

29 March 2011

Brisbane CBD Bicycle User Group  
Mr Paul French  
GPO Box 2104  
BRISBANE QLD 4001

Dear Mr French

**Department of Transport and Main Roads Right to Information Access Application – Acknowledgement**

I refer to your Information Access Application to the Department of Transport and Main Roads (the Department) requesting access to documents under the *Right to Information Act 2009* (the Act).

Your application was received by the Department on 29 March 2011 and has been allocated the reference number of 135/00337. Please use this reference number in all future communications.

In your application you requested access to:

*“All correspondence between the Department of Transport and Main Roads, the Centre for Accident Research and Road Safety ? Queensland (CARRS-Q) and/or the Queensland University of Technology relating to a Department of Transport and Main Roads commissioned investigation by CARRS-Q of national and international evidence on helmet wearing by cyclists.*

*All versions of the report prepared by CARRS-Q detailing its investigation of national and international evidence on helmet wearing by cyclists.*

*All briefings, memos, emails, meeting minutes and other documents held by the Department of Transport and Main Roads relating to the CARRS-Q investigation of national and international evidence on helmet wearing by cyclists and relating to subsequent discussions and negotiations with the researcher(s).”*

**Fees and charges**

I note that you have already been provided with an automated receipt for your online payment.

Section 60(1) of the *Right to Information Act 2009* provides that before access may be given to a document, the applicant must pay the applicable processing and access charges. Should the processing of the application exceed five hours, processing and access charges are payable as follows:

**RTI & Privacy**

Legal and Prosecution Services Branch  
Corporate Governance Division  
GPO Box 1549, BRISBANE QLD 4001

ABN 39 407 690 291

Our ref 135/00337  
Your ref 205684  
Enquiries Louise Vasta  
Telephone +61 7 (07) 3306 7105  
Facsimile +61 7 (07) 3306 7101  
E-mail [contactrti@tmr.qld.gov.au](mailto:contactrti@tmr.qld.gov.au)

- \$5.80 per fifteen minutes; and
- 20 cents per black and white A4 photocopied page.

If it becomes apparent that the time required to process your application will actually exceed five hours, I will notify you immediately by issuing a “charges estimate notice” outlining any anticipated charges.

### **Consultation**

Section 37 of the Act requires that I undertake consultation with any third parties who may have a concern about the release of the information in issue. As your request may include information relating to a third party, please be aware that I may be required to consult with any third party or parties prior to considering releasing this information.

In addition, it is the Department’s practice to advise the third party or parties of the details of the application, including the name of the applicant(s). **If you have any objections to your identity being revealed to a third party or parties, please advise me immediately.**

You will be advised of the decision on access to the requested documents as soon as possible. In any event, I hope to be able to have a decision to you by the due date of 9 May 2011.

### **GST**

Schedule 1, Part 4 of *A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011* excludes fees and charges payable under the *Right to Information Act 2009* and the *Right to Information Regulation 2009*. Accordingly, the processing of a Right to Information application by the Department is not a taxable supply and the Department is not required to issue tax invoices.

Should you wish to discuss your application in any way, please do not hesitate to contact me on (07) 3306 7105.

Yours sincerely



Louise Vasta  
**Senior RTI and Privacy Co-ordinator**

**Privacy statement** – Department of Transport and Main Roads is authorised to collect certain information under the Information Privacy Act 2009. The information collected will be used to process your application and may be disclosed to various officers within Department of Transport and Main Roads.