ACT Government
Chief Minister, Treasury and Economic Development

Freedom of Information Publication Coversheet

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

FOI Reference: CMTEDDFOI 2023-149

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Documents and schedule	Published
4. Additional information identified	No
5. Fees	Waived
6. Processing time (in working days)	22
7. Decision made by Ombudsman	Vary
8. Additional information identified by Ombudsman	N/A
9. Decision made by ACAT	N/A
10. Additional information identified by ACAT	N/A

Level 5, 220 London Circuit, Canberra City | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

From: Hilder, Louise <Louise.Hilder@act.gov.au> **On Behalf Of** CMCD DLO
Sent: Monday, 17 April 2023 4:06 PM
To: CMTEDD FOI <CMTEDDFOI@act.gov.au>
Cc: Hotham, Emma <Emma.Hotham@act.gov.au>
Subject: FW: Information request under the Freedom of Information Act 2016 (ACT)

OFFICIAL: Sensitive

Good afternoon all
The CMO received the below correspondence which I'm hoping to seek your advice on how best to handle this one before I request a ministerial.
Happy to discuss further if needed.
Thanks
Louise

Louise Hilder | Directorate Liaison Officer | CMTEDD
Phone: Sch 2.2(a)(ii) | Email cmcddlo@act.gov.au
Chief Minister Treasury and Economic Development Directorate | ACT Government
GPO Box 158, Canberra ACT 2601 | www.accesscanberra.act.gov.au
Chief Minister
Minister for Climate Action
Minister for Industrial Relations and Workplace Safety
Minister for Veterans and Seniors
Minister for Sport and Recreation
Special Minister of State

From: BARR Reception <BARR@act.gov.au>
Sent: Monday, 17 April 2023 10:03 AM
To: CMCD DLO <CMCDDLO@act.gov.au>
Cc: Atkins, Brittany <Brittany.Atkins@act.gov.au>
Subject: FW: Information request under the Freedom of Information Act 2016 (ACT)
Hi team,
Could we please have a response drafted to this email to send from the office?

If we could provide some information in respect to the below question we may be able to avoid having the submission of an FOI. We will also provide the link to where/how to submit an FOI.
Thanks,
Rhys

From: [redacted] >
Sent: Sunday, 16 April 2023 10:30 PM
To: BARR Reception <BARR@act.gov.au>
Subject: Information request under the Freedom of Information Act 2016 (ACT)

You don't often get email from [redacted]. Learn why this is important

Caution: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe. Learn why this is important

Hon' Mr. Andrew Barr MLA, Chief Minister of the Australian Capital Territory
16 April 2023
Dear Mr Barr,
Could you please provide the following information under the *Freedom of Information Act 2016* (ACT):

1. All information including the applicable laws, policies, procedures, protocols, minutes of the meetings, data recorded in any form, relevant research, records of the phone calls & all communications, obligations of the decision makers and relevant compliance info, involvement and awareness of the Ministers, complaints regarding the installations (if happened more than once in 2023) and the removal of around 80 plus flags depicting the Sikh Khanda symbol from the flagpoles located at Kings Avenue, Commonwealth Avenue and all other venues on or around 3 April 2023 (any time in 2023).
2. All information regarding the introduction of a language for teaching in the ACT schools, including but not limited to the relevant criteria and how those criteria are/were met in case of the introduction of the language/s after 2005 (please provide examples):
2.1 All information, including but not limited to the minutes of the meetings, ministerial documents, ABS data, relevant multicultural policies & considerations about the ACT Government's awareness of the community demand, available information demonstrating the meeting of any policy parameters indicating the need to introduce the Punjabi language such as relevant community growth and all other considerations required for introducing the Punjabi language in the ACT schools, and since when?;
2.2. All information about the Government's awareness of the benefits and drawbacks of introducing Punjabi and all languages introduced after 2005; and
2.3. All information about the Government's awareness of all objections, opposition (actual and/or perceived) and factors/information considered against introducing the Punjabi language in the ACT schools.
I am seeking the above information in the public interest.
Kind regards,



ACT Government
Chief Minister, Treasury and Economic Development

Our ref: CMTEDDFOI 2023-149

[redacted]

FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), which was partially transferred to the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 2 May 2023, in which you sought access to information related to the removal of flags on or around April 2023.

Specifically, you are seeking:

> *1. All information including the applicable laws, policies, procedures, protocols, minutes of the meetings, data recorded in any form, relevant research, records of the phone calls & all communications, obligations of the decision makers and relevant compliance info, involvement and awareness of the Ministers, complaints regarding the installations (if happened more than once in 2023) and the removal of around 80 plus flags depicting the Sikh Khanda symbol from the flagpoles located at Kings Avenue, Commonwealth Avenue and all other venues on or around 3 April 2023 (any time in 2023).*

As advised in the email sent to you on 2 May 2023, the remainder of your request was transferred to the Education Department on 28 April 2023.

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 Act.

Timeframes

In accordance with section 40 of the Act, CMTEDD is required to provide a decision on your access application within 20 working days of the receipt of your request, being 16 May 2023.

On 16 May 2023 you were advised that third party consultation was required and, under section 40 of the Act, the revised response for a decision was extended by 15 working days, with a decision being due by 7 June 2023. On 6 June 20023 CMTEDD requested an extension of time of 20 working days, which you agreed to on the same date. On 29 June a further extension of 10 working days was requested to provide a third party with

additional time to provide a response to the consultation period. On 30 June 2023 you agreed to the respond to the extension, with a decision on your access application being due by 20 July 2023.

Decision on access

Searches were completed for relevant documents and 43 documents were identified that fall within the scope of your request.

I have included as **Attachment A** to this decision the schedule of relevant documents. 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 decided to grant access in full to two documents relevant to your request. I have decided to grant access to 32 documents. I have decided to refuse access to nine documents as I consider them to be:

- information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act.

I have decided to not release duplicates – (also known as copies). I note that for copies, the more complete, or more legible, copy of the document has been released. Duplicates are identified in the attached Schedule, **Attachment A**.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as **Attachment B** to this letter.

In accordance with section 54(2) of the Act a statement of reasons outlining my decisions is below.

Statement of Reasons

In reaching my access decisions, I have taken the following into account:

- the Act;
- the content of the documents that fall within the scope of your request;
- the *Information Privacy Act 2014*;
- *Human Rights Act 2004;*
- Relevant case law including:
    - *Hogan v Hinch* (2011) 243 CLR 506
- Responses to third party consultation under s38 of the FOI ACT; and
- The ACT Ombudsman Freedom of Information Guidelines.

Duplicates

Duplicate copies of emails have been removed, which are identified in the attached Schedule. Where there were multiple duplicates, the more complete or more legible, document has been released.

Exemption claimed

My reasons for deciding not to grant access to the identified documents and components of these documents are as follows:

Contrary to the public interest information under schedule 1 of the Act

No documents were identified to contain information that is considered to be contrary to the public interest under schedule 1 of the Act.

Information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act

Public Interest

The Act has a presumption in favour of disclosure. As a decision maker I am required to decide where, on balance, public interests lies. As part of this process, I must consider factors favouring disclosure and non-disclosure.

In *Hogan v Hinch* (2011) 243 CLR 506, [31] French CJ stated that when 'used in a statute, the term [public interest] derives its content from "the subject matter and the scope and purpose" of the enactment in which it appears'. Section 17(1) of the Act sets out the test, to be applied to determine whether disclosure of information would be contrary to the public interest. These factors are found in subsection 17(2) and Schedule 2 of the Act.

Taking into consideration the information contained in the documents found to be within the scope of your request, I have identified that the following public interest factors are relevant to determine if release of the information contained within these documents is within the 'public interest'.

Factors favouring disclosure in the public interest:

(a) disclosure of the information could reasonably be expected to do any of the following:

- **Schedule 2, Section 2.1(i)(a) of the Act** - promote open discussion of public affairs and enhance the government's accountability;
- **Schedule 2, Section 2.1(iii) of the Act**-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*;*
- **Schedule 2, Section 2.1(viii) of the Act** - reveal the reason for a government decision and any background or contextual information that informed the decision.

The release of this information may help to create positive and informed discussions and enhance the government's accountability. I consider that disclosing the contents of the information sought could reasonably contribute to discussion of public affairs. I am satisfied that this is a relevant consideration favouring disclosure in this case, and in the interests of enhancing open discussion.

The release of this information may possibly help to inform the community on government operations, including implementing policies and guidelines. The requested information concerned the implementation of policies and procedures related to services provided by the Territory, being the ability to arrange for flags to be displayed in public place(s) in the Territory.

Information released concerned business of the Territory, including decisions made relating to payments and services made in relation to publicly displaying flags, is reasonably expected to be in the public interest and disclosure would or could promote discussion and contribute to positive and informed debate. Additionally, the disclosure of information could provide background for government decisions. As such, I give the above factors significant weight.

Factors favouring nondisclosure in the public interest:

(a) disclosure of the information could reasonably be expected to do any of the following:

- **Schedule 2, Section 2.2(a)(ii) of the Act**: prejudice the protection of an individual's right to privacy or any other right under the *Human Rights Act 2004*;
- **Schedule 2, Section 2.2(a)(x) of the Act** - prejudice intergovernmental relations.

Having reviewed the information, I consider that the protection of an individual's right to privacy, is a significant factor. Some of the information identified within the scope of this application is the personal information of third parties. This information can be found in documents such as emails, and application forms in the attached Schedule. This information has been redacted this information is redacted, as it could or would reasonably be expected to prejudice an individual's right to privacy under the *Human Rights Act 2004*.

I consider that the protection of an individual's right to privacy, especially in the course of dealings with the ACT Government is a significant factor as the parties involved have provided their personal contact information for the purposes of working with the ACT Government. I have considered the information and in my opinion the protection of these individuals' personal details outweighs the benefit which may be derived from releasing them. I consider that these individuals are entitled to expect that the personal information they have supplied as part of this process to the ACT Government will be dealt with in a manner that protects their privacy.

Commonwealth government employee information has been released where the information is publicly available and or a decision was made in their capacity as of being a delegated decision maker and or a publicly reported SES Officer, such as names, email addresses have been redacted accordingly.

The interactions between federal government departments and the ACT Government rely on the ability to be able to advise and share information freely. Disclosure of this material could reasonably prejudice the flow of similar information between government agencies in the future. I afford this factor significant weight.

Having applied the test outlined in section 17 of the Act and deciding that release of personal information contained in the documents is not in the public interest to release, I have chosen to redact this specific information in accordance with section 50(2). Noting the pro-disclosure intent of the Act, I am satisfied that redacting only the information that I believe is not in the public interest to release will ensure that the intent of the Act is met and will provide you with access to the majority of the information held by CMTEDD within the scope of your request.

I am satisfied, on balance, the public interest factors favouring non-disclosure of the personal information of third parties and business information that is not in the public domain, outweighs the public interest factors favouring disclosure of this information.

Documents identified in the schedule contain information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act or they contain information which is out of scope.

Charges

Pursuant to *Freedom of Information (Fees) Determination 2018* processing charges are applicable for this request because the total number of pages to be released to you exceeds the charging threshold of 50 pages. However, I have decided to waive the charges in this specific instance.

Online publishing – Disclosure Log

Under section 28 of the Act, CMTEDD maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the CMTEDD disclosure log after 25 July 2023. Your personal contact details will not be published.

You may view CMTEDD disclosure log at https://www.cmtedd.act.gov.au/functions/foi.

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 Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in CMTEDD disclosure log, or a longer period allowed by the Ombudsman.

We recommend using this form *Applying for an Ombudsman Review* to ensure you provide all of the required information. Alternatively, you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Via email: actfoi@ombudsman.gov.au

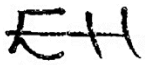
ACT Civil and Administrative Tribunal (ACAT) Review

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
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
http://www.acat.act.gov.au/

Should you have any queries in relation to your request please contact me by telephone on 6207 7754 or email CMTEDDFOI@act.gov.au.

Yours sincerely,



Emma Hotham
Information Officer
Information Access Team
Chief Minister, Treasury and Economic Development Directorate

20 July 2023

ACT Ombudsman

GPO Box 442 Canberra ACT
Phone 02 5117 3650 ▪ ombudsman.act.gov.au

Decision and reasons of Acting Senior Assistant Ombudsman

Application number:	AFOI-RR/23/10034
Applicant:	'CT'
Respondent:	Chief Minister, Treasury and Economic Development Directorate
Third Party:	Department of Foreign Affairs and Trade
Agency reference:	CMTEDDFOI 2023-149
Date:	4 March 2024
Decision reference:	[2024] ACTOFOI 1
Catchwords:	*Freedom of Information Act 2016* – deciding access – whether disclosure of information is contrary to the public interest – promote open discussion of public affairs and enhance the government's accountability – 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 – reveal the reason for a government decision and any background or contextual information that informed the decision – prejudice the protection of an individual's right to privacy or any other right under the *Human Rights Act 2004* – prejudice intergovernmental relations

Decision

1. For the reasons set out below I have decided the decision of the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) dated 20 July 2023 should be varied under s 82(2)(b) of the FOI Act.

2. The practical effect of this variation would be to disclose some additional information, including to ensure consistency of redactions across the information at issue.

Background to Ombudsman review

3. On 28 April 2023, the applicant applied for access to:

> All information including the applicable laws, policies, procedures, protocols, minutes of the meetings, data recorded in any form, relevant research, records of the phone calls & all communications, obligations of the decision makers and relevant compliance info, involvement and awareness of the Ministers, complaints regarding the installations (if happened more than once in 2023) and the removal of around 80 plus flags depicting the Sikh Khanda symbol from the flagpoles located at Kings Avenue, Commonwealth Avenue and all other venues on or around 3 April 2023 (any time in 2023).

4. This was part of a larger request originally submitted to the Education Directorate which was partially transferred to CMTEDD on 28 April 2023.

5. This review solely concerns this part of the request, not the part processed separately by the Education Directorate.

6. On 20 July 2023, CMTEDD identified 43 documents within the scope of the application granting full access to 2 documents, partial access to 32 documents and refusing access to the remaining 9 documents.

7. On 8 August 2023, the applicant applied for Ombudsman review under s 73 of the FOI Act.

8. On 12 September 2023, the Department of Foreign Affairs and Trade (DFAT) requested to participate in this review as a third party under s 77 of the FOI Act.

9. On 19 September 2023, the delegate approved DFAT's request to join as a third party to the review.

10. On 9 January 2024, I provided my preliminary view to the parties involved in a draft consideration.

11. On 10 January 2024, CMTEDD indicated they accept the draft consideration making no further submissions.

12. On 17 January 2024, DFAT indicated they accept the draft consideration making no further submissions.

13. On 24 January 2024, the applicant provided their response to the draft consideration noting they welcomed the variation but making additional submissions seeking additional information be released in the final decision.

Information at issue

14. The information at issue in this matter is the 32 documents in relation to which CMTEDD granted partial access, and the 9 documents in relation to which CMTEDD refused access.

15. In making my draft consideration, I have had regard to:

- the applicant's review application
- the respondent's decision
- submissions made by DFAT
- the FOI Act
- an unedited copy of the information at issue
- the ACT Ombudsman FOI Guidelines
- the submissions of the applicant in response to my draft consideration
- relevant case law, including:
  - *BG and Education Directorate* [2021] ACTOFOI 06 (15 June 2021)
  - *Leanne Castley MLA and ACT Health Directorate* [2023] ACTOFOI 21 (28 September 2023)
  - *Jon Stanhope and Chief Minister, Treasury and Economic Development Directorate* [2020] ACTOFOI 24 (26 November 2020)
  - *Construction Forestry Maritime Mining and Energy Union and Chief Minister, Treasury and Economic Development Directorate* [2023] ACTOFOI 8 (26 May 2023).

Relevant law

16. Section 7 of the FOI Act provides every person with an enforceable right of access to government information.[1] This right is subject to other provisions of the FOI Act, including grounds on which access may be refused.[2]

[1] Section 7 of the FOI Act.
[2] Section 35(1)(c) of the FOI Act.

17. Section 16(1) of the FOI Act provides that information is contrary to the public interest information if—

    (a) it is taken to be contrary to the public interest to disclose under schedule 1; or

    (b) disclosing the information would, on balance, be contrary to the public interest under the test set out in section 17.

18. The public interest test in s 17 sets out the process for balancing public interest factors favouring disclosure and nondisclosure respectively. This balancing test must be used to determine whether disclosure would be contrary to the public interest.

19. The FOI Act permits refusal of access to information where the information sought is "contrary to the public interest information".

20. Schedule 2 of the FOI Act sets out public interest factors to be balanced when conducting the s 17 test to determine the public interest.[3]

The contentions of the parties

21. In its decision notice, the respondent said:

> Having applied the test outlined in section 17 of the Act and deciding that release of personal information contained in the documents is not in the public interest to release, I have chosen to redact this specific information in accordance with section 50(2). Noting the pro-disclosure intent of the Act, I am satisfied that redacting only the information that I believe is not in the public interest to release will ensure that the intent of the Act is met and will provide you with access to the majority of the information held by CMTEDD within the scope of your request.

22. In the application for Ombudsman review, the applicant noted their belief that CMTEDD had not provided all requested information, citing a number of categories of information they believe had not been addressed as part of the original decision.

23. The applicant's response to the draft consideration raised concerns that categories of information they believe to be relevant to the review were not addressed in the original decision. To the extent that any documents exist that, if disclosed, would address the concerns of the applicant raised after the draft consideration they would likely not be held by the ACT government.

[3] Section 35(1)(c) of the FOI Act.

24. Having reviewed the information at issue, I am satisfied that sufficient searches were conducted in this matter and therefore I am satisfied that reasonable steps were taken to identify government information within the scope of the application as required by s 34(1) of the FOI Act.

Third party participation

25. The ACT Ombudsman FOI Guidelines allow for parties to request to make confidential submissions in a review, subject to the approval of the delegate.[4]

26. DFAT asked to be allowed to make confidential submissions to this review, which was approved by the delegate.

27. In its submissions, DFAT noted the importance of maintaining the confidentiality of advice and correspondence sent between DFAT and CMTEDD, citing a range of factors under the FOI Act.

Consideration

Public interest test

28. To determine whether disclosure is contrary to the public interest, the FOI Act prescribes the following 5 steps:
    - identify any factor favouring disclosure that applies in relation to the information (a relevant factor favouring disclosure), including any factor mentioned in schedule 2, section 2.1
    - identify any factor favouring nondisclosure that applies in relation to the information (a relevant factor favouring nondisclosure), including any factor mentioned in schedule 2, section 2.2
    - balance any relevant factor or factors favouring disclosure against any relevant factor or factors favouring nondisclosure
    - decide whether, on balance, disclosure of the information would be contrary to the public interest, and
    - unless, on balance, disclosure of the information would be contrary to the public interest, allow access to the information.

[4] ACT Ombudsman FOI Guideline 6 – Ombudsman reviews 6. Ombudsman Guidelines - Ombudsman reviews and complaints (act.gov.au)

Factors favouring disclosure

29. In its original decision, CMTEDD relied on 3 factors favouring disclosure. I agree these factors are relevant, and I have taken these factors into account in this Ombudsman review.

Promote open discussion of public affairs and enhance the government's accountability (Sch 2, s 2.1(a)(i))

30. CMTEDD stated that this factor was relevant in the original decision, noting a reasonable expectation that disclosure could contribute to open discussion of public affairs.[5]

31. I agree that this factor is relevant in this review to a limited extent.

32. The public display of flags and the involvement of multiple government bodies in the sequence of events involved in their removal, and subsequent alteration to be restored, is a matter or affair of public interest, and disclosure could enhance the accountability of government in relation to this matter.

33. I note the majority of these events played out publicly and are known to the community at large as a result of the inherently public nature of flags being flown, then removed, and then flown again with an updated design. These events also attracted media attention.[6]

34. I afford this factor medium weight in this draft consideration.

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 (Sch 2, s 2.1(a)(iii))

35. CMTEDD identified this factor as being relevant in the original decision, noting that it would be reasonably likely to inform the public on government operations concerning the processes and policies around the service offered by the Territory in flying flags in public places.[7]

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[5] Schedule 2, s 2.1(a)(i) of the FOI Act.

[6] Controversy around Sikh flags in Canberra highlights tensions between India and Khalistan separatists - ABC News.

[7] Schedule 2, s 2.1(a)(iii) of the FOI Act.

36. The ACT government offers a paid service through the National Capital Authority (NCA) to rent space on flagpoles for members of the public, community groups and others to display flags according to certain parameters.[8]

37. I note from the public information concerning flags and banners the ACT Property Group's Flag and Banner service is currently under review, and I encourage any updated policies and procedures arising from this review to be proactively published for the public to see pursuant to the open access arrangements under the FOI Act.

38. It is in the public interest that the process of applying for, and displaying, flags is open and transparent, including to allow prospective applicants to know how their application will be handled and the process for any issues with designs to be resolved.

39. I agree that this factor is relevant and afford it significant weight in this draft consideration.

Reveal the reason for a government decision and any background or contextual information that informed the decision (Sch 2, s 2.1(a)(viii))

40. In the original decision, CMTEDD noted the relevance of this factor and the reasonable expectation that disclosure of the information at issue could provide background for government decisions.[9]

41. I agree and give this factor a moderate weight in this review.

Factors favouring nondisclosure

42. In its original decision, CMTEDD relied on 2 factors favouring nondisclosure.

Prejudice the protection of an individual's right to privacy or any other right under the* Human Rights Act 2004 *(Sch 2, s 2.2(a)(ii))

43. A reasonable expectation that disclosure could prejudice an individual's right to privacy or any other right under the *Human Rights Act* favours nondisclosure under the FOI Act.[10]

[8] Flags and banners - Treasury (act.gov.au)
[9] Schedule 2, s 2.1(a)(viii) of the FOI Act.
[10] Schedule 2, s 2.2(a)(ii) of the FOI Act.

44. Section 12 of the Human Rights Act provides that:

> Everyone has the right—
>
> (a) not to have his or her privacy, family, home or correspondence interfered with unlawfully or arbitrarily; and
>
> (b) not to have his or her reputation unlawfully attacked.

45. In making the redactions to the information at issue, CMTEDD drew a distinction between the names and contact details of ACT Government employees, which were disclosed, and the information of Australian Government employees and members of the public whose information was redacted.

46. Members of the ACT public service are known in their work capacity and there is therefore little to no prejudice to their privacy in the disclosure of their names in their work capacity.[11]

47. By contrast, there is a greater likelihood that disclosure of the contact details and names of DFAT employees could prejudice their right to privacy. These workers have a far lesser degree of public contact in their day to day role and there is a public interest in these details not being made publicly available for security purposes.

