

From: Graeme J Healey
Sent: Wednesday, 3 October 2018 12:14 PM
To: Executive Leadership Team; Anita Hansen; Katherine A Mackenzie; Natalie Gauld; Mary Weaver; Thomas A Hilston; Katey S Elenitsas; Media; GMs_All TMR; Lloyd J Carter; Jeffrey D Sparks; Shelley M Schmaling; SLT Executive Coordinators; TMR DLO; Miguel Holland; Translink Media; Informationrequests; Arnika Z Sencariuc; Jodie M Lewis-Chapman; Jude A Wallace; Peter Y Brown; Leah Rogash; Brigid E Murray; Graeme J Healey; Helen Adcock; Louise Vasta; Danielle A Wills; DDG.PPI
Cc: tam.vanalphen@ministerial.qld.gov.au; MinisterBaileyMedia@ministerial.qld.gov.au; Steven.Patch@ministerial.qld.gov.au; ReportingandSystemsSupport; finn.mccarthy@ministerial.qld.gov.au; Karla H South; richard.cleal@ministerial.qld.gov.au
Subject: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)
Categories: DMS

A new application under the provisions of the *Right to Information Act 2009* has been received by the department from Seven Network - Alison Sandy. The application requests access to:

"The 12 most recent New Generation Rollingstock Monthly reports.

Date range for request: 01/10/2017 - 01/10/2018."

Considering the scope of this application, if you believe any of the areas under your responsibility may hold documents, could you please let me know as soon as possible. This is to ensure that all responsive documents are identified.

In view of the type of information requested, I take this opportunity to advise you of the application. Before any documents are released to the applicant they will be made available for inspection to all interested internal parties. Should you wish to view the documents please advise me accordingly by e-mail.

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Kind regards,

Graeme Healey
Director | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 7102
graeme.j.healey@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Graeme J Healey
Sent: Wednesday, 3 October 2018 12:20 PM
To: Simon G Cook
Cc: Helen Adcock
Subject: RE: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Categories: DMS

Thanks Simon, yes you will be the single source point. When Helen is back tomorrow I will get her to give you a call to discuss if we are better doing a document search request first up, rather than time estimate.

Will let you two decide.

Graeme

Graeme Healey
Director | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | [61 Mary Street](#) | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 7102
Graeme.j.healey@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Simon G Cook
Sent: Wednesday, 3 October 2018 12:17 PM
To: Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>
Subject: Re: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Yes that's mine.

Easy to source, will need some time to work on redactions etc
DG and others will have copies of it but you can just deal with me on it

Simon

On 3 Oct 2018, at 12:13, Graeme J Healey <graeme.j.healey@tmr.qld.gov.au> wrote:

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Kind regards,

Graeme Healey

Director | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

07 3066 7102

graeme.j.healey@tmr.qld.gov.au

www.tmr.qld.gov.au

Released under RTI Act - TMR

From: Graeme J Healey
Sent: Wednesday, 3 October 2018 2:15 PM
To: Leith P Knight; contactRTI
Cc: Simon G Cook
Subject: RE: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Categories: DMS

Hi Leith, I was emailing with Simon this morning and will get Helen to give you a call tomorrow.

Kind regards,

Graeme Healey
Director | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

[Floor 8 | 61 Mary Street | Brisbane Qld 4000](#)
[GPO Box 1549 | Brisbane Qld 4001](#)
[\(07\) 3066 7102](#)
Graeme.j.healey@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Leith P Knight
Sent: Wednesday, 3 October 2018 2:14 PM
To: contactRTI <contactrti@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: FW: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Hey guys, I'll be the contact for this one on the NGR side

Are there any further deets on due dates etc?

cheers

Leith Knight
Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

[Floor 14 | 295 Ann Street | Brisbane Qld 4000](#)
[t 07 3066 2738](#)
[e leith.knight@translink.com.au](mailto:leith.knight@translink.com.au)
[w www.tmr.qld.gov.au/ngr](http://www.tmr.qld.gov.au/ngr)

 Please consider the environment before printing this email.

**Celebrating the launch of
New Generation Rollingstock services**
For more info go to tmr.qld.gov.au/ngr



From: Debra A Nixon **On Behalf Of** Amanda Yeates
Sent: Wednesday, 3 October 2018 1:40 PM
To: DocTrak.NGR <docTrak.NGR@tmr.qld.gov.au>
Cc: Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>
Subject: FW: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

For your attention

Regards

Debra Nixon

A/Principal Advisor to the Office of the Deputy Director-General
Infrastructure Management and Delivery Division
Department of Transport and Main Roads

Floor 21 | Brisbane City - 313 Adelaide Street | Brisbane City Qld 4000
GPO Box 1549 | Brisbane City Qld 4000
(07) 30665477 | M: NR
debra.a.nixon@tmr.qld.gov.au
www.tmr.qld.gov.au



From: Graeme J Healey
Sent: Wednesday, 3 October 2018 12:14 PM
To: Executive Leadership Team <Executive_Leadership_Team@tmr.qld.gov.au>; Anita Hansen <Anita.Z.Hansen@tmr.qld.gov.au>; Katherine A Mackenzie <Katherine.A.Mackenzie@tmr.qld.gov.au>; Natalie Gauld <Natalie.Z.Gauld@tmr.qld.gov.au>; Mary Weaver <Mary.z.Weaver@tmr.qld.gov.au>; Thomas A Hilston <Thomas.A.Hilston@tmr.qld.gov.au>; Katey S Elenitsas <Katey.S.Elenitsas@tmr.qld.gov.au>; Media <media@tmr.qld.gov.au>; GMs_All TMR <GMs_All_TMR@tmr.qld.gov.au>; Lloyd J Carter <Lloyd.J.Carter@tmr.qld.gov.au>; Jeffrey D Sparks <jeff.d.sparks@tmr.qld.gov.au>; Shelley M Schmalting <shelley.m.schmalting@tmr.qld.gov.au>; SLT Executive Coordinators <SLTExecutiveCoordinators@tmr.qld.gov.au>; TMR DLO <TMR_DLO@tmr.qld.gov.au>; Miguel Holland <Miguel.Holland@translink.com.au>; Translink Media <Translink.Media@translink.com.au>; Informationrequests <informationrequests@translink.com.au>; Arnika Z Sencariuc <Arnika.Z.Sencariuc@tmr.qld.gov.au>; Jodie M Lewis-Chapman <Jodie.M.Lewis-Chapman@tmr.qld.gov.au>; Jude A Wallace <jude.a.wallace@tmr.qld.gov.au>; Peter Y Brown <Peter.Y.Brown@tmr.qld.gov.au>; Leah Rogash <Leah.M.ROGASH@tmr.qld.gov.au>; Brigid E Murray <Brigid.Murray@translink.com.au>; Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>; Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>; Louise Vasta <Louise.Z.Vasta@tmr.qld.gov.au>; Danielle A Wills <Danielle.A.Wills@tmr.qld.gov.au>; DDG.PPI <DDG.PPI@tmr.qld.gov.au>
Cc: tam.vanalphen@ministerial.qld.gov.au; MinisterBaileyMedia@ministerial.qld.gov.au; Steven.Patch@ministerial.qld.gov.au; ReportingandSystemsSupport@tmr.qld.gov.au; finn.mccarthy@ministerial.qld.gov.au; Karla.H.South@translink.com.au; richard.cleal@ministerial.qld.gov.au
Subject: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

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Kind regards,

Graeme Healey

Director | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

07 3066 7102

graeme.j.healey@tmr.qld.gov.au

www.tmr.qld.gov.au

Released under RTI Act/TMR

From: Leith P Knight
Sent: Wednesday, 3 October 2018 2:23 PM
To: Graeme J Healey
Cc: Danielle A Wills; Helen Adcock
Subject: RE: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Categories: DMS

Yes please – thanks mate

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

 Please consider the environment before printing this email.

