



Government
of South Australia

Minister for Child Protection

GPO Box 1838
Adelaide SA 5001
DX 838

Tel 08) 8303 2926

minister.sanderson@sa.gov.au
www.childprotection.sa.gov.au

19MCP/1260 – 19MCP/1259 – 19MCP/1258
7583286 – 7583277 - 7583266

Hon Kyam Maher MLC
Member of the Legislative Council
Parliament House
North Terrace
ADELAIDE SA 5000

Dear Mr Maher

On 12 September 2019, the Office of the Minister for Child Protection received your three applications made pursuant to the *Freedom of Information Act 1991* (the Act) for access to –

“Copies of any and all documents (including but not limited to hard copy or electronic briefings, minutes, reports, emails, letters, meeting agendas, diary entries and any other correspondence) between the Minister and/or Minister’s Office staff and the Premier and/or the Premier’s Office in regard to any FOI between 18 March 2018 and 12 September 2019.”

A search of documents held by the Office of the Minister for Child Protection was undertaken and 11 documents have been identified as falling within scope of your request.

I have determined to release all documents in full.

Please be aware that in accordance with the Department of the Premier and Cabinet Circular PC405, *Disclosure Logs for Non-Personal Information Released through Freedom of Information*, this agency is required to publish a log of all non-personal information released under the FOI Act.

There are no costs levied for the processing of your application.

If you have any questions regarding this determination, please do not hesitate to contact me by telephoning (08) 8303 2926.

If you are dissatisfied with this determination, you can seek an Internal Review by writing to the Hon. Rachel Sanderson MP, Minister for Child Protection as the Principal Officer. Your request should be sent within 30 days of receipt of this letter.

I have enclosed a copy of your rights to review and appeal this determination, which explains your review options.



Elizabeth Staniford
Accredited Freedom of Information Officer
Office Manager
Office of the Minister for Child Protection

11 / 10 / 2019

FREEDOM OF INFORMATION DOCUMENT SCHEDULE

OFFICE OF THE MINISTER FOR CHILD PROTECTION

OMCP REFERENCE NUMBER: 19MCP/1260 – 19MCP/1259 – 19MCP/1258
FOI REFERENCE NUMBER: 7583286 – 7583277 - 7583266

ITEM	DATE	TITLE	DETERMINATION	OTHER
1	5/12/2018	Email – From Elizabeth Staniford	Release in full	
2	5/12/2018	Email – From Terri Church	Release in full	
3	18/12/2018	Email – From Terri Church	Release in full	
4	17/7/2019	Email – From Elizabeth Staniford	Release in full	
5	17/7/2019	Email – From Elizabeth Staniford	Release in full	
6	17/7/2019	Email – From Elizabeth Staniford	Release in full	
7	5/6/2018	Email – From Brendan Clark	Release in full	
8	4/2/2019	Email – From Katrina Stokes	Release in full	
9	4/6/2019	Email – From Katrina Stokes	Release in full	
10	28/5/2018	Email – From James Stevens	Release in full	
11	28/5/2018	Email – From James Stevens	Release in full	

Staniford, Elizabeth (DCP)

Out of Scope

From: Staniford, Elizabeth (DCP) <Elizabeth.Staniford3@sa.gov.au>

Sent: Wednesday, 5 December 2018 5:13 PM

To: Bond, Fiona (PIRSA) <Fiona.Bond@sa.gov.au>; Wilson, Claire (DTF) <Claire.Wilson4@sa.gov.au>; Wiseman, Kara (AGD) <Kara.Wiseman@sa.gov.au>; Midwinter, Lucy (Education) <Lucy.Midwinter@sa.gov.au>; Fleming, Jennifer (DTI) <Jennifer.Fleming2@sa.gov.au>; Hockings, Amanda (DHS) <Amanda.Hockings2@sa.gov.au>; Bergamaschi, Franca (DIS) <Franca.Bergamaschi@sa.gov.au>; Klass, Margaret (Health) <Margaret.Klass@sa.gov.au>; Hickman, Grant (DEM) <Grant.Hickman@sa.gov.au>; Rosmini, Michelle (AGD) <Michelle.Rosmini@sa.gov.au>; Rosmini,

Michelle (AGD) <Michelle.Rosmini@sa.gov.au>; Phillips-Wilkinson, Jenna (DPTI) <Jenna.Phillips-Wilkinson@sa.gov.au>; Church, Terri (DPC) <Terri.Church@sa.gov.au>
Cc: Cathro, Vicky (DTF) <Vicky.Cathro@sa.gov.au>
Subject: RE: FOI - Indoor plants

Hi All

We do have plants and receive the invoices here so we will be disclosing them.