48. There is also a risk of prejudice for the right to privacy of any members of the public whose names and contact details are contained within the information at issue. CMTEDD consulted these third parties as is required under s 38 of the FOI Act and determined their personal information was contrary to the public interest to disclose. I agree that the assessment of the public interest in disclosure for these details is correct.

49. I agree that this factor is relevant in this review and I find that the distinction between categories of persons whose details were disclosed or not disclosed was appropriate. Accordingly, I afford this factor a significant weight in this draft consideration.

Prejudice intergovernmental relations (Sch 2, s 2.2(a)(x))

50. A reasonable expectation that disclosure could prejudice intergovernmental relations favours nondisclosure when considering the public interest.[12]

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[11] *Construction Forestry Maritime Mining and Energy Union and Chief Minister, Treasury and Economic Development Directorate* [2023] ACTOFOI 8

[12] Schedule 2, s 2.2(a)(x) of the FOI Act.

51. The purpose of this factor is to protect the relationships between the Territory and other governments. This factor may be relevant where disclosure would have the effect of revealing information provided to the Territory by another government in confidence.[13]

52. Having reviewed the information at issue alongside the submissions made by CMTEDD and the confidential submissions provided by DFAT, I agree this factor is relevant in this review.

53. While there is a public interest in disclosure, including for the reasons described above, there is also public value, and therefore a public interest, in governments being able to share information confidentially to allow for a greater level of frankness in advice and to support a willingness by governments to share information in the public interest.

54. I consider this to be the case particularly in relation to matters concerning international relations, where the Territory is likely to rely more heavily on the Australian Government, including DFAT, to provide information of a kind that the Territory is less likely to be in a position to access itself. Put another way, I recognise that the Territory relies on DFAT for such information.

55. Accordingly, I afford this factor significant weight in this draft consideration, especially in relation to the sections of the information at issue that relate to the interactions between DFAT and the ACT Government.

Balancing the factors

56. In making this decision, I considered 3 factors favouring disclosure and 2 factors favouring nondisclosure.

57. Balancing public interest factors is not merely a tallying exercise, where the public interest is established solely by the number of applicable factors on either side. I considered the relative importance and weight each factor should be given. The weight given to the factors depends on the effect that disclosing the information would have on the public interest.

58. The FOI Act also has a pro-disclosure bias. The public interest test and weighing of factors is approached as scales 'laden in favour of disclosure'.[14]

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[13] '*BG' and Education Directorate* [2021] ACTFOI 06 (15 June 2021)

[14] Explanatory Memorandum, Freedom of Information Bill 2016

59. In this instance, I have afforded one factor favouring disclosure significant weight and 2 factors favouring disclosure a moderate weight, while affording both factors favouring nondisclosure a significant weight.

Conclusion

60. For these reasons, my decision is to **vary** CMTEDD's decision under s 82(2)(b) of the FOI Act.

Katrina Dwyer
Acting Senior Assistant Ombudsman
4 March 2024

ACT Government
Chief Minister, Treasury and Economic Development

FREEDOM OF INFORMATION REQUEST SCHEDULE

WHAT ARE THE PARAMETERS OF THE REQUEST	Reference NO.
1. All information including the applicable laws, policies, procedures, protocols, minutes of the meetings, data recorded in any form, relevant research, records of the phone calls & all communications, obligations of the decision makers and relevant compliance info, involvement and awareness of the Ministers, complaints regarding the installations (if happened more than once in 2023) and the removal of around 80 plus flags depicting the Sikh Khanda symbol from the flagpoles located at Kings Avenue, Commonwealth Avenue and all other venues on or around 3 April 2023 (any time in 2023).	**CMTEDDFOI 2023/149**

Ref No	Page number	Description	Date	Status	Reason for Exemption	Online Release Status
1	1-5	Emails – Subject: "… Possible issues with flag booking XXX"	03/04/2023	Partial	Sch 2 s 2.2(a)(ii) Sch s 2.2(a)(x)	Yes
2	6-9	Emails - Subject: "Bookings for Vaisakhi event"	29/03/2023- 05/04/2023	Partial	Sch 2 s2.2(a)(ii) Sch s 2.2(a)(x)	Yes
3	10	Email – Subject: "Flags flying on Commonwealth avenue"	04/04/2023	Exempt	Sch 2 s2.2(a)(ii) Sch s 2.2(a)(x)	No
4	11-12	Emails – Subject: "Flags in question"	04/04/2023	Partial	Sch 2 s2.2 (a)(ii) Sch s 2.2(a)(x)	Yes
5	13-16	Emails – Subject: "Email Dot Points from Response Centre 04/04/2023"	05/04/2023	Exempt	Sch 2 s2.2 (a)(ii) Sch s 2.2(a)(x)	No
6	17	Emails – Subject: "Bookings for Vaisakahi event"	05/04/2023	Exempt	Sch 2 s2.2 (a)(ii) Sch s 2.2(a)(x)	No
7	18	Emails – "Subject: "Request to Fly Nishan Sahib (Sikh Cultural Flag) at Commonwealth Bridge…"	09/07/2022- 22/09/2022	Exempt	Sch 2 s2.2 (a)(ii)	No
8	19-27	ACT Flags and Banners Application Form	22/09/2022	Partial	Sch 2 s2.2(a)(ii)	Yes

9	28	Emails – Subject: "XXX Flag Booking XXX"	05/04/2023	Partial	Sch 2 s2.2 (a)(ii)	Yes
10	29-32	Chief Minister, Treasury and Economic Development (CMTEDD) internal Minute	05/04/2023	Partial	Sch 2 s2.2(a)(ii) Sch s 2.2(a)(x)	Yes
11	33-51	ACT Flags and Banners Application Form - Blank	undated	Full		Yes
12	52-54	Email – Subject: "XXX Flag Booking"	04/04/2023	Partial	Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)	Yes
13	55	Email – Subject: "ACT Flag Poles"	05/04/2023	Partial	Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)	Yes
14	56	Attachment to page 55 – Document – "Attachment A – ACT Property Group - Flags and Banners JUL18_v4 – main (003).pdf"	undated	Partial	Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)	Yes
15	57-58	Email chain – Subject: "Flags on C"	05/04/2023	Partial access	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
16	59-61	Emails – Subject: "ACT Flag poles"	05/04/2023	Partial access	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
17	62-70	Emails – Subject: "URGENT: Bookings for Vaisakhi event"	30/03/2023-05/04/2023	Partial access	Duplicate	Yes
18	71-73	Emails – Subject: "XXX Chronology of events"	06/04/2023	Exempt	Duplicate	No
19	74-78	Emails – Subject: "Bookings for Vaisakhi event"	29/03/2023-05/04/2023	Exempt	Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)	No
20	79	Unsigned correspondence	undated	Exempt	Sch 2 s2.2 (a)(ii)	No
21	80	Emails – Subject: "Notes for conversation XXX"	06/07/2023	Exempt	Sch 2, s 2.2(a)(x)	No
22	81	Emails – Subject: "Sikh flag"	06/04/2023	Exempt	Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)	No

23	**82 - 85**	**Emails – Subject: "Call with XXX"**	**06/04/2023**	**Partial**	**Outside scope Duplicate Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
24	**86-87**	**Emails – Subject: "Sikh flag"**	**06/04/2023**	**Exempt**	**Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)**	**No**
25	**88-91**	**Emails – Subject: "Call with XXX"**	**06/04/2023**	**Partial**	**Duplicate Sch 2, s 2.2(a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
26	**92-93**	**Emails – Subject: "Sikh flags"**	**11/04/2023**	**Partial**	**Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
27	**94-95**	**Emails – Subject: "request for support in Regards to the removal of Nishan Sahib Flags"**	**11/04/2023**	**Partial**	**Sch 2 s2.2 (a)(ii)**	**Yes**
28	**96-98**	**Emails – Subject: "XXX removal of XXX flags"**	**05/04/2023- 11/04/2023**	**Partial**	**Sch 2, s 2.2(a)(ii)**	**Yes**
29	**99-133**	**Emails – Subject: "Flag matters"**	**04/04/2023 – 12/04/2023**	**Partial**	**Outside scope Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
30	**134-140**	**Emails - Subject – "XXX advice XXX"**	**12/04/2023- 13/04/2023**	**Partial**	**Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
31	**141-146**	**Emails – Subject: "ACT Flag Poles"**	**05/04/2023- 13/04/2023**	**Partial**	**Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**
32	**147-149**	**Emails - Subject – "XXX advice XXX"**	**13/04/2023**	**Partial**	**Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)**	**Yes**

33	150-152	Emails – Subject: "Flag matters"	12/04/2023-13/04/2023	Partial	Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
34	153-157	Emails – Subject: "XXXX advice on Sikh flag design"	12/04/20023-13/04/2023	Partial	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
35	158-166	Emails – Subject: "XXX flag"	13/04/2023	Partial	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
36	167 -174	Emails – Subject: "XXX flag DRAFT talking points"	14/04/2023	Partial	Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
37	175-181	"Emails – Subject: "Sikh Flag"	13/04/2023-14/04/2023	Partial	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
38	182-183	Talking Points document – "Sikh flag"	14/04/2023	Full		Yes
39	184-185	Talking Points document – "Sikh flag"	14/04/2023	Partial	Duplicate	Yes
40	186-187	Emails – Subject: "Query on flags"	14/04/2023	Partial	Sch 2 s2.2 (a)(ii)	Yes
41	188-190	Emails – Subject: "FOR CLEARANCE Query on flags"	14/04/2023	Partial	Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
42	191-202	Emails – Subject: "DDG CLEARANCE Query on flags"	14/04/2023	Partial	Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
43	203-251	Emails – Subject: "FOR CLEARANCE Query on flags"	14/04/2023	Partial	Duplicate Sch 2 s2.2 (a)(ii) Sch 2, s 2.2(a)(x)	Yes
Total No of Docs						
43						

From: "Sinfield, Andrew"
Sent: 03/04/2023 1:03 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Subject: Possible issues with flag booking for Canberra Sikh Association
Attachments: IMG_0905.jpg

OFFICIAL

Good afternoon Sch 2,

As discussed we are looking for some advice through Protocol/Sch 2 s 2.2(a)(ii) about a flag that we have put up on Commonwealth Avenue, King's Avenue and Vernon Circle poles.

The flag has been requested by the Canberra Sikh Association for the Vaisakhi event. They have the flags booked from today until the 28th April. The flag (photo attached) reads 'Khalsa Foundation Day Celebration' and has a symbol for the Sikh faith.

We have received a call from a member of the public advising that the flag could be controversial due to its relation to the Khalistan Movement. This is a separatist movement looking to establish a Sikh sovereign state; this movement also uses the same symbol and colour combination as the provided flags. In particular, the caller advised there had been violence related to the movement in several countries over the last few months. The information we have received from the Canberra Sikh Association does not make mention of any link to this movement, however there is the potential for the perception of a link.

Sch2 S 2.2(a)(x)

As mentioned, approval for the flags design was not sought this year, as approval was given last year from NCA for the same design (this booking did not end up going ahead). I have not been able to find the email approval for this, but I believe it went through Sch 2 s 2.2(a)(ii) so likely is part of her personal emails Sch 2 s 2.2(a)(ii).

If you require any additional information, please give me a call on Sched 2.2 (a)(ii) FOI Act 2016

Thank you,
Andrew

Andrew Sinfield | PN 11288
ACT Property Group
Chief Minister, Treasury and Economic Development Directorate
Phone: Sched 2.2 (a)(ii) FOI Act 2016 | Email: andrew.sinfield@act.gov.au
255 Canberra Avenue FYSHWICK ACT 2609 | www.act.gov.au

From: Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Sent: 03/04/2023 3:55 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>; "Sinfield, Andrew" <Andrew.Sinfield@act.gov.au>
Cc: Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Subject: RE: Khalsa flags in Canberra - Possible issues with flag booking for Sch 2 s 2.2(a)(ii) [SEC=OFFICIAL]

You don't often get email from Sch 2 s 2.2(a)(ii) @dfat.gov.au. Learn why this is important

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OFFICIAL

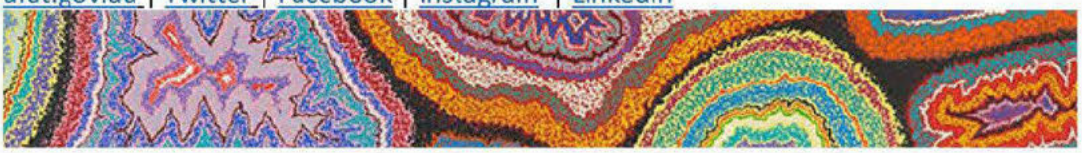
Hello Sch 2 s and Andrew

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Kind regards

Sch 2 s 2.2(a)(ii)

Director
India Implementation and Outreach Section
Department of Foreign Affairs and Trade
P +Sch 2 s 2.2(a)(ii) | **M** Sched 2.2 (a)(ii) FOI Act 2016
dfat.gov.au | Twitter | Facebook | Instagram | LinkedIn



From: Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Sent: Monday, 3 April 2023 3:27 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Cc: Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Subject: RE: Khalsa flags in Canberra - Possible issues with flag booking for Canberra Sikh Association [SEC=OFFICIAL]
Importance: High

OFFICIAL

Thank you Sch 2.

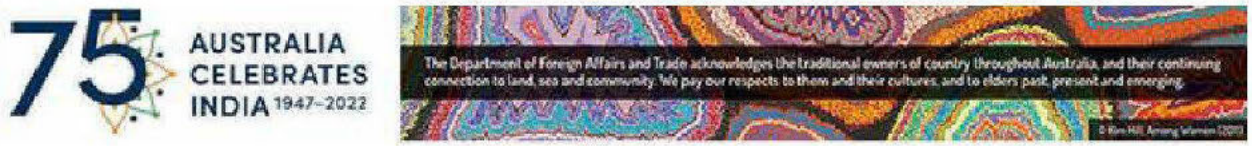
Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Thank you.

Kind regards,

Sch 2 s 2.2(a)(ii)
Centre for Australia-India Relations Taskforce
North and South Asia Division
Department of Foreign Affairs and Trade
P +Sch 2 s 2.2(a)(ii) | M Sched 2.2 (a)(ii) FOI Act 2016 | E Sch 2 s 2.2(a)(ii) @dfat.gov.au

dfat.gov.au/India75 | Twitter | Facebook | Flickr | YouTube



From: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Sent: Monday, 3 April 2023 3:18 PM
To: Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Subject: FW: Possible issues with flag booking for Canberra Sikh Association [SEC=OFFICIAL]

OFFICIAL

Hi Sch 2 s 2.2

Thanks for taking my call.

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

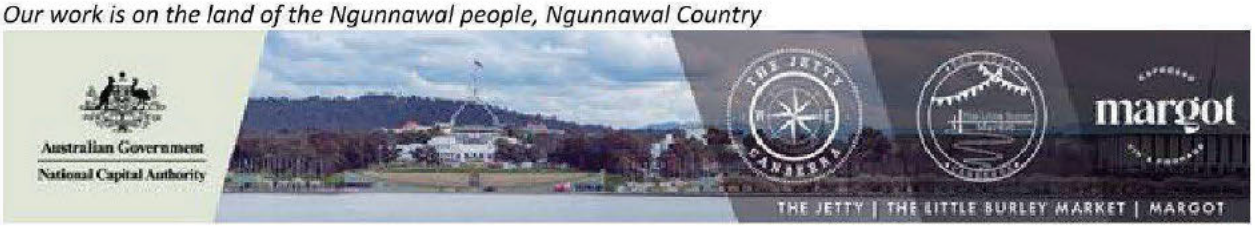
Best regards
Sch 2

Sch 2 s 2.2(a)(ii) | Event Co-ordinator | Events and Place Activation
National Capital Authority

Sched 2.2 (a)(i) FOI Act 2016

National Capital Authority | Treasury Building, King Edward Terrace, PARKES ACT 2600
GPO Box 373, CANBERRA ACT 2601 | www.nca.gov.au | Twitter: @NCA_Media

Our work is on the land of the Ngunnawal people, Ngunnawal Country



OFFICIAL

From: Sinfield, Andrew <Andrew.Sinfield@act.gov.au>
Sent: Monday, 3 April 2023 1:04 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Subject: Possible issues with flag booking for Canberra Sikh Association

OFFICIAL

Good afternoon Sch 2

As discussed we are looking for some advice through Protocol/Sch about a flag that we have put up on Commonwealth Avenue, King's Avenue and Vernon Circle poles.

The flag has been requested by the Canberra Sikh Association for the Vaisakhi event. They have the flags booked from today until the 28th April. The flag (photo attached) reads 'Khalsa Foundation Day Celebration' and has a symbol for the Sikh faith.

We have received a call from a member of the public advising that the flag could be controversial due to its relation to the Khalistan Movement. This is a separatist movement looking to establish a Sikh sovereign state; this movement also uses the same symbol and colour combination as the provided flags. In particular, the caller advised there had been violence related to the movement in several countries over the last few months. The information we have received from the Canberra Sikh Association does not make mention of any link to this movement, however there is the potential for the perception of a link.

Sch 2.2(a)(x)

As mentioned, approval for the flags design was not sought this year, as approval was given last year from NCA for the same design (this booking did not end up going ahead). I have not been able to find the email approval for this, but I believe it went through Sch 2.2(a)(ii) so likely is part of her personal emails Sch 2.2(a)(ii)

If you require any additional information, please give me a call on Sch 2.2(a)(ii)

Thank you,
Andrew

Andrew Sinfield | PN 11288
ACT Property Group
Chief Minister, Treasury and Economic Development Directorate
Phone: Sch 2 s 2.2(a)(ii) | Email: andrew.sinfield@act.gov.au
255 Canberra Avenue FYSHWICK ACT 2609 | www.act.gov.au

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From: Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Sent: 05/04/2023 12:28 PM
To: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>; Sch 2 s 2.2(a)(ii) Sch 2 s 2.2(a)(ii) @nca.gov.au>
Cc: "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>; "Dezman, Adam" <Adam.Dezman@act.gov.au>; "Sinfield, Andrew" <Andrew.Sinfield@act.gov.au>
Subject: RE: Bookings for Vaisakhi event [SEC=OFFICIAL]

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OFFICIAL

Thanks Alicia, Kassandra

Appreciate your advice. I'll call today.

Kind regards

Sch 2 s 2.2(a)(ii)

Director
India Implementation and Outreach Section
Department of Foreign Affairs and Trade
P +Sch 2 s 2.2(a)(ii) | **M** Sch 2 s 2.2(a)(ii)
dfat.gov.au | Twitter | Facebook | Instagram | LinkedIn



From: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Sent: Wednesday, 5 April 2023 12:05 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Cc: Keppell, Kassandra <Kassandra.Keppell@act.gov.au>; Dezman, Adam <Adam.Dezman@act.gov.au>; Sinfield, Andrew <Andrew.Sinfield@act.gov.au>
Subject: RE: Bookings for Vaisakhi event [SEC=OFFICIAL]

Hi Sch 2,

My apologies for the delayed response.

Please see attached copy of the original flag request along with Kassandra (Kass) Keppell's contact details as requested.

Kass Keppell can be contacted on (02) 6205 9876 or via email Kassandra.Keppell@act.gov.au (CC'd into this email).

Kind Regards,

Alicia Spindler | **Assistant Director – Flags & Banners** | ACT PROPERTY GROUP SERVICES | Chief Minister, Treasury and Economic Development Directorate | 255 CANBERRA AVENUE FYSHWICK | PO BOX 777 FYSHWICK ACT 2609
P: +61 6205 0969 | | M: Sched 2.2 (a)(ii) FOI Act 2 F: +61 2 6213 0735 | E: alicia.spindler@act.gov.au

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From: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Sent: Tuesday, 4 April 2023 11:50 AM
To: Spindler, Alicia <Alicia.Spindler@act.gov.au>; Sch 2 s 2.2(a)(ii) @dfat.gov.au
Subject: RE: Bookings for Vaisakhi event [SEC=OFFICIAL]

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OFFICIAL

Hi Alicia

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Best regards

Sch 2

Sch 2 s 2.2(a)(ii) | Event Co-ordinator| Events and Place Activation
National Capital Authority
☎ Sched 2.2 (a)(ii) FOI Act 2016

National Capital Authority | Treasury Building, King Edward Terrace, PARKES ACT 2600
GPO Box 373, CANBERRA ACT 2601 | www.nca.gov.au | Twitter: @NCA_Media

Our work is on the land of the Ngunnawal people, Ngunnawal Country



OFFICIAL

From: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Sent: Tuesday, 4 April 2023 10:09 AM
To: Sch 2 s 2.2(a)(ii) @dfat.gov.au
Cc: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Subject: FW: Bookings for Vaisakhi event

Good morning ,

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Kind Regards,

Alicia Spindler | **Assistant Director – Flags & Banners** | ACT PROPERTY GROUP SERVICES | Chief Minister, Treasury and Economic Development Directorate | 255 CANBERRA AVENUE FYSHWICK | PO BOX 777 FYSHWICK ACT 2609
P: +61 6205 0969 | | M: Sched 2.2 (a)(ii) FOI Act 2 F: +61 2 6213 0735 | E: alicia.spindler@act.gov.au

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From: Sch 2.2(a)(ii)
Sent: Tuesday, 4 April 2023 9:23 AM
To: Sinfield, Andrew <Andrew.Sinfield@act.gov.au>
Cc: Sch 2 s 2.2(a)(ii) Sch 2 s 2.2(a)(ii) >
Subject: Re: Bookings for Vaisakhi event

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Sch 2.2(a)(ii)

Good afternoon,

Great! Thank you for letting me know, I was just starting to worry they wouldn't arrive in time. Once they arrive tomorrow we should be all good to install Monday.

Thank you,

Andrew

Andrew Sinfield | Flags and Banners
ACT Property Group
Chief Minister, Treasury and Economic Development Directorate
Phone: Sched 2.2 (a)(ii) FOI Act 2016 | Email: andrew.sinfield@act.gov.au
255 Canberra Avenue FYSHWICK ACT 2609 | www.act.gov.au

From: Sched 2.2 (a)(ii) FOI Act 2016
Sent: Thursday, 30 March 2023 1:39 PM
To: Sinfield, Andrew <Andrew.Sinfield@act.gov.au>
Cc: Sch 2.2(a)(ii)
Subject: Re: Bookings for Vaisakhi event

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Hello Andrew,

Sched 2.2 (a)(i) FOI Act 20

for the delay. Flags will be delivered to you on 31st. Thank you.

