

FREEDOM OF INFORMATION REQUEST SCHEDULE

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Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: <https://www.act.gov.au/open-access>

NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	File No
Community Zero Emissions Grant to JT Clay	All documents relating to the Community Zero Emissions Grant to JT Clay for <i>The Carbon Diet</i> . This request includes, but is not limited to, the contract between JT Clay/The Carbon Diet and the ACT Government, when the grant monies were paid, internal and external correspondence, Ministerial directions or briefs.	20/101214

Ref No	Page Numbers	No of pages	Description	Date	Status	Reason for non-release or deferral	Open Access release status
1	Part 1 1-28	28	Community Zero Emissions Grants Round Three Application Form Application 00010 Form JT Clay	26/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
2	29-31	3	Community Zero Emissions Grants Round Three CZEGP Round 3 Eligibility Form	01/07/2019	Full Release	N/A	Yes
3	32	1	Attachment to Application Form: Auspice Support Letter	18/09/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
4	33-47	15	Attachment to Application Form: 'The Carbon Diet' samples-min.pdf	Undated	Full Release	N/A	Yes
5	-	4	Attachment to Application Form: CV Jo Clay.pdf	Undated	Refused	Schedule 2, 2.2(a)(ii) Personal Privacy	No
6	48-49	2	Attachment to Application Form: Project Plan Carbon Diet – No CZE Grant.xlsx	Undated	Full Release	N/A	Yes
7	50-52	3	Attachment to Application Form: Project Plan Carbon Diet – With CZE Grant.xlsx	Undated	Full Release	N/A	Yes
8	53-55	3	Attachment to Application Form: Sample spreadsheet carbon analysis (food).xlsx	Undated	Full Release	N/A	Yes

Ref No	Page Numbers	No of pages	Description	Date	Status	Reason for non-release or deferral	Open Access release status
9	56-57	2	01. Lesley Lees Carbon Accounting lecturer 2017	23/08/2017	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
10	58	1	02. Alex Adsett my agent 2018 to present	04/03/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
11	59	1	03. Waste consultant May 2018	10/05/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
12	60	1	04. Robbie Ladbrook ACT NOWaste May 2018	19/05/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
13	61-62	2	05. Creative Partnerships Australia October 2018	25/10/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
14	63-64	2	06. Solar panels August to October 2018	02/10/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
15	65-66	2	07. Vegan Petfood June 2018	04/06/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
16	67-68	2	08. October 2018	24/10/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
17	69-70	2	09. Carbon economist October 2018	20/10/2018	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
18	71-73	3	10. Aldi Coles and Woolworths December 2018 to Jan 2019	25/01/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
19	74-76	3	11. ANU Climate Cafe Climate Institute	14/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
20	77	1	12. openLCA software May 2019	19/02/2016	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
21	78-85	8	13. Data questions to Department May to August 2019	29/05/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
22	86-88	3	14. QANTAS emissions calculator emails April to May 2019	24/05/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
23	89-90	2	15. Shane Rattenburys office May 2019	23/05/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
24	91-92	2	16. On furniture May to June 2019	04/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes

Ref No	Page Numbers	No of pages	Description	Date	Status	Reason for non-release or deferral	Open Access release status
25	93-94	2	17. Penny Gibson ACT Government May to June 2019	23/05/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
26	95	1	18. 350 Canberra June 2019	03/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
27	96-97	2	19. Ian Ross Pedal Power June to July 2019	06/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
28	98	1	20 TGS July 2019	07/06/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
29	99-102	4	Minutes from CZE Grants assessment panel meeting 1 round 3	17/07/2019	Full Release	Out of scope information/pages redacted relate to other grant applications	Yes
30	103-105	3	Brief: Recommendations for Round Three of the Community Zero Emissions Grants Program	17/09/2019	Partial Release	Out of scope information relating to another grant applicant redacted Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
31	106	1	Attachment A – Community Zero Emissions Grants Assessment Panel Recommendations	Undated	Full Release	N/A	Yes
32	107	1	Attachment B – Assessment Panel Summary and Ranking	Undated	Full Release	Out of scope information relating to other grant applicants redacted	Yes
33	108-109	2	Email: Link to New Supplier/Vendor form	18/09/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
34	110	1	Email: Invitation to launch event - Community Zero Emissions Grants	20/09/2019	Full Release	N/A	Yes
35	111	1	Attachment to email at item 34: Location Map and Parking Wybalena Grove Cook	Undated	Full Release	N/A	Yes
36	112	1	Email: Draft Deed of Grant - Community Zero Emissions <i>Attachment JT Clay Schedules 1-3.docx included in item 37</i>	25/09/2019	Full Release	N/A	Yes