Regarding the 2017 period, we will note we are unable to disclose as this office does not hold any records for this time.

I am aware our department also received the same FOI.

Elizabeth Staniford

Office Manager

Office of the Minister for Child Protection

GPO Box 1838, Adelaide SA 5001

t (08) 8303 2592 e elizabeth.staniford3@sa.gov.au w www.childprotection.sa.gov.au

Out of Scope

Staniford, Elizabeth (DCP)

From: Church, Terri (DPC)
Sent: Wednesday, 5 December 2018 4:37 PM
To: Fleming, Jennifer (DTTI); Wilson, Claire (DTF); Wiseman, Kara (AGD); Midwinter, Lucy (Education); Hockings, Amanda (DHS); Bergamaschi, Franca (DIS); Klass, Margaret (Health); Hickman, Grant (DEM); Staniford, Elizabeth (DCP); Bond, Fiona (PIRSA); Rosmini, Michelle (AGD); Rosmini, Michelle (AGD); Phillips-Wilkinson, Jenna (DPTI)
Cc: Cathro, Vicky (DTF)
Subject: FOI - Indoor plants [DLM=For-Official-Use-Only]

I also get the invoices so I have 8 to declare and it also appears on my monthly transaction reports.

RE the period before Government, I will note that I do not hold those records so am unable to disclose.

Cheers

Terri Church
Senior Administration Adviser



**Office of the Premier
of South Australia**

Level 15, State Administration Centre, 200 Victoria Square Adelaide
E: terri.church@sa.gov.au | W: www.premier.sa.gov.au T: 8429 3173 M: 0418 805 007

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Out of Scope

Staniford, Elizabeth (DCP)

From: Church, Terri (DPC)
Sent: Tuesday, 18 December 2018 7:22 AM
To: Wilson, Claire (DTF); Bergamaschi, Franca (DIS); Klass, Margaret (Health); Rosmini, Michelle (AGD); Wiseman, Kara (AGD); Midwinter, Lucy (Education); Fleming, Jennifer (DTTI); Hockings, Amanda (DHS); Hickman, Grant (DEM); Staniford, Elizabeth (DCP); Bond, Fiona (PIRSA); Röss, Ken (DEW); Phillips-Wilkinson, Jenna (DPTI)
Subject: FOI [DLM=For-Official-Use-Only]

Hi All,

Sorry about the late response, I have been moving house!

Our office also received the FOI and I am liaising with the FOI Unit re narrowing the scope. Will let you know how I go.

Cheers,

Terri Church

Senior Administration Adviser



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Out of Scope

Staniford, Elizabeth (DCP)

From: Staniford, Elizabeth (DCP)
Sent: Wednesday, 17 July 2019 10:38 AM
To: Bergamaschi, Franca (DIS); Colegate, Rachael (DTF); Phillips-Wilkinson, Jenna (DPTI); Sargood, Jennifer (DTTI); Midwinter, Lucy (Education); Klass, Margaret (Health); Bond, Fiona (PIRSA); Church, Terri (DPC); Hickman, Grant (DEM); Hockings, Amanda (DHS); Downs, Julie (AGD); McInnes, Sally (DEW); Wilson, Claire (DTF); Wiseman, Kara (AGD); Mets, Joanne (DHS)
Subject: RE: FOI [DLM=For-Official-Use-Only]

Ours just came in 4 minutes ago

Elizabeth Staniford
Office Manager
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Out of Scope

5

Staniford, Elizabeth (DCP)

From: Staniford, Elizabeth (DCP)
Sent: Wednesday, 17 July 2019 12:36 PM
To: Sargood, Jennifer (DTTI); Colegate, Rachael (DTF); Phillips-Wilkinson, Jenna (DPTI); Midwinter, Lucy (Education); Klass, Margaret (Health); Bergamaschi, Franca (DIS); Bond, Fiona (PIRSA); Church, Terri (DPC); Hickman, Grant (DEM); Hockings, Amanda (DHS); Downs, Julie (AGD); McInnes, Sally (DEW); Wilson, Claire (DTF); Wiseman, Kara (AGD); Mets, Joanne (DHS)
Subject: RE: FOI

A second one has come through today regarding Georgina Downer. Did everyone else get this?