Kind regards,
Sch 2.2(a)(ii)

On Wed, 29 Mar 2023 at 14:54, Sinfield, Andrew <Andrew.Sinfield@act.gov.au> wrote:

OFFICIAL

Good afternoon,

We have a flag booking coming up for your Vaisakhi event, with the booking starting on the 3rd April. I wanted to contact you as we have not yet received the flags to be installed and I had not heard anything.

Could you please advise whether you are expecting the flags to be delivered in time for us to install them on Monday? If there are any issues we can assist with, please feel free to contact me on 6205 0299 or Andrew.sinfield@act.gov.au.

Thank you,
Andrew

Andrew Sinfield | Flags and Banners
ACT Property Group
Chief Minister, Treasury and Economic Development Directorate
Phone: Sch 2.2(a)(ii) | Email: andrew.sinfield@act.gov.au
255 Canberra Avenue FYSHWICK ACT 2609 | www.act.gov.au

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Sch 2.2(a)(x), Sch 2.2(a)(ii)

From: "Tanton, Graham"
Sent: 04/04/2023 1:41 PM
To: "Eveille, JamesB" <JamesB.Eveille@act.gov.au>
Subject: RE: Flags in question

OFFICIAL

Thanks James, the team are looking into it.

From: Eveille, JamesB <JamesB.Eveille@act.gov.au>
Sent: Tuesday, 4 April 2023 1:34 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Flags in question

James Eveille – Adviser
Office of Minister Chris Steel MLA
ACT Legislative Assembly
m: Sched 2.2 (a)(ii) FOI Act 2016

From: "Tanton, Graham"
Sent: 04/04/2023 1:42 PM
To: "Hedley, Belinda" <Belinda.Hedley@act.gov.au>; "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Subject: FW: Flags in question
Attachments: Image.jpeg

OFFICIAL

For note

From: Eveille, JamesB <JamesB.Eveille@act.gov.au>
Sent: Tuesday, 4 April 2023 1:34 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Flags in question

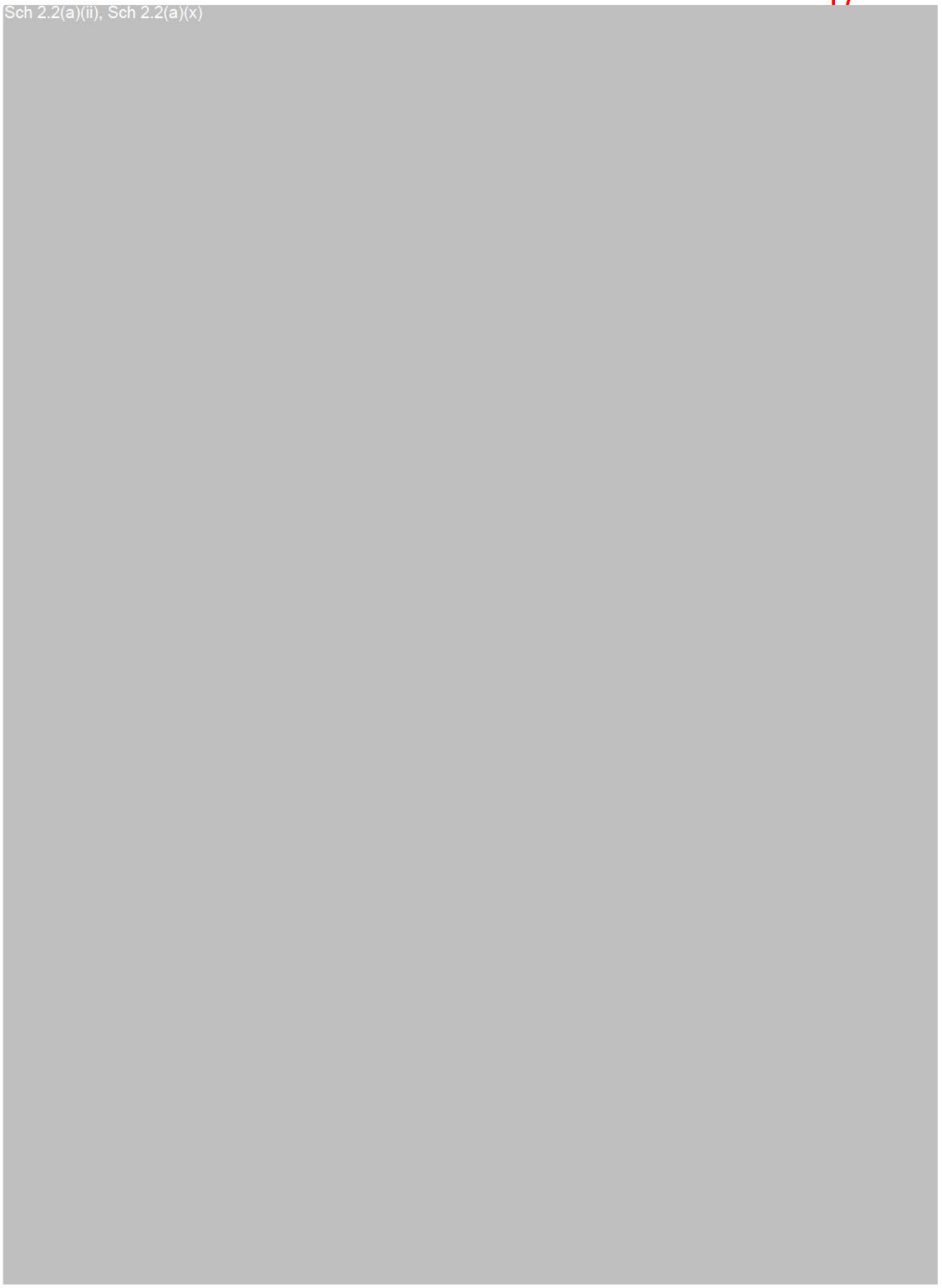
James Eveille – Adviser
Office of Minister Chris Steel MLA
ACT Legislative Assembly
m: Sched 2.2 (a)(ii) FOI Act 2016

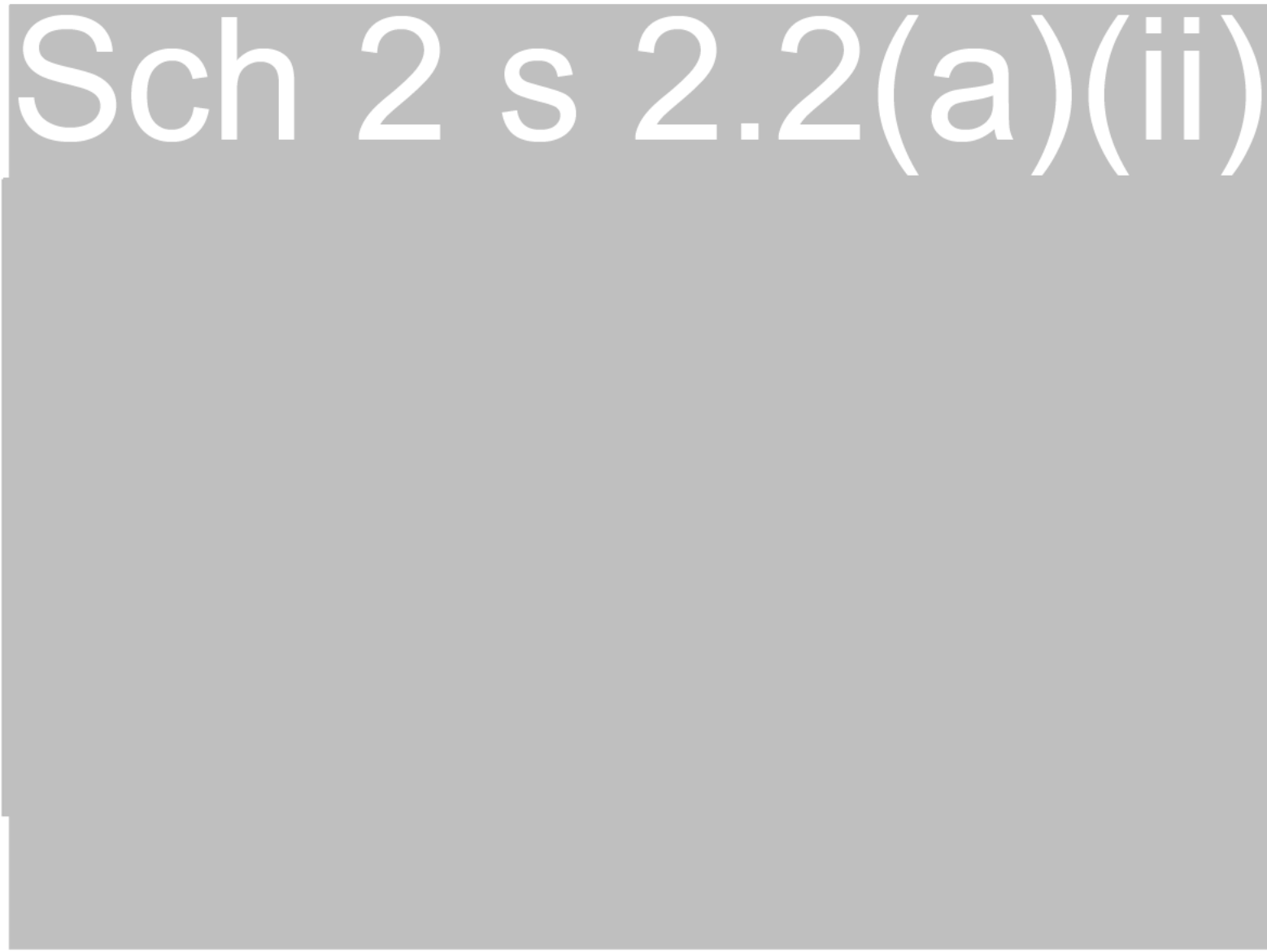
Sch 2.2(a)(ii)

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Sch 2.2(a)(ii)

Sch 2.2(a)(ii)


Sch 2.2(a)(ii), Sch 2.2(a)(x)


Sch 2 s 2.2(a)(ii)

Attachment A – Application Form

Please complete, providing as much detail as possible, and return to:

ACTPGFlagsandBanners@act.gov.au or
ACT Property Group, Response Centre,
Attention: Flags Officer
Chief Minister, Treasury and Economic Development Directorate
PO Box 777 Fyshwick ACT 2609

APPLICANT DETAILS

Name of Organisation The Canberra Sikh Association Inc.

Address 15 Hickey Ct, Weston ACT

Postcode 2611

Contact Person: Sch 2 s 2.2(a)(ii)

Phone N/A

Mobile: Sch 2 s 2.2(a)(ii)

Fax Number N/A

E-mail Address: Sch 2 s 2.2(a)(ii)

Description of the Event: Vaisakhi

Event Start Date: 03/04/2023

Event Finish Date: 28/04/2023

Proposed Dates for Installation: 03/04/2023

Removal: 28/04/2023

Additional comments on the event

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

ACT FLAGS AND BANNERS APPLICATION

IMPORTANT

- You must provide a full colour design of proposed flags or banners with this application.
- Applicants should not manufacture flags and banners before the Territory has provided the applicant with final confirmation that their booking is successful.
- The ACT Government will not fly flags or banners that are made of vinyl or vinyl-like materials even if an application has been approved. In such a situation, the ACT Government will not be liable for any production costs of any vinyl flags/banners that applicants have incurred.
- Further, in the situation that the Territory has flown flags and banners made from vinyl or vinyl like material in the past, the Territory will not accept or allow these flags or banners to be flown from ACT Government owned sites.
- For an application to be confirmed the full amount of the booking must be paid. Until then the booking cannot be confirmed and other paid bookings will take precedence.

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

ACT FLAGS AND BANNERS APPLICATION

LOCATIONS REQUESTED

An applicant must select all flags or banners located at one site – an applicant cannot select a smaller number of flags and banners at any site.

The number and availability of sites for hire listed below is correct at the time of publication. However, please note that from time to time the number of sites available may vary. ACT Property Group will endeavour to notify an applicant of any changes to the availability of sites as soon as possible. The ACT Government will not be liable for any production costs of additional flags/banners that applicants have incurred as a result of the reduction in site numbers available to the applicant.

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
Area: Lake Burley Griffin						
1	Vernon Circle	Flag pole	8	8		☒
2*	Commonwealth Avenue - North	Flag pole	16	16		☒
3*	Commonwealth Avenue - South	Flag pole	16	16		☒
4*	Kings Avenue Bridge - South	Flag pole	16	16		☒
5*	Kings Avenue Bridge - North	Flag pole	16	16		☒
6*	Kings Avenue Overpass	Flag pole	16	16		☒
7	Commonwealth Ave (both sides)	Banner	26		26	☐
8	Kings Ave (both sides)	Banner	52		52	☐
*	Final approval by the National Capital Authority will be required for applications relating to flagpoles under the responsibility of the Commonwealth (marked with an asterisk above)					
Area: City CBD						
9	Allara Street - Foot Bridge	Flag pole	2	2		☐
10	Mort Street	Banner	2		2	☐
11	Alinga Street	Banner	3		3	☐
12	Nangari Street	Flag pole	3	3		☐
13	City Walk - Petrie Plaza	Flag pole	4	4		☐
14	City Walk - Canberra Centre	Flag pole	4	4		☐
15	Garema Place	Flag pole	5	5		☐
16	Akuna Street	Banner	5		5	☐
17	Civic Square Community Banner Poles **(These poles require 5 left-sided and 5 right-sided banners)**	Double Banner Poles	5		10	☐
18	Binara Street	Banner	6		6	☐
19	**Vernon Circle City Hill**	**Double Banner Poles**	**6**		**12**	☐
20	Bunda Street	Banner	14		14	☐

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

ACT FLAGS AND BANNERS APPLICATION

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
21	London Circuit	Banner	60		60	☐
22	Vernon Circle City Hill **(These poles require 9 reversed or left-sided banners)**	Banner	9		9	☐
Area: North Canberra						
23	Gundaroo Drive	Banner	4		4	☐
24	Barton Highway – William Slim Drive	Banner	10		10	☐
25	Morshead Drive	Banner	34		34	☐
26	Parkes Way	Banner	68		68	☐
Area: Belconnen						
27	Mouat St	Banner	5		5	☐
28	Leverrier Cres	Banner	12		12	☐
29	Battye St	Banner	32		32	☐
30	Ginninderra Drive	Banner	47		47	☐
31	Benjamin Way	Banner	50		50	☐
32	Haydon Drive	Banner	60		60	☐
Area: Gungahlin						
33	Gold Creek Village - O'Hanlon Place	Flag pole	12	12		☐
Area: Inner City						
34	Area 1 - Gould Street	Banner	1		1	☐
35	Area 1 - Masson Street	Banner	1		1	☐
36	Area 1 - Watson Street	Banner	1		1	☐
37	Area 1 - Lonsdale Street	Banner	8		8	☐
38	Area 1 - Girrahween Street	Banner	8		8	☐
39	Area 1 - Elouera Street	Banner	12		12	☐
40	Area 1 - Mort Street	Banner	12		12	☐
41	Area 2 - Akuna Street	Banner	1		1	☐
42	Area 2 - Binara Street	Banner	1		1	☐
43	Area 2 - Nangari Street	Banner	3		3	☐
44	Area 2 - Bunda Street	Banner	4		4	☐
45	Area 2 - Ballumbir Street	Banner	13		13	☐
46	Area 3 - Constitution Ave	Banner	4		4	☐
47	Area 3 - Allara Street	Banner	4		4	☐
48	Area 3 - London Cct	Banner	6		6	☐
49	Area 3 - Coranderrk Street	Double Banner Poles	8		8	☐
50	Area 4 - Gordon Street	Banner	2		2	☐
51	Area 4 - Edinburgh Ave	Banner	8		8	☐
52	Area 4 - London Cct	Banner	11		11	☐
53	Area 4 - Marcus Clarke Street	Banner	14		14	☐

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

ACT FLAGS AND BANNERS APPLICATION

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
54	Area 5 - Alinga Street	Banner	4		4	☐
55	Area 5 - London Cct	Banner	12		12	☐
56	Area 6 - London Cct	Banner	12		12	☐
57	Area 6 - Marcus Clarke Street	Banner	16		16	☐
58	Area 7 - Moore Street	Banner	1		1	☐
59	Area 7 - Bunda Street	Banner	2		2	☐
60	Area 7 - Mort Street	Banner	3		3	☐
61	Area 7 - Rudd Street	Banner	7		7	☐
62	Area 7 - Marcus Clarke Street	Banner	8		8	☐
63	Area 7 - Cooyong Street	Banner	13		13	☐
64	Area 7 - Barry Drive	Banner	14		14	☐
65	Multipoles – Bunda Street	Banner	7		7	☐
66	Multipoles – Scotts Crossing	Banner	13		13	☐
67	Multipoles – George Street	Banner	20		20	☐
	Total pole count			**122 Flags**	**882 Banners**	

COST OF HIRING FLAGS AND/OR BANNER POLES

Costs are determined and charged on a cost-recovery basis and include GST.

Flags

Processing Fee	$184.50 per application
Cost for the Installation/Removal of each flag within business hours	$30.75 per flag
Cost for the Installation/Removal of each flag after hours	$51.25 per flag
Minimum charge for the installation and removal of flags within business hours	$461.25
Minimum charge for the installation and removal of flags after hours	$820.00
Daily hire cost for first 28 days for flagpoles	No Charge
Daily hire cost for each flag after the initial 4 week booking	$2.05 per flag/ banner/day

Banners

Processing Fee	$184.50 per application
Cost for the Installation/Removal of each banner in business Hours	$82.00 per banner
Cost for the Installation/Removal of each banner after hours	$112.75 per banner
Minimum charge for the installation and removal of banners in business hours	$1025.00
Minimum charge for the installation and removal of banners after hours	$2050.00
Daily hire cost for first 28 days for bannerpoles	No Charge

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

Daily hire cost for each banner pole after the initial 4 week booking	$2.05 per flag/ banner/day
Hire of cherry picker, traffic management plans, implementation of traffic management.	POA + 12%

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

ACT FLAGS AND BANNERS APPLICATION

NOTES

- Locations and dates are subject to availability and all requests will be considered temporary bookings until confirmation is given to the applicant.
- Applications will be processed in the order in which they are received.
- The ACT Government reserves the right to remove flags and banners for events such as visiting dignitaries, Territory or Federal Government events, and/or any other events. All efforts will be made to notify any affected party as soon as possible. The ACT Government will not provide any financial compensation in any event.
- ACT Government events will take precedence in the situation where there are multiple applications for flying banners in a certain location at the same/similar times.
- ACT Government will not be held liable for any loss or damage that may occur to flags and banners.
- Final approval by the National Capital Authority will be required for applications relating to flagpoles under the responsibility of the Commonwealth (marked with an asterisk above);

** NCA approval is required for the first time the flag is used from 1 October 2009 and that approval becomes a standing approval for future use, unless otherwise advised by the NCA. ACT Property Group will keep a register of NCA Standing Approvals for Flags.*

By signing this application, I acknowledge that I have read and understand the ACT Government Flags and Banners Operational Guidelines.

Sch 2 s 2.2(a)(ii)

Applicant's Signature:

Date: 22 Sep 2022

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

Attachment B – List of Main Avenues and Approach Routes to Canberra

Main Avenues

- State Circle
- Commonwealth Avenue
- Brisbane Avenue
- Canberra Avenue (to Hume Circle)
- Adelaide Avenue
- Northbourne Avenue
- University Avenue
- Limestone Avenue (south of Ainslie)
- Kings Avenue
- Sydney Avenue
- Hobart Avenue
- Melbourne Avenue
- Perth Avenue
- Edinburgh Avenue
- Ainslie Avenue
- Anzac Parade

Approach Routes

- Barton Highway
- Federal highway
- Fairbairn Avenue
- Morshead Drive/Pialligo Avenue to the ACT border
- Canberra Avenue from Hume Circle to the ACT border
- Monaro Highway and its extension as the Eastern Parkway to Morshead Drive.

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

Attachment C – Flag and Banners specifications

Standard Double Banner (left-hand, right-hand or double)

850mm x 2000 mm

90mm pocket

2 x minimum 16mm eyelet holes

Civic Square Banners (double)

1450mm x 2000-2500mm

90mm pocket

2 x minimum 16mm eyelet holes

Flag

Up to 1500mm x 1000-2500mm

2 x plastic toggle or sister clip to secure flag to the top of the flagpole

Zoho Sign Document ID: MNVEHHPBNUJ3MN3KG6FQOXYDPGVDVQF-EHZ9LAZ3GMM

From: "Hedley, Belinda" <Belinda.Hedley@act.gov.au>
Sent: 05/04/2023 2:26 PM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Subject: FW: Canberra Sikh Association Flag Booking Dispute Minute
Attachments: Canberra Sikh Association Flag Booking Dispute Minute.docx, Attachment A - ACT Property Group - Flags and Banners JUL18_v4 - application.docx, Attachment B -ACT Property Group - Flags and Banners JUL18_v4 - main.pdf, Email Dot Points from Response Centre 04/04/2023, Attachment D -Media.jpeg
Categories: External

OFFICIAL

Belinda Hedley | Executive Branch Manager
Phone: 02 6205 2250 | Mobile: Sch 2.2(a)(ii) | Email: belinda.hedley@act.gov.au
ACT Property Group | Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
255 Canberra Avenue, Fyshwick ACT 2609 | GPO Box 777 Fyshwick ACT 2609
|www.economicdevelopment.act.gov.au| www.act.gov.au

From: Keppell, Kassandra <Kassandra.Keppell@act.gov.au>
Sent: Wednesday, 5 April 2023 1:47 PM
To: Hedley, Belinda <Belinda.Hedley@act.gov.au>; ACTPGExecutiveSupport <ACTPGExecutiveSupport@act.gov.au>
Cc: Dezman, Adam <Adam.Dezman@act.gov.au>
Subject: Canberra Sikh Association Flag Booking Dispute Minute

Hi Belinda

Minute as requested.

