>6(1)</sup> Schutz Accommodation at PC045 Redaction MOUNT GAMBIER - do\_not\_reply@qbt.travel
- 12:00pm - 2:00pm CEDA : SA State Budget Address (Adelaide Convention Centre, North Terrace) - Schutz, John (DEW)

## Thursday, 9 June

- 12:00am Private Appointment →

## Friday, 10 June

- WFH
- 9:00am - 9:30am Minister Agenda Items - Send to Kerrie and Justin ↻

## Saturday, 11 June

## Sunday, 12 June

# 13 June 2022 - 19 June 2022

June 2022							July 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

## Monday, 13 June

## Tuesday, 14 June

- 8:00am - 8:30am Minister Agenda
- 8:30am - 9:00am Check on Leaders agenda - Country Cabinet Pres? When do they need to attend
- 9:00am - 10:00am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Microsoft Teams Meeting (via link below)) - Schutz, John (DEW) ↻
- 10:30am - 12:00pm DEW Leaders Forum [SEC=OFFICIAL] (Microsoft Teams Meeting; (via link below)) ↻

## Wednesday, 15 June

- 9:00am - 9:30am Exec Committee Agenda ↻
- 9:30am - 10:00am CEGG Agenda
- 1:30pm - 2:00pm Item for Sandy agenda in folder

## Thursday, 16 June

## Friday, 17 June

## Saturday, 18 June

## Sunday, 19 June

# 20 June 2022 - 26 June 2022

June 2022							July 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
6	7	1	2	3	4	5	4	5	6	7	1	2	3
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

## Monday, 20 June

- 7:30am - 8:00am Print folder
- 8:00am - 8:30am Print Min Agenda and attach
- 8:30am - 9:00am Print Exec agenda and papers
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting (via link below)) - Schutz, John (DEW) ↻

## Tuesday, 21 June

- 10:00am - 10:30am Proactive disclosure for April and May
- 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 1:30pm - 4:00pm DEW Risk and Performance Committee Meeting #19 [SEC=OFFICIAL] (DEW:81 Waymouth 10.5 Kauwi Kuu (14); DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Cooke, David (DEW)

## Wednesday, 22 June

- 9:00am - 9:30am Ask for agenda for Sandy and Ben by Thursday
- 12:00pm - 12:45pm Private Appointment - 🔒

## Thursday, 23 June

## Friday, 24 June

## Saturday, 25 June

## Sunday, 26 June

# 27 June 2022 - 3 July 2022

June 2022							July 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5					1	2	3
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

## Monday, 27 June

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 1:30pm - 2:00pm What does Fire Management & Ian do? (DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Colquhoun, Ian (DEW)
- 4:15pm - 5:15pm Private Appt

## Tuesday, 28 June

- 9:00am - 9:30am Minister meeting (Level 13, SAC Building) - Barber, Vicki (DEW)
- 10:00am - 10:30am Country Cabinet Preparations for 14-15 September 2022 (Office) - Clark, Melanie (DEW)

## Wednesday, 29 June

- 9:00am - 12:30pm Gawler River Steering Committee [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:81 Waymouth 10.5 Kauwi Kuu (14); DEW:L10 Mobile Trolley) - Barber, Vicki (DEW)
- 9:00am - 9:30am Exec Committee Agenda ↻
- 11:30am - 12:00pm Update DL
- 1:30pm - 3:30pm NBT Reference Group (DEW:81 Waymouth 10.1 Training Room - Teams VC (10)) - Barber, Vicki (DEW)

## Thursday, 30 June

- 8:00am - 8:30am Set up Teams meeting in conference room

## Friday, 1 July

- 8:30am - 9:00am Send CE News - NAIDOC week

## Saturday, 2 July

## Sunday, 3 July

# 4 July 2022 - 10 July 2022

July 2022							August 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	1	2	3	1	2	3	4	5	6	7
11	12	13	14	8	9	10	8	9	10	11	12	13	14
18	19	20	21	15	16	17	15	16	17	18	19	20	21
25	26	27	28	22	23	24	22	23	24	25	26	27	28
				29	30	31	29	30	31				

## Monday, 4 July

- 8:00am - 8:30am Send Keith Conlon CoS details
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Microsoft Teams meeting) - Schutz, John (DEW) ↻

## Tuesday, 5 July

- WFH
- 1:00pm - 2:00pm Estimates Debrief (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Wednesday, 6 July

- 11:00am - 11:30am Get agenda items for DTF meeting on Thursday and send to Angie
- 12:00pm - 1:00pm Private Appointment 🔒

## Thursday, 7 July

- 8:00am - 8:30am Send CE News
- 1:00pm - 2:00pm Private Appointment - ↻ 🔒

## Friday, 8 July

- 9:00am - 9:30am Minister Agenda Items - Send to Kerrie and Justin ↻

## Saturday, 9 July

## Sunday, 10 July

# 11 July 2022 - 17 July 2022

July 2022							August 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				

## Monday, 11 July

- 9:00am - 9:30am TO DO
- 10:00am - 10:30am Graham Loveday picking up books from basement
- 11:30am - 12:00pm O/due corro discussion (Teams Meeting) - Barber, Vicki (DEW)

## Tuesday, 12 July

- 11:30am - 12:00pm Pick up sandwiches - Funk
- 4:30pm - 5:00pm Dot points re Nature Play for DP meeting due by COB

