



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 20-010

Information to be published	Status
1. Access application	Published
2. Decision notice and schedule	Published
3. Documents	No documents
4. Additional information identified	n/a
5. Fees	n/a
6. Processing time (in working days)	5 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



ACT
Government

Transport Canberra
and City Services

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, Transport Canberra and City Services 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 Transport Canberra and City Services Privacy Policy contains information on how you can access or seek to correct any of your personal information that is held by the Transport Canberra and City Services, 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 Transport Canberra and City Services website at www.tccs.act.gov.au.

Applicant details

I wish to make an access application to Transport Canberra and City Services under the *Freedom of Information Act 2016*.

Name

Address

(where notices relating to this request
can be sent – either postal or electronic)

Telephone Contact (Business Hours)

Telephone Contact (Mobile)

Email Contact

What documents are you requesting under the Act?

1) A copy of a page from the ACT Government Employment Gazette under 'Appointments' showing the name of the driver of the tram at the Antill Street intersection at Dickson on Thursday 12 December, 2019 between about 11:30 and 12:05 PM, with the name of the driver marked on the copy of the document. The information to help find the document is to be from a reliable source that provides information about a real person and not about an artificial person on a computer.

- 2) To help Transport Canberra and City Services process your request, please include enough detail in your application so that we can fully understand what government information you want.
- 3) You may wish to include a statement about how the release of information is in the public interest.
- 4) 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.
- 5) If for reasons in section 30 of the Act is not compliant and your application cannot be processed, Transport Canberra and City Services will take reasonable steps to assist you and give you reasonable time to amend your application if you wish.

Fee Waiver

- If you wish to apply for a fee waiver, the Act sets out a number of provisions to do so:
 - 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 [Social Security Act 1991](#); a current pensioner concession card issued in relation to a pension under the [Veterans' Entitlements Act 1986](#) or [the Military Rehabilitation and Compensation Act 2004](#); 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.

Transport Canberra and City Services 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.

Fee waiver application (fill in if applicable. Otherwise leave blank)

I would like to apply for a fee waiver because (state reason/s from the list above).
[provide details and evidence of how this reason applies]

<input type="checkbox"/> I would like	a copy of these documents sent to the above address OR to inspect these document
---	---

APPLICANTS SIGNATURE	DATE OF REQUEST
	14 February, 2020



ACT
Government

Transport Canberra and
City Services



Dear 

Freedom of information request: Reference – 20-010

I refer to your application made under the Freedom of Information Act 2016 (the FOI Act) on 14 February 2020 in which you sought access to:

A copy of a page from the ACT Government Employment Gazette under 'Appointments' showing the name of the driver of the tram at the Antill Street intersection at Dickson on Thursday 12 December, 2019 between about 11:30 and 12:05 PM, with the name of the driver marked on the copy of the document.

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 Act.

TCCS is required to provide a decision on your access application by 16 March 2020.

Decision on access

A search of records held by TCCS has been completed and no relevant information was identified. I am satisfied that appropriate searches and, pursuant to section 35(1)(b) of the Act, I have determined that the information that you have requested is not held by TCCS.

You may wish to contact Canberra Metro in relation to your enquiry as light rail operators are employees of that agency.

Charges

No fees apply as the number of pages are within the fee-free threshold per section 104 of the *Freedom of Information Act 2016*.

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 released to you will not be published as it is not in the public interest to publish documents sought in response to a personal matter.

Ombudsman review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the FOI Act. You have the right to seek 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 the 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: ombudsman@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{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) 62071740 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 Freedom of Information team on (02) 620 72987.

Yours sincerely



Cherie Hughes
Information Officer

21 February 2020