Kass

Kassandra Keppell | **A/g SENIOR DIRECTOR** | INTEGRATED FACILITIES MANAGEMENT |
ACT PROPERTY GROUP | CHIEF MINISTER, TREASURY & ECONOMIC D EVELOPMENT DIRECTORATE |
ACT GOVERNMENT | Level 1 255 Canberra Ave FYSHWICK ACT 2609 | P: 6205 9876 | Sch 2 s 2.2(a)(ii) |

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

ACT Government
Chief Minister, Treasury and Economic Development

CMTEDD INTERNAL MINUTE

Date <add the date it was completed by the sender >

TRIM No:

File No:

To Executive Branch Manager ACT Property Group

From Adam Dezman

Subject Canberra Sikh Association Flag Booking Dispute

Approver	Date	Comments
SD	05/04/2023	

Critical date and reason

1. **05/04/2023** to address protocols, procedures and approval processes for flag requests and dispute issues with the Sikh Association Sch 2.2(a)(x)

Recommendations

2. That you
   - Note the ACT Property Group procedures, policy, and approval processes for flag requests for events and ceremonies.
   - Sch 2.2(a)(x), Sch 2.2(a)(ii)
   - Note that no review of flag procures, and policies has been undertaken since July 2018.

Belinda Hedley..... / /

AGREED/NOT AGREED/NOTED/PLEASE DISCUSS

Background

1. ACT Property Group (ACTPG) undertake flags and banners services on behalf of Government Agencies and Community Organisations across 75+ sites around Canberra.
2. Flags enhance and promote Canberra as a destination region to visit, conveys upcoming events, charities and sporting events occurring in the Canberra Region Attachment A and an Application Form is completed and submitted for approval Attachment B.

Issues

3. 07:00 am 3 April 2023 - The Sikh Community Association flags were installed on Commonwealth Avenue, Kings Avenue, Kings Avenue Overpass and Vernon Circle in Canberra.
4. 12:00 pm ACTPG receives a call from a member of the public raising potential controversy involving the flags that relate to the Kalistan movement. ACTPG staff raised the concerns with Sch 2.2(a)(ii), Sch 2.2(a)(x) Please see Attachment C for further detail.
5. 10:35 am 4 April 2023 - Members of the CSA attended the ACTPG shopfront in person to conduct a 'sit in' in protest of the flag removal.
6. ACTPG staff informed the association members that the flags were removed at the request of DFAT and would not be reinstated until a stakeholder engagement could be undertaken. DFAT declined to give a contact name or email to ACTPG to provide to the CSA.
7. This issue has identified development opportunities in the current procedures and processes for the installation of flags.

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Consultation

Sch2 S 2.2(a)(x)

Work Health and Safety

Sch 2 s 2.2(a)(ii)

Financial

11. Flags and Banners represented a current financial turnover from July 2022 to 31/03/2023 is $41,171.38 over 75 sites.
12. The Sikh Community Group was offered a full refund for the in dispute booking of $3000.

Risks/ Sensitivities

13. Business reputation to Community Groups and other Government Agencies

Media

14. Attachment D

Name and signature of sender

Action Officer: Adam Dezman

Phone: Sch 2 s 2.2(a)(ii)

<Delete if not required>

Attachment	Title
Attachment A	ACT Property Group - Flags and Banners JUL18_v4 - main
Attachment B	ACT Property Group - Flags and Banners JUL18_v4 - application
Attachment C	Email Dot Points from Response Centre 04/04/2023
Attachment D	Media

Attachment A – Application Form

Please complete, providing as much detail as possible, and return to:

ACTPGFlagsandBanners@act.gov.au or
ACT Property Group, Response Centre,
Attention: Flags Officer
Chief Minister, Treasury and Economic Development Directorate
PO Box 777 Fyshwick ACT 2609

APPLICANT DETAILS

Name of Organisation Click here to enter text.

Address Click here to enter text.

Postcode Click here to enter text.

Contact Person Click here to enter text.

Phone Click here to enter text.

Mobile Click here to enter text.

Fax Number Click here to enter text.

E-mail Address Click here to enter text.

Description of the Event Click here to enter text.

Event Start Date Click here to enter text.

Event Finish Date Click here to enter text.

Proposed Dates for Installation: Click here to enter text.

Removal: Click here to enter text.

Additional comments on the event Click here to enter text.

ACT FLAGS AND BANNERS APPLICATION

IMPORTANT

- You must provide a full colour design of proposed flags or banners with this application.
- Applicants should not manufacture flags and banners before the Territory has provided the applicant with final confirmation that their booking is successful.
- The ACT Government will not fly flags or banners that are made of vinyl or vinyl-like materials even if an application has been approved. In such a situation, the ACT Government will not be liable for any production costs of any vinyl flags/banners that applicants have incurred.
- Further, in the situation that the Territory has flown flags and banners made from vinyl or vinyl like material in the past, the Territory will not accept or allow these flags or banners to be flown from ACT Government owned sites.
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ACT FLAGS AND BANNERS APPLICATION

LOCATIONS REQUESTED

An applicant must select all flags or banners located at one site – an applicant cannot select a smaller number of flags and banners at any site.

The number and availability of sites for hire listed below is correct at the time of publication. However, please note that from time to time the number of sites available may vary. ACT Property Group will endeavour to notify an applicant of any changes to the availability of sites as soon as possible. The ACT Government will not be liable for any production costs of additional flags/banners that applicants have incurred as a result of the reduction in site numbers available to the applicant.

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
Area: Lake Burley Griffin						
1	Vernon Circle	Flag pole	8	8		☐
2*	Commonwealth Avenue - North	Flag pole	16	16		☐
3*	Commonwealth Avenue - South	Flag pole	16	16		☐
4*	Kings Avenue Bridge - South	Flag pole	16	16		☐
5*	Kings Avenue Bridge - North	Flag pole	16	16		☐
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7	Commonwealth Ave (both sides)	Banner	26		26	☐
8	Kings Ave (both sides)	Banner	52		52	☐
* Final approval by the National Capital Authority will be required for applications relating to flagpoles under the responsibility of the Commonwealth (marked with an asterisk above)						
Area: City CBD						
9	Allara Street - Foot Bridge	Flag pole	2	2		☐
10	Mort Street	Banner	2		2	☐
11	Alinga Street	Banner	3		3	☐
12	Nangari Street	Flag pole	3	3		☐
13	City Walk - Petrie Plaza	Flag pole	4	4		☐
14	City Walk - Canberra Centre	Flag pole	4	4		☐
15	Garema Place	Flag pole	5	5		☐
16	Akuna Street	Banner	5		5	☐
17	Civic Square Community Banner Poles **(These poles require 5 left-sided and 5 right-sided banners)**	Double Banner Poles	5		10	☐

ACT FLAGS AND BANNERS APPLICATION

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
18	Binara Street	Banner	6		6	☐
19	Vernon Circle City Hill	Double Banner Poles	6		12	☐
20	Bunda Street	Banner	14		14	☐
21	London Circuit	Banner	60		60	☐
22	Vernon Circle City Hill **(These poles require 9 reversed or left-sided banners)**	Banner	9		9	☐
Area: North Canberra						
23	Gundaroo Drive	Banner	4		4	☐
24	Barton Highway – William Slim Drive	Banner	10		10	☐
25	Morshead Drive	Banner	34		34	☐
26	Parkes Way	Banner	68		68	☐
Area: Belconnen						
27	Mouat St	Banner	5		5	☐
28	Leverrier Cres	Banner	12		12	☐
29	Battye St	Banner	32		32	☐
30	Ginninderra Drive	Banner	47		47	☐
31	Benjamin Way	Banner	50		50	☐
32	Haydon Drive	Banner	60		60	☐
Area: Gungahlin						
33	Gold Creek Village - O'Hanlon Place	Flag pole	12	12		☐
Area: Inner City						
34	Area 1 - Gould Street	Banner	1		1	☐
35	Area 1 - Masson Street	Banner	1		1	☐
36	Area 1 - Watson Street	Banner	1		1	☐
37	Area 1 - Lonsdale Street	Banner	8		8	☐
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39	Area 1 - Elouera Street	Banner	12		12	☐
40	Area 1 - Mort Street	Banner	12		12	☐
41	Area 2 - Akuna Street	Banner	1		1	☐
42	Area 2 - Binara Street	Banner	1		1	☐

ACT FLAGS AND BANNERS APPLICATION

Pole Group No.	Location:	Flag/ Banner/ Double Site:	Pole Count	No. Flags	Number of Banners	Req'd ☑
43	Area 2 - Nangari Street	Banner	3		3	☐
44	Area 2 - Bunda Street	Banner	4		4	☐
45	Area 2 - Ballumbir Street	Banner	13		13	☐
46	Area 3 - Constitution Ave	Banner	4		4	☐
47	Area 3 - Allara Street	Banner	4		4	☐
48	Area 3 - London Cct	Banner	6		6	☐
49	Area 3 - Coranderrk Street	Double Banner Poles	8		8	☐
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51	Area 4 - Edinburgh Ave	Banner	8		8	☐
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54	Area 5 - Alinga Street	Banner	4		4	☐
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66	Multipoles – Scotts Crossing	Banner	13		13	☐
67	Multipoles – George Street	Banner	20		20	☐
	Total pole count			**122 Flags**	**882 Banners**	

COST OF HIRING FLAGS AND/OR BANNER POLES

Costs are determined and charged on a cost-recovery basis and include GST.

ACT FLAGS AND BANNERS APPLICATION

Flags

Processing Fee	$184.50 per application
Cost for the Installation/Removal of each flag within business hours	$30.75 per flag
Cost for the Installation/Removal of each flag after hours	$51.25 per flag
Minimum charge for the installation and removal of flags within business hours	$461.25
Minimum charge for the installation and removal of flags after hours	$820.00
Daily hire cost for first 28 days for flagpoles	No Charge
Daily hire cost for each flag after the initial 4 week booking	$2.05 per flag/ banner/day

Banners

Processing Fee	$184.50 per application
Cost for the Installation/Removal of each banner in business Hours	$82.00 per banner
Cost for the Installation/Removal of each banner after hours	$112.75 per banner
Minimum charge for the installation and removal of banners in business hours	$1025.00
Minimum charge for the installation and removal of banners after hours	$2050.00
Daily hire cost for first 28 days for bannerpoles	No Charge
Daily hire cost for each banner pole after the initial 4 week booking	$2.05 per flag/ banner/day
Hire of cherry picker, traffic management plans, implementation of traffic management.	POA + 12%

NOTES

- Locations and dates are subject to availability and all requests will be considered temporary bookings until confirmation is given to the applicant.
- Applications will be processed in the order in which they are received.
- The ACT Government reserves the right to remove flags and banners for events such as visiting dignitaries, Territory or Federal Government events, and/or any other events. All efforts will be made to notify any affected party as soon as possible. The ACT Government will not provide any financial compensation in any event.
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** NCA approval is required for the first time the flag is used from 1 October 2009 and that approval becomes a standing approval for future use, unless otherwise advised by the NCA. ACT Property Group will keep a register of NCA Standing Approvals for Flags.*

By signing this application, I acknowledge that I have read and understand the ACT Government Flags and Banners Operational Guidelines.

Applicant's Signature: _____ Date: _____

For information visit **http://www.economicdevelopment.act.gov.au/act_property_group**
Phone **02 6213 0700** or email **ACTPGFlagsandBanners@act.gov.au**

Attachment B – List of Main Avenues and Approach Routes to Canberra

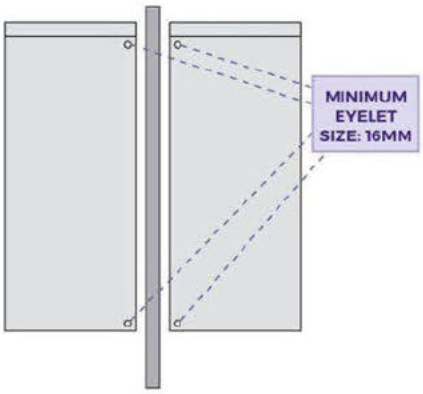
Main Avenues

- State Circle
- Commonwealth Avenue
- Brisbane Avenue
- Canberra Avenue (to Hume Circle)
- Adelaide Avenue
- Northbourne Avenue
- University Avenue
- Limestone Avenue (south of Ainslie)
- Kings Avenue
- Sydney Avenue
- Hobart Avenue
- Melbourne Avenue
- Perth Avenue
- Edinburgh Avenue
- Ainslie Avenue
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Approach Routes

- Barton Highway
- Federal highway
- Fairbairn Avenue
- Morshead Drive/Pialligo Avenue to the ACT border
- Canberra Avenue from Hume Circle to the ACT border
- Monaro Highway and its extension as the Eastern Parkway to Morshead Drive.

Attachment C – Flag and Banners specifications

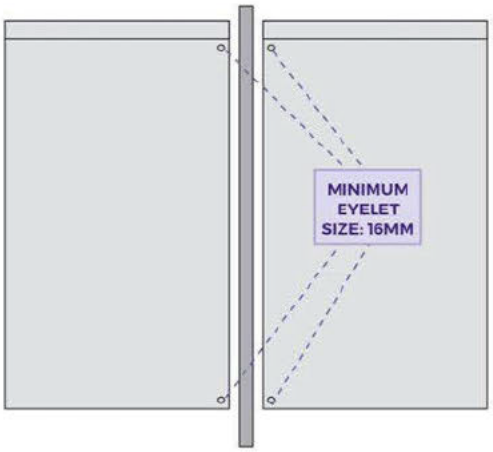


Standard Double Banner (left-hand, right-hand or double)

850mm x 2000 mm

90mm pocket

2 x minimum 16mm eyelet holes



Civic Square Banners (double)

1450mm x 2000-2500mm

90mm pocket

2 x minimum 16mm eyelet holes



Flag

Up to 1500mm x 1000-2500mm

2 x plastic toggle or sister clip to secure flag to the top of the flagpole

Bring your event to life with ACT Flags and Banners

City banners are a highly effective advertising medium to promote festivals, sporting, retail, arts, charity, business and cultural events.

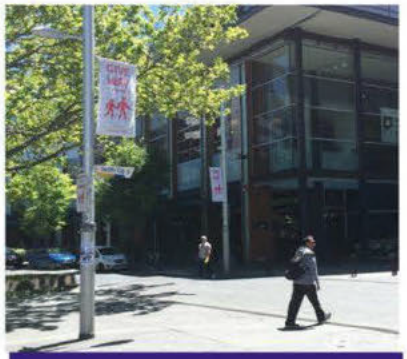
- Reach **approx 150,000** workers, residents and visitors to the city **every day!**
- **75+ premium locations** throughout the city
- Well-recognised outdoor advertising by Canberra visitors

OUR BANNERS



DOUBLE BANNERS

A visual and cost effective way to showcase your event in the city. Enhance the city's streetscape with your eye-catching creative.



STREET BANNERS

Banners are a highly effective advertising medium to promote festivals, sporting, retail, arts and cultural events.



FLAGS

Reach your target market and increase awareness about your event with our city flags and banners across Canberra's main routes and inner city streets.

SOME OF OUR 75+ LOCATIONS INCLUDE

- **Canberra CBD**
- **Lake Burley Griffin**
- **Parliamentary Triangle**
- **Canberra North, Belconnen**
- **Canberra South, Woden**
- **Barton Highway**
- **Federal Highway**

APPLICATION PROCESS

An individual or organisation wishing to hire flag or banner sites managed by the ACT Government (see Section 3 above) must complete the Application Form provided at Attachment A. Applications are to be submitted for assessment to:

ACT Property Group – Property Projects and Services Section
Territory and Municipal Services Directorate
PO Box 777, Fyshwick
ACT 2609
Fax: (02) 6213 0734
ACTPGFlagsandBanners@act.gov.au

ACT Property Group should receive applications no later than eight (8) weeks prior to the commencement date of the required hire period. Applications will be accepted up to one year in advance and will be processed in order of receipt.

Until payment has been received in full the booking cannot be confirmed and other paid bookings will take precedence.

For information visit **http://www.economicdevelopment.act.gov.au/act_property_group**
Phone **02 6213 0700** or email **ACTPGFlagsandBanners@act.gov.au**

ACT Government

Flags and Banners Operational Guidelines

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Attachment A – Application Form ..... *See separate file*
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Attachment C – Flag and Banners Examples ..... *See separate file*

1. INTRODUCTION

The purpose of this document is to provide overall guidance with respect to the use of ACT Government managed flag or banner sites.

The ACT Government supports the safe and responsible use of flags/banners at sites managed by the ACT Government as a way of:

- Enhancing Canberra's visual attractiveness by adding colour and vibrancy to the city;
- Promoting Canberra and the ACT region as a destination for visitation;
- Conveying information to the community at large about upcoming significant events of wide community interest, particularly in the cultural, charitable, sporting or recreational spheres occurring within Canberra or the ACT region; and
- Recognising Canberra's role as the nation's capital.

This document supports the ACT Flag and Banners Policy, which has been developed to outline the agreed policy on the use of ACT Government managed flag and banner sites.

2. ADMINISTRATIVE GUIDELINES

Flag and banner sites managed by the ACT Government are available for hire by individuals/organisations wishing to publicise forthcoming events, activities or campaigns considered appropriate by the ACT Government.

The ACT Government does not lease flag or banner sites for advertising purposes or to promote industry days.

The ACT Government flag and banner sites are available for hire on a cost recovery basis. Prices for hiring sites are included in the Application Form (Attachment A).

3. SITES FOR HIRE

A list of the flags and banners locations is included in the application form found at **Attachment A**.

If an applicant wishes to install a flag or banner on a site managed by the ACT Government where there is no existing infrastructure, an agreement may be reached between the ACT Government and the applicant, where the applicant will cover the installation costs for the necessary infrastructure. This is subject to appropriate land owner and ACT Planning and Land Authority (ACTPLA) approvals (if necessary) and the consideration by the ACT Government of the safety and general visual amenity of the site and any other planned or future uses for the proposed site.

4. APPLICATION PROCESS

4.1 An individual or organisation wishing to hire flag or banner sites managed by the ACT Government (see **Section 3** above) must complete the Application Form provided at **Attachment A**.

4.2 Applications are to be submitted for assessment via email to

ACTPGFlagsandBanners@act.gov.au
or via mail to:
ACT Property Group – Flags Officer
Chief Minister, Treasury and Economic Development Directorate
PO Box 777
Fyshwick ACT 2609

Or via Fax: (02) 6213 0734

4.3 ACT Property Group should receive applications no later than eight (8) weeks prior to the commencement date of the required hire period.

4.4 Applications will be accepted up to one year in advance and will be processed in order of receipt.

4.5 Until payment has been received in full the booking cannot be confirmed and other paid bookings will take precedence.

4.6 Unsuccessful applicants will be notified of any clashes of site dates and offered alternative sites, if available.

4.7 A separate application form is to be submitted for each period that an applicant wishes to hire a flag or banner site.

4.8 The Territory may also require additional information from the applicant in order to process and assess the application.

4.9 Applications will be assessed against the criteria detailed in **Section 5**.

5. CRITERIA FOR APPROVAL

Supporting Documentation

5.1 For the booking to be approved the applicant must submit the following documentation at least eight weeks before the flags/banners are to be erected:

- A colour scale drawing of the proposed flag or banner if it for the first use.

Subject Matter

5.2 The primary focus of a flag or banner should be recreational, sporting or a tourist event, a community based play, activity or festival. Registered charities may use flags/banners to promote a major fund raising activity.

5.3 The event or activity should have significant interest to the broader Canberra community.

5.4 Flags and banners used to advertise public or private companies, goods or services will not be permitted.

5.5 Flags and banners promoting a political cause or party will not be permitted.

5.6 If an applicant is unsure if their proposed flags or banners meet the Flags and Banners Policy and these Guidelines, they should discuss their proposed application with the ACT Property Group at an early stage. Telephone (02) 6213 0700.

5.7 Where ACT Property Group considers the content of the flag or banner may be contentious or cause division among the community, the application will be referred to The Office of The Chief Minister. A decision made by The Office of The Chief Minister to approve or reject an application will be final.

Sponsorship

5.8 The ACT Government acknowledges that community events and activities are sometimes sponsored. Accordingly, an advertising slogan or the corporate or organisational logo of a sponsor may be included in the design of a flag or banner, subject to the following limits:

- In the case of single sponsors, no more than 10% of the total area of the flag or banner may be devoted to the sponsor; and
- In the case of multiple sponsors, no more than 20% of the total area of the flag or banner may be devoted to the sponsors.

5.9 This ratio applies to each individual flag or banner and cannot be achieved by the alternate spacing of separate sponsor and event flags/banners.

Graphic Content

5.10 It is recommended that the graphic composition of colour and text used on any flag or banner should be bold and uncomplicated, so that the flag or banner may be read at a distance of up to 50 metres from a moving vehicle.

5.11 The excessive use of darker colours, or fine text, should be avoided.

Text

5.12 It is recommended that any text used in flag or banner designs should be in a font that is legible from a distance. It should be easily distinguishable from any background colour(s) used in the design.

5.13 Text should be as succinct as possible.

6. NOTIFICATION OF APPROVAL

6.1 ACT Property Group will notify Applicants on the outcome of their application in writing (preferably email). Where possible, applicants will receive notification within four (4) weeks of the receipt of their application.

6.2 It is strongly recommended that applicants do not proceed to manufacture flags and/or banners until they have received final notification on the outcome of their application from ACT Property Group.

6.3 The ACT Government will not be liable for any production costs of flags or banners that unsuccessful applicants have incurred.

7. PRODUCTION AND SPECIFICATION REQUIREMENTS

7.1 Flags or banners to be installed at ACT Government managed sites must meet the following specifications:

Flags

7.1.1 Flags typically comprise lighter fabrics such as trilobal through which ink passes completely. This light fabric does not require wind holes due to the lightness and spacing of the individual fibres. The ends of flags should be triple stitched.

7.1.2 **Vinyl fabrics are not to be used, and the Territory will not accept flags made from such fabrics.**

7.1.3 Flags are to include flexible plastic toggles/sister clips top as defined in the specifications set out in **Attachment C**.

Banners

7.1.4 Banners typically comprise lighter fabrics such as trilobal through which ink passes completely.

7.1.5 Vinyl fabrics are not to be used, and the Territory will not accept banners made from such fabrics.

7.1.6 Banners should be hemmed and double stitched at their sides, and hemmed and double stitched at their top and bottom ends. When sleeves are attached at the top, the stitching should be properly reinforced.

7.1.7 The diameter of the sleeves should be 90mm to allow easy attachment to the brackets.

7.1.8 The minimum diameter of the eyelets to be incorporated into each corner of the banner are 16mm, which will strengthen stitching when it is subjected to severe wind loads. A section of vinyl is also recommended to be sewn in prior to attaching the eyelet for extra stability.

