



ACT
Government

Territory and Municipal Services

Dear

Freedom of information request –Transport Canberra and City Services

I refer to your request made under the *Freedom of Information Act 1989 (the Act)*, received by the Territory and Municipal Services Directorate on 18 April 2016, in which you sought access to documents in relation to Transport Canberra and City Services since 1 March 2016.

I understand that the Freedom of Information officer clarified your request and that your office confirmed that you are seeking access to all documents relating to the formation of Transport Canberra and City Services since 1 March 2016.

Decision

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

Three documents have been located that falls within the scope of your request as summarised in the schedule at [Attachment A](#). I have decided to release these documents to you in full and have enclosed a copy of the documents with this letter.

Fees and charges

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

Right of review

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

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

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

ACT Civil and Administrative Tribunal

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

To apply to the Tribunal for a review you can obtain an application form from the Tribunal (www.acat.act.gov.au). The postal address of the Tribunal is:

ACT Civil and Administrative Tribunal
GPO Box 370
CANBERRA ACT 2601

Ombudsman

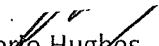
You also have the right to complain to the Ombudsman about the processing of your request. If you wish to lodge a complaint you should write to:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Further information

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

Yours sincerely



Cheryl Hughes
Chief Operating Officer



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Attachment A

FREEDOM OF INFORMATION SCHEDULE

Document number	Description	Date	Status (full release, partial release, exempt)	Reason for exemption (where applicable)
1	Email Subject – Director-General message-establishment of new directorate	7 April 2016	Full release	
2	Media release Subject – New directorate brings together transport and city service to deliver for Canberra	7 April 2016	Full release	
3	FAQs Subject – Establishment of a new directorate	Last updated on 13 May 2016	Full release	