

Our reference: **ACTHDFOI 23-24.24**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear [REDACTED]

### **DECISION ON YOUR ACCESS APPLICATION**

I refer to your application under section 30 of the *Freedom of Information Act 2016* (FOI Act), received by the ACT Health Directorate (ACTHD) on **Wednesday 29 November 2023**.

This application requested access to:

*'Copies of the subject line of all final Ministerial briefs for both ACT Health and CHS, between the 18th of October 2023 and the 29th of November generated for or directed to any ACT Government Minister.*

*This request includes, wherever possible, the date of the brief, the internal reference, position of authority it was written by, and which Minister it was addressed to.*

*This request includes briefs prepared for Question Time and Annual Reports.'*

I am an Information Officer appointed by the Director-General of ACTHD under section 18 of the FOI Act to deal with access applications made under Part 5 of the Act. ACTHD was required to provide a decision on your access application by **Thursday 18 January 2024**.

The information has been extracted into one document holding the information within the scope of your access application. The document was created for the purpose of your request and captures information sourced from HPE Content Manager and Objective ECM (Record Management Systems).

#### **Decisions**

I have decided to grant partial access to one document.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as [Attachment A](#) to this letter.

#### **Partial Access**

Redactions have been made to information that would reveal deliberations of Cabinet and is therefore taken to be contrary to the public interest to release, under Schedule 1.6 (1)(d) the disclosure of which would reveal any deliberation of Cabinet.

Further deliberations were taken under the public interest test set out in section 17 of the Act. Additional partial redactions were applied where I decided, on balance, the information could reasonably be expected to prejudice the protection of the individual's right to privacy.

### Public Interest Factors Favouring Disclosure

The following factors were considered relevant in favour of the disclosure of the documents:

- Schedule 2, 2.1 (a)(i) promote open discussion of public affairs and enhance the government's accountability; and
- Schedule 2, 2.1 (a)(ii) contribute to positive and informed debate on important issues or matters of public interest.

### Public Interest Factors Favouring Non-Disclosure

The following factors were considered relevant in favour of the non-disclosure of the documents:

- Schedule 2, 2.2 (a)(ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004.

On balance, the factors favouring disclosure did not outweigh the factor favouring non-disclosure as the redacted information contains names of constituents that are non-ACT Government employees. Therefore, I determined the information identified is contrary to the public interest and I have decided not to disclose this information.

### Charges

Processing charges are not applicable to this request.

### Disclosure Log

Under section 28 of the FOI Act, ACTHD maintains an online record of access applications called a disclosure log. The scope of your access application, my decision and documents released to you will be published in the disclosure log not less than three days but not more than 10 days after the date of this decision. Your personal contact details will not be published.

<https://www.health.act.gov.au/about-our-health-system/freedom-information/disclosure-log>.

### Ombudsman review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the FOI Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in ACT Health's disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman

GPO Box 442

CANBERRA ACT 2601

Via email: [ACTFOI@ombudsman.gov.au](mailto:ACTFOI@ombudsman.gov.au)

Website: [ombudsman.act.gov.au](http://ombudsman.act.gov.au)

### ACT Civil and Administrative Tribunal (ACAT) review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal

Allara House

15 Constitution Avenue

GPO Box 370

Canberra City ACT 2601

Telephone: (02) 6207 1740  
<http://www.acat.act.gov.au/>

**Further assistance**

Should you have any queries in relation to your request, please do not hesitate to contact the FOI Coordinator on (02) 5124 9831 or email [HealthFOI@act.gov.au](mailto:HealthFOI@act.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Ellis', written in a cursive style.