7.1.9 See **Attachment D** for details.

7.2 Flags and banners must be able to withstand the effects of rain, sun and wind without colours running or fading or the fabrics tearing due to wind loads.

7.3 Materials used in flags and banners are not to be highly reflective.

7.4 When manufacturing is complete, the flags/banner should be delivered to the following address no later than five (5) working days prior to the installation date:

ACT Property Group – Response Centre
255 Canberra Avenue
Fyshwick ACT 2609

7.5 The ACT Government reserves the right to reject at its discretion, any flag or banner that has been produced for installation that does not comply with the criteria set out in **Section 5**, the Specifications and Requirements outlined above, or if the physical condition of the flag or banner is not to quality standards as referred to in the guidelines. This includes any flag or banner that the Territory has accepted in past years, which is no longer compliant with the ACT Government Flags and Banners Policy and these Operational Guidelines.

7.6 Should this occur, the hirer will be responsible for all costs relating to manufacture and transport, and will be required to submit new designs and produce new flags or banners before flags and banners are accepted by the Territory.

8. PREVIOUSLY INSTALLED FLAGS AND BANNERS

8.1 Where an applicant wishes to install flags/banners that have previously been approved and installed, their application should be accompanied with the flag or banner design. (See 7.5)

8.2 Any previously used flags or banners must be clean and free of fading, rips or tears.

8.3 The Territory will not accept previously used flags or banners made from vinyl or vinyl-like materials.

9. INSTALLATION AND REMOVAL

9.1 Flags and banners are normally installed during normal business days between 7am and 5pm, however this is dependent upon weather and traffic conditions and the number of flags and banners being installed. Hirers should therefore factor in a margin of up to five days for flag or banner installation. Out of hours installation will incur penalty rates.

9.2 Flags or banners may be removed/relocated for a number of reasons, for example:

- the use of the assigned flagpole may be required to recognise visiting dignitaries or as part of a significant national or community moment such as a state funeral;
- the flags or banners are causing contention in the community; or

- a flag or banner is damaged or is causing a safety risk to passers-by.

Please note that this is not an exhaustive list of reasons why flags or banners may be removed or relocated.

9.3 Flags and banners are normally removed within 48 hours after the event being promoted, or the end of a hire period.

10. FEES AND CHARGES

10.1 All costs relating to the design and production of flags and banners are to be met by the hirer.

10.2 The hire costs, as set out in the Application Form in **Attachment A**, may be adjusted at any time to reflect increased administrative and mechanical costs incurred by the ACT Government in processing applications, as well as installing and removing flags and banners. The hire costs will not increase for an individual hire once payment in full is sought and received.

10.3 Multiple designs will not incur extra installation costs as long as all flags and/or banners are installed at the same time.

10.4 For an application to be confirmed the full amount of the booking must be paid.

10.5 Upon approval of the flag design ACT Property Group will provide applicants with an estimate for the installation/removal and weekly hire fees where applicable. The Territory will not fly an applicant's flags or banners unless the applicant has paid the full amount no less than ten (10) days prior to installation. Payments are received at the following address:

ACT Property Group – Response Centre
255 Canberra Avenue, Fyshwick ACT 2609

Or by bank transfer to BSB: 032-777 – Acct No: 000-049. Please include details of your name and the words <flags banners>

10.6 To be eligible for a refund, any cancellation must be made in writing a minimum of four (4) weeks before the hire date requested.

11. MISCELLANEOUS

11.1 Flags and banners will be monitored during the period in which they are on display. Should any damage occur which renders a flag or banner unsafe for display, such as through wind or other natural force, or vandalism, the applicant will be notified as soon as practicable. Damaged flags and/or banners will only be removed early if the applicant agrees to pay for the costs associated with the removal. Likewise, new flags and/or banners will only be installed if the applicant agrees to pay the costs.

11.2 The ACT Government does not take responsibility for lost, stolen or damaged flags or banners. Please note that the flag poles in Nangari Street and Allara Street Foot Bridge are not lockable.

Out of scope

17/01/23 – Email received from Sch 2.2(a)(ii) provided billing details and requested specifications for flags.
02/02/23 – Andrew Sinfield replied with specifications for the flag.

29/03/23 – Andrew Sinfield contacted CSA regarding the booking starting on the 3rd April, as no flags had been received.
30/03/23 – Sch 2.2(a)(ii) advised that flags would be delivered 31st April.
31/03/23 – Flags delivered for installation 3rd April

03/04/23 – Approx 7:30 - Flags installed on Commonwealth Avenue, Kings Avenue, Kings Avenue Overpass and Vernon Circle
03/04/23 – Approx. 12:00 – Response Centre receives call from member of the public Sch 2.2(a)(ii) regarding the flags and put through to Andrew Sinfield. Andrew Sinfield discussed potential controversy involving the flag related to the Kalistan Movement.
03/04/23 – 12:19 – Andrew Sinfield sought advice from Alicia Spindler. Alicia advised to contact Sch 2 s 2.2(a)(ii) from National Capital Authority (NCA), to seek approval from the Protocol team.

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Thank you,
Andrew

Andrew Sinfield | PN 11288
ACT Property Group
Chief Minister, Treasury and Economic Development Directorate
Phone: | Email: andrew.sinfield@act.gov.au
255 Canberra Avenue FYSHWICK ACT 2609 | www.act.gov.au

From: "Tanton, Graham"
Sent: 05/04/2023 3:11 PM
To: "Gallacher, Anton" <Anton.Gallacher@act.gov.au>; "Polglase, David" <David.Polglase@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Cc: "Hedley, Belinda" <Belinda.Hedley@act.gov.au>
Subject: ACT Flag poles
Attachments: Attachment A -ACT Property Group - Flags and Banners JUL18_v4 - main (003).pdf
Importance: High

OFFICIAL

Hi Anton, David a synopsis below;

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Please note Damian has yet to review, but is happy to receive it at the same time.

Background

- ACT Property Group (ACTPG) undertake flags and banners services on behalf of Government Agencies and Community Organisations across 75+ sites around Canberra.
- Flags enhance and promote Canberra as a destination region to visit, conveys upcoming events, charities and sporting events occurring in the Canberra Region Attachment A and an Application Form is completed.
- There are two categories of flags poles, Community and Government. The flag poles in question are considered Community flag poles that can accommodate Community Flags , community groups are able to request that a flag of interest be raised on a given day subject to approval.
- The flag design is required to be provided at the time of application and approved by the NCA and ACTPG.
- Sch 2.2(a)(x)
- Sch 2.2(a)(x), Sch 2.2(a)(ii)

Issues

- Sch 2.2(a)(ii), Sch 2.2(a)(x)

Graham Tanton | Executive Group Manager ACT Property Group
Phone: 02 6207 5757 | Mobile: [redacted] Email: graham.tanton@act.gov.au
Office of Industrial Relations and Workforce Strategy | **Chief Minister, Treasury and Economic Development Directorate | ACT Government**
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2601 | GPO Box 158 Canberra ACT 2601 | act.gov.au

From: "Tanton, Graham"
Sent: 05/04/2023 3:12 PM
To: "Polglase, David" <David.Polglase@act.gov.au>; "Thomas, Mikayla" <Mikayla.Thomas@act.gov.au>; "Hedley, Belinda" <Belinda.Hedley@act.gov.au>; "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>
Cc: "Read, Marilynne" <Marilynne.Read@act.gov.au>; "Prowse, Fay" <Fay.Prowse@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Subject: RE: Flags on C

OFFICIAL

With you now David, I have sent to Anton as the same time

From: Polglase, David <David.Polglase@act.gov.au>
Sent: Wednesday, 5 April 2023 2:56 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Thomas, Mikayla <Mikayla.Thomas@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>; Keppell, Kassandra <Kassandra.Keppell@act.gov.au>
Cc: Read, Marilynne <Marilynne.Read@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Subject: RE: Flags on C

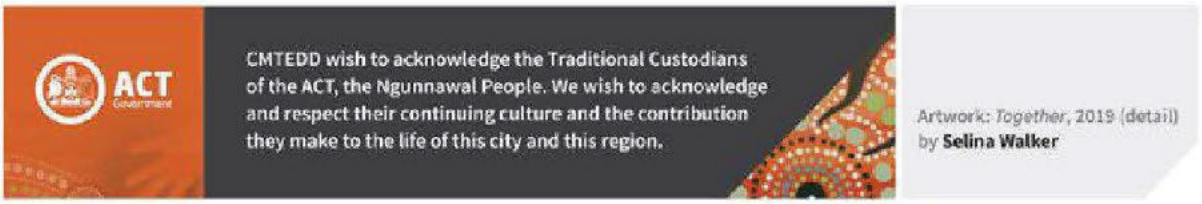
OFFICIAL

Hi everyone

Just checking in on these dot points if possible please?

Cheers
David

David Polglase | Senior Director, Content
Phone: 02 6205 9957 | Mobile: Sch 2 s 2.2(a)(ii) | Email: david.polglase@act.gov.au
Communications & Engagement | Chief Minister Treasury and Economic Development Directorate | ACT Government
220 London Circuit, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au



From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, 5 April 2023 9:33 AM
To: Thomas, Mikayla <Mikayla.Thomas@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>; Keppell, Kassandra <Kassandra.Keppell@act.gov.au>
Cc: Read, Marilynne <Marilynne.Read@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Subject: Flags on C

OFFICIAL

Morning all, just had a quick chat with David on this one,

Can we look to get some dot points on the flag matter by midday day,

Sch2 S 2.2(a)(x)

Happy to discuss

Graham

Graham Tanton | Executive Group Manager ACT Property Group and Shared Services
Phone: 02 6207 5757 | Mobile: Sch 2.2(a) | Email: graham.tanton@act.gov.au
Office of Industrial Relations and Workforce Strategy | **Chief Minister, Treasury and Economic Development Directorate | ACT Government**
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2601 | GPO Box 158 Canberra ACT 2601 | act.gov.au

From: "Tanton, Graham"
Sent: 05/04/2023 3:24 PM
To: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>
Subject: FW: ACT Flag poles
Attachments: Attachment A -ACT Property Group - Flags and Banners JUL18_v4 - main (003).pdf
Importance: High

OFFICIAL

From: Tanton, Graham
Sent: Wednesday, 5 April 2023 3:12 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: ACT Flag poles
Importance: High

OFFICIAL

Hi Anton, David a synopsis below;

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Please note Damian has yet to review, but is happy to receive it at the same time.

Sch2 S 2.2(a)(x)

Please let me know if you require any further information.

Kind Regards,

Alicia Spindler | **Assistant Director – Flags & Banners** | ACT PROPERTY GROUP SERVICES | Chief Minister, Treasury and Economic Development Directorate | 255 CANBERRA AVENUE FYSHWICK | PO BOX 777 FYSHWICK ACT 2609
P: +61 6205 0969 | | M: Sch F: +61 2 6213 0735 | E: alicia.spindler@act.gov.au

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, 5 April 2023 3:24 PM
To: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Subject: FW: ACT Flag poles
Importance: High

OFFICIAL

From: Tanton, Graham
Sent: Wednesday, 5 April 2023 3:12 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: ACT Flag poles
Importance: High

OFFICIAL

Hi Anton, David a synopsis below;

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Please note Damian has yet to review, but is happy to receive it at the same time.

From: "Hedley, Belinda" <Belinda.Hedley@act.gov.au>
Sent: 05/04/2023 4:46 PM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Subject: FW: URGENT: Bookings for Vaisakhi event
Categories: External

OFFICIAL

For discussion.

Belinda Hedley | Executive Branch Manager
Phone: 02 6205 2250 | Mobile: Sch 2 s 2.2(a)(ii) | Email: belinda.hedley@act.gov.au
ACT Property Group | Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
255 Canberra Avenue, Fyshwick ACT 2609 | GPO Box 777 Fyshwick ACT 2609
|www.economicdevelopment.act.gov.au| www.act.gov.au

From: ACTPGExecutiveSupport <ACTPGExecutiveSupport@act.gov.au>
Sent: Wednesday, 5 April 2023 3:16 PM
To: Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: URGENT: Bookings for Vaisakhi event

OFFICIAL

Kind Regards,

Mikayla Thomas | Executive Officer to Belinda Hedley
Phone: 02 6207 9887 | Email: mikayla.thomas@act.gov.au
ACT Property Group | Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
255 Canberra Avenue, Fyshwick ACT 2609 | GPO Box 777 Fyshwick ACT 2609
|www.economicdevelopment.act.gov.au| www.act.gov.au

We acknowledge the Traditional Custodians of the ACT, the Ngunnawal people. We acknowledge and respect their continuing
Culture and their contribution they make to the life of this city and this region.

From: Dezman, Adam <Adam.Dezman@act.gov.au>
Sent: Wednesday, 5 April 2023 2:43 PM
To: Keppell, Kassandra <Kassandra.Keppell@act.gov.au>
Cc: ACTPGExecutiveSupport <ACTPGExecutiveSupport@act.gov.au>
Subject: FW: Bookings for Vaisakhi event

OFFICIAL

FYI

Regards

Adam Dezman
A/g Director, Intake and Property Operations
ACT Property Group

Chief Minister, Treasury and Economic Development Directorate | ACT Government
M: Sch 2 s 2.2(a)(ii)
E: adam.dezman@act.gov.au
255 Canberra Avenue, Fyshwick, ACT 2609

"If you have any feedback for the ACT Property Group, please email actpgfeedback@act.gov.au"

We acknowledge the Traditional Custodians of the ACT, the Ngunnawal people. We acknowledge and respect their continuing
Culture and their contribution they make to the life of this city and this region.

Sch 2 s 2.2(a)(ii)

Sch 2 s 2.2(a)(ii)

Sch 2 s 2.2(a)(ii)

Sch 2 s 2.2(a)(ii)

Sch 2 s 2.2(a)(ii)

From: "Tanton, Graham"
Sent: 05/04/2023 5:05 PM
To: "Ferguson, David" <David.Ferguson@act.gov.au>; "Gallacher, Anton" <Anton.Gallacher@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Cc: "Hedley, Belinda" <Belinda.Hedley@act.gov.au>; "P&SS EGM Office" <PSSEGMOffice@act.gov.au>; "Prowse, Fay" <Fay.Prowse@act.gov.au>; "Procter, Louise" <Louise.Procter@act.gov.au>; "Treasury DLO" <TreasuryDLO@act.gov.au>
Subject: FW: URGENT: Bookings for Vaisakhi event
Importance: High

OFFICIAL

Good evening Anton, David- as discussed with Anton,

We have received a complaint from the Sch 2.2(a)(ii) , with regards to the removal of their flags, see below. Sch2 S 2.2(a)(x)

I have asked my office to look to schedule a meeting for first thing tomorrow morning.

Regards

Graham

Duplicate

Duplicate

Duplicate

Duplicate

From: "Tanton, Graham"
Sent: 06/04/2023 9:42 AM
To: "Cook, Michael" <Michael.Cook@act.gov.au>; "Ferguson, David" <David.Ferguson@act.gov.au>; "Polglase, David" <David.Polglase@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Subject: Canberra Sikh Association Chronology of events

OFFICIAL

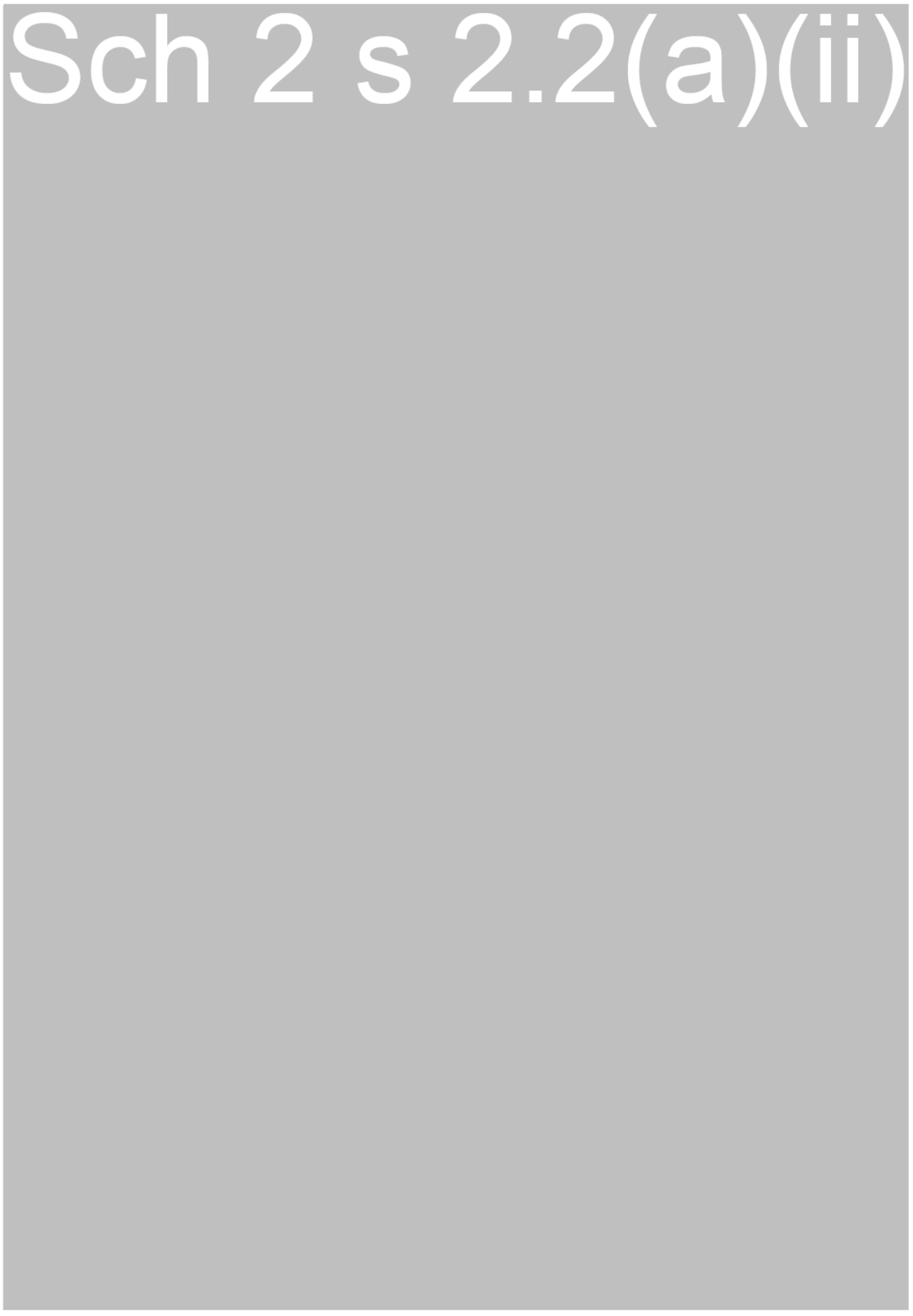
Good morning Michael, as discussed, the chronology of the events

