

Schedule 2.2(a)ii

via email: Schedule 2.2(a)ii

Dear Schedule 2.2(a)ii

FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by Major Projects Canberra (MPC) on 8 March 2024, in which you sought access to:

I would like the documentation from ACT Department of Transport. The electric gate at the rear of the old Tuggeranong Police Station located in Erindale located at Sternberg Crescent and Comrie Street Erindale would appreciate the documentation re the maintenance of the electronic gate for the past 3-4 years.

Authority

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act.

Decision on access

Searches were completed for relevant documents and eight (8) documents were identified that fall within the scope of your request.

My decision in relation to the documents relevant to your request is summarised as follows:

- partial access to eight (8) documents

My decision is detailed further in the following statement of reasons.

Statement of Reasons

In making my decision on disclosing government information, I must identify all relevant factors in schedule 2 of the FOI Act and determine, on balance, where the public interest lies. In reaching my access decision, I have taken the following into account:

Factors favouring disclosure in the public interest (Schedule 2, Section 2.1)

- Section 2.1(a)(i) - promote open discussion of public affairs and enhance the government's accountability;

Factors favouring non-disclosure in the public interest (Schedule 2, Section 2.2)

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

I consider that the protection of an individual's right to privacy, especially in the course of dealings with the ACT Government is a significant factor as the parties involved have provided their personal contact information for the purposes of working with the ACT Government. I have considered this

information and in my opinion the protection of individuals' personal details outweighs the benefit which may be derived from releasing them.

Online Publishing – Disclosure Log

Under section 28 of the Act, MPC maintains an official online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the MPC disclosure log three (3) to ten (10) working days after the date of the decision. Your personal contact details will not be published. You may view the MPC disclosure log at [FOI disclosure log - Major Projects Canberra \(act.gov.au\)](https://www.act.gov.au/foi-disclosure-log-major-projects-canberra).

Ombudsman Review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the 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 the MPC 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

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 ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore Street
GPO Box 370
CANBERRA CITY ACT 2601

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

Should you have any queries in relation to your request, please contact me by telephone on (02) 6205 5288 or email MPCFOI@act.gov.au.

Yours sincerely,

Schedule 2.2(a)ii

Kylie Bailey
Information Officer
Major Projects Canberra
15 May 2024

FREEDOM OF INFORMATION REQUEST SCHEDULE

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. The Open Access release status column of the table below indicates what documents are intended for release online through open access.

Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: <https://www.act.gov.au/majorprojectscanberra/home>

FOI Reference Number		Request Details				
MPCFOI2024/07		<i>I would like the documentation from ACT Department of Transport. The electric gate at the rear of the old Tuggeranong Police Station located in Erindale located at Sternberg Crescent and Comrie Street Erindale would appreciate the documentation re the maintenance of the electronic gate for the past 3-4 years.</i>				
Ref No.	No. of Folios	Description	Date	Status	Reason for non-release or partial release	Open Access release status
1.	1-2	Service Report - Gratton Court - Dormakaba	28 October 2020	Partial	Schedule 2.2(a)ii Personal Privacy	Y
2.	3-4	Call out service report - Gratton Court	15 January 2021	Partial	Schedule 2.2(a)ii Personal Privacy	Y
3.	5-6	Call out Service Report - Gratton Court - Dormakaba	31 March 2021	Partial	Schedule 2.2(a)ii Personal Privacy	Y
4.	7-8	Call out Service Report - Gratton Court - Dormakaba	5 April 2021	Partial	Schedule 2.2(a)ii Personal Privacy	Y
5.	9-10	Service Report - Gratton Court - Dormakaba	16 April 2021	Partial	Schedule 2.2(a)ii Personal Privacy	Y
6.	11-12	Call out Service Report - Gratton Court - Dormakaba	9 May 2022	Partial	Schedule 2.2(a)ii Personal Privacy	Y

7.	13-14	Call out Service Report - Gratton Court - Dormakaba	25 August 2023	Partial	Schedule 2.2(a)ii Personal Privacy	Y
8.	15-16	Call out Service Report - Gratton Court - Dormakaba	5 June 2023	Partial	Schedule 2.2(a)ii Personal Privacy	Y
Total Number of Documents						
8						

dormakaba Service

WO-02478510

Maintenance



TO:	FOR:
ACT Property Group FM ACTPG Facilities Management Purchase Order:	Site Name: Grattan Court - Valley FM Street: 36 Grattan Court Wanniassa, Australian Capt Territory, 2903 Reported By: PH:

