



FREEDOM OF INFORMATION COVERSHEET

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

FOI reference: 22-112

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Schedule	Published
4. Documents	Published
5. Additional information identified	Published
6. Fees	Not Applicable
7. Processing time (in working days)	39 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
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From: [REDACTED]
To: [TCCS_FreedomOfInformation](#)
Cc: [REDACTED]
Subject: FOI Request | Titles of Briefs May 2022
Date: Monday, 8 August 2022 4:32:50 PM

Good afternoon,

RE: FOI REQUEST – TITLES OF BRIEFS TO MINISTERS (10 May – 10 June)

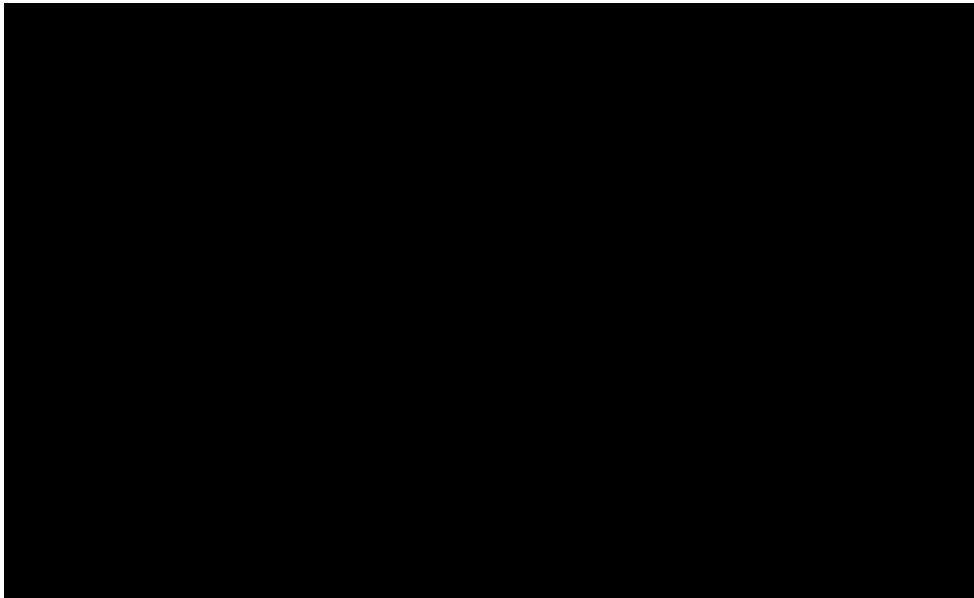
I write to request under the *Freedom of Information Act 2016* the subject line of all final ministerial briefs from 10th of May 2022 to 10th of June 2022 generated for or directed to any ACT Government Minister.

This request includes, wherever possible, the date of the brief, the internal reference, position of authority it was written by, and which Minister it was addressed to.

This request includes briefs prepared for Question Time, but not for Estimates or Annual Reports.

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

Best,





Dear 

Freedom of Information Request - Reference 22-112

I refer to your application for access to government information received by Transport Canberra and City Services (TCCS) on 8 August 2022 under the *Freedom of Information Act 2016* (FOI Act). It is my understanding that you are seeking access to the following government information:

“The subject line of all final ministerial briefs from 10th of May 2022 to 10th of June 2022 generated for or directed to any ACT Government Minister. This request includes, wherever possible, the date of the brief, the internal reference, position of authority it was written by, and which Minister it was addressed to. This request includes briefs prepared for Question Time, but not for Estimates or Annual Reports.”

A decision was due on your access application by 5 September 2022. I thank you for agreeing to an extension until 4 October 2022.

Authority

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 FOI Act.

Decision on access

In accordance with the FOI Act, a search was conducted of records held by TCCS. A list of all relevant information has been compiled into a format consistent with your request.

In reviewing the information within these records, I have found, on balance, it is in the public interest to provide you with full access. My decision is detailed further in the below statement of reasons.