**Celebrating the launch of
New Generation Rollingstock services**
For more info go to tmr.qld.gov.au/ngr



From: Graeme J Healey

Sent: Wednesday, 3 October 2018 2:23 PM

To: Leith P Knight <Leith.Knight@translink.com.au>

Cc: Danielle A Wills <danielle.a.wills@tmr.qld.gov.au>; Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Subject: RE: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Also Leith, Karla advised me this morning that she has gone back. Should I be adding you back as out liaison officer?

Thanks

Graeme

Graeme Healey

Director | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 7102

Graeme.j.healey@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight
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To: contactRTI <contactrti@tmr.qld.gov.au>
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Leith Knight
Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

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Sent: Wednesday, 3 October 2018 1:40 PM
To: DocTrak.NGR <docTrak.NGR@tmr.qld.gov.au>
Cc: Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>
Subject: FW: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

For your attention

Regards

Debra Nixon

A/Principal Advisor to the Office of the Deputy Director-General

Infrastructure Management and Delivery Division

Department of Transport and Main Roads

Floor 21 | Brisbane City - 313 Adelaide Street | Brisbane City Qld 4000

GPO Box 1549 | Brisbane City Qld 4000

(07) 30665477 | M:

debra.a.nixon@tmr.qld.gov.au

www.tmr.qld.gov.au

**Develop your SIXTH SENSE
and stay in control.**



From: Graeme J Healey

Sent: Wednesday, 3 October 2018 12:14 PM

To: Executive Leadership Team <Executive_Leadership_Team@tmr.qld.gov.au>; Anita Hansen <Anita.Z.Hansen@tmr.qld.gov.au>; Katherine A Mackenzie <Katherine.A.Mackenzie@tmr.qld.gov.au>; Natalie Gauld <Natalie.Z.Gauld@tmr.qld.gov.au>; Mary Weaver <Mary.z.Weaver@tmr.qld.gov.au>; Thomas A Hilston <Thomas.A.Hilston@tmr.qld.gov.au>; Katey S Elenitsas <Katey.S.Elenitsas@tmr.qld.gov.au>; Media <media@tmr.qld.gov.au>; GMs_All TMR <GMs_All_TMR@tmr.qld.gov.au>; Lloyd J Carter <Lloyd.J.Carter@tmr.qld.gov.au>; Jeffrey D Sparks <jeff.d.sparks@tmr.qld.gov.au>; Shelley M Schmaling <shelley.m.schmaling@tmr.qld.gov.au>; SLT Executive Coordinators <SLTExecutiveCoordinators@tmr.qld.gov.au>; TMR DLO <TMR_DLO@tmr.qld.gov.au>; Miguel Holland <Miguel.Holland@translink.com.au>; Translink Media <Translink.Media@translink.com.au>; Informationrequests <informationrequests@translink.com.au>; Arnika Z Sencariuc <Arnika.Z.Sencariuc@tmr.qld.gov.au>; Jodie M Lewis-Chapman <Jodie.M.Lewis-Chapman@tmr.qld.gov.au>; Jude A Wallace <jude.a.wallace@tmr.qld.gov.au>; Peter Y Brown <Peter.Y.Brown@tmr.qld.gov.au>; Leah Rogash <Leah.M.ROGASH@tmr.qld.gov.au>; Brigid E Murray <Brigid.Murray@translink.com.au>; Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>; Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>; Louise Vasta <Louise.Z.Vasta@tmr.qld.gov.au>; Danielle A Wills <Danielle.A.Wills@tmr.qld.gov.au>; DDG.PPI <DDG.PPI@tmr.qld.gov.au>
Cc: tam.vanalphen@ministerial.qld.gov.au; MinisterBaileyMedia@ministerial.qld.gov.au; Steven.Patch@ministerial.qld.gov.au; ReportingandSystemsSupport <ReportingandSystemsSupport@tmr.qld.gov.au>; finn.mccarthy@ministerial.qld.gov.au; Karla H South <Karla.South@translink.com.au>; richard.cleal@ministerial.qld.gov.au
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Kind regards,

Graeme Healey

Director | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Released under RTI Act - TMR

From: Helen Adcock
Sent: Thursday, 4 October 2018 10:33 AM
To: Leith P Knight
Cc: Simon G Cook
Subject: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018
Attachments: 135-06059 Time Estimate Request - New Generation Rollingstock.docx

Categories: DMS

Right to Information - Time Estimate Request

Good morning Leith

As discussed earlier, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to documents held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

As the nominated Liaison Officer for your division/region, please conduct initial searches (or identify the most appropriate officer to conduct the initial searches) to estimate the approximate time that would be required for your division/region to search, retrieve and provide (at a later date) any documents relevant to the application to the RTI team. **Please ensure that you send this email, including all attachments to any searching officer/s for their reference.**

Please conduct initial searches and complete all sections of the form including:

- detail the types of documents and approximate number of documents held *;
- estimated times required to provide the documents at a later date;
- any concerns about the possible disclosure of the documents;
- an approximate number of third parties (who would likely be concerned about the possible disclosure of the documents).

***PLEASE NOTE you are NOT required to provide any documents at this time.**

Where the initial searches reveal that your division/region will require **less** than five hours to search, retrieve and provide the relevant documents at a later date, please contact me as soon as possible. I will provide you with a Document Retrieval Request form to complete instead.

When is the form due back and where do you send it?

Return the completed and signed form to the RTI team by email contactrti@tmr.qld.gov.au within three business days (on or before 8/10/2018).

Who do you contact if you have any questions about completing the form?

If you have any questions about completing the Time Estimate Request form or you require further time please contact me on 3066 0709 as soon as possible.

Other information

If you consider that another area of the department may hold relevant documents, please advise me as soon as possible. (Please do not refer the application to another division/region of the department.)

Please DO NOT undertake any direct contact with the applicant unless you have discussed this with me or the RTI team as doing so may be a breach of the Code of Conduct and/or the *Information Privacy Act 2009*.

Further information about what a Right to Information application is, what happens next and where to find further information about RTI can be found on the attachment (*What is a Right to information application?*) or on our [intranet pages](#).

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709 or contactrti@tmr.qld.gov.au.