Catherine Ellis  
**Senior Director**  
Ministerial and Government Services

17 January 2024

| ref           | title  | no date | Minister addressed to                                       | position of authority it was written  |
|---------------|--|---------|---|---|
| MIN2023/00690 | Ministerial brief - 2022-23 Federation Funding Agreement - Public Dental Services for Adults - Renegotiate targets   |         | 20/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| MIN2023/00754 | Ministerial brief - Union and Professional Associations Forum - Minutes and action items 4 August 2023   |         | 25/10/2023 Minister for Health                              | Fiona Barbaro, Executive Group Manager, Corporate and Governance Division             |
| MIN2023/00770 | Ministerial brief - B6/23 demolition additional budget - Minister for Health (Health)  |         | 18/10/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00790 | Ministerial brief - Update on review into ANU incident - October 2023  |         | 20/10/2023 Minister for Mental Health                       | Rebecca Cross, Director-General, ACT Health Directorate                               |
| MIN2023/00794 | Ministerial Brief - ACT Health System Council letters of appointment   |         | 23/10/2023 Minister for Health                              | Jacinta George, Executive Group Manager, Health System Innovation and Performance     |
| MIN2023/00798 | Ministerial brief - Options for responding to Court costs order  |         | 31/10/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00811 | Ministerial Brief - Timeline for the Sexually Transmissible Infections and Blood Borne Viruses (STIBBV) and Alcohol, Tobacco and Other Drugs (ATOD) commissioning cycles   |         | 27/10/2023 Minister for Health                              | Jacinta George, Executive Group Manager, Health System Innovation and Performance     |
| MIN2023/00817 | Ministerial brief - Chair of the ACT Board of the Medical Board of Australia (MBA) - Option of appointing community member   |         | 14/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| MIN2023/00819 | Ministerial Brief - Update on Rapid Antigen Test management, COVID-19 reporting in the ACT, and cessation of the National Coronavirus Helpline   |         | 17/11/2023 Minister for Health                              | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00821 | Ministerial Brief - Establishment of the Australian Centre for Disease Control   |         | 2/11/2023 Minister for Health                               | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00848 | Ministerial brief - Final Report - Review of the Ngunawal Bush Healing Farm Advisory Board   |         | 20/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| MIN2023/00854 | Ministerial Brief - Freedom of Information Application - ACTHDFOI 23-24.18 - [REDACTED] - Copy of named ministerial briefs (excluding attachments)   |         | 29/11/2023 Minister for Health                              | Catherine Ellis, Senior Director, Ministerial and Government Services                 |
| MIN2023/00855 | Ministerial Brief - Freedom of Information Application - ACTHDFOI 23-24.19 - [REDACTED] - subject line of all final ministerial briefs   |         | 29/11/2023 Minister for Health & Minister for Mental Health | Catherine Ellis, Senior Director, Ministerial and Government Services                 |
| MIN2023/00870 | Caveat Brief - Update on Northside Transition Commercial Advisor   |         | 10/11/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00880 | Ministerial Brief - Site options - Inner South community health centre   |         | 10/11/2023 Minister for Health                              | Catherine Loft, Executive Group Manager, Infrastructure, Communication and Engagement |
| MIN2023/00881 | Ministerial Brief - Freedom of Information (FOI) Application - ACTHDFOI 23-24.15 - [REDACTED] - Acil Allen's contract and work in relation to the Calvary takeover   |         | 15/11/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00899 | Ministerial Brief - Approval for international Travel - Lisa Kelly CEO Carers ACT to UK December 2023  |         | 17/11/2023 Minister for Mental Health                       | Rebecca Cross, Director-General, ACT Health Directorate                               |