Ref No	Page Numbers	No of pages	Description	Date	Status	Reason for non-release or deferral	Open Access release status
37	113-135	23	Attachment to email at item 36: CZER300010 - Draft Deed of Grant - JT Clay <i>Duplicate pages removed: Annexure C to Grant is item 1</i>	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
38	136-137	2	Email: Re: Draft Deed of Grant - Community Zero Emissions <i>Attachment Project Plan Carbon Diet with CZE Grant.xlsx is Item 7</i>	26/09/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
39	Part 2 1-11	11	Attachment to email at item 38: JT Clay Schedules 1-3.docx	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
40	12-13	2	Arrangements Brief	Undated	Full Release	N/A	Yes
41	14-17	4	Attachment C to Arrangements Brief Talking Points	16/09/2019	Full Release	N/A	Yes
42	18	1	File Note	09/10/2019	Full Release	N/A	Yes
43	19-21	3	Email: FW: Revised Deed of Grant for signature - Community Zero Emissions	24/10/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
44	22-44	23	Attachment to email at item 43: CZER300010 - Deed of Grant - JT Clay - Revised.pdf <i>Duplicate pages removed: Annexure C to Grant is Item 1</i>	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
45	45	1	Attachment to email at item 43: Jo's signed page.pdf	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
46	46-49	4	Email: RE: Waiting on signed Deed of Grant - Community Zero Emissions	24/10/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
47	50-72	23	Attachment to email at item 46: CZER300010 - Deed of Grant - JT Clay - Revised-signed.pdf <i>Duplicate pages removed: Annexure C to Grant is Item 1</i>	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
48	73-78	6	Email: RE: Waiting on signed Deed of Grant - Community Zero Emissions	25/10/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes

Ref No	Page Numbers	No of pages	Description	Date	Status	Reason for non-release or deferral	Open Access release status
49	79	1	Attachment to email at item 48: Jo Clay - Auspice Invoice.pdf	24/10/2019	Partial Release	Schedule 2, 2.2(a)(xi) Business Affairs	Yes
50	80-102	23	CZER300010 – Deed of Grant – JT Clay Countersigned	28/10/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
51	103	1	Email: Signed Deed of Grant <i>Attachment is item 50</i>	30/10/2019	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
52	104	1	File Note – Changes to JT Clay budget	21/11/2019	Full Release	N/A	Yes
53	105-106	2	Email: RE: Jo Clay - community zero emissions grant	09/12/2019	Full Release	N/A	Yes
54	107	1	Email: Jo Clay - Round 3 Community Zero Emissions Grants	09/12/2019	Full Release	N/A	Yes
55	108-111	4	Email: Re: Reminder: Quarterly report	30/01/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
56	112-113	2	Email: RE: Greens & CZE Grant	25/02/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
57	114-122	9	Email: Agreement to project variation	16/03/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
58	123-126	4	Email: Re: CZE quarterly report due	11/05/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
59	127	1	Attachment to email at item 58: 191203-lowres-7632.jpg	17/03/2020	Full Release	N/A	Yes
60	Part 3 1	1	Attachment to email at item 58: 2XX interview.jpg	21/02/2020	Full Release	N/A	Yes
61	2	1	Email: RE: Carbon Diet vids not workshops	10/06/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
62	3-5	3	Email: RE: Suggested wording for Facebook post on Jo Clay's Carbon Diet	19/06/2020	Full Release	N/A	Yes
63	6-11	6	Email: Re: Acquittal via SmartyGrants	22/07/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes

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64	12	1	Acquittal budget	22/07/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
65	13-24	12	Invoices and receipts	22/07/2020	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy Schedule2, 2.2(a)(xi) Business Affairs	Yes
66	25	1	CZEG Round 3 – Processing Deeds of Grant	Undated	Full Release	Out of scope information relating to other grant recipients redacted	Yes
67	26	1	Audience Reach	Undated	Full Release	N/A	Yes
68	27	1	Data collected for The Carbon Diet	Undated	Full Release	N/A	Yes
69	28	1	Community Zero Emissions – Tracking of Milestones and Acquittals	Undated	Full Release	Out of scope information relating to other grant recipients redacted	Yes
70	29-42	14	CZEG Round 3 Applications and Scores <i>Duplicate and Out of scope information filtered out of spreadsheet</i>	Undated	Partial Release	Schedule 2, 2.2(a)(ii) Personal Privacy	Yes
Total No of Documents: 70							