Statement of Reasons

In making my decision on disclosing government information, I must identify all relevant factors in schedule 1 and 2 of the FOI Act and determine, on balance, where the public interest lies. In reaching my access decision, I have taken the following into account:

Factors favouring disclosure in the public interest (Schedule 2, Section 2.1)

- Schedule 2.1(a)(i) - promote open discussion of public affairs and enhance the government's accountability;
- Schedule 2.1(a)(ii) - contribute to positive and informed debate on important issues or matters of public interest; and
- Schedule 2.1(a)(iii) - inform the community of the government's operations, including the policies, guidelines and codes of conduct followed by the government in its dealings with members of the community.

Factors favouring non-disclosure (Schedule 2, Section 2.2)

- No relevant factors were identified.

Charges

No fees are applicable, as the total number of pages are 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, my decision and documents will be published in the TCCS disclosure between 3 – 10 business days from the date of this decision.

Your personal contact details will not be published. You may view the TCCS' disclosure log at https://www.cityservices.act.gov.au/about-us/freedom_of_information/disclosure-log.

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 an 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: 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 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

Level 4, 1 Moore Street

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

A handwritten signature in black ink, appearing to read 'Cherie Hughes', with a long horizontal flourish extending to the right.

Cherie Hughes
Information Officer

4 October 2022

Date Created	Reference	Title	Position of Authority Approved By	Minister
17/05/2022	MIN B2022/00716	IDC Report - March 2022 - Minister Berry - Advisory Note	EBM, Infrastructure Delivery and Waste	Minister Berry
16/05/2022	MIN B2022/00842	Retirement Letter - Minister Brief	Director, Business Support, City Presentation	Minister Berry
16/05/2022	MIN S2021/00990	Community consultation - Proposed changes to parking arrangements at Weston Creek Group Centre - Minister Brief	EMB - Development Coordination and EBM Roads ACT	Minister Steel
01/06/2022	MIN S2022/00151	Joint Brief Athllon Drive Scope Clarification - Minister Brief	EBM, Infrastructure Delivery and Waste	Minister Steel
31/05/2022	MIN S2022/00168	Fix My Street Refresh project - Advisory Note	Chief Information Officer, Chief Operating Group	Minister Steel
19/05/2022	MIN S2022/00176	National Waste Policy Action Plan progress update - Minister Brief	EBM, Infrastructure Delivery and Waste	Minister Steel
31/05/2022	MIN S2022/00408	Local Area Traffic Management Framework - Advisory Note	Traffic Management & Safety - Manager	Minister Steel
24/05/2022	MIN S2022/00416	Parking Action Plan, Code and Fees - Minister Brief	EBM - Development Coordination	Minister Steel
13/05/2022	MIN S2022/00433	Household Kerbside Collections Calendar Changes - Waste	EBM, ACT NoWaste	Minister Steel
20/05/2022	MIN S2022/00544	ACT Community Path Audit - Advisory Note	EBM Roads ACT	Minister Steel
31/05/2022	MIN S2022/00599	Options for Rooster Management in Omnibus Bill - Brief	A/g EGM, Territory and Business Services	Minister Steel
17/05/2022	MIN S2022/00625	Update on workplace travel planning program - Minister Brief	EBM - Strategic Policy and Customer	Minister Steel
10/05/2022	MIN S2022/00628	status on infrastructure grants programs, incl info on opportunities to fund artwork in Belconnen - Advisory Note	EBM, Infrastructure Delivery and Waste	Minister Steel
12/05/2022	MIN S2022/00635	School crossing supervisor program insourcing update - Minister Brief	EBM, Development Coordination	Minister Steel
12/05/2022	MIN S2022/00683	Road Safety Fund - Follow Up - Minister Brief	Senior Director, Road Safety & Transport Policy	Minister Steel
17/05/2022	MIN S2022/00730	Customer Service Request Management (CSRM) project status update and future direction options paper - Minister Brief	Executive Branch Manager, Chief information Officer	Minister Steel
03/06/2022	MIN S2022/00747	Public transport priority options for Disruption. - Minister Brief	Executive Branch Manager, Transport Planning and Delivery	Minister Steel

