

**Freedom of Information Schedule of Documents**  
**New Location Canberra Services Club and Manuka Occasional Child Care**  
**CMTEDD 84/14-15**

Item	Description	Date	Release Decision	Exemption Claimed	Online release status
1, 2, 2 (a), 3	Block details report, ACTmapi Block 1 Section 53 Forrest	Undated	Yes		
4 – 11 12 13 14 – 16	Lease Documents Block 2 Section 41 Griffith Schedule 3 – activity schedule (Lease document) Public Liability Risk profile for Manuka Childcare Attachment A Approval/Child Care Licence	Undated	No.	Section 41: Document affecting person privacy – personal information	
17 - 18	Canberra Services Club statement of intent (unsigned draft)	Undated	No	Section 36: Deliberative process – internal working document, draft document	
19 - 22	Aerial Photography of Manuka, Griffith and Forrest	Undated	Yes		
23 - 24	Canberra Services Club relation strategy (version incomplete)	Undated	No	Section 36: Deliberative process – internal working document, draft document	
25 - 42	Handwritten notes, no author, unsigned	Undated	No	Section 36: Deliberative process – internal working document, draft document	
43 - 44	Table, no author with handwritten notes	Undated	No	Section 36: Deliberative process – internal working document, draft document	
45	LDA working document on child care site requirements	Undated	No	Section 36: Deliberative process – internal working document, draft document	
46 - 47	Email BM15 1136 land swap child care centre	1 May 2015	No	Section 41: Document affecting person privacy – personal information	

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48 - 50	Email Subdivision of an ETD Site	30 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
51 - 53	Email BM15 1104 Telopea Park School: Redevelopment Plans		No	Section 41: Document affecting person privacy – personal information	
54 - 57	Internal correspondence – Manuka Occasional Child Care Centre Association and attached GNCA to BARR on MOCCA	24 April 2015	No	Section 41: Document affecting person privacy – personal information	
58 - 59	Email Forrest – Block 7 Section 36 X Plan Lodged and attached PDF	24 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
60 - 61	Email Forrest Section 36 – New Block Identifiers	24 April 2015	No	Section 36: Deliberative process – internal working document	
62 - 75	Email draft notes from meeting with the NCA and attached DCP		No	Section 36: Deliberative process – internal working document, draft document	
76 - 79	Misnumbered pages				
80 - 83	Email Survey for Forrest Block 5 Section 36	23 April 2015	No	Section 36: Deliberative process – internal working document	
84 - 90	Email contact details for Telopea P&C member update	22 April 2015	No	Section 41: Document affecting person privacy – personal information	
91 - 92	Draft Head of Service Correspondence	April 2015	No	Section 36: Deliberative process – internal working document, draft document	
93 - 98	Ministerial Correspondence	22 April 2015	No	Section 36: Deliberative process	

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				– internal working document, draft document	
99 - 100	Email internal discussion Griffith S/W issues	21 April 2015	No	Section 36: Deliberative process – internal working document	
101 - 103	Email internal discussion Griffith S/W issues	20 April 2015	No	Section 36: Deliberative process – internal working document	
104 - 106	Attachment to email Griffith SW Issues Stormwater Augmentation Feasibility Study	unknown	No	Section 36: Deliberative process – internal working document, draft document	
107 - 108	Email Survey for Forrest Block 5 Section 36	20 April 2015	No	Section 36: Deliberative process – internal working document	
109 - 112	Email S41 Griffith	20 April 2015	No	Section 36: Deliberative process – internal working document	
113 - 114	Email Manuka	16 April 2015	No	Section 36: Deliberative process – internal working document	
115 - 122	Email info for Manuka Oval Master plan and related developments	21 April 2015	No	Section 36: Deliberative process – internal working document	
123 - 124	Email Custodianship and transfer	15 April 2015	No	Section 41: Document affecting person privacy – personal information	
125 - 126	Ministerial Correspondence	10 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
127 - 129	Email internal correspondence	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
130 – 131	Ministerial Correspondence	10 April 2015	No	Section 36: Deliberative process	

