



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 2022-128

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)	45
7. Decision made by Ombudsman	N/A
8. Additional information identified by Ombudsman	N/A
9. Decision made by ACAT	N/A
10. Additional information identified by ACAT	N/A

From: 
To: [CMTEDD FOI](#)
Cc: 
Subject: FOI Request | Ministerial Briefs
Date: Wednesday, 20 April 2022 8:47:42 AM

Good Morning,

RE: FOI REQUEST – MINISTERIAL BRIEFS 10.02.22 – 04.03.22

I write to request under the *Freedom of Information Act 2016* a copy of the Ministerial Briefs with the titles outlined below:

Title	Reference
PAGA 3.vi: Delivering an Independent Planning Advisory Service for the ACT	CM22/14527
Zero Emission Government Facility Guidelines Discussion Paper for the Climate Action Sub Committee	CM22/14533
CIT Reform Update - Course Reconfiguration Consultation and Engagement	CM22/15295
YourSay Panel - Research Findings - Gas Transition Survey	CM22/17061
Better Infrastructure Fund Appropriation for 2022-23	CM22/17388
Parliamentary and Governing Agreement commitments: Status Report No 3	CM22/19007
Whole of Government Infrastructure Brand Campaign	CM22/19200
2022-23 Better Infrastructure Fund (BIF) proposed allocation	CM22/19542
Better Infrastructure Fund Appropriation for 2022-23	CM22/20134
Approval to bring forward a business case for the 2022-23 Budget Cycle - Human Resource and Information Management Solution (HRIMS)	CM22/25728
Gungahlin Leisure Centre 50-metre pool rectification works - Program of works	CM22/27288
Community Facilities (ACT Property Group Vacancies and Peppercorn Rents)	TRSY22/9432
Rent Relief	TRSY22/9433
e-Invoicing – ACT Government	TRSY22/9438
Hackett Community Centre Direct Sale	TRSY22/9440
Zero emissions transition for ACT Government buildings and facilities	TRSY22/9441
Release of Workers Compensation Claims Data Through Tenders ACT	TRSY22/9467
ACT Auditor-General's Report Procurement Exemptions and Value for Money	TRSY22/9492
Cost of living	TRSY22/9516
Late Submission of Business Support Grant (BSG) Applications – Adjustment to Original Decision (CMTEDD2021/5882) Following Administrative Error	CM22/15006
Minister Weekly Brief - Week Ending 11 February 2022	22/12077
Change to an ACT Driver's Licence number	22/12432
Access Canberra Belconnen Service Centre Opening - 21 Feb	22/13533
Minister Weekly Brief Week Ending 25 February 2022	22/17791
Minister Weekly Brief Week Ending 18 February 2022	22/14761
Access Canberra Ombudsman Complaint Trends	22/19772
Meeting with the new Canberra Labor Club (CLC) President	22/07247
Switch to EasyPark for phone payments in ACT Government carparks	22/22043
Minister Weekly Brief - Week Ending 4 March 2022	22/20122

Australian Hotels Association - 10 March 2022	22/16100
<i>Title Redacted</i>	CAB22/9728
<i>Title Redacted</i>	CM2/22842
<i>Title Redacted</i>	CM22/14517
<i>Title Redacted</i>	CM22/14844

Should you require any further information or clarification about my request, please contact my office on [REDACTED]

Best,





ACT
Government

Chief Minister, Treasury and
Economic Development

Our ref: CMTEDDFOI 2022-128



FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 20 April 2022, in which you sought access to:

A list of 34 briefs that you supplied subject lines for

Authority

As an appointed Information Officer under section 18 of the Act, I am authorised to make a decision on access or amendment to government information in the possession or control of CMTEDD.

Timeframes

In accordance with section 40 of the Act, CMTEDD was required to provide a decision on your access application by 19 May 2022 however, following an extension, and third-party consultations, the due date is now 27 June 2022.

Decision on access

Searches were completed for relevant documents and 34 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 the documents that fall within the scope of your request and the access decision for those documents.

I have decided to grant full access to 16 documents, partial access to 11 documents and refuse access to seven documents as I consider them to be information that is contrary to the public interest under schedule 1; or contain information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act.

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

Exemption claimed

My reasons for deciding not to grant access to the identified documents are as follows:

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

As mentioned above, some of the identified documents are entirely composed of, or contain information that is considered to be contrary to the public interest under schedule 1 of the Act. This includes:

- Schedule 1 section 1.1(b) *being information that would be contrary to an order made or direction given by a tribunal or other entity having power to take evidence on oath*. In this case I refer to *Kline v Official Secretary to the Governor General* [2013] HCA 52, heard before the High Court of Australia.
- Schedule 1 section 1.2 being *Legal Professional Privilege*.

One of the documents that have been identified as being within the scope of your request is partially composed of information that is considered to be contrary to the public interest information under section 1.2 of Schedule 1 of the Act as it is information that is deemed privileged under Legal Professional Privilege. This information can only be released if the parties involved agree to waive that privilege. The parties have not waived privilege.

- Schedule 1 section 1.3 *being information the disclosure of which is prohibited under law*, in this case the *Gaming and Racing Control Act 1999* (Division 4.4)
- Schedule 1 section 1.6 being *Cabinet information*

Some of the documents identified as being within the scope of your request are entirely composed of information, or contain information, that is considered to be contrary to the public interest under section 1.6 of Schedule 1 of the Act as it is Cabinet information. Under section 1.6 of Schedule 1 of the Act, Cabinet information is exempt from release. The purpose of this exemption is to maintain the confidentiality of the cabinet process and to uphold the principle of collective ministerial responsibility. This exemption was discussed in *The Commonwealth v Northern Land Council* [1993] HCA 24; (1993) 176 CLR 604 (21 April 1993).

Paragraph 6 of the decision, states that:

... it has never been doubted that it is in the public interest that the deliberations of Cabinet should remain confidential in order that the members of Cabinet may

exchange differing views and at the same time maintain the principle of collective responsibility for any decision which may be made.

The document that you have requested falls within section 1.6 of the Act as it is information which has been commissioned by the Cabinet to guide it in its decision making and to assist it in its deliberations. It is therefore exempt from release under the Act.

- Schedule 1 section 1.14(1)(a) being *information the disclosure of which would or could reasonably be expected to prejudice an active investigation of a contravention or possible contravention of the law in a particular case.*

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 interest 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 document 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 under schedule 2.1:

- (a) *disclosure of the information could reasonably be expected to do any of the following:*
- (i) *promote open discussion of public affairs and enhance the government's accountability*

Disclosure of Ministerial briefings may help to promote discussion of government business and enhance the government's accountability and continued commitment to open and transparent government and I afford this factor some weight in my deliberations.

The FOI Act has an express pro-disclosure bias which reflects the importance of public access to government information for the proper working of a representative democracy. This concept is promoted through the objects of the FOI Act, and I consider that giving access to the information sought would support this intention of the FOI Act.

Factors favouring nondisclosure in the public interest under schedule 2.2:

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

(ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004

(xi) prejudice trade secrets, business affairs or research of an agency or person

Having reviewed the documents, I consider that the protection of an individual's right to privacy, especially when dealing with the ACT Government is a significant factor as the parties involved have provided their personal information for the purposes of working with the ACT Government. This, in my opinion, outweighs the benefit which may be derived from releasing the information of those persons involved in this matter.

Individuals are entitled to expect that the personal information they have supplied in response to a government process will be dealt with in a manner that protects their privacy. Considering the type of information (name and mobile phone number) to be withheld from release, I am satisfied that the factors in favour of release can be met while protecting the personal information of the individuals involved. I therefore weight the factor for nondisclosure more highly than the factor in favour of release for this information.

I have also considered the impact of disclosing information which relates to business affairs. In the case of *Re Mangan and The Treasury* [2005] AATA 898 the term 'business affairs' was interpreted as meaning 'the totality of the money-making affairs of an organisation or undertaking as distinct from its private or internal affairs'. Schedule 2 section 2.2(a)(xi) allows for government information to be withheld from release if disclosure of the information could reasonably be expected to prejudice the trade secrets, business affairs or research of an agency or person. To release the financial dealings of a business entity in the course of them providing a service to the ACT Government or even to the ACT public at large could reasonably prejudice their business affairs and give a competitor an unfair advantage in future dealings.

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.

Charges

Pursuant to *Freedom of Information (Fees) Determination 2017 (No 2)* 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, the charges have been waived in accordance with section 107 (2)(e) of the Act.

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 on the CMTEDD disclosure log 3 days after the date of my decision. 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
Level 4, 1 Moore St
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,



Katharine Stuart
Information Officer
Chief Minister, Treasury and Economic Development Directorate

24 June 2022



ACT
Government

Chief Minister, Treasury and
Economic Development

FREEDOM OF INFORMATION REQUEST SCHEDULE

WHAT ARE THE PARAMETERS OF THE REQUEST	Reference NO.
34 briefs	CMTEDDFOI 2022-128

Ref No	Page number	Description	Status	Reason for Exemption	Online Release Status
1	1-6	CM22/14527 (CMTEDD2022/491)	Full release	N/A	Yes
2	7-10	CM22/15295 (CMTEDD2022/651)	Partial release	Schedule 1 s1.6	Yes
3	11-13	CM22/17061 (CMTEDD2022/619)	Full release	N/A	Yes
4	14-16	CM22/17388 (CMTEDD2022/575)	Full release	N/A	Yes
5	17-19	CM22/19007 (CMTEDD2022/644)	Full release	N/A	Yes
6	20-24	CM22/19200 (CMTEDD2022/771)	Full release	N/A	Yes
7	25-29	CM22/27288 (CMTEDD2022/805)	Full release	N/A	Yes
8	30	TRSY22/9432 (QTB)	Full release	N/A	Yes
9	31-33	TRSY22/9433 (QTB)	Full release	N/A	Yes
10	34-35	TRSY22/9438 (QTB)	Partial release	Schedule 1 s1.6	Yes
11	36-37	TRSY22/9440 (QTB)	Partial release	Schedule 1 s1.2	Yes
12	38-39	TRSY22/9441 (QTB)	Full release	N/A	Yes
13	40-42	TRSY22/9467 (QTB)	Full release	N/A	Yes
14	43-44	TRSY22/9492 (QTB)	Full release	N/A	Yes

15	45-47	TRSY22/9516 (QTB)	Full release	N/A	Yes
16	48	CM22/15006 (CMTEDD2022/654)	Full release	N/A	Yes
17	49-50	22/12077	Partial release	Schedule 1 s 1.14 Schedule 2 s2.2(a)(ii)	Yes
18	51-52	22/12432	Partial release	Schedule 2 s2.2(a)(ii)	Yes
19	53-55	22/13533	Partial release	Schedule 2 s2.2(a)(ii)	Yes
20	56-58	22/17791	Partial release	Schedule 1 s 1.14 Schedule 2 s2.2(a)(ii)	Yes
21	59-61	22/14761	Partial release	Schedule 1 s 1.14 Schedule 2 s2.2(a)(ii)	Yes
22	62-64	22/19772	Full release	N/A	Yes
23	65-68	22/07247	Partial release	Schedule 1 s 1.3 Schedule 2 s2.2(a)(ii)	Yes
24	69-71	22/22043	Partial release	Schedule 2 s2.2(a)(xi)	Yes
25	72-73	22/20122	Partial release	Schedule 1 s 1.14 Schedule 2 s2.2(a)(ii)	Yes
26	74-76	22/16100	Full release	N/A	Yes
27	77-79	CM22/14517 (CMTEDD2022/618)	Full release	N/A	Yes
28	80-82	CM22/19542 (CMTEDD2022/844)	Exempt in full	Schedule 1 s1.6	No
29	83-85	CAB22/9728 (CMTEDD2022/633)	Exempt in full	Schedule 1 s 1.1(b)	No
30	86-88	CM22/20134 (CMTEDD2022/576)	Exempt in full	Schedule 1 s1.6	No
31	89-92	CM22/22842 (CMTEDD2022/992)	Exempt in full	Schedule 1 s1.6	No
32	93-98	CM22/14844 (CMTEDD2022/534)	Exempt in full	Schedule 1 s1.6	No
33	99-102	CM22/14533 (CMTEDD2022/533)	Exempt in full	Schedule 1 s1.6	No
34	103-106	CM22/25728 (CMTEDD2022/930)	Exempt in full	Schedule 1 s1.6	No

Total No of Docs		
34		

Chief Minister, Treasury and Economic Development Directorate

To:	Chief Minister	Tracking No.: CMTEDD2022/491
Date:	10/02/2022	
From:	Executive Group Manager, Policy and Cabinet Division	
Subject:	PAGA 3.vi: Delivering an Independent Planning Advisory Service for the ACT	
Critical Date:	Nil.	
Critical Reason:	In the course of normal business.	

Recommendations

That you:

1. Note the information in this paper.

Noted / Please Discuss

Andrew Barr MLA/...../.....

Minister's Office Feedback

Background

1. Initiative C 3 (vi) of the [*Parliamentary and Governing Agreement of the 10th Legislative Assembly of the ACT*](#) (PAGA) states that the ACT Government will: *“Fund an independent planning advisory service for residents impacted by planning decisions or development applications, so they can seek advice on lodging complaints or seeking review of decisions.”*

Issues

Independence

2. A key part of the proposed service is that it be *independent* in nature. As a part of delivering this initiative, the lead Directorate would need to confirm how independence would be achieved.
 - a. It would be reasonable to assume that at a minimum, the advisory service would be delivered free from bias or Government/Ministerial direction.
 - b. The presumption has been that independence would also manifest as delivery by a non-Government organisation, although there may be models whereby an independent service is delivered by the public sector.

Ministerial and Directorate responsibility

3. Presently, under internal PAGA reporting, delivery of the initiative is the responsibility of the Minister for Water, Energy and Emissions Reduction and the Environment, Planning and Sustainable Development Directorate (EPSDD). The initiative currently sits with the Climate Change and Energy area of the Directorate.

The Minister for Planning and Land Management

4. Under the Administrative Arrangements, the Minister for Planning and Land Management has responsibility for planning and development, supported by EPSDD as the area of Government responsible for land use and development planning. Given the alignment of policy areas, EPSDD may be best placed to establish a planning advisory service.
5. However, there is a question as to whether this is the most suitable institutional arrangement to deliver the initiative, especially if there is a need for a level of independence from the planning system.
6. There are potential risks to this arrangement both institutional and reputational.
 - a. Reputational: There may be a community perception of a lack of independence if the organisation responsible for statutory planning, were also responsible for the design and delivery of an independent resident's advisory service. This lack of independence may impact the reputation of the service once delivered, which may lead it to lack community confidence.
 - b. Institutional: Given the Chief Planner of the ACT is also the Director-General of EPSDD there is potential for a perceived risk of a conflict of interest in the conduct of duties. The Chief Planner would be responsible for both overseeing the statutory framework of planning in the ACT and the design of a service for residents seeking to lodge complaints or review of decisions made under that framework.

7. While it is common practice for Directorates to commission services within their sphere of policy responsibility – for example, the Health Directorate commissions health services – in this case the requirement for the service to be independent may warrant a different lead directorate.
8. For example, the Environmental Defenders Office ACT is a not-for-profit organisation funded by the Justice and Community Safety Directorate (JACS) rather than through the Directorate with responsibility for environmental policy.
 - a. Note; however, there is also precedent for ACT Directorates to fund services or organisations that scrutinise and are sometimes critical of policies and programs.
 - i. the Community Services Directorate funds the ACT Council of Social Services.
9. It is common for not-for-profit organisations to engage with policy issues within their area of work, and occasionally to be critical of government policy.
10. Given the contested nature of planning issues and debates in Australia, it could be reasonably predicted that a not-for-profit planning service working on behalf of residents would be critical of government policy at some time and in some form. Using a different lead Directorate would prevent a situation where a future service is critical of its establishing or funding body. This may make future stakeholder engagement between the new service and government smoother and more manageable.
11. To ensure independence and prevent any perceived conflict of interest within the community, it may then be preferable that delivery of the service occur independent of the ACT Planning system. Several options are outlined below.

