



FREEDOM OF INFORMATION COVERSHEET

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

FOI reference: 24-079

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Schedule	Published
4. Documents	Published
5. Additional information identified	Not applicable
6. Fees	Not applicable
7. Processing time (in working days)	26 days
8. Decision made by Ombudsman	Not applicable
9. Additional information identified by Ombudsman	Not applicable
10. Decision made by ACAT	Not applicable
11. Additional information identified by ACAT	Not applicable

From: [TCCS_FreedomOfInformation](#)
To: [CMTEDD FOI](#)
Subject: RE: CMTEDDFOI 2024-177 Freedom of Information - Transfer request
Date: Wednesday, 22 May 2024 10:56:00 AM

Good morning Sue,

Thank you for providing us with a copy of the below application and details of conversation with the applicant.

TCCS accepts full transfer of the application.

Kind regards,

Sam

Samantha Irons | A/g Director

Phone: 02 6207 9242 | Email: TCCS.FOI@act.gov.au

Information Access | Procurement, Legal and Information Access | Transport Canberra and City Services Directorate | ACT Government

480 Northbourne Avenue, Dickson 2602 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

From: CMTEDD FOI <CMTEDDFOI@act.gov.au>
Sent: Wednesday, May 22, 2024 9:51 AM
To: TCCS_FreedomOfInformation <TCCS.FOI@act.gov.au>
Subject: FW: CMTEDDFOI 2024-177 Freedom of Information - Transfer request

OFFICIAL

Good morning team

Could you please advise if TCCS accepts full transfer of the below request.

I called the applicant to clarify the scope (basically ask what a TTM is) and he said it is a Temporary Traffic Management plan and that the work order is TCCS. I advised it will possibly be transferred to TCCS.

Thanks

Sue

Freedom of Information Coordinator | Information Access Team

Phone: 02 6207 7754 | Email: CMTEDDFOI@act.gov.au

Corporate | Chief Minister, Treasury and Economic Development Directorate | ACT Government

Level 5, 220 London Circuit, Canberra ACT 2601 | GPO Box 158 Canberra ACT 2601 | act.gov.au

Freedom of Information Request - Reference 24-079

I refer to your application for access to government information received by Transport Canberra and City Services (TCCS) on 22 May 2024. It is my understanding that you are seeking access to the following government information under the *Freedom of Information Act 2016* (FOI Act):

“All documents relating to TTM 22098 and work order WO71672. All documents pertaining to policies regarding the covering of hazards caused by TTMs.”

Timeframes

In accordance with section 40 of the FOI Act, a decision is due to you on 5 July 2024.

Authority

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

Decision on access

In accordance with the FOI Act, a search of TCCS records has been completed and five relevant records have been identified. Upon reviewing the information within these records and applying the public interest test under section 17 of the FOI Act, I have found it to be, on balance, in the public interest to:

- provide partial access to 4 records; and
- provide full access to 1 record.

The reasons for my decision are detailed below in the statement of reasons.

A schedule of relevant records is at [Attachment A](#). A copy of records being released to you are enclosed at [Attachment B](#) with deletions applied to information I have found contrary to the public interest to disclose.

Statement of Reasons

In reaching my access decisions, I have taken the following into account:

- the FOI Act.
- the content of the documents that fall within the scope of your request.
- the *Human Rights Act 2004*.

The FOI Act has a pro disclosure bias, which requires information to be disclosed unless doing so would be contrary to the public interest. As an Information Officer, I must decide where, on balance, public interest lies in the disclosure of government information. Section 17(1) of the Act sets out the steps for completing the public interest test. As part of this process, I must identify all relevant factors in schedule 1 of the FOI Act. If no factor in schedule 1 is found relevant, or does not apply to the information entirely, I must then consider the factors listed in schedule 2 of the FOI Act and determine, on balance, where the public interest lies.

Schedule 1:

- No relevant factors identified

Schedule 2:

Factors favouring disclosure (Schedule 2.1)

- Schedule 2.1(a)(i) - promote open discussion of public affairs and enhance the government's accountability.
- Schedule 2.2(a)(viii) - reveal the reason for a government decision and any background or contextual information that informed the decision.

Factors favouring non-disclosure (Schedule 2.2)

- Schedule 2.2(a)(ii) - prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2016.