## Wednesday, 13 July

- 9:00am - 9:30am Exec Committee Agenda ↻

## Thursday, 14 July

- 12:00pm - 12:30pm Urgent Briefing due

## Friday, 15 July

## Saturday, 16 July

## Sunday, 17 July



# 18 July 2022 - 24 July 2022

July 2022							August 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				

## Monday, 18 July

 **9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL]** (Room 10.1 and Teams)  
- Schutz, John (DEW) ↻

## Tuesday, 19 July

 **11:00am - 12:00pm DEW Executive Committee [SEC=OFFICIAL]** (Room 10.1 and Teams Meeting) -  
Schutz, John (DEW) ↻

## Wednesday, 20 July

## Thursday, 21 July

## Friday, 22 July

 **Private Appointment** 🔒

## Saturday, 23 July

## Sunday, 24 July

# 25 July 2022 - 31 July 2022

July 2022							August 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	1	2	3	1	2	3	4	5	6	7
11	12	13	14	8	9	10	8	9	10	11	12	13	14
18	19	20	21	15	16	17	15	16	17	18	19	20	21
25	26	27	28	22	23	24	22	23	24	25	26	27	28
				29	30	31	29	30	31				

## Monday, 25 July

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ☺
- 11:00am - 11:30am Chase up O/Due corro

## Tuesday, 26 July

- 2:00pm - 2:30pm Two extra items for Sandy 1:1 - see folder

## Wednesday, 27 July

- 9:00am - 9:30am Prepare Exec Committee Agenda (see below)

## Thursday, 28 July

- 1:00pm - 1:30pm Chalien to provide who attending via teams and in person

## Friday, 29 July

## Saturday, 30 July

- 12:00am Minister | Travel to APY Lands (30/7 to 7/8) →

## Sunday, 31 July

- < Minister | Travel to APY Lands (30/7 to 7/8) →

6(1)  
P Birthday ☺

# 1 August 2022 - 7 August 2022

August 2022							September 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

## Monday, 1 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →
- 8:30am - 9:00am Prepare Folder
  - 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams meeting) - Schutz, John (DEW) ↻
  - 11:30am - 12:00pm AFAC discussion
  - 4:30pm - 5:00pm Private Appointment 🔒

## Tuesday, 2 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →
- 9:00am - 9:30am Leaders Agenda confirmation
  - 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Rooms 10.6 and 10.7) - Schutz, John (DEW) ↻

## Wednesday, 3 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →
- 9:00am - 10:30am Port Power Meeting (DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Barber, Vicki (DEW)
  - 10:30am - 11:15am <sup>6(1)</sup> Person farewell morning tea (Level 10 Kitchen) - Carruthers, Sandy (DEW)
  - 11:30am - 12:00pm Exec Minutes
  - 12:00pm - 12:30pm Set up schedule for Exec visits

## Thursday, 4 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →
- 9:00am - 12:00pm State Water Policy Meeting [SEC=OFFICIAL] (DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
  - 11:00am - 11:30am Pack up room
  - 12:30pm - 1:30pm Gawler River Steering Committee Room Set up [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14); DEW:L10 Mobile Trolley) - Barber, Vicki (DEW)
  - 3:00pm - 3:30pm Gawler River Steering Committee -Spill over [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)

## Friday, 5 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →

## Saturday, 6 August

- ☐ ← Minister | Travel to APY Lands (30/7 to 7/8) →

## Sunday, 7 August

- ☐ ← 12:00am Minister | Travel to APY Lands (30/7 to 7/8)

# 8 August 2022 - 14 August 2022

August 2022							September 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

## Monday, 8 August

9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.5 & 10.6) - Schutz, John (DEW) ↻

## Tuesday, 9 August

10:00am - 11:30am DEW Leaders Forum [SEC=OFFICIAL] (TEAMS MEETING ONLY) - Barber, Vicki (DEW) ↻

3:00pm - 3:30pm Send out SLC papers when received

## Wednesday, 10 August

9:00am - 9:30am Laura to collect car keys at 9:30am

1:30pm - 2:00pm Set up TV in conference room

## Thursday, 11 August

## Friday, 12 August

10:00am - 10:30am O/due corro ↻

## Saturday, 13 August

6(1) P Birthday ↻

## Sunday, 14 August

# 15 August 2022 - 21 August 2022

August 2022							September 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

## Monday, 15 August

- 8:30am - 9:00am Minister agenda preparation
- 9:00am - 9:30am Exec Committee Agenda
- 9:30am - 10:00am Update Senior Manager Forum agenda - 23 August
- 10:00am - 10:30am O/due corro
- 10:00am - 10:15am Quick Touch Base (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 3:00pm - 3:30pm Start preparation for Country Cabinet (Sept)

## Tuesday, 16 August

- 10:00am - 10:30am O/due corro
- 10:00am - 10:15am Quick Touch Base (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Wednesday, 17 August

- 10:00am - 10:30am O/due corro
- 10:00am - 10:15am Quick Touch Base (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Thursday, 18 August

- 10:00am - 10:30am O/due corro
- 10:00am - 10:15am Quick Touch Base (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 2:00pm - 3:30pm DEW Executive Committee [SEC=OFFICIAL] (TEAMS ONLY) - Schutz, John (DEW)

## Friday, 19 August

- 9:00am - 9:30am Minister Agenda Items - Send to Kerrie and Justin
- 10:00am - 10:30am O/due corro

## Saturday, 20 August

## Sunday, 21 August

# 22 August 2022 - 28 August 2022

August 2022							September 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

## Monday, 22 August

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.6) - Schutz, John (DEW) ↻
- 10:00am - 10:30am O/due corro ↻