"The RTI , Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au
www.tmr.qld.gov.au

Released under RTI Act - TMR

Time Estimate Request

Right to Information Act 2009

Right to information, Information Privacy and Complaints Management
Department of Transport and Main Roads



RTI application number	Reply due:	Enquiries:
135/06059	8/10/2018	Helen Adcock 07 3066 0709

Scope of the application	RTI applicant: Seven Network - Alison Sandy
The 12 most recent New Generation Rollingstock Monthly reports. Date range for request: 01/10/2017 - 01/10/2018.	

Liaison officer details
Name: Leith Knight, Position: Senior Advisor (Communications and Stakeholder Engagement) Unit: New Generation Rollingstock Branch: New Generation Rollingstock Division/region: Infrastructure Management and Delivery Division

Time estimate request **Note you are not required to provide any documents at this time.*

Please conduct initial searches and complete all sections of the form including:

- detail the types and an approximate number of documents held;
- an estimate of time required to provide the documents at a later date;
- any concerns about the possible release of the documents;
- an approximate number of third parties (who would be likely to be concerned about the possible release of the documents).

The department is obligated to comply with this legislation and the RTI, Privacy and Complaints Management team (RTI team) processes applications for access to documents held by the department on behalf of all divisions and regions of the department. For this reason, the RTI team asks that all efforts are made to identify and provide detailed time estimates within the timeframes indicated.

Please return the completed and signed form to contactrti@tmr.qld.gov.au by 8/10/2018.

Details of the types of documents held by your division/region (for example, emails, file notes, reports, briefing notes, photographs, audio recording etc)	Your best estimate of the number of each type of document held	Estimated times to search, retrieve, consult, copy and provide the relevant documents at a later date (for example, keyword searches, reviewing database, reviewing emails/files notes/reports, consultation/discussion with relevant officers, creating pdf documents to email, copying to disc and so on)
<i>example - emails</i>	<i>approx. 200 pages</i>	<i>4 hours</i>

Detail any concerns about the possible release of the documents
 (for example, the documents may contain personal information of third parties, legal advice, commercially sensitive information such as unit rates/trade secrets, information subject to copyright laws, prepared for Cabinet or to brief a Minister etc)

The approximate number of third parties (who would be likely to be concerned about the possible release of the documents)

Please ensure that you have completed all sections of this form and the form is signed by both searching and certifying officers.

Searching officer's contact details
 (details of the officer who prepared/collated the estimates)

Name and signature _____

Date and contact number _____

Certifying officer's declaration and contact details
 (the certifying officer is the senior officer within the relevant division/region who has responsibility for the relevant documents and an understanding of the search and retrieval processes to be undertaken)

I hereby certify that the information recorded on this form is accurate based on the activities conducted and my knowledge of the documents held by this division/region:

Name and signature _____

Date and contact number _____

From: Graeme J Healey
Sent: Thursday, 4 October 2018 4:16 PM
To: Helen Adcock
Subject: FW: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Categories: DMS

FYI

Kind regards,

Graeme Healey
Director | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 7102
Graeme.j.healey@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Jeffrey D Sparks
Sent: Thursday, 4 October 2018 9:17 AM
To: Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>
Cc: Lorraine M Murphy <lorraine.m.murphy@tmr.qld.gov.au>; LTS.Correspondence <LTS.Correspondence@tmr.qld.gov.au>
Subject: RE: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

Hi Graeme,

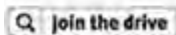
LTS and MSQ branches have no documents relevant to this application.

Kind regards,

Jeff Sparks
Manager | Business Services
Land Transport Safety | Customer Services, Safety and Regulation Division | Department of Transport and Main Roads

(07) 3066 2209

Let's drive the road toll down to zero.



From: Graeme J Healey
Sent: Wednesday, 3 October 2018 12:14 PM
To: Executive Leadership Team <Executive_Leadership_Team@tmr.qld.gov.au>; Anita Hansen <Anita.Z.Hansen@tmr.qld.gov.au>; Katherine A Mackenzie <Katherine.A.Mackenzie@tmr.qld.gov.au>; Natalie Gauld <Natalie.Z.Gauld@tmr.qld.gov.au>; Mary Weaver <Mary.z.Weaver@tmr.qld.gov.au>; Thomas A Hilston <Thomas.A.Hilston@tmr.qld.gov.au>; Katey S Elenitsas <Katey.S.Elenitsas@tmr.qld.gov.au>; Media <media@tmr.qld.gov.au>; GMs_All TMR <GMs_All_TMR@tmr.qld.gov.au>; Lloyd J Carter <Lloyd.J.Carter@tmr.qld.gov.au>; Jeffrey D Sparks <jeff.d.sparks@tmr.qld.gov.au>; Shelley M Schmaling <shelley.m.schmaling@tmr.qld.gov.au>; SLT Executive Coordinators <SLTExecutiveCoordinators@tmr.qld.gov.au>;

TMR DLO <TMR_DLO@tmr.qld.gov.au>; Miguel Holland <Miguel.Holland@translink.com.au>; Translink Media <Translink.Media@translink.com.au>; Informationrequests <informationrequests@translink.com.au>; Arnika Z Sencariuc <Arnika.Z.Sencariuc@tmr.qld.gov.au>; Jodie M Lewis-Chapman <Jodie.M.Lewis-Chapman@tmr.qld.gov.au>; Jude A Wallace <jude.a.wallace@tmr.qld.gov.au>; Peter Y Brown <Peter.Y.Brown@tmr.qld.gov.au>; Leah Rogash <Leah.M.ROGASH@tmr.qld.gov.au>; Brigid E Murray <Brigid.Murray@translink.com.au>; Graeme J Healey <graeme.j.healey@tmr.qld.gov.au>; Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>; Louise Vasta <Louise.Z.Vasta@tmr.qld.gov.au>; Danielle A Wills <Danielle.A.Wills@tmr.qld.gov.au>; DDG.PPI <DDG.PPI@tmr.qld.gov.au>

Cc: tam.vanalphen@ministerial.qld.gov.au; MinisterBaileyMedia@ministerial.qld.gov.au;

Steven.Patch@ministerial.qld.gov.au; ReportingandSystemsSupport

<ReportingandSystemsSupport@tmr.qld.gov.au>; finn.mccarthy@ministerial.qld.gov.au; Karla H South

<Karla.South@translink.com.au>; richard.cleal@ministerial.qld.gov.au

Subject: FYI ONLY - New RTI Application by Seven Network - Alison Sandy - New Generation Rollingstock Monthly reports (135/06059)

A new application under the provisions of the *Right to Information Act 2009* has been received by the department from Seven Network - Alison Sandy. The application requests access to:

"The 12 most recent New Generation Rollingstock Monthly reports.

Date range for request: 01/10/2017 - 01/10/2018."

Considering the scope of this application, if you believe any of the areas under your responsibility may hold documents, could you please let me know as soon as possible. This is to ensure that all responsive documents are identified.

In view of the type of information requested, I take this opportunity to advise you of the application. Before any documents are released to the applicant they will be made available for inspection to all interested internal parties. Should you wish to view the documents please advise me accordingly by e-mail.