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				– internal working document, draft document	
132 - 136	Details of meeting with P&C	9 April 2015	No	Section 41: Document affecting person privacy – personal information	
137 – 140	Email 5/36 Forrest – lease details and discussions	9 April 2015	No	Section 41: Document affecting person privacy – personal information	
141 - 142	ACTmapi image and legend of Telopea school and oval	10 Dec 2015	Yes		
143 - 144	Email Survey for Forrest Block 5 Section 36	9 April 2015	No	Section 36: Deliberative process – internal working document	
145 - 151	Emails Forrest program and updates	24 March 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
152	Internal Correspondence, timelines	20 Feb 2015	No	Section 36: Deliberative process – internal working document, draft document	
153 - 155	BM15/549 Correspondence from Emil Bulum	3 Mar 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional	

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				affairs of a person of the business, commercial or financial affairs of an organisation	
156 - 163	Email Crown lease surrender and attached DCL form Block 5 Section 36 Forrest	5 Mar 2015	Yes		
164	Email Manuka Oval Traffic Impact Analysis and	4 Mar 2015	Yes		
165 – 242	Manuka Oval Traffic Impact Analysis	30 July 2013	Yes		
243 - 251	Email Telopea valuation information	4 Mar 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
252	Aerial photos of site showing oval and tennis court	Undated	Yes		
253	Email Telopea information request	4 Mar 2015	Yes		
254 - 255	Email advice about subdivision of ETD site	2 Mar 2015	Yes		
256 - 260	Email work breakdown, subdivision and surrender of Crown lease	27 Feb 2015	Yes		
261 - 264	Letter from Telopea Park School Parents and Citizens Association	26 Feb 2015	Yes		
265 - 284	Telopea Childcare Study and traffic analysis Cox Architecture	26 Feb 2015	Yes		
285 - 287	Email Surrender of Forrest Block 5 Section 36 Lease to LDA	26 Feb 2015 11 Mar2010	Yes		

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	Attachment to email Application to register a Crown lease Block 5 Section 36 Forrest	17 Mar 2008			
	Attachment to email delegation of powers				
288 – 289	Email Telopea Childcare study and traffic analysis	24 Feb 2015	Yes		
290 – 291	Email Forrest Site Investigations	24 Feb 2015	Yes		
292	Email Topographical survey	23 Feb 2015	Yes		
293	Weekly report	23 Feb 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
294 - 297	Email Section 36 Forrest Program	23 Feb 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
298 – 299	Email Forrest Block 5 Section 36 Site investigation report	23 Feb 2015	Yes		
300	Email Section 36 Forrest required work	20 Feb 2015	Yes		
301 - 303	Email Forrest S.36 Due diligence settlement program	20 Feb 2015	Yes		
304	Email Section 36 Forrest required to be undertaken	20 Feb 2015	Yes		

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305	Email MOCCA Attached pages from 150205 analysis Sketches	20 Feb 2015	Yes		
306	Attachment to email		Yes		
307	Email Traffic Study detail of work	20 Feb 2015	Yes		
308	Email Forrest Block 5 Section 36 activities	19 Feb 2015	Yes		
309	Email Manuka child care site due diligence and timing	19 Feb 2015	Yes		
310 - 311	BM15/226 ETD and ED/LDA Correspondence on subdivision and transfer of Block 5 Section 36 Forrest	18 Feb 2015	Yes		
312 – 314	Email Telopea site study request	18 Feb 2015	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
315 - 317	attached Fee Proposal				
318 – 319 320 - 321	Email Authority to conduct dangerous goods search attached signed authority Page 321 blank	2 Feb 2015	yes		
322 – 323	Email Forrest Block 5 Section36 Development Proposal – information needed	23 Jan 2015	Yes		
324 - 329	LDA work program section 36 Forrest – child care site	22 Jan 2015	No	Section 36: Deliberative process – internal working document, draft document	
330 - 332	Email request for Fee Proposal for SIR, Tree and Traffic report for Block 5 Section36 Forrest (attachment not found)	16 Jan 2015	Yes		

