



**Government
of South Australia**

Minister for Human Services

Level 12 South
1 King William Street
Adelaide SA 5000
GPO Box 2832
Adelaide SA 5001
DX 115
Tel 08 8463 6560
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Our ref: 18MCOR/0120
Your ref: 7135410

Ms Nat Cook
Member for Hurtle Vale
PO Box 158
WOODCROFT SA 5162

Sent by email: Tristan.rust@parliament.sa.gov.au

Dear Ms Cook

Freedom of information application

I refer to your application under the *Freedom of Information Act 1991* (the Act), received by the Office of the Minister for Human Services on 18 October 2018 seeking access to:

Copies of any and all documents (including but not limited to physical and electronic material) regarding DHS or Ministerial Paper 18TDHS/1117.

Unfortunately, a determination was unable to be made within the 30 days, therefore it is considered to be a 'deemed refusal' under section 19(2)(b) of the Act. However, our office 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 thirty-day timeframe, and this is still taken to be a determination under the Act.

Four documents have been identified as falling within the scope of your application and I have determined to refuse two documents in full and release two documents in full.

Document 2 and 4 contains personal details and information of a departmental employee and I consider that the release of this information would be an unreasonable disclosure of information related to the employees' personal affairs and have determined it to be exempt pursuant to clause 6(1) of Schedule 1 of the Act in full accordance with Section 20(4) of the Act.


Please find enclosed a copy of the documents, and a document schedule containing a brief description of the documents.

If you are dissatisfied with my determination, you can seek an internal review by writing to the Minister for Human Services as the Principal Officer of the agency. Your request should be sent within 30 days of your receipt of this letter.

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, may/will be published on the agency's disclosure log. A copy of PC045 can be found at <http://dpc.sa.gov.au/what-we-do/services-for-government/premier-and-cabinet-circulars>.

If you have any questions in relation to this matter, please contact Amanda Hockings, Office Manager, on telephone 8463 3388 or by email at amanda.hockings2@sa.gov.au. If you are dissatisfied with the outcome of your FOI application, you have the right to complain to the Ombudsman SA. Please contact the Ombudsman directly on (08) 8226 8699.

Yours sincerely



Amanda Hockings
ACCREDITED FOI OFFICER

15 / 5 / 2019

SCHEDULE OF DOCUMENTS – MCOR/0120

Freedom of information application from the Ms Nat Cook seeking access to Copies of any and all documents (including but not limited to physical and electronic material) regarding DHS or Ministerial Paper 18TDHS/1117.

No	Author	Addressee	Date	Description of document	Determination	Reason
1.	Department of Human Services	Minister or Human Services	27/7/2018	Minister Signed Briefing RE: Chief Executive – Acting Arrangements	Released in Full	
2.				Attachment to Briefing: Annual/Long Service/Retention Leave Form	Refused in Full	Exempt – Clause 6(1) – personal information Section 20(4)
3.				Minister Signed Statement of Authority	Released in Full	
4.				Minister Signed Statement of Authority – Additional Duties Allowance Form	Refused in Full	Exempt – Clause 6(1) – personal information Section 20(4)

18TDHS/1117



Government of South Australia
 Department of Human Services

TO: MINISTER FOR HUMAN SERVICES
RE: CHIEF EXECUTIVE – ACTING ARRANGEMENTS

Decision/action required by: 27 / 07 / 2018

Reason: Statement of Authority and Additional Duties for signing

Recommendation	Response
1. That the Minister approve the Statement of Authority for Lois Boswell to have delegation as Chief Executive, Department of Human Services effective 30 August 2018 to 28 September 2018 inclusive (Attachment 2).	Approved / Not Approved / Noted
2. That the Minister approve the Additional Duties Allowance for Lois Boswell while acting Chief Executive, effective 30 August 2018 to 28 September 2018 (Attachment 3).	Approved / Not Approved / Noted

<p>Comments:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p style="text-align: center;"><i>Michelle Lensink</i></p> <p style="text-align: center;">Hon Michelle Lensink MLC</p> <p style="text-align: center;">27/7/2018</p>
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KEY POINTS

- Mr Tony Harrison, Chief Executive has approved leave for the period 30 August 2018 – 28 September 2018 inclusive (attachment 1).
- Lois Boswell will be acting as Chief Executive from 30 August 2018 – 28 September 2018 and will require delegated authority during this period, and will receive additional duties for this period.

BUDGET

Are there financial implications No

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18TDHS/1117

Is there a budget impact No

Is there an FTE impact No

signature next
page.

MEDIA/SENSITIVE: No

People and Culture			
A/Executive Director	Sarah White
		signature	
Chief Executive	Tony Harrison	27/7/18
		signature	date

ATTACHMENTS

1. Annual/Long Service/Retention Leave Form – Tony Harrison – 30 August 2018 – 28 September 2018 inclusive
2. Statement of Authority for Lois Boswell to have delegation as Chief Executive effective 30 August 2018 to 28 September 2018 inclusive *(for signing)*
3. Additional Duties Allowance for Lois Boswell while acting Chief Executive, effective 30 August 2018 to 28 September 2018 inclusive *(for signing)*

Contact Officer:	Renee Fitzgerald, HR Business Partner 8207 0317, renee.fitzgerald@sa.gov.au
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18TDHS/1117

Is there a budget impact

No

Is there an FTE impact

No

MEDIA/SENSITIVE:

No

People and Culture

A/Executive Director

Sarah White

S All 23.7.18
signature

ATTACHMENTS

1. Annual/Long Service/Retention Leave Form – Tony Harrison – 30 August 2018 – 28 September 2018 inclusive
2. Statement of Authority for Lois Boswell to have delegation as Chief Executive effective 30 August 2018 to 28 September 2018 inclusive (*for signing*)
3. Additional Duties Allowance for Lois Boswell while acting Chief Executive, effective 30 August 2018 to 28 September 2018 inclusive (*for signing*)

Contact Officer:

Renee Fitzgerald, HR Business Partner
8207 0317, renee.fitzgerald@sa.gov.au

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Government of South Australia

Department of Human Services

STATEMENT OF AUTHORISATION

Please be advised that Ms Lois Boswell, Deputy Chief Executive will be performing the role of Chief Executive for the following period:

From 30 August 2018 – 28 September 2018 inclusive.

I hereby approve for Ms Boswell to exercise the authorities vested in the role of Chief Executive for the above period. I am satisfied that Ms Boswell has the capability to exercise the powers and functions associated with this authority.

Signed: *M. Lensink*

Full Name of Delegate: Hon Michelle Lensink MLC

Title: Minister for Human Services

Date: *27 July 2018*