Start Time: 28/10/2020 1:00 pm	Arrived Time: 28/10/2020 1:19 pm	Completed Time: 28/10/2020 1:48 pm
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WORK ORDER DETAILS

Installed Product ID	2606277	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

WORK PERFORMED BY TECHNICIAN : **Schedule 2.2(a)ii**

Work Performed: 2606277 Carried out maintenance as per contract

LABOUR & MATERIALS

Description	Line Qty
	1

Customer Signature:

Technician Signature:

Schedule 2.2(a)ii

"I hereby confirm and acknowledge the receipt of the above mentioned services and or materials"

"I hereby confirm that I have completed the work as detailed above"

Site Representative:

Responses Recorded in Completed Checklists

CHECKLIST RESULT FOR PM Industrial Checklist

Section - Test & Inspect the Following

QUESTION	ANSWER
Motor & Gearbox (inc. Drive and connection links)	Passed
Safety Interlock Systems isolating manual & electrical control	Passed
Counter Balance Systems and Tension	Passed
Arm, Gate, Door, Curtain Slats/Panels & Rails (inc guide clips, wheels, roller guides)	Passed
Track Systems inc. Vertical Tracks, Horizontal, Drive Racks	Passed
Electrical Cabling, Conduits Entry points and Termination	Passed
Control Box and Equipment	Passed
Safety Systems inc Photo Electric Eyes and Loop Detectors	Passed
Ancillary Devices & Interfaced Functions	Passed
Limit Adjustments	Passed
Full operation - Adjust as required (note: Safety Features eg automatic reversing)	Passed
Lubricate all items as required	N/A
Further Comments	
Applicable Photos	

If you have any questions regarding this matter please call the number below and quote the work order number at the top of the page.

dormakaba Service

WO-02586567

Callout (Business Hours)



TO:	FOR:
ACT Property Group FM Purchase Order: 172074 (C1)	Site Name: PCYC Canberra Street: 17 Grattan Court Erindale,Aust Cap Territory,2902 Reported By: Schedule 2.2(a)ii PH: Schedule 2.2(a)ii

Start Time: 15/01/2021 09:51	Arrived Time: 15/01/2021 10:09	Completed Time: 15/01/2021 10:44
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WORK ORDER DETAILS

Installed Product ID	Canb PCYC	Prestart Inspection Completed	true
Make	DORMA	JSEA	false
Model		SWMS	false
On-Site Location		Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

Please attend and investigate the power to the gate which is leaving the gate open.

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)ii

Work Performed: IP: 1102346 Gate to compound at 2-14 Grattan - Former Police Station Checked and found gate in obstruct mode. Manually moved gate to check rack and pinion alignment and for physical obstructions, tested ok. Increased obstruct detect current limits. Gate functions tested ok.

LABOUR & MATERIALS

Description	Line Qty

Technician Signature:

Schedule 2.2(a)ii



Customer Signature:

"I hereby confirm and acknowledge the receipt of the above mentioned services and or materials"

"I hereby confirm that I have completed the work as detailed above"

Site Representative:

Responses Recorded in Completed Checklists

If you have any questions regarding this matter please call the number below and quote the work order number at the top of the page.

dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

dormakaba Service

WO-02678491

Callout (Business Hours)

TO:	FOR:
ACT Property Group FM Purchase Order: 176953 (C1)	Site Name: Gratton Court - Valley FM Street: 2 Gratton Court Wanniassa, Australian Capt Territory, 2903 Reported By: Schedule 2.2(a)ii PH: Schedule 2.2(a)ii

Start Time: 31/03/2021 3:45 PM	Arrived Time: 31/03/2021 4:00 PM	Completed Time: 31/03/2021 4:34 PM
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WORK ORDER DETAILS			
Installed Product ID	1102346	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Revisit Required

PROBLEM DESCRIPTION
gate is jammed closed - no one can get their cars out - location discription attached

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)ii
Work Performed: IP 1102346. Arrived to find gate off tracks. Has been hit and has substantial. Wheel is 30x 100. V groove. Ref picture.