The Minister for Consumer Affairs and JACS

12. The Minister for Consumer Affairs and JACS are responsible for policy areas that relate to the fair dealing of organisations and the community, including fair trading policy. The Minister for Consumer Affairs may be seen to be an advocate for an independent service acting at arm's length from the planning system given that role's focus on consumer issues.
13. Additionally, the mission of JACS includes an ACT community where people's rights and interests are respected and protected. This aligns well with a planning advisory service which would likely have an objective to ensure the rights of residents are protected within the planning system.
14. JACS is also the area of Government with skills most relevant to fair consumer dealings, administrative and citizen's justice; skills that would be necessary for the development of a service which would likely advise residents of their rights in relation to the planning system.

Special Minister of State and the Chief Minister, Treasury and Economic Development Directorate

15. The Special Minister of State and the Chief Minister, Treasury and Economic Development Directorate, have responsibility for access to government information and reforms to drive improvements in government operations. As far as an independent planning advisory service would inform changes to government operations, and bring transparency to government information, these areas would be aligned.
16. However, the Special Minister of State is also the Minister for Transport who is responsible for transport planning and reform and therefore is involved in the ACT planning system.

Minister for Business and Better Regulation

17. The Minister for Business and Better Regulation is responsible for business advocacy and liaison and improving the ease of doing business with Government. There does not appear to be a strong alignment with a service that is primarily designed for residents.

Delivery Approach

18. Based on the above analysis, the arrangement likely to be viewed as most independent and suitable in nature would be Minister for Consumer Affairs and JACS working as the lead minister and Directorate, working in collaboration with the Minister for Planning and Land Management, EPSDD and the planning community. This would be a change from the current arrangement.
19. To commence delivery of the initiative, consideration should be given to the delivery approach. Presently there is no community or private sector organisation that provides advice to residents on planning decisions that impact upon them, where they are not a proponent.
 - a. While a resident can make enquiries with Access Canberra, the advice received may be perceived as lacking in independence.
 - b. Although arguably an individual or community group could engage a private consultancy to carry out this work, this would require considerable financial resources.
20. Given no such service is currently operating, a new service would need to be designed and established. This would be the case whether it is designed a stand-alone service or as a service within an existing community organisation.
21. Potential governance and service models could vary widely from a simple helpdesk service located within a contracted community organisation, to technical advisory services, or a new stand-alone organisation providing those activities alongside community training programs and advocacy work. The service may comprise a small paid staff supported by a network of professional volunteers with skills in planning and development.

22. A preliminary scan has suggested that there are no direct comparison services provided at a State/Territory level in Australia. There are some local governments that provide a concierge type service for citizens. A summary of existing services available in the ACT, as well as services and models available internationally is provided at Attachment A.
23. Given the wide spectrum of potential services and use cases, as well as the nature of the service proposed, there would be considerable benefit in employing a delivery approach that has a meaningful level of community input.
24. The ACT Approach to Commissioning 2021 involves working collaboratively with sector partners, and people with lived experience, to plan, design and deliver the best services for Canberrans. While the approach encompasses commissioning undertaken by the ACT Community Services and Health Directorates, the principles and process may provide a useful reference to running a process for design of a new service with community input.
25. The use of a commissioning process would enable exploration of the services desired by the community, development of use cases, community expectations around the level of independence, and governance and funding arrangements. A series of models and options could be created for consideration and adoption, so that a service bespoke to the needs of all Canberrans can be designed.
26. The Combined Community Councils ACT Statement of Election Policy Priority 4.A states, "Provide financial assistance to the Community Councils to assist the community to participate in planning decision-making". A thorough commissioning process would involve community organisations, while also facilitating a broader discussion about what services would enable the wider Canberra community (including for example people with disabilities, younger people, and LGBTQI+ people) to better participate in the planning system and engage with proposals and decisions that affect them.
27. Additional issues that would need to be considered via a commissioning approach would include whether the service would create competition with current commercially available town planning services, including legal services, and how any such unintended consequences could be managed.

Financial Implications

28. As a part of 2020 election costing Treasury estimated this initiative would cost \$600,000 over three years.

Consultation

Internal

29. Lillian Junakovic, Cabinet Office.

Cross Directorate

30. Nil.

External

31. Nil.

Work Health and Safety

32. Nil.

Benefits/Sensitivities

33. The issues in this brief may be sensitive within ACT Government as there are likely varied perspectives on the most appropriate allocation of this PAGA initiative.

34. There is potential for a community organisation to benefit from decisions arising within this process.

Communications, media and engagement implications

35. Nil.

Signatory Name: Wilhelmina Blount Phone: 0422 636 282

Action Officer: Bryony Dyer Phone: 6207 9838

Attachments

Attachment	Title
Attachment A	Planning Advisory Services available in the ACT and Internationally.

Canberra Institute of Technology

To:	Minister for Skills	Tracking No.: CMTEDD2022/651
Date:	18/02/2022	
From:	Chief Executive Officer	
Subject:	CIT Reform Update – Course Reconfiguration Consultation and Engagement	
Critical Date:	28/02/2022	
Critical Reason:	To provide a timely update	

Recommendations

1. That you note the information contained in this brief

Noted / Please Discuss

Chris Steel MLA



23/2/22

Minister's Office Feedback

Background

Schedule 1 1.6

over the next six months.

Schedule 1 1.6

Issues

Consultation and Engagement

4. CIT is currently on track with the consultation and engagement activities associated with the course reconfiguration and possible discontinuation. An overview of the activities undertaken in January/February and those that are scheduled for March is provided at [Attachment A](#).
5. Key activities include:
 - a. a range of internal consultation with CIT staff across multiple scales. This is to ensure understanding and coherence of how this tranche of work, related to courses is nested within CIT's [Strategic Compass 2025 – CIT Futures](#), CIT's longer term transformation and the interdependence with the government's reform directions;
 - b. meetings with both the Australian Education Union (AEU) and the Community and Public Sector Union (CPSU). Both unions have been provided a draft Staff Consultation and Engagement Strategy for review and feedback. They have also been provided detail on the course analysis including how they are currently categorised (reconfiguration or possible discontinuation);
 - c. the establishment of an institute-wide industry advisory mechanism. CIT will be writing to a number of industry bodies next week inviting them to participate in discussions commencing in March;
 - d. comprehensive local level targeted staff engagement of those areas possibly impacted. Widespread consultation will commence next week; and
 - e. engagement with the CIT Student Association (CITSA) and exploration of its role in being a conduit to ensuring the 'student voice' is heard.
6. CIT is confident there is coherence and clarity about the purpose of the reforms and the associated timeframes and milestones across the leadership group. The feedback to date on the consultation has been positive with many staff ready to explore new opportunities with industry and the community.
7. CIT's 55 most senior staff including Heads of Departments and Senior Managers are meeting weekly to facilitate the design of context specific approaches for engaging with employers to ensure active participation and diversity of perspectives. These local discussions with employers will commence in March.
8. CIT is concerned that engagement with employers may prove difficult as all businesses are currently grappling with the ongoing impacts of COVID-19 and

consequential staff absenteeism, with some businesses struggling to even release their staff for training. This may impact their capacity to provide input to CIT's consultation. Mindful of this, CIT will work on strategies to enable participation is not unnecessarily onerous for employers.

9. While CIT staff are positive about the potential reconfiguration, workloads are already high with a backlog of students who had studies delayed, due to COVID-19 needing to complete and staff impacted personally by the pandemic resulting in unexpected leave and staff shortages in some areas.

Courses to Close

10. All of the 'close' category courses have been closed to new enrolments for 2022. This has prevented new students enrolling, however, it does not prevent activity from existing students not yet completed.
11. As of 17 February 2022, only one of the 24 'close' courses had 2022 student activity. CIT identifies a current student as one with activity within the past 12 months. The qualifications identified to be closed will be retained on CIT's scope of registration until mid-2022 to ensure any existing student has not just paused and expects to return and complete and also to support issuance of partial-completion Statements of Attainment as required.

Financial Implications

12. Dedicated resources are required for this work. This has been accounted for in the CIT 2022 Budget.

Consultation

Internal

13. The CIT Board continues to guide the strategic approach to CIT's reform agenda and the Board Chair is briefed at weekly meetings. At its first meeting on 23 February the board will consider its approach to implementation, reporting and progress associated with the course reconfiguration.

Cross Directorate

14. CIT is meeting with representatives of the Education Directorate on 23 February to further socialise the work ahead and agree on possible forums for communication and consultation.
15. CIT established a CIT Reform Working Group with representatives from Treasury and Economic Development which helped guide the reform work in 2021. This group will be reconvened in March with membership adapted as required.

External

16. This information is included in Attachment A.

Work Health and Safety

17. CIT is always focussed on creating a safe and healthy work environment for staff. The ongoing challenges of the past two years has resulted in fatigue across the system. CIT is actively monitoring workloads and adjusting priorities as required.

Benefits/Sensitivities

18. Although there have been many discussions to situate this piece of work within the much broader transformation agenda at CIT, reconfiguring and/or discontinuing courses and the perceived potential impacts that this may have on students, industry and the workforce may concern some stakeholders.

Communications, media and engagement implications

19. Schedule 1 1.6 [redacted]. Additional communication materials will be developed and targeted to user needs to support the coherence of the activities and also ensure consistency in the overarching objectives of the work.

Signatory Name: Leanne Cover Phone: 73103

Action Officer: Alice Clements Phone: 73777

Attachments

Attachment	Title
Attachment A	Consultation and Engagement Overview Jan-March

Chief Minister, Treasury and Economic Development Directorate

UNCLASSIFIED

To:	Chief Minister	Tracking No.: CMTEDD2022/619
Date:	17 February 2022	
CC:	Head of Service	
From:	Executive Group Manager, Communication and Engagement	
Subject:	YourSay Panel – Research Findings – Gas Transition Survey	

Recommendations

That you:

1. Note the information contained in this brief and Attachment A; and

Noted / Please Discuss

2. Agree to the release of the Gas Transition Survey results to the YourSay Panel at Attachment A.

Agreed / Not Agreed / Please DiscussAndrew Barr MLA  27./2./22

Minister's Office Feedback

UNCLASSIFIED

Background

1. The Environment, Planning and Sustainable Development Directorate (EPSDD) are developing a Gas Transition Plan to address natural gas being responsible for over 20 per cent of the ACT's emissions post-2020 as per action point 4.5 of the ACT Climate Change Strategy 2019-2025.
2. To help inform this work, the YourSay Panel was engaged to undertake a survey relating to gas transition, which examined panel members' current situation in terms of energy use, consideration of or actual transition from gas to electric appliances, barriers and motivators to transition and, more broadly, attitudes towards gas as an energy source.
3. Overall, the findings indicated that Panel members broadly view electricity as a more environmentally friendly energy source than gas, on the proviso that this is generated through renewable sources.
4. Around one in six households had switched from a gas to electric appliance in the past few years, with environmental considerations a key factor in their decision.
5. For the two-thirds of households still with gas, 59 per cent had considered switching but had yet to do so. A key factor in their consideration was cost (perceived cost to switch versus potential cost benefits and savings), though other factors – such as perceived need, preferences, and the effort of changing were also evident.
6. Situational factors also played a role in consideration to switch, with those in detached homes more likely to switch than those in apartments and units; similarly, homeowners were more likely to do so than renters.
7. Around half of panel members indicated they had heard something about gas transition in the ACT, with this largely focused on incentives / rebates (including the Sustainable Household Scheme) and awareness of all-electric suburbs.
8. A summary report detailing the results from this survey has been prepared ([Attachment A](#)) and it is proposed that the results be released to YourSay Panel members.
9. Once approved, these results will be reported back to our Panel members via email and posted on the members' hub and ACT Government website.

Financial Implications

10. N/A

Consultation

Internal

- 11. Findings have been shared with representatives within CMTEDD and EPSDD, including a presentation to the Gas Transition Steering Committee on 17 February 2022.

Work Health and Safety

- 12. N/A

Benefits/Sensitivities

- 13. Reporting back the results to the Panel membership is an important motivator for members to remain on the Panel and continue contributing to future activities.

Communications, media and engagement implications

- 14. Your office will be consulted on any media implications.

Signatory Name: Trish Johnston

Phone: x72644

Action Officer: Neil Stafford

Phone: x72645

Attachments

Attachment	Title
Attachment A	YourSay Panel - 2022 Gas Transition Survey Report

Chief Minister, Treasury and Economic Development Directorate

To: Minister for the Arts

Tracking No.: CMTEDD2022/575

Date: 23/02/2022

From: Deputy Director-General, Economic Development

Subject: Better Infrastructure Fund Appropriation for 2022-23

Critical Date: 02/03/2022

Critical Reason: To meet Treasury timeframes for the 2022-23 Better Infrastructure Fund (BIF) appropriation.

- EGM 22/02/22

Recommendations

That you:

1. Note the information contained in this brief; and

Noted / Please Discuss

2. Agree to endorse the projects identified at Attachment A to utilise the proposed CMTEDD Better Infrastructure Fund (BIF) allocation for 2022-23.

Agreed / Not Agreed / Please Discuss

Tara Cheyne MLA

Tara Cheyne 13/3/22

Minister's Office Feedback

Background

1. Treasury are preparing the allocation of CMTEDD's 2022-23 Better Infrastructure Fund (BIF) appropriation.
2. Funding caps that are proportionally consistent with the split of BIF funding in 2021-22 (indexed by 2.5%) have been provided to us by Strategic Finance, CMTEDD.
3. We have reviewed projects within your portfolio suitable for BIF appropriation and provided proposed titles, descriptions and funding amounts within the BIF envelopes provided by Strategic Finance, CMTEDD.
4. This brief is seeking your endorsement of these BIF projects at Attachment A for 2022-23 to meet Treasury timeframes.
5. Treasury's guidelines on BIF state that amounts unspent by the end of September in the financial year after if it is appropriated will be taken off the following financial year's allocation (that is, unspent 2020-21 BIF may have an impact on 2022-23 BIF).
6. The ACT lockdown in August 2021 caused delays in finalising 2020-21 BIF projects on time. As part of the 2022-23 BIF process, it is understood that Cabinet will determine whether or not there will be any adjustments made to 2022-23 funding.
7. The allocation at Attachment A has been prepared on the basis that there will not be any adjustments, however we will brief you as necessary should any adjustments eventuate.

Issues

8. BIF funding will support various upgrades and improvements at ACT Government owned arts facilities focussed on safety and compliance issues.
9. This funding will include the replacement of aging fire panels at a number of arts facilities and upgrades to mechanical and electrical systems. It will also include the management of hazardous materials and critical works to the building fabric at ACT Government owned arts facilities.

Financial Implications

10. Refer Attachment A.

Consultation

Internal

11. Economic Development Finance and Business Services have reviewed the proposed allocations.
12. An advance copy of Attachment A has been provided to Strategic Finance, CMTEDD.

Cross Directorate

13. On your endorsement, Strategic Finance, CMTEDD will work with Treasury to progress this and all BIF appropriations for 2022-23 across CMTEDD.

