

Our reference: **CHSFOI24-25.33**

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 Canberra Health Services (CHS) on Thursday 22 May 2025.

This application requested access to:

'The subject line of all final Ministerial briefs between 19 October 2024 and 22 May 2025 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, but not for Estimates or Annual Reports.'

I am an Information Officer appointed by the Chief Executive Officer of Canberra Health Services (CHS) under section 18 of the FOI Act to deal with access applications made under Part 5 of the Act. CHS was required to provide a decision on your access application by **Monday 7 July 2025**.

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 (Record Management System).

I have identified additional information that is a health record for the purposes of the *Health Records (Privacy and Access) Act 1997*. The identified information is directly related to correspondence to the Health Minister and Minister for Mental Health regarding the treatment, health, illness, or disability of consumers of CHS. Section 12 of the FOI Act specifies that the FOI Act does not apply to health records. This information has not been assessed in this response.

Decisions

I have decided to grant partial access to the 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.

In reaching my access decision, I have taken the following into account:

- The FOI Act;
- The contents of the documents that fall within the scope of your request; and
- The *Human Rights Act 2004*.

Partial Access

This document is partially comprised of information where information disclosure of which is taken to be contrary to the public interest under Schedules 1.2 and 1.6.

Under Schedule 1.2, the document is partially comprised of information subject to legal professional privilege information and is taken to be contrary to the public interest to release. Schedule 1.2 information that would be privileged from production or admission into evidence in a legal proceeding on the ground of legal professional privilege.

Under Schedule 1.6, the document is partially comprised of 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) Cabinet Information (d) the disclosure of which would reveal any deliberation of Cabinet.

The document is also partially comprised of information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act regarding personal information.

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 and identifying information 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, CHS 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
Website: 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.