LABOUR & MATERIALS	
Description	Line Qty

Customer Signature:

WO-02678491 Wednesd
ay, March 31, 2021 4:35
PM
N/A
WO-02678491 Wed
nesday, March 31, 2021

Technician Signature:

Schedule 2.2(a)ii
[Redacted Signature]

"I hereby confirm and acknowledge the receipt of the above mentioned services and or materials"

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Site Representative:

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dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

WO-02685506

Callout (After Hours)

TO:	FOR:
ACT Property Group FM PO Box 777 Fyshwick, Australian Capt Territory, 2609 Purchase Order: 177550 (C1)	Site Name: Grattan Court - Valley FM Street: 2 Grattan Court Wanniassa, Australian Capt Territory, 2903 Reported By: PH: Schedule 2.2(a)

Start Time: 05/04/2021 9:30 AM	Arrived Time: 05/04/2021 10:17 AM	Completed Time: 05/04/2021 2:17 PM
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WORK ORDER DETAILS

Installed Product ID	1102346	Prestart Inspection Completed	false
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

Gate is not opening

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)

Work Performed: Gate wheel was broken due to a vehicle impacting the gate. Replaced 1 x 130mm wheel and 1 x drive rack. 2nd man required to help lift gate and complete

LABOUR & MATERIALS

Description	Line Qty
A/H Callout Fee	1
A/H Additional Hours	3
Track Wheel S & L Manufactured (0)	1
Gate Track (1m Lengths)	1

Customer Signature:

Technician Signature:

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"I hereby confirm that I have completed the work as detailed above"

Site Representative:

WORK ORDER CHECKLIST

Checklist as detailed below are in accordance with the relevant Australian Standards or Industry Requirements for the specific equipment being worked upon

Item	Status	Comments
Check gearbox seals	Yes	
Check end clips	Yes	
Check plastic wind locks	Yes	
Lubricate system.	Yes	
Check locking mechanism	Yes	
Check motor operation	Yes	
Check welds	Yes	
Check bearings/bushes	Yes	
Check control box	Yes	
Check photo beam/sensors	Yes	
Curtain or Slats in good condition	Yes	
Guides checked	Yes	
Curtain/Slat tension OK	Yes	
Check limits	Yes	
Check mountings	Yes	
Check connecting link	Yes	
Check wiring secure	Yes	
Check final operation	Yes	

If you have any questions regarding this matter please call the number below and quote the work order number at the top of the page.

dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

WO-02671017

Maintenance

TO:	FOR:
ACT Property Group FM	Site Name: Grattan Court - Valley FM
ACTPG Facilities Management	Street: 36 Grattan Court
Purchase Order:	Wanniassa,Australian Capt Territory,2903
	Reported By:
	PH:

Start Time: 16/04/2021 7:05 am	Arrived Time: 16/04/2021 7:50 am	Completed Time: 16/04/2021 8:38 am
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WORK ORDER DETAILS

Installed Product ID	1102346	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)ii

Work Performed: Serviced as per contract

LABOUR & MATERIALS

Description	Line Qty
	1

Customer Signature:

Technician Signature:
 Schedule 2.2(a)ii

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'I hereby confirm that I have completed the work as detailed above'

Site Representative:

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dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

WO-03113733

Callout (Business Hours)

TO:	FOR:
ACT Property Group FM Purchase Order: 197153 (C1)	Site Name: Grattan Court - Valley FM Street: 36 Grattan Court Wanniassa,Australian Capt Territory,2903 Reported By: Schedule 2.2(a)ii PH: Schedule 2.2(a)ii

Start Time: 09/05/2022 11:41 am	Arrived Time: 09/05/2022 11:41 am	Completed Time: 09/05/2022 12:23 pm
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WORK ORDER DETAILS

Installed Product ID	1102346	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

Please attend and create a remote for the electric gate and provide to Veolia. Tenant already replaced the batteries but still not working. Once created, please contact Sue-Ellen to collect.

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)ii

Work Performed: IP: 1102346 Attended site and programmed new remote for rear gate entry. Tested remote and all working fine.