This notice is issued in line with the departmental Executive Consultation Policy and is submitted for your information only. **This is not a request for information.** If required, a separate request for the relevant information will be sent to the relevant areas.

Please note the responsibilities of Divisions contained in the Executive Consultation Policy. In order for the Director-General and the Minister to be prepared to answer questions from media organisations or political parties, responsible divisions/branches should be prepared to provide the Director-General and/or Minister's Office with advice about the released material and its particular sensitivity or significance.

Kind regards,

Graeme Healey

Director | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

07 3066 7102

graeme.j.healey@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Simon G Cook
Sent: Thursday, 11 October 2018 6:42 PM
To: Helen Adcock; Leith P Knight
Cc: Sylvie M Partier; Nathan Angus
Subject: RE: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Categories: DMS

Hi Helen,

It may look like a lot for 12 documents but I think this is a realistic timeframe. This is based on:

- Leith's work on preparation
- My initial review
- Briefing legal advisors
- Legal review and advice, on a line by line basis
- Consideration of consultation with third parties, and risks entailed with that
- Debrief with legal
- Briefing with you or your team

My initial review of one document has demonstrated that significant portions of the report are commercially sensitive due to impact on potential future litigation and live claims with a supplier.

Other parts of the report are related to pending CBRC decision.

The estimate is based on the last RTI that we worked on. We used more than double our estimate last time, with multiple revisits of the same paragraph, demonstrating reasons for decisions made to redact, involving 3 team members as well as specialist legal support.

If you consider we are going too far, I will be happy to pull back the legal input, but on the last RTI then most of my initial redactions were challenged by the decision maker and we had to redo the whole thing with legal advice. This was less efficient and I'd prefer to go straight to the end point.

I understand the situation and the importance of transparency here, so we will document time spent on this in case it is challenged in the future.

Please note that I will be on leave from Wednesday next week. Nathan Angus is A/GM NGR and Leith remains primary contact.

Thanks

Simon

Simon Cook

General Manager | **New Generation Rollingstock**

Infrastructure Management & Delivery | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 7073

m NR

e simon.cook@translink.com.au

w www.tmr.qld.gov.au/ngr

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New Generation Rollingstock services
For more info go to tmr.qld.gov.au/ngr



From: Helen Adcock

Sent: Wednesday, 10 October 2018 4:53 PM

To: Leith P Knight <Leith.Knight@translink.com.au>; Simon G Cook <simon.cook@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Hi Leith and Simon

I refer to my telephone discussion with Leith yesterday afternoon in response to the completed time estimate request for the above application.

Based on our discussion, I understand that advice/guidance would need to be sought from an experienced officer to identify matters of concern considered as exempt matter under the RTI Act (as detailed in the completed time estimate request) which has been reflected in the time estimate response of 36 hours, which Leith advised was calculated on the basis of three (3) officers examining the content of the reports.

However as raised with Leith, I have further reviewed the time estimate response and do not believe that it would be reasonable to incorporate within the Charges Estimate Notice I propose to issue to the applicant, the time of 36 hours for the relevant area to provide the documents which amounts to 3 officers (within the NGR team/legal advisor) reviewing the relevant documents prior to them being provided to me for further examination as the decision maker.

Whilst I appreciate that attention must be given to ensure that exempt information contained within the reports is identified, which is extremely helpful to the decision maker, I do not believe that 3 officers would be required to examine the documents to assist in this process.

It should also be noted that the applicant is entitled to seek an internal or external review of the processing charges at the time a decision is issued. On external review, the Office of the Information Commissioner would require detailed information to assist/support the charges calculated for the processing of the application.

In addition, section 58 of the RTI Act states that an agency should minimise any charges payable to an applicant. On this basis, it would be appreciated if you could give further consideration to reviewing the time estimates provided with a view of reducing the time estimates by way of the number of officers that would realistically need to review the documents to identify information of concern.

I appreciate your assistance in this matter. Please give me a call if you wish to discuss further.

Thanks

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight
Sent: Monday, 8 October 2018 1:10 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Thanks. Yes, each is approx. 30 pages long

cheers

Leith Knight
Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock**
Infrastructure Management & Delivery | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000
t 07 3066 2738
e leith.knight@translink.com.au
w www.tmr.qld.gov.au/ngr

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From: Helen Adcock
Sent: Monday, 8 October 2018 1:08 PM
To: Leith P Knight <Leith.Knight@translink.com.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Thanks Leith.

I will now consider your estimates and its contents (estimated time to retrieve and number of documents) and prepare a Charges Estimate Notice to the applicant.

Would you be able to give an approx. number of pages for each of monthly reports?

Kind regards

Helen Adcock
Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 0709
helen.z.adcock@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Leith P Knight
Sent: Monday, 8 October 2018 1:02 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>; contactRTI <contactrti@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Hey Helen, attached is our signed Time Estimate form

What happens from here on out?

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000
t 07 3066 2738
e leith.knight@translink.com.au
w www.tmr.qld.gov.au/ngr

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New Generation Rollingstock services
For more info go to tmr.qld.gov.au/ngr



From: Helen Adcock
Sent: Thursday, 4 October 2018 10:33 AM
To: Leith P Knight <Leith.Knight@translink.com.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: ACTION REQUIRED - RTI Time Estimate Request 135/06059 - Reply Due: 8/10/2018

Right to Information - Time Estimate Request

Good morning Leith

As discussed earlier, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to documents held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

As the nominated Liaison Officer for your division/region, please conduct initial searches (or identify the most appropriate officer to conduct the initial searches) to estimate the approximate time that would be required for your division/region to search, retrieve and provide (at a later date) any documents relevant to the application to the RTI team. **Please ensure that you send this email, including all attachments to any searching officer/s for their reference.**

Please conduct initial searches and complete all sections of the form including:

- detail the types of documents and approximate number of documents held *;
- estimated times required to provide the documents at a later date;

- any concerns about the possible disclosure of the documents;
- an approximate number of third parties (who would likely be concerned about the possible disclosure of the documents).

***PLEASE NOTE you are NOT required to provide any documents at this time.**

Where the initial searches reveal that your division/region will require **less** than five hours to search, retrieve and provide the relevant documents at a later date, please contact me as soon as possible. I will provide you with a Document Retrieval Request form to complete instead.

When is the form due back and where do you send it?

Return the completed and signed form to the RTI team by email contactrti@tmr.qld.gov.au within three business days (on or before 8/10/2018).

Who do you contact if you have any questions about completing the form?

If you have any questions about completing the Time Estimate Request form or you require further time please contact me on 3066 0709 as soon as possible.

Other information

If you consider that another area of the department may hold relevant documents, please advise me as soon as possible. (Please do not refer the application to another division/region of the department.)

Please DO NOT undertake any direct contact with the applicant unless you have discussed this with me or the RTI team as doing so may be a breach of the Code of Conduct and/or the *Information Privacy Act 2009*.

Further information about what a Right to Information application is, what happens next and where to find further information about RTI can be found on the attachment (*What is a Right to information application?*) or on our [intranet pages](#).