In reviewing the information within the records falling in scope of your application, I recognise that the information relates to maintenance of a public asset by TCCS, and asset maintenance is generally a matter of public interest. I consider that disclosure of information may reveal the reason for a government decision and any background or contextual information that informed a decision. I also acknowledge that the FOI Act has a pro-disclosure bias.

In the review of factors favouring non-disclosure in schedule 2.2, I have identified that some records contain personal information relating to a third parties. I consider that this information is not readily available to the public and has come into the possession of TCCS with the expectation that it be handled in accordance with the Territory Privacy Principles and the *Information Privacy Act 2014*. I consider that the disclosure of this information is likely to prejudice the protection of an individual's right to privacy under the *Human Rights Act 2004*. I have allocated significant weight to this factor, and I find the disclosure of personal information to be, on balance, contrary to the public interest.

I have found that the factors favouring disclosure can be satisfied by the partial release of relevant records, with deletions applied to information which is contrary to the public interest.

Charges

In accordance with [Freedom of Information \(Fees\) Determination 2018](#), a fee of \$0.35 per page of information disclosed, except for the first 50 pages, may be applied to an access application. No fees are applicable as the total number of pages is within the fee free threshold.

Online publishing

Under section 28 of the FOI Act, TCCS maintains an online record of access applications called a disclosure log. In accordance with section 28, your application, my decision, and the information disclosed at [Attachments B and C](#) will be published within 3 – 10 business days. Your personal information will be removed prior to publication. You may view the TCCS' disclosure log [here](#).

Ombudsman review

My decision on your access application is a reviewable decision as identified in Schedule 3 of the FOI Act. You have the right to seek an Ombudsman review of this outcome under section 73 of the FOI 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: actfoi@ombudsman.gov.au

ACT Civil and Administrative Tribunal (ACAT) review

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

Further information may be obtained from ACAT at:

ACT Civil and Administrative Tribunal
GPO Box 370
CANBERRA CITY ACT 2601
Telephone: (02) 6207 1740
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 TCCS FOI team on (02) 6207 2987 or email to tccs.foi@act.gov.au.

Yours sincerely



Lisa Johnson
Information Officer
1 July 2024

ATTACHMENT A - ACCESS APPLICATION SCHEDULE, FREEDOM OF INFORMATION

Reference Number: 24-079

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. The Open Access release status column of the table below indicates what documents are intended for release online through open access.

Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: https://www.cityservices.act.gov.au/about-us/freedom_of_information/disclosure-log

Factors favouring non-disclosure:

Schedule 2.2(a)(ii) - prejudice the protection of an individual's right to privacy or any other right under the *Human Rights Act 2016*.

Reference number	Page number	Description	Date	Status	Reason for non-release or deferral	Open Access release status
1	1	TTM 22098 - Woden Bus Depot - TTM 1 - AUTHORISED	11 August 2022	Partial access	Schedule 2.2(a)(ii)	Decision to be published on the TCCS Disclosure Log .
2	2	12209	11 August 2022	Partial access	Schedule 2.2(a)(ii)	
3	5	12209-attachTTMP-345c4def2eb54b6fa7dd0bb5d06183c4	11 August 2022	Partial access	Schedule 2.2(a)(ii)	
4	7	WO71672	22 July 2023	Partial access	Schedule 2.2(a)(ii)	
5	8	WO71672 photos	September 2023	Full access	Not applicable	

Total number of documents: 5

From: [TCCS_RA_TTM](#)
To: [REDACTED]@rdgossip.com.au"
Subject: TTM 22098 Richard Crookes - Woden Bus Depot - TTM 1 - AUTHORISED
Date: Thursday, 11 August 2022 2:41:00 PM
Attachments: [12209 Richard Crookes \(A36892520\).pdf](#)
[12209-attachTTMP-345c4def2eb54b6fa7dd0bb5d06183c4.pdf](#)

OFFICIAL

Dear [REDACTED]

We are pleased to inform that your Temporary Traffic Management (TTM) plans application is authorised. Authorisation of TTM plans document is attached above for your reference.

