

s 22

Subject: 9:00AM | Ministerial Address at National Tech Summit (MS, HLF) [SEC=OFFICIAL]
Location: Sydney Town Hall, 483 George Street, Sydney

Start: Tue 16/09/2025 9:00 AM
End: Tue 16/09/2025 9:35 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: Minister Ayres; DLO Ayres
Optional Attendees: Minister Ayres Media; Minister Ayres - comms; s 22 s 22
s 22 s 22 ; s 22 ,

Categories: Speeches and events

Event brief please, believe media team writing the speech.

Don't need bio's for attendees but speaker list and program be good

- Time of speech: **9.15am - 9.35am**
- Length of speech required: **We've allocated 20 minutes**
- Draft program: [Full program](#) on our website + attached for the day
- Draft guest list: **Speakers [available here](#), current list of attendees attached**

s 22

Subject: 12:15PM | Lowy Institute Event - Launch of Government's AI Action Plan (FZ, SC/MM) [SEC=OFFICIAL]
Location: 31 Bligh Street, Sydney
Start: Tue 2/12/2025 12:15 PM
End: Tue 2/12/2025 1:30 PM
Show Time As: Tentative
Recurrence: (none)
Meeting Status: Not yet responded
Organizer: Minister Ayres
Categories: Speeches and events

Updated event brief from Lowy attached; as well as invite and media lists

Best contact: Amy Dobbin s 22 ([@lowyinstitute.org](mailto:amy.dobbin@lowyinstitute.org))

Brief please, speak with s 22 on info 😊

WHEN & WHERE:

Tuesday 2 December 2025
12.15pm arrival for 12.30pm - 1.30pm
Lowy Institute
31 Bligh Street, Sydney

You can share the livestream link directly here to the gallery:

<https://www.youtube.com/live/asoDOju4IW0>

Kind regards,

s 22 / **Executive Officer to the Minister**

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

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s 22

Subject: 10:45AM | OpenAI Announcement (MM) [SEC=OFFICIAL]
Location: 125 Harris Street, Pymont

Start: Fri 5/12/2025 10:45 AM
End: Fri 5/12/2025 11:30 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: Minister Ayres - comms
Optional Attendees: s 22

Categories: Media

s 22

Subject: 8AM | Open AI, Dr Aaron "Ronnie" Chatterji x Minister Ayres [SEC=OFFICIAL]
Location: Parliament House, M1.45

Start: Mon 30/06/2025 8:00 AM
End: Mon 30/06/2025 8:30 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres; s 22 ; Wilson, Helen; s 22

Categories: Stakeholder meetings

s 22

Subject: 5:45PM I Tech Policy Design Institute Launch (FZ) [SEC=OFFICIAL]
Location: Level 51 of the Salesforce Tower at 180 George Street, Sydney

Start: Wed 6/08/2025 5:45 PM
End: Wed 6/08/2025 7:45 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres
Optional Attendees: s 22

Categories: Speeches and events

5/08:

To make your arrival as smooth as possible, please take note of the following:

- **Allow time to check in:** it may take 10 minutes to check in and be escorted up to Level 51 so **we recommend arriving from 5:20pm**
- **Building registration:** tomorrow you will receive an **email from Salesforce** - please click the link to complete their check-in process prior to arrival (the QR code will expedite your security clearance into Salesforce Tower).
- **Identification:** Remember to bring a valid **photo ID** with you.

In addition to remarks from **Senator the Hon Tim Ayres**, Minister for Industry and Innovation, and Minister for Science, you will hear from our dynamic debaters:

- **Dr Sue Keay**, Director of the UNSW AI Institute
- **Gisele Kapterian**, Senior Director of Public Sector Strategy at Salesforce (and liberal candidate for Bradfield)
- **Lizzie O'Shea**, Chair of Digital Rights Watch
- **Sally-Ann Williams**, outgoing CEO of Cicada Innovations
- **Dr Tobias Feakin**, Australia's inaugural Ambassador for Cyber Affairs
- **Tom Rogers**, former Australian Electoral Commissioner
- **Minh Hoang**, youth advisor
- **Dr Ian Oppermann**, Data Standards Chair

Writing to introduce you to the wonderful Tech Policy Design Institute's Co-Founders Johanna Weaver and Zoe Hawkins. They would like to test the Minister Ayres' availability to provide **opening remarks** at their launch event in July. Please note they are seeking the Treasurer's availability too to make sure they invite an economy wide approach to the launch.