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709 or contactrti@tmr.qld.gov.au.

"The RTI , Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au
www.tmr.qld.gov.au

Time Estimate Request

Right to Information Act 2009

Right to information, Information Privacy and Complaints Management
Department of Transport and Main Roads



RTI application number	Reply due:	Enquiries:
135/06059	8/10/2018	Helen Adcock 07 3066 0709

Scope of the application	RTI applicant: Seven Network - Alison Sandy
The 12 most recent New Generation Rollingstock Monthly reports. Date range for request: 01/10/2017 - 01/10/2018.	

Liaison officer details
Name: Leith Knight, Position: Senior Advisor (Communications and Stakeholder Engagement) Unit: New Generation Rollingstock Branch: New Generation Rollingstock Division/region: Infrastructure Management and Delivery Division

Time estimate request *Note you are not required to provide any documents at this time.
<p>Please conduct initial searches and complete all sections of the form including:</p> <ul style="list-style-type: none">• detail the types and an approximate number of documents held;• an estimate of time required to provide the documents at a later date;• any concerns about the possible release of the documents;• an approximate number of third parties (who would be likely to be concerned about the possible release of the documents).

The department is obligated to comply with this legislation and the RTI, Privacy and Complaints Management team (RTI team) processes applications for access to documents held by the department on behalf of all divisions and regions of the department. For this reason, the RTI team asks that all efforts are made to identify and provide detailed time estimates within the timeframes indicated.
--

Please return the completed and signed form to contactrti@tmr.qld.gov.au by 8/10/2018.
--

Details of the types of documents held by your division/region (for example, emails, file notes, reports, briefing notes, photographs, audio recording etc)	Your best estimate of the number of each type of document held	Estimated times to search, retrieve, consult, copy and provide the relevant documents at a later date (for example, keyword searches, reviewing database, reviewing emails/files notes/reports, consultation/discussion with relevant officers, creating pdf documents to email, copying to disc and so on)
New Generation Rollingstock (NGR) Monthly Reports.	12	36 hours

Detail any concerns about the possible release of the documents
 (for example, the documents may contain personal information of third parties, legal advice, commercially sensitive information such as unit rates/trade secrets, information subject to copyright laws, prepared for Cabinet or to brief a Minister etc)

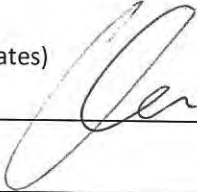
Some information contained in the NGR Monthly Reports is Commercial-in-Confidence and/or Cabinet-in-Confidence.

The approximate number of third parties (who would be likely to be concerned about the possible release of the documents)

Three (3).

Please ensure that you have completed all sections of this form and the form is signed by both searching and certifying officers.


Searching officer's contact details
 (details of the officer who prepared/collated the estimates)

Name and signature: Leith Knight 

Date and contact number: 8/10/18, 3066 2738

Certifying officer's declaration and contact details
 (the certifying officer is the senior officer within the relevant division/region who has responsibility for the relevant documents and an understanding of the search and retrieval processes to be undertaken)

I hereby certify that the information recorded on this form is accurate based on the activities conducted and my knowledge of the documents held by this division/region:

Name and signature: Simon Cook 

Date and contact number: 8/10/18, 3066 7073

From: Helen Adcock
Sent: Tuesday, 16 October 2018 9:54 AM
To: Leith P Knight
Cc: Simon G Cook
Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
Attachments: 135-06059 Search Request - New Generation Rollingstock.docx

Categories: DMS

Right to Information - Document Retrieval Request

Good morning Leith and Simon

As you are aware, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to information held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

In response to the completed Time Estimate Request, a Charges Estimate Notice was issued to the applicant. The applicant has accepted the estimated charges for the processing of this application. As such, please:

- conduct the searches, retrieve and provide the relevant documents (including those you consider sensitive or exempt from disclosure);
- complete and sign the attached "Document Retrieval Request" form (including description of documents and times taken); and
- ensure you identify any concerns that your division/region may hold about the possible release of the documents listed on the form.

The completed form and the relevant documents are to be returned to the RTI team on or before 24/10/2018 via email to contactrti@tmr.qld.gov.au.

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709.

"The RTI, Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock
Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au
www.tmr.qld.gov.au

Document Retrieval Request

Right to Information Act 2009

Right to information, Information Privacy and Complaints Management
Department of Transport and Main Roads



RTI application number	Reply due:	Enquiries:
135/06059	24/10/2018	Helen Adcock 07 3066 0709

Scope of the application	RTI applicant: Seven Network - Alison Sandy
The 12 most recent New Generation Rollingstock Monthly reports. Date range for request: 01/10/2017 - 01/10/2018.	

Liaison officer details
Name: Leith Knight, Position: Senior Advisor (Communications and Stakeholder Engagement) Unit: New Generation Rollingstock Branch: New Generation Rollingstock Division/region: Infrastructure Management and Delivery Division

Document Retrieval Request
Please conduct searches, retrieve documents and provide only those documents considered relevant by the due date. Please ensure that the relevant documents are in PDF format, all emails are expanded with attachments and named for easy identification. Please note that if the documents are not relevant or do not meet the above requirements, the documents will be returned to you for correction.

The department is obligated to comply with this legislation and the RTI, Privacy and Complaints Management team (RTI team) processes applications for access to documents held by the department on behalf of all divisions and regions of the department. For this reason, the RTI team asks that all efforts are made to identify and supply the most relevant documents in a single format within the timeframes indicated.
--

Please return the completed and signed form together with the relevant documents (all in pdf format) to contactrti@tmr.qld.gov.au by 24/10/2018.
--

Description of the types of documents being provided

Detail any concerns about the possible release of the documents (including any third parties)

(for example, do the documents contain any personal information of third parties, legal advice, commercially sensitive information such as unit rates/trade secrets, copyright, an investigation that is not yet finalised, information prepared for Cabinet or to brief a Minister etc?)

--

Detail actual times and activities undertaken to provide the relevant documents (to search, retrieve, consult, copy and provide the relevant documents)

Activity Undertaken	Time Taken

Nil documents (search results did not locate any relevant documents)

Please ensure that you have completed all sections of this form including a description of the types of documents provided, details of any concerns your division/region holds about the possible release of the documents, recorded the actual times taken to search for and provide the requested documents and the form is signed by both searching and declaring officers.