Elizabeth Staniford
Office Manager
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Out of Scope

6

Staniford, Elizabeth (DCP)

From: Staniford, Elizabeth (DCP)
Sent: Wednesday, 17 July 2019 3:39 PM
To: Klass, Margaret (Health); Phillips-Wilkinson, Jenna (DPTI); Colegate, Rachael (DTF); Sargood, Jennifer (DTTI); Midwinter, Lucy (Education); Bergamaschi, Franca (DIS); Bond, Fiona (PIRSA); Church, Terri (DPC); Hickman, Grant (DEM); Hockings, Amanda (DHS); Downs, Julie (AGD); McInnes, Sally (DEW); Wilson, Claire (DTF); Wiseman, Kara (AGD); Mets, Joanne (DHS)
Subject: RE: FOI

Yep us too. Very busy!

Elizabeth Staniford

Out of Scope

Diprose, Samuel (DCP)

From: Clark, Brendan (DCP)
Sent: Tuesday, 5 June 2018 9:15 AM
To: Kennedy, Scott (DPC)
Cc: Pratt, Penny (DCP)
Subject: Previous FOI Determination

Hi Scott (and Penny)

Our Office Manager found this link to a previous determination of the Ombudsman, which may relate to the current plethora of FOIs regarding staff names and details.

<http://www.ombudsman.sa.gov.au/wp-content/uploads/Minister-for-Transport-and-Infrastructure-1.pdf>

Hope that helps, Brendan

Brendan Clark

Ministerial Adviser

Office of the Minister for Child Protection

Level 12, 1 King William Street, Adelaide SA 5000

p 8303 2996 e brendan.clark@sa.gov.au w www.childprotection.sa.gov.au



Government of South Australia
Department of Social Services
Department of Child Protection

For all children and young people to grow up loved, safe, connected and empowered to reach their full potential

RESPECT TRUST COURAGE

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Please consider the environment before printing my email.

Diprose, Samuel (DCP)

From: Stokes, Katrina (DPC)
Sent: Monday, 4 February 2019 2:33 PM
To: Pratt, Penny (DCP)
Cc: Ballard, Mikala (DCP)
Subject: FW: FOIs by Rachel Sanderson

Good afternoon!

To chat about tomorrow at the staff meeting

Out of Scope

9

Diprose, Samuel (DCP)

From: Stokes, Katrina (DPC)
Sent: Tuesday, 4 June 2019 11:45 AM
To: Pratt, Penny (DCP)
Cc: Clark, Brendan (DCP)
Subject: FW: FOI applicaitons - Mr Casey Briggs
Attachments: F160-18-19.pdf; F161-18-19.pdf; F162-18-19.pdf

Out of Scope

10

Diprose, Samuel (DCP)

From: Stevens, James (DPC)
Sent: Monday, 28 May 2018 4:31 PM
To: Bailey, Cullen (DEWNR); Bauer, Cheryl (Education); Carney, Jodeen (AGD); Goddard, Garry (DIS); Hancock, Janette (DHS); Kelly, Dominic (DEM); Kompo-Harms, Scott (DTTI); Mallinson, Larissa (AGD); Nicholls, Jonathan (Health); Pratt, Penny (DCP); Price, Simon (PIRSA); Robertson, Julian (DTF); Taylor, Sarah (DPTI)
Cc: Lygoe, Georgia (DPC)
Subject: RE: Identical FOI receipt coordination

Sorry one amendment to the below which in reading again is slightly miss-worded. Each department still needs to provide their own responses to FOIs with their own processes. What we are centralising is getting any advise on what should and shouldn't be released so all of us are not asking for the same advice from the same agency multiple times. In this case, Georgia will get advice on what we should release by way of personal particulars of public servants etc and then she will pass that on to others that have a similar request so they can use to make their determinations.