For context, Microsoft is sponsoring the establishment of Australia's first tech policy think tank - the [Tech Policy Design Institute](#) (TPDi) - which is having a **launch event** on **Tuesday 8 July (5:30-7:30pm)** at **Salesforce Tower** in **Sydney**.

s 22

Subject: 1230PM | Michael Sellitto, Anthropic (FZ, MS) [SEC=OFFICIAL]
Location: APH, your office

Start: Tue 31/03/2026 12:30 PM
End: Tue 31/03/2026 12:45 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: s 22 ; DLO Ayres; s 22

Categories: Stakeholder meetings

Meeting Brief request

Attendees	Michael Sellitto Charlie Hale Evan Moorhead
Contact	
Discussion points	No
MO Comments	

s 22

Subject: 9:30AM | Dario Amodei CEO of Anthropic, Prime Minister & AM Charlton
[SEC=OFFICIAL]

Location: PM's office

Start: Wed 1/04/2026 9:30 AM
End: Wed 1/04/2026 9:50 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres

Categories: Stakeholder meetings

Brief from dept pls:

Attendees	Dario Amodei CEO of Anthropic
Contact	N/A
Discussion points	No
MO Comments	PM is meeting with Dario Amodei – CEO of Anthropic – on Wednesday 01 April, 9:30AM-9:50AM here in the PMO. We were hoping that both of your Ministers could join the meeting as he wishes to discuss his views on the technology, safety, and the risks and opportunities ahead, including areas of potential cooperation with the Government.

s 22 **awareness only:** s 22 (cc:d) is relevant adviser within PMO and appropriate point of contact for policy-related q's

Kind regards,

s 22 | **Executive Officer to the Minister****Office of Senator the Hon Tim Ayres***Minister for Industry and Innovation**Minister for Science**Senator for NSW*

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@industry.gov.au

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s 22

Subject: 9:15AM | Ministerial Address at Cooperative Research Australia's 2025 Collaborate Innovate Conference [SEC=OFFICIAL]

Location: University of Melbourne, Building 290: Melbourne Connect (700 Swanston St, Melbourne Victoria 3053)

Start: Tue 20/05/2025 9:15 AM

End: Tue 20/05/2025 9:30 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres

Required Attendees: s 22

Optional Attendees: DLO Ayres; Hunt, Sarah; s 22

Categories: Speeches and events

15 minute speech

Theme "*Bold Ideas, Brave Ventures: Collaborate to Compete in a Changing Environment*," the conference will explore how innovative collaborations drive Australia's competitive edge. This year will have a very strong focus, in line with the Strategic Examination of R&D, on unlocking BERD, and will have two steams – one focused on research-led innovation (the companies that research built), and on business-led innovation.

s 22

Subject: 6:10AM | Live cross for AFR AI summit (remarks and Q&A) [SEC=OFFICIAL]
Location: Details attached

Start: Tue 3/06/2025 8:10 AM
End: Tue 3/06/2025 8:25 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: s 22
Optional Attendees: s 22

Categories: Speeches and events

<https://encoreglobal.zoom.us/j/94775965836?pwd=PjzqMf14TKjm4P3jOfQRkVtJ435Nr0.1>

Meeting ID:
947 7596 5836

Passcode:
AFRLive

We kindly ask that you join the link around 7:50 am AEDT (which is 20 minutes ahead the session start time). This is just to ensure that we have enough time to address any technical issues if they arise. Please let me if you require a calendar link with the Zoom link included.

