



Contact: David Koppers
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Georgina Woods
Lock the Gate Alliance
PO Box 290
NEWCASTLE NSW 2300
20 June 2017

Dear Georgina

Subject: Access to information application under the GIPA Act

I refer to your application received on 15 June 2017 requesting access to:

- *The diary of David McNamara, Director of the Planning Assessment Commission from 29 May to date;*
- *Any record of contact, including meeting notes and calendar entries, between the Planning and Assessment Commission members or staff and Santos Ltd or its related entities from 1 January 2017 to date;*
- *Any record of any request or direction from the Minister for Planning (or his representative) to the Planning Assessment Commission regarding the Narrabri Gas Project; and*
- *Any record of meetings or communications between the Planning Assessment Commission and any third party regarding the Narrabri Gas Project from 1 January 2017 to date.*

This is to advise that your application has been accepted as a valid access application and the application fee of \$30 has been received. Section 57 of the *Government Information (Public Access) Act 2009* requires a decision on the application must be made within 20 working days after the application is received. If consultation with another person is required under the Act (as is expected in this instance) the decision period can be extended by up to 15 working days.

As your application was received on 15 June 2017, a decision is required to be made by 2 August 2017, including the 15-day consultation period. If a decision is not made by this date, it will be deemed to have been refused, unless you agree to an extension of time.

To assist in providing the information requested, the Commission seeks clarification of the following:

- In regard to the diary of David McNamara, are you seeking all diary entries for the stated period, or entries that are specific to the Narrabri Gas Project?
- Confirm how you define the term "any third parties"? For instance, does this apply to other NSW Government agencies or non NSW government agencies?

Charges

Time involved in processing this application is chargeable at a rate of \$30 per hour. We are in the process of identifying documents in your application and will then carry out consultation, as required. We will advise you of the estimated processing cost in due course.

Right to Review

You have a right to seek internal review of a reviewable determination as outlined in s80, Part 5 of the Act unless the decision is made under clause 5(2), Schedule 1 of the Act. An internal review should be made in writing to the Chairperson of the PAC within 20 working days of receipt of the decision of your application. Alternatively, you have a right to seek a review by the Information and Privacy Commission or by the NSW Civil and Administrative Tribunal. Their contact details are:

Information and Privacy Commission NSW
GPO Box 70111
SYDNEY NSW 2001
Phone: 1800 472 679
Email: ipcinfo@ipc.nsw.gov.au
Website: www.ipc.nsw.gov.au
NSW Civil and Administrative Tribunal
Administrative and Equal Opportunity Division
Level 10, John Maddison Tower
86-90 Goulburn Street
SYDNEY NSW 2000
Phone: 1300 006 228
Website: www.ncat.nsw.gov.au

If you have any questions, please call David Koppers on 9383 2100.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'D. McNamara', with a wavy line extending to the right.

David McNamara
Director, Secretariat
NSW Planning Assessment Commission