

Office of the Chief Executive

Our ref: DHS/18/14867 Your ref: 7128387 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

Ms Nat Cook MP Member for Fisher 967 South Road MELROSE PARK SA 5039

Sent by email: <a href="mailto:tristan.rust@parliament.sa.gov.au">tristan.rust@parliament.sa.gov.au</a>

Dear Ms Cook

## Freedom of information application

I refer to your application under the *Freedom of Information Act 1991*(the Act), received by the Department of Human Services (DHS) on 12 October 2018 seeking access to:

Since 16 June 2018, copies of any and all documents (including but not limited to physical, electronic, or written briefs, minutes, emails, diary entries and any other correspondence) which lists all staff attending meetings between the Minister and/or the Minister's staff and the Chief Executive, including both Ministerial and departmental staff.

Unfortunately, DHS was unable to make a determination on your application within 30 days, therefore it is considered to be a "deemed refusal" under section 19(2)(b) of the Act. However, DHS has continued to process your application outside of this timeframe. Section 19(2)(a) of the Act provides that an agency can release documents outside of the 30-day timeframe, and this is still taken to be a determination under the Act.

Seventeen documents have been located that contain information within the scope of your request. I have determined to release all documents, with information not relevant to your request removed.

In accordance with the requirements of Premier and Cabinet Circular PC045, details of your FOI application, and the documents to which you are given access, will be published on the agency's disclosure log. A copy of PC045 can be found at <a href="http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars">http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars</a>.

If you have any questions in relation to this matter, please contact Fiona Braendler, Senior FOI Officer, on 8413 9094 or at <a href="mailto:DHSFreedomofInformation@sa.gov.au">DHSFreedomofInformation@sa.gov.au</a>. If you disagree with publication, you will need to advise the Senior FOI Officer within two weeks of the date of this determination.

Yours sincerely

Matthew Schutz Accredited FOI Officer

17 / W / 2018

### SCHEDULE OF DOCUMENTS - DCSI/18/14867

Freedom of information application from Ms Nat Cook MP seeking access to

Since 16 June 2018, copies of any and all documents (including but not limited to physical, electronic, or written briefs, minutes, emails, diary entries and any other correspondence) which lists all staff attending meetings between the Minister and/or the Minister's staff and the Chief Executive, including both Ministerial and departmental staff.

Doc No.	Date	Description	Determination	Reason
1.	20/06/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
2.	27/06/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
3.	04/07/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
4.	11/07/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
5.	18/07/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
6.	20/07/2018	Diary entry – pre-meeting discussion	Released in full	
7.	20/07/2018	Diary entry – meeting with the Minister	Released in part	Information out of scope removed
8.	25/07/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
9.	01/08/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
10.	08/08/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
11.	22/08/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
12.	29/08/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
13.	05/09/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
14.	12/09/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
15.	19/09/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
16.	26/09/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed
17.	10/10/2018	Meeting with Minister Lensink – Agenda	Released in part	Information out of scope removed



### Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday June 20, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Lois Boswell, A/Chief Executive

Nancy Rogers, Director, Office of the Chief Executive Phil Fagan-Schmidt, Executive Director, Housing SA

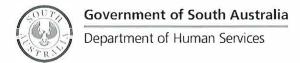
Fiona Mort, Director, Office for Women

Joe Young, Director, Strategy & Reform, NDIS Reform

Apologies:

Tony Harrison, Chief Executive

### **ITEMS OF BUSINESS**



# **Chief Executive, Department of Human Services**

Meeting Date:

Wednesday 27 June, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Lois Boswell, Deputy Chief Executive

Nancy Rogers, Director, Office of the Chief Executive Joe Young, Director, Strategy and Reform, NDIS Reform Phil Fagan-Schmidt, Executive Director, Housing SA

Andrew Thompson, Chief Financial Officer

Fiona Mort, Director, Office for Women

Michael Homden, Executive Director, Youth Justice Julie Gunn, Director, Infrastructure, Corporate Services

### **ITEMS OF BUSINESS**



## Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday July 4, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Kim-Sherie Summers, A/Deputy Chief Executive Nancy Rogers, Director, Office of the Chief Executive Nick Ashley, Executive Director, NDIS Reform Lynn Young, Executive Director, Disability Services

Andrew Thompson, Chief Financial Officer

Michael Homden, Executive Director, Youth Justice

### **ITEMS OF BUSINESS**



# Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday July 11, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Lois Boswell, Deputy Chief Executive

Nancy Rogers, Director, Office of the Chief Executive Joe Young, Director, Strategy & Reform, NDIS Reform

Nick Ashley, Executive Director, NDIS Reform

## **ITEMS OF BUSINESS**



## Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday July 18, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Fiona Mort, Director, Office for Women Kelly Tattersall, Director, Screening Unit

Paul Tsoundarou, A/Director, Community Services

### **ITEMS OF BUSINESS**

## Kranz, Peta (DHS)

Subject:

12:45pm Discussion re Grandparents for Grandchildren - Ministers request

Location:

Ministerial Office

Start: End: Fri 20/07/2018 12:45 PM Fri 20/07/2018 1:00 PM

Recurrence:

(none)

**Meeting Status:** 

Accepted

Organizer:

Lensink, Michelle (DHS)

**Required Attendees:** 

Harrison, Tony (DHS); Kranz, Peta (DHS); Tsoundarou, Paul (DHS); Maher, Patrick

(DHS); Stokes, Katrina (DPC); Hancock, Janette (DHS); Maddeford, Selena (DHS)

Categories:

**Red Category** 

Apologies for the late notice.