James

James Stevens
Chief of Staff
Premier of South Australia



Office of the Premier
of South Australia

From: Stevens, James (DPC)
Sent: Monday, 28 May 2018 3:46 PM
To: Bailey, Cullen (DEWNR) <Cullen.Bailey@sa.gov.au>; Bauer, Cheryl (Education) <Cheryl.Bauer@sa.gov.au>; Carney, Jodeen (AGD) <Jodeen.Carney@sa.gov.au>; Goddard, Garry (DIS) <Garry.Goddard@sa.gov.au>; Hancock, Janette (DHS) <Janette.Hancock@sa.gov.au>; Kelly, Dominic (DEM) <Dominic.Kelly@sa.gov.au>; Kompo-Harms, Scott (DTTI) <Scott.Kompo-Harms@sa.gov.au>; Mallinson, Larissa (AGD) <Larissa.Mallinson@sa.gov.au>; Nicholls, Jonathan (Health) <Jonathan.Nicholls@sa.gov.au>; Pratt, Penny (DCP) <Penny.Pratt@sa.gov.au>; Price, Simon (PIRSA) <Simon.Price@sa.gov.au>; Robertson, Julian (DTF) <Julian.Robertson@sa.gov.au>; Taylor, Sarah (DPTI) <Sarah.Taylor@sa.gov.au>
Cc: Lygoe, Georgia (DPC) <Georgia.Lygoe@sa.gov.au>
Subject: Identical FOI receipt coordination

11

Dear Chiefs of Staff,

It appears that many if not all of our offices have received identical FOI requests from the Opposition for details on ministerial staff.

I am advised that in these cases, it makes sense for one agency (being DPC) to organise the response to all the individual requests.

Georgia Lygoe (copied) will coordinate these FOI responses. We are also ensuring we are properly advised on the scope of these requests as per what information can be legally provided on members of the Public Service.

Please feel free to forward this email to your departmental FOI officer so they are aware of this approach. I understand Georgia is likely to contact them directly too.

Kind regards,

James Stevens
Chief of Staff
Premier of South Australia



**Office of the Premier
of South Australia**

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FOI FACT SHEET

Your Rights to Review and Appeal

South Australian Freedom of Information Act 1991

Please read the information in this fact sheet before completing the attached application form
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INTERNAL REVIEW

If you are unhappy with a determination made by an agency (includes South Australian State Government Agency, Local Government Council or University) under the *Freedom of Information Act 1991* (FOI Act) in relation to:

- a freedom of information (FOI) application for access to a document, or
- an FOI application for amendment to your personal records

in most cases, you are entitled to apply for an Internal Review of that determination.

Request an Internal Review

An Internal Review must be lodged within 30 calendar days of you receiving advice of a determination that you are unhappy with.

Applications must be made in writing in accordance with Section 29 or Section 38 of the FOI Act or using the attached *FOI Application Form for Internal Review of a Determination* (Internal Review Form).

An Internal Review application must be made to the Principal Officer of the agency that made the determination you are seeking to have reviewed.

How much does an Internal Review cost?

There is an application fee of **\$36.75** that must be paid when you lodge your Internal Review application if your review request is for access to documents.

There is no application fee for an Internal Review of an FOI application for amendment to your personal records.

Agencies generally accept payment by cash, money order or cheque. If you would like to pay by credit card you will need to ask the agency if they are able to accept credit card payments.

If, as a result of an Internal Review an agency changes or reverses a determination so that access to a document is, or will be, given, the agency will refund the Internal Review application fee paid by the applicant, where applicable.

What if I have a concession card or can't afford to pay?

If you are the holder of a current concession card or if you can satisfy the agency that the payment of the application fee would cause financial hardship, the agency must waive or remit (reduce or refund) it.

If you are a concession cardholder you will need to provide evidence e.g. attach a copy of your concession card when you make the application. Alternatively you will need to give written reasons as to why the payment of a fee would cause you financial hardship.

How long does an Internal Review take?

You will be advised of the outcome of your Internal Review application within 14 calendar days of it being received by the agency.

