



**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

MCP2019-F000627
7694803

Ms Clare Scriven MLC
Member of the Legislative Council
Parliament House
North Terrace
ADELAIDE SA 5000

Email: scriven.office@parliament.sa.gov.au

Dear Ms Scriven

On 21 November 2019, the Office of the Minister for Child Protection received your application made pursuant to the *Freedom of Information Act 1991* (the Act) for access to –

“All files, reports, document, invoices, briefings and emails detailing the cost of indoor plants in the Office of the Minister – Hon Rachel Sanderson for the period January 1, 2019 to 21 November, 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 of the Minister for Child Protection

19 / 12 / 2019


FREEDOM OF INFORMATION DOCUMENT SCHEDULE

OFFICE OF THE MINISTER FOR CHILD PROTECTION

MCP2019-F000627
7694803

ITEM	DATE	TITLE	DETERMINATION	OTHER
1	1/1/19	Invoice – January 2019	Release in Full	
2	1/2/19	Invoice – February 2019	Release in Full	
3	1/3/19	Invoice – March 2019	Release in Full	
4	1/4/19	Invoice – April 2019	Release in Full	
5	1/5/19	Invoice – May 2019	Release in Full	
6	1/6/19	Invoice – June 2019	Release in Full	
7	1/7/19	Invoice – July 2019	Release in Full	
8	1/8/19	Invoice – August 2019	Release in Full	
9	1/9/19	Invoice – September 2019	Release in Full	
10	1/10/19	Invoice – October 2019	Release in Full	
11	1/11/19	Invoice – November 2019	Release in Full	

TAX INVOICE


 post PO Box 153, Collinswood SA 5081
 phone (08) 8367 6333
 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 Jan 2019
 Invoice Number INV-5161
 Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance January L12 / 1 King William Street	1	123,60	123,60
		Total ex	112,36
		GST	11,24
		Invoice Total	123,60
		Payments	0,00
Due Date: 31 January 2019		Invoice Payable	123,60



Payment
Options



Bank Transfer

ANZ Bank | BSB: 015-300 | Acc: 109319103

Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au
 Bliier ID: 99630 | Reference: INV-5161

TAX INVOICE



post PO Box 153, Collinswood SA 5081
 phone (08) 8367 6333
 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 Feb 2019
 Invoice Number INV-5919
 Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description

Plant Hire & Maintenance February
 112 / 1 King William Street

Qty	Unit Price	Total
1	123.60	123.60

Total ex 112.36

GST 11.24

Invoice Total 123.60

Payments 0.00

Due Date: 03 March 2019 Invoice Payable 123.60



Payment Options

Bank Transfer

ANZ Bank | BSB: 015-300 | Acc: 109319103

Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au

Bill ID: 99630 | Reference: INV-5919

TAX INVOICE



post PO Box 153, Collinswood SA 5081
 phone (08) 8367 6333
 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

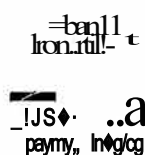
Customer# DFC0418
 Invoice Date 01 Mar 2019
 Invoice Number INV-6590
 Reference#

Blii To Office of the Minister for Child Proteciton
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance March	1	123.60	123.60
112 / 1 King William Street			
		Total ex	112.36
		GST	11.24
		Invoice Total	123.60
		Payments	0.00
	Due Date: 31 March 2019	Invoice Payable	123.60



Payment
Options



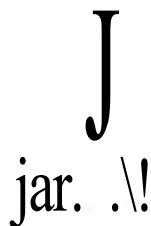
Bank Transfer

ANZ8ank | BSB:015-300 | Ace: 109319103

Credit Card

Pay my Invoice llnk www.jarrettindoorplants.com.au
 Biller ID: 99630 | Reference: INV-6590

TAX INVOICE



post PO Box 153, Collinswood SA 5081
 phone (08) 8367 6333
 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 Apr 2019
 Invoice Number INV-7335
 Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance April	1	123.60	123.60
L12 / 1 King William Street			
		Total ex	112.36
		GST	11.24
		Invoice Total	123.60
		Payments	0.00
	Due Date: 01 May 2019	Invoice Payable	123.60



Payment Options

Bank Transfer

ANZ Bank | 85B: 015-300 | Ace: 109319103

Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au

Bill ID: 99630 | Reference: INV-7335

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post PO Box 153, Collinswood SA 5081
 phone (08) 8367 6333
 email accounts@jarrettIndoorPlants.com.au
 web www.jarrettIndoorPlants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 May 2019
 Invoice Number INV-7861
 Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance May	1	126.44	126.44