External

14. Nil.

Work Health and Safety

15. Nil.

Benefits/Sensitivities

16. Nil.

Communications, media and engagement implications

17. Nil.

Signatory Name: Kareena Arthy

Phone: x75564

Action Officer: Shauna Kelly

Phone: x71266

Attachments

Attachment	Title
Attachment A	Arts BIF Projects 2022-23

Chief Minister, Treasury and Economic Development Directorate

To:	Chief Minister	Tracking No.: CMTEDD2022/644
Date:	25/02/2022	
From:	Deputy Director General Workforce Capability and Governance / Workplace Safety and Industrial Relations	
Subject:	Parliamentary and Governing Agreement commitments: Status Report No 3	
Critical Date:	08/03/2022	
Critical Reason:	Progress reports on all reportable items is due by 11 March 2022 to Policy and Cabinet, CMTEDD to assist in completion of the report.	

Recommendations

That you:

1. **note** the information contained in this brief in relation to the Parliamentary and Governing Agreement for the 10th Legislative Assembly of the ACT (PaGA) commitments; and

Noted / Please Discuss

2. **agree** to the third report on your PaGA commitments at Attachment A.

Noted / Please Discuss

Andrew Barr MLA  1./3./22

Minister's Office Feedback

Background

1. The PaGA outlines the shared commitment between ACT Labor and the ACT Greens on policy issues of interest, and agreed priorities for legislative, executive, and administrative reform.
2. Two items that fall within your portfolio are:
 - a. Item 089 - Require larger public service entities to have gender action plans, undertake gender impact assessment and publish their results.
 - b. Item 099 - Conduct a review of statutory office holder independence including whether any other statutory office holders should be made Officers of the Parliament.

Issues

3. Report No 3 is due to Policy and Cabinet to provide a status update on the progress of PaGA commitments. The timeframe for providing update inputs is 11 March 2022.
4. In summary, report 3 updates are as follows:
 - a. in relation to item 089, consultation has commenced within Workforce Capability and Governance (WCAG, CMTEDD) and will then extend to directorates and larger public service entities to include in the Annual Report Directions for 2022-23 a requirement that agencies of a specified size report on Gender Action Plans and Gender Impact Statements in their annual reports; and
 - b. in relation to item 099, a desktop review of analogous independent statutory office holders in other Australian jurisdictions has commenced. WCAG will consult with key stakeholders and will prepare a report on the issues relating to statutory office holders and the appropriateness of any of these office holders being made Officers of the Parliament.
5. There are no concerns about the delivery of both items within the term of the 10th Assembly.
6. The proposed reporting for the PaGA has been completed and is at Attachment A for your consideration and agreement.

Financial Implications

7. This work will be undertaken within existing resources.

Consultation

Internal

8. Nil

Cross Directorate

9. Nil

External

10. Nil

Work Health and Safety

11. Nil

Benefits/Sensitivities

12. Nil

Communications, media and engagement implications

13. Nil

Signatory Name: Russell Noud Phone: 76019
(IR&PSE)

Action Officer: Emma Phone: 72693
Matthews
(IR&PSE)

Attachments

Attachment	Title
Attachment A	Extract of WCAG, including WSIR PaGA items – with updated for report no 3

Chief Minister, Treasury and Economic Development Directorate

UNCLASSIFIED

To:	Chief Minister	Tracking No.: CMTEDD2022/771
Date:	01/03/2022	
From:	Executive Group Manager, CMTEDD Communication & Engagement	
Cc:	Minister Berry, Minister Steel, Minister Stephen-Smith, Minister Gentleman, Minister Cheyne, Minister Vassarotti offices	
Subject:	Whole of Government Infrastructure Brand Campaign	
Critical Date:	04/03/2022	
Critical Reason:	To ensure the new branding is developed to support the timelines and enable the progress of flagship projects under the new WHOG infrastructure campaign brand.	

Recommendations

That you:

1. Note the information contained in this brief and Attachments A and B;

Noted / Please Discuss

2. Agree that the new *Built for CBR* brand will replace existing branding for all Infrastructure projects;

Agreed / Not Agreed / Please Discuss

3. Agree to the immediate transition to the new branding for new projects and a phased transition for existing projects; and

Agreed / Not Agreed / Please Discuss

4. Agree to the phased delivery of the Infrastructure Campaign website.

Agreed / Not Agreed / Please Discuss

Andrew Barr MLA  4 / 3 / 22

UNCLASSIFIED

Minister's Office Feedback

Background

1. CMTEDD Communications & Engagement Division has been requested to develop a whole of government campaign to support the ACT Government's single largest infrastructure program. The campaign is intended to elevate the infrastructure narrative, promote community benefits, and consolidate communications on priority infrastructure projects.
2. The campaign will underpin the vision for Canberra's future, acknowledging infrastructure as a cornerstone in the city's economic recovery while supporting priority transformative, social, and suburban infrastructure projects.
3. Infrastructure project milestone announcements and progress updates currently sit with multiple directorates, each with their own website and many with their own social media channels. This results in the Government's infrastructure agenda not being communicated in a unified and cohesive manner.
4. To understand community sentiment about infrastructure and to test creative concepts, qualitative research was undertaken by an external research company, Faster Horses, in December 2021 and January 2022. A cross section of the Canberra community, with a spread of participants based on age, gender, location, occupation, and life stage participated.
5. The research recommended a central brand and a whole of government campaign and website to provide a unified narrative for disparate infrastructure projects.
6. The research found most participants wanted to see:
 - a. a balance of messaging between large and transformative projects down to developments and upgrades to their local area, suburb, or town centre;
 - b. an economic benefit arising from infrastructure; and
 - c. public spaces and open places remaining intact, and Canberra's green heritage preserved.
7. Of the two creative concepts tested, the *Built for CBR* concept was preferred by a cross-section of the community groups who participated.
8. The perceived strength of this concept was its simplicity, with community sentiment suggesting a *Built for CBR* concept represented all Canberrans and could be tailored appropriately to their unique lifestyle and needs.

9. Funding and resourcing of the ongoing campaign will be considered as part of the 2022-2023 ACT Budget process. Each directorate will be asked to provide representation to a working group which will be centrally coordinated and led by the CMTEDD Communication and Engagement Infrastructure Project Team.

Issues

10. In response to research findings, and in consultation with directorates and internal stakeholders, an overarching *Built for CBR* brand, website and campaign will be developed to showcase infrastructure projects.
11. Two brand concepts were tested and *Built for CBR* was preferred by a cross-section of the community. Examples of the brand creative are at [Attachment A](#).
12. A brand guardian, including campaign governance guidelines, for the new campaign and brand is currently being developed. It will be made available to each directorate to ensure uniformity in the application of this campaign brand.
13. ACT Government Signage Guidelines will also be updated to incorporate specifications on signage type, usage, design, and co-branding applications (as appropriate). Infrastructure hoarding and signage will lead the transition of the new campaign brand.
14. As part of the government's infrastructure program, approximately 65% of infrastructure projects are currently underway. A detailed transition plan to apply the brand will be undertaken in collaboration with all directorates, based on the stage of priority infrastructure project(s) within each directorate. The plan will focus on practical opportunities to transition to the new brand with minimal cost impact.
15. A whole of government website will also be developed to consolidate and curate content from existing ACT Government platforms, provide information on disruption activity due to major infrastructure and construction works, and inform the community about transformative and local infrastructure projects across Canberra.
16. The website will be delivered via a phased approach, commencing May 2022 (Phase One) to August 2022 (Phase Two) and February 2023 (Phase Three).
17. The phased approach will progressively allow for improvements to mapping techniques, filters and search functionality, content updates across priority projects, works programs and upcoming disruptions, along with intuitive integration with government owned assets.
18. The media campaign is expected to be in market in the final quarter of 2022. Further briefing on the campaign will be provided as it is developed.

Consultation

Cross Directorate

19. CMTEDD Communication and Engagement Infrastructure Project Team briefed each directorate's communications team along with their infrastructure or capital works leads on the whole of government infrastructure campaign objectives, seeking cross-directorate collaboration and participation. Please refer to Attachment B.
20. Consultation has occurred with the Office of the Chief Digital Officer and DDTS Online Services regarding the building of the central *Built for CBR* website.

Internal

21. CMTEDD Communications and Engagement presented this campaign to:
 - a. Directors-General, Transport Canberra and City Services and Environment, Planning and Sustainable Development; and
 - b. Major Projects Canberra Chief Projects Officer and Executive team.
22. Campaign creative has been presented to the Planning and Infrastructure Subcommittee of Strategic Board who endorsed it to be briefed to your Office.

External

23. External research was conducted by external market research consultant, Faster Horses, to gather community insights and to test creative concepts from a cross section of the Canberra community.

Work Health and Safety

24. Nil.

Risks/Sensitivities

25. Without appropriate funding in place, there is a risk that the campaign approach may not have the desired impact. To mitigate this risk a business case will be developed for the 2022-23 budget.
26. There is a risk that some directorates may not want to use the new branding. All directorates with infrastructure projects have been consulted in the development of the brand and will form part of the cross-directorate working group that will advise on the project implementation.

Communications, media and engagement implications

27. Across the *Built for CBR* brand portfolio, a communications governance structure, brand guardian and terms of reference for the cross-directorate Infrastructure Working Group are being developed to ensure clarity on roles, responsibilities, inclusions, approvals, funding, resourcing requirements, and transition planning.

Signatory Name: Trish Johnston

Action Officer: Gerry Murray

Attachments

Attachment	Title
Attachment A	Whole of Government Infrastructure Campaign - Brand Creative
Attachment B	Whole of Government Infrastructure Campaign - February Overview

Chief Minister, Treasury and Economic Development Directorate

To: Minister for Sport and Recreation

Tracking No.: CMTEDD2022/805

Date: 04/03/2022

From: Executive Branch Manager, ACT Property Group (ACTPG)

Subject: Gungahlin Leisure Centre 50-metre pool rectification works – Program of works

Critical Date: 11/03/2022

Critical Reason: To provide you with an update on the Gungahlin Leisure Centre project

- UT: 11/03/2022
- DUT ERPISS: 10/03/2022
- EGM PSS: 08/03/2022

Recommendation

1. That you:

- note the information provided regarding the update for the Gungahlin Leisure Centre 50-metre pool rectification works; and

Noted / Please Discuss

- note the investigations into the source of ingress water on the eastern wall of the 50-metre pool and the implications the results may have on the future works to the pool and the potential four-week delay to the program.

Noted/ Please Discuss

Yvette Berry MLA/...../.....

Minister's Office Feedback

Background

1. The Gungahlin Leisure Centre (GLC) 50-metre pool is undergoing rectification works.
2. On 7 July 2021, the contract demolition works milestone was achieved. The pool shell repairs, and joint remediation works are now complete.
3. Water tightness testing commenced on 11 December 2021 and was completed on 28 December 2021. The testing went well, and no leaks were reported.
4. Tiling commenced on the 18 February 2022.
5. After completing the water testing, however, there has been evidence of water ingress to the 50-metre pool. The source of the water is not clear at this stage and water ingress investigations are in progress.
6. There have been no Work Health & Safety (WHS) incidents reported for the period of the program.

Issues

7. The tiling works begun on the deep end of the 50-metre pool on 16 February 2022 and are ongoing. Major Projects Canberra (MPC) have organised with Chief Minister, Treasury and Economic Development Directorate (CMTEDD) Comms to set up a camera to create a timelapse of the tiling works.
8. The emergent water leaks in the eastern wall of the 50-metre pool are continuing to be investigated. The irrigation has now been turned off and assessments of the potential for leaks in mains/plumbing through water usage review is ongoing. A core sample between the pool and balance tank has been taken to investigate construction methodology; it was found that the space between the pool and balance tank was solid concrete. This may indicate that one potential source of the water ingress is likely to be the balance tank.
9. In the Executive Steering committee (ESC) advice was received from MPC that the program pool balance tank requires maintenance and potentially is the cause of the leak in the 50-metre pool. In order to undertake the works to the program pool balance tank, a four-week shut-down of the program pool would be required. There are no alternate options to enable to program pool to remain operational whilst these works are conducted.
10. The impacts on customers if the program pool is to shut temporarily was noted and it was agreed that for such a measure to be taken, there would need to be clear evidence that the balance tank was the highly likely source of water ingress to the 50-metre pool. While noting the need for these works to be undertaken, the strategy would be to delay them until such time the 50-metre pool is reopened.
11. MPC presented a high-level options risk analysis for mitigating water ingress through the eastern side of the pool, at Attachment A. Considering all options presented, a chemical injection to seal the pool at the site of the leaks is required. This option has

the least impact on program and the community, however, will delay project completion for potentially four-weeks. The project completion date currently forecast is 25 May 2022. The addition of four-weeks brings the project completion date to 25 June 2022. This keeps the forecast project completion date within the mid-2022 range that has been announced to the public.

12. Kynetic have contacted multiple subcontractors to price crack injection works. Three contractors visited site this week and confirmed they have no availability for another two weeks. Quotes are yet to be received.
13. It should also be noted that ACTPG have requested MPC obtain a quote to undertake maintenance works to the 50-metre pool balance tank. The works are to be undertaken in conjunction with the current program to avoid any delay to project delivery, mitigating any risk to future closure of the 50-metre pool.
14. After the 50-metre pool repair works are complete and the pool is operational, ACTPG would like to immediately pursue undertaking the recommended repairs on the Program Pool Balance Tank. ACTPG requested that while pricing the 50-metre pool crack injections, the sub-contractors also provide a price to undertake recommended future works on the Program Pool Balance Tank (noting the four-week shut down period for the program pool when this happens).
15. In the event both pools are required to be closed or there is a delay in the project completion date, it is likely the pool operator (YMCA) will seek additional compensation above and beyond the existing financial support being provided by government.
16. Due to substantial increases in lead times and cost from those originally quoted by the acoustic panel provider, ACTPG have requested that MPC engage an acoustic consultant to review and advise on the best approach in relation to the acoustic panelling in an effort for recommendations to be implemented once the 50-metre pool project has finished.
17. Works continue to take place on ensuring the operation manual for the 50-metre pool supplied to ACTPG is clear and explicit as to what regular maintenance schedules need to be followed once the works reach Practical Completion, to meet the Metz warranty requirements.
18. Kynetic and Metz have stressed that with the continuing COVID-19 restrictions and operating environment experiencing resourcing issues, these issues may impact the program.

Financial Implications

19. MPC have flagged the budget as an emerging concern, due to known and unknown variations that could put the budget contingency at risk:
 - a. variation received from Cracker Jack Engineers for approximately \$16,000 is currently under review;
 - b. crack injection works, costing unknown, anticipate costings to be received over the next week; and
 - c. wet deck tile joint works - detailed pricing to be supplied this week.
20. The estimated cost to repair both balance tanks is estimated at \$100,000 (slightly more if the work is staggered). These works will be funded from ACTPG's Better Infrastructure Funding (BIF) and not project funds.
21. Further compensation may need to be provided to the pool operator in the event the program pool needs to be closed to enable remediation works to the balance tank or if the current program is delayed. Discussions with the operator to work through any financial implications will occur once a course of action has been determined and agreed.
22. The initial scope for the project was provided by pool specialist, Consultile, and costed by Quantity Surveyor AF Project Consulting for the project to cost \$1,450,000 (GST exclusive). The ACT Budget 2020-21 included funding (\$1,800,000 including a \$350,000 contingency) for the retiling of the entire 50-metre pool, including a membrane.
23. Since the commencement of the project, Crackerjack, working with the head contractor Kynetic, identified additional scope required to successfully complete the project. This scope was outside of the original estimate and allocated budget. The ACT Budget 2021-22 included extra funding of \$1,192,000 (GST exclusive) (\$993,364 for the project and \$198,636 contingency) to allow for these additional costs as well as those works which have primarily been attributed to a market increase in trade charges, the requirement to keep GLC operational while the refurbishments are being completed and additional scope to enhance the look and feel of GLC.
24. The forecast cost to complete the project is \$2,949,895.00 (GST exclusive). This includes additional scope to enhance the centre.