Searching officer's contact details *(details of the officer who conducted the searches)*

Name and signature _____

Date and contact number _____

Certifying officer's declaration and contact details *(the certifying officer is the senior officer within the relevant division/region who has responsibility for the relevant documents and an understanding of the search and retrieval processes that have been undertaken)*

I hereby certify that the information recorded on this form is accurate based on the searching activities conducted and my knowledge of the documents held by this division/region:

Name and signature _____

Date and contact number _____

From: Leith P Knight
Sent: Tuesday, 16 October 2018 11:21 AM
To: Helen Adcock
Cc: Simon G Cook
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Categories: DMS

thanks Helen – working on it now ☺

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000
t 07 3066 2738
e leith.knight@translink.com.au
w www.tmr.qld.gov.au/ngr

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From: Helen Adcock
Sent: Tuesday, 16 October 2018 9:54 AM
To: Leith P Knight <Leith.Knight@translink.com.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Right to Information - Document Retrieval Request

Good morning Leith and Simon

As you are aware, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to information held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

In response to the completed Time Estimate Request, a Charges Estimate Notice was issued to the applicant. The applicant has accepted the estimated charges for the processing of this application. As such, please:

- conduct the searches, retrieve and provide the relevant documents (including those you consider sensitive or exempt from disclosure);

- complete and sign the attached "Document Retrieval Request" form (including description of documents and times taken); and
- ensure you identify any concerns that your division/region may hold about the possible release of the documents listed on the form.

The completed form and the relevant documents are to be returned to the RTI team on or before 24/10/2018 via email to contactrti@tmr.qld.gov.au.

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709.

"The RTI, Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au
www.tmr.qld.gov.au

Released under RTI Act - TMR

From: Helen Adcock
Sent: Wednesday, 24 October 2018 4:20 PM
To: Leith P Knight
Cc: Simon G Cook; Nathan Angus; Anastasia Z Evans
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Categories: DMS

Thanks everyone. Will certainly keep you informed of progress.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 0709
helen.z.adcock@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Leith P Knight

Sent: Wednesday, 24 October 2018 4:17 PM

To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Cc: Simon G Cook <simon.cook@translink.com.au>; Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Anastasia Z Evans <Anastasia.Evans@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hello Helen, attached is our response to the RTI request 135-06059 - which includes:

- a) completed and signed Document Retrieval Request form
- b) clean versions of the 12 Monthly Reports for the RTI team to evaluate
- c) copies of the NGR Project Deed (Att. 1) and Rail TSC (Att. 2). Please note these documents are confidential and should not be forwarded – or provided to the applicant.

As outlined in the “concerns” section of the attached Form, we believe the NGR Monthly Reports are confidential and should not be provided to the applicant.

If the RTI team arrive at an opposing view to the position outlined above, we would welcome an opportunity to discuss this with you prior to making a final determination.

Please keep us in the loop as the RTI progresses.

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000
t 07 3066 2738
e leith.knight@translink.com.au
w www.tmr.qld.gov.au/ngr

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From: Helen Adcock
Sent: Tuesday, 16 October 2018 9:54 AM
To: Leith P Knight <Leith.Knight@translink.com.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Right to Information - Document Retrieval Request

Good morning Leith and Simon

As you are aware, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to information held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

In response to the completed Time Estimate Request, a Charges Estimate Notice was issued to the applicant. The applicant has accepted the estimated charges for the processing of this application. As such, please:

- conduct the searches, retrieve and provide the relevant documents (including those you consider sensitive or exempt from disclosure);
- complete and sign the attached "Document Retrieval Request" form (including description of documents and times taken); and
- ensure you identify any concerns that your division/region may hold about the possible release of the documents listed on the form.

The completed form and the relevant documents are to be returned to the RTI team on or before 24/10/2018 via email to contactrti@tmr.qld.gov.au.

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709.

"The RTI, Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock
Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au

Released under RTI Act - TMR

Document Retrieval Request

Right to Information Act 2009

Right to information, Information Privacy and Complaints Management
Department of Transport and Main Roads



RTI application number	Reply due:	Enquiries:
135/06059	24/10/2018	Helen Adcock 07 3066 0709

Scope of the application

RTI applicant: Seven Network - Alison Sandy

The 12 most recent New Generation Rollingstock Monthly reports.

Date range for request: 01/10/2017 - 01/10/2018.

Liaison officer details

Name: Leith Knight, Position: Senior Advisor (Communications and Stakeholder Engagement)

Unit: New Generation Rollingstock

Branch: New Generation Rollingstock

Division/region: Infrastructure Management and Delivery Division

Document Retrieval Request

Please conduct searches, retrieve documents and provide only those documents considered relevant by the due date. Please ensure that the relevant documents are in PDF format, all emails are expanded with attachments and named for easy identification.

Please note that if the documents are not relevant or do not meet the above requirements, the documents will be returned to you for correction.

The department is obligated to comply with this legislation and the RTI, Privacy and Complaints Management team (RTI team) processes applications for access to documents held by the department on behalf of all divisions and regions of the department. For this reason, the RTI team asks that all efforts are made to identify and supply the most relevant documents in a single format within the timeframes indicated.

Please return the completed and signed form together with the relevant documents (all in pdf format) to contactrti@tmr.qld.gov.au by 24/10/2018.

Description of the types of documents being provided

12 most recent NGR Monthly Reports from 01/10/2017 - 01/10/2018.

Detail any concerns about the possible release of the documents (including any third parties)

Confidentiality of the NGR Monthly Reports

The NGR Monthly Report is highly confidential. Its purpose is to form the basis of confidential discussions at meetings of the Project Control Group and the Intergovernmental Steering Committee at a very senior executive level. The meetings are attended by representatives of the Department of Transport and Main Roads, Queensland Rail and Treasury. They are not attended by Qtectic or Bombardier, and contain highly sensitive information that could compromise the State's commercial position in negotiations and disputes with Qtectic and Bombardier if revealed to them.

In addition, disclosure of the reports would be a breach of the confidentiality provisions of the NGR project deed and the rail Transport Service Contract (TSC) between the State and Queensland Rail. The basis on which the report is confidential is:

- The information in the report is secret and not known to anyone outside the NGR project;
- The information has the necessary quality of confidentiality – it is not trivial and relates to important project matters, including commercial issues, risks, safety matters and programming matters;
- The information was communicated in circumstances importing an obligation of confidence – it is marked "Commercial in Confidence" and not intended to be distributed to Qtectic or Bombardier or outside the NGR project;
- Disclosure of the information would constitute an unauthorised use of confidential information, in breach of the confidentiality provisions of the project deed and the TSC; and
- The disclosure of the information would cause a detriment to the State as it could compromise the State's commercial position and is in breach of the confidentiality provisions of the project deed and the TSC.

Relevant clause – Project Deed

The confidentiality provisions are clause 66 of the Project Deed.

Relevant clause – TSC

The TSC's confidentiality provisions are contained in clause 25. Additionally, please also see paragraph 9 of Schedule 10 of the TSC (page 162) which contains an obligation for Queensland Rail to comply with the same confidentiality obligations that the State has under the Project Deed.

Detail actual times and activities undertaken to provide the relevant documents (to search, retrieve, consult, copy and provide the relevant documents)

Activity Undertaken	Time Taken
Review and consultation	12 hours
Retrieve	2.5 hours

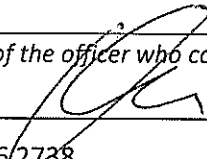
Search	2 hours
Preparing and providing final documents	1 hours

Nil documents (search results did not locate any relevant documents)

Not applicable.

Please ensure that you have completed all sections of this form including a description of the types of documents provided, details of any concerns your division/region holds about the possible release of the documents, recorded the actual times taken to search for and provide the requested documents and the form is signed by both searching and declaring officers.


