

MINUTES

Time and Date	9.30 – 10.3am, Tuesday, 23 July 2024
Location	Level 6 - Large Meeting Room, Executive Building

Members	Courtney Ingham, Director, Office of the Secretary – DPAC (Chair)
	Richard Wilson, Manager, Ministerial Executive Services - DPAC
	Michelle Lowe, Director, Office of the Secretary – DoJ
	Heather Neate, Program Manager, RTI - NRE
	Rhiannon Garth, Manager - DPFEM
	Paula Becker, Manager Legal Services - DECYP
	Merran Ramsay, Executive Manager, Legal Services - DoH
	Alison Lander, Director Secretariat and Legal Services – DECYP
Observers	Gemma Smith, Program Manager - DPAC
	Corinne Hegarty, Executive Officer - DPAC
Apologies	Carmen Kelly, Manager P&P – DPAC
	Alison Scandrett, Principal Legal Officer - DECYP

1. Welcome, agenda and apologies

The Chair opened the meeting at 9:34am and provided an Acknowledgement of Country.

The meeting today will provide focus on the current Right to Information (RTI) landscape including a number of legislative reviews that have occurred recently. Work is continuing to reform the RTI landscape and DPAC will be working closely with DoJ to work through the reviews of the RTI Act.

2. Terms of Reference

The Chair advised members of the need to review the Terms of Reference (ToR) to align the project with the current RTI landscape and reforms. The Committee agreed to review the ToR and provide feedback out of session and agreed to meet on a regular basis to discuss and work through the project's outputs.

The Committee discussed the ongoing challenges for applicants seeking their own records.

Members raised the need for a bespoke process for applicants seeking their own information. Access of motor vehicle registry information was provided as an example of a bespoke process that worked well in isolation from RTI and PIP.

Action – The Committee to review and provide feedback on the ToR out of session.

4. Overview of landscape

The Chair moved to agenda item 4 next to match the progress of the Committee's discussion.

GS presented on the *information access landscape*. She provided an overview of key amendments and reviews that have occurred for information management legislation since the introduction of the *Right to Information Act 2009*. GS noted the need to address the outstanding issues identified from these reviews but noted that legislative reform and resourcing changes may not be best achieved through the RTI Uplift Project. Committee members agreed that the project should continue to focus on providing training and guidance for RTI delegates and others, introducing consistent processes across government agencies, and reviewing and updating government's routine disclosure datasets.

ML asked about progress occurring in the Premier's office on planning the response to government committed RTI reviews.

Action – The Chair will follow up with the Premiers office and provide an update to the members at the next meeting.

GS noted that many agencies already have useful training resources and innovative processes and confirmed that the project will seek to build on existing success as much as possible.

3. Discussion Paper

The Chair provided an overview of the Discussion Paper, noting that it was developed as a desktop analysis before the Commission of Inquiry recommendations.

The Discussion Paper will be updated to acknowledge the changes that have happened in the information access space since it was drafted and reference the changes that government has since committed to. It is requested that the members review the document and provide any further feedback so that the paper can be finalise at the next meeting.

Action – The draft discussion paper is to be contemporised and circulated to members for final feedback before the next meeting.

5. Routine disclosures

The Chair noted that reviewing routine disclosure date sets was raised as a focus of the project during the presentation on the information access landscape and members agreed to the project achieving this.

6. Other business

The Chair closed the meeting at 10.18am.

Action – The *Information Access Landscape* presentation, the Terms of Reference and the Discussion paper will be circulated to members.