Consultation

Internal

25. CMTEDD Communications.

Cross Directorate

26. MPC Weekly report (Attachment B)

External

27. Nil Response.

Work Health and Safety

28. Nil Response.

Benefits/Sensitivities

29. It is anticipated that any delays in the project or full closure to the pool would attract a large level of interest by local community and media sources with a largely negative response.
30. The information in this brief has been sourced from the weekly reports and the Project Control Group minutes.

Communications, media and engagement implications

31. CMTEDD Communications has provided fortnightly updates to YMCA NSW to publish on the GLC Facebook page and the GLC website. The last post to the GLC website was on 4 March 2022.
32. CMTEDD Communications are reviewing the GLC Talking Points at Attachment C fortnightly to incorporate any significant changes.

Signatory Name: Harriet Spring Phone: x53679

Delegate Name: Belinda Hedley Phone: x52250

Attachments

Attachment	Title
Attachment A	GLC ESC Meeting papers (including MPC Recommendation)
Attachment B	MPC Weekly Report 23 February 2022
Attachment C	Talking points Gungahlin Leisure Centre 4 March 2022

Portfolio/s: Special Minister of State
Families and Community Services

Community Facilities (ACT Property Group Vacancies and Peppercorn Rents)

Talking Points:

- The current vacancy rate within ACT Property Group (ACTPG) community facilities property portfolio was 2.5 per cent as at February 2022.
- Currently, ACTPG has 78 peppercorn tenancy arrangements in place.

Key Information

- There are currently 51 organisations on the property applications register seeking government facilities space.
- ACTPG regularly assesses vacant properties/spaces against the waiting list and organisations requirements. ACTPG also undertakes an annual review with the applicant.

Background Information

- The applicable rental policy for community groups is the Community and Other Tenancies, Application and Allocation Policy 2007 (revised 2008). ACTPG community facilities vacancy rate is a subset of the Budget Output 9.1(a) Accountability Indicator, Vacancy rate for properties designated for use by non-government tenants (KPI is 3.5 per cent).
- This accountability indicator measures the occupancy rate for properties designated for use by non-government tenants (community groups and commercial organisations) by calculating the percentage of occupied space against the total of available non-government space.
- Most tenants on peppercorn arrangements occupy community accommodation based on historic arrangements from other agencies. Any new community tenants are charged rent in accordance with the ACTPG rent model as detailed above.
- Tenants on peppercorn arrangements are responsible for paying their own outgoings such as gas, electricity and water, and are invoiced for the first \$500 (excl. GST) towards each item of repair and/or maintenance expenses.

Cleared as complete and accurate: [24/01/2022](#)[18/02/2022](#)
Cleared for public release by: Executive Group Manager Ext: 75757
Graham Tanton
Contact Officer name: [Belinda Hedley](#)[Tania Shaw](#) Ext: 52250
Lead Directorate: Chief Minister, Treasury and
Economic Development
TRIM Ref: CMTEDD2022/[209581](#)

Portfolio/s: Special Minister of State

Rent Relief
Talking points:

- As part of the ACT Government's Economic Stimulus Package response to the COVID-19 pandemic, ACT Government has provided rent relief to over 280 of its tenants through a COVID-19 Rent Relief Initiative in 2020-21 and 2021-22.
- As at ~~24 January~~18 February 2022, assistance under the Rent Relief Initiative has been provided to:

	April 2020 to June 2021	September to December 2021	Total Overall
Commercial	46	52	98
Community	185	80 (47 NFP)	265
Residential	1	-	1
Total Approved Applications	232	132	364 (287 unique)
Total \$	\$10,656,961	\$2,573,646	\$13,230,607
Awaiting Additional Information	-	<u>32</u> (\$ 25,708.37 <u>17,236.97</u>)	<u>32</u>
Applications Not Meet Criteria	-	<u>12</u> (\$ 1,769.80 <u>10,241.20</u>)	<u>12</u>

- In the initial schemes, commercial and residential tenants were able to access the initiative through an application process which required supporting evidence of the impact of COVID-19 on their operations while community tenants received rent waivers automatically.
- The eligibility criteria was refined as the August 2021 lockdown evolved. Rent relief was made available for the period September to December 2021 for:
 - Not for Profit (NFP) organisations, able to demonstrate a 15 per cent downturn in revenue.
 - Commercial and community organisations, able to demonstrate a 30 per cent downturn in revenue.
- Organisations that meet the eligibility requirements will have their rent waived for the months of September through to December 2021 (inclusive).

Cleared as complete and accurate: 24/01/202218/02/2022
 Cleared for public release by: Executive Group Manager Ext: 75757
 Graham Tanton
 Contact Officer name: Margaret McKay Ext: 53985
 Lead Directorate: Chief Minister, Treasury and
 Economic Development
 TRIM Ref: TRSY22/3075 CMTEDD2022/209581

Key Information

- The initial initiative covered nine months from 1 April 2020 to 31 December 2020.
- The second stage of the Rent Relief Initiative was extended for up to six months from 1 January 2021, for tenants who were severely impacted through loss of income due to COVID-19. ACT Property Group (ACTPG) was still accepting applications from tenants seeking rent relief for rent due until 30 June 2021 with the deadline for tenants to submit applications for support ending on 31 August 2021.
- On 2 September 2021, the ACT Government announced the program would be extended to provide rent relief for the month of September 2021 for ACT Government tenants impacted by the announced public health orders and associated lockdown. Due to the ongoing impact of the pandemic, on 17 September 2021 the ACT Government further extended the initiative to provide rent relief from September to December 2021 (inclusive).
- Consideration was also given to the impacts on NFP organisations and the need for consistency across various support initiatives such as the *Leases (Commercial and Retail) COVID-19 Emergency Response Declaration 2021*.
- In line with the Declaration, the eligibility criteria was adjusted to:
 - NFP organisations that have experienced a 15 per cent revenue reduction from 1 August 2021; and
 - Other organisations that have experienced a 30 per cent revenue reduction from 1 August 2021 would be eligible to have their rent waived from 1 September to 31 December 2021. All eligible tenants who wish to apply are required to complete an application form.

Background Information

- The National Cabinet mandated a Code of Conduct for Commercial Leases. In conjunction with implementing the Code of Conduct, ACT Government included a program of rent relief for its tenants to be an exemplar of the model landlord in these uncertain times.
- A cross-government working group was formed to implement the Rent Relief Initiative. The waivers reported here were made under Rent Relief Initiative and waived under the *Financial Management Act 1996*.
- Previously, Education Directorate (ED) and Environment, Planning and Sustainable Development Directorate (EPSDD) organised their own licence adjustments/hire fee reductions in addition to the waivers included under the Rent Relief Initiative. ED hire fee reductions are included in the reporting by ACTPG in this latest iteration of the Rent Relief Initiative (September to December 2021), EPSDD will continue to arrange their own waivers under the Planning and Development Act.

Cleared as complete and accurate: [24/01/2022](#)[18/02/2022](#)
Cleared for public release by: Executive Group Manager Ext: 75757
Graham Tanton
Contact Officer name: Margaret McKay Ext: 53985
Lead Directorate: Chief Minister, Treasury and
Economic Development
TRIM Ref: TRSY22/3075 [CMTEDD2022/209581](#)

- In the event an organisation does not meet the eligibility criteria for rent relief, Directorate's can identify and seek targeted granting options on a case by case basis.

Cleared as complete and accurate: [24/01/2022](#)
Cleared for public release by: Executive Group Manager Ext: 75757
Graham Tanton
Contact Officer name: Margaret McKay Ext: 53985
Lead Directorate: Chief Minister, Treasury and
Economic Development
TRIM Ref: TRSY22/3075 CMTEDD2022/[209581](#)

Portfolio/s: Special Minister of State**e-Invoicing – ACT Government****Talking points:**

- The Territory supports the Commonwealth’s e-invoicing initiative and will consider the costs and timing for implementation.
- In the Territory’s latest brief to the Council of Federal Financial Relations (CFFR), the Territory has indicated it would seek funding from the Commonwealth, if it requires an earlier implementation of e-invoicing.
- As part of the Territory’s commitment to support business during the COVID-19 health emergency, the Government announced it would reduce the standard payment terms from 28 days to 14 days. Currently, all suppliers are paid within 14 days from the date of a correctly rendered invoice. Where a supplier has a contract term which is less than 14 days, payments are made in accordance with that contract.
- Supplier payment times are tracked and currently 95.17 per cent of invoices are paid on time.
- The e-invoicing concept brief for the 2020-21 budget had an estimated cost of \$427,000. The Territory will provide further consideration for costs and timing for implementation.
- The Territory will continue to work with the Commonwealth and other State and Territory jurisdictions on the e-invoicing initiative.

Key Information

- The Territory has implemented a centralised solution, which automates the process of invoice scanning, matching of Purchase Orders and invoice processing. The solution streamlines the invoice approval process to enable faster payments to suppliers. This has enabled the Territory to significantly shorten the payment timeframes for the suppliers. The solution in place does not incur any costs to the suppliers and they are only required to send their invoices to a particular email address for processing.
- The implemented solution is centralised, managed by Shared Services and is being used by most of the Territory directorates/agencies. The Territory does not presently accept e-invoices, however, the existing system which digitises invoices sent from suppliers will enable a relatively straightforward switch over to full electronic invoices from suppliers.

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Cleared for public release by: Executive Group Manager Ext: 75757
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Lead Directorate: Chief Minister, Treasury and
Economic Development
TRIM Ref: CMTEDD2022/[209581](#)

Background Information

- On 22 February 2019, the Australian and New Zealand Prime Ministers issued a joint announcement on e-invoicing confirming the two countries' intention to jointly adopt the Pan European Public Procurement On Line (PEPPOL) interoperability framework for Trans-Tasman e-invoicing.
- Since then, there has been a significant body of work undertaken to develop, consult and finalise the PEPPOL framework led by the Australian Taxation Office (ATO).
- In consultation with State, Territory and Federal Government departments, the ATO developed a Statement of Requirements (SOR) for e-invoicing implementation. The Territory actively participated in developing this SOR.
- The ATO has formed PEPPOL Capabilities and Associated Services Panel (e-invoicing panel) through a Request for Tender (RFT) process. The Territory had representation in the evaluation panel for the RFT, in addition to a few Federal Government departments.
- The RFT was released to the market on 5 August 2020 and the e-invoicing panel Standing Offer was published on AusTender for use on 16 November 2020. This Panel arrangement is now available for Commonwealth, State/Territory and Local Governments use.
- The ATO is assisting Commonwealth, State/Territory and Local Governments to onboard the e-invoicing initiative.
- In the absence of e-invoicing, the Territory continues to pay all suppliers on 14-day payment terms. Where a supplier has a contract term which is less than 14 days, payments are made in accordance with that contract. The reduced invoice payment terms of 14 days were introduced under the early payment of invoices initiative as part of ACT's economic response to COVID-19.
- [Schedule 1 1.6](#)

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Portfolio/s: Special Minister of State**Hackett Community Centre Direct Sale****Talking Points:**

- Hackett Community Centre, also known as Maitland House and Centre is located in Hackett on Block 6 and 11, Section 12.
- Best Practice Education Group Ltd (Blue Gum School) a tenant of Hackett Community Centre, applied for a direct sale on the 30 July 2021 through the Land Requests Advisory Committee (LRAC), of Environment, Planning and Sustainability Development Directorate.
- ACT Property Group has been advised that the Direct Sale Application Panel does not support the application of the direct sale. Representatives of Blue Gum have been advised of the panel's recommendations and the Panel is awaiting response as to whether Blue Gum wishes to continue with the application process or withdraw its application. If the proponent wishes to continue with the process, [the panel will bring the proposal to for Cabinet/Ministerial for consideration.](#) ~~Further discussions with the existing tenants will be undertaken by the Panel.~~

Key Information

- Maitland Community Centre currently has nine community groups and one commercial group as tenants.
- ACT Property Group held a general meeting with Hackett Community Centre tenants on 29 March 2021, where Blue Gum School advised their intention to lodge an application for a direct sale on the site.
- LRAC received an application from Best Practice Education for the direct sale of the Hackett Community Centre on 30 July 2021.
- ACT Property Group emailed tenants to advise them of the direct sale application on 13 August 2021, assuring tenants that they would be kept informed of the process and any progress.
- The direct sale process application is managed by the Development and Implementation Division of the Environment, Planning and Sustainable Development Directorate.
- A direct sale may only be considered where the applicant and their proposed use of land meets the statutory requirements which includes demonstrating the proposed community benefit.
- The process for direct sale applications include:

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Lead Directorate: Chief Minister, Treasury and
Economic Development
TRIM Ref: [CMTEDD2022/209581](#)

- Once the application is received and assessed by the Environment, Planning and Sustainability Development Directorate they are circulated across the government, giving all relevant directorates the opportunity to comment on the proposal.
- If the application is supported through the directorates, a request will be made to the Government for a formal decision.
- ACT Property Group emailed tenants again on 18 February 2022 to advise them of the direct sale application panel's recommendation and assured tenants they would be kept informed of the process and any further progress.

Background Information

- Hackett Community Centre (formally Hackett Primary School) is a government owned building and is under an Executive Lease managed by ACT Property Group.
- Hackett Community Centre is located on Blocks 6 and 11, Section 12, Division of Hackett, and currently nine community group organisations and one commercial organisation occupying it as tenants including Blue Gum School.
- The Environment, Planning and Sustainable Development Directorate has committed to keep tenants informed during the direct sale process.
- Current lease expiry dates for tenants are as follows:
 - two in 2022;
 - five in 2023;
 - one in 2024; and
 - one in 2026.

The above list of lease expiry dates excludes Blue Gum considering their recent submission for the direct sale application.

- Some of these tenants have approached ACT Property Group to see if they can extend their lease before their current expiry dates.

Schedule 1 1.2

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Portfolio/s: Special Minister of State**Zero emissions transition for ACT Government buildings and facilities****Talking points:**

- ACT Property Group (ACTPG) owns and manages over 250 buildings and other facilities on behalf of the Government and the ACT community.
- ACTPG is committed to transitioning to zero emissions and is working to reduce the emissions from its office buildings and leisure centres.
- ACTPG is working to reduce the use of gas across its property portfolio and it has completed a number of projects which reduce the emissions associated with the use of fossil fuels.
- Recent projects have included replacing the gas-fired heating systems of the North Building with electrical equipment, installing more efficient heating at 1 Moore Street and significantly improving the building envelope and ensuring that the new Dickson office building is powered only by electricity.
- Some other smaller projects include replacing gas hot water systems with electric heat pumps at two aquatic centres (Lakeside Leisure Centre and Manuka Pool), upgrades to building management systems to enable optimisation of energy usage and installation of solar photo-voltaic systems to supplement grid electricity supply, which helps to future-proof ACTPG buildings.
- Over \$10 million has been provided in the 2021-22 Budget to enable replacement of gas-fired equipment with electric at Callam Offices, which is one of the biggest gas users in the ACTPG office building portfolio. The project will be managed by Major Projects Canberra (MPC) on behalf of ACTPG. Project initiation works has commenced.
- ACTPG was granted funding in the Zero Emission Government loan fund to install pool blankets at Dickson Aquatic Centre, Lakeside Leisure Centre and Gungahlin Leisure Centre. Pool blankets are expected to reduce gas consumption at these pools by 34 per cent, 19 per cent, and 13 per cent respectively. ACTPG has also obtained funding under the Social Cost of Carbon grant and commenced planning stages to convert heating at 255 Canberra Avenue workshops from gas to electric and install solar panels.
- ACTPG will work with other Government stakeholders to ascertain the availability of gas-free buildings which are available for lease and appropriate for use.
- The most recent lease entered into by ACTPG is for the Coombs Community Centre this facility has a 100 per cent electric HVAC system.