## Tuesday, 23 August

- 9:30am - 10:30am DEW Senior Managers Forum [SEC=OFFICIAL] (Teams Meeting) - Schutz, John (DEW)
- 10:00am - 10:30am O/due corro ↻
- 11:00am - 11:30am Proactive disclosure ↻
- 2:00pm - 3:00pm SEMC - Third meeting 2022 - updated (The Kurna Room, Level 16 State Admin Centre) - DPC:SEMC

## Wednesday, 24 August

- 10:00am - 10:30am O/due corro ↻

## Thursday, 25 August

- 10:00am - 10:30am O/due corro ↻
- 3:00pm - 3:30pm Mike to supply PRD form for Monday's meeting

## Friday, 26 August

- 10:00am - 10:30am O/due corro ↻

## Saturday, 27 August

## Sunday, 28 August

# 29 August 2022 - 4 September 2022

August 2022							September 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

## Monday, 29 August

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams meeting) - Schutz, John (DEW) ↻
- 11:00am - 11:30am COS agenda

## Tuesday, 30 August

## Wednesday, 31 August

6(1) Birthday ↻  
P

## Thursday, 1 September

- 9:00am - 9:30am Prepare Exec Agenda
- 10:00am - 10:30am quick check in (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 10:30am - 11:00am Overdue Corro ↻
- 12:00pm - 1:00pm Private Appointment - ↻ 🔒
- 3:00pm - 3:30pm Ben to supply PRD form for Monday's meeting
- 4:00pm - 4:30pm Private Appointment 🔒

## Friday, 2 September

- 9:30am - 10:00am quick check in (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 10:00am - 10:30am Overdue Corro ↻

## Saturday, 3 September

## Sunday, 4 September



# 5 September 2022 - 11 September 2022

September 2022							October 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

## Monday, 5 September

- 9:00am - 10:00am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Teams Meeting) - Schutz, John (DEW) ↻
- 9:00am - 9:30am Minister Agenda Items - Send to Kerrie and Justin (ADDITION) ↻
- 10:30am - 11:00am Overdue Corro ↻
- 11:30am - 12:00pm quick check in (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Tuesday, 6 September

- 9:30am - 10:00am check in (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)
- 10:00am - 10:30am Overdue Corro ↻
- 10:30am - 12:00pm DEW Executive Committee [SEC=OFFICIAL] (Room 10.6) - Schutz, John (DEW) ↻

## Wednesday, 7 September

- 8:30am - 9:00am CE News release- RU OK Day
- 9:15am - 9:45am Port Bonython Probity Briefing (DEW) (Microsoft Teams Meeting) - Jones, Nicola (DTF)

## Thursday, 8 September

- 9:00am - 9:30am Leaders Agenda finalisation
- 9:30am - 10:15am Discussion re Landscape Board Remuneration Review Process (CE Boardroom) - Barber, Vicki (DEW)
- 10:00am - 10:30am Overdue Corro ↻
- 11:30am - 12:00pm Private Appointment - 🔒

## Friday, 9 September

- 12:00am Private Appointment 🔒 →
- 10:00am - 10:30am Overdue Corro ↻

## Saturday, 10 September

- ← Private Appointment 🔒 →

## Sunday, 11 September


- ← Private Appointment 🔒 →
- 6(1) - Birthday ↻



# 12 September 2022 - 18 September 2022


September 2022							October 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						


## Monday, 12 September



☐ < Private Appointment  →

 10:00am - 10:30am Overdue Corro 

## Tuesday, 13 September

☐ < Private Appointment  →


 8:30am - 9:00am Set up rooms

 9:00am - 12:00pm DEW Leaders Forum [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14); DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Barber, Vicki (DEW) 

 10:00am - 11:30am DEW Leaders Forum [SEC=OFFICIAL] (Level 10 Meeting Rooms) - Barber, Vicki (DEW) 

 10:00am - 10:30am Overdue Corro 

## Wednesday, 14 September


☐ < Private Appointment  →

## Thursday, 15 September


☐ < Private Appointment  →

☐ Private Appointment  

 9:00am - 9:30am Exec Committee Agenda 

 10:00am - 10:30am Overdue Corro 

 12:30pm - 1:30pm Private Appointment - 

 2:30pm - 3:30pm morning tea for Tom (level 10 kitchen ) - Stasiak, Monika (DEW)

## Friday, 16 September

☐ < Private Appointment  →

 10:00am - 10:30am Overdue Corro 

## Saturday, 17 September

☐ < Private Appointment  →

## Sunday, 18 September

☐ < Private Appointment  →

# 19 September 2022 - 25 September 2022

September 2022							October 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

## Monday, 19 September

- ☐ 12:00am Private Appointment
- ☐ 8:30am - 9:00am Minister & cos Agenda Items - Send to Kerrie and Justin
- ☐ 9:00am - 9:30am Exec Ops - Overdue corro
- ☐ 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW)
- ☐ 9:15am - 9:45am exec ops (Microsoft Teams Meeting) - Barber, Vicki (DEW)
- ☐ 1:15pm - 1:45pm Ring John
- ☐ 2:30pm - 3:00pm Item in folder - Cate 1:1 - SEMC
- ☐ 3:30pm - 4:00pm Sandy to supply PRD form for Wed meeting

## Tuesday, 20 September

- ☒ 9:00am - 12:00pm Executive Committee Off-Site Visit - Glenthorne NP Visit (Glenthorne National Park) - Schutz, John (DEW)
- ☐ 12:30pm - 2:30pm Discovery Parks meeting (DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- ☐ 1:00pm - 2:00pm Wilpena Discussion (Level 10, 81-95 Waymouth Street) - Grant Wilckens
- ☐ 2:00pm - 2:30pm 2:00pm | Discussion: Exec Drop In Sessions (Room 10.5) - Barber, Vicki (DEW)
- ☐ 2:00pm - 4:00pm Board of the Botanic Gardens and State Herbarium | Meeting 20 Sept 2022 (Board Room, Goodman Building & Teams) - Harvey, Michael (DEW)
- ☐ 3:00pm - 4:00pm DEW Briefing for Her Excellency the Governor: Land (Library, Government House)