Please refer to any additional remarks listed below:

N/A

TTM registered number: 12209

Project title: TTM 22098 Richard Crookes - Woden Bus Depot - TTM 1

Reviewed by: Simone.Taurasi_ACTGOV

Regards,
Roads ACT



Authorisation of Temporary Traffic Management (TTM) Plans

Richard Crookes

is authorised pursuant to Part 5 of Road Transport (Safety and Traffic Management) Act 1999 to install or display (or to interfere with, change or remove) the prescribed traffic control devices shown on the authorised TTM plans for the period of authorisation and for the daily authorised times for each TTM plan and in accordance with the attached conditions of authorisation.

A copy of this authorisation together with the plans authorised, the conditions of authorisation and the risk assessment must be available at the work site during working hours.

Period of authorisation

From		To	
Date: 15/08/2022	Time: 07:00 AM	Date: 31/08/2023	Time: 05:00 PM

Authorised prescribed traffic control devices and daily authorised times

Authorised Plan	Devices authorised	Day/s	Times authorised
TTM 22098 Sheet 1-2 Inclusive for the duration of the authorisation period	All prescribed traffic control devices excluding T2-25 W8-3	Mon, Tue, Wed, Thu, Fri, Sat, Sun	07:00 AM - 05:00 PM 15/08/2022 - 31/08/2023
TTM 22098 Sheet 1-2 Daily	T2-25 W8-3	Mon, Tue, Wed, Thu, Fri, Sat, Sun	07:00 AM - 05:00 PM 15/08/2022 - 31/08/2023

Additional details on proposed daily working hours

TTM 1 DURING WORKING HOURS: 7:00AM to 5:00PM

Conditions of Authorisation:

The ACT Government reserves the right to revoke this TTM application should there be any incidence of non-compliance to the conditions of authorisation listed.

The principal contractor shall submit specific traffic management plans (TMP) and traffic guidance schemes (TGS) for each additional stage of works associated with this project.

Construction vehicles shall not be permitted to enter and exit in a reverse direction under any circumstances without appropriate and authorised control measures being in place.

Competent, trained, and experienced traffic management personnel shall undertake all aspects of the traffic management planning, design, implementation, and operation.

Signs and devices shall be installed by a competent person who has the necessary training, skills and experience as defined in Austroads Guide to Temporary Traffic Management Part 8.

Site inspections and record keeping shall be undertaken and documented in accordance with the requirements of the Austroads Guide to Temporary Traffic Management Part 2: Traffic Management Planning.

A Use of Public Land Application for Construction Activities will be required from TCCSD, City Services, Licensing and Compliance unit prior to any works commencing.

This work approval is granted for the following work activities only:

- **Installation, modification, and removal of traffic control devices in accord with an authorised temporary traffic management plan.**
- **Excavation and construction on public unleased land**

Note: All other land use requirements, such as material storage, site compounds and parking bay use, that require the use of public unleased land are likely to attract additional land use permits and associated fees. For further information please contact the Public Land Use Unit on 6205 8794 for further information.

The contractor shall ensure that all temporary signs and devices are removed at the completion of the authorisation period

Where pedestrians including people with disabilities or visual impairment have to move through, past or around a work site or to cross the road within a work site they shall be provided with and directed to suitably constructed and protected temporary footpaths and crossing points or formal pedestrian crossings or refuges if warranted.

The contractor shall provide advice to Pedal Power ACT regarding any works on or adjacent to any shared use path / on road cycle facility for the information and awareness of their members.

The principal contractor shall ensure that all directly affected businesses / residents and Government Agencies have been advised in writing prior to these works commencing This letter shall include the following information.

- **Project details.**
- **Proposed commencement / completion dates**
- **Proposed site hours of operation.**
- **Principal contractors' details including contact numbers to answer any enquiries in relation to these works.**

Access to commercial and residential properties including any driveways shall be always maintained unless agreed to otherwise with the property owners prior to works commencing.

Temporary fencing footing blocks shall be installed a minimum of 500 mm clear of any footpath for the safety of pedestrians and cyclists.

