



**ACT**  
Government  
Community Services

**Ref: CSD 17/4**

Mr Jackson Gothe-Snape  
Via email: [foi+request-2260-75d63130@righttoknow.org.au](mailto:foi+request-2260-75d63130@righttoknow.org.au)

Dear Mr Gothe-Snape

### **Freedom of Information Request**

I refer to your application under the *ACT Freedom of Information Act 1989* (the FOI Act), received by the Directorate on 19 September 2016, in which you sought access to the following information:

*"a copy of diaries of the Minister or Ministers in your portfolio for Monday 5 September to Friday 9 September 2016 (inclusive)"*

Under the FOI Act, section 22, I am an officer authorised to make a decision in respect of a request for information.

### **Decision**

I can advise that the Community Services Directorate does not have access to ministerial diaries. As there are no documents held by this Directorate which fall within the ambit of your request, therefore your request is considered to be a technical refusal under the Act.

### **Review rights**

If you are dissatisfied with this outcome you have a right to seek a review of this decision under section 59 of the Act. If you wish to seek a review you can write to:

Executive Director  
Strategy, Participation and Early Intervention  
Community Services Directorate  
GPO Box 158  
CANBERRA ACT 2601

You have 28 days from the day you receive this notification to seek a review of the decision or such other period as the Executive Director permits.

Under section 54 of the Act, if you are concerned about the processing of your request or related administrative matters, you may make a complaint to the

Ombudsman, who may conduct an independent investigation into your complaint.  
There is no fee for this, and the contact details are as follows:

The Ombudsman  
GPO Box 442  
CANBERRA ACT 2601

If you have any queries in relation to this matter (**CSD 17/4**), please contact  
Ms Jessica Gotovac, Senior Freedom of Information Officer on 6207 6547.

Yours sincerely

A handwritten signature in black ink, appearing to be 'KR' followed by a long horizontal flourish.

Kathy Ross  
Acting Senior Manager  
Organisational Governance  
30 September 2016