## Wednesday, 21 September

## Thursday, 22 September

☒ PUBLIC HOLIDAY

## Friday, 23 September

- ☐ 1:00pm - 1:30pm Cate to supply PRD form for Monday's meeting

## Saturday, 24 September

## Sunday, 25 September

# 26 September 2022 - 2 October 2022

September 2022							October 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

## Monday, 26 September

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 2:00pm - 2:30pm Kerrie to supply PRD form for Thursday's meeting
- 3:00pm - 3:30pm Dot points from Cate

## Tuesday, 27 September

- 3:00pm - 3:30pm RPC Folder due

## Wednesday, 28 September

- 12:00pm - 1:00pm Private Appointment - 🔒
- 2:00pm - 3:00pm DEW Briefing for Her Excellency the Governor: Water (Library, Government House) - Governor of South Australia

## Thursday, 29 September

- 8:00am - 8:30am Private Appointment 🔒
- 9:00am - 9:30am Exec Committee Agenda ↻
- 9:00am - 9:30am Team Update on new Women's and Children's hospital (Microsoft Teams)
- 10:30am - 11:00am Kerrie / Vicki - Briefing Checklist (Kerrie's Office) - Barber, Vicki (DEW)
- 11:00am - 11:30am Follow up Stu re meeting notes
- 11:00am - 11:30am Prepare DP meeting agenda
- 11:15am - 11:45am 11:15am | Landscape Board Delegations / Remuneration Review (CE's)
- 12:30pm - 1:30pm Private Appointment - ↻ 🔒
- 12:30pm - 1:00pm Pick up suit
- 3:00pm - 3:30pm Private Appointment 🔒

## Friday, 30 September

- 10:00am - 10:30am Video for Prem due - send info to Prem Office by 14 Oct

## Saturday, 1 October

## Sunday, 2 October


# 3 October 2022 - 9 October 2022

October 2022							November 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	7	1	2	3	4	5	6
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													


## Monday, 3 October

 Public Holiday



## Tuesday, 4 October

 12:00am 6(1) Perso



## Wednesday, 5 October

 6(1) Perso



## Thursday, 6 October

 6(1) Perso  
 12:00am 6(1) Personal affairs



## Friday, 7 October

 6(1) Perso  
 6(1) Personal affairs

## Saturday, 8 October

 6(1) Perso  
 6(1) Personal affairs

## Sunday, 9 October

 6(1) Perso  
 6(1) Personal affairs

# 10 October 2022 - 16 October 2022

October 2022							November 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

## Monday, 10 October

☒ 6(1) →

☐ 6(1) Personal affairs →

## Tuesday, 11 October

☒ 6(1) →

☐ 6(1) Personal affairs →

## Wednesday, 12 October

☒ 6(1) →

☐ 6(1) Personal affairs →

## Thursday, 13 October

☒ 6(1) →

☐ 6(1) Personal affairs →

## Friday, 14 October

☒ 12:00am 6(1) →

☐ 6(1) Personal affairs →

## Saturday, 15 October

☐ 6(1) Personal affairs →

## Sunday, 16 October

☐ 6(1) Personal affairs →

# 17 October 2022 - 23 October 2022

October 2022							November 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

## Monday, 17 October

- ☐ 6(1) Personal affairs →
- 8:30am - 9:00am Prepare Exec Agenda and papers for approval and sending
  - 9:00am - 9:30am Exec Committee Agenda ↻
  - 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
  - 11:00am - 11:30am Finalise agenda for tomorrow's Exec visit and attach to meeting request

## Tuesday, 18 October

- ☐ 6(1) Personal affairs →
- 8:35am - 12:15pm Exec Committee Off-Site Visit - Sand Management (Level 10 Foyer (outside kitchen)) - Schutz, John (DEW)
  - 3:00pm - 4:00pm CE Performance Review - 2 Nov 2022 (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Wednesday, 19 October

- ☐ 6(1) Personal affairs →
- 10:00am - 10:30am Set up foyer for drop in
  - 1:45pm - 3:15pm Aerial Helicopter Culling Meeting [SEC=OFFICIAL] (DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Barber, Vicki (DEW)
  - 3:00pm - 3:30pm SLC Comments due

## Thursday, 20 October

- ☐ 6(1) Personal affairs →

## Friday, 21 October

- ☐ 6(1) Personal affairs →

## Saturday, 22 October

- ☐ 6(1) Personal affairs →

## Sunday, 23 October

- ☐ 12:00am 6(1) Personal affairs

# 24 October 2022 - 30 October 2022

October 2022							November 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

## Monday, 24 October

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 2:00pm - 2:30pm Supply PRD form to John for meeting on THurs
- 3:00pm - 3:30pm Neil to supply information re CoS meeting on Friday

## Tuesday, 25 October

- 9:00am - 1:00pm Leaders Forum with Premier (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14); DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Barber, Vicki (DEW)
- 9:00am - 9:30am Jo to supply PRD form for Thursday's meeting
- 10:30am - 12:30pm Premier Visit & DEW Leaders Forum (Level 10 Meeting Rooms) - Barber, Vicki (DEW)

