

Agency Name	Sydney Local Health District
Reporting Period	July 1, 2013 – June 30, 2014

APPENDIX 1 – OBLIGATIONS UNDER THE GIPA ACT

1. REVIEW OF PROACTIVE RELEASE PROGRAM - CLAUSE 7(A)

Under section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Our agency's program for the proactive release of information involves:

- a. Review of information held by the agency that may be of interest to the public (that is not already released proactively);
- b. Review of GIPA applications (informal and formal) received to see what categories of information are requested;
- c. Reviewing the information produced in the last year that may be of interest to the public to release proactively.
- d. Review the initiatives, developments or projects relevant to our LHD that we would like to the public to know about.

During the reporting period, we reviewed this program by:

- a. Asking staff about the information that is frequently being asked for
- b. Reviewed other Local Health District's websites to see what information they are proactively releasing
- c. Review the disclosure log (and the specific GIPA applications) to see the main types of information asked for.
- d. Review the information that we hold and that we have produced in the last financial/reporting year.

As a result of this review, we released the following information proactively:

- District Healthcare Services Plan 2013-2018
- Sydney Local Health District Strategic Plan 2012-2017
- SLHD Health Profile 2013
- Sydney Local Health District Research Strategic Plan 2012-2017
- Sydney Local Health District Education and Training Strategic Plan 2013-2018
- Sydney Local Health District Community Participation Framework 2012-2015
- Concord Repatriation General Hospital Strategic Plan 2013-2018
- RPA Lifehouse Model Of Care Overview
- Lifehouse Inpatient Model of Care

- Sydney Local Health District Community Health Strategic Plan 2012-2017
- Royal Prince Alfred Strategic Plan 2013-2018
- The Canterbury Hospital Strategic Plan 2013-2018
- The Balmain Hospital Strategic Plan 2012-2017
- Sydney Local Health District Sustainability Plan 2013-2018
- Sydney Local Health District Sexual Health Strategy 2013-2018
- SLHD Dementia Action Plan 2013-18
- SLHD Aged, Chronic Care, Rehabilitation, Ambulatory Care and General Medicine Clinical Stream Position Paper
- SLHD Allied Health Strategic Plan 2013-18
- SLHD Cancer Clinical Stream Position Paper 2013-18
- SLHD Cardiovascular Clinical Stream Position 2013-18
- SLHD Endocrinology Position Paper 2013-18
- SLHD Gastroenterology and Liver Clinical Stream Position Paper 2013-18
- SLHD Neurosciences, Bone and Joint, Plastic and Trauma Surgery Clinical Stream Position Paper 2013-18
- SLHD Women's Health, Neonatology and Paediatrics Clinical Stream Position Paper
- Sydney Local Health District 2012-13 Review
- Sydney Local Health District Budget 2013-14
- Minutes of the Sydney Local Health District Board 2013-14
- Minutes of the Yaralla Community Advisory Committee 2013-14

2. NUMBER OF ACCESS APPLICATIONS RECEIVED - CLAUSE 7(B)

During the reporting period, our agency received a total of **32** formal access applications (including withdrawn applications but not invalid applications).

3. NUMBER OF REFUSED APPLICATIONS FOR SCHEDULE 1 INFORMATION - CLAUSE 7(C)

During the reporting period, our agency refused a total of **0** formal access applications because the information requested was information referred to in Schedule 1 to the GIPA Act.

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	Nil	1	Nil	Nil	Nil	Nil	Nil	Nil
Members of Parliament	Nil	Nil	Nil	Nil	Nil	2	Nil	Nil
Private sector business	6	1	Nil	Nil	Nil	Nil	Nil	1
Not for profit organisations or community groups	1	1	Nil	1	Nil	Nil	Nil	Nil
Members of the public (application by legal representative)	8	Nil	Nil	3	Nil	1	Nil	Nil
Members of the public (other)	5	1	Nil	Nil	Nil	Nil	Nil	Nil

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal information applications*	17	Nil	Nil	4	Nil	1	Nil	1
Access applications (other than personal information applications)	2	3	Nil	1	Nil	2	Nil	Nil
Access applications that are partly personal information applications and partly other	1	1	Nil	Nil	Nil	Nil	Nil	Nil

*A **personal information application** is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

The total number of decisions in Table B should be the same as Table A.

Table C: Invalid applications	
Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	6
Application is for excluded information of the agency (section 43 of the Act)	Nil
Application contravenes restraint order (section 110 of the Act)	Nil
Total number of invalid applications received	6
Invalid applications that subsequently became valid applications	4

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act	
	Number of times consideration used*
Overriding secrecy laws	Nil
Cabinet information	Nil
Executive Council information	Nil
Contempt	Nil
Legal professional privilege	Nil
Excluded information	Nil
Documents affecting law enforcement and public safety	Nil
Transport safety	Nil
Adoption	Nil
Care and protection of children	Nil
Ministerial code of conduct	Nil
Aboriginal and environmental heritage	Nil

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

**Table E: Other public interest considerations against disclosure:
matters listed in table to section 14 of the Act**

	Number of occasions when application not successful
Responsible and effective government	3
Law enforcement and security	Nil
Individual rights, judicial processes and natural justice	4
Business interests of agencies and other persons	Nil
Environment, culture, economy and general matters	Nil
Secrecy provisions	Nil
Exempt documents under interstate Freedom of Information legislation	Nil

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	32
Decided after 35 days (by agreement with applicant)	Nil
Not decided within time (deemed refusal)	Nil
Total	32

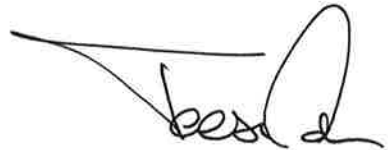
Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total
Internal review	Nil	Nil	Nil
Review by Information Commissioner*	Nil	Nil	Nil
Internal review following recommendation under section 93 of Act	Nil	Nil	Nil
Review by ADT	Nil	Nil	Nil
Total	Nil	Nil	Nil

*The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review
Applications by access applicants	Nil
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	Nil



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Chief Executive
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