Yours sincerely



Nicole Stevenson
Senior Director
Office of the Chief Executive Officer

30 June 2025

Record Number	Title	From	Date Packaged to Ministers Office	Minister Addressed to
MCHS24/840	Building 5 Sewerage and Water Leaks	Janet Zagari, Deputy Chief Executive	07/11/2024	Rachel Stephen-Smith MLA
MCHS24/839	Canberra Hospital Building 1 – Code Yellow Thursday 7 November 2024	Janet Zagari, Deputy Chief Executive	07/11/2024	Rachel Stephen-Smith MLA
MCHS24/832		Dave Pepper, Chief Executive	08/11/2024	Rachel Stephen-Smith MLA
MCHS24/811	Internal review of the role of CHS in the Northside Hospital Transition Project	Dave Pepper, Chief Executive	11/11/2024	Rachel Stephen-Smith MLA
GBCHS24/319	Open Access Quarter 3 2019 Ministerial Briefs	Janet Zagari, Deputy Chief Executive	20/11/2024	Rachel Stephen-Smith MLA
MCHS24/863	Canberra Health Services Weekly Brief – 18 to 22 November 2024	Dave Pepper, Chief Executive	22/11/2024	Rachel Stephen-Smith MLA
MCHS24/877	Freedom of Information application request received from [REDACTED] regarding All statistical information relating to average interval between referral and first consultation with oncologist or medical specialist at Canberra Region Cancer Centre; between 1 July 2023 and 4 October 2024.	Dave Pepper, Chief Executive	25/11/2024	Rachel Stephen-Smith MLA
MCHS24/820	Voluntary Assisted Dying (VAD) impact on Canberra Health Services	Janet Zagari, Deputy Chief Executive	25/11/2024	Rachel Stephen-Smith MLA
GBCHS24/337	Corrigendum for Canberra Health Services (CHS) Annual Report 2023-24	Dave Pepper, Chief Executive	28/11/2024	Rachel Stephen-Smith MLA
MCHS24/854	Supports young people with complex co-occurring mental health and other conditions	Dave Pepper, Chief Executive	28/11/2024	Rachel Stephen-Smith MLA
MCHS24/884	Canberra Health Services Weekly Brief – 25 to 29 November 2024	Janet Zagari, Deputy Chief Executive	29/11/2024	Rachel Stephen-Smith MLA
MCHS24/819		Dave Pepper, Chief Executive	02/12/2024	Rachel Stephen-Smith MLA
MCHS24/894		Dave Pepper, Chief Executive	03/12/2024	Rachel Stephen-Smith MLA
MCHS24/904	Occupational Violence (OV) incident at the Dhulwa Mental Health Unit	Deborah Plant, Acting Executive Director, Mental Health, Justice Health, Alcohol and Drug Services	04/12/2024	Rachel Stephen-Smith MLA
MCHS24/910		Janet Zagari, Deputy Chief Executive	05/12/2024	Rachel Stephen-Smith MLA
MCHS24/834		Dave Pepper, Chief Executive	06/12/2024	Rachel Stephen-Smith MLA
MCHS24/899	Canberra Health Services Weekly Brief – 2 to 6 December 2024	Dave Pepper, Chief Executive	06/12/2024	Rachel Stephen-Smith MLA
MCHS24/900	Canberra Health Services Pulse Survey results – November 2024	Dave Pepper, Chief Executive	10/12/2024	Rachel Stephen-Smith MLA
MCHS24/914	Confidentiality Breach	Janet Zagari, Deputy Chief Executive	10/12/2024	Rachel Stephen-Smith MLA
MCHS24/912	Canberra Health Services Weekly Brief – 9 to 13 December 2024	Dave Pepper, Chief Executive	13/12/2024	Rachel Stephen-Smith MLA
