Freedom of Information Request - Schedule

SUBJECT: [redacted] - ACT GOVT IN-SOURCING

DATE OF REQUEST: 27/10/2025 FILE REFERENCE: FILE2025/38354

SCOPE:

Information about decisions regarding actual or planned in-sourcing of services or functions by ACT Government that are currently, or were previously, provided by private or not for profit sectors, since 15 October 2016, specifically:

1. *The name of the service/function*
2. *The date of commencement (actual or planned)*
3. *The number of staff brought in-house (actual or planned)*
4. *The names of the affected providers of the services/functions*

Record Number	Description	Record Date	Decision (Full release, Partial release, Non-release)	Reason for Decision
1	School Cleaning FAQs	20190325	Full release	Outside of scope
2	Email – EDU, EGMBSG to EDU EGC Secretariat - FW: EGC Briefing - School Cleaning Service – December Update Attachment: EGC Briefing - School Cleaning Service - December Update	20191213 0921	Full release	Outside of scope Pages which are entirely redacted have been removed
3	Email – EDU, EGMBCG to EDU EGC Secretariat - FW: School Cleaning WHS Update Attachment: E - EGC Brief Template - School Cleaning WHS Update	20200914 1545	Full release	Outside of scope Pages which are entirely redacted have been removed

4	Document – Executive Brief - Senior Director, Civic Precinct Insourcing Project to Executive Group Manager, Business Services – Procurement of machinery, equipment and consumables to support cleaning operations at the Civic Precinct Office buildings Attachments: A. REC23/75805 – Procurement Plan – School Cleaning Products and Equipment Panel	20230515	Full release	Outside of scope Attachments are not released as they are outside of scope Pages which are entirely redacted have been removed
5	Document – Deep Dive School Cleaning – 10 February 2025	20250210	Full release	Outside of scope Pages which are entirely redacted have been removed
6	Document – Ministerial Brief - Director-General to Minister for Education and Early Childhood - Provision of cleaning services to Canberra Institute of Technology Woden Campus Attachment: Updated costing	20250515	Partial release	Schedule 2, 2.2(a)(ii) and outside of scope Attachment is not released as it is outside of scope
7	Document – Caveat Brief – V Attridge to Minister for Education and Early Childhood - CIT request for Education Directorate Insourced Cleaning Services to CIT	20250604	Partial release	Schedule 2, 2.2(a)(ii) and outside of scope

8	Email – S Swincer to K Shuttleworth and others - FW: Cleaning Taskforce Meeting Items Notes TOR Risks Timelines Attachments: A. 4 June 2025 CIT Education IC SLA Taskforce Meeting Notes B. CIT Education IC SLA Taskforce TOR June 2025 C. CIT Cleaning Project Infographic Timeline June2025	20250610 1648	Partial release	Outside of scope Attachment C is not released as it is outside of scope Pages which are entirely redacted have been removed
9	Email – Education DLO to V Attridge - FW: FOR ACTION: FILE2025/26053: GOVERNMENT & STAKEHOLDER RELATIONS - Customer Service – MIN CORRO - MIN RESPONSE AND BACKGROUND INFORMATION - Legislative Assembly cleaning contract (Mark Parton MLA) Attachment: Correspondence from Minister Berry	20250611 0818	Partial release	Schedule 2, 2.2(a)(ii) and outside of scope Pages which are entirely redacted have been removed
10	Email – D Matthews to K Shuttleworth; S Jordan - RE: Timeline to establish insourced cleaning services at Woden CIT	20250617 1007	Partial release	Schedules 2, 2.2(a)(ii) and outside of scope Pages which are entirely redacted have been removed
11	Email – T Toogood to R Foote - FW: High Level Cleaning Scope Attachment: 20250327_Cleaning Profiles and Frequency	20250624 1618	Partial release	Schedule 2, 2.2(a)(xi) and outside of scope Attachment is not released as it is outside of scope

12	Document – Ministerial Brief - Director-General to Minister for Education and Early Childhood - School Cleaning Service support for CIT insourcing of cleaning services Attachment: Insourced Cleaning at CIT Woden Implementation Plan – draft as of 6 June 2025	20250625	Partial release	Schedules 2, 2.2(a)(ii) and outside of scope Attachment is not released as it is outside of scope
13	Email – EDU, EGMFIG to V Attridge and others - FW: FOR INFO: Letter from the Speaker - Education Cleaning Quote Attachment: Speaker"s Letter to Minister for Education - Re Cleaning Quote provided	20250701 1641	Partial release	Schedules 2, 2.2(a)(ii) and outside of scope
14	Email – EDU, EGMFIG to V Attridge - FOR INFO: EGM APPROVED: AMENDMENTS MADE: SUB25/22568: Min response - Speaker"s follow up corro re insourced cleaning to LA Attachments: MIN CORRO - MIN RESPONSE – Speaker's follow-up corro regarding insourced cleaning quote (Mark Parton MLA) A. Document – ACT Education Directorate School Cleaning Service	20250709 1304	Partial release	Schedule 2, 2.2(a)(ii) and outside of scope Pages which are entirely redacted have been removed
15	Email – L Pierce to T Toogood – RLA discontinued – Proposed School Cleaning in Legislative Assembly Attachments: A. 2025.07.08 – RLA – School Cleaning Service in Legislative Assembly B. Attachment A – MOU – Education – ACTPG Civic Precinct Cleaning Annex A-300323	20250728 1446	Full release	Outside of scope Pages which are entirely redacted have been removed

16	Document – Caveat Brief – Executive Group Manager People, Governance and Communications to Minister for Education and Early Childhood – Insourcing of School Playground and Climbing Wall Inspections and Maintenance	20251007	Partial release	Schedule 2, 2.2(a)(ii) and outside of scope