12/05/2022	MIN S2022/00762	National Flood Mitigation Infrastructure Program 2021-22 - Advisory Note	EBM, Roads ACT	Minister Steel
18/05/2022	MIN S2022/00772	CRA works program for City precinct - Advisory Note	EBM - Roads ACT	Minister Steel
09/06/2022	MIN S2022/00788	Process for seeking permanent exemption to the Mutual Recognition Acts - single-use plastics - Minister Brief	Executive Branch Manager, ACT NoWaste	Minister Steel
02/06/2022	MIN S2022/00838	12 Battery Electric Bus Wraps - Advisory Note	Executive Branch Manager, Transport Planning and Delivery	Minister Steel
16/05/2022	MIN S2022/00845	Direct Sale - block 11 section 47 Fyshwick - Advisory Note	EBM, Development Coordination	Minister Steel
17/05/2022	MIN S2022/00863	Big Canberra Battery Project - Installation of batteries on TCCS sites - Advisory Note	EBM, Governance and Ministerial Services	Minister Steel
10/05/2022	MIN S2022/00872	Library Development Day 2022 - Advisory Note	EBM - Libraries ACT	Minister Steel
17/05/2022	MIN S2022/00873	Proposed changes to the TCO and TCCS 2022-23 Accountability Indicators - Minister Brief	Chief Financial Officer	Minister Steel
20/05/2022	MIN S2022/00878	Orana Bay dog exercise and swimming area consultation findings - Minister Brief	EBM, City Presentation	Minister Steel
16/05/2022	MIN S2022/00882	Suspension of direct to boot parking facilities - Advisory Note	EBM, Development Coordination	Minister Steel
17/05/2022	MIN S2022/00885	Beltana Road Upgrades - Pialligo - Advisory Note	EBM. Infrastructure Delivery	Minister Steel
16/05/2022	MIN S2022/00897	Development Assessment update and resource prioritisation - Advisory Note	EBM, Development Coordination	Minister Steel
20/05/2022	MIN S2022/00902	2022-23 Fees and Charges for Transport Canberra and City Services - Minister Brief	Chief Financial Officer	Minister Steel
16/05/2022	MIN S2022/00906	Planning for the ACT Audit Office's 2022-23 Performance Audit Program - Minister Brief	EBM, Governance and Ministerial Services	Minister Steel
27/05/2022	MIN S2022/00910	IDC report - April 2022 Minister Steel - Advisory Note	EBM, Infrastructure Delivery and Waste	Minister Steel
19/05/2022	MIN S2022/00915	Legislation Program Amendments Brief and Letter - Minister Brief	EBM, Governance and Ministerial Services	Minister Steel
19/05/2022	MIN S2022/00917	Upgrade of Streeton Drive / Heysen Street Intersection - Advisory Note	EBM - Development Coordination	Minister Steel
07/06/2022	MIN S2022/00918	Quick-build cycleways - Advisory Note	EBM, Strategic Policy & Customer	Minister Steel
31/05/2022	MIN S2022/00944	Parking Fees and charges indexation for 22/23 - Minister Brief	A/g Executive Branch Manager, Strategic Policy and Customer	Minister Steel