MCHS24/885	Canberra Health Services Representation on the National Pathology Accreditation Advisory Council (NPAAC)	Dave Pepper, Chief Executive	16/12/2024	Rachel Stephen-Smith MLA
MCHS24/878	Freedom of Information application request received from [REDACTED] regarding Information on waiting times for a colonoscopy following referral in accordance with the level of risk.	Dr Grant Howard, Chief Operating Officer	17/12/2024	Rachel Stephen-Smith MLA
MCHS24/833		Dave Pepper, Chief Executive	18/12/2024	Rachel Stephen-Smith MLA
MCHS24/934	Canberra Health Services Weekly Brief – 16 to 20 December 2024	Dave Pepper, Chief Executive	19/12/2024	Rachel Stephen-Smith MLA
MCHS24/948		Dave Pepper, Chief Executive	20/12/2024	Rachel Stephen-Smith MLA
MCHS24/930	Meeting - Momentum Physio and Rehab - 20 December 2024	Dave Pepper, Chief Executive	20/12/2024	Rachel Stephen-Smith MLA
MCHS24/933	Canberra Health Services improvements in the 2024 Medical Training Survey	Dave Pepper, Chief Executive	02/01/2025	Rachel Stephen-Smith MLA
MCHS24/918	Royal Australian and New Zealand College of Obstetrics and Gynaecology (RANZCOG) progress report for Canberra Hospital	Dr Grant Howard, Chief Operating Officer	06/01/2025	Rachel Stephen-Smith MLA
MCHS24/683	Healthcare Access at School Diabetes Program	Janet Zagari, Acting Chief Executive	07/01/2025	Chris Steel MLA
MCHS24/873	Canberra Hospital Acute Palliative Care Ward Project	Janet Zagari, Acting Chief Executive	08/01/2025	Rachel Stephen-Smith MLA
GBCHS24/363	Cabinet Submission – [REDACTED]	Janet Zagari, Deputy Chief Executive	17/01/2025	Rachel Stephen-Smith MLA
GBCHS24/357	Open Access Quarter 4 2019 Ministerial Brief	Dave Pepper, Chief Executive	20/01/2025	Rachel Stephen-Smith MLA
MCHS25/48	Meeting with Richard Eccles, Chair CHS Strategic Advisory Committee	Dave Pepper, Chief Executive	24/01/2025	Rachel Stephen-Smith MLA
GBCHS25/11	Canberra Health Services Half-Yearly Statement of Performance December 2024	Dave Pepper, Chief Executive	28/01/2025	Rachel Stephen-Smith MLA
MCHS24/928	Meeting with Aspen Medical – 31 January 2025	Dave Pepper, Chief Executive	29/01/2025	Rachel Stephen-Smith MLA
GBCHS24/356		Dave Pepper, Chief Executive	30/01/2025	Rachel Stephen-Smith MLA
MCHS25/14	Review of Canberra Health Services procedure related to s309 of the Crimes Act 1900.	Dave Pepper, Chief Executive	30/01/2025	Rachel Stephen-Smith MLA
MCHS25/28	Canberra Health Services Weekly Brief – 27 to 31 January 2025	Dave Pepper, Chief Executive	31/01/2025	Rachel Stephen-Smith MLA
MCHS25/66	Minister Site Visit to Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS)	Dave Pepper, Chief Executive	03/02/2025	Rachel Stephen-Smith MLA
MCHS25/65	Visit 2 of 3: Minister Site Visit to Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS)	Dave Pepper, Chief Executive	04/02/2025	Rachel Stephen-Smith MLA
MCHS25/17	DonateLife ACT Service of Remembrance and Thanksgiving 2025 (Annual Event)	Dave Pepper, Chief Executive	05/02/2025	Tara Cheyne MLA
MCHS25/18	DonateLife ACT Service of Remembrance and Thanksgiving 2025 (Annual Event)	Dave Pepper, Chief Executive	05/02/2025	Rachel Stephen-Smith MLA
