

**From:** Access Canberra Customer Services  
**To:** [EPSDFOI](#)  
**Subject:** Freedom of Information Incident  
**Date:** Monday, 8 January 2018 6:31:25 PM

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### Incident Reference # [REDACTED]

**Subject:** Documents relating to the process, procedures, decisions, and reviews of DA 201630803

**Date Created:** 08/01/2018 06.31 PM

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Auto-Response By (Administrator) (08/01/2018 06.31 PM)

Thank you for submitting a Freedom of Information Application to the Environment and Planning Directorate (EPD).

Your reference number is: # [REDACTED]

Your application has been automatically forwarded to the Records & Information Management Team for action.

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Customer By CSS Web [REDACTED] (08/01/2018 06.31 PM)

I am seeking access to the following documents related to DA 201630803 for the Girl Guides Hall in Holze Close, Hackett. Can you please provide:

1. Documents relating to the work instructions, procedures, processes and/or guidelines that have been used to assess the Development Application
2. Documents relating to the review, feedback, discussion, and/or assessment of the public submission by Canberra City Soccer Club related to the Development Application. In particular and/or in addition, we want to see the assessment of the points raised by Canberra City Soccer Club in their submission with regards to point (1) above relating to the assessment process.

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### Additional Incident Details (if available)

**Status:** In Progress

**Category:** EPD FOI

**Type of Correspondence:** Request for Information

**Block Number:** 9

**Section Number:** 12

**Suburb:** Hackett

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## Contact Information

First Name: [REDACTED]

Last Name: [REDACTED]

Email Address: [REDACTED]

Phone Number: [REDACTED]

Address:

[REDACTED]

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If this is not for you/your area please forward this email to [accessCBR@act.gov.au](mailto:accessCBR@act.gov.au) to advise that it is not the correct area. The correspondence can then be re-directed appropriately.