Duplicate

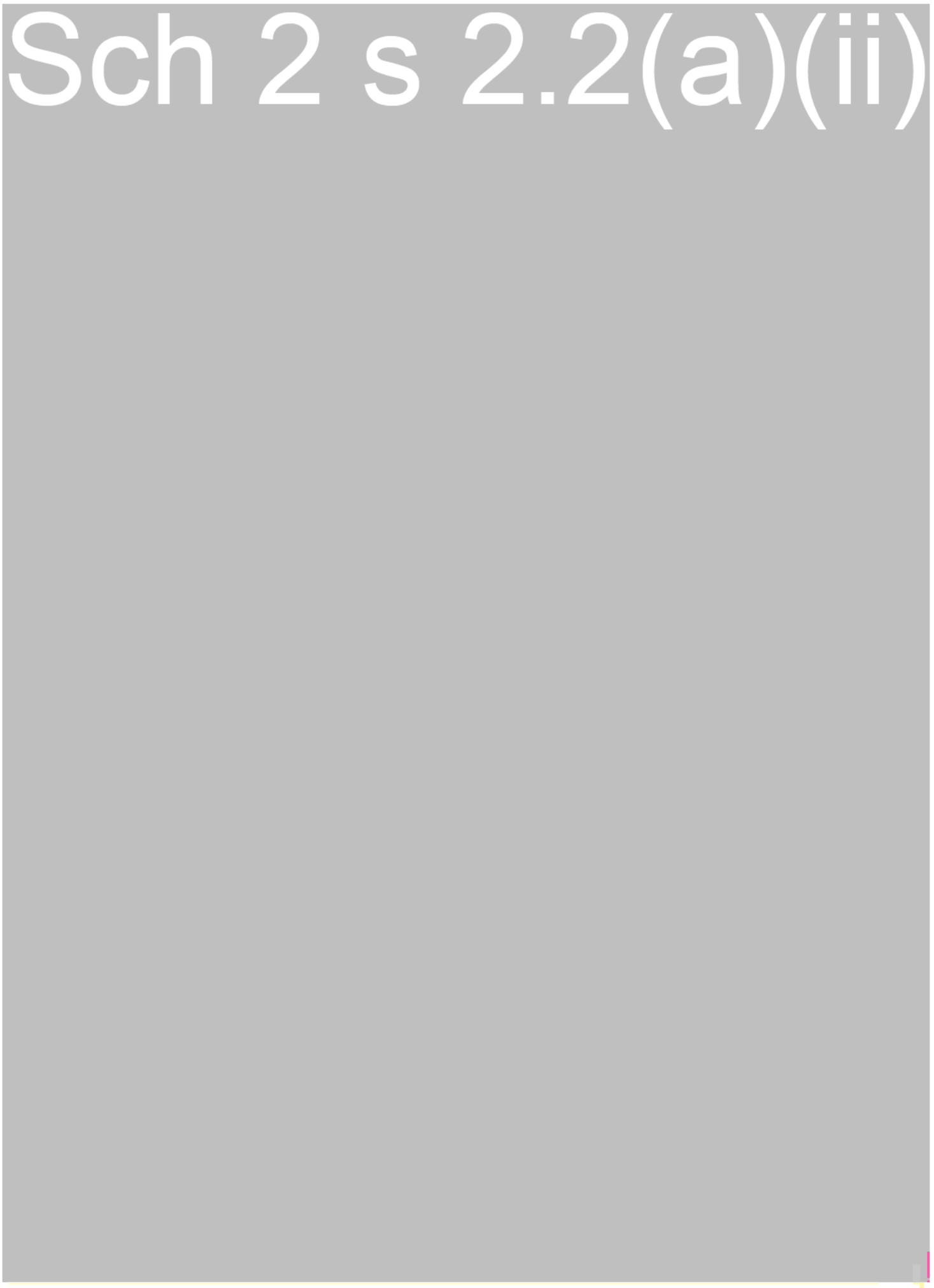
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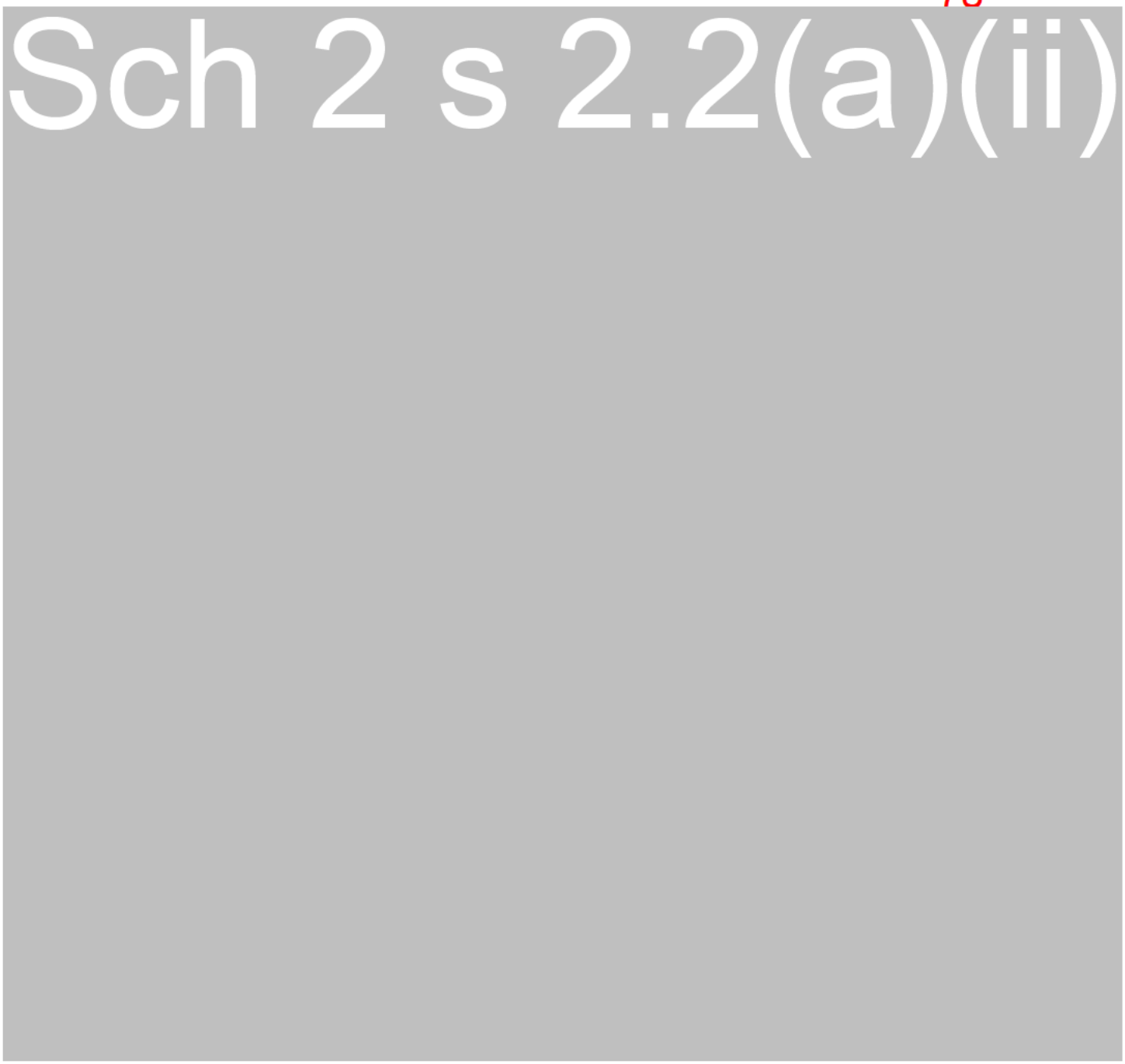
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Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)


Sch 2 s 2.2(a)(ii)

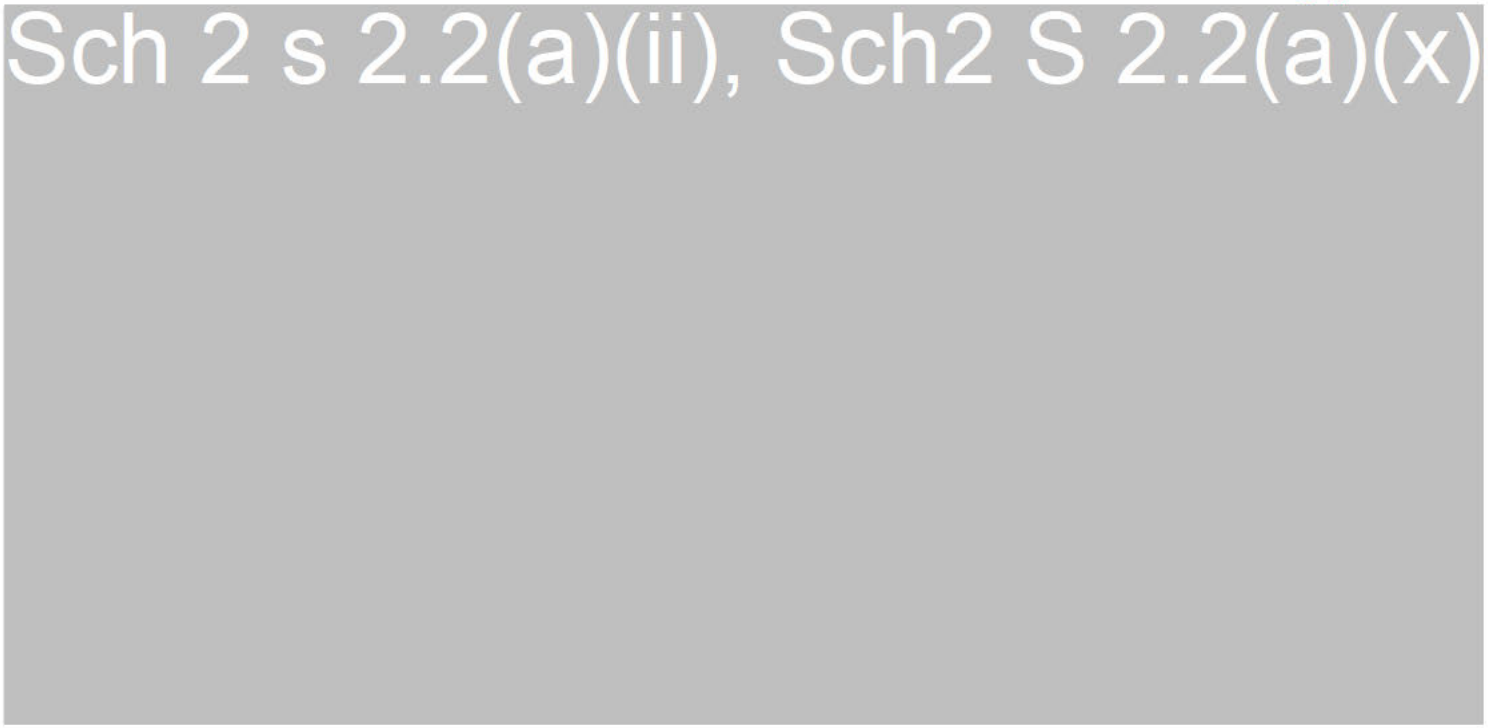
Sch 2 s 2.2(a)(ii)

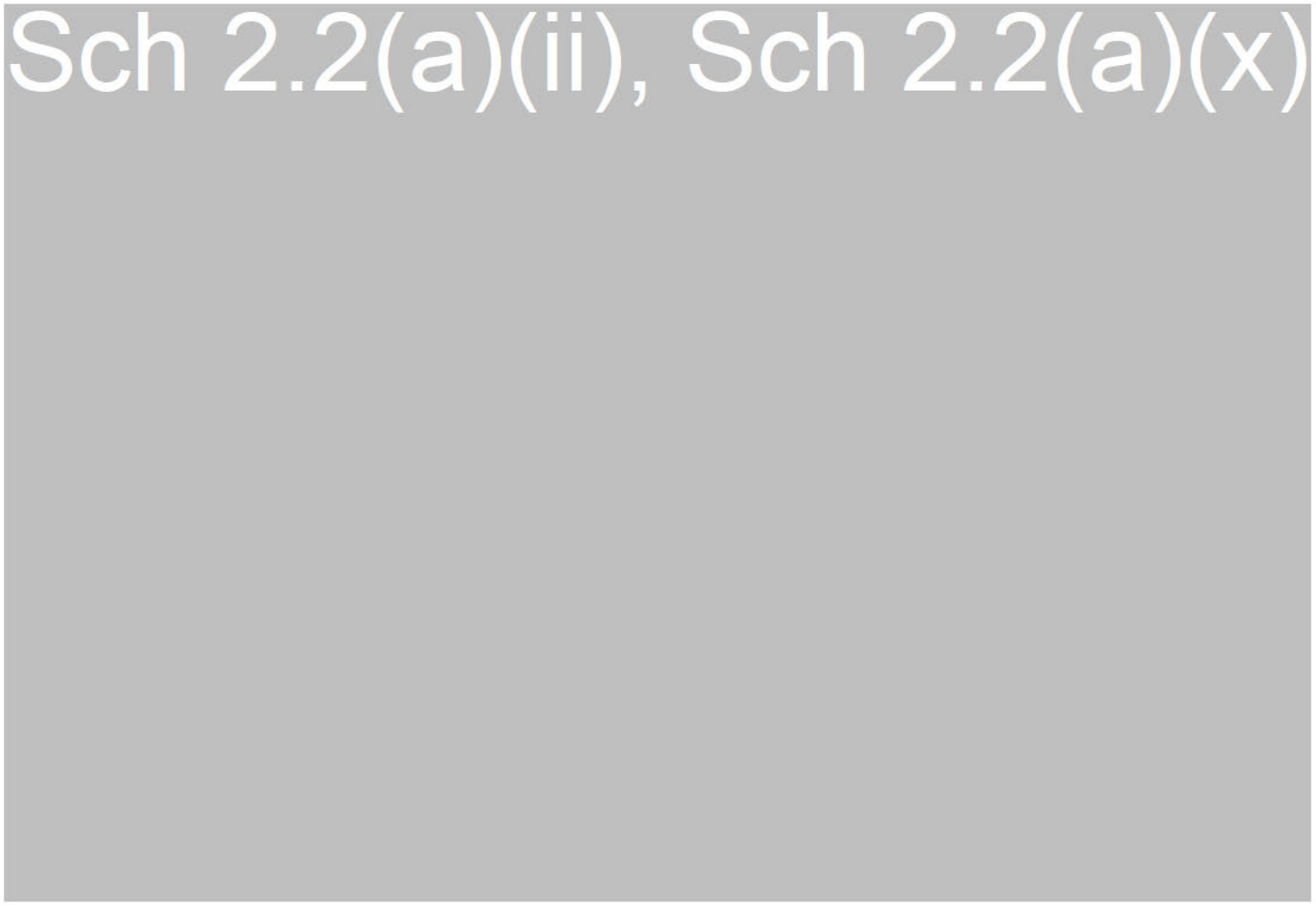

Sch 2 s 2.2(a)(ii)


Sch 2 s 2.2(a)(ii)

Sch 2 s 2.2(a)(ii)

Sch 2.2(a)(ii), Sch 2.2(a)(x)


Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)


Sch 2.2(a)(ii), Sch 2.2(a)(x)

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)


Sch 2.2(a)(ii)

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Duplicate

Duplicate

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)


Sch2 S 2.2(a)(x)

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Sch 2 s 2.2(a)(ii)

Duplicate

Duplicate

From: "Keppell, Kassandra"
Sent: 11/04/2023 8:36 AM
To: Sch 2 s 2.2(a)(ii) @dfat.gov.au>; "Sch 2 s 2.2(a)(ii) @nca.gov.au>
Subject: RE: Call with Canberra Sikh Association [SEC=OFFICIAL]

Great thank you

Duplicate

From: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>
Sent: 11/04/2023 9:16 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Subject: Re: Sikh flags
Categories: External

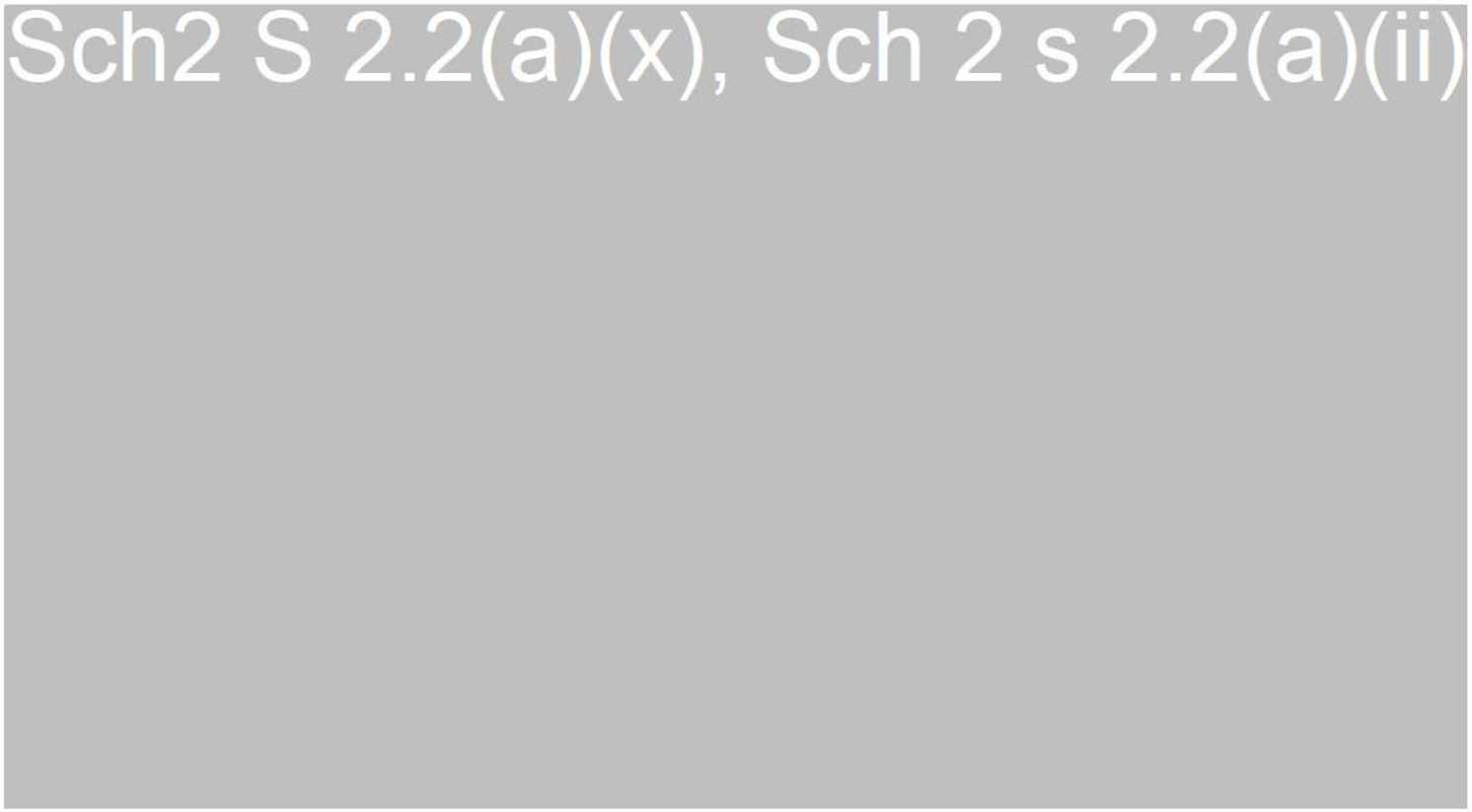
OFFICIAL

Thanks Graham.
Will do.
Kind Regards,
Alicia Spindler | **Assistant Director – Intake, Work Allocation & Management** | ACT PROPERTY GROUP SERVICES | Chief Minister, Treasury and Economic Development Directorate| 255 CANBERRA AVENUE FYSHWICK | PO BOX 777 FYSHWICK ACT 2609
P: +61 6205 0969 | F: +61 2 6213 0735 | E: alicia.spindler@act.gov.au

Sch2 S 2.2(a)(x)

From: "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>
Sent: 11/04/2023 10:57 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>; "Dezman, Adam" <Adam.Dezman@act.gov.au>; "Spindler, Alicia" <Alicia.Spindler@act.gov.au>; "Shaw, Tania" <Tania.Shaw@act.gov.au>
Subject: RE: Sikh flags
Categories: External

Sure no problem



From: "Ferguson, David" <David.Ferguson@act.gov.au>
Sent: 11/04/2023 11:43 AM
To: "Cook, Michael" <Michael.Cook@act.gov.au>
Cc: "Gallacher, Anton" <Anton.Gallacher@act.gov.au>
Subject: FW: Request for Support in Regards to the Removal of Nishan Sahib Flags

MC, looking for a steer on responding

From: STEEL <STEEL@act.gov.au>
Sent: Tuesday, 11 April 2023 11:20 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: FW: Request for Support in Regards to the Removal of Nishan Sahib Flags

FYI

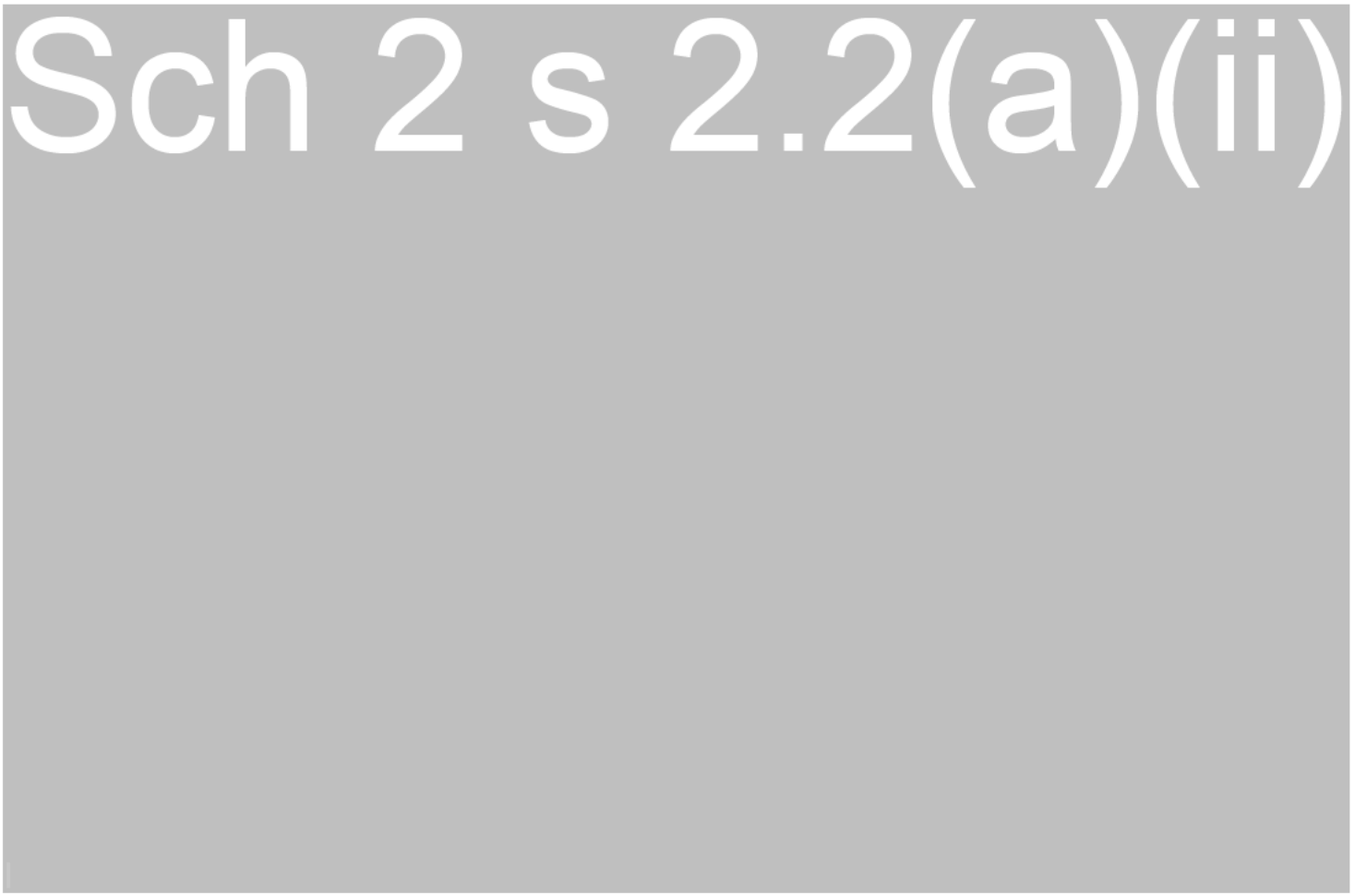
From: BARR Reception <BARR@act.gov.au>
Sent: Tuesday, 11 April 2023 9:57 AM
To: STEEL <STEEL@act.gov.au>
Subject: FW: Request for Support in Regards to the Removal of Nishan Sahib Flags

Hi team,

Are you happy to take this one?

Thanks,
Rhys




Sch 2 s 2.2(a)(ii)

From: "Read, Marilynne" <Marilynne.Read@act.gov.au> on behalf of "P&SS EGM Office" <PSSEGMOffice@act.gov.au>
Sent: 11/04/2023 12:12 PM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Subject: FW: Ministerial Correspondence and Callback - Steel - Sch 2.2(a)(ii) - Removal of Nishan Sahib Flags
Categories: External

Hi

We've been asked to call the Sikh Association as well as write the letter. Do you know if anyone called them last week?

I've let the DLO and MLO know we have already started work on the letter but are awaiting advice before it is finalised.