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333 334 335	Email Forrest Block 5 Section 36 AP request Attached AP sketch Attached Application for Cadastral Change	15 Dec 2014	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
336 – 339 340	Email Survey Quote for Forrest attached quote for survey	11 Dec 2014	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
341 – 343	LDA Checklist Urban Releases	10 Dec 2014	Yes		
344 345 - 346	Email Forrest Block 5 Section 36 request to be subdivided Attached ACTmapi image	10 Dec 2014	Yes		
347 - 460	Manuka Oval Analysis	7 Nov 2014	No	Section 36: Deliberative process – internal working document, draft document	
461 462 – 463 464 - 467	Email Site Investigation Report and plans Attached – Investigation report Attached Plans	20 Aug 2014	Yes		
468 - 471	Meeting agenda and record. Manuka Oval Precinct Stakeholder Meeting	5 Aug 2014	No	Section 43: Business affairs – disclosure would reasonable be	



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				expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
472 - 474	Manuka Childcare Sketches	29 July 2014	Yes		
475 - 632	Manuka Circle Precinct Conservation Management Plan	July 2014	No	Section 36: Deliberative process – internal working document, draft document	
633	LDA meeting agenda child care centre option – Manuka/Griffith	30 June 2014	Yes		
634	LDA meeting agenda Manuka oval MPD inception meeting	10 Jun 2014	Yes		
635 - 638	Brief Manuka Oval Precinct Development potential investigations	8 May 2014	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
639 - 643	LDA Draft request for quote/EOI Manuka Oval Precinct	7 May 2014	No	Section 36: Deliberative process – internal working document, draft document	
644 - 649	Draft Invitation to quote for EOI for Manuka Oval Precinct	4 Apr 2014	No	Section 36: Deliberative process – internal working document,	

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				draft document	
650 - 651	Site options for child care discussion paper, draft	3 Apr 2014	No	Section 36: Deliberative process – internal working document, draft document	
652 - 655	Urban Renewal – summary of existing conditions for 5/36, 18/15 and 2/15 Griffith	Undated	Yes		
656	A3 blank “draft” watermark page (possible misaligned page)	undated	No	Outside scope of request	
657- 665	Manuka Tennis Courts – aerial photos, uncredited	Undated	Yes		
666	Email Phase 1 SIR Block 16 Section 15 Griffith	28 Mar2014	Yes		
667 - 669	Phase 1 SIR Block 16 Section 15 Griffith - quote	28 Mar 2014	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
670	LDA Site Investigation Report timing Blocks 1, 10, 11, Section 15 Griffith	28 Mar 2014	yes		
671 - 709	LDA workshop agenda and notes Manuka Oval (CSC site) development opportunities Pg20 not found	6 Mar 2014	No	Section 36: Deliberative process – internal working document, draft document	
710	Email Block 16 Section 15 Griffith Lease	14 Feb 2014	Yes		
711 - 713	Attached to email – lease for Block 16 Section 15, Griffith	15 Aug 2002	No	Section 41: Document affecting person privacy – personal information	

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714 - 727	Manuka Oval redevelopment progress update	31 Oct 2013	Yes		
728 - 741	Strategic precinct development master plan, Manuka ACT, for DHA	8 Oct 2014	No	3rd party request in process  Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
742 - 762	Feasibility Study Manuka ACT for DHA	8 Oct 2014	No	3rd party request in process  Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
763 - 840	Manuka Oval Traffic Impact Analysis AECOM	30 July 2013	Yes		
841	Email Workshop agenda and summary Manuka Oval redevelopment	20 June 2013	Yes		
842 - 847	Attachment to workshop – workshop notes	13 June 2013	No	Section 36: Deliberative process – internal working document, draft document	