The Minister has asked if you could arrive 15 minutes before the meeting for discussions.

Kind regards

Rachael

# Kranz, Peta (DHS)

Subject:

Mtg w Grandparents for Grandchildren and Minister Lensink

Location:

Ministerial Office - Level 12, 1 King William Street

Start: End: Fri 20/07/2018 1:00 PM Fri 20/07/2018 1:30 PM

Recurrence:

(none)

**Meeting Status:** 

Accepted

Organizer:

Lensink, Michelle (DHS)

**Required Attendees:** 

Hancock, Janette (DHS); Maddeford, Selena (DHS); Harrison, Tony (DHS); Tsoukalas,

Paul (DHS)

**Categories:** 

**Red Category** 



# Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday July 25, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Lois Boswell, Deputy Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Gerrie Mitra, Executive Director, Disability SA Paul Tsoundarou, A/Director, Community Services

Fiona Mort, Director, Office for Women

Sarah White, Director, Change Management, People & Culture

# **ITEMS OF BUSINESS**



## Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday August 1, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Sam Fletcher, A/Director, Office of the Chief Executive

Gerrie Mitra, Executive Director, Disability SA

Julie Gunn, Director, Infrastructure

Paul Tsoundarou, A/Director, Community Services

### **ITEMS OF BUSINESS**



# Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday August 8, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Lois Boswell, Deputy Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Andrew Thompson, Chief Financial Officer

Michael Homden, Executive Director, Youth Justice Paul Tsoundarou, A/Director, Community Services

Fiona Mort, Director, Office for Women

## **ITEMS OF BUSINESS**



### Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday August 22, 11am – 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Julie Gunn, Director, Infrastructure

Joe Young, Director, Strategy & Reform, NDIS Reform

Gerrie Mitra, Group Executive Director, Disability and Reform Katherine Hawkins, Director, Concessions & Support Services

Paul Tsoundarou, A/Director, Community Services

Fiona Mort, Director, Office for Women

Apologies:

Lois Boswell, Deputy Chief Executive

### **ITEMS OF BUSINESS**



## **Chief Executive, Department of Human Services**

**Meeting Date:** 

Wednesday August 29, 11am – 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Lois Boswell, Deputy Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Fiona Mort, Director, Office for Women

### **ITEMS OF BUSINESS**



## Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday 5 September, 11am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Lois Boswell, A/g Chief Executive

Nancy Rogers, Director, Office of the Chief Executive

Andrew Thompson, Chief Financial Officer Kim-Sherie Summers, A/Deputy Chief Executive Paul Tsoundarou, A/Director, Community Services

### **ITEMS OF BUSINESS**



## A/Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday 12 September 2018, 10:30am - 12pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Lois Boswell, A/Chief Executive

Kim-Sherie Summers, A/Deputy Chief Executive

Andrew Thompson, Chief Financial Officer

Nancy Rogers, Director, Office of the Chief Executive

Gerrie Mitra, Group Executive Director, Disability and Reform

Joe Young, Director, Strategy and Partnerships

### **ITEMS OF BUSINESS**



# A/Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday 19 September 2018, 11am - 12:30pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Lois Boswell, A/Chief Executive

Kim-Sherie Summers, A/Deputy Chief Executive

Andrew Thompson, Chief Financial Officer

Nancy Rogers, Director Office of the Chief Executive

Fiona Mort, Director Office for Women

Michael Homden, Executive Director Youth Justice

### **ITEMS OF BUSINESS**



# Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday, 26 September 2018, 11am to 12 noon

Location:

Level 12 South, 1 King William Street, Adelaide

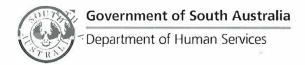
Attendees:

Lois Boswell, A/Chief Executive

Kim-Sherie Summers, A/Deputy Chief Executive Nancy Rogers, Director, Office of the Chief Executive

Fiona Mort, Director, Office for Women

### **ITEMS OF BUSINESS**



## Chief Executive, Department of Human Services

**Meeting Date:** 

Wednesday 10 October 2018, 12 noon – 1pm

Location:

Level 12 South, 1 King William Street, Adelaide

Attendees:

Tony Harrison, Chief Executive

Kim-Sherie Summers, A/Deputy Chief Executive

Andrew Thompson, Chief Financial Officer, Finance and

**Business Services** 

Nancy Rogers, Director, Office of the Chief Executive

Gerrie Mitra, Group Executive Director, Disability and Reform

Jonathan Boyd, Director, Quality Assurance, Risk and

**Business Improvement** 

Fiona Mort - Director, Office for Women

Dr Paul Tsoundarou, A/g Director Community Services

### **ITEMS OF BUSINESS**