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TRIM Ref: CMTEDD2022/[209581](#)

Key Information

- Over 80 per cent of ACTPG's emissions associated with gas usage come from the gas boilers used at government owned swimming pools and the remainder from gas boilers used for space heating and in government office facilities and community buildings.
- Gas is used for heating in at least 50 of the 241 facilities owned by ACTPG, of which almost 30 are used by community organisations.

Background Information

- A future transition to fully electric heating equipment at the year-round aquatic centres (Lakeside and Gungahlin) will require closure of the facilities for an extended period, likely several months. Substantial electricity network upgrades are also likely to be required to support the increased demand.
- Any retrofitting of buildings from gas to electricity will require significant funding. It should also be noted that some buildings may not be able to be retrofitted and that operational costs are likely to increase.
- When seeking leased properties from the private sector, ACTPG will include the requirement for gas free in its requirements. However, this is likely to be a matter for discussion when seeking future leased office space, as there is limited compliant stock in the market.

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Lead Directorate:	Chief Minister, Treasury and Economic Development	
TRIM Ref:	CMTEDD2022/ 209581	

Portfolio: Special Minister of State**Release of Workers Compensation Claims Data Through Tenders ACT****Talking points:**

- In late 2021 the Canberra Times reported that a document containing de-identified workers compensation claims data relating to a 2018 tender process were publicly accessible on the ACT Government's eTendering platform TendersACT website.
- The document was available to registered users on the Tenders ACT website for an initial period associated with the procurement process in 2018, before being removed from public display. A system change in 2020 resulted in this material becoming accessible to registered users again.
- Once it was brought to the Government's attention that this information was available online and concerns had been raised about its contents, the following steps were taken:
 - the spreadsheet was immediately removed from the Tenders ACT website and it is no longer accessible to users outside of Government. In addition, changes were made to the Tenders ACT system to prevent content of previously closed tenders from remaining accessible;
 - relevant unions were briefed on the matter, and a process was established for individual workers who believe their claims may have been included in this data set to contact the ACT Government for further information;
 - the matter was referred to the Office of the Australian Information Commissioner (OAIC) for advice and assistance in determining an appropriate course of action; and
 - all Tenders ACT users who accessed or downloaded the spreadsheet in 2018 or from 2020 were contacted and asked to destroy all copies and were reminded of Terms and Conditions of use of Tenders ACT that prohibits the distribution or re-transmission of Request for Tender material to any third party without the prior written permission of the ACT Government.
- The OAIC has advised that in this circumstance the referral is not sufficient for it to initiate an investigation, and that it is not inclined to do so unless it receives a complaint by an individual in relation to the incident. It did, however, provide some guidance on the de-identification of information and the steps that should be taken in the event of a notifiable breach of privacy (which only applies to Tax File Number Information in the ACT).
- A statement ~~will be~~was made to the Assembly on 9 February 2022 outlining the actions taken to date including in response to guidance provided by the OAIC.

Cleared as complete and accurate: [28/01/2022](#)[18/02/2022](#)

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TRIM Ref:

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- Due to the age of the information contained in the document it may not be possible to contact individuals directly. Updated messaging has been provided for on the Workplace Safety and Industrial Relations website for individuals who believe their data privacy may have been affected due to this release. This includes details on how to contact the OAIC to make a complaint.
- In accordance with the guidance provided by the OAIC, current de-identification practice for procurement information will be reviewed to ensure future processes remove all direct identifiers, remove or alter any other information that could be used to re-identify an individual, and ensure that the use of controls and safeguards is sufficient for the data access environment.
- Additionally, a separate independent review commissioned by Procurement ACT has commenced that will consider the process involved in the release of this information. The review will identify any changes required to processes and systems that would assist in preventing future inadvertent disclosures of information of this nature.

Key Information

- The document referred to in the Canberra Times article was ~~deliberately~~ created to provide information needed for prospective tenderers to respond to the tender with accurate quotes.
- The document which included de-identified information relating to historic workers compensation claims was published on the Tenders ACT website as part of an ACT Government procurement process. This tender was part of the ACT Government's transition to become a self-insurer and move away from Comcare as the assessor of workers compensation claims for ACT Government employees.
- The spreadsheet included redacted, de-identified information which did not contain dates of birth or contact details, about ACT Government workers compensation claims. It was intended for a limited release only to those tender respondents that had signed a deed of confidentiality, however, it was inadvertently made accessible to all registered Tenders ACT users.
- Procurement ACT has reviewed the event logs from Tenders ACT to determine which businesses or individuals accessed the spreadsheet in 2018 or in the time since the information was made available again in 2020. The event logs identify the following:
 - In total 24 unique users accessed the spreadsheet.
 - In 2018, 18 unique users accessed the spreadsheet. All access occurred during the time the Tender was open.
 - No users accessed the spreadsheet in 2020.
 - Six unique users accessed the spreadsheet in 2021. One user accessed the spreadsheet in September 2021, five unique users accessed the spreadsheet ~~on-between~~ 22 November and 23 November ~~respectively~~.

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Portfolio/s: Special Minister of State**ACT Auditor-General's Report Procurement Exemptions and Value for Money****Talking points:**

- The Government's response to the Auditor-General's Report reaffirms our commitment to ensuring that all procurement activity is undertaken in accordance with the provisions of the *Government Procurement Act 2001*, the *Government Procurement Regulation 2007* and all relevant policy and guidance material.
- While Procurement ACT within the Chief Minister, Treasury and Economic Development Directorate provides guidance and training on the ACT Government Procurement Framework, directorates and agencies undertaking procurement are accountable for ensuring that value for money is pursued and evidenced in all procurement activities, including for procurements conducted under exemptions from quotation and tender.
- The Government has agreed to a detailed work program in response to the recommendations . that Procurement ACT is working with Territory entities to deliver against all recomemendnations by June 2022.
- The Standing Committee on Public Accounts is also undertaking an inquiry into the Auditor-General's Report.

Key Information

- The Auditor-General conducted an audit to assess the effectiveness of agencies' application of value for money principles when using an exemption from the quotation and tender thresholds in part 2 of the *Government Procurement Regulation 2007*. The Audit considered 33 procurements that used an exemption. These procurements represented the two highest value procurements undertaken in all Directorates and some agencies between March to September 2019 and March to September 2020.
- The audit found that agencies are effectively documenting the rationale for selecting a provider without an open and competitive process. The audit found some areas for improvement in relation to documenting value for money considerations.
- The audit's recommendations aim to support agencies to improve the quality and comprehensiveness of procurement documentation and risk management in procurements using exemptions, as well as improve staff understanding of the importance of integrity and whole of life costs.

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TRIM Ref: CMTEDD2022/209581

- The recommendations largely focus on opportunities for greater promotion of Procurement ACT's existing offerings such as templates, fact sheets and the Probity in Procurement Guide, as well as the need for additional or more targeted training offerings. The four recommendations cover:
 - *Value for Money Documentation* – promotion of existing templates and training to support the use of them and the assessment of value for money in procurements using exemptions.
 - *Integrity in Procurement* – promotion of the Probity in Procurement Guide (2020) and training on probity risk assessment and monitoring conflicts of interest.
 - *Procurement Risk Assessments* – development of better practice guidance on the management of procurement risk and a review of the risk assessment template.
 - *Whole of Life Costs Policy* – the development of better practice guidance on optimising whole of life costs in procurements using exemptions.
- These recommendations build on Procurement ACT's work to uplift procurement capability across the ACT Government.

Background Information

- The audit found that exemptions to the tender and quotation thresholds set out in the *Government Procurement Regulation 2007* were used in approximately a fifth of all ACT Government procurements in the most recent three years. This equates to 770 procurements with an estimated value of approximately \$395 million.
- Procurement ACT has an enhanced program of training and support initiatives which includes:
 - a suite of eLearning Modules, which includes a Probity in Procurement Module;
 - face to face, customised training sessions;
 - fact sheets and better practice guides;
 - procurement training bootcamps, which includes Value for Money Training for all Senior Executives across the ACT Government; and
 - a Procurement Capability Framework.
- While Procurement ACT makes templates, guidance and processes available for agencies to use, agencies remain responsible for meeting their legislative requirements.

Cleared as complete and accurate: [25/01/2022](#)18/02/2022

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TRIM Ref:

[CMTEDD2022/209581](#)

Portfolio/s: Treasurer

Cost of living**Fuel prices**

- The Australian Institute of Petroleum weekly petrol prices report for the week ending Sunday ~~30 January~~13 February 2022 indicates that **Canberra's weekly average petrol price was ~~172.2~~177.3 cents per litre, which is slightly below the Sydney average of 174.3, and ~~slightly higher than~~ the national average of ~~169.6~~177.8.**
- The two most recent ACCC quarterly reports on the retail petrol market shows that the ACT Government's intervention was successful. **For both the June and September quarters 2021, the average retail fuel price in Canberra was within 1 cent of Sydney. In March quarter 2020, the ACCC reported that fuel prices in the ACT were on average 14 cents per litre higher than in Sydney.**
- In 2019, I established a Select Committee into ACT Fuel Pricing, to combat high fuel prices in Canberra that were not seen elsewhere. The committee found that Canberrans were experiencing an unfair gap in pricing compared to many areas of NSW.
- In 2020, I wrote to every fuel retailer in the ACT, twice, outlining the Government's concern that retailer margins were unnecessarily high and indicating the Government was willing to use powers under the *Fair Trading (Fuel Prices) Act 1993* to introduce price regulation if that was not addressed. We then saw prices drop to around the national average.
- **Before I intervened Canberrans were paying up to hundreds of dollars a year more for petrol than equivalent NSW families with retailers charging up to 25 cents per litre more in the ACT.**
- Following pressure on major fuel companies, fuel pricing in Canberra has been mostly consistent with – or below – the national average. While prices have increased recently, this is a result of the wholesale market rate increasing, and this is reflected in pricing across the country.

Electricity prices

- In 2021 the Government introduced electricity pricing reforms to assist Canberrans to lower their energy bills.
- Electricity retailers are now required to compare their offers against a common benchmark, and tell their customers when they might have a better offer by putting a message on a customer's bill.

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Chief Minister, Treasury and
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TRIM Ref:

CM22/4630

- The Vulnerable Household Energy Support Scheme (VHESS) will deliver a range of measures to reduce energy hardship for low-income homeowners, public, private, and social housing renters. This initiative will also support the introduction of minimum energy requirements for rental properties.
- The Australian Energy Market Commission's November 2021 Residential electricity price trends report estimates that residential electricity bills in the ACT will increase by 4 per cent (or \$77) over the period of 2020-21 to 2023-24 (1.3 per cent annual average increase).

Housing affordability

- Housing affordability is not a problem unique to Canberra. A range of factors have resulted in rising house prices including record low interest rates, financial deregulation, investor sentiment and Commonwealth tax policy.
- The ACT Government's residential land release program is scheduled over the next five years to release land to supply dwellings for around 41,000 Canberrans, at a time where our population is only expected to grow by around 17,500.
- Canberra was measured as the third most affordable jurisdiction to rent a home with 21.2 per cent of family income required to meet rent payments – according to data from the Real Estate Institute of Australia (REIA) for the September quarter 2021.
- Canberra was the second most affordable jurisdiction to buy a home with 25.8 per cent of family income required to meet home loan repayments in the REIA September quarter 2021, report.
- Through the Home Buyer Concession Scheme, eligible low-to-middle income homebuyers pay no stamp duty on the first \$1 million of their property purchase.
- Eligible owner-occupier purchasers also pay no stamp duty on off-the-plan unit purchases up to \$500,000. This will assist Canberrans buying an affordable home and encourage new affordable housing construction.
- Eligible pensioners who wish to downsize or move to accommodation better suited to their needs also receive a duty concession on properties purchased for up to the ACT median property price. The remaining duty can be deferred until the property is transferred or sold.

Rental affordability measures

- The ACT Government offers a land tax exemption to property owners who opt to rent their property at less than 75 per cent of market rent through a community housing provider.
- We are also looking to encourage growth in the supply of market and affordable rental properties by releasing nominated land release sites for build-to-rent development.
- Aim to deliver an additional 600 affordable housing dwellings by 2025-26.

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Chief Minister, Treasury and
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TRIM Ref:

CM22/4630

- Mechanisms being considered focus on increasing affordable rental supply and include: the affordable community housing land tax exemption, community housing targets, Build to Rent, Shared Equity and allowing affordable rental accommodation on (some) community facility zoned sites.

Ongoing support for households

- Eligible pensioners receive a rebate of up to \$750 on their annual rates bill, up by \$50 from \$700 in 2020-21.
- Pensioners and homeowners over the age of 65 can also defer their rates until the property is sold or transferred. Eligible low-income households experiencing financial hardship can also defer their rates.
- The **Utilities Hardship Fund** supports vulnerable consumers with access to \$100 vouchers.
- The **Utilities Concession** supports 31,000 eligible low-income households with a \$750 contribution toward their energy and water bills.
- Recognising recent electricity price increases and the ongoing impacts of COVID-19, the Government is providing a one-off \$250 increase to the Utilities Concession. This brings the total concession in 2021-22 to \$1,000.
- The **Solar for Low Income Scheme** has supported over 670 low-income homeowners install rooftop solar systems since launching, saving \$900-\$1,700 per year on average.
- The 2021 ACT Budget announced \$3.1 million over four years to continue the Scheme with subsidies of up to \$2,500 to be managed through the Sustainable Household Scheme.
- The **Low Income Home Energy Efficiency Program** supports vulnerable and low-income households to improve the thermal comfort of their property and support reduced energy costs.

Cleared as complete and accurate: [29/11/2021-21/02/2022](#)

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TRIM Ref:

CM22/4630



To: Minister for Economic Development

From: Executive Group Manager, COVID-19 Business Support Grants

Subject: Late Submission of Business Support Grant (BSG) Applications – Adjustment to Original Decision (CMTEDD2021/5882) Following Administrative Error

Cleared By: Deputy Director General, Economic Development

- On 25 November 2021, you were briefed (CMTEDD2021/5882) and provided with recommendations on the acceptance of late BSG applications from 81 applicants who, for various reasons, did not submit a BSG application by the closing date (7 October 2021).
- You agreed (on 3 December 2021) to allow late applications in these circumstances:
 - Applicant experienced technical difficulties around the time of the grants closing;
 - Applicant thought they had submitted an application and a corresponding draft application can be found in the system;
 - Applicant suffered significant life events, such as severe, illness supported by strong evidence;
 - Applicant claimed they received incorrect advice from Access Canberra regarding eligibility; and
 - Applicant experienced delays sourcing required documents for their application.
- You did not agree to allow late applications where an applicant had submitted an expression of interest (EOI) and thought that constituted an application. Of 81 applicants seeking to submit late applications, there were nine in this EOI category.
- On 23 December 2021, invitations to submit late applications were sent to prospective applicants. Applicants were given 10 business days to submit these applications.
- In an administrative error, the invitation was also sent to those who mistook an EOI for a grant application.
- Of these nine prospective applicants, six completed and submitted an application by the cut-off date.
- When the administrative error was identified in January, the then Executive Group Manager notified your office and sought guidance on how you would prefer the matter be handled, noting your earlier decision (CMTEDD2021/5882).
- In recent follow up discussions with your office in February 2022, I was advised that in the circumstances, you have agreed that the six late applications in question should be allowed and assessed.
- This caveat brief serves as a record of your agreement to allow the six late applications as conveyed by your office, and the resulting adjustment to your original decision.
- The six applications in this EOI category are currently progressing through the assessment stage. If found eligible for BSG payment they will have a combined value of \$260,000, not including Top up or Tourism, Accommodation Provider, Arts, Events, Hospitality and Fitness payments.