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848	Workshop agenda – Manuka Oval Redevelopment – commercial Viability Scoping workshop	13 June 2013	No	Section 36: Deliberative process – internal working document, draft document	
849 - 881	Draft Workshop notes – Manuka Oval Redevelopment – commercial Viability Scoping workshop	13 June 2013	No	Section 36: Deliberative process – internal working document, draft document	
882 – 886	Manuka Oval redevelopment aspirational brief	21 Feb 2012	Yes		
887 - 896	Manuka Oval Redevelopment – redevelopment phasing	21 Feb 2012	No	Section 36: Deliberative process – internal working document, draft document	
894 - 901	Email Canberra Services Club regarding attached draft heads of agreement	17 Oct 2012	No	Section 36: Deliberative process – internal working document, draft document	
902 - 912	attached draft heads of agreement	undated	No	Section 36: Deliberative process – internal working document, draft document	
913	Email Canberra Services Club and attached relocation of Canberra Services Club Brief and draft Heads of Agreement	19 Sept 2012	No	Section 36: Deliberative process – internal working document, draft document	
914 - 917	Attached draft relocation of Canberra Services Club Brief and	6 Sept 2012	No	Section 36: Deliberative process – internal working document, draft document	
918 - 919	Email Canberra Services Club valuation calculations CBRE	16 Aug 2012	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional	

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920 - 938	Proposed valuation of the Canberra Services Club DRAFT	July 2012	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
939 - 953	Heritage (decision about registration for the former Griffith Child Welfare Centre, Griffith) Notice 2012	8 Mar 2012	Yes		
954 - 1005	Canberra Stadium and Manuka Oval master plan options	Aug 2009	Yes		
1006 - 1121	Manuka Oval Master Plan options by Purdons and associates		Yes		
1122 - 1369	Business Case – Manuka Oval redevelopment	Aug 2009	No	Section 43: Business affairs – disclosure would reasonable be expected to have an unreasonable adverse effect on the business or professional affairs of a person of the business, commercial or financial affairs of an organisation	
1370 - 1557	Heritage place details – Manuka Oval Precinct	Nov 2011 – Feb 2014	Yes		
1558 - 1605	Information and forms for criminal history and working	Undated	no	Section 41: Document affecting	

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	with vulnerable people			personal privacy – personal information	
1606 - 1608	Handwritten notes on project plan for Canberra Services Club	Undated	No	Section 36: Deliberative process – internal working document, draft document	
1609 - 1611	Email about FOI	24 Apr 2015	No	Section 36: Deliberative process – internal working document, draft document	
1612 - 1613	Email about Ministerial correspondence	24 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1614	Email about FOI	22 Apr 2015	No	Section 36: Deliberative process – internal working document, draft document	
1615	Blank page		No		
1616 - 1618	Email about FOI	24 Apr 2015	No	Section 36: Deliberative process – internal working document, draft document	
1619	Blank page		No		
1620	FOI Request	6 Mar 2015	No	Section 41: Document affecting personal privacy – personal information	
1621	Blank page		No		
1622 – 1624	Email about FOI	24 Apr 2015	No	Section 36: Deliberative process – internal working document, draft document	
1625	Blank page		No		

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1626 - 1628	Email new block identifiers and draft AP	24 Apr 2015	No	Section 36: Deliberative process – internal working document, draft document	
1629	Blank page		No		
1630	Email about Griffith and Manuka Oval National Capital Plan requirements	23 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1631	Blank page		No		
1632 - 1635	Email stream contact details for Telopea school P&C member update	22 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1636 - 1637	Email about meeting schedule between interested parties and the Minister for Planning	23 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1638 - 1639	Email about Ministerial Correspondence	28 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1640 - 1647	Email regarding contact details for Telopea school P&C member update	22 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1648 – 1651	Ministerial correspondence regarding Manuka Childcare	21 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1652 - 1659	Email regarding information for Manuka Oval master plan and related development	21 April 2015	Partial Release	Section 36: Deliberative process – internal working document, draft document	
1660 – 1662	Email contact details for Telopea P&C member update	22 April 2015	No	Section 41: Document affecting	

