



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 2018-070

Information to be published	Status
1. Access application	Published
2. Decision notice and schedule	Published
3. Documents	Not published
4. Additional Information Identified	No
5. Fees	n/a
6. Processing time (in working days)	30 days (extension granted)
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]
Sent: Monday, 20 August 2018 7:16 PM
To: TCCS FreedomOfInformation
Subject: FOI - [REDACTED] MACGREGOR
Attachments: Freedom_of_Information_Access_Application_Form (2).docx



Good afternoon

I would like to apply for all information Transport Canberra and city services has relating to [REDACTED] MACGREGOR [REDACTED] and [REDACTED] MACGREGOR (NO ASSIGNED ADDRESS).

Please let me know if you need any further information.

Regards
[REDACTED]



Freedom of Information – Access Application Form

PRIVACY NOTICE

The personal information you supply on this form will only be used for the purpose of processing your request. Your application must include an email or postal address to which the respondent can send notices under the Act. If all or some of this information is not collected, [AGENCY] may not be able to communicate with you, inhibiting their obligations under the Act. This could mean the request cannot be dealt with. Your personal information will not be disclosed to a third party without your consent, unless statutory obligations require otherwise.

The [AGENCY] Privacy Policy contains information on how you can access or seek to correct any of your personal information that is held by the [AGENCY], as well as the process for lodging a complaint about an alleged breach of the *Information Privacy Act 2014*. The Privacy Policy can be found on the [AGENCY] website at [WEBSITE].

Applicant details	
I wish to make an access application to [AGENCY] under the <i>Freedom of Information Act 2016</i> .	
Name	[REDACTED]
Address (where notices relating to this request can be sent – either postal or electronic)	[REDACTED]
Telephone Contact Residential	[REDACTED]
Telephone Contact Mobile	[REDACTED]
Email Contact	[REDACTED]

What documents are you requesting under the Act?
<ul style="list-style-type: none">• To help [AGENCY] process your request, please include enough detail in your application so that we can fully understand what government information you want.• You may wish to include a statement about how the release of information is in the public interest.• If your application is for access to your own personal information you must include evidence of your identity. If you are an agent acting for an applicant, please supply evidence of your authorisation and evidence of the identity of the agent.• If for reasons in section 30 of the Act is not compliant and your application cannot be processed, [AGENCY] will take reasonable steps to assist you and give you reasonable time to amend your application if you wish.



Fee Waiver	
<p>If you wish to apply for a fee waiver, the Act sets out a number of provisions to do so:</p> <ul style="list-style-type: none">• The information being requested was previously publicly available but no longer is.• The information being requested is of special benefit to the public (Ombudsman guidelines see Section 66).• The applicant is a concession card holder and demonstrates a material connection with the information requested (concession cards include a current health care or pensioner card issued under the <u>Social Security Act 1991</u>; a current pensioner concession card issued in relation to a pension under the <u>Veterans' Entitlements Act 1986</u> or the <u>Military Rehabilitation and Compensation Act 2004</u>; a current gold card; or a card prescribed by regulation).• The applicant is a not-for-profit organisation and the application relates to the activities or purposes of the organisation.• The applicant is a member of the Legislative Assembly. <p>[AGENCY] must waive any fees for providing information if the information was not publicly available and the agency makes the information publicly available before, or within 3 working days after giving it to the applicant.</p>	
Fee waiver application (fill in if applicable, otherwise leave blank)	
<p>I would like to apply for a fee waiver because (state reason/s from the list above).</p>	
<p>I would like</p>	<p>I would like to apply for all information Transport Canberra and city services has including internal correspondence relating to myself, [REDACTED] MACGREGOR ([REDACTED] and [REDACTED] MACGREGOR [REDACTED] in relation to a recent driveway approval.</p> <p>a copy of these documents sent to the above address or email address</p>



APPLICANTS SIGNATURE	DATE OF REQUEST
	20/08/2018



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Dear [REDACTED]

Freedom of Information request: Reference - 18-070

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by Transport Canberra and City Services Directorate (TCCS) on 21 August 2018, in which you sought access to:

- all information TCCS has including internal correspondence relating to yourself, [REDACTED] [REDACTED] Macgregor ([REDACTED]) and [REDACTED] (no assigned address) in relation to a recent driveway approval.

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 was required to provide a decision on your access application by 18 September 2018, however, I note you agreed to an extension until 3 October 2018.

Decision on access

Searches were completed for relevant documents and 13 documents were identified that fall within the scope of your request. I have provided a summary of the documents in the schedule at Attachment A. This provides a description of each document that falls within the scope of your request and the access decision for each of those documents.

I have applied the public interest test under section 17 of the Act and I have determined that disclosure of the information captured is not contrary to public interest. I have, therefore, decided to provide you with full access to the information with a copy of the documents at Attachment B.

Charges

No fee is payable as the number of pages being released is within the fee-free threshold.

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 on TCCS' disclosure log from 3 days after the date of this decision. Your personal contact details will not be published. I have decided it is not in the public interest to publish online documents comprising a release sought in response to a personal matter.

You may view the TCCS disclosure log at www.tccs.act.gov.au/about-us/freedom_of_information.

Ombudsman review

My decision on your access request is a reviewable decision under section 78 of the Act within 20 working days from the day that my decision is published on 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 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.

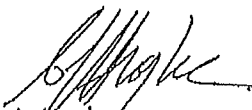
Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore Street
GPO Box 370
CANBERRA CITY ACT 2601

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.

Yours sincerely



Cherle Hughes
Information Officer

3. October 2018



FREEDOM OF INFORMATION SCHEDULE

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: [HTTP://WWW.TCCS.ACT.GOV.AU/ABOUT-US/FREEDOM_OF_INFORMATION](http://www.tccs.act.gov.au/about-us/freedom_of_information)

FILE REFERENCE NO		WHAT ARE THE PARAMETERS OF THE REQUEST				
TCCS FOI 18-070		DRIVEWAY APPROVAL - MACGREGOR				
REF NO	NO OF FOLIOS	DESCRIPTION	DATE	STATUS	REASON FOR NON-RELEASE OR DEFERRAL	OPEN ACCESS RELEASE STATUS
1	1-6	EMAIL	12 SEPTEMBER 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
2	7	EMAIL	1 MAY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
3	8	INVOICE COVERSHEET	30 APRIL 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
4	9-11	TCCS APPROVAL FOR DRIVEWAYS FORM & RECEIPT	18 FEBRUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED

5	12-15	EMAIL		23 APRIL 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
6	16	SITE PLAN/DRAWING		17 JANUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
7	17-20	EMAIL		3 MAY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
8	21	EMAIL		7 MARCH 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
9	22	SITE PLAN/DRAWING		17 JANUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
10	23-24	EMAIL		2 FEBRUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
11	25-27	EMAIL		13 FEBRUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED

12	28-29	SITE PLAN/DRAWING	17 JANUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED
13	29	ACTMAP	19 JANUARY 2018	FULL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	NOT PUBLISHED