Dear Mr Boyer

NOTICE OF DETERMINATION – REQUEST FOR ACCESS TO DOCUMENTS UNDER THE FREEDOM OF INFORMATION ACT 1991

I refer to your application to the Office of the Minister for Transport, Planning and Infrastructure made under the Freedom of Information Act 1991 (the Act) which was received 8 February 2019.

You have requested access to:

"Since 17 March 2018, copies of all statements of the Office Manager’s credit card in the Office of the Minister for Transport, Infrastructure, Planning and Local Government."

I wish to advise you that there are ten documents within the scope of your request. I have determined to release to you in full documents 001 to 010.

Attached is an explanation of the provisions of the Act which details your rights to review and appeal this determination, and the process to be followed.

If you have any questions in relation to the matter, please contact Rachel Stone, Freedom of Information Officer on (08) 7109 8430 or via email Rachel.stone@sa.gov.au.

Yours sincerely

Jenna Phillips-Wilkinson
Accredited FOI Officer
Office of the Minister for Transport, Infrastructure and Local Government
Minister for Planning

Encl

February 2019
<table>
<thead>
<tr>
<th>Document Number</th>
<th>Description of Document</th>
<th>Date of Document</th>
<th>Author</th>
<th>Determination Release / Partial Release / Refuse Access</th>
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<td>Credit Card Statement</td>
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<td>ANZ</td>
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INTERNAL REVIEW

If you are dissatisfied or concerned with the decision of this Agency regarding access to documents or the request for amendment to your personal records, you can apply for an Internal Review of that decision.

To apply for an Internal Review you must write a letter addressed to the Principal Officer or lodge an Internal Review application form with the Principal Officer of this Agency. The legislated application fee must accompany all applications, unless the fee was waived in the original Freedom of Information application, in which case there would be no fee payable for the application. The application must be lodged within 30 days after being notified of the decision.

The Agency will undertake the Internal Review and advise you of its decision within 14 days of receipt of the application.

Where the decision was made by the Minister or Principal Officer of the Agency, you are unable to request an Internal Review but you can apply for an External Review by the Ombudsman, or SACAT.

You are unable to apply for an Internal Review regarding a decision to extend the time limit for dealing with an application but you can apply for an External Review.

EXTERNAL REVIEW BY THE OMBUDSMAN

If the Agency does not deal with your Internal Review application within 14 calendar days (or you remain unhappy with the outcome of the Internal Review) you are entitled to an External Review by the Ombudsman SA.

You may also request an External Review by the Ombudsman if you have no right to an Internal Review.

The application for review by the Ombudsman should be lodged within 30 days after the date of a determination. The Ombudsman’s Office, at their discretion, may extend this time limit.

Investigations by the Ombudsman are free. Further information is available from the Office of the Ombudsman by telephone on 8226 8699 or toll free 1800 182 150 (within SA).

REVIEW BY THE SOUTH AUSTRALIAN CIVIL AND ADMINISTRATIVE TRIBUNAL (SACAT)

If you are still dissatisfied with the decision made by this Agency after an Internal Review or after a review by the Ombudsman, you can request a review from SACAT.

You must exercise your right of review to SACAT within 30 calendar days after being advised of the determination or the results of any other Internal or Ombudsman Review. Any costs will be determined by SACAT, where applicable. For more information, contact;

South Australian Civil and Administrative Tribunal (SACAT)  
Phone: 1800 723 767 Email: sacat@sacat.sa.gov.au
<table>
<thead>
<tr>
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<th>Transaction Details</th>
<th>Purchases</th>
<th>Cash Advances</th>
<th>Cardholder Payments &amp; Adjustments</th>
<th>Estimated GST</th>
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<td>CARE PARK PTY LTD MELBOURNE</td>
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Opening Expenditure  
Nominated Financial YTD

Certified by (Cardholder Name)

Authorised by

---

*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.
Credit Limit
Transaction Limit
Cash Advance Limit (ATM)
Cash Advance Limit (over-the-counter)

Card Number

<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
<th>Purchases</th>
<th>Cash Advances</th>
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<td>26/04/2018</td>
<td>OFWKS ONLINE BENTLEIGH 03</td>
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<td>0.00</td>
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<td>110.93</td>
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Opening Expenditure
Nominated Financial YTD 0.00