M

Marilynne Read | Executive Officer
Office of the Executive Group Manager, Graham Tanton
ACT Property Group, Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2912 | GPO Box 158 Canberra ACT 2601 | act.gov.au
Phone: MS Teams (preferred) or Sch 2.2(a) | Email: Marilynne.Read@act.gov.au

I acknowledge the traditional custodians of the ACT. I acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

From: Hilder, Louise <Louise.Hilder@act.gov.au> **On Behalf Of** CMCD DLO
Sent: Tuesday, 11 April 2023 11:54 AM
To: CMTEDD MLO <CMTEDD.MLO@act.gov.au>
Cc: Prowse, Fay <Fay.Prowse@act.gov.au>; P&SS EGM Office <PSSEGMOffice@act.gov.au>; Thomas, Mikayla <Mikayla.Thomas@act.gov.au>
Subject: Ministerial Correspondence and Callback - Steel - Sch 2.2(a)(ii) - Removal of Nishan Sahib Flags

Hi MLO team,

Please create a Trim file for this Ministerial correspondence and action as per the below advice.

Responding Minister: Special Minister of State
Assign to: ACT PG
Due back to CMO: Wednesday, 26 April 2023

Additional notes:

Can a call also be made to the Canberra Sikh Association Sch 2.2(a)(ii)

*Where correspondence needs to be redirected or input is required from another Directorate, please advise the CM DLO ASAP.
Input will be requested via DLO channels.

Many thanks,
Louise

Louise Hilder | Directorate Liaison Officer | CMTEDD

Phone Sch 2.2(a) | Email cmcddlo@act.gov.au
Chief Minister Treasury and Economic Development Directorate | ACT Government
GPO Box 158, Canberra ACT 2601 | www.accesscanberra.act.gov.au

Chief Minister
Minister for Climate Action
Minister for Industrial Relations and Workplace Safety
Minister for Veterans and Seniors
Special Minister of State

From: STEEL <STEEL@act.gov.au>
Sent: Tuesday, 11 April 2023 10:15 AM
To: CMCD DLO <CMCDDLO@act.gov.au>
Subject: MIN RESPONSE: Request for Support in Regards to the Removal of Nishan Sahib Flags

Morning Louise,

I hope you had a good long weekend!

Could we please get a call and a min response?
I could only find a number for the Sch 2.2(a)(ii)

Thanks,
Tee

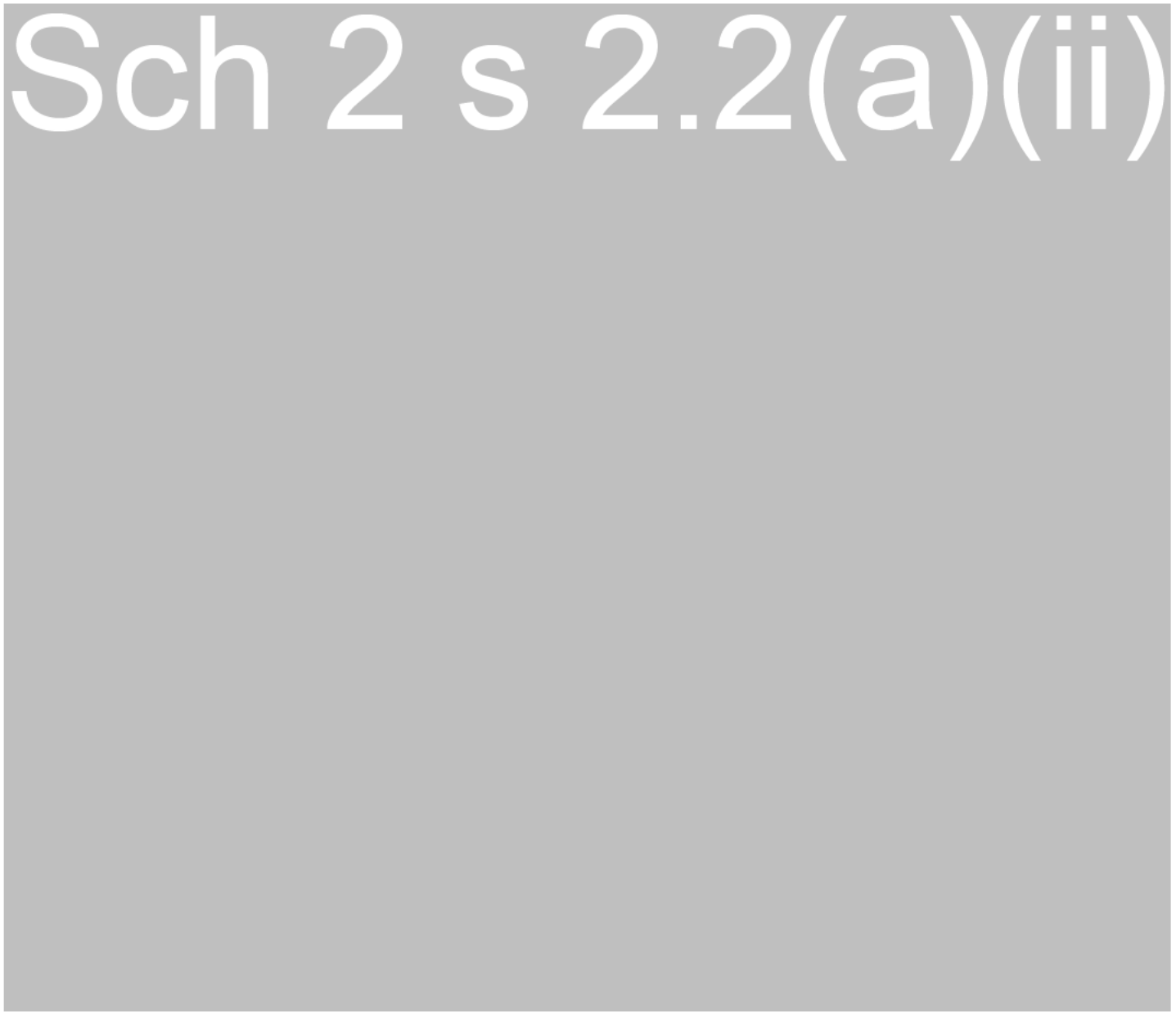
From: BARR Reception <BARR@act.gov.au>
Sent: Tuesday, 11 April 2023 9:57 AM
To: STEEL <STEEL@act.gov.au>
Subject: FW: Request for Support in Regards to the Removal of Nishan Sahib Flags

Hi team,

Are you happy to take this one?

Thanks,
Rhys

Sch 2.2(a)(ii)


Sch 2 s 2.2(a)(ii)

From: "Cook, Michael"
Sent: 12/04/2023 1:17 PM
To: "BARR Reception" <BARR@act.gov.au>
Subject: FW: Flag matters

As discussed – can you check in with Anton about any interim responses going out to stakeholders and/or media.

I think the line below should be DFAT not Home Affairs?

From: Polglase, David <David.Polglase@act.gov.au>
Sent: Wednesday, 12 April 2023 11:57 AM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Hi Anton,

Holding line for use as required.

"The ACT Government is currently working the Department of Home Affairs and the National Capital Authority to address the matter. We will also continue to work with community groups to find an appropriate resolution."

Cheers
Dave

David Polglase | Senior Director, Content
Phone: 02 6205 9957 | Mobile: Sch 2 s 2.2(a)(ii) | Email: david.polglase@act.gov.au
Communications & Engagement | Chief Minister Treasury and Economic Development Directorate | ACT Government
220 London Circuit, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au



From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, 12 April 2023 11:17 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Good morning all, I reached out to Sch 2 s 2.2(a)(ii) (DFAT) this morning, to find out where they are at and as to how their discussions with the Canberra Sikh Association (CSA) went yesterday. Jon advised that he thought it went well, the main issue comes down to the wording on the flag.

Sch 2.2(a)(ii), Sch 2.2(a)(x)

From: Tanton, Graham
Sent: Tuesday, 11 April 2023 1:47 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

I have included David P in the chain, noting David was in the discussion last week and would be coordinating any media.

Regards

Graham

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Tuesday, 11 April 2023 1:30 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

Thanks Graham,

Sch 2.2(a)(x)

Anton.

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Tuesday, 11 April 2023 1:21 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Sorry all, should have added- do we want have a meeting to discuss further? Noting there is a number ends that need to be tied?

Regards

Graham

Sch2 S 2.2(a)(x)

From: Read, Marilynne <Marilynne.Read@act.gov.au> **On Behalf Of** Tanton, Graham
Sent: Tuesday, 11 April 2023 12:36 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Hi Anton

We are awaiting advice, which we expect to have today. When we get a steer on a response, we will get back to you.

Kind regards
Marilynne

Marilynne Read | Executive Officer
Office of the Executive Group Manager, Graham Tanton
ACT Property Group, Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2912 | GPO Box 158 Canberra ACT 2601 | act.gov.au
Phone: MS Teams Sch 2 s 2.2(a)(ii) | Email: Marilynne.Read@act.gov.au

I acknowledge the traditional custodians of the ACT. I acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Thursday, 6 April 2023 9:09 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Morning everyone, I have forwarded the meeting to David Polglase as well, noting he has been dealing with elements.

Regards

Graham

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Wednesday, 5 April 2023 9:49 PM
To: Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Re: Flag matters

Hi Fay,

Can you please invite Michael Cook and Mark Paviour into the teams meeting for 9.10am?

They'll discuss, along with David Ferguson. Sch 2 s 2.2(a)(ii)

Anton.

Get Outlook for iOS

From: Prowse, Fay <Fay.Prowse@act.gov.au>
Sent: Wednesday, April 5, 2023 6:12:01 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: RE: Flag matters

Hi Anton

Thanks for letting me know.

outside scope

Damian could do before 9am, or from 10.45am

Please advise your availability, noting I have received an acceptance from David for 9am.

Regards

Fay

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Wednesday, 5 April 2023 6:01 PM
To: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Re: Flag matters

Thanks Fay,

This time won't work tomorrow morning. I'll find some availability with the relevant staff tomorrow.

Anton.

Get Outlook for iOS

From: Prowse, Fay <Fay.Prowse@act.gov.au> on behalf of West, Damian <Damian.West@act.gov.au>
Sent: Wednesday, April 5, 2023 5:58:28 PM
To: Ferguson, David <David.Ferguson@act.gov.au>; Gallacher, Anton <Anton.Gallacher@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Flag matters
When: Thursday, 6 April 2023 9:00 AM-9:30 AM.
Where: Microsoft Teams Meeting

Hi all – I hope this time is suitable for you to meet to discuss flag related matters, if not please let me know. I will be online for a bit tonight and again from 7.30am tomorrow.

Regards

Fay Prowse | Executive Officer to Deputy-Director General – Dr Damian West PSM
Office of Industrial Relations and Workforce Strategy
Phone: 02 6205 0358 | Email: Fay.Prowse@act.gov.au;
Chief Minister, Treasury and Economic Development Directorate (CMTEDD) | ACT Government
Level 5, 220 London Circuit, Canberra City ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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+61 2 8318 0090,,529909742# Australia, Sydney
Phone Conference ID: 529 909 742#
Find a local number | Reset PIN



ACT Government

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From: "Gallacher, Anton" <Anton.Gallacher@act.gov.au>
Sent: 12/04/2023 11:05 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>; "Prowse, Fay" <Fay.Prowse@act.gov.au>; "Cook, Michael" <Michael.Cook@act.gov.au>; "Paviour, Mark" <Mark.Paviour@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>; "Polglase, David" <David.Polglase@act.gov.au>
Cc: "Ferguson, David" <David.Ferguson@act.gov.au>; "Shaw, Tania" <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters
Categories: External

Hi Graham,

We are getting more calls today about the flags, with groups requesting Ministerial meetings again. Do you have any update on a response and or media holding line?

Regards,

Anton.

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Tuesday, 11 April 2023 1:47 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

I have included David P in the chain, noting David was in the discussion last week and would be coordinating any media.

Regards

Graham

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Tuesday, 11 April 2023 1:30 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Ferguson, David <David.Ferguson@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters

Thanks Graham,

Sch 2.2(a)(ii)

Anton.

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Duplicate

Duplicate

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Duplicate

Sch 2.2(a)(ii), Sch 2.2(a)(x)

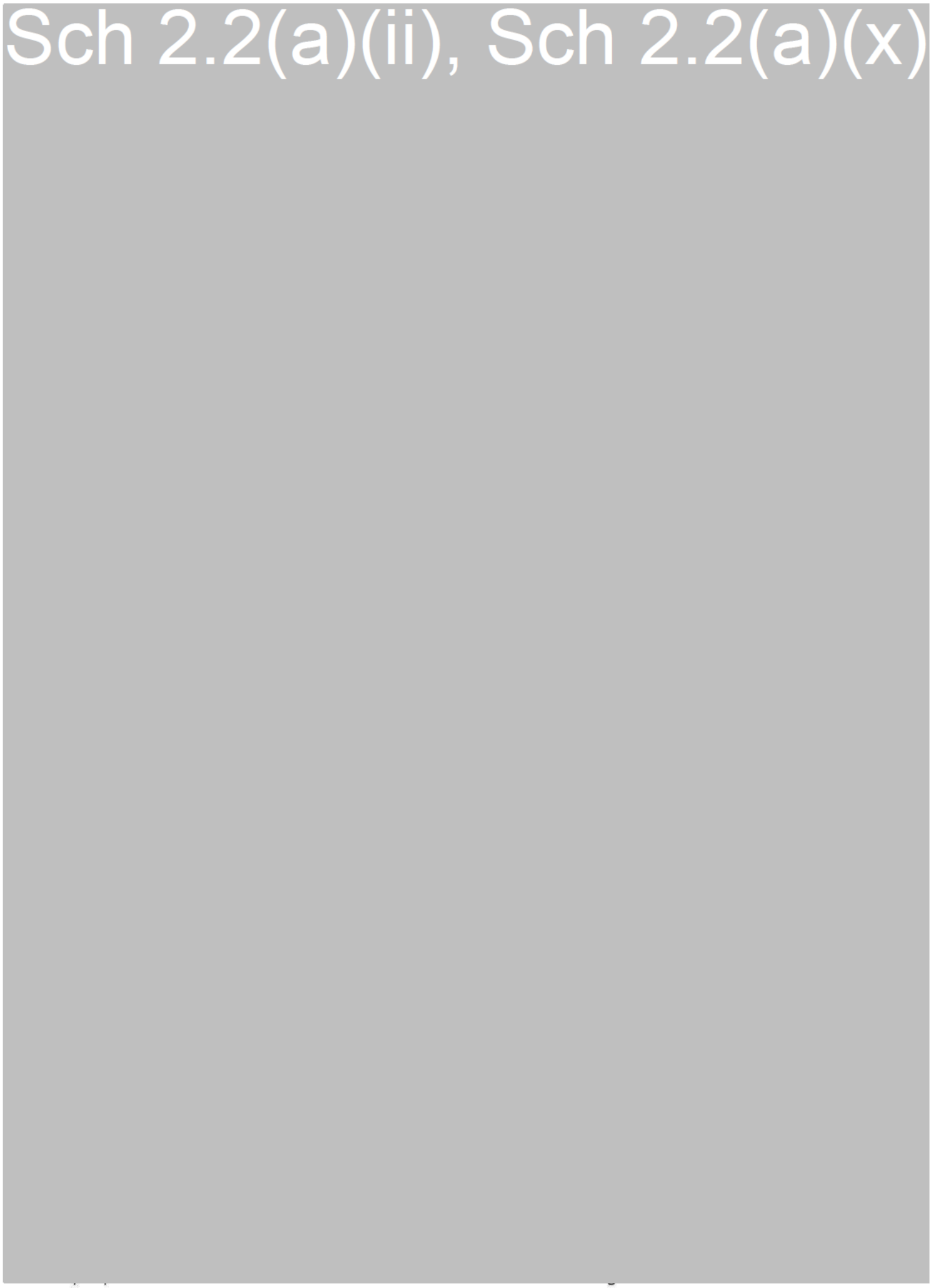
Regards

Graham

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Sch 2.2(a)(ii), Sch 2.2(a)(x)

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Fay Prowse | Executive Officer to Deputy-Director General – Dr Damian West PSM
Office of Industrial Relations and Workforce Strategy
Phone: 02 6205 0358 | Email: Fay.Prowse@act.gov.au;
Chief Minister, Treasury and Economic Development Directorate (CMTEDD) | ACT Government
Level 5, 220 London Circuit, Canberra City ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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Phone Conference ID: 529 909 742#
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From: "Polglase, David" <David.Polglase@act.gov.au>
Sent: 12/04/2023 11:26 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Subject: RE: Flag matters
Categories: External

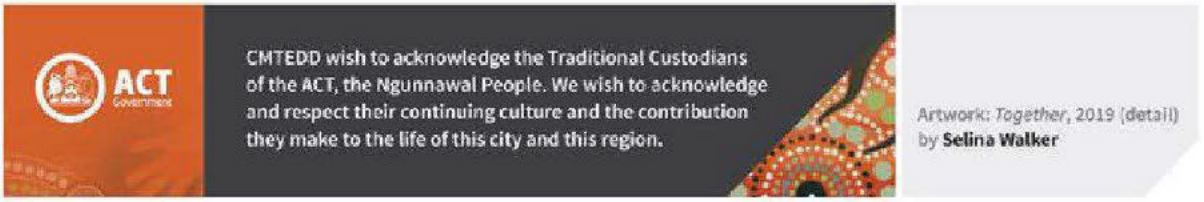
OFFICIAL

Re a media holding line are you comfortable with:

"The ACT Government is currently working the Department of Home Affairs and the National Capital Authority to address the matter. We will also continue to work with community groups to find an appropriate resolution."

Dave

David Polglase | Senior Director, Content
Phone: 02 6205 9957 | Mobile: Sch 2.2(a)(ii) | Email: david.polglase@act.gov.au
Communications & Engagement | Chief Minister Treasury and Economic Development Directorate | ACT Government
220 London Circuit, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au



Sch 2.2(a)(ii), Sch 2.2(a)(x)

Marilynne Read | Executive Officer
Office of the Executive Group Manager, Graham Tanton
ACT Property Group, Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2912 | GPO Box 158 Canberra ACT 2601 | act.gov.au
Phone: MS Teams (preferred) or Sch2 S 2 2(a)(x) | Email: Marilynne.Read@act.gov.au

I acknowledge the traditional custodians of the ACT. I acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Tuesday, 11 April 2023 11:48 AM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

Morning Graham,

Hope you had a good long weekend.

Both the CMO and Steel offices have been getting a considerable number of emails from the Sikh community about the flags, with meeting requests. Do you know if we'll have an update on proposed course of action later today? It would be useful to provide a resolution.

Regards,

Anton.

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Thursday, 6 April 2023 9:09 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Morning everyone, I have forwarded the meeting to David Polglase as well, noting he has been dealing with elements.

Regards

Graham

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Sent: Wednesday, 5 April 2023 9:49 PM
To: Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Re: Flag matters

Hi Fay,

Can you please invite Michael Cook and Mark Paviour into the teams meeting for 9.10am?

They'll discuss, along with David Ferguson. I cannot make it, as i'll be at a media event with Minister Steel.

Anton.

Get Outlook for iOS

From: Prowse, Fay <Fay.Prowse@act.gov.au>
Sent: Wednesday, April 5, 2023 6:12:01 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: RE: Flag matters

Hi Anton

Thanks for letting me know.

Out of scope

Damian could do before 9am, or from 10.45am

Please advise your availability, noting I have received an acceptance from David for 9am.

Regards

Fay

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Wednesday, 5 April 2023 6:01 PM
To: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Re: Flag matters

Thanks Fay,

This time won't work tomorrow morning. I'll find some availability with the relevant staff tomorrow.

Anton.

Get Outlook for iOS

From: Prowse, Fay <Fay.Prowse@act.gov.au> on behalf of West, Damian <Damian.West@act.gov.au>
Sent: Wednesday, April 5, 2023 5:58:28 PM
To: Ferguson, David <David.Ferguson@act.gov.au>; Gallacher, Anton <Anton.Gallacher@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Flag matters
When: Thursday, 6 April 2023 9:00 AM-9:30 AM.
Where: Microsoft Teams Meeting

Hi all – I hope this time is suitable for you to meet to discuss flag related matters, if not please let me know. I will be online for a bit tonight and again from 7.30am tomorrow.

Regards

From: "Polglase, David" <David.Polglase@act.gov.au>
Sent: 12/04/2023 11:56 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>; "Gallacher, Anton" <Anton.Gallacher@act.gov.au>; "Prowse, Fay" <Fay.Prowse@act.gov.au>; "Cook, Michael" <Michael.Cook@act.gov.au>; "Paviour, Mark" <Mark.Paviour@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>
Cc: "Ferguson, David" <David.Ferguson@act.gov.au>; "Shaw, Tania" <Tania.Shaw@act.gov.au>
Subject: RE: Flag matters
Categories: External

OFFICIAL

Hi Anton,

Holding line for use as required.

"The ACT Government is currently working the Department of Home Affairs and the National Capital Authority to address the matter. We will also continue to work with community groups to find an appropriate resolution."

Cheers
Dave

David Polglase | Senior Director, Content
Phone: 02 6205 9957 | Mobile: Sch 2.2(a)(ii) | Email: david.polglase@act.gov.au
Communications & Engagement | Chief Minister Treasury and Economic Development Directorate | ACT Government
220 London Circuit, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au



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OFFICIAL

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Happy to discuss

Regards

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Subject: RE: Flag matters

OFFICIAL

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Subject to everyone thoughts the proposed holding statement along the lines of;

Graham

"Dear XXX,
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On the raising of the Nishan Sahib flags, the ACT Government was alerted to potential sensitivities the flags posed. The ACT Government is awaiting further advice from the National Capital Authority (NCA) and Department of Foreign Affairs and Trade (DFAT) prior to making a determination on a way forward.
Whilst we understand the Sikh Community may be upset with the decision to lower the flags, it does not diminish the ACT Government's appreciation of the contribution the Sikh Community makes to the ACT and surrounding areas. "

Yours Sincerely.

From: Read, Marilynne <Marilynne.Read@act.gov.au> **On Behalf Of** Tanton, Graham
Sent: Tuesday, 11 April 2023 12:36 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Hi Anton

We are awaiting advice, which we expect to have today. When we get a steer on a response, we will get back to you.

Kind regards
Marilynne

Marilynne Read | Executive Officer
Office of the Executive Group Manager, Graham Tanton
ACT Property Group, Office of Industrial Relations and Workforce Strategy
Chief Minister, Treasury and Economic Development Directorate | ACT Government
Level 3, Winyu House, 125 Gungahlin Place, Gungahlin ACT 2912 | GPO Box 158 Canberra ACT 2601 | act.gov.au
Phone: MS Teams (preferred) or Sch 2.2(a)(ii) | Email: Marilynne.Read@act.gov.au

I acknowledge the traditional custodians of the ACT. I acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

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Cc: West, Damian <Damian.West@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: RE: Flag matters

Morning Graham,

Hope you had a good long weekend.