LABOUR & MATERIALS

Description	Line Qty
Elsema Remote FMT304 4CH Transmitter (FMT304)	1

Customer Signature:

Technician Signature:

Schedule 2.2(a)ii

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Site Representative:

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dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

WO-03644719

Callout (Business Hours)

TO:	FOR:
ACT Property Group FM Purchase Order: 231551 (C1)	Site Name: Grattan Court - Valley FM (104) Street: 2 Grattan Court Wanniassa,Australian Capt Territory,2903 Reported By: Schedule 2.2(a)ii PH: Schedule 2.2(a)ii

Start Time: 25/08/2023 1:53 pm	Arrived Time: 25/08/2023 2:37 pm	Completed Time: 25/08/2023 3:13 pm
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WORK ORDER DETAILS

Installed Product ID	1102346	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	Not required at this time.

PROBLEM DESCRIPTION

REVISIT - WO-03644719 - Attended site made numerous attempts to contact site contacts. Unable to make contact. Unable to proceed with works re visit required.

WORK PERFORMED BY TECHNICIAN : Schedule 2.2(a)ii

Work Performed: IP 1102346 Attended site tested gate numerous times operating without fault. Inspected and cleaned all sensors. Inspected and cleaned track and wheels for any obstructions. None present. Tested sensors. All sensors working as normal and gate reverse when safety sensors are obstructed. Tested gate numerous times unable to replicate fault after numerous attempts. Gate is fully functional without fault upon departure. Attempted several times to make contact with site contact unable to make contact.

LABOUR & MATERIALS

Description	Line Qty
Std Callout Fee Std Callout Fee	1

Customer Signature:

Technician Signature:

Schedule 2.2(a)ii

"I hereby confirm and acknowledge the receipt of the above mentioned services and or materials"

"I hereby confirm that I have completed the work as detailed above"

Site Representative:

Responses Recorded in Completed Checklists

If you have any questions regarding this matter please call the number below and quote the work order number at the top of the page.


dormakaba Australia Pty Ltd

www.dormakaba.com.au

Ph: 1800675411

WO-03482151

Callout (Business Hours)

TO: ACT Property Group FM Purchase Order: 220310 (C1)	FOR: Site Name: Grattan Court - Valley FM (104) Street: 36 Grattan Court Wanniassa,Australian Capt Territory,2903 Reported By:  PH: Not Provided
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Start Time: 05/06/2023 10:14 am	Arrived Time: 05/06/2023 10:58 am	Completed Time: 05/06/2023 11:30 am
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WORK ORDER DETAILS

Installed Product ID	1102346	Prestart Inspection Completed	true
Make		JSEA	false
Model		SWMS	false
On-Site Location	Gate Entry	Repairs/Quotation Required	

PROBLEM DESCRIPTION

Please attend to investigate and ensure proper operations of the exit gate - a tenant had swiped to leave premise, the gate had opened and then immediately closed onto the car without letting it through. Please provide a report of the findings. Attended site unable to contact any site contacts unable to gain access to building. Revisit after acquiring keys from ACTPG.

WORK PERFORMED BY TECHNICIAN : **Schedule 2.2(a)ii**

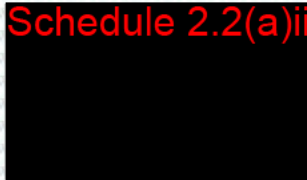
Work Performed: IP: 1102346 Arrived on site and signed in. Inspected gate and found it to be working ok. Found the gate to have auto close on when the Photoelectric Eyes are triggered. This causes the gate to close quicker when someone has passed through to prevent tailgating. Suspect this is the issue. Increased close time after Photoelectric Eyes are triggered from 2s to 5s Tested operation ok. Photoelectric Eyes tested ok. Gate has an auto close feature enable to improve security, suspect issue was gate was activated and the timer was reached before the car began exiting. Recommend activating gate when ready to exit.

LABOUR & MATERIALS

Description	Line Qty
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Customer Signature:

Technician Signature:


WO-03482151 Monday, 5 June 2023 11:34 AM WO-03482151
WO-03482151 Monday, 5 June 2023 11:34 AM WO-03482151
WO-03482151 Monday, 5 June 2023 11:34 AM WO-03482151
WO-03482151 Monday, 5 June 2023 11:34 AM WO-03482151
WO-03482151 Monday, 5 June 2023 11:34 AM WO-03482151

"I hereby confirm and acknowledge the receipt of the above mentioned services and or materials"

"I hereby confirm that I have completed the work as detailed above"

Site Representative:

Responses Recorded in Completed Checklists

If you have any questions regarding this matter please call the number below and quote the work order number at the top of the page.

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Ph: 1800675411