



Hon Natalie Suleyman MP

Minister for Veterans
Minister for Youth
Minister for Small Business and Employment

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Ref: BMIN-2-25-43484

Ms Lynda McAlary-Smith
Small Business Commissioner
Victorian Small Business Commission

Dear Ms McAlary-Smith

I am pleased to provide you with my expectations for the Victorian Small Business Commission (VSBC) to guide your business planning processes.

Legislative Framework

As Minister for Small Business and Employment, I am responsible for administering the *Small Business Commission Act 2017* and associated small business legislation shaping Victoria's policy and regulatory settings in relation to the interests of all small businesses in Victoria.

Emerging risks and priorities

Based on consultation with the VSBC about the Government's priorities and emerging risks, my expectations for the VSBC are set out below.

As Victoria's small business commission supporting and enhancing a competitive and fair operating environment for small businesses in Victoria, I expect the VSBC to discharge its legislative and regulatory duties as set out in the legislation it administers.

When setting these expectations, consideration is given to the funding capacity and capabilities of the VSBC, and my expectations are tailored accordingly.

Having regard to this current context, my expectation is that the VSBC prioritises:

- supporting Victoria's 718,000 small businesses by providing low-cost dispute resolution services.
- working closely with the Victorian Civil and Administrative Tribunal, Agriculture Victoria, Industrial Relations Victoria and Better Regulation Victoria to minimise delays in accessing justice in a timely way.
- upholding a commitment to transparent and effective communication with its customers and external stakeholders.

- working closely with Small Business Victoria to report on the Fair Payment Policy, promoting and reinforcing good practice across government.
- providing insights and expertise to myself and the Department of Jobs, Skills, Industry and Regions (DJSIR) on trends impacting small businesses.
- advocacy and engagement with key stakeholders, including local governments and industry through initiatives like the Small Business Friendly Council Charter.
- providing relevant information to small businesses and stakeholders on how to avoid business related disputes.

I expect the VSBC to incorporate these expectations into business planning including milestones where appropriate for when the VSBC will meet these expectations, and to report on progress against these in the VSBC's Annual Report.

I further expect that the VSBC, in conjunction with DJSIR, undertake a review of the expectations outlined in this letter as part of annual reporting obligations, and to advise me of any recommended updates.

I look forward to seeing the VSBC's work in supporting and enhancing a competitive and fair operating environment for the benefit of Victorian small businesses and the overall Victorian community.

Yours sincerely



The Hon. Natalie Suleyman MP
Minister for Small Business and Employment

Date: 28/5/2025