Total Expenditure
Nominated Financial YTD

**This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.**

Estimated GST = 9.5% of Total Expenditure

1,220.32 + GST = 1,220.32 + 110.93 = 1,331.25

**Authorised by**

**Certified by (Cardholder Name)**

Date

TOTAL ($A) 1,220.32 0.00 0.00 0.93

Opening Expenditure Nominated Financial YTD 0.00

Total for this month 1,220.32

Card Number

Estimated GST* Actual GST Amount

1,36 100.67

Date

Date
<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
<th>Purchases</th>
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<th>Cardholder Payments &amp; Adjustments</th>
<th>Estimated GST*</th>
<th>Remarks</th>
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<tr>
<td>14/06/2018</td>
<td>NEWS DIGITAL SUBS SURRY HILLS</td>
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<tr>
<td>TOTAL ($)</td>
<td></td>
<td>15.00</td>
<td>0.00</td>
<td>0.00</td>
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Opening Expenditure
Nominated Financial YTD

Total for this month 15.00
Certified by (Cardholder Name)

Authorised by

Date

Total Expenditure
Nominated Financial YTD

*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.
### Cardholder Activity Report

**STATEMENT PERIOD:** 03/07/2018 to 02/08/2018

**Cards Enquiries:** 1800 032 461  
**Lost/Stolen Cards:** 1800 033 844

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<tr>
<th>Card Number</th>
<th>Date</th>
<th>Transaction Details</th>
<th>Purchases</th>
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<th>Actual GST</th>
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<tr>
<td>TOTAL (SA)</td>
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<td>0.00</td>
<td></td>
<td>1.40</td>
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**Opening Expenditure**

**Nominated Financial YTD**

**Total for this month**

**Total Expenditure**

**Nominated Financial YTD**

*This calculation is an estimate amount only and is not to be relied upon as an accurate GST calculation.*
<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
<th>Purchases</th>
<th>Cash Advances</th>
<th>Cardholder Payments &amp; Adjustments</th>
<th>Estimated GST*</th>
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<td>NEWS DIGITAL SUBS SURRY HILLS</td>
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<td>0.00</td>
<td>1.40</td>
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**Card Number**

**Date**

**Transaction Details**

**Purchases**

**Cash Advances**

**Cardholder Payments & Adjustments**

**Estimated GST**

**Remarks**

**GST Code**

**FBT**

**Certified by (Cardholder Name)**

**Authorised by**

**Date**

**Total Expenditure**

**Nominated Financial YTD**

**Opening Expenditure**

**Nominated Financial YTD**

**Total for this month** 15.50

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<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
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<th>Remarks</th>
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<td>25/09/2018</td>
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<td>11.16</td>
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**Certified by (Cardholder Name)**

**Date**

**Authorised by**

**Date**

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## Cardholder Activity Report

**STATEMENT PERIOD:** 03/10/2018 to 04/11/2018

**Cards Enquiries:** 1800 032 481  
**Lost/Stolen Cards:** 1800 033 844

<table>
<thead>
<tr>
<th>Date</th>
<th>Transaction Details</th>
<th>Purchases</th>
<th>Cash Advances</th>
<th>Cardholder Payments &amp; Adjustments</th>
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<th>Remarks</th>
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<td>SERVICE SA-ONLINE SHOP ADELAIDE</td>
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<td>14/10/2018</td>
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<tr>
<td>31/10/2018</td>
<td>SKYE HOTEL SUITES PARRAMATTA</td>
<td>487.20</td>
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<tr>
<td>31/10/2018</td>
<td>SKYE HOTEL SUITES PARRAMATTA</td>
<td>487.20</td>
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<td><strong>TOTAL (SA)</strong></td>
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<td><strong>0.00</strong></td>
<td><strong>93.83</strong></td>
<td><strong>2.53</strong></td>
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</table>

**Opening Expenditure**  
**Nominated Financial YTD**

**Total for this month**  
1,032.25

**Certified by (Cardholder Name)**

**Authorised by**

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<table>
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<th>Estimated GST*</th>
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</table>

**Opening Expenditure**

Nominated Financial YTD 30.00

**Total for this month** 30.00

**Certified by (Cardholder Name)**

**Authorised by**

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**Cardholder Activity Report**

STATEMENT PERIOD: 05/11/2018 to 03/12/2018

Cards Enquiries: 1800 032 481 Lost/Stolen Cards: 1800 033 844

**Estimated GST**: 2.72

**Actual GST Amount**: 2.72

**Date**: [Blank]

**FBT**: [Blank]
Card Number

<table>
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<th>Date</th>
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<th>Purchases</th>
<th>Cash Advances</th>
<th>Cardholder Payments &amp; Adjustments</th>
<th>Estimated GST*</th>
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<tbody>
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<td>0.00</td>
<td>2.72</td>
</tr>
</tbody>
</table>

TOTAL (SA)
Opening Expenditure
Nominated Financial YTD

30.00

Total for this month

30.00

Certified by (Cardholder Name)

Authorised by

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<table>
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<td>0.00</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Certified by (Cardholder Name)**

**Authorised by**

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