Action Officer: Jenny Priest

Date: 24 February 2022

Chief Minister, Treasury and Economic Development Directorate

To: Minister for Business and Better Regulation

Objective No.: 22/12077

Date: 11/02/2022

From: Chief Operating Officer, Access Canberra

Subject: Minister's Brief Week Ending 11 February 2022

Important information

1. Nil briefs with you or planned for the next 5 days re AC services impacted by COVID.
2. AC notified by NSW Government that Cabxpress Pty Ltd have surrendered rego plates of the (2) wheelchair accessible taxis. There are now no known or authorised wheelchair accessible taxis operating in Queanbeyan. This will add extra burden on the wheelchair accessible services within ACT and accessibility issues for vulnerable people across our region. AC is preparing a brief for you based on industry feedback noting AC often seen as conduit between the industry and Government.

COVID-19 Response

3. COVID Compliance Teams conducted overtime (5 Feb) focusing on sporting event at Hellenic Club and hospitality venues. Future focus will be engaging with businesses still required to use Check In CBR App.
4. Comms sent to 11,043 business (7 Feb) re changes to the Check In CBR app.

Call backs and follow-ups

5. **Schedule 2.2(a)(ii) (8 Feb) re service at AC service centre.** Schedule 2.2(a)(ii) has been provided a form for replacement POI card to include the address.
6. **Schedule 2.2(a)(ii) (7 Feb) re WWVP renewal.** Schedule 2.2(a)(ii) application finalised.
7. **Schedule 2.2(a)(ii) (7 Feb) re parking permit.** Advice given to Schedule 2.2(a)(ii) and permit for her mother processed same day.
8. **Schedule 2.2(a)(ii) (9 Feb) re car registration and disability permit.** Email sent with contact information; however, no contact has yet been made.
9. **Schedule 2.2(a)(ii) (9 Feb) re licence enquiry.** Schedule 2.2(a)(ii) enquiry regarded demerit point status of his Driver Licence was clarified via phone.

Compliance, regulatory enforcement and communications

10. **Schedule 1 1.14**

Pro-active comms re opening of the Woden Service Centre included updated web content, social media, and radio. Pre-recorded grabs ran (9 Feb) ABC, FMs and 2CC. Positive impact on wait times:

	Average Wait time Wednesday 2 February	Average Wait Time Wednesday 9 February
Tuggeranong	1:29:03	0:43:15
Belconnen	1:25:50	0:58:22
Gungahlin	1:08:24	1:12:49
Woden	Closed	0:18:54

- Campaign commences (14 Feb) re benefits of mobile queuing - includes organic and paid Facebook posts, ATN radio ads, Our Canberra article (online).

Service Centres (SC), Contact Centre and Service delivery

- Contact Centre - Avg wait time 1 Feb to 8 Feb (14m/32secs). Jan 2022 (12m/4 secs).
- Overall call volume increased by more than 20% (17,808 calls presented) between 31 Jan to 6 Feb compared to previous week (14,631 calls presented). This was coupled with increased unscheduled leave, including COVID-19 cases.
- COVID-19 Helpline calls (31 Jan to 6 Feb) reduced by more than 22% compared to previous week. This coincided with 31% increase in WWVP related calls.

Major Events

- AC assisted organisers to obtain approvals for the following events:

- Into the Woods (12 Feb)
- Organisers of Aussie Peace Walk (25-27 March)

for any particular reason/themes?

Signatory Name: Margaret McKinnon

Phone: 6207 7290

Action Officer: Tanya Buckley

Phone: 6205 0972



To: Minister for Business and Better Regulation

Rec in MO 15 February 2022

From: Executive Branch Manager, Licensing and Registration

Subject Change to an ACT driver's licence number

Cleared By: Deputy Director-General, Access Canberra

Recommendations

That you:

- **Note** the information contained in this brief.

Comments

Seems in both cases the confusion may have arisen because of difference in what constituent was referring to versus what they actually meant - thus the 'conflicting' advice. Admitted if this can be addressed online + with customer service support.

Tara Cheyne MLA

Joe Chyne 13/2/22

Noted Please Discuss

Background

1. Concerns have recently been raised by two constituents ([Schedule 2.2\(a\)\(ii\)22/05966](#); and [Schedule 2.2\(a\)\(ii\)22/12432](#)) in relation to stolen driver licences and their request to subsequently change their ACT driver licence number
2. Each driver licence card produced in the ACT is given a unique identifying number, which changes with the issue of each replacement licence card (through loss, renewal or stolen). Where an ACT driver licence is reported lost or stolen, the same driver licence number is used but another unique card number is issued.
3. This unique card number is recorded in the ACT driver licence database (rego.act) and is maintained against the driver licence history record. The unique card number associated with any driver licence transaction is provided to the Austroads National Exchange of Vehicle and Driver Information System (**NEVDIS**), meaning that any attempt to verify a superseded driver licence against NEVDIS through the Department of Home Affairs document verification service (**DVS**) would not occur.
4. A replacement card can be purchased by licence holders online at www.accesscanberra.act.gov.au or by calling 13 22 81. There is a determined fee of \$41.50 and the licence card is posted to the licence holder.
5. Access Canberra does not normally provide a new driver licence number as the number is unique to each individual, much like a tax file number. Although



generally accepted as an identity document, a driver licence is issued in support of confirming a person's entitlement to drive. The integrity of the licence number is essential in supporting road safety as it is relied on for tracking individuals driving history including demerit points, infringements, and other driving related events in perpetuity.

6. While a driver licence number can technically be changed in rego.act, it is a manual process which inherently means complications may occur (such as inability for other road transport jurisdictions to see the full licence details for the person through NEVDIS) and has only been undertaken very rarely in the past with supporting evidence from ACT Policing of confirmed fraudulent activity.
7. In the case of [Schedule 2.2\(a\)\(ii\)](#), Access Canberra called and discussed his options. [Schedule 2.2\(a\)\(ii\)](#) was happy with the call and advised that he would not be seeking a new licence number.

Action Officer: Derise Cubin
Executive Branch Manage, Licensing and Registration

Rebecca Wilson
Senior Director, Licensing and Registration

Date: 14 February 2022

Function Brief

Attachment A: ARRANGEMENTS BRIEF

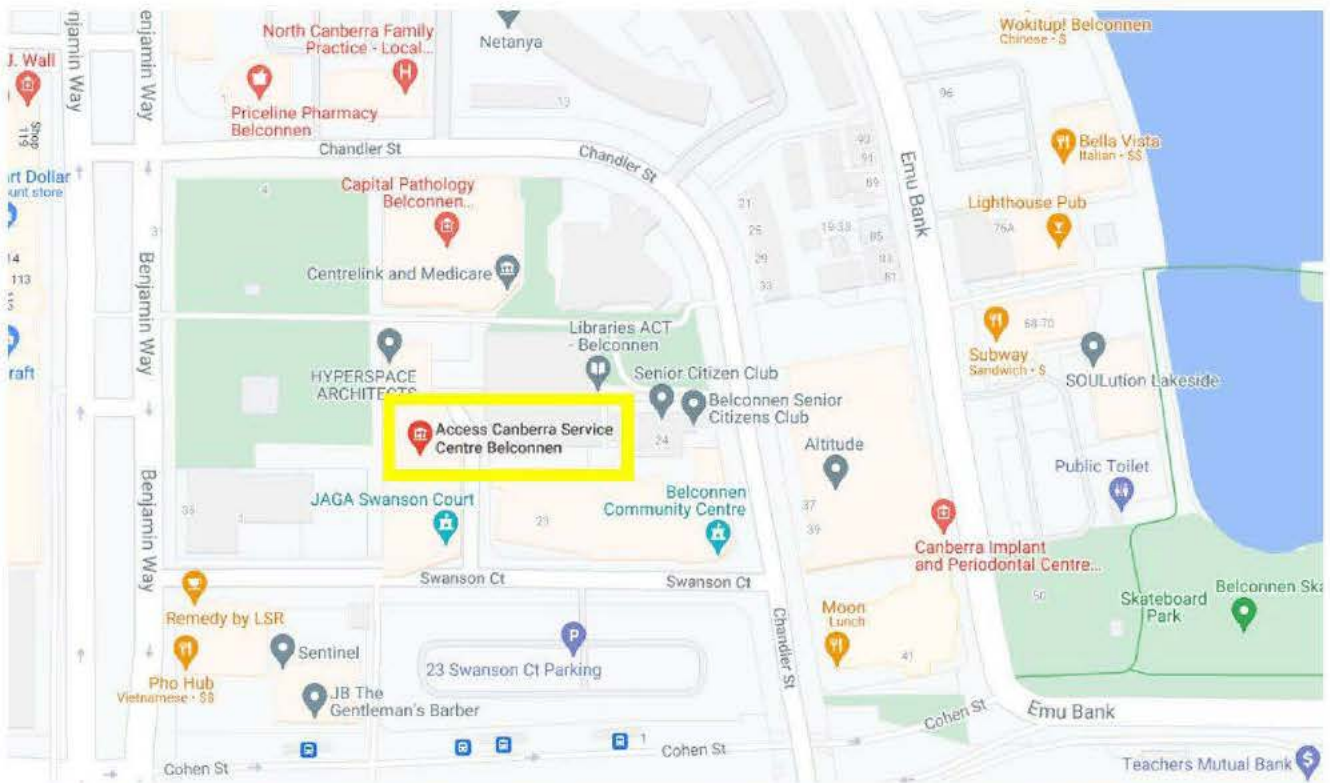
FUNCTION:	Access Canberra Belconnen Service Centre Opening
VENUE:	Swanson Plaza, Swanson Court, Belconnen
HOST:	David Pryce, Deputy Director-General, Access Canberra Mobile: Schedule 2 2(a)(ii)
DAY:	Monday
DATE:	21 February 2022
TIME:	8:15am – 9:15am
TIME COMMITMENT:	60 mins
CATERING:	Light morning tea, coordinated by Access Canberra
DRESS CODE:	Business
YOUR ROLE:	<ul style="list-style-type: none"> • Meet with Belconnen Service Centre staff to congratulate them on the new Service Centre • Join team for an early morning tea • Deliver some informal remarks to the staff and to officially open the new Belconnen Service Centre (and acknowledge a wall plaque) • Staff to present Minister with novelty number plate
WHERE TO PARK:	N/A – your office has confirmed you will walk to the Centre
WHO WILL MEET YOU:	Call Mr David Pryce to meet the Minister outside the new Belconnen Service Centre (from Swanson Ct)
ADVISOR ATTENDING:	TBA
AUDIENCE:	Belconnen Service Centre and Access Canberra staff
VIPs:	Mr Scott Saddler – Executive Branch Manager, National Arboretum Canberra and Stromlo Forest Park Canberra, Cultural Advisor and Indigenous Mentor, CMTEDD

Tara Cheyne MLA - Arrangements brief

SENSITIVITIES:	N/A
ORDER OF CEREMONIES	<p>8:15am - Service Centre staff mingle and chat with the Minister about the new centre, light morning tea served</p> <p>8:30am - Acknowledgement of Country, Mr Scott Saddler</p> <p>8:40am - DDG David Pryce to say a few words then introduce Minister Cheyne</p> <p>8:45am - Minister Cheyne to provide informal marks and then declare the Service Centre as officially opened.</p> <p>8:50am - Belconnen staff member (Mr Anthony Lees, Acting Service Centre Manager) presents Minister Cheyne with novelty numberplate to mark the occasion</p> <p>8:55am - Service Centre staff prepare to open to the community</p> <p>9.00am - Tour of Service Centre (Mr Cai Wilden, Access Canberra Belconnen Service Centre Project Lead)</p> <p>9.15am - Event concludes</p>
MEDIA:	Nil
SOCIAL MEDIA ACCOUNTS	NA
SPEAKING POINTS	<ul style="list-style-type: none"> • Access Canberra Service Centres play a critical role in connecting Canberrans to government services and I'm pleased the new Belconnen Service Centre will do just that. • I did have a sneak peak of the Centre and met many of you when the Centre opened to support the community after lockdown. • I'm pleased however today to be here to 'officially' open the Centre. • This Service Centre is a key community hub for Belconnen and will support hundreds of Canberrans each and every day to get assistance in undertaking their important government transactions. • I'd like to also acknowledge and thank you all for the work you do each day in supporting our community. • In 2021, Access Canberra Service Centres helped over 176,000 Canberrans with government services and transactions. Our Belconnen Service Centre is one of the busiest in the ACT, averaging 1,500 customer visits per week. • As Minister, I am committed to ensuring we provide easy and accessible services to the Canberra community and this new and improved Belconnen Service Centre is just one of the ways we are doing this.

Attachment B: Map/travel details

Tara Cheyne MLA - Arrangements brief



Chief Minister, Treasury and Economic Development Directorate

CK 25/2/22

To: Minister for Business and Better Regulation Objective No.: 22/17791

Date: 25/02/2022

From: Chief Operating Officer, Access Canberra

Subject: Minister Weekly Brief Week Ending 25 February 2022

Important information

1. ✓ AC moves to Service Delivery State 3 from 28 Feb which essentially returns to normal service delivery albeit with a significant number of staff still working from home.

2. **Schedule 1 1.14**

3. **Schedule 1 1.14**

4. Transport Solutions Wheelchair Accessible Taxi - AC has feedback from 13WATs of Queanbeyan residents distressed at being unable to access WATs services for medical and other appointments where both the collection and drop-off are in NSW. 13WATs assisting as best they can however the WATs network in the ACT is stretched and many of the ACT Government driver incentives are not replicated in QBN. AC to organise cross-directorate meeting to address the issue.

Service Pressures

5. Complex vehicle inspections at Hume MVIS now booked out till May. To address this pressure, decision made to allow Feb 2022 hail damaged reparable write-off vehicles to book in for basic inspection (see #9-11 call backs). If structural damage discovered, re-booking for a complex inspection will be required.

Call backs and follow-ups

6. **Schedule 2.2(a)(ii) (18 Feb) re driver licence and interlock device.** **Schedule 2.2(a)(ii)** given detailed explanation for reasons he is ineligible for driver licence until Dec 2023.
7. **Schedule 2.2(a)(ii) (16 Feb) re driver licence medical.** **Schedule 2.2(a)(ii)** advised his GP able to complete visual acuity fields on medical form. Form to be updated to reflect this information.

8. Schedule 2.2(a)(ii) (21 Feb) re ACTLIS account. Schedule 2.2(a)(ii) credited \$155.00 due to his inability to collect documents during August 2021 lockdown.
9. Schedule 2.2(a)(ii) (23 Feb) re vehicle inspection/rego. Inspection booked for this Thursday.
10. Schedule 2.2(a)(ii) (23 Feb) re wait time vehicle inspection. Inspection this Thursday.
11. Schedule 2.2(a)(ii) (23 Feb) re book car inspection. Requirements for re-rego of written off vehicle discussed. AC to arrange earlier appointment.
12. Schedule 2.2(a)(ii) (21 Feb) re WWVP. Schedule 2.2(a)(ii) application finalised. Schedule 2.2(a)(ii) notified of outcome.
13. Schedule 2.2(a)(ii) re driver licence history follow up. Request processed 10 Feb when Schedule 2.2(a)(ii) contacted AC directly following the engagement with the Minister's Office.
14. Schedule 2.2(a)(ii) (17 Feb) re identity requirements for sale of property. Process to verify husband's identity still able to proceed using other ID certified by solicitor.