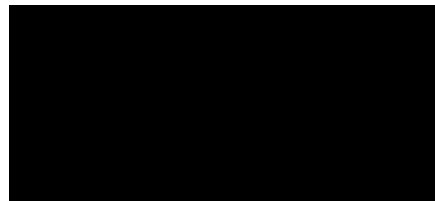
Construction parking is not permitted on any of the following areas,

- **Footpaths**
- **Verges / Nature Strips**
- **Driveways**
- **Public Open Spaces**

Delegate:

Pos. No. 23592

Signature:



Date: 11/08/2022

(Delegate of the road transport authority)

THE AUTHORISATIONS

TTM plan authorisation	Authorised
Public unleased land Act work approval	Approved
Approval to use a road closure and Temporary public road closure	No

Area of Works

ATHLLON DRIVE - Northbound and Southbound: from PARRAMATTA STREET to SHEA STREET.

Additional streets and suburbs or blocks and sections where works are approved

BELLONA CIRCUIT: from TOWNSHEND STREET to PARRAMATTA STREET

Applicant details

Organisation: RD Gossip P/L
Contact: [REDACTED]
email: [REDACTED]
Contact number: [REDACTED]






Contractor details

Organisation: Richard Crookes
Contact: [REDACTED]
email: [REDACTED]
Contact number: [REDACTED]

NOTES

- 1/ ALL TEMPORARY TRAFFIC MANAGEMENT DEVICES ARE TO BE IN ACCORDANCE WITH AS 1742.3-2019, AUSTRROADS - GUIDES TO TEMPORARY TRAFFIC MANAGEMENT: PART 1-10 AND MUNICIPAL INFRASTRUCTURE TECHNICAL SPECIFICATIONS 01-TRAFFIC MANAGEMENT.
- 2/ ALL WORKERS SHALL WEAR HIGH VISIBILITY EXTERNAL CLOTHING IN ACCORDANCE WITH AS 1742.3-2019.
- 3/ ALL SIGNS AND DEVICES SHALL BE ERECTED WITHIN THE LINE OF SIGHT OF THE ROAD USER. THEY SHALL NOT BE OBTURED BY VEGETATION OR PARKED VEHICLES AND SHALL BE POSITIONED WHERE THEY DO NOT BECOME A HAZARD TO PEDESTRIANS OR VEHICLES.
- 4/ THE TRAFFIC MANAGEMENT PLAN REPORT (TMP) SHALL BE READ IN CONJUNCTION WITH THE DETAILED TEMPORARY TRAFFIC MANAGEMENT (TTM) PLANS.
- 5/ ALL T2-25 (TRUCK) AND W8-3 (ON SIDE ROAD) SIGNS SHALL BE COVERED WHEN WORKERS ARE NOT ON SITE OR OUT OF WORKING HOURS.
- 6/ PARAWEB OR APPROVED EQUAL CONTAINMENT FENCES SHALL BE ERECTED AROUND THE PERIMETER OF ALL EXCAVATIONS AND STOCKPILES AT ALL TIMES.
- 7/ SIGNS ARE TO BE INSTALLED IN PERMANENT MANNER FOR WORKS LONGER THAN 2 WEEKS (REFER SECTION 3.2.5 OF THE RMS TCWS).

LEGEND

-  ERECT SIGN
-  INSTALL CONSTRUCTION FENCE
-  CONSTRUCTION VEHICLE ACCESS / EGRESS
-  CONSTRUCTION AREA
-  STAFF PARKING AREA / FUTURE CARPARK RECONSTRUCTION



REFER TO DRG. TTM 22098 SHEET 2 FOR CONTINUATION

TTM 1
DURING WORKING HOURS
7:00 AM TO 5:00 PM

DRAWING STATUS	FINAL
LAST REVISION BY	
REVISION DATE	08/08/22
DATE PLOTTED	08/08/22
SCALE@A1	FILE No
N.T.S.	
DOCUMENT No.	TTM 22098
SHEET No	1
REVISION	0