Searching officer's contact details *(details of the officer who conducted the searches)*

Name and signature: Leith Knight 

Date and contact number: 24/10/18 – 3066 2738

Certifying officer's declaration and contact details *(the certifying officer is the senior officer within the relevant division/region who has responsibility for the relevant documents and an understanding of the search and retrieval processes that have been undertaken)*

I hereby certify that the information recorded on this form is accurate based on the searching activities conducted and my knowledge of the documents held by this division/region:

Name and signature: Nathan Angus 

Date and contact number: 24/10/18 – 3066 7411

Released under RTI Act - 2008

From: Leith P Knight
Sent: Monday, 5 November 2018 12:50 PM
To: Helen Adcock
Cc: Nathan Angus; Suzanne.Cleary@ashurst.com; Anastasia Z Evans
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Categories: DMS

premature send there

FYI I'll be off work half-day tomorrow and Wednesday

If anything changes over the next couple of days pls reply all to this email - otherwise we'll assume the access has been refused as per below

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

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New Generation Rollingstock services
For more info go to tmr.qld.gov.au/ngr



From: Leith P Knight

Sent: Monday, 5 November 2018 12:44 PM

To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Cc: Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Suzanne.Cleary@ashurst.com; Anastasia Z Evans <Anastasia.Evans@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hey Helen, fyi I'll be off work most of tomorrow and all day Wednesday

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

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From: Helen Adcock
Sent: Wednesday, 31 October 2018 10:07 AM
To: Leith P Knight <Leith.Knight@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hi Leith

Decision is due 8 November 2018. Based on the advice contained within the retrieval form and the confidentiality clause in the agreement I propose to refuse access to the requested documents.

Kind regards

Helen Adcock
Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 0709
helen.z.adcock@tmr.qld.gov.au
www.tmr.qld.gov.au

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Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Thanks everyone. Will certainly keep you informed of progress.

Kind regards

Helen Adcock

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Please keep us in the loop as the RTI progresses.

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From: Helen Adcock

Sent: Tuesday, 16 October 2018 9:54 AM

To: Leith P Knight <Leith.Knight@translink.com.au>

Cc: Simon G Cook <simon.cook@translink.com.au>

Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Right to Information - Document Retrieval Request

Good morning Leith and Simon

As you are aware, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to information held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

In response to the completed Time Estimate Request, a Charges Estimate Notice was issued to the applicant. The applicant has accepted the estimated charges for the processing of this application. As such, please:

- conduct the searches, retrieve and provide the relevant documents (including those you consider sensitive or exempt from disclosure);
- complete and sign the attached "Document Retrieval Request" form (including description of documents and times taken); and
- ensure you identify any concerns that your division/region may hold about the possible release of the documents listed on the form.

The completed form and the relevant documents are to be returned to the RTI team on or before 24/10/2018 via email to contactrti@tmr.qld.gov.au.

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications.

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709.

"The RTI, Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Released under RTI Act - TMR

From: Helen Adcock
Sent: Thursday, 8 November 2018 9:48 AM
To: Leith P Knight
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Categories: DMS

No, I have sought an extension to the decision due date which has been extended to 22 November 2018.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
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[CONFIDENTIAL]

Hey, just checking if this one is going back today?

I promise I'll stop hassling you after that ☺

cheers

Leith Knight

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w www.tmr.qld.gov.au/ngr



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Thanks Leith.

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Hey Helen, attached as requested is the dated, signed and final version of the project deed

Again, this document is **highly confidential** so please do not forward on

I'm advised this is the same deed as previously supplied (aside from dates and signatures)

Note it is dated on p6 of PDF and there are signatures on p239 of PDF

cheers

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Sent: Thursday, 8 November 2018 9:49 AM
To: Helen Adcock
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Categories: DMS

ah coolio – is that extra time for evaluation/consultation?

Leith Knight

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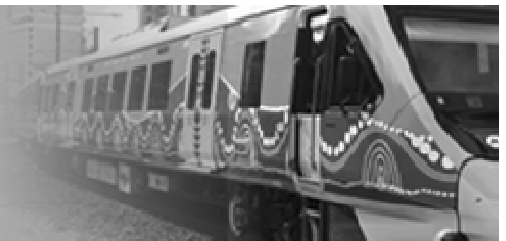
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To: Leith P Knight <Leith.Knight@translink.com.au>
Cc: Simon G Cook <simon.cook@translink.com.au>; Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Anastasia Z Evans <Anastasia.Evans@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Thanks everyone. Will certainly keep you informed of progress.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 0709
helen.z.adcock@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Leith P Knight
Sent: Wednesday, 24 October 2018 4:17 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>; Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Anastasia Z Evans <Anastasia.Evans@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hello Helen, attached is our response to the RTI request 135-06059 - which includes:

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- c) copies of the NGR Project Deed (Att. 1) and Rail TSC (Att. 2). Please note these documents are confidential and should not be forwarded – or provided to the applicant.

As outlined in the “concerns” section of the attached Form, we believe the NGR Monthly Reports are confidential and should not be provided to the applicant.

If the RTI team arrive at an opposing view to the position outlined above, we would welcome an opportunity to discuss this with you prior to making a final determination.

Please keep us in the loop as the RTI progresses.

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

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From: Helen Adcock

Sent: Tuesday, 16 October 2018 9:54 AM

To: Leith P Knight <Leith.Knight@translink.com.au>

Cc: Simon G Cook <simon.cook@translink.com.au>

Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Right to Information - Document Retrieval Request

Good morning Leith and Simon

As you are aware, the RTI, Privacy and Complaints Management team (RTI team) has received an application for access to information held by the department under the *Right to Information Act 2009* (Qld).

What do you need to do?

In response to the completed Time Estimate Request, a Charges Estimate Notice was issued to the applicant. The applicant has accepted the estimated charges for the processing of this application. As such, please:

- conduct the searches, retrieve and provide the relevant documents (including those you consider sensitive or exempt from disclosure);
- complete and sign the attached "Document Retrieval Request" form (including description of documents and times taken); and
- ensure you identify any concerns that your division/region may hold about the possible release of the documents listed on the form.

The completed form and the relevant documents are to be returned to the RTI team on or before 24/10/2018 via email to contactrti@tmr.qld.gov.au.

As the RTI team processes applications on behalf of each division/region, we rely on the liaison and searching officers to provide the most relevant documents to assist in the processing of applications

If you have any questions about this email or the Right to Information application/process, please contact me on 3066 0709.

"The RTI, Privacy and Complaints Management team manages applications as a service to all Divisions of TMR."

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
07 3066 0709
contactrti@tmr.qld.gov.au
www.tmr.qld.gov.au

Released under RTI Act - TMR

From: Leith P Knight
Sent: Thursday, 22 November 2018 12:12 PM
To: Helen Adcock
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Categories: DMS

Hey I don't suppose we could get a copy of what was sent back – or will it be on the disclosure log soon?

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock
Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr



Please consider the environment before printing this email.