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				personal privacy – personal information	
1663	Blank page		No		
1664 - 1671	Email Ministerial correspondence	21 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1672 - 1674	Email regarding Ministerial Correspondence BM15 852	22 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1675	Blank page		No		
1676 - 1681	Email meeting request and Ministerial Correspondence		No	Section 41: Document affecting personal privacy – personal information	
1682 - 1683	Email regarding Griffith stormwater investigations	21 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1684 - 1687	Email contact details for Telopea P&C member update	16 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1688	Email Section 41 Griffith site investigations	20 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1689	Blank page		No		
1690 - 1691	Email contact details for Telopea P&C member update	16 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1692 - 1693	Email regarding Ministerial Correspondence BM15/852	16 April 2015	No	Section 41: Document affecting	



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				personal privacy – personal information	
1694 - 1696	Email regarding information for webpage on Manuka	16 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1697	Blank page		No		
1698 - 1702	Email regarding site investigations on section 41 Griffith	20 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1703	Blank page		No		
1704 - 1708	Griffith Stormwater Augmentation Plans (draft)	17 Feb 1999	No		
1709	Blank page		No		
1710 – 1712	Email on setting up a webpage for Manuka	13 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1713	Blank page		No		
1714 – 1715	Email regarding Ministerial Correspondence	10 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1716 - 1717	Email regarding Block 5 Section 36 Forrest	15 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1718 – 1720	Email regarding information for Chief Minister Talkback	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1721	Blank page		No		
1722 - 1723	April Question Time Brief on Urban Renewal of Manuka	10 April 2015	No	Section 36: Deliberative process	

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				– internal working document, draft document	
1724 - 1725	Email regarding block 5 section 36 Forrest	15 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1726 - 1732	Email regarding information for Chief Minister Talkback	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1733	Blank page		No		
1734 - 1735	Email regarding information for Chief Minister Talkback	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1736 - 1737	March Question Time Brief on Urban Renewal of Manuka	5 March 2015	No	Section 36: Deliberative process – internal working document, draft document	
1738 – 1740	Email regarding information for Chief Minister Talkback	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1741	Blank page		No		
1742 - 1743	Email regarding Block 5 Section 36 Forrest	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1744	Email –Telopea School P&C meeting and contact details	9 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1745	Blank page		No		
1746	Email meeting request – response to Ministerial	10 April 2015	No	Section 41: Document affecting	

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	Correspondence			personal privacy – personal information	
1747	Blank page		No		
1748 - 1749	Email correspondence with Head of Service		No	Section 36: Deliberative process – internal working document, draft document	
1750 – 1753	Letter from Telopea Park School P&C to Head of Service	26 Feb 2015	No	Section 41: Document affecting personal privacy – personal information	
1754 - 1755	Draft Letter from Head of Service to Telopea Park School P&C	April 2015	No	Section 41: Document affecting personal privacy – personal information	
1756 - 1759	Email regarding information for Chief Minister Talkback and attached brief	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1760	Email regarding Block 5 Section 36 Forrest	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1761	Blank page		No		
1762	Email exchange of contact details	9 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1763	Blank page		No		
1764	Email regarding Block 5 Section 36 Forrest	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	

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1765	Blank page		No		
1766 - 1769	Email about filing and record location or Head of Service letter response to Telopea School P&C	9 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1770	Email requesting contact details for Telopea Park School P&C	9 April 2015	No	Section 41: Document affecting personal privacy – personal information	
1771	Blank page		No		
1772	Email regarding Montgomery oval status update request	9 April 2015	No	Section 36: Deliberative process – internal working document, draft document	
1773	Blank page		No		