## Wednesday, 26 October

- 9:00am - 9:30am Exec Committee Agenda ↻
- 10:00am - 10:45am Live in conversation with the Deputy Premier (MS Teams ) - DEW:Correspondence OCE
- 1:00pm - 1:45pm meeting with CE and Auditor-General re climate risk management performance audit – draft engagement letter (Level 9 meeting room) - Executive Assistant
- 4:00pm - 4:30pm OOS Exec Papers due

## Thursday, 27 October

- 3:00pm - 4:00pm FW: 3:00pm | Council / DEW / SES / DIT - High River Flow Discussion (Premiership Suite, Level 3, Riverbank Stand, Adelaide Oval) - Schutz, John (DEW)

## Friday, 28 October

- 8:00am - 9:30am IBA meeting (DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Barber, Vicki (DEW)

## Saturday, 29 October

## Sunday, 30 October

# 31 October 2022 - 6 November 2022

October 2022							November 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

## Monday, 31 October

- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 1:00pm - 1:45pm FW: NBT Appreciation afternoon tea (Rooms 10.6 & 10.7, 81-95 Waymouth Street, Adelaide) - Podoliak, Jo (DEW)
- 4:00pm - 5:00pm Private Appt

## Tuesday, 1 November

- 8:00am - 8:30am Prepare Exec Minutes
- 10:00am - 11:30am DEW Executive Committee [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻

## Wednesday, 2 November

- 4:00pm - 4:30pm MCEW - Auditor-General's Hearing (Parliament House) - Clark, Melanie (DEW)

## Thursday, 3 November

- 9:30am - 11:30am HOA meeting (DEW:81 Waymouth 10.7 Wirra Kuu (14)) - Barber, Vicki (DEW)
- 12:30pm - 1:30pm Private Appointment - ↻ 🔒

## Friday, 4 November

## Saturday, 5 November

6(1)  
Perso - birthday ↻

## Sunday, 6 November



# 7 November 2022 - 13 November 2022

November 2022							December 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

## Monday, 7 November

- ☐ 12:00am <sup>6(1)</sup> Personal - Sarah Goodall →
- ☐ 9:00am - 9:30am Remind Ben to raise Christmas Functions at Exec Ops
- ☐ 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻

## Tuesday, 8 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →

## Wednesday, 9 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →
- ☐ 8:30am - 9:00am Prepare PRD
- ☐ 9:00am - 9:30am Exec Committee Agenda ↻

## Thursday, 10 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →
- ☐ 2:00pm - 3:00pm OCE Branch Plan (Microsoft Teams Meeting) - Burmeister, Kerrie (DEW)

## Friday, 11 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →

## Saturday, 12 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →

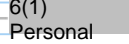
## Sunday, 13 November

- ☐ <sup>6(1)</sup> Personal - Sarah Goodall →

# 14 November 2022 - 20 November 2022

November 2022							December 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

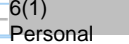
## Monday, 14 November

- ☐  - Sarah Goodall →
- ☐ 8:00am - 8:30am Get John's phone to download on computer
- ☐ 9:00am - 9:30am Mike to leave Exec Ops at 10:15am
- ☐ 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻

## Tuesday, 15 November

- ☐  - Sarah Goodall →

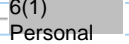
## Wednesday, 16 November

- ☐  - Sarah Goodall →
- ☐ Canceled: Executive Committee Visit - Cleland WP (Cleland Wildlife Park) - Schutz, John (DEW)
- ☐ 1:30pm - 2:00pm Gawler River set up (DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- ☐ 4:30pm - 5:00pm OOS Exec Papers due
- ☐ 4:30pm - 5:00pm Send reminder for OOS papers

## Thursday, 17 November

- ☐  - Sarah Goodall →

## Friday, 18 November

- ☐  - Sarah Goodall →
- ☐ 8:00am - 8:30am CE News re White Ribbon Day

## Saturday, 19 November

- ☐  - Sarah Goodall →

## Sunday, 20 November

- ☐  - Sarah Goodall →

# 21 November 2022 - 27 November 2022

November 2022							December 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

## Monday, 21 November

- ☐ 12:00am 6(1) Personal - Sarah Goodall
- ☐ 8:00am - 8:30am Prepare daily folder
- ☐ 9:00am - 9:30am Prepare Senior Manager Forum agenda (15/11)
- ☐ 9:30am - 10:45am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.7) - Schutz, John (DEW) ↻

## Tuesday, 22 November

- ☐ 10:00am - 11:00am 10:00am | DEW Senior Managers Forum [SEC=OFFICIAL] (Microsoft Teams (link below)) - Schutz, John (DEW)
- ☐ 1:00pm - 1:45pm PRD - Vicki [SEC=OFFICIAL] (CE's Office) - Schutz, John (DEW)

## Wednesday, 23 November

- ☐ 9:30am - 10:00am Dot points for Diversity meeting due

## Thursday, 24 November

- ☐ 8:30am - 9:00am Flood itinerary and Council meetings
- ☐ 9:00am - 9:30am CE News - Flood Warning
- ☐ 2:00pm - 2:30pm Standing platform in basement (Basement ) - Buckley, Joseph (DEW)

## Friday, 25 November

- ☐ 12:00am 6(1) Personal affairs →
- ☐ 3:00pm - 3:30pm CE News - Morning Tea

## Saturday, 26 November

- ☐ 6(1) Personal affairs →

## Sunday, 27 November

- ☐ 6(1) Personal affairs →

# 28 November 2022 - 4 December 2022

November 2022							December 2022						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