Compliance, regulatory enforcement and communications

15. AC continue to support and educate businesses re COVID-19.
 - a. Overtime activities 19 Feb re business changes in public health measures announced 18 Feb. Focus on high-risk venues.
 - i. Inspectors attended controlled sporting event at Croatian Club, Turner with low compliance on face mask requirements. *were any issues in making compliant?*
 - b. Comms sent (18 Feb) to 10,453 businesses re further easing of restrictions with further 10,421 letters sent (23 Feb) re face mask requirements.
16. Parking Ops and mobile speed vans BAU this week as protestor activity ease.
17. Unsafe/illegal parking continue at Gordon Playing Field. Event organisers (Oztag) and participants engaged and educated. Signs posted with QR code info re on safe parking. Infringement notices to be issued to illegally parked vehicles this week.
18. Mobile queuing comms campaign commenced (14 Feb) promoting benefits when visiting a SC. Campaign includes ATN radio ads, Our Canberra article (online) and paid Facebook posts. *been to know if any feedback any shift in behaviour?*
19. AC to conduct safety inspections 24 Feb and engage with stallholders on compliance at the Night Noodle Markets.
20. Safety inspections conducted 24 Feb at Canberra Show to ensure event complying with electrical safety rules and engaged with stall holders on electrical compliance.
21. The Auditor-General undertook an audit (2021) on AC and two other agencies re fraud identification. No recommendations or adverse findings specific to AC. Tabling date to Legislative Assembly yet to be advised.

OFFICIAL

Service Centres (SC), Contact Centre and Service delivery

22. Wait time increase seen at Woden due to community aware of reopening. AC to focus on reducing wait times and improving customer experience.

	Average Wait Time Wednesday 16 February	Average Wait Time Wednesday 23 February
Tuggeranong	0:11:16	0:06:07
Belconnen	0:36:40	0:23:16
Gungahlin	1:06:01	0:48:35
Woden	0:16:17	0:44:00

Major Events

23. AC assisted organisers to obtain approvals for the following upcoming events:

ACT Teams Racing Championship (26 Feb)	Mahashivaratri Festival (1 March)
'Kin' Light Art Installation (2 March)	Surface Festival (4 March)

Signatory Name: Margaret McKinnon

Phone: 6207 7290

Action Officer: Tanya Buckley

Phone: 6205 0972

Chief Minister, Treasury and Economic Development Directorate**To:** Minister for Business and Better Regulation

Objective No.: 22/14761

Date: 18/02/2022**From:** Chief Operating Officer, Access Canberra**Subject:** Minister's Brief Week Ending 18 February 2022**Important information**

1. AC Executive will meet on Mon 21 Feb to reassess business continuity posture with a view to normalise most operations (ie SDS 3) COVID-19 Response.
2. AC support in management of Convoy to Canberra protestors, includes
 - a. excluding parking and speed infringement enforcement in high-risk areas.
 - b. **Schedule 1 1.14**
 - c. Comms sent to 3,109 hospitality, liquor, and night club licensees (11 Feb) re PHD requirements when managing protester attendance.

Call backs and follow-ups

3. **Schedule 2.2(a)(ii) (11 Feb) re speeding infringement.** Advice provided on managing infringement.
4. **Schedule 2.2(a)(ii) (10 Feb) re driver licence history.** Application sent same day.
5. **Schedule 2.2(a)(ii) (16 Feb) re parking Braddon.** AC informed **Schedule 2.2(a)(ii)** via email matter for TCCS City Rangers. *did we refer it or did we just tell him to contact them?*
6. **Schedule 2.2(a)(ii) (9-11/15 Feb) re driver licence renewal at service centre.** Multiple attempts to contact **Schedule 2.2(a)(ii)** gone unanswered.
7. **Schedule 2.2(a)(ii) (14 Feb) re expired rego and disability parking permit renewal.** Auto rego renewal generated prior to transaction processed. Permit renewed and posted.
8. **Schedule 2.2(a)(ii) (16 Feb) re parking in Braddon.** **Schedule 2.2(a)(ii)** informed via email that AC did attend the area and vehicle was no longer in the location.

9. **Schedule 2.2(a)(ii) (15 Feb) re WWVP renewal/Phoneline feedback.** Email to **Schedule 2.2(a)(ii)** re phoneline feedback. Privacy requirements meant separate email sent to his partner re WWVP application.
10. **Schedule 2.2(a)(ii) (15 Feb) re ACT mobile speed camera vans.** AC advised trial removal of variable speed paddles and our ability to stop/park in restricted locations. **Schedule 2.2(a)(ii)** appreciated call albeit he still wants speed paddles.
11. **Schedule 2.2(a)(ii) (16 Feb) re protesters.** Advice provided re face mask and Check-In (high impact businesses) and to advise ACT Police if situation escalates.
12. **Schedule 2.2(a)(ii) (15 Feb) re noise complaint.** Warning issued to neighbouring property. **Schedule 2.2(a)(ii)** to call back on/after 23 Feb if not resolved.
13. **Schedule 2.2(a)(ii) (16 Feb) re identity requirements for sale of property.** Phoned and email sent 17 Feb advising to contact AC for clarification.
14. **Schedule 2.2(a)(ii) (16-17 Feb) re AC Phone Lines.** **Schedule 2.2(a)(ii)** indicated the reason for the contact to the Canberra Times was resolved.

Compliance, regulatory enforcement and communications

15. Compliance activities conducted around ACT schools first 2 weeks back. 51,000 vehicles checked in 40 km/hr school zones. 651 found to be exceeding the limit and 67 Parking infringement notices to illegally parked vehicles.
16. Educational warning period for parking along Menindee Drive (accessibility to Lake Burley Griffin and facilities). New arrangements include the introduction of pay parking, free timed parking and an additional 17 permit spaces.
17. AC to welcome First-Year electrical apprentices at the Global Energy Training Solutions & National Electrical and Communications Association.
18. AC and WorkSafe ACT (13 Feb) attended after-hours electrical shock incident at Canberra Hospital.

Service Centres (SC), Contact Centre and Service delivery

19. ACT Registrar-General approved the use of PEXA Key application (9 Feb). Customers can request access to secure app service via solicitor or conveyancer.
20. Positive impacts on wait times since reopening Woden SC.

	Average Wait Time Wednesday 9 February	Average Wait Time Wednesday 16 February
Tuggeranong	0:43:15	0:11:16
Belconnen	0:58:22	0:36:40
Gungahlin	1:12:49	1:06:01
Woden	0:18:54	0:16:17

Licensing and registrations

- 21. AC and JACS deliver extension of 50% fee waiver for liquor licence (31 Mar - 30 June).

Major Events

- 22. AC assisted organisers to obtain approvals for:

Bicycle Rally High Commission of India (19 Feb)	Shakespeare by the Lake (26 Feb)
Little T's Triathlon, All Women's Triathlon and Try-a-tri (20 Feb)	Reload Summer Weekend (27 Feb)
Ride4Rescue (22 Feb)	Royal Canberra Show (25-27 Feb)

Tribunal hearings, court and legal matters

- 23. ACAT – Powning v RTA (10 Feb). Schedule 2.2(a)(ii)
[Redacted]
[Redacted]
[Redacted]

Signatory Name: Margaret McKinnon

Phone: 6207 7290

Action Officer: Tanya Buckley

Phone: 6205 0972



To: Minister for Business and Better Regulation

From: Chief Operating Officer, Access Canberra

Subject: Access Canberra Ombudsman Complaint Trends

Cleared By: Margaret McKinnon, Chief Operating Officer, Access Canberra

Recommendations

That you:

1. Note the information contained in this brief.

Comments

Very useful context and overall picture - many thanks.

Tara Cheyne MLA..... *Joe Clyne 24/2/22* **Noted** / Please Discuss

1. On 16 February 2022, the ACT Ombudsman Office wrote to MLAs advising that the [ACT Ombudsman Quarterly Update for the second quarter of the 2021-22 financial year](#) had been published.
2. Your office requested advice as to how the number and proportion of complaints received for Access Canberra compares with previous reports, and whether any trends are being observed.

General information

3. Access Canberra, represented by the Chief Operating Office and Executive Branch Manager (Engagement, Compliance and Covid-19 Response), meets quarterly with the ACT Ombudsman Office to maintain a good working relationship, ensure clarity on roles and responsibilities and to discuss any emerging issues for both organisations.



Caveat Brief

4. Access Canberra makes upward of 8,000 regulatory decisions every day and has millions of interactions with the Canberra community, either in person by phone, email, webchat, and physical inspections. Not surprisingly, the number of Ombudsman investigations undertaken regarding Access Canberra will be higher than those undertaken for other areas of CMTEDD or other Directorates, particularly those who have very limited or no interaction with the public at all such as CMTEDD Corporate or the Cabinet Office.
5. Due to the nature of our regulatory work, members of the public may not always agree with the decisions we make - whether that be issuing a parking infringement or shutting down a building site. The public has a right to complain to the Ombudsman and we advise them of their rights accordingly.
6. The percentage of complaints received by the Ombudsman relating to Access Canberra in the context of the number of regulatory decisions and the large number of interactions with the Canberra community is low.
7. To put this into perspective, during the period 1 January 2021 to 31 December 2021, out of a total of **136** complaints, the Ombudsman investigated Access Canberra's decisions on **10** occasions. This demonstrates that Access Canberra is able to demonstrate sound decision-making systems and consistently acts within the legislative framework.

Analysis of Ombudsman Quarterly Reports

8. Access Canberra maintains its own register of Ombudsman investigations and correspondence. The way that the Ombudsman drafts their quarterly report may be difficult to interpret given that the number of complaints received does not correlate to the number of investigations finalised for the period due to the time taken to close a matter.
9. Access Canberra has no detailed knowledge of the nature of complaints which have been finalised by the Ombudsman without referral to Access Canberra for investigation. Our quarterly meeting is an opportunity to get a sense of the issues where the Ombudsman undertakes its own review and based on this review, decides not to engage formally with Access Canberra.
10. In other instances, the Ombudsman may elect to conduct a preliminary inquiry to gather further information from Access Canberra prior to determining to investigate a particular complaint. In the majority of cases, Access Canberra's response to these preliminary complaints is sufficient for the Ombudsman to finalise a complaint without the need for a formal investigation.



Caveat Brief

11. With new staff engaged by the Ombudsman's Office, Access Canberra has seen an upsurge in non-specific complaints being referred to Access Canberra at the preliminary inquiry stage. In these requests, the Ombudsman requests a broad range of information to enable them to determine whether Access Canberra's response to the matter was appropriate and proportionate.
12. While resource intensive, Access Canberra responds thoroughly to these requests (eg providing an explanation of Road Transport legislation as it relates to licencing because the complainant was "unhappy with a decision regarding the transfer of their licence from Queensland to ACT") as this mostly results in the Ombudsman determining that no further action or investigation is warranted. Again, we will seek to give broader verbal briefing to Ombudsman staff to improve their understanding.
13. For example, of the **10** preliminary inquiry requests received by Access Canberra between 1 January 2021 and 31 December 2021, only **1** complaint was progressed to a full investigation by the Ombudsman.
14. Over time, Access Canberra has not seen an upward trend in the number of complaints investigated by the Ombudsman. The numbers have remained relatively constant over the 2020 and 2021 calendar years, with an average of **1.25** complaints relating to Access Canberra being investigated each quarter.
15. A breakdown of Access Canberra related complaints received by the Ombudsman over the last 8 quarters is provided at Attachment A.

Action Officer: Cath Matthews

Date: 23 February 2022



Member for Ginninderra

Attachment A: ARRANGEMENTS BRIEF

FUNCTION:	Meeting with the new Canberra Labor Club (CLC) President
VENUE:	
HOST:	Name: Garrett Purtill President/Board Chair, Canberra Labor Club Email: Schedule 2.2(a)(ii) Mobile: Schedule 2.2(a)(ii)
DAY:	Thursday
DATE:	10 March 2022
TIME:	2:00 pm – 2:30 pm
TIME COMMITMENT:	30 minutes
YOUR ROLE:	
ADVISOR ATTENDING:	
PAST INVOLVEMENT:	
SENSITIVITIES:	Please note background information below

Background

Liquor Licensing matters

- Canberra Labor Club Limited hold four Club Liquor Licences under the *Liquor Act 2010*:
 - **Licence 12001082 - Ginninderra Labor Club** at Corner Lhotsky Street and Charnwood Place Charnwood. This venue can trade until 4am and has a maximum occupancy of 875.

The licensing database indicates that the venue:

Tara Cheyne MLA - Arrangements brief

- has been inspected twice in the previous 12 months in relation to COVID-19 compliance and Liquor compliance, no issues were identified,
- has one incident being reported in the previous 12 months, and
- is currently seeking approval for an amendment to include new *'defined influential persons'*.

- **Licence 12001504 – City Labor Club** at 16 Petrie Plaza Canberra City. This venue can trade until 4am and has a maximum occupancy of 300.

The licensing database indicates that the venue:

- has been inspected twice in the previous 12 months in relation to COVID-19 compliance and Liquor compliance, no issues were identified,
- has two incidents reported in the previous 12 months, and
- is currently seeking approval for an amendment to include new *'defined influential persons'*.

- **Licence 12000733 – Weston Creek Labor Club** at 4 Teesdale Close Stirling. This venue can trade until 1am and has a maximum occupancy of 963.

The licensing database indicates that the venue:

- has been inspected once in the previous 12 months in relation to COVID-19 compliance and Liquor compliance, minor administrative issues were found that were later rectified,
- has one incident reported in the previous 12 months, and
- is currently seeking approval for an amendment to include new *'defined influential persons'*.

- **Licence 12000670 – Canberra Labor Club Limited** at 51 Chandler Street Belconnen. This venue can trade until 4am and has a maximum occupancy of 2960.

The licensing database indicates that the venue:

- has been inspected twice in the previous 12 months in relation to Liquor compliance, no issues were identified,
- has seven incidents reported in the previous 12 months, and
- is currently seeking approval for an amendment to include new *"defined influential persons"*.

- All reported incidents were minor and occurred both on or near the licensed premises. Police provided assistance on nine occasions. No further regulatory action was required.
- An application for the four licenced premises to change their *'defined influential persons'* was originally submitted in December 2021 and was incomplete. Access Canberra continues to work with the applicant to obtain the outstanding documentation.
- The Licensee is in the process of relocating their City Labor Club venue to a new location in the building adjacent to the current premises. The licensee has indicated that the move is in response to the proposed demolition of the current location. Access Canberra has been in contact with the Licensee and advised on the process to facilitate the issuing of a Liquor Licence for the new venue.

Tara Cheyne MLA - Arrangements brief

- There are no known or emerging issues of significance for the remaining three venues in terms of liquor licensing.
- COVID-19 Stimulus and support measures:
 - the venues received a fee waiver from 1 April 2020 to 31 March 2021 and an additional 50% fee reduction from 1 April 2021 to 31 March 2022. In the proposed current round of support measures, the 50% fee reduction has now been extended to 30 June 2022.

Gaming Licensing matters

Schedule 1 1.3

Tara Cheyne MLA - Arrangements brief

Support to new and existing businesses

- The Event and Business Coordination (**EBC**) Team within Access Canberra works with businesses to facilitate approvals and provides advice to help set up and begin trading in the ACT.
- The EBC team works closely with licensing and regulatory services within Access Canberra and across the ACT Government (ACT Health, ACT Policing, Emergency Services Agency and Transport Canberra and City Services) to streamline services and make it easier, simpler and faster to enable businesses to operate in the ACT.