01/06/2022	MIN S2022/00945	TCCS Strategic Indicators - Minister Brief	EBM, Governance and Ministerial Services	Minister Steel
24/05/2022	MIN S2022/00966	Request for a s14B instrument under the Financial Management Act 1996 - Minister Brief	Chief Financial Officer	Minister Steel
24/05/2022	MIN S2022/00968	Proposed changes to the TCO and TCCS 2022-23 Accountability Indicators - Minister Brief	Chief Financial Officer	Minister Steel
06/06/2022	MIN S2022/00985	Construction of Additional Burial Plots at Woden Cemetery - Cemeteries	CEO, Canberra Memorial Parks	Minister Steel
02/06/2022	MIN S2022/00988	The Road Transport (Offences) Amendment Regulation 2022 - Minister Brief	A/g Executive Branch Manager, Strategic Policy and Customer	Minister Steel
09/06/2022	MIN S2022/00992	Status of Solar and Battery storage at TCCS sites - Advisory Note	EBM - Transport Planning & Delivery	Minister Steel

Date Created	Reference	Title	Position of Authority Approved By	Minister
01/06/2022	QTB June 2022	Mugga Lane Odour	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	FOGO and Green Bins	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Urban Forest Bill, Strategy, and Street Trees	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Barton Highway – Aboriginal Heritage	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Belconnen Bikeway/ tree removal	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Gundaroo Drive (formerly William Slim Drive) signage	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Bus driver numbers and driver recruitment	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Road Safety Week/Recent Fatalities	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Woden Interchange and CIT	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Kerbside Waste Collection changes	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Light Rail vs Bus Rapid Transit	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Mowing Prohibition Notice	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	TCCS' response to COVID lockdown	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Interim PT network including services for school kids	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Rural road maintenance	Deputy Director General, City Services	Minister Steel

01/06/2022	QTB June 2022	Road Damage to Tarra Place/Jabanugga Ave	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Parking Issues (including Campbell and Dickson)	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Community Path - Maintenance, Prioritisation and Upgrades (Community Path List)	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Local Area Traffic Management	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	La Perouse Street - Road Safety	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Horse Park Drive (Noise)	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Traffic Signals/ITS Maintenance and Management	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Hall Stormwater	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Stormwater including GPT's	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Streetlights (incl light pollution)	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	New 40kmh Speed Zones	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Road Capital Works	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Black Spot Funding from the Commonwealth	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Active Travel Infrastructure	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	School Traffic Management	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Strategic road maintenance / potholes	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Umbagog Park Bridge/ Odour Control Units	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Mowing	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Yerrabi Pond	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Fadden Pond	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Shopping Centres and Town Centres	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Playgrounds	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Public Toilets	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Fix My Street	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Tuggeranong Foreshore Upgrades	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Dog Attacks and DAS Seizure Powers	Deputy Director General, Transport Canberra	Minister Steel

01/06/2022	QTB June 2022	Animal Welfare and Management (incl Cat Containment and Pet Registration)	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	New RSPCA Facility	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Cemeteries and Gungahlin Crematorium	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Libraries ACT	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Storm Damage	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Northside Waste Facility (including (CSG)	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Bulky Waste Service	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Fyshwick Waste Facilities	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	Single Use Plastics	Deputy Director General, City Services	Minister Steel
01/06/2022	QTB June 2022	CAF Light Rail vehicles and issues in NSW (incl Newcastle)	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Flexible Bus Service	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Future Light Rail Network	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Zero Emissions Buses (including Bus Fleet and Offsite Charging Facility)	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Woden Bus Depot	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	New Ticketing System	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Patronage for Buses and Light Rail	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Transport Recovery Plan	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Weekend buses/Transport Action Plan	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Public Transport – New Suburbs	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Advertising on Public Transport	Deputy Director General, Transport Canberra	Minister Steel

01/06/2022	QTB June 2022	Traffic Disruption Taskforce (LRS2)	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	E-Scooter Scheme	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Transport Strategy Implementation	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Regulation of Zero Emission Vehicles	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Mobile Device Detection Cameras	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Dangerous Driving Penalties	Deputy Director General, Transport Canberra	Minister Steel
01/06/2022	QTB June 2022	Roads Safety Cameras	Deputy Director General, Transport Canberra	Minister Steel