## Monday, 28 November

- ☐ 6(1) Personal affairs →
- 8:30am - 9:00am Prepare daily folder
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 3:30pm - 4:00pm Send PRD email to HR for entering

## Tuesday, 29 November

- ☐ 6(1) Personal affairs →
- 2:00pm - 3:00pm SEMC - Fourth meeting 2022 - NEW DATE (DPC:SAC L16 The Kaurua Room) - DPC:SEMC

## Wednesday, 30 November

- ☐ 6(1) Personal affairs →
- 9:00am - 9:30am Exec Committee Agenda ↻
- 12:00pm - 12:45pm Private Appointment - 🔒
- 2:00pm - 6:00pm Boards & Council Chairs Forum [SEC=OFFICIAL] (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)

## Thursday, 1 December

- ☐ 6(1) Personal affairs →
- 8:00am - 8:30am Send out CE News - Int Day of People with Disability
- 9:30am - 10:00am 9:30am | Rachele - tablecloths (Basement)
- 10:30am - 11:00am Set up water for meeting in 10.7
- 12:00pm - 12:30pm Meet Christy Spier re speaker (Basement)
- 12:30pm - 1:30pm Private Appointment - ↻ 🔒
- 3:30pm - 4:00pm OOS Hydrogen papers due

## Friday, 2 December

- ☐ 12:00am 6(1) Personal affairs
- 9:00am - 9:30am Prepare DP agenda
- 4:00pm - 4:30pm Leave spreadsheet due from OEDs

## Saturday, 3 December

## Sunday, 4 December

# 5 December 2022 - 11 December 2022

December 2022							January 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

## Monday, 5 December

- 8:00am - 8:30am Print item for EMCC
- 9:15am - 10:30am Weekly Executive Operational Meeting [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻
- 1:00pm - 1:30pm Pick up microphone set (Microsoft Teams Meeting) - Spier, Christy (DEW)
- 3:00pm - 3:30pm Dot points for Peter Owen meeting due (via OCE corro)

## Tuesday, 6 December

- 8:00am - 10:00am Morning tea set up
- 10:00am - 11:00am Join the CE and Deputy Premier for a festive morning tea (Level 3, 81 Waymouth Street, Adelaide) - DEW:Correspondence OCE
- 1:00pm - 2:30pm DEW Executive Committee [SEC=OFFICIAL] (Room 10.1) - Schutz, John (DEW) ↻

## Wednesday, 7 December

- 10:00am - 10:45am 10:00am | Briefing Checklist Discussion (Microsoft Teams Meeting; , CE's Boardroom) - Barber, Vicki (DEW)
- 1:00pm - 1:30pm Leaders agenda

## Thursday, 8 December

- 9:30am - 12:30pm DEW Risk and Performance Committee Meeting #22 [SEC=OFFICIAL] (DEW:81 Waymouth 7.5 Keith Walker Room - Teams VC (16)) - Cricelli, Solange (DEW)

## Friday, 9 December

- Private Appointment 🔒

## Saturday, 10 December

## Sunday, 11 December

# 12 December 2022 - 18 December 2022


December 2022							January 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

## Monday, 12 December

- 9:00am - 9:30am CE News - Outside Employment
- 3:00pm - 7:00pm Executive / Leader Christmas Event (DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- 4:30pm - 5:30pm 4:30pm | Executive / Leaders End of Year Event (Level 10 Meeting Rooms) - Schutz, John (DEW)

## Tuesday, 13 December

## Wednesday, 14 December

- 11:30am - 12:00pm Meeting with Cabinet Ministers (Microsoft Teams Meeting) - Panfilo, Tania (DEW)
- 12:30pm - 1:30pm Set up room 10.6 and 10.7 and mobile trolley
- 1:30pm - 2:30pm Private Appointment 
- 3:00pm - 3:30pm SLC papers comment due

## Thursday, 15 December

- 10:00am - 10:45am Exec Committee Off-Site visit Scheduling (Microsoft Teams Meeting) - Barber, Vicki (DEW)

## Friday, 16 December

## Saturday, 17 December

## Sunday, 18 December

# 19 December 2022 - 25 December 2022

December 2022							January 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

## Monday, 19 December

- 9:00am - 9:30am Arrange with Tristan for 1 hour to fix contacts on iphone and computer
- 10:00am - 10:30am Confirm with Graham re Wednesday breakfast
- 12:00pm - 1:00pm Private Appointment -
- 6(1) Personal affairs
- 4:30pm - 6:30pm Private Appointment -

## Tuesday, 20 December

- 9:00am - 12:00pm Jodie Gregg-Smith / Ross Sawers - Arid Lands LB (DEW:81 Waymouth 10.5 Kauwi Kuu (14)) - Barber, Vicki (DEW)
- 9:00am - 9:30am Tristan coming up to update - need CE laptop and phone

## Wednesday, 21 December

## Thursday, 22 December

- 10:00am - 11:00am Private Appointment -

## Friday, 23 December

## Saturday, 24 December

## Sunday, 25 December

# 26 December 2022 - 1 January 2023

December 2022							January 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

**Monday, 26 December**

 **PUBLIC HOLIDAY**

**Tuesday, 27 December**

 **PUBLIC HOLIDAY**

**Wednesday, 28 December**

**Thursday, 29 December**

**Friday, 30 December**

**Saturday, 31 December**


**Sunday, 1 January**



# 2 January 2023 - 8 January 2023

January 2023							February 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8			1	2	3	4	5
9	10	11	12	13	14	15	6	7	8	9	10	11	12
16	17	18	19	20	21	22	13	14	15	16	17	18	19
23	24	25	26	27	28	29	20	21	22	23	24	25	26
30	31						27	28					

