



**ACT**  
Government

Territory and Municipal Services

Dear

**Freedom of information request**

I refer to your application made under the *Freedom of Information Act 1989* (the FOI Act) received on 8 and 9 March 2016, in which you sought access to all documents relating to the Isaacs Ridge Mountain Bike Trail Upgrade and in particular all documents relating to:

1. the initial proposal for the upgrade
2. the briefing of senior executives and the Ministers of the proposal and recommendations
3. the procurement of consultants Canberra Town Planning and Anthony Burton and Associates
4. Parks and Conservation Service letter drop during the consultation period
5. survey results and all forms of feedback, comments from the consultation between 4 August 2015 and 2 September 2015
6. meetings or discussions between ACT Government officials and Ministers with Canberra Off Road Cyclists
7. the procurement of Jindabyne Constructions in relation to Isaacs Ridge.

**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.

I understand that the directorate's Freedom of Information officer discussed with you the extent of your request being estimated at about 500 pages. I understand that to assist with the progress of your request a decision is being made on each part. This decision relates to part 6 and 7 of your request.

In relation to part 6 and 7 of your request, 21 documents have been located within the scope of your request as summarised in the schedule at [Attachment A](#).

I have considered these documents for release in light of 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).

In considering this section of the Act, I have exempted material that relates to third parties. The material exempt includes the full name and telephone details of stakeholders and the personal mobile details of 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 part 4 and 5 of your request, no fee is payable as the time spent on processing this part, 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](http://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](mailto:tamsfoi@act.gov.au).

Yours sincerely



Paul Peters  
Executive Director  
Roads and Infrastructure

10 June 2016



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Attachment A

**FREEDOM OF INFORMATION SCHEDULE – PART 6 & 7**

Document number	Description	Date	Status (full release, partial release, exempt)	Reason for exemption (where applicable)
	<b>Part 6</b>			
1	Email Subject – Isaacs Ridge TMB trails upgrade – CORC consultation	23 November 2015	Partial release	Section 41: Documents affecting personal privacy
	<b>Part 7</b>			
1	Email Subject – Isaacs Ridge – mountain bike trail upgrade	6 October 2015	Full release	
2	Request for Infrastructure Procurement (Attachment to document 1) Isaacs Ridge Recreation Trail Network Upgrade	7 October 2015	Full release	
3	Functional Brief (Attachment to document 2) Isaacs Ridge Pine Plantation – Mountain Bike Trail Network Upgrade	6 October 2015	Full release	
4	Procurement Plan Minute Isaacs Ridge Recreation Trail Network Upgrade	23 November 2015	Full release	
5	Procurement Risk Plan (Attachment to document 4) Isaacs Ridge Trail Network Upgrade Project	November 2015	Full release	
6	Evaluation Plan Template for Infrastructure Projects	Undated		
7	Email Subject – Isaacs Ridge Trails – evaluation team	18 November 2015	Full release	
8	Functional Brief (attachment to document 7) Isaacs Ridge Pine Plantation – Mountain Bike trail network upgrade	September 2015	Full release	
9	Work Brief Subject - Isaacs Ridge Mountain Bike Trail Network Upgrade Project	November 2015	Full release	
10	Email Subject – Isaacs Ridge PPM	27 November 2015	Partial release	Section 41: Documents affecting personal privacy
11	Email Subject – Isaacs RFT	3 December 2015	Partial release	Section 41: Documents affecting personal privacy
12	Procurement Plan Minute (attachment to document 11) Isaacs Ridge Recreation Trail Network Upgrade	November 2015	Full release	
13	Email Subject - Isaacs Ridge –RFT additional provider	4 December 2015	Partial release	Section 41: Documents affecting personal privacy

Document number	Description	Date	Status (full release, partial release, exempt)	Reason for exemption (where applicable)
14	Email Subject - Tender no:27512.300 – Isaacs Ridge	15 December 2015	Partial release	Section 41: Documents affecting personal privacy
15	Email Subject- Change to the Tender Evaluation Team	15 December 2015	Partial release	Section 41: Documents affecting personal privacy
16	Revised Evaluation Plan (attachment to document 14)			
17	Email Subject- Isaacs Ridge RFT evaluation – technical points	17 December 2015	Partial release	Section 41: Documents affecting personal privacy
18	Short form Request for Tender and Contract Schedule (attachment to document 17)	22 December 2015	Full release	
19	Work Brief Specialist trail building contractor – Isaacs Ridge Pine Plantation: Mountain Bike trail network upgrade 2015-2016	November 2015	Full release	
20	Tender No. 27512.300	17 December 2015	Full release	