From: Helen Adcock

Sent: Wednesday, 21 November 2018 2:15 PM

To: Leith P Knight <Leith.Knight@translink.com.au>

Cc: Simon G Cook <simon.cook@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Hi Leith

My view has not changed. The decision being issued tomorrow is to refuse access (of course this excludes the limited information that has previously been released).

It should be noted from discussions with the applicant, it is envisaged that they will seek an external review of the decision to refuse access which are undertaken by the Office of the Information Commissioner.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight
Sent: Wednesday, 21 November 2018 12:55 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Hey Helen, sorry to hassle again but we were very keen to find out what was going back to the applicant

It may have commercial implications for us if the make-up of the response has changed

thanks

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr



Please consider the environment before printing this email.

From: Helen Adcock
Sent: Wednesday, 21 November 2018 7:24 AM
To: Leith P Knight <Leith.Knight@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Yes

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight
Sent: Tuesday, 20 November 2018 5:58 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>
Cc: Simon G Cook <simon.cook@translink.com.au>; Suzanne.Cleary@ashurst.com
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Hey Helen, just checking in on this one – is the intention still to provide the response to the applicant on 22 Nov?

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr



Please consider the environment before printing this email.

From: Helen Adcock

Sent: Thursday, 8 November 2018 9:48 AM

To: Leith P Knight <Leith.Knight@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

No, I have sought an extension to the decision due date which has been extended to 22 November 2018.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

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GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight

Sent: Thursday, 8 November 2018 9:29 AM

To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Hey, just checking if this one is going back today?

I promise I'll stop hassling you after that ☺

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

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From: Helen Adcock
Sent: Monday, 5 November 2018 4:16 PM
To: Leith P Knight <Leith.Knight@translink.com.au>
Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Thanks Leith.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000
GPO Box 1549 | Brisbane Qld 4001
(07) 3066 0709
helen.z.adcock@tmr.qld.gov.au
www.tmr.qld.gov.au

From: Leith P Knight
Sent: Monday, 5 November 2018 3:46 PM
To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>
Cc: Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Suzanne.Cleary@ashurst.com; Anastasia Z Evans <Anastasia.Evans@translink.com.au>
Subject: FW: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018
[CONFIDENTIAL]

Hey Helen, attached as requested is the dated, signed and final version of the project deed

Again, this document is **highly confidential** so please do not forward on

I'm advised this is the same deed as previously supplied (aside from dates and signatures)

Note it is dated on p6 of PDF and there are signatures on p239 of PDF

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock
Infrastructure Management & Delivery** | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000
t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

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From: Helen Adcock

Sent: Wednesday, 31 October 2018 10:07 AM

To: Leith P Knight <Leith.Knight@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hi Leith

Decision is due 8 November 2018. Based on the advice contained within the retrieval form and the confidentiality clause in the agreement I propose to refuse access to the requested documents.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

From: Leith P Knight

Sent: Wednesday, 31 October 2018 10:04 AM

To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Hey Helen, just checking in on this one – the final response is not due back to applicant until 6ish November I think?

cheers

Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock**

Infrastructure Management & Delivery | Department of Transport and Main Roads

Floor 14 | 295 Ann Street | Brisbane Qld 4000

t 07 3066 2738

e leith.knight@translink.com.au

w www.tmr.qld.gov.au/ngr

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From: Helen Adcock

Sent: Wednesday, 24 October 2018 4:20 PM

To: Leith P Knight <Leith.Knight@translink.com.au>

Cc: Simon G Cook <simon.cook@translink.com.au>; Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Anastasia Z Evans <Anastasia.Evans@translink.com.au>

Subject: RE: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

Thanks everyone. Will certainly keep you informed of progress.

Kind regards

Helen Adcock

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To: Helen Adcock <Helen.Z.Adcock@tmr.qld.gov.au>

Cc: Simon G Cook <simon.cook@translink.com.au>; Nathan Angus <Nathan.Z.Angus@tmr.qld.gov.au>; Anastasia Z Evans <Anastasia.Evans@translink.com.au>

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Leith Knight

Senior Advisor (Communications and Stakeholder Engagement) | **New Generation Rollingstock**

Infrastructure Management & Delivery | Department of Transport and Main Roads

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t 07 3066 2738

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Sent: Tuesday, 16 October 2018 9:54 AM

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Cc: Simon G Cook <simon.cook@translink.com.au>

Subject: ACTION REQUIRED - RTI Document Retrieval Request 135/06059 - Reply Due: 24/10/2018

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Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management
Governance Branch | Corporate Division | Department of Transport and Main Roads

Released under RTI Act - TMR

From: Helen Adcock
Sent: Thursday, 22 November 2018 3:00 PM
To: Leith P Knight; Simon G Cook
Subject: 135/06059

Categories: DMS

Hi Leith/Simon

Just letting you know that the decision refusing access to the NGR monthly reports has been issued to the applicant, Seven Network.

Kind regards

Helen Adcock

Principal Advisor (RTI and Privacy) | RTI, Privacy and Complaints Management

Governance Branch | Corporate Division | Department of Transport and Main Roads

Floor 8 | 61 Mary Street | Brisbane Qld 4000

GPO Box 1549 | Brisbane Qld 4001

(07) 3066 0709

helen.z.adcock@tmr.qld.gov.au

www.tmr.qld.gov.au

Released under RTI Act - TMP

Application Notes
Seven Network - Alison Sandy

135/06059

18/10/18 HA

Returned call to Leith, NGR to discuss content of documents. Leith advised that the majority of the reports would be exempt as commercial in confidence and he was seeking advice as to whether he would have to provide a response relating to each report.

I advised that if all the reports were exempt as commercial in confidence then he could provide one response capturing all the reports, however, I advised that he needed to be careful with the advice that all the reports are exempt as based on the information that is already publicly available, it would be assumed that some of this information could be contained within the reports as a reference point. In the event that all reports were exempt and matter went to OIC, the OIC would be extremely critical of the decision to refuse access to the entire reports rather than just the information that would be commercial in confidence. Leith advised that Simon was on leave but their legal advisor was reviewing the documents.

I asked that a clean copy of the documents be provided along with a copy with the information considered as exempt highlighted for ease.

29/10/18 HA

Discussion with Trang Nguyen (TN), Director (Legal Services) re: confidentiality clause in particular reference to exclusions including information publicly available. TN advised that in the context of the Project Deed, the reports are considered, as a whole, commercial in confidence and therefore the reports in their entirety would be exempt.

05/11/18 HA

Called applicant to discuss my preliminary view that all reports were exempt based on confidentiality clause within the agreement. Applicant advised that the reason why she applied is that some reports had been considered relevant to a previous application (135/05821) with information released. I advised that I would examine the released documents and give this some further consideration however based on the clause, it was clear that the release of the reports would be a breach of confidence.

Discussed with TN. TN advised that she believed that the reports are exempt and advised that in my decision I provide clarification of my considerations in regards to the information contained within the reports being previously released and why I have taken a different approach in this case.

Called Leith and requested the dates that the contract and agreement were signed/dated to include in my decision.