| MIN2023/00910 | Ministerial brief - Community Assistance and Support Program (CASP) Transitions and Community Assistance and Temporary Supports (CATS) Program   |         | 21/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| MIN2023/00532 | Ministerial Brief - Meeting - Dr Sally Lewis - 8 November 2023 at 12.00pm-1.00pm   |         | 24/10/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |
| MIN2023/00698 | Ministerial Brief - Meeting - Pharmacy Guild ACT Branch - 8 November 2023 2:00 PM-2:45 PM  |         | 3/11/2023 Minister for Health                               | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00775 | Ministerial Brief - Meeting - Dr Sandro Demajo, CEO VicHealth - 24 October 2023  |         | 20/10/2023 Minister for Health                              | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00845 | Ministerial Brief - Meeting - Territory Health Infrastructure Executive Steering Committee meeting - 17 October 2023   |         | 15/11/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00859 | Ministerial Brief - Meeting - CAHMA: Chris Gough - 17 November 2023  |         | 16/11/2023 Minister for Health                              | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00875 | Ministerial Briefing - Food Ministers Meeting (FMM 07) - on 1 December 2023  |         | 24/11/2023 Minister for Health                              | Victor Martin, Executive Branch Manager, Health Protection Service                    |
| MIN2023/00877 | Ministerial Brief - Meeting - Directions - Bronwyn Hendry - 22 November 2023, 3:00-3:30pm  |         | 21/11/2023 Minister for Health                              | Dr Kerryn Coleman, Chief Health Officer   |
| MIN2023/00878 | Ministerial Brief - Meeting - HSU - Radiation Therapists (MB) - 23 November 2023, 8:30 - 9:00am  |         | 22/11/2023 Minister for Health                              | Fiona Barbaro, Executive Group Manager, Corporate and Governance Division             |
| MIN2023/00850 | Ministerial Brief - Update - Health Literacy Campaign  |         | 30/10/2023 Minister for Health                              | Catherine Loft, Executive Group Manager, Infrastructure, Communication and Engagement |
| MIN2023/00677 | Ministerial brief - Commencement of targeted stakeholder consultation on the draft 2024-2026 Action Plan for the ACT Health Workforce Strategy 2023-2032   |         | 20/10/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |
| MIN2023/00703 | Ministerial Brief - Freedom of Information (FOI) - ACTHDFOI23-24.12 - [REDACTED] - Copy of named ministerial briefs (excluding attachments)  |         | 20/10/2023 Minister for Health & Minister for Mental Health | Catherine Ellis, Senior Director, Ministerial and Government Services                 |
| MIN2023/00705 | Ministerial Briefing - Freedom of Information (FOI) - ACTHDFOI23-24.13 - [REDACTED] - Draft Child and Adolescent Clinical Services Plan  |         | 18/10/2023 Minister for Health                              | Jacinta George, Executive Group Manager, Health System Innovation and Performance     |
| MIN2023/00707 | Ministerial Briefing - Freedom of Information (FOI) - ACTHDFOI23-24.14 - [REDACTED] - All ministerial brief and attachments related to "Parliamentary and Governing Agreement and Election Commitment Reporting for ACTHD and CHS" since the 8th of June 2022" |         | 18/10/2023 Minister for Health & Minister for Mental Health | Catherine Ellis, Senior Director, Ministerial and Government Services                 |
| MIN2023/00731 | Ministerial Brief - Activity Based Management - Commissioning [REDACTED]   |         | 23/10/2023 Minister for Health                              | Jacinta George, Executive Group Manager, Health System Innovation and Performance     |