GBCHS25/5		Janet Zagari, Deputy Chief Executive	07/02/2025	Rachel Stephen-Smith MLA
MCHS25/64	Canberra Health Services Weekly Brief – 3 to 7 February 2025	Dave Pepper, Chief Executive	07/02/2025	Rachel Stephen-Smith MLA
GBCHS25/17		Dave Pepper, Chief Executive	07/02/2025	Rachel Stephen-Smith MLA
GBCHS25/9	Canberra Health Services' Quality Assurance Renewals	Dave Pepper, Chief Executive	12/02/2025	Rachel Stephen-Smith MLA
MCHS25/83	Closure of Gawanggal Mental Health Unit	Janet Zagari, Deputy Chief Executive	13/02/2025	Rachel Stephen-Smith MLA
MCHS25/72	Canberra Health Services Weekly Brief – 10 to 14 February 2025	Dave Pepper, Chief Executive	14/02/2025	Rachel Stephen-Smith MLA
MCHS24/927	Varian Australasian Oncology Summit 2025	Dave Pepper, Chief Executive	18/02/2025	Rachel Stephen-Smith MLA
MCHS25/87	Canberra Health Services Weekly Brief – 17 to 21 February 2025	Dave Pepper, Chief Executive	21/02/2025	Rachel Stephen-Smith MLA
MCHS24/923	10-year anniversary of P.A.R.T.Y. Program	Dave Pepper, Chief Executive	26/02/2025	Rachel Stephen-Smith MLA
MCHS25/103	Canberra Health Services Weekly Brief – 24 to 28 February 2025	Dave Pepper, Chief Executive	26/02/2025	Rachel Stephen-Smith MLA
MCHS25/89	Visit 4 of 4: Minister Site Visit to Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS)	Dave Pepper, Chief Executive	26/02/2025	Rachel Stephen-Smith MLA
MCHS25/118	Canberra Health Services Weekly Brief – 3 to 7 March 2025	Dave Pepper, Chief Executive	28/02/2025	Rachel Stephen-Smith MLA
MCHS25/77	Freedom of Information application from [REDACTED] regarding various statistical data for the Eating Disorders Program (EDP) waitlist	Janet Zagari, Deputy Chief Executive	05/03/2025	Rachel Stephen-Smith MLA
MCHS25/134	Canberra Health Services Weekly Brief – 10 to 14 March 2025	Dave Pepper, Chief Executive	14/03/2025	Rachel Stephen-Smith MLA
MCHS25/110	Meeting with the Young Persons Commissioner, Jodie Griffith-Cook on 19 March 2025	Dave Pepper, Chief Executive	14/03/2025	Rachel Stephen-Smith MLA
MCHS25/13	Update on the Child and Adolescent Mental Health Services (CAMHS) Auditor General Report Recommendations	Dave Pepper, Chief Executive	14/03/2025	Rachel Stephen-Smith MLA
MCHS25/150	Canberra Health Services Weekly Brief – 17 to 21 March 2025	Dave Pepper, Chief Executive	19/03/2025	Rachel Stephen-Smith MLA
MCHS25/73	Palliative Care Site Visit	Dave Pepper, Chief Executive	19/03/2025	Rachel Stephen-Smith MLA
MCHS25/170	Revocation of two instruments under the Crimes Act 1900, Section 154(2)(c) in favour of an internal Canberra Health Services process	Dave Pepper, Chief Executive	21/03/2025	Rachel Stephen-Smith MLA
MCHS25/112	Meeting with the Australian College of Mental Health Nurses – 27 March 2025	Dave Pepper, Chief Executive	24/03/2025	Rachel Stephen-Smith MLA
MCHS25/177	New Northside Hospital – Clinical Services Plan	Janet Zagari, Deputy Chief Executive	24/03/2025	Rachel Stephen-Smith MLA
MCHS25/145	Update on Royal Australian and New Zealand College of Obstetrics and Gynaecology Accreditation	Dave Pepper, Chief Executive	26/03/2025	Rachel Stephen-Smith MLA