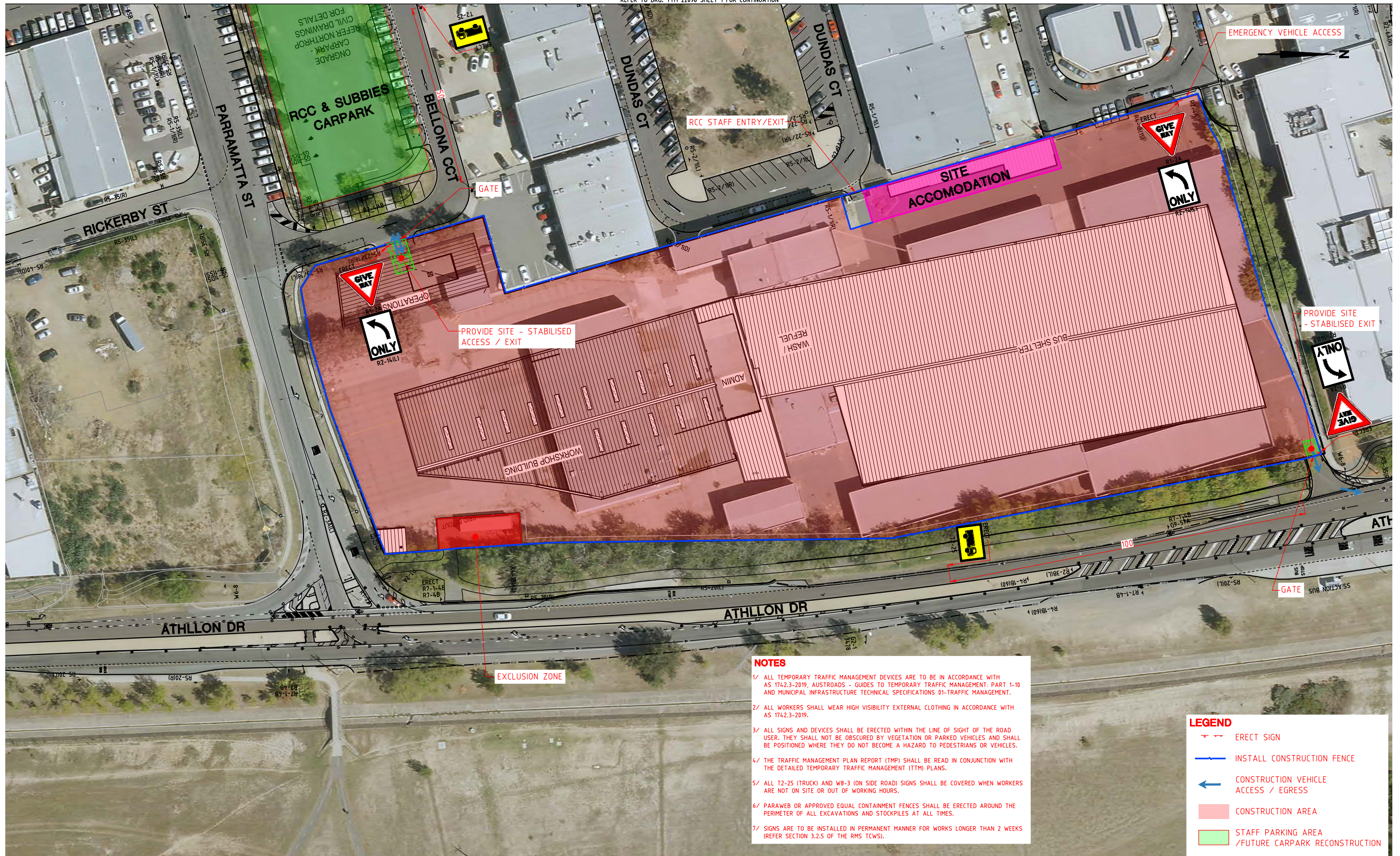


Checked & Approved by
Date: 08/08/22

CLIENT:
RICHARD CROOKES CONSTRUCTIONS

PARRAMATTA STREET - PHILLIP WODEN BUS DEPOT - SEWER WORKS
Temporary Traffic Management

REFER TO DRG. TTM 22098 SHEET 1 FOR CONTINUATION



- NOTES**
- 1/ ALL TEMPORARY TRAFFIC MANAGEMENT DEVICES ARE TO BE IN ACCORDANCE WITH AS 1742.3-2019, AUSTRROADS - GUIDES TO TEMPORARY TRAFFIC MANAGEMENT: PART 1-10 AND MUNICIPAL INFRASTRUCTURE TECHNICAL SPECIFICATIONS 01-TRAFFIC MANAGEMENT.
 - 2/ ALL WORKERS SHALL WEAR HIGH VISIBILITY EXTERNAL CLOTHING IN ACCORDANCE WITH AS 1742.3-2019.
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 - 7/ SIGNS ARE TO BE INSTALLED IN PERMANENT MANNER FOR WORKS LONGER THAN 2 WEEKS (REFER SECTION 3.2.5 OF THE RMS TCWS).