| MIN2023/00732 | Ministerial Brief - Health Professionals Enterprise Agreement and staffing levels  |         | 3/11/2023 Minister for Health                               | Rebecca Cross, Director-General, ACT Health Directorate                               |
| MIN2023/00782 | Ministerial Brief - North Canberra Hospital 'Grassroots' Engagement  |         | 31/10/2023 Minister for Health                              | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery         |
| MIN2023/00651 | Ministerial Brief - Australian Mental Health Care Classification Version 1.1 - Final Report - ACT  |         | 31/10/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| MIN2023/00856 | Ministerial Brief FMMAUS - Notifications A1243, A1250, A1267, A1268 - Response due 18 December 2023 - Food Regulation and Governance   |         | 10/11/2023 Minister for Health                              | Rebecca Stones, Director, Public Health and Regulation, Population Health Division    |
| GBC23/744     | Ministerial Brief - Cabinet Submission (Final) - [REDACTED]  |         | 27/11/2023 Minister for Health                              | Robyn Hudson, Deputy Director-General, Policy and Transformation                      |
| GBC23/742     | Ministerial Brief - Appointment of Assessment Board under the Variation in Sex Characteristics (Restricted Medical Treatment) Act 2023: Committee Consultation Adjustment  |         | 24/11/2023 Minister for Health                              | Maria Travers, Executive Branch Manager, Health Policy and Strategy Branch            |
| GBC23/619     | Ministerial Brief - Cabinet Submission - [REDACTED]  |         | 24/11/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |
| GBC23/735     | Minister for Health - Weekly Brief - 13 - 17 November 2023   |         | 23/11/2023 Minister for Health                              | Robyn Hudson, Deputy Director-General, Policy and Transformation                      |
| GBC23/733     | Ministerial Brief - Disallowable Instruments for the Variation in Sex Characteristics (Restricted Medical Treatment) Act 2023  |         | 21/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| GBC23/670     | Ministerial Brief - Assembly Tabling Package - National Health Practitioner Ombudsman (NHPO) Annual Report 2022-2023   |         | 21/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| GBC23/692     | Ministerial Brief - Cabinet Submission - [REDACTED]  |         | 20/11/2023 Minister for Health                              | Robyn Hudson, Deputy Director-General, Policy and Transformation                      |
| GBC23/673     | Ministerial Brief - Assembly Tabling Package - Australian Health Practitioner Regulation Agency (Ahpra) Annual Report 2022-2023  |         | 17/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| GBC23/722     | Minister for Health - Weekly Brief - 6 to 10 November 2023   |         | 16/11/2023 Minister for Health                              | Robyn Hudson, Deputy Director-General, Policy and Transformation                      |
| GBC23/653     | Ministerial Brief - National Health Funding Body (NHFB) Annual Report 2022-23 and the Administrator of the National Health Funding Pool (NHFP) Annual Report 2022-23   |         | 16/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| GBC23/718     | Ministerial Brief - Canberra Region Medical Education Council (CRMEC) annual report  |         | 15/11/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |
| GBC23/649     | Ministerial Brief - Cabinet Submission (Final) - CAB23/475 - ACT Disability Health Strategy 2024-2033 and First Action Plan 2024-2026  |         | 14/11/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |
| GBC23/704     | Ministerial Brief - Cabinet Submission (FINAL) - CAB23/773 Assembly Resolution of 29 June 2023 - Bulk billing general practices services - Access  |         | 13/11/2023 Minister for Health                              | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs            |
| GBC23/700     | Ministerial Brief - Proposed Business Cases and Timelines 2024-25  |         | 13/11/2023 Minister for Health                              | Rebecca Cross, Director-General, ACT Health Directorate                               |