All event attendees and participants, including in-person and virtual delegates, must agree to abide by the The Australian Financial Review Event Terms & Conditions which can be viewed [here](#).

s 47F - Event Manager
s 22

s 22

Subject: 7:30AM | Meeting with James Manyika - Google SVP [SEC=OFFICIAL]
Location: Four Seasons Hotel Sydney (199 George Street, Sydney New South Wales 2000, Australia)
Start: Thu 5/06/2025 7:30 AM
End: Thu 5/06/2025 8:00 AM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Minister Ayres
Required Attendees: DLO Ayres; s 22
Categories: External/stakeholder meetings

s 22

Subject: 8:45AM | Speech at Disability Tech Summit (LH, BS) [SEC=OFFICIAL]
Location: Sydney Town Hall

Start: Tue 11/11/2025 8:45 AM
End: Tue 11/11/2025 9:40 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: Minister Ayres - comms; Minister Ayres Media; DLO Ayres
Optional Attendees: s 22

Categories: Speeches and events

7/11 - Event details:

- Location: Sydney Town Hall - **enter via the Lower Town Hall Accessible Entrance on Druiitt Street.**
- Time: **The Minister to attend startup alley between 8.30-8.45am and meet some startups.** The Welcome to Country is commencing at 9.00am, followed by some opening remarks from the emcees and then the **Minister is set to speak at 9.20am.**
- Mic: We will have both a headset mic and hand held for the Minister to choose from.
- Attached is a Presenter Guide that includes a mockup of the stage and floor plan of the venue.
- Catering: Barista coffee and light breakfast options will be available on arrival.

Contact:

- Contact on the day: **Rob White** - Cerebral Palsy Alliance CEO and **Andrew Buchanan** - Cerebral Palsy Alliance Chair of the Board **will meet you at Registration at 8.30am.**
- **Kate Jenkins** – s 22 please text Kate if there are any issues.

16/10 – Attached brief from Tech Summit

<https://www.remarkable.org/disability-tech-summit-2025>

Eden is requesting further info such as speech length, speech notes etc

s 22

Subject: 5PM | Joint Ministers meeting with Google Global Infrastructure, Vice President Bikash Koley (FZ & MQ) [SEC=OFFICIAL]
Location: Reps Committee Room 1R6
Start: Tue 25/11/2025 5:00 PM
End: Tue 25/11/2025 5:30 PM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Minister Ayres
Required Attendees: DLO Ayres; s 22 Quinn, Meghan
Categories: Ministers/senators/parliament

General meeting brief please noting this meeting will be with Treasurer, Gallagher and AM Charlton

Kind regards,

s 22

/ **Executive Officer to the Minister**

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

s 22

s 22

[@industry.gov.au](mailto:industry.gov.au)

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s 22

Subject: 6:30PM | Business Council of Australia 2025 Annual Dinner (RC) [SEC=OFFICIAL]
Location: Four Seasons Hotel, 199 George Street, The Rocks, Sydney NSW 2000 (drop off George Street)

Start: Mon 8/09/2025 6:30 PM
End: Mon 8/09/2025 9:30 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres; s 22

Categories: Speeches and events

@DLO Ayres please note the changes to attendees for bio's

Table companions

Please let me know if there are any issues or sensitivities with any of the below guests being on the Minister's table. We may have one additional CEO TBC, I will keep you posted.

s 22			
Tim Ayres	Minister for Industry and Innovation, Minister for Science		
s 22			
s 22			
s 22			
s 22			
Will Easton	Managing Director		Meta
s 22			

Basic Event Details

Monday 8 September | Business Council of Australia 2025 Annual Dinner

Guest speaker: The Hon Anthony Albanese MP, Prime Minister of Australia

6.30pm for 7.00pm - until approximately 9.30pm

Grand Ballroom, Lobby Level, Four Seasons Hotel, 199 George Street, The Rocks, Sydney NSW 2000

Dress code: Business attire

Order of proceedings (and attached)

6.30pm Guest arrival and registration

7.00pm Guests seated

7.07pm Welcome to Country

7.12pm BCA Chief Executive Bran Black remarks

7.20pm Entrée service

7.54pm BCA President Geoff Culbert remarks

8.04pm The Hon Anthony Albanese MP, Prime Minister of Australia address
8.25pm Main course service
9.00pm Vote of thanks
9.10pm Dessert service
9.30pm Official end of proceedings
10.00pm Event concludes

