



Our ref: DHS/21/06354  
Your ref: 10293762

Office of the Chief Executive  
Level 8 North  
Riverside Building  
North Terrace  
Adelaide SA 5000  
  
GPO Box 292  
Adelaide SA 5001  
  
DX115  
  
Tel: 08 8413 9050  
Fax: 08 8413 9002  
  
ABN 11 525 031 744

Hon Tom Koutsantonis MP  
Member for West Torrens  
229 Henley Beach Road  
TORRENSVILLE SA 5031

Sent by email: [WestTorrens@parliament.sa.gov.au](mailto:WestTorrens@parliament.sa.gov.au)

Dear Mr Koutsantonis

I refer to your application under the *Freedom of Information Act 1991* (the Act), received by the Department of Human Services (DHS) on 7 July 2021, seeking access to:

*A list of all public servants seconded to the Minister for Human Service's Office, including start and finish dates and position title. The number of complaints, concerns, conflict or dispute avoidances, request for transfers and worker compensation claims raised by staff employed in the Minister for Human Service's Office. Any documents that refer to complaints, concerns, conflict or dispute avoidances, request for transfers and worker compensation claims raised by staff employed in the Minister for Human Service's Office.*

*Timeframe: 22/03/2018 – 7/07/2021*

Unfortunately, DHS was unable to make a determination on your initial application within the required 30-day timeframe, therefore it was considered to be a 'deemed refusal' under section 19(2)(b) of the Act. DHS was also unable to meet the timeframe for making a determination on your application for internal review, received by DHS on 10 October 2021, and is therefore said to have confirmed its original determination of a 'deemed refusal' under section 29(5) of the Act.

However, DHS has continued to work on providing a response to your initial application, and pursuant to section 23(1)(b) of the Act, I advise that DHS has not been able to locate any documents relevant to your request.

Section 4(5) of the Act specifies that where an agency holds information in computer storage and a particular document is capable of being produced on the basis of information so stored, the agency is to be taken to hold that document. Unfortunately, DHS has been unable to run a report from information in computer storage in relation to your request for a 'list of all public servants seconded to the Minister for Human Services' Office, including start and finish dates and position title'. However, in the interests of transparency, DHS has created the below table containing the position title and start and finish dates of public servants seconded to the Minister's Office from DHS from 22 March 2018 to 7 July 2021. This information is being released to you outside of FOI.

Please note that this list does not include public servants appointed to positions through a merit-based process.

Position Title	Start Date	End date
Office Manager	23/03/2018	
Senior Ministerial Liaison Officer	23/03/2018	
Receptionist/Admin Officer	09/04/2018	07/06/2019
Briefings Coordinator	23/03/2018	04/06/2018
Briefings Coordinator	24/09/2018	13/04/2021
Cabinet/Parliamentary Officer	22/03/2018	3/03/2019
Receptionist/Admin Officer	2/05/2018	9/09/2018
Executive Assistant to the Minister	9/04/2018	7/06/2019
Ministerial Liaison Officer	26/03/2018	6/09/2021
Senior Ministerial Liaison Officer	7/01/2019	
Senior Ministerial Liaison Officer	22/03/2018	6/07/2018
Receptionist/Admin Officer	1/04/2019	27/09/2020

If you have any questions in relation to this matter, please contact Fiona Braendler, Senior FOI Officer, on 8413 9094 or by email at [DHSfreedomofinformation@sa.gov.au](mailto:DHSfreedomofinformation@sa.gov.au).

Yours sincerely



Matthew Schutz  
**ACCREDITED FOI OFFICER**

22 / 11 / 2021