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| GBC23/654 | Ministerial Brief - Cabinet Submission (Final) - CAB23/504 Climate Change Impacts on Health - Assembly Resolution of 20 October 2022 - Government response                              | 10/11/2023 | Minister for Health                | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery |
| GBC23/709 | Minister for Mental Health – Weekly brief – 30 October - 3 November 2023  | 09/11/2023 | Minister for Mental Health         | Dr Elizabeth Moore, Coordinator-General Mental Health                         |
| GBC23/708 | Minister for Health – Weekly Brief – 30 October - 3 November 2023   | 09/11/2023 | Minister for Health                | Robyn Hudson, Deputy Director-General, Policy and Transformation              |
| GBC23/705 | Ministerial Brief - Cabinet Submission (Final) - CAB23/221 ACT Mental Health Workforce Framework for Action 2023-2026 including Work Plan 202   | 09/11/2023 | Minister for Mental Health         | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/648 | Ministerial Brief - Cabinet Submission - CAB23/20 2023 Quarterly Cabinet Capital Submission- September 2023   | 09/11/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/701 | Ministerial Brief - Proposed Business Cases and Timelines 2024-25   | 08/11/2023 | Minister for Mental Health         | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/687 | Ministerial Brief - Executive approval of the Medicines, Poisons and Therapeutic Goods Amendment Regulation 2023 (No 3) – Controlled medicine storage                                   | 06/11/2023 | Chief Minister Minister for Health | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/691 | Minister for Health – Weekly Brief – 23 to 27 October 2023  | 03/11/2023 | Minister for Health                | Robyn Hudson, Deputy Director-General, Policy and Transformation              |
| GBC23/690 | Minister for Mental Health – Weekly Brief – 23 - 27 October 2023  | 02/11/2023 | Minister for Mental Health         | Dr Elizabeth Moore, Coordinator-General Mental Health                         |
| GBC23/650 | Ministerial brief - Fees and Charges commencing 1 January 2024  | 02/11/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/667 | Ministerial brief - s16b rollover of 2022-23 funds  | 31/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/675 | Minister for Health – Weekly Brief – 16 to 20 October 2023  | 27/10/2023 | Minister for Health                | Robyn Hudson, Deputy Director-General, Policy and Transformation              |
| GBC23/658 | Ministerial Brief - 2023-24 Budget Review – Agency cost pressures   | 27/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/676 | Minister for Mental Health – Weekly Brief – 16 - 20 October 2023  | 25/10/2023 | Minister for Mental Health         | Dr Elizabeth Moore, Coordinator-General Mental Health                         |
| GBC23/680 | Ministerial Brief - Yamba Precinct carpark – update on financing options  | 24/10/2023 | Minister for Health                | Liz Lopa, A/g Deputy Director General, Corporate, Communications and Delivery |
| GBC23/655 | Ministerial Brief - Mental Health Amendment Bill 2023 - Debate Pack   | 23/10/2023 | Minister for Mental Health         | Robyn Hudson, Deputy Director-General, Policy and Transformation              |
| GBC23/669 | Ministerial Brief - Updates on improving mental health wellbeing outcomes for people with intellectual disability position statement  | 20/10/2023 | Minister for Mental Health         | Dr Elizabeth Moore, Coordinator-General Mental Health                         |
| GBC23/414 | Ministerial Brief - Cabinet Submission - CAB23/773 Assembly Resolution of 29 June 2023 - Bulk billing general practices services - Access   | 20/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/661 | Minister for Health – Weekly Brief – 9 - 13 October 2023  | 19/10/2023 | Minister for Health                | Robyn Hudson, Deputy Director-General, Policy and Transformation              |
| GBC23/659 | Ministerial Brief - Cabinet Submission (Final) - CAB23/687 Healthy Canberra Preventive Health Action Plan 2023-2025   | 19/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/657 | Ministerial brief - Update against recommendations - Select Committee End of Life Choices in the ACT  | 19/10/2023 | Minister for Health                | Michael Culhane, Executive Group Manager, Policy, Partnership and Programs    |
| GBC23/606 | Ministerial Brief - Gene Technology Advisory Committee Member Nominations   | 19/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| GBC23/662 | Minister for Mental Health – Weekly brief – 9 to 13 October 2023  | 18/10/2023 | Minister for Mental Health         | Dr Elizabeth Moore, Coordinator-General Mental Health                         |
| GBC23/593 | Ministerial Brief - Cabinet Submission (Final) - CAB23/589 - Improvements across the health system – Assembly Resolutions of 11 October 2022 and 29 November 2022 - Government Response | 18/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| AHM23/97  | Ministerial Brief - HMM OOS 481 - National Health and Climate Strategy  | 23/11/2023 | Minister for Health                | Dr Kerryn Coleman, Chief Health Officer                                       |
| AHM23/85  | Ministerial Brief - HMM OOS 477 - MBA - Recommended Revised Registration Standard (Interns)   | 30/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |
| AHM23/72  | Ministerial Brief - HMM OOS 476 - National Obesity Strategy Prioritisation  | 23/10/2023 | Minister for Health                | Rebecca Cross, Director-General, ACT Health Directorate                       |