



ACT
Government

Territory and Municipal Services

Freedom of Information Request

I refer to your application under the *Freedom of Information Act 1989*, partially transferred from the Justice and Community Safety (JACS) Directorate on 8 November 2013, in which you sought access to documents related to the policies governing acquisition, access, retention and disposal of Government managed CCTV and speed cameras.

As you are aware, all matters relating to speed cameras are the responsibility of JACS and therefore Territory and Municipal Services (TAMS) will only be responding to your request in relation to TAMS managed CCTV.

Decision

I am an officer authorised under section 22 of the FOI Act to make a decision in relation to your request.

Three documents have been located within the scope of your request. I have decided to release these documents to you in full and have included a schedule of documents at [Attachment A](#).

On page 15 of document one, *Guidelines for the Management of Closed Circuit Television*, an example has been provided on how to fill out the CCTV Asset Register. As this is an example only, the details provided on this page may not reflect factual details of existing CCTVs that are managed by TAMS.

You may also wish to note that document 1 is under review as part of annual policy review work undertaken by TAMS.

The directorate also refers and operates CCTV under the following documents which are accessible on the internet:

| Document | Website address |
|---|---|
| The Council of Australia Governments – A National Approach to Closed Circuit Television | http://archive.coag.gov.au/coag_meeting_outcomes/2006-07-14/docs/cctv_code_practice.pdf |
| ACT Government Code of Practice for Closed Circuit Television Systems 2009 | http://www.justice.act.gov.au/publication/view/1697/title/act-government-code-of-practice |
| Workplace Privacy Policy Statement and Notice to Workers | http://www.cmd.act.gov.au/data/assets/pdf_file/0007/230758/ps012011.pdf |

Fees and charges

Freedom of information requests attract fees and charges for time spent searching and retrieving documents, decision-making time and photocopying. In relation to your request, no fee is payable as the time spent processing your request, and the number of documents released were within the fee-free threshold.

Right of review

If you are dissatisfied with my decision, you have the right to seek an internal review. If you wish to seek an internal review you should write to:

The Director-General
Territory and Municipal Services Directorate
C/- Freedom of Information Officer
GPO Box 158
CANBERRA ACT 2601

You have 28 days from the date of the decision letter to seek a review of the outcome or such other period as the Director-General permits.

ACT Civil and Administrative Tribunal

If you are still dissatisfied after the directorate has conducted an internal review, you can seek an independent review of the decision by the ACT Civil and Administrative Tribunal. You have 28 days from the date of the internal review decision to seek a review from the Tribunal.

The Tribunal is an independent body. It can agree with, change or reject the original decision, substitute its own decision or send the matter back to the decision maker for reconsideration in accordance with Tribunal recommendations.

To apply to the Tribunal for a review you can obtain an application form from the Tribunal (www.acat.act.gov.au).

The postal address of the Tribunal is:

ACT Civil and Administrative Tribunal
GPO Box 370
CANBERRA ACT 2601

Ombudsman

You also have the right to complain to the Ombudsman about the processing of your request. If you wish to lodge a complaint you should write to:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Further information

If you have any questions in relation to your request please contact the Directorate's FOI Coordinator on 6205 5408 or tamsfoi@act.gov.au.

Yours sincerely



Mr Kim Smith
Executive Director
Directorate Services

3 December 2013