If the agency does not deal with your Internal Review application within 14 calendar days (or you remain unhappy with the outcome of the Internal Review) you are entitled to an External Review

by the Ombudsman SA. Alternatively you may apply for a review by the South Australian Civil and Administrative Tribunal (SACAT). See the External Review section below.

When can't I apply for an Internal Review?

If the original application determination was made by the Principal Officer of an agency rather than another accredited FOI Officer within the agency, you cannot apply for an Internal Review. However, you can apply for an External Review by the Ombudsman SA or apply for a review by SACAT.

EXTERNAL REVIEW

After an Internal Review has been completed, or where you are unable to apply for an Internal Review, and you are unhappy with the determination, you have the right to apply for an External Review. All applications for External Review should be made to the Ombudsman SA.

How long will an External Review take and how much will it cost?

If you wish to make an application for an External Review you must do so within 30 calendar days after being notified of the determination. However, the Ombudsman SA can extend this time limit at their discretion. There is no fee or charge for External Reviews undertaken by the Ombudsman.

Contact Details:
Ombudsman SA Phone: 8226 8699 Toll Free: 1800 182 150 (within SA) Email: ombudsman@ombudsman.sa.gov.au

REVIEW BY SACAT

You have a right to apply for a review by SACAT if you are unhappy with:

- a determination not subject to Internal Review
- an Internal Review determination, or
- the outcome of a review by the Ombudsman SA.

You must exercise your right of review with SACAT within 30 calendar days after being advised of the above types of determinations or the results of a review.

Any costs will be determined by SACAT, where applicable.

For more information contact SACAT.

Contact Details:
South Australian Civil and Administrative Tribunal (SACAT) Phone: 1800 723 767 Email: sacat@sacat.sa.gov.au

FOI APPLICATION FORM

For Internal Review of a Determination

Under sections 29 & 38 of the South Australian *Freedom of Information Act 1991*

Please read the attached '*FOI Fact Sheet – Your Rights to Review and Appeal*'
before completing and lodging your Internal Review application

To the Principal Officer	
Name of the Agency:	
Details of Applicant	
Surname:	
Given Names:	
Australian Postal Address:	
Suburb:	Post Code:
Emails (<i>Optional</i>):	
Contact phone numbers:	
FOI Application Reference Number (<i>if known</i>):	
Details of Internal Review	
<p>I am not satisfied with a determination made by your agency and, therefore, seek a review because:</p> <p><i>(Please place a tick in the appropriate box)</i></p> <ul style="list-style-type: none"><input type="checkbox"/> I have been refused access to a document<input type="checkbox"/> I have been refused access to part of a document<input type="checkbox"/> I have been refused a request to amend a personal document<input type="checkbox"/> I have been given access to a document but access has been deferred<input type="checkbox"/> I am a third party specified in the documents but have not been consulted about giving access to another person<input type="checkbox"/> I have been consulted but disagree with the determination to release the documents	

Comments

Include any additional comments you wish to be considered in the review of the determination (*attach additional pages if necessary*).

Fees and Charges

An application fee of **\$36.75** must be submitted with the Internal Review application form, unless you are seeking to have the application fee waived. If you are seeking to have the application fee waived, please attach evidence supporting why it should be waived, e.g. attach a copy of your concession card or other evidence as proof of financial hardship.

An application fee is not required for an Internal Review of an FOI Amendment Application.

In the following section please tick as appropriate

- | | | | |
|--|---------------------------------|-------------------------------|--------------------------------------|
| Is the application fee attached? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Application Fee is in the form of
<i>(Do not send cash through the mail)</i> | <input type="checkbox"/> Cheque | <input type="checkbox"/> Cash | <input type="checkbox"/> Money Order |
| Do you require a fee waiver? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| Is evidence of the need to
waive fees attached?
<i>(e.g. a copy of your concession card)</i> | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |

If you wish to pay your application fee via credit card you will need to ask the agency you are applying to if they accept credit card payments.

If no application fee is attached and you do not qualify for fee waiver, the agency cannot process your application until the fee has been paid.

If the agency varies or reverses a determination so that access to a document is, or will be, given the agency will refund any Internal Review fees paid by the applicant.

Applicant's Signature:

Date / / 20.....

OFFICE USE ONLY

Received on / / 20.....

Acknowledgment sent on / / 20.....