## Monday, 2 January

 PUBLIC HOLIDAY

## Tuesday, 3 January

 2:00pm - 2:30pm Vicki / Vanessa re HR Executive processes (Level 10 Board room) - Barber, Vicki (DEW)

## Wednesday, 4 January

 10:00am - 10:30am Set up Teams in meeting room

 12:15pm - 1:15pm Private Appointment 

## Thursday, 5 January

 9:00am - 9:30am Prepare DP agenda

## Friday, 6 January

## Saturday, 7 January

## Sunday, 8 January

# 9 January 2023 - 15 January 2023

January 2023							February 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	6	7	1	2	3	4	5
9	10	11	12	13	14	15	13	14	8	9	10	11	12
16	17	18	19	20	21	22	20	21	15	16	17	18	19
23	24	25	26	27	28	29	27	28	22	23	24	25	26
30	31												

**Monday, 9 January**

**Tuesday, 10 January**

 12:00pm - 1:00pm Private Appointment -  

**Wednesday, 11 January**

**Thursday, 12 January**

 12:00pm - 1:00pm Private Appointment 

**Friday, 13 January**

 Private Appointment 

**Saturday, 14 January**

**Sunday, 15 January**

# 16 January 2023 -

## 22 January 2023

January 2023							February 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	2	3	4	5	6	7			1	2	3	4	5
9	10	11	12	13	14	15	6	7	8	9	10	11	12
16	17	18	19	20	21	22	13	14	15	16	17	18	19
23	24	25	26	27	28	29	20	21	22	23	24	25	26
30	31						27	28					

### Monday, 16 January

6(1) Personal

### Tuesday, 17 January

### Wednesday, 18 January

10:30am - 11:30am Farewell Morning Tea for 6(1) Person (Level 10 Kitchen) - Najjar, Feeras (DEW)

### Thursday, 19 January

10:00am - 10:30am 10:00am | 6(1) Person farewell coffee (Mylk Bar, Waymouth Street) - Barber, Vicki (DEW)

11:00am - 11:30am Prepare DP agenda ↻

11:30am - 12:00pm Justin / Vicki / Carol re Country Cabinet (CE Boardroom) - Barber, Vicki (DEW)

### Friday, 20 January

6(1) Personal affairs →

### Saturday, 21 January

6(1) Personal affairs →

### Sunday, 22 January

6(1) Personal affairs →

# 23 January 2023 - 29 January 2023

January 2023							February 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28					
30	31												

## Monday, 23 January

- ☐ 6(1) Personal affairs →
- 8:00am - 8:30am Follow up nominations
  - 8:30am - 9:00am Return email to CE for progress
  - 9:00am - 9:30am Grant and Ben apology for Exec Ops
  - 9:15am - 10:30am Weekly Executive Operational Meeting (Room 10.1) - Schutz, John (DEW) ↻

## Tuesday, 24 January

- ☐ 6(1) Personal affairs →
- 8:00am - 8:30am Exec review date (Microsoft Teams Meeting) - Winter, Vanessa (DEW)
  - 11:00am - 11:30am General chat re hard copy signing of executive HR contracts (Level 10) - Tripodi, Vince (DEW)
  - 3:00pm - 3:45pm [624879] Tom Koutsantonis has invited you to DIT | 83 Pirie Street (DIT | 83 Pirie Street) - Koutsantonis, Tom (DIT)

## Wednesday, 25 January

- ☐ 6(1) Personal affairs →

## Thursday, 26 January

- ☐ 6(1) Personal affairs →
-  PUBLIC HOLIDAY - Australia Day

## Friday, 27 January

- ☐ 6(1) Personal affairs
-  Private Appointment 

## Saturday, 28 January

## Sunday, 29 January

- ☐ 6(1) Pers Birthday ↻

# 30 January 2023 - 5 February 2023

January 2023							February 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28					
30	31												

## Monday, 30 January

- 10:00am - 10:30am Proactive disclosure ↻
- 12:00pm - 12:30pm Dot points - Brinkworth meeting
- 3:15pm - 3:45pm Set up (Microsoft Teams Meeting; DEW:81 Waymouth 10.6 Yarta Kuu (16)) - Barber, Vicki (DEW)

## Tuesday, 31 January

- 11:30am - 12:00pm CC Itinerary due from DP office
- 1:00pm - 2:00pm Private Appointment - 🗝

## Wednesday, 1 February

## Thursday, 2 February

- 9:30am - 10:00am Exec Agenda finalisation
- 9:45am - 12:30pm Gawler River Flood Management Steering committee (DEW:81 Waymouth 10.6 Yarta Kuu (16); DEW:81 Waymouth 10.7 Wirra Kuu (14); DEW:L10 Mobile Trolley) - Barber, Vicki (DEW)
- 2:30pm - 3:00pm 2:30pm | Vicki / Justin re Ministerial letters (CE's Boardroom) - Barber, Vicki (DEW)

## Friday, 3 February

## Saturday, 4 February

## Sunday, 5 February

# 6 February 2023 - 12 February 2023

February 2023							March 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

## Monday, 6 February

- 8:30am - 9:00am Item for Exec Ops
- 9:15am - 10:30am Weekly Executive Operational Meeting (Room 10.1) - Schutz, John (DEW) ↻
- 10:30am - 11:00am Book rooms at Whyalla
- 11:00am - 11:30am Prepare DP agenda ↻

