



ACT
Government

Territory and Municipal Services

Freedom of Information Request

I refer to your application made under the *Freedom of Information Act 1989* (the FOI Act) received on 28 March 2016, in which you sought access to documents surrounding the new fines policy across libraries in the ACT that came into effect on 1 March 2014.

Decision

I am an officer authorised under section 22 of the FOI Act to make a decision in relation to your request and apologise for the delay in doing so.

The directorate has identified fourteen documents within scope of your request as summarised in the schedule at Attachment A.

I have decided to release documents 1-4 and 6-9 to you in full.

I have partially released documents 5, 10-14 pursuant to section 41(1) of the Act, which provides:

41 Documents affecting personal privacy

- (1) A document is an exempt document if its disclosure under this Act would involve the unreasonable disclosure of personal information about any person (including a deceased person).

The exempt material includes the full name and contact details of third parties who provided feedback and complaints about the policy. I have also removed the full name of frontline officers.

Fees and charges

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

**Right of review**

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

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

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

ACT Civil and Administrative Tribunal

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

The Tribunal is an independent body. It can agree with, change or reject the original decision, substitute its own decision or send the matter back to the decision maker for reconsideration in accordance with Tribunal recommendations. To apply to the Tribunal for a review you can obtain an application form at www.acat.act.gov.au.
The postal address of the Tribunal is:

ACT Civil and Administrative Tribunal
GPO Box 370
CANBERRA ACT 2601

Ombudsman

You also have the right to contact the Ombudsman regarding the processing of your request. You may contact the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Further information

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

Yours sincerely

Vanessa Little

Director
Libraries ACT

30 May 2016