

## Hon Melissa Lee Diary Summary

1 - 31 January 2024

**Disclaimer:** This table shows scheduled meetings held by the Minister relating to ministerial business, which have been recorded in the Minister's diary. It does not include meetings that relate to the Minister's personal, party political, or parliamentary/constituency roles (such as time spent in the House of Representatives or at one of its select committees, as these are already matters of public record). Travel logistics are not included. It may include meetings which were in the diary but did not eventuate or were placeholders, and may not include unscheduled meetings. Where the portfolio to which a meeting relates is indicated, please note that it is possible material in another portfolio area could also have been covered during the meeting. Please also note attendees to a meeting change frequently so this table may not contain an accurate record of all attendees. Matters that may not be included in this proactive release include information that might breach the privacy of a person, relate to decisions still under active consideration by the Minister, or matters of national security, consistent with the grounds under which matters might be withheld from release under the Official Information Act 1982

Date	Schedule Time	Meeting	Location	With	Portfolio
10/01/2024	10:00 AM - 10:45 AM	Ministerial meeting	Auckland, Online	MBIE Economic Development Officials	Economic Development
13/01/2024	11.00 AM- 1.00PM	Attend	Auckland	ASB Tennis Classic	Economic Development/All
14/01/2024	11:30 AM - 12:45 PM	Speech	Tauranga	Gurdwara Sikh Sangat Tauranga and NZ Sikh Community Tauranga Trust	Ethnic Communities
14/01/2024	5:00 PM - 6:30 PM	Speech	Auckland	Auckland Malayali Samajam Christmas and New Year celebrations	Ethnic Communities
17/01/2024	7:15 AM - 8:15 AM	Announcement	Auckland	New Zealand Rugby hosting the first ever British & Irish Lions women's tour in 2027	Economic Development
17/01/2024	12:15 PM - 1:00 PM	Ministerial meeting	Christchurch	Enable Networks Chief Executive	Media and Communications
17/01/2024	2:15 PM - 3:00 PM	Ministerial meeting	Christchurch	Fabrum Solutions	Economic Development/NZTE
17/01/2024	3:15 PM - 4:00 PM	Ministerial meeting	Christchurch	Ministry of Awesome CEO	Economic Development
17/01/2024	4:30 PM - 5:15 PM	Ministerial meeting	Christchurch	The Press Christchurch	Media and Communications
21/01/2024	10:45 AM - 2:00 PM	Attend	Auckland	Santo Nino Fiesta and Sinulog Celebrations	Ethnic Communities
21/01/2024	3:00 PM - 4:00 PM	Speech	Auckland	Official opening of Shri Ram Mandir in Ayodhya	Ethnic Communities
23/01/2024	9:00 AM - 9:45 AM	Ministerial meeting	Parliament Buildings	Culture and Heritage Officials	Media and Communications
23/01/2024	10:30 AM - 11:15 AM	Ministerial meeting	Parliament Buildings	MBIE Communications Officials	Media and Communications
23/01/2024	12:00 PM - 2:00 PM	Cabinet meeting	Parliament Buildings	Cabinet Ministers	All
23/01/2024	2:15 PM - 3:00 PM	Ministerial meeting	Parliament Buildings	MBIE Economic Development Officials	Economic Development
23/01/2024	3:30 PM - 4:15 PM	Ministerial meeting	Parliament Buildings	Ethnic Communities Officials	Ethnic Communities
23/01/2024	4:30 PM - 5:00 PM	Ministerial meeting	Parliament Buildings	ACC Officials	Associate ACC
28/01/2024	3:00 PM - 5:00 PM	Attend	Parliament Buildings	UN International Holocaust Remembrance Day	Ethnic Communities
29/01/2024	9:00 AM - 9:45 AM	Ministerial meeting	Parliament Buildings	Culture and Heritage Officials	Media and Communications
29/01/2024	11:30 AM - 12:00 PM	Speech	Parliament	Video recording for Lunar/Chinese New Year	Ethnic Communities
29/01/2024	2:15 PM - 3:00 PM	Ministerial meeting	Parliament Buildings	MBIE Economic Development Officials	Economic Development
29/01/2024	3:30 PM - 4:15 PM	Ministerial meeting	Parliament Buildings	Ethnic Communities Officials	Ethnic Communities
30/01/2024	8:30 AM - 9:00 AM	Ministerial meeting	Parliament Buildings	Minister for Social Development & Employment , Economic Development Officials	Economic Development
30/01/2024	10:00 AM - 12:00 PM	Cabinet meeting	Parliament Buildings	Cabinet Ministers	All
30/01/2024	4:00 PM - 4:30 PM	Ministerial meeting	Parliament Buildings	Minister for Trade, NZ Trade & Enterprise Officials	Economic Development/NZTE
30/01/2024	6:00 PM - 7:30 PM	Attend	Wellington	US Embassy Reception	All
31/01/2024	10:00 AM - 10:45 AM	Ministerial meeting	Parliament Buildings	2Degrees CEO and Chief Corporate Affairs Officer	Media and Communications
31/01/2024	11:00 AM - 11:45 AM	Ministerial meeting	Parliament Buildings	Minister for Culture & Heritage and Officials	Media and Communications
31/01/2024	12:00 PM - 12:30 PM	Ministerial meeting	Parliament Buildings	Parliamentary Under Secretary to the Minister for Media & Communications and Officials	Media and Communications