Kind regards,

s 22 / **Executive Officer and Diary Manager**

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

s 22

s 22

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s 22

Subject: 10:45AM | Microsoft ANZ President, Jane Livesey (FZ, MS) [SEC=OFFICIAL]
Location: CPO

Start: Thu 16/04/2026 10:45 AM
End: Thu 16/04/2026 11:05 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres; s 22

Categories: Stakeholder meetings

Attendees	Updated attendees 14/04: Jane Livesey Ryan Black Liz Fitch & John Galligan Jane Livesey
Contact	
Discussion points	No
MO Comments	“opportunity for Jane to introduce herself to the Minister as she embarks on her new role leading Microsoft in Australia, and to discuss the Minister's priorities for the sector, particularly regarding AI. We would also welcome the opportunity to discuss Microsoft's new framework agreement with the ACTU (Microsoft and ACTU sign landmark agreement to put workers' voices and skilling at the heart of Australia's AI transformation - Source Asia). “

s 22

Subject: 8:30AM | Microsoft CEO's & PM [SEC=OFFICIAL]
Location: Kirribilli - 109 Kirribilli Ave, Kirribilli NSW 2061

Start: Thu 23/04/2026 8:30 AM
End: Thu 23/04/2026 9:00 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: DLO Ayres

Categories: Stakeholder meetings

Satya Nadella (CEO Microsoft), Caitlin McCabe (CoS to CEO), Jane Livesey (Microsoft's ANZ Managing Director)
PM and AM Charlton

Meeting brief can recycle brief that did for Jane Livesey

Kind regards,

s 22

/ **Executive Officer to the Minister**

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

s 22

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s 22

Subject: 1:15PM I Treasury AI Roundtable (FZ) [SEC=OFFICIAL]
Location: Parliament House, 1R1

Start: Wed 6/08/2025 1:15 PM
End: Wed 6/08/2025 3:30 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres
Required Attendees: s 22

Categories: Stakeholder meetings

s 22

Subject: 12:30PM | Remarks at AI Roundtable hosted by Senator Sheldon (GS & MS)
[SEC=OFFICIAL]

Location: Committee Room 2S3

Start: Tue 28/10/2025 12:30 PM

End: Tue 28/10/2025 12:40 PM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres

Required Attendees: s 22 ; Minister Ayres Media; Minister Ayres - comms; s 22

Optional Attendees: s 22

Categories: Speeches and events

5 minutes remark at AI roundtable

s 22

Subject: 8AM | Meet with Tech Council Australia Chair & CEO, Scott Farquhar and Damian Kassabgi (MS & HFL) [SEC=OFFICIAL]
Location: Sydney Town Hall (Marconi B Room) – 483 George Street, Sydney
Start: Tue 16/09/2025 8:00 AM
End: Tue 16/09/2025 8:45 AM
Recurrence: (none)
Meeting Status: Meeting organizer
Organizer: Minister Ayres
Required Attendees: s 22 ; DLO Ayres

Can combine with the event brief for 9:15am speech

Kind regards,

s 22 / **Executive Officer and Diary Manager**

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

s 22

s 22

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Subject: 9:30AM | Minister Charlton + Minister Ayres | TCA - Scott (Chair) + Damian (CEO)
[SEC=OFFICIAL]

Location: Meeting Room 2, Level 21, Commonwealth Parliament Office, 1 Bligh St, Sydney
NSW 2000

Start: Thu 5/06/2025 9:30 AM

End: Thu 5/06/2025 10:30 AM

Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Minister Ayres

Required Attendees: 'scott@atlassian.com'; damian@techcouncil.com.au;
andrew.charlton.mp@aph.gov.au

Optional Attendees: s 22 DLO Ayres

Categories: External/stakeholder meetings

Kind regards,

s 22

/ Executive Officer and Diary Manager

Office of Senator the Hon Tim Ayres

Minister for Industry and Innovation

Minister for Science

Senator for NSW

s 22

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@industry.gov.au

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