MCHS25/78	Freedom of Information application from [REDACTED] requesting all communications to and from CEO Dave Pepper relating to a surge in demand at ACT hospitals between 1 July 2024 and present, and relating to cost pressures and need for extra funding	Janet Zagari, Deputy Chief Executive	27/03/2025	Rachel Stephen-Smith MLA
MCHS25/129	Meeting with Australasian College for Emergency Medicine (ACEM)	Dave Pepper, Chief Executive	27/03/2025	Rachel Stephen-Smith MLA
MCHS25/171	Canberra Health Services Weekly Brief – 24 to 28 March 2025	Dave Pepper, Chief Executive	28/03/2025	Rachel Stephen-Smith MLA
MCHS25/162	Update on Infusion Pumps [REDACTED]	Janet Zagari, Deputy Chief Executive	31/03/2025	Rachel Stephen-Smith MLA
GBCHS25/33	[REDACTED]	Janet Zagari, Deputy Chief Executive	02/04/2025	Rachel Stephen-Smith MLA
MCHS25/197	Meeting Brief – Canberra Hospital Foundation	Dave Pepper, Chief Executive	03/04/2025	Rachel Stephen-Smith MLA
MCHS25/191	Canberra Health Services Weekly Brief – 31 March to 4 April 2025	Dave Pepper, Chief Executive	04/04/2025	Rachel Stephen-Smith MLA
MCHS25/144	Patient Incident - [REDACTED]	Janet Zagari, Deputy Chief Executive	04/04/2025	Rachel Stephen-Smith MLA
GBCHS25/47	Ministerial Document Release – Quarter 1 2020	Janet Zagari, Deputy Chief Executive	08/04/2025	Rachel Stephen-Smith MLA
MCHS25/212	Meeting Brief – Royal Australasian College of Surgeons (RACS)	Dave Pepper, Chief Executive	10/04/2025	Rachel Stephen-Smith MLA
MCHS25/206	Canberra Health Services Weekly Brief – 7 to 11 April 2025	Janet Zagari, Deputy Chief Executive	11/04/2025	Rachel Stephen-Smith MLA
MCHS25/119	Serious Occupational Violence (OV) Incident – 27 February 2025	Dave Pepper, Chief Executive	14/04/2025	Rachel Stephen-Smith MLA
GBCHS25/80	Government Commitment Tracking	Dave Pepper, Chief Executive	16/04/2025	Rachel Stephen-Smith MLA
MCHS25/209	Meeting with Australian Nursing and Midwifery Federation – 17 April 2025	Dave Pepper, Chief Executive	16/04/2025	Rachel Stephen-Smith MLA
MCHS25/224	Canberra Health Services Weekly Brief – 14 to 17 April 2025	Dave Pepper, Chief Executive	17/04/2025	Rachel Stephen-Smith MLA
GBCHS25/66	[REDACTED]	Dave Pepper, Chief Executive	23/04/2025	Rachel Stephen-Smith MLA
MCHS25/215	Freedom of Information application from [REDACTED] requesting Portfolio briefs provided to the incoming minister for Health and Mental Health provided by Canberra Health Services	Nicole Stevenson, Senior Director	23/04/2025	Rachel Stephen-Smith MLA
MCHS25/249	WorkSafe notification of injured staff member	Janet Zagari, Deputy Chief Executive	24/04/2025	Rachel Stephen-Smith MLA
MCHS25/207	Minister Site Visit to Canberra Health Services	Dave Pepper, Chief Executive	28/04/2025	Rachel Stephen-Smith MLA
GBCHS25/54	[REDACTED]	Dave Pepper, Chief Executive	29/04/2025	Rachel Stephen-Smith MLA
MCHS25/68	BreastScreen ACT Inclusive Rainbow Threads Project Community Health Intake (CHI)	Dave Pepper, Chief Executive	02/05/2025	Rachel Stephen-Smith MLA
MCHS25/238	Canberra Health Services Weekly Brief – 21 April to 2 May 2025	Dave Pepper, Chief Executive	02/05/2025	Rachel Stephen-Smith MLA
MCHS25/250	Freedom of Information application from [REDACTED] requesting The number, nature of allegations, and outcomes of complaints made against Canberra Health Services dietitians between 1/1/2024-21/3/2025, excluding names of complainants and dietitians.	Dave Pepper, Chief Executive	05/05/2025	Rachel Stephen-Smith MLA
MCHS25/272	Launch of Canberra Health Services' Podcast, Behind the Curtain	Janet Zagari, Deputy Chief Executive	06/05/2025	Rachel Stephen-Smith MLA
GBCHS25/32	[REDACTED]	Janet Zagari, Deputy Chief Executive	07/05/2025	Rachel Stephen-Smith MLA
MCHS25/268	Canberra Health Services Weekly Brief – 5 to 9 May 2025	Dave Pepper, Chief Executive	09/05/2025	Rachel Stephen-Smith MLA
MCHS25/273	Freedom of Information application from [REDACTED] regarding documents and records held by ACT Corrective Services relating to miscarriages and stillbirths occurring between 2015 and 2025 in correctional facilities under your jurisdiction	Dave Pepper, Chief Executive	12/05/2025	Rachel Stephen-Smith MLA
MCHS25/279	Proposed location of future sexual health services on the northside	Janet Zagari, Deputy Chief Executive	12/05/2025	Rachel Stephen-Smith MLA
MCHS25/128	Meeting with Richard Eccles, Chair CHS Strategic Advisory Committee	Dave Pepper, Chief Executive	13/05/2025	Rachel Stephen-Smith MLA
MCHS25/38	Visit 1 of 4: Minister Site Visit to Mental Health, Justice Health and Alcohol & Drug Services (MJHADS)	Dave Pepper, Chief Executive	13/05/2025	Rachel Stephen-Smith MLA
MCHS25/283	Minister Site Visit to Canberra Health Services Gaunt Place	Dave Pepper, Chief Executive	14/05/2025	Rachel Stephen-Smith MLA
MCHS25/292	CHS Employee – Inappropriate Behaviour [REDACTED]	Dave Pepper, Chief Executive	15/05/2025	Rachel Stephen-Smith MLA
MCHS25/282	Highlighting the Canberra Health Services (CHS) Talkback Program for National Volunteer Week 2025	Dave Pepper, Chief Executive	15/05/2025	Rachel Stephen-Smith MLA
MCHS25/287	Inner South Health Centre Services and Scope, Expanding Health Centres Across the ACT	Dave Pepper, Chief Executive	15/05/2025	Rachel Stephen-Smith MLA
MCHS25/281	Canberra Health Services Weekly Brief – 12 to 16 May 2025	Dave Pepper, Chief Executive	16/05/2025	Rachel Stephen-Smith MLA
MCHS25/214	Freedom of Information application from [REDACTED] requesting All correspondence between CHS and any ACT Minister relating to individual constituent queries between 13/09/2024 and 06/11/2024	Dave Pepper, Chief Executive	19/05/2025	Rachel Stephen-Smith MLA
MCHS25/178	Canberra Health Services Dental Update - May 2025	Dave Pepper, Chief Executive	21/05/2025	Rachel Stephen-Smith MLA
MCHS25/216	Delegation to Appoint Designated Officers	Dave Pepper, Chief Executive	21/05/2025	Rachel Stephen-Smith MLA
MCHS25/234	[REDACTED]	Dave Pepper, Chief Executive	21/05/2025	Rachel Stephen-Smith MLA