L12 / 1 King William Street

Annual Price Adjustment

Total ex 114.95

GST 11.49

Invoice Total 126.44

Payments 0.00

Due Date: 31 May 2019 Invoice Payable 126.44



Payment
Options

Bank Transfer

ANZ Bank

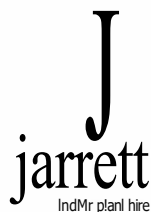
BSB: 015-300 I Ace: 109319103

Credit Card

Pay my Invoice link

www.jarrettIndoorplants.com.au
 Bliier ID: 99630 | Reference: INV-7861

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 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
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Customer# DFC0418
Invoice Date 01 Jun 2019
Invoice Number INV-8607
Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
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Description	Qty	Unit Price	Total
Plant Hire & Maintenance June	1	126,44	126.44

112 / 1 King William Street

Total ex 114.95

GST 11.49

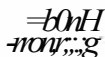
Invoice Total 126.44

Payments 0,00

Due Date: 01 July 2019 **Invoice Payable** 126.44



Payment Options



Bank Transfer

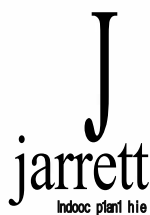
ANZ Bank | BSB: 015-300 | Acc: 109319103



Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au
 Bliier ID: 99630 | Reference: INV 8607

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Customer# DFC0418
 Invoice Date 01 Jul 2019
 Invoice Number INV-9365
 Reference#

Bill To

Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance July	1	126.44	126.44
L12 / 1 King William Street			
		Total ex	114.95
		GST	11.49
		Invoice Total	126.44
		Payments	0.00
	Due Date: 31 July 2019	Invoice Payable	126.44



Payment Options

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Bank Transfer

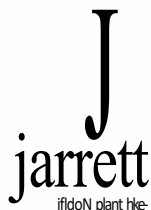
ANZ Bank | BSB: 015-300 | Acc: 109319103

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Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au
 Bliier ID: 99630 | Reference: INV-9365

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 phone (08) 8367 6333
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 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
Invoice Date 01 Aug 2019
Invoice Number INV-10139
Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance August	1	126.44	126.44

112 / 1 King William Street

Total ex 114.95

GST 11.49

Invoice Total 126.44

Payments 0.00

Due Date: 31 August 2019 **Invoice Payable** 126.44



Payment
Options

Bank Transfer

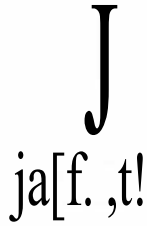
ANZ Bank | BSB: 015-300 | Acc: 1093 19103

Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au

Biller ID: 99630 | Reference: INV-10139

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 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 Sep 2019
 Invoice Number INV-10844
 Reference#

BillTo

Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance September	1	126.44	126.44

L12 / 1 King William Street

Total ex 114.95

GST 11.49

Invoice Total 126.44

Payments 0.00

Due Date: 01 October 2019 Invoice Payable 126.44



Payment Options

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Bank Transfer

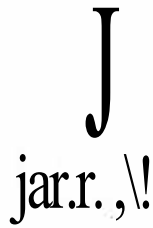
ANZ Bank | BSB: 015-300 | Acc: 109319103

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Credit Card

Pay my invoice link www.jarrettindoorplants.com.au
 Biller ID: 99630 | Reference: INV-10844

TAX INVOICE



post PO Box 153, Collinswood SA 5081
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 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

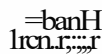
Customer# DFC0418
Invoice Date 01 Oct 2019
Invoice Number INV-12086
Reference#

Bill To Office of the Minister for Child Protection
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance October	1	126.44	126.44
112 / 1 King William Street			
		Total ex	114.95
		GST	11.49
		Invoice Total	126.44
		Payments	0.00
Due Date: 31 October 2019		Invoice Payable	126.44



Payment
Options



Bank Transfer

ANZ Bank | BSB: 015-300 | Acc: 109319103



Credit Card

Pay my Invoice link www.JarrettIndoorplants.com.au
 Bliier ID: 99630 | Reference: INV-12086

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 email accounts@jarrettindoorplants.com.au
 web www.jarrettindoorplants.com.au
 abn 28 086 225 649

Customer# DFC0418
 Invoice Date 01 Nov 2019
 Invoice Number INV-12874
 Reference#

Blii To Office of the Minister for Child Proteciton
 GPO Box 1838
 ADELAIDE SA 5000

Description	Qty	Unit Price	Total
Plant Hire & Maintenance November	1	126.44	126.44
112 / 1 King William Street			
		Total ex	114.95
		GST	11.49
		Invoice Total	126.44
		Payments	0.00
Due Date: 01 December 2019		Invoice Payable	126,44



Payment
Options



Bank Transfer

ANZ Bank I BSB: 015-300 I Ace: 1093 19103

Credit Card

Pay my Invoice link www.jarrettindoorplants.com.au
 Bliier ID: 99630 I Reference: INV-12B74

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.....