## Tuesday, 7 February

- 10:00am - 11:30am DEW Executive Committee (Room 10.1) - Schutz, John (DEW) ↻
- 1:45pm - 2:15pm Agenda for Leaders (Conference Room) - Barber, Vicki (DEW)
- 2:15pm - 2:45pm Vicki / CE catch up (CE Office) - Schutz, John (DEW)

## Wednesday, 8 February

- 8:30am - 9:00am Send out EOC papers for comment
- 9:15am - 9:45am Catch up Will Rayner / John Schutz (Adelaide Showground, Secretary's Office) - Will Rayner
- 12:00pm - 1:00pm Private Appointment - 🔒

## Thursday, 9 February

- 12:00am Justin - A/Director →

## Friday, 10 February

- ← Justin - A/Director →
- 9:00am - 12:30pm Board meeting (Boardroom East (kitchen); Boardroom West) - Kerstin Freund

## Saturday, 11 February

- ← Justin - A/Director →

## Sunday, 12 February

- ← Justin - A/Director →

# 13 February 2023 - 19 February 2023

February 2023							March 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

## Monday, 13 February

- ☐ ← Justin - A/Director →
- 9:00am - 9:30am Apologies
  - 11:00am - 11:30am Urgent : Country Cabinet pre-brief (Microsoft Teams Meeting) - Irving, Jason (DEW)
  - 12:00pm - 12:30pm SEMC notes from NMCF
  - 3:00pm - 3:30pm Cancel leaders

## Tuesday, 14 February

- ☐ ← Justin - A/Director →
- 12:00pm - 1:00pm Private Appointment - 🔁 🔒
  - 2:00pm - 3:00pm SEMC - First Meeting 2023 (DPC:SAC L16 The Kaurna Room) - Morey, Alexander (Sandy) (DPC)
  - 2:30pm - 3:00pm DP meeting debrief (CE Boardroom) - Barber, Vicki (DEW)

## Wednesday, 15 February

- ☐ ← Justin - A/Director →
- 5:00pm - 5:30pm Private Appointment 🔒

## Thursday, 16 February

- ☐ ← Justin - A/Director →
- 9:30am - 10:00am OCE Catch up (CE's Boardroom) - Barber, Vicki (DEW)

## Friday, 17 February

- ☐ ← Justin - A/Director →
- 6(1) Personal affairs

## Saturday, 18 February

- ☐ ← Justin - A/Director →

## Sunday, 19 February

- ☐ ← Justin - A/Director →

# 20 February 2023 - 26 February 2023

February 2023							March 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

## Monday, 20 February

☐ < Justin - A/Director →

9:15am - 10:30am Weekly Executive Operational Meeting (Room 10.1) - Schutz, John (DEW) ↻

11:00am - 11:30am Prepare DP agenda ↻

12:00pm - 12:30pm Senior Managers Forum agenda

1:00pm - 1:30pm Follow up dot points

## Tuesday, 21 February

☐ < Justin - A/Director →

1:30pm - 2:00pm Briefing for Damien Walker meeting - for folder

2:00pm - 2:30pm Check on vehicle booking to pick up keys at 3:30pm

3:30pm - 4:00pm Pick up keys for Justin

## Wednesday, 22 February

☐ < Justin - A/Director →

2:00pm - 2:30pm F/up attendance by Sean Parsonage at Hort meeting next Friday

## Thursday, 23 February

☐ < Justin - A/Director →

10:00am - 10:30am DP meeting debrief (Boardroom) - Barber, Vicki (DEW)

10:30am - 11:00am Room set up in 10.1

## Friday, 24 February

☐ < Justin - A/Director →

10:00am - 10:30am Add to Brenton's 1:1 agenda - meeting with Kym Cheater

## Saturday, 25 February

☐ < Justin - A/Director →

## Sunday, 26 February

☐ < Justin - A/Director →



# 27 February 2023 - 5 March 2023

February 2023							March 2023						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

## Monday, 27 February

☐ < Justin - A/Director →

☐ 9:15am - 10:30am Weekly Executive Operational Meeting (Room 10.1) - Schutz, John (DEW) ↻

## Tuesday, 28 February

☐ < Justin - A/Director →

☐ 8:00am - 8:30am Cate Hart apology - Brenton attending

☐ 8:30am - 1:00pm Cleland Wildlife Park - Exec Committee Off Site Visit (Cleland Wildlife Park) - Schutz, John (DEW)

☐ 1:30pm - 2:00pm Prepare Exec Committee agenda

## Wednesday, 1 March

☐ < Justin - A/Director →

☐ 1:00pm BERRI - Thank you Morning Tea with flood response team - Schutz, John (DEW) →

☐ 9:30am - 10:00am Set up at UCity

☐ 10:00am - 11:45am Senior Managers Forum (UCity Function Centre, Meeting Rooms 2 & 3, 43 Franklin Street, Adelaide) - Schutz, John (DEW) ↻

☐ 10:30am - 11:00am Prepare Friday folder

☐ 12:00pm - 12:30pm Follow up Martha re benchmarking for GMs

☐ 6:00pm - 8:30pm 6:00pm (for 6:30pm) | Dinner with CE and Executive Team (Berri Hotel, Riverview Drive, Berri) - Schutz, John (DEW)

## Thursday, 2 March

☐ < Justin - A/Director →

☐ < 6:30pm BERRI - Thank you Morning Tea with flood response team - Schutz, John (DEW)

☐ 10:30am - 11:30am 10:30am | Morning Tea with regional staff involved in flood response (River Jacks Cafe (19 Riverview Drive, Berri South Australia 5343, Australia)) - Schutz, John (DEW)

## Friday, 3 March

☐ < 12:00am Justin - A/Director

## Saturday, 4 March

## Sunday, 5 March