



**ACT**  
Government

Transport Canberra and  
City Services

## FREEDOM OF INFORMATION COVERSHEET

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI reference: TCCSFOI 2018-038

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Schedule and documents	n/a
4. Additional information identified	No
5. Fees	n/a
6. Processing time (in working days)	20 days
7. Decision made by Ombudsman	n/a
8. Additional information identified by Ombudsman	n/a
9. Decision made by ACAT	n/a
10. Additional information identified by ACAT	n/a

**From:** [REDACTED]  
**To:** TCCS\_FreedomOfInformation  
**Subject:** RE: FOI Request - Gungahlin Community Council presentations April and May 2018  
**Date:** Thursday, 26 April 2018 12:25:51 PM

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Good Afternoon

This morning our office sent the below request for documents in relation to Gungahlin Community Council meetings during April and May. My apologies, it should be the March and April meetings. For clarity, the request should read:

I write to request under the *Freedom of Information Act 2016* documents and briefing notes prepared in relation to the presentations given at the Gungahlin Community Council meetings during March and April 2018, and documents associated with the content or creation of the presentation and briefing notes.

Apologies again for any confusion this caused.

Kind regards,

[REDACTED]

[REDACTED]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Thursday, 26 April 2018 11:41 AM  
**To:** TCCS\_FreedomOfInformation <TCCS.FOI@act.gov.au>  
**Subject:** FOI Request - Gungahlin Community Council presentations April and May 2018

Good Morning

I write to request under the Freedom of Information Act 2016 documents and briefing notes prepared in relation to the presentations given at the Gungahlin Community Council meetings during April and May 2018, and documents associated with the content or creation of the presentation and briefing notes.

Should you require any further information or clarification about my request, please contact my office on [REDACTED]

Kind regards,

[REDACTED]

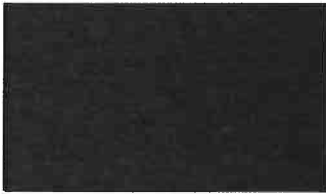
[REDACTED]

[REDACTED]



**ACT**  
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Dear 

### **Freedom of Information request – 18-038**

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Transport Canberra and City Services (TCCS) on 26 April 2018, in which you sought access to:

- any documents and briefing notes prepared in relation to the presentations given at the Gungahlin Community Council during March and April 2018, and
- documents associated with the content or creation of the presentation and briefing notes.

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act.

TCCS is required to provide a decision on your access application by 24 May 2018.

### **Decision on access**

I can confirm that TCCS did not provide a presentation at the March and April meetings and therefore a search of TCCS records has failed to identify any documentation in relation to your request. The search was conducted using the information you provided.

I am satisfied that appropriate searches were completed and that no documents relevant to your request are held by TCCS.

### **Charges**

Processing charges are not applicable for this request because no documents are being released to you.

### **Online publishing – disclosure log**

Under section 28 of the Act, TCCS maintains an online record of access applications called a disclosure log. Your original access application and my decision in response to your access application will be published in the TCCS disclosure log from 3 days after the date of this decision. Your personal contact details will not be published.

You may view TCCS' disclosure log at [www.tccs.act.gov.au/about-us/freedom\\_of\\_information](http://www.tccs.act.gov.au/about-us/freedom_of_information).

**Ombudsman review**

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in TCCS' disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman  
GPO Box 442  
CANBERRA ACT 2601

Via email: Via email at: [actfoi@ombudsman.gov.au](mailto:actfoi@ombudsman.gov.au)

**ACT Civil and Administrative Tribunal (ACAT) review**

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision.

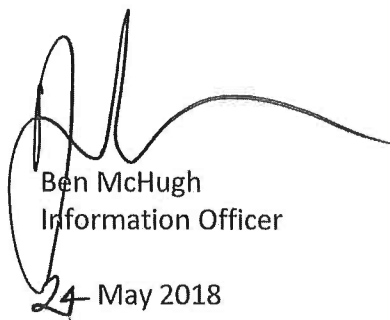
Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal  
Level 4, 1 Moore Street  
GPO Box 370  
Canberra City ACT 2601  
Telephone: (02) 6207 1740

[www.acat.act.gov.au](http://www.acat.act.gov.au)

If you have any queries concerning the directorate's processing of your request, or would like further information, please contact the directorate's FOI Coordinator on telephone 6205 5408 or email [tccs.foi@act.gov.au](mailto:tccs.foi@act.gov.au).

Yours sincerely



Ben McHugh  
Information Officer  
24 May 2018