Supporting local businesses during COVID-19

- Since March 2020, Access Canberra has provided the ACT Business Community with a dedicated Business Liaison line to assist businesses to understand the support available to them through the ACT Government's Economic Survival Package and to provide practical advice for businesses operating through changed arrangements due to COVID-19.
- The Business Liaison line is (02) 6205 0900 and operates between 9am and 5pm daily.
- The Access Canberra COVID Compliance Team, in partnership with Health Protection Service (ACT Health) has been supporting businesses to comply with the Public Health Emergency Direction through physical engagements providing education around the requirements relevant at the time. When issues of non-compliance have been identified, the team works closely with the business to ensure they are brought into compliance as soon as possible.
- To date, there has been no major COVID Compliance issues identified during inspections of Labor Clubs, who have been easy to work with and accommodating.



To: Minister for Business and Better Regulation

CC: Minister for Transport and City Services

Rec in MO: 07/03/2022

From: Executive Branch Manager, Engagement, Compliance and COVID-19 Response

Subject Switch to EasyPark for phone payments in ACT Government carparks

Cleared By: Deputy Director-General, Access Canberra

Recommendations

That you:

1. **Note** the information contained in this brief.

Noted / Please Discuss

Comments

Tara Cheyne MLA..... *Tara Cheyne* Date: 10/3/20

Background

1. Reino International PTY LTD, trading as Duncan Solutions Australia (**Duncan**) currently holds the contract for the supply, installation and maintenance of pay parking ticket machines for ACT Government operated paid parking areas.
2. As part of the contract requirements, Duncan is required to provide a pay-by-phone option. The current provider is ParkMobile.
3. Duncan has informed Access Canberra that EasyPark Group has acquired ParkMobile and the ParkMobile app will be discontinued on 31 March 2022 and replaced with the EasyPark app from 1 April 2022.
4. EasyPark is currently used as the pay-by-phone option by National Capital Authority (**NCA**) and also the Canberra Airport. This has been in place since October 2020.



5. EasyPark is also used by governments and councils in Victoria, NSW, Queensland and Tasmania. Through the transition from ParkMobile to EasyPark, it will now also be used in Western and South Australia. More broadly, the EasyPark app is used in 25 countries and 3,200 cities around the world.
6. This change will mean that Canberrans will only need one pay-by-phone app to pay for parking in the ACT and will have the convenience of using the same app when traveling between states.
7. Access Canberra is working with Duncan, EasyPark and ACT Government stakeholders ahead of the transition to help facilitate the move to EasyPark and to ensure communication regarding the change reaches users of ACT Government carparks.
8. This includes discussions with Transport Canberra and City Services (**TCCS**), Parking Coordination Group (**PCG**), Digital, Data and Technology Solutions (**DDTS**), Treasury, the Government Solicitors Office (**GSO**) and CMTEDD -Communications. Discussions are also occurring with the NCA on their experiences with EasyPark and ongoing alignment of parking arrangements across the ACT.
9. Unlike ParkMobile, EasyPark operates in a pay after system, which means customers do not have to pay in advance for their parking meaning they only pay for the time they use.
10. It also provides a customisable user-friendly interface with advanced user options and services, including finding car parking areas through an interactive map, and 'dialling up or down' parking time, in real time, to adjust their payment times.
11. The map of parking areas may assist Canberrans in planning their trip, enabling a greater mode shift between transport options.
12. However, unlike ParkMobile, EasyPark is a user pays system. This means additional cost will be incurred by users through transaction fees that drivers do not currently pay using ParkMobile. This is because transaction fees of using ParkMobile has been absorbed in the past by the ACT Government. This has included the cost of reminder text messages sent to users when their parking was ending (if they choose this option) and transaction and access fees.
13. It is not proposed that the ACT Government absorbs any of the user costs for EasyPark, supporting a reduction in reliance on driving and parking in town and city centres.
Therefore, there would be a cost saving to government from this change.
14. EasyPark offers two pricing models to users:

*what is the quantum of this?
Has it been an AC expense?*



- The first option is the EasyPark Casual plan. With the EasyPark Casual plan there are no upfront or monthly fees, the only fee that is charged is a 10 percent commission of the actual parking fee.
 - For those users that pay for parking more frequently EasyPark offer the Saver plan. This plan is subscription based and costs \$1.99 per month + 2.25 percent commission per transaction.
15. If a driver parks in the ACT Government's most expensive car parking area at \$18 a day and uses a casual plan, they will pay an extra \$9 for a five-day week to use the app. If they use the Saver Plan, it will cost \$2.43 for the same period to use the app.
16. EasyPark is one option drivers can use when paying for parking in the ACT. Drivers can still pay using credit/debit card or cash at the parking meter. ✓
17. **Schedule 2.2(a)(xi)**]
18. The short notice provided by Duncan to the ACT Government regarding the change to EasyPark places greater emphasis on targeted communication to ACT Government carpark users and the broader community. ✓
19. Access Canberra will work with EasyPark, TCCS and CMTEDD on the development of appropriate communications to manage the transition and inform users of the change.
20. A more comprehensive brief, including the communications strategy, will be provided to your Offices as work continues on the transition to Easy Park. ✓

Action Officer: Rachael Short
Senior Director, Communications and Community Engagements

Benjamin Hobbs
Director, Parking Operations Compliance

Date: 4 March 2022

Chief Minister, Treasury and Economic Development Directorate

To: Minister for Business and Better Regulation *ck 4/3/22* Objective No.: 22/20122

Date: 04/03/2022

From: Chief Operating Officer, Access Canberra

Subject: ✓ Shortest ever Minister Weekly Brief Week Ending 4 March 2022

Important information

1. Feedback from 13WATS continues re difficulty servicing the Queanbeyan area. AC met with reps from CSD, Treasury and TCCS to explore pathways to ease burden, noting commercial, market and jurisdictional forces to be considered.

Call backs and follow-ups

2. **Schedule 2.2(a)(ii) (28 Feb) re interstate rego transfer.** AC contacted **Schedule 2.2(a)(ii)** and offered an inspection that afternoon which was accepted.
3. **Schedule 2.2(a)(ii) (23 Feb) re follow up driver licence medical.** Both **Schedule 2.2(a)(ii)** and **Schedule 2.2(a)(ii)** contacted and aware of **Schedule 2.2(a)(ii)** licence status and requirements.
4. **Schedule 2.2(a)(ii) (2 Mar) re building works.** AC discussed allowable times re building works noise and contacted site foreman. AC advised foreman of restrictions and no noise to be emitted on Sundays.

Compliance, regulatory enforcement and communications

5. 49 parking infringements withdrawn as invalid due to location error (Banks instead of Gordon). Notification sent advising drivers not to pay and further education provided on safe and legal parking practices at Gordon Playing Fields. Further compliance activity to continue this week.
6. Follow up inspection re Construction trucks discarding fill past Point Hut Crossing. AC attended the site (25 Feb). No issues identified during the inspection; however additional sediment controls requested to be installed where works were occurring.

7. **Schedule 1 1.14**

will be good to know if letter results in any changes

Current! not good to know why Gungahlin still has the most pressure.

Service Centres (SC), Contact Centre and Service delivery

8. Decrease seen in wait times across all Service Centres 23 Feb – 2 March.

	Average Wait Time Wednesday 23 February	Average Wait Time Wednesday 2 March
Tuggeranong	0:06:07	0:04:29
Belconnen	0:23:16	0:17:04
Gungahlin	0:48:35	0:36:42
Woden	0:44:00	0:13:46

Major Events

9. Event engagement with organisers has returned to pre-COVID-19 with continual support to organisers obtain the approvals needed to hold a safe event.
10. AC assisted organisers to obtain approvals for:

NSW Kayaking Championship (5 Feb)	Pierces Creek Boulderaine (6 Feb)
LCCC Blue Range Rallysprint 2022 (5 Feb)	Glenfiddich Whisky Wanderer (7 Feb)
Fantasy Lane (5 Feb)	RSEA ARC Pre-Season Launch 2022 (8 Feb)
Stromlo Running Festival 2022 (5 Feb)	Church Neighbourhood Goods (11 Feb)
Weston Creek Half Marathon 2022 (6 Feb)	Transit Bar Event (13 Feb)

) March?

Signatory Name: Margaret McKinnon

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Action Officer: Tanya Buckley

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Attachment A: ARRANGEMENTS BRIEF

FUNCTION:	Australian Hotels Association Regular Catch Up
VENUE:	
DAY:	Thursday
DATE:	10 March 2022
TIME:	15:30-
TIME COMMITMENT:	30 minutes
ATTENDEES:	Anthony Brierley Nicholas Argy
PAST INVOLVEMENT:	Regular catch-up
SENSITIVITIES:	N/A

Tara Cheyne MLA - Arrangements brief

COVID compliance

- The COVID-19 Compliance Team would like to thank the AHA and its members for working collaboratively with us to support community safety over the last 2 years.
- Where possible, Access Canberra sought to pre-brief the AHA prior to Public Health Direction restriction changes to support their communication with members. This also supported the 244,000 direct emails Access Canberra has sent to licensees and business owners to inform them of restriction changes and what it meant for their businesses since 2020. This communication, which was provided before, or just after changes were made, supported businesses to understand what the change meant for their business, what they needed to do to be compliant, what supports were available to them should it be required (financial or information).
- After 704 days of density limits in hospitality establishments in response to COVID-19, these were lifted on 18 February 2022.
- Businesses that hold an ON-liquor licence for consumption of liquor on the premises must ensure they still comply with their liquor occupancy loading under the *Liquor Act 2010*.
- Access Canberra continues to engage and educate businesses to ensure compliance with the *Public Health Emergency Direction* namely in relation to COVID-19 Safety Plans and Check In CBR app for high impact businesses (**Note:** many AHA members are classed as high impact businesses, including nightclubs, bars, pubs, taverns etc).
- Access Canberra continues to observe non-compliance in relation to COVID-19 Safety Plans:
 - COVID-19 Safety Plans are living documents and need to be updated to reflect a business' current measures in place to keep their staff and patrons safe from COVID-19. The plan must be produced either digitally or a hard copy when requested by an authorised officer. It is recommended that all staff are familiar with the location and content of the COVID-19 Safety Plan.
 - Access Canberra has discussed a partnership with the AHA on messaging and communications to support COVID Safety Plans, as well as on COVIDSmart Businesses more broadly as we transition to recovery.
- Access Canberra is working with high impact businesses to ensure they understand the ongoing Check In CBR requirement, including assisting patrons to sign in through business profile function of the App where necessary.
- On 23 February 2022, the ACT Government announced changes to the Mask Direction, this will mean hospitality staff are not mandated to wear masks, but businesses can make a decision to ask staff to wear masks as part of their broader work, health and safety controls. Patrons to hospitality businesses do not need to wear masks, but again can choose to do so.

Liquor Licensing

- As of 4 March 2022, there were 804 active liquor licenses. 219 were Off licensees and the remaining 585 hold On licenses comprising of five Caterers, 48 Clubs, 71 General, 18 Special and 443 On (cafes/restaurants, bars, taverns and nightclubs).
- Ten licensed premises took advantage of the application fee waiver to apply to change their licence subclass from an On to a General liquor licence. Six have been finalised and four are still pending.

Tara Cheyne MLA - Arrangements brief

- To support liquor licensees during the 2021 lockdown the fee to apply or amend a liquor permit was waived for On-licensees wanting to sell liquor for consumption off the licensed premises. This allowed 224 licensed venues to provide liquor with takeaway meals. The waiver will remain in place until 31 March 2022.
- The Outdoor Activation Taskforce (**OAT**) was established to assist local businesses seeking to expand their outdoor dining options by using available suitable public spaces. Licensed venues were not required to undergo the required 30-day public consultation period as the occupancy limits did not increase. Liquor permits were issued over the extra space free of charge. 51 licensed venues took advantage of the simplified process to temporarily increase their licensed area.
- Access Canberra continues to implement Government initiatives aimed at offsetting the financial impact of COVID-19 restrictions on licensed venues. The 12-month 50 percent reduction in licence fees for all ON licensees is due to expire on 31 March 2022. The ACT Government has agreed to a further incentive to support On licensees of a three month 100 percent fee waiver commencing 1 April 2022 to 30 June 2022.

Chief Minister, Treasury and Economic Development Directorate

To:	Chief Minister	Tracking No.: CMTEDD2022/618
Date:	17/02/2022	
CC:	Minister for Mental Health	
From:	Executive Group Manager, Policy and Cabinet	
Subject:	Proposed ACT Government funding boost for LGBTIQ+ mental health services	
Critical Date:	18/02/2022	
Critical Reason:	To allow funding arrangements to be fast-tracked	

Recommendations

That you:

1. Agree to the ACT Government providing financial assistance of \$50,000 to Meridian for critical LGBTIQ+ mental health services associated with the recent debate of the Australian Government's religious discrimination bills;

Agreed / Not Agreed / Please Discuss

2. Note the funding will be managed as a cost pressure by CMTEDD and a Treasurer's Advance sought later in the financial year if needed; and

Noted / Please Discuss

3. Sign the attached letter to the CEO of Meridian if you wish to notify the organisation directly.

Signed / Not Signed / Please Discuss

Andrew Barr MLA  18./2./22

Minister's Office Feedback

Background

1. Recent public debate about gay and transgender discrimination in the Commonwealth's religious discrimination bills has impacted adversely on the wellbeing of some LGBTIQ+ people and that of their families and loved ones.
2. In discussion with your office, an opportunity has been identified for the ACT Government to provide once-off, fast-tracked funding to support the mental health of LGBTIQ+ people.

Issues

3. Meridian, as Canberra's specialist peer-led LGBTIQ+ organisation, has been identified as the most appropriate organisation to meet demand for critical mental health services for the communities they serve.
4. Meridian is well placed to provide additional support to Canberra's LGBTIQ+ communities that may have been adversely impacted by the recent public debates around discrimination against gay and transgender Australians.
5. Meridian already provides similar services through an existing multi-year services agreement with the Office for LGBTIQ+ Affairs. This provides assurance as to the organisation's capabilities and performance, and a mechanism through which the additional funding can be administered.
6. Additional funding of \$50,000 in 2022 will help Meridian to manage increased demand for their mental health services including counselling and family therapy, referrals and peer supports to help ensure LGBTIQ+ people, their families and carers get the support and guidance they need as soon as they need it. The funding would allow more staffing for counselling and therapeutic support within Meridian's existing service delivery model.
7. Meridian also received \$40,000 in August 2021 as part of a boost to mental health funding for groups particularly affected by COVID-19-related lockdowns in the ACT.

Financial Implications

8. Funding would be reprioritised from existing resources within CMTEDD's operating budget and a Treasurer's Advance sought later in the financial year if required.
9. Subject to your agreement, it is proposed that the new funding be channelled through CMTEDD's existing services agreement with Meridian for the 'Supporting and Strengthening LGBTIQ+ Communities' initiative, via a variation to that agreement.

Consultation

Internal

10. The Chief Financial Officer has been consulted about this matter and agrees with the course of action outlined in this brief.

Cross Directorate

11. Nil.

External

12. The President and CEO of Meridian have been consulted on this matter.

Work Health and Safety

13. Nil.

Benefits/Sensitivities

- 14. Promoting LGBTIQ+ health and wellbeing is consistent with the government's broader Capital of Equality Strategy in relation to enhancing the availability of key services.
- 15. The ACT Government has made submissions to Commonwealth parliamentary inquiries regarding the religious discrimination bills noting its objections to the proposed laws.

Communications, media and engagement implications

16. CMTEDD Communications has liaised with your office and has been advised there is nil activity at this time.

Signatory Name: Wilhelmina Blount Phone: 0422 636 282

Action Officer: David Momcilovic Phone: Teams/6205 0743

Attachments

Attachment	Title
Attachment A	Draft CM correspondence to Philippa Moss, CEO of Meridian