



**ACT**  
Government

Environment, Planning and  
Sustainable Development

Phone: 6207 1923  
Reference: 18/06520

Dear [REDACTED]

**Freedom of information request: 18/06520 – Information on Hospitality and Gift declarations by Directorate staff over the past 5 years.**

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Environment, Planning and Sustainable Development Directorate (EPSDD) on 5 March 2018, in which you sought access to information on hospitality and gift declarations by Directorate staff over the last five years.

Specifically, you are seeking:

*“Information relating to hospitality declarations/declarable gifts/hospitality/sponsorship by Directorate executives and staff over the past five years.”*

On 30 March 2018, you confirmed that *The Master Register – Gifts and Hospitality* (Master Register) will satisfy this request.

I am an Information Officer appointed under section 18 of the Act to deal with access applications made under Part 5 of the Act.

EPSDD is required to make a decision on your access application by 12 June 2018, as agreed by you.

**Decision on access**

The schedule at **Attachment A** provides a description of the document you requested and the access decision.

I have decided to grant full access to the information on hospitality and gift declarations by EPSDD staff contained in the Master Register for the period 1 January 2013 to 5 March 2018, as requested in your application. The document released to you is provided as **Attachment B** to this letter.

**Charges**

Processing charges are not applicable for this request because the document is less than 50 pages.

**Online publishing – disclosure log**

Under section 28 of the Act, EPSDD maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the EPSDD disclosure log

from three days after my decision, in accordance with section 28 of the Act. Your personal information will not be published.

You may view EPSDD's disclosure log at

<http://www.environment.act.gov.au/about/access-government-information/disclosure-log>.

### **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 the disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision, you may apply for an Ombudsman review by completing the form at:

[http://www.ombudsman.act.gov.au/\\_data/assets/pdf\\_file/0026/79190/40A-Reviews-Factsheet-and-Application-Form-final-A1569634.pdf](http://www.ombudsman.act.gov.au/_data/assets/pdf_file/0026/79190/40A-Reviews-Factsheet-and-Application-Form-final-A1569634.pdf)

The ACT Ombudsman  
GPO Box 442  
CANBERRA ACT 2601

Via email: [actfoi@ombudsman.gov.au](mailto:actfoi@ombudsman.gov.au)

### **ACT Civil and Administrative Tribunal (ACAT) review**

<http://www.acat.act.gov.au/>

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 ACT 2601

Telephone: (02) 6207 1740

If you have any queries concerning the Directorate's processing of your request, or would like further information, please contact EPSDD Customer Service on (02) 6207 1923 and ask for the FOI team, or email to [EPSDFOI@act.gov.au](mailto:EPSDFOI@act.gov.au)

Yours sincerely



Gary Spencer

Information Officer

Environment, Planning and Sustainable Development Directorate

9 June 2018