- LEGEND**
- ERECT SIGN
 - INSTALL CONSTRUCTION FENCE
 - CONSTRUCTION VEHICLE ACCESS / EGRESS
 - CONSTRUCTION AREA
 - STAFF PARKING AREA / FUTURE CARPARK RECONSTRUCTION

**TTM 1
DURING WORKING HOURS
7:00 AM TO 5:00 PM**

DRAWING STATUS FINAL	 Consulting Engineers	CLIENT: RICHARD CROOKES CONSTRUCTIONS
LAST REVISION BY		Checked & Approved by Date: 08/08/22
REVISION DATE 08/08/22		PARRAMATTA STREET - PHILLIP WODEN BUS DEPOT - SEWER WORKS Temporary Traffic Management
DATE PLOTTED 08/08/22		
SCALE@A1 FILE No N.T.S.		
DOCUMENT No. TTM 22098		
SHEET No 1	REVISION 0	

WORK ORDER

ORDER DETAILS

WORK ORDER ID	PRIORITY	SCHEDULED START	SCHEDULED FINISH
WO71672	Serious (7 days)	28/08/2023 12:00 AM	28/09/2023 12:00 AM
WORK TYPE	EXTERNAL ID	REFERENCE NUMBER	Responsible Officer
CM - Corrective	5008w0000022MbOAAU	00757119	Nathan Hart
Brief Description			
24852-S620 Complete R2-2A (R) (parkin bays only sign) 3.6 M L/g 2 bags of mix (parking ops)			

ASSET DETAILS

ASSET ID	ASSET NAME	ASSET CATEGORY
SGNG30492	PHILLIP TOWN CENTRE GALVANISED STEEL CIRCULAR HOLLOW SECTION SIGN POST - SIGN BLADE CODES R5-40,R2-2(L),R5-65	Signs
ASSET TYPE	ASSET CLASS	CRITICALITY
GALVANISED STEEL CIRCULAR HOLLOW SECTION (ROAD SIGN POST)	ROADSIDE (ROAD INFRASTRUCTURE)	Medium
SUBURB	DEFECT LOCATION	
PHILLIP	6 Bellona Ct, Phillip ACT 2606, Australia	

FCR

FAILURE	CAUSE	REMEDY
Missing	Unknown Cause	Replace

TASK

TASK	DESCRIPTION

SUPPORTING INFORMATION

WR89478 : Linked Work Order has been assessed.
 Last updated by Nathan Hart 28/09/2023 1:25:41 PM
 Issue 16099
 Last updated by GrantH Williams 26/08/2023 12:01:39 PM
 WR89478 : CSRM Case Number : 00334470 Requester Contact Name: parking operations Phone Number [REDACTED] initial enquiry info only.
 See CSRM for additional correspondence. Defect location info may be incorrect (address validation limitations). What did the sign say? Officer 57 reports that the "Park in Bays Only" signs at the entrance to Bellona Ct are missing. One sign on the left and another on the right. Is the sign? Missing Does it affect the flow for traffic or cyclists? No
 Last updated by TCCS Asset Integrations 22/07/2023 12:00:44 PM

Comments

LABOUR

TASK	CRAFT	QTY PLANNED	Hours Required
	Sign Maintenance	1	1.00

RESOURCE

TASK	NAME	CRAFT	ACTUAL HOUR	COMPLETE DATE	SIGNATURE
	[REDACTED]	Sign Maintenance	0.00	9/26/2023 11:54:39 AM	

MATERIAL

Task	ITEM	QTY PLANNED	QTY ACTUAL

SERVICE

TASK	DESCRIPTION	QTY PLANNED	QTY ACTUAL



SEP_26_2023_11532



SEP_26_2023_11530



SCREENSHOT 2023-08-09 142433 6
BELLONA CT
PHILLIP



AUG_01_2023_12013



AUG_01_2023_12000