Both the CMO and Steel offices have been getting a considerable number of emails from the Sikh community about the flags, with meeting requests. Do you know if we'll have an update on proposed course of action later today? It would be useful to provide a resolution.

Regards,

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Morning everyone, I have forwarded the meeting to David Polglase as well, noting he has been dealing with elements.

Regards

Graham

Duplicate

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Subject: Flag matters
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Where: Microsoft Teams Meeting

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Fay Prowse | Executive Officer to Deputy-Director General – Dr Damian West PSM
Office of Industrial Relations and Workforce Strategy
Phone: 02 6205 0358 | Email: Fay.Prowse@act.gov.au;
Chief Minister, Treasury and Economic Development Directorate (CMTEDD) | ACT Government
Level 5, 220 London Circuit, Canberra City ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

---

Microsoft Teams meeting

Join on your computer, mobile app or room device
Click here to join the meeting

Meeting ID: 448 232 464 621
Passcode: SapfQ3
Download Teams | Join on the web

Or call in (audio only)
+61 2 8318 0090,,529909742# Australia, Sydney
Phone Conference ID: 529 909 742#
Find a local number | Reset PIN

ACT Government

Learn More | Help | Meeting options | Legal

From: "Tanton, Graham"
Sent: 12/04/2023 11:53 AM
To: "Polglase, David" <David.Polglase@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Thanks David,

I am happy with the proposed response.

Graham

From: Polglase, David <David.Polglase@act.gov.au>
Sent: Wednesday, 12 April 2023 11:27 AM
To: Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: RE: Flag matters

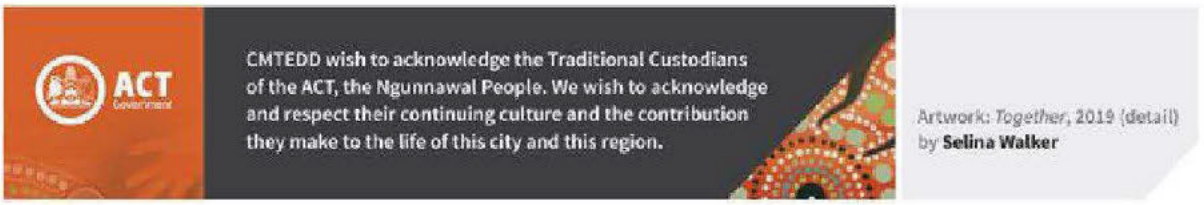
OFFICIAL

Re a media holding line are you comfortable with:

"The ACT Government is currently working the Department of Home Affairs and the National Capital Authority to address the matter. We will also continue to work with community groups to find an appropriate resolution."

Dave

David Polglase | Senior Director, Content
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OFFICIAL

Sch 2.2(a)(ii), Sch 2.2(a)(x)

comply with ACTPG's design specifications (ie they may need to cut and hem the wording out). I advised that subject

Sch 2.2(a)(ii), Sch 2.2(a)(x)

Happy to discuss

Regards

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Sent: Tuesday, 11 April 2023 12:36 PM
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Sch2 S 2.2(a)(x)

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<Graham.Tanton@act.gov.au>
Subject: Re: Flag matters

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Can you please invite Michael Cook and Mark Paviour into the teams meeting for 9.10am?

They'll discuss, along with David Ferguson. Out of scope .

Anton.

Get Outlook for iOS

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Hi Anton

Thanks for letting me know.

Out of scope

Damian could do before 9am, or from 10.45am

Please advise your availability, noting I have received an acceptance from David for 9am.

Regards

Fay

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Subject: Re: Flag matters

Thanks Fay,

This time won't work tomorrow morning. I'll find some availability with the relevant staff tomorrow.

Anton.

Get Outlook for iOS

From: Prowse, Fay <Fay.Prowse@act.gov.au> on behalf of West, Damian <Damian.West@act.gov.au>
Sent: Wednesday, April 5, 2023 5:58:28 PM
To: Ferguson, David <David.Ferguson@act.gov.au>; Gallacher, Anton <Anton.Gallacher@act.gov.au>; Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: Flag matters
When: Thursday, 6 April 2023 9:00 AM-9:30 AM.
Where: Microsoft Teams Meeting

Hi all – I hope this time is suitable for you to meet to discuss flag related matters, if not please let me know. I will be online for a bit tonight and again from 7.30am tomorrow.

Regards

Fay Prowse | Executive Officer to Deputy-Director General – Dr Damian West PSM
Office of Industrial Relations and Workforce Strategy
Phone: 02 6205 0358 | Email: Fay.Prowse@act.gov.au;
Chief Minister, Treasury and Economic Development Directorate (CMTEDD) | ACT Government
Level 5, 220 London Circuit, Canberra City ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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Microsoft Teams meeting

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Phone Conference ID: 529 909 742#
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ACT Government

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From: "Tanton, Graham" <Graham.Tanton@act.gov.au>
Sent: 12/04/2023 6:11 PM
To: "Gallacher, Anton" <Anton.Gallacher@act.gov.au>; "Prowse, Fay" <Fay.Prowse@act.gov.au>; "Cook, Michael" <Michael.Cook@act.gov.au>; "Paviour, Mark" <Mark.Paviour@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>; "Polglase, David" <David.Polglase@act.gov.au>
Cc: "Shaw, Tania" <Tania.Shaw@act.gov.au>; "Ferguson, David" <David.Ferguson@act.gov.au>
Subject: FW: DFAT advice on Canberra Sikh Association flag design [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Sch2 S 2.2(a)(x)

Regards

Graham

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

From: Sch 2 s 2.2(a)(ii) r@dfat.gov.au>
Sent: Wednesday, 12 April 2023 5:45 PM
To: Sch 2 s 2.2(a)(ii) @nca.gov.au>
Cc: Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: DFAT advice on Canberra Sikh Association flag design [SEC=OFFICIAL:Sensitive]

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

From: "Tanton, Graham"
Sent: 13/04/2023 8:30 AM
To: "Shaw, Tania" <Tania.Shaw@act.gov.au>; "Dezman, Adam" <Adam.Dezman@act.gov.au>; "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>; "Read, Marilynne" <Marilynne.Read@act.gov.au>
Cc: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>
Subject: FW: DFAT advice on Canberra Sikh Association flag design [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Dear all, FYI- for your records. I will look to get a steer from the Minister's office this morning, on how they would like us to proceed. I suspect we may need to tee up a meeting with CSA this afternoon to run through with them.

Will keep you posted

Regards

Graham

From: Tanton, Graham
Sent: Wednesday, 12 April 2023 6:11 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Prowse, Fay <Fay.Prowse@act.gov.au>; Cook, Michael <Michael.Cook@act.gov.au>; Paviour, Mark <Mark.Paviour@act.gov.au>; West, Damian <Damian.West@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: Shaw, Tania <Tania.Shaw@act.gov.au>; Ferguson, David <David.Ferguson@act.gov.au>
Subject: FW: DFAT advice on Canberra Sikh Association flag design [SEC=OFFICIAL:Sensitive]

OFFICIAL: Sensitive

Sch 2.2(a)(x)

Regards

Graham

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From: "Tanton, Graham"
Sent: 13/04/2023 8:42 AM
To: "Gallacher, Anton" <Anton.Gallacher@act.gov.au>; "West, Damian" <Damian.West@act.gov.au>; "Cook, Michael" <Michael.Cook@act.gov.au>; "Polglase, David" <David.Polglase@act.gov.au>; "Paviour, Mark" <Mark.Paviour@act.gov.au>
Cc: "Ferguson, David" <David.Ferguson@act.gov.au>; "Shaw, Tania" <Tania.Shaw@act.gov.au>; "Read, Marilynne" <Marilynne.Read@act.gov.au>
Subject: FW: DFAT advice on Canberra Sikh Association flag design[SEC=OFFICIAL:Sensitive]

OFFICIAL

Good morning everyone,

Following on from yesterday's emails. Sch 2.2(a)(x)

I suggest it would be worth a discussion as to how we would like to move forward. My initial thoughts are now that we have the DFAT guidance, I look to meet with the CSA to get an understanding of where the CSA position is at based on their discussions with DFAT.

Happy to work around diaries as need be.

Regards

Graham

From: Sch 2 s 2.2(a)(ii) @dfat.gov.au>
Sent: Wednesday, 12 April 2023 8:48 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; 'Sch 2 s 2.2(a)(ii) @nca.gov.au>
Cc: Shaw, Tania <Tania.Shaw@act.gov.au>; Dezman, Adam <Adam.Dezman@act.gov.au>; Keppell, Kassandra <Kassandra.Keppell@act.gov.au>; Read, Marilynne <Marilynne.Read@act.gov.au>
Subject: Re: DFAT advice on Canberra Sikh Association flag design[SEC=OFFICIAL:Sensitive]

You don't often get email from Sch 2 s 2.2(a)(ii) @dfat.gov.au. Learn why this is important

Caution: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe. Learn why this is important

OFFICIAL: Sensitive

Thanks Graham

Sch 2.2(a)(x)

Kind regards

Sch 2.2(a)(ii)

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This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: "Tanton, Graham"
Sent: 13/04/2023 8:55 AM
To: "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>; "Shaw, Tania" <Tania.Shaw@act.gov.au>; "Dezman, Adam" <Adam.Dezman@act.gov.au>
Cc: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>
Subject: FW: ACT Flag poles

OFFICIAL

Morning again, Kass, Adam – on speaking to Alicia on Friday, she mentioned we could not locate the specific NCA email approving the flag design. Can I just ask if you can check with the team just to ensure nothing has changed and if so let me know ASAP, so I can look to correct the record below.

Regards

Graham

From: Tanton, Graham
Sent: Thursday, 13 April 2023 8:52 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: ACT Flag poles

OFFICIAL

Good morning Anton, no change to the information below. Sch2 S 2.2(a)(x) [redacted]

Regards

Graham

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Wednesday, 12 April 2023 7:39 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: Re: ACT Flag poles

OFFICIAL

Hi Graham,

I know there's a number of email chains relating to this matter, I'm just confirming that the below is still correct re NCA approval?

Anton

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From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, April 5, 2023 4:10 pm
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: FW: ACT Flag poles

OFFICIAL

Afternoon Anton, David following on from our discussions – the initial advice has been provided. That is our records indicate;

Sch 2.2(a)(x)

Regards

Graham

From: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Sent: Wednesday, 5 April 2023 3:39 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>
Subject: RE: ACT Flag poles

Hi Graham,

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Once the email has been found I will send it through.

Please let me know if you require any further information.

Kind Regards,

Alicia Spindler | **Assistant Director – Flags & Banners** | ACT PROPERTY GROUP SERVICES | Chief Minister, Treasury and Economic Development Directorate | 255 CANBERRA AVENUE FYSHWICK | PO BOX 777 FYSHWICK ACT 2609
P: +61 6205 0969 | | M: Sch 2 s 2.2(a)(ii): +61 2 6213 0735 | E: alicia.spindler@act.gov.au

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From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, 5 April 2023 3:24 PM
To: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Subject: FW: ACT Flag poles
Importance: High

OFFICIAL

From: Tanton, Graham
Sent: Wednesday, 5 April 2023 3:12 PM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>; West, Damian <Damian.West@act.gov.au>
Cc: Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: ACT Flag poles
Importance: High

OFFICIAL

Hi Anton, David a synopsis below;

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Please note Damian has yet to review, but is happy to receive it at the same time.

From: "West, Damian" <Damian.West@act.gov.au>
Sent: 13/04/2023 8:59 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>; "Ernst, Denise" <Denise.Ernst@act.gov.au>
Subject: FW: ACT Flag poles

OFFICIAL

Could we pls arrange a meeting to discuss governance and discuss making processes in PG.

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Thursday, 13 April 2023 8:52 AM
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>
Subject: RE: ACT Flag poles

OFFICIAL

Sch2 S 2.2(a)(x)

Regards

Graham

From: Gallacher, Anton <Anton.Gallacher@act.gov.au>
Sent: Wednesday, 12 April 2023 7:39 PM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: Re: ACT Flag poles

OFFICIAL

Hi Graham,

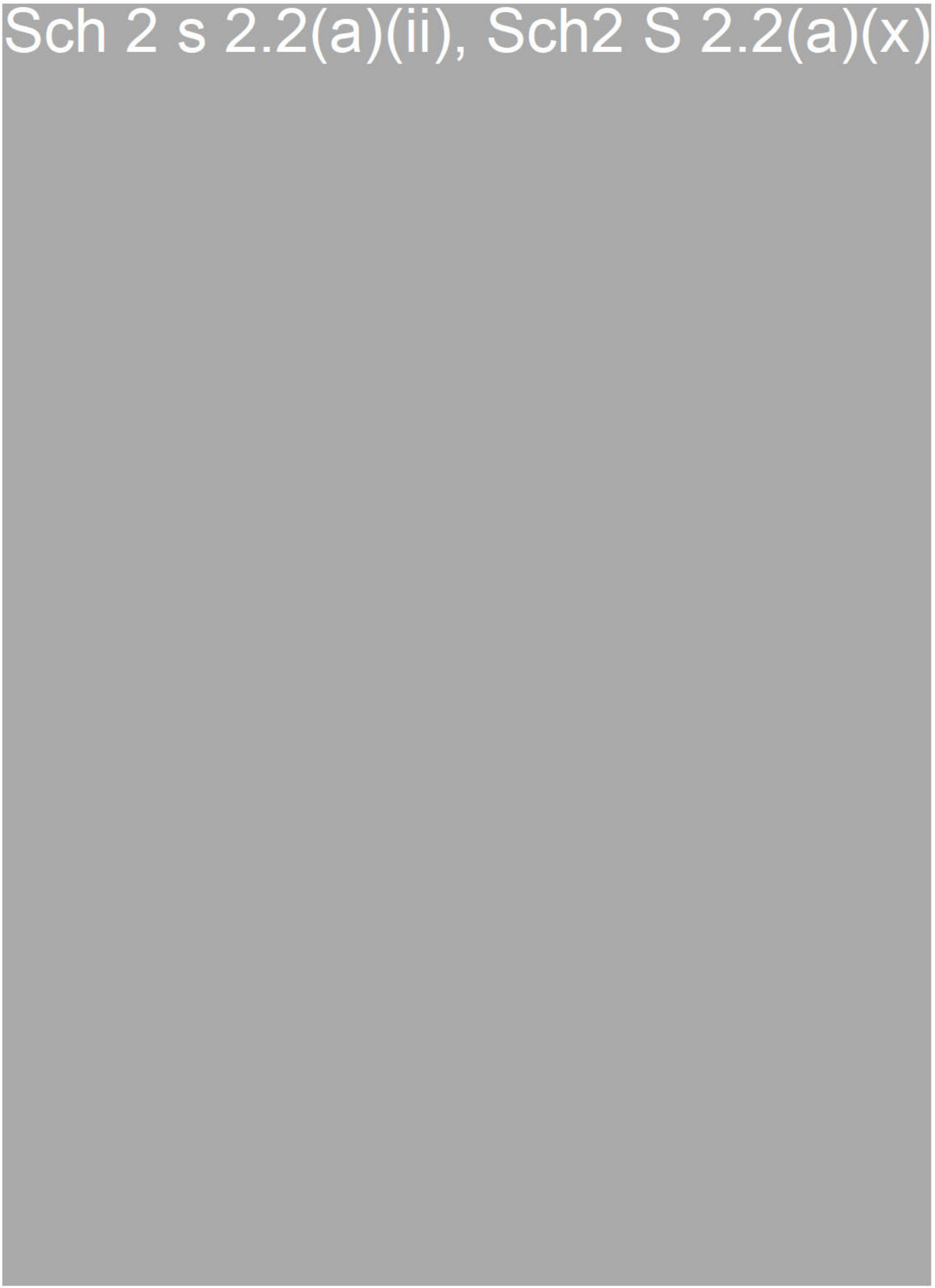
I know there's a number of email chains relating to this matter, I'm just confirming that the below is still correct re NCA approval?

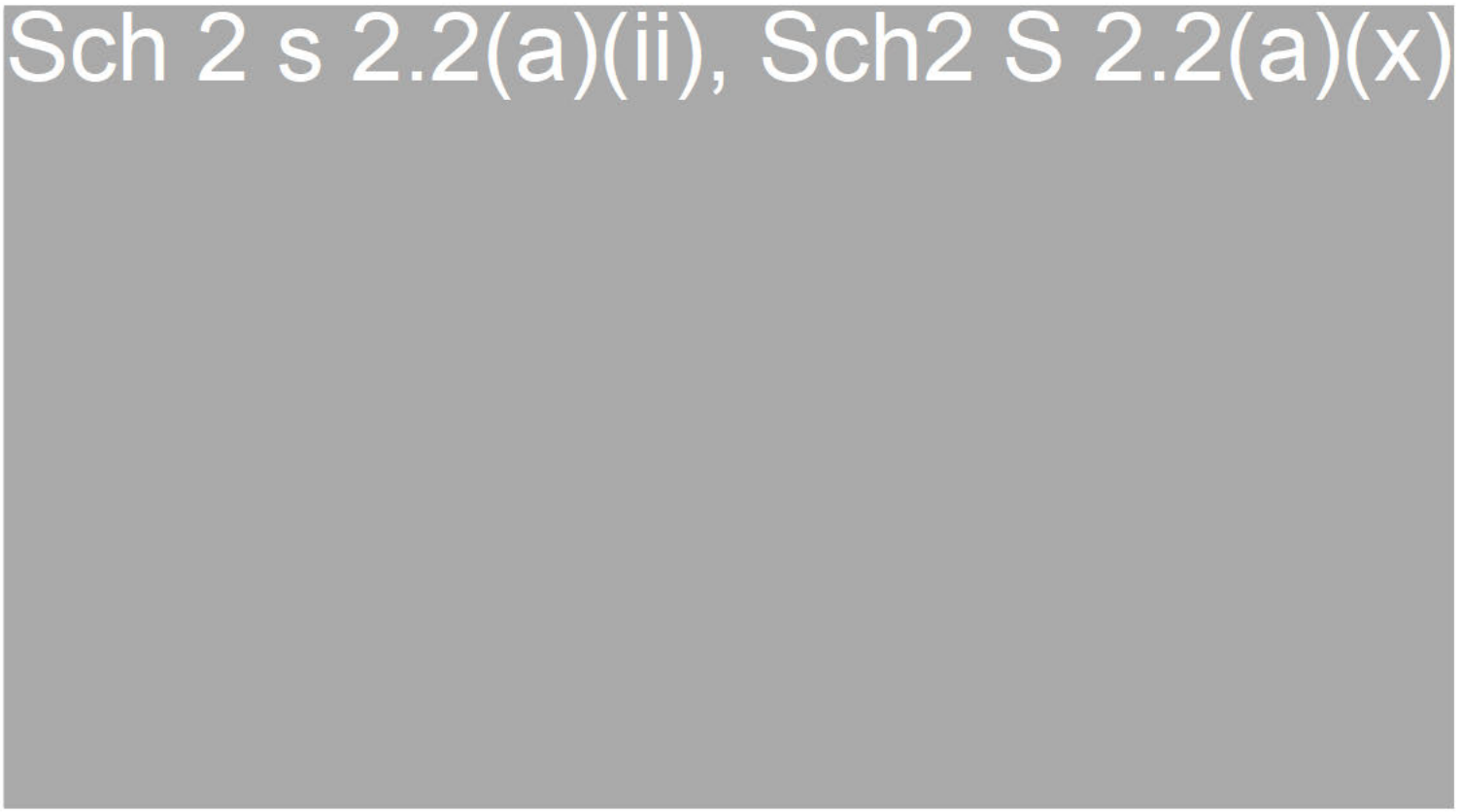
Anton

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From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Wednesday, April 5, 2023 4:10 pm
To: Gallacher, Anton <Anton.Gallacher@act.gov.au>; Polglase, David <David.Polglase@act.gov.au>
Cc: West, Damian <Damian.West@act.gov.au>; Hedley, Belinda <Belinda.Hedley@act.gov.au>
Subject: FW: ACT Flag poles

OFFICIAL


Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)


Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Sch 2 s 2.2(a)(ii), Sch2 S 2.2(a)(x)

Sch2 S 2.2(a)(x)

Kind regards

Sch 2 s 2.2(a)(ii)

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From: "Shaw, Tania" <Tania.Shaw@act.gov.au>
Sent: 13/04/2023 10:08 AM
To: "Tanton, Graham" <Graham.Tanton@act.gov.au>; "Keppell, Kassandra" <Kassandra.Keppell@act.gov.au>; "Dezman, Adam" <Adam.Dezman@act.gov.au>
Cc: "Spindler, Alicia" <Alicia.Spindler@act.gov.au>
Subject: RE: Flag matters
Categories: External

OFFICIAL

Thanks Graham
Yes, the team will be able to provide that to you if it is documented (I looked and it isn't currently in our QMS system, so we will sort that out as part of this review).
Cheers
Tania

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Thursday, 13 April 2023 10:06 AM
To: Shaw, Tania <Tania.Shaw@act.gov.au>; Keppell, Kassandra <Kassandra.Keppell@act.gov.au>; Dezman, Adam <Adam.Dezman@act.gov.au>
Cc: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Subject: Re: Flag matters

OFFICIAL

Thanks Tania, I am keen to understand our internal process and procedures . Ie. how we hand off to NCA for approval how and where we store approvals and the like.

Happy to discuss
Graham

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From: Shaw, Tania <Tania.Shaw@act.gov.au>
Sent: Thursday, April 13, 2023 9:53:23 AM
To: Tanton, Graham <Graham.Tanton@act.gov.au>; Keppell, Kassandra <Kassandra.Keppell@act.gov.au>; Dezman, Adam <Adam.Dezman@act.gov.au>
Cc: Spindler, Alicia <Alicia.Spindler@act.gov.au>
Subject: RE: Flag matters

OFFICIAL

Graham
The public information, including the guidelines is on the web page:
https://www.treasury.act.gov.au/act-property-group/flags-and-banners

Regards
Tania

From: Tanton, Graham <Graham.Tanton@act.gov.au>
Sent: Thursday, 13 April 2023 9:22 AM
To: Keppell, Kassandra <Kassandra.Keppell@act.gov.au>; Shaw, Tania <Tania.Shaw@act.gov.au>; Dezman, Adam <Adam.Dezman@act.gov.au>