

**DEPARTMENT OF ECONOMIC  
DEVELOPMENT**

**Freedom of Information Act 1989**

**Section 7  
&  
Section 8  
Statements**

# DEPARTMENT OF ECONOMIC DEPARTMENT

## Freedom of Information Act 1989 - Section 7 and 8 Statements

### SECTION 7

#### SECTION 7 STATEMENT

##### Organisation Functions and Powers

The Department is responsible for providing policy and strategic advice to the Minister for Economic Development and the Government, and for delivering a range of services to the ACT community. The Department is also responsible for the economic development strategies reflected in the Government's *Economic White Paper*, business development programs, tourism policy and services, racing and gaming, sport and recreation, as well as portfolio responsibility for ACTTAB.

A list of legislation under which the Department or its officers exercise statutory powers or administer is given below.

- *Australian Capital Tourism Corporation Act 1997*
- *Betting (ACTTAB Limited) Act 1964*
- *Boxing Control Act 1993*
- *Casino Control Act 1988*
- ***Casino Control Act 2006***
- *Drugs in Sport Act 1999*
- *Gambling and Racing Control Act 1999*
- *Games, Wagers and Betting Houses Act 1901*
- *Gaming and Betting Act 1906*
- *Gaming Machine Act 2004*
- *Interactive Gambling Act 1998*
- *Lotteries Act 1964*
- *Mutual Recognition (Australian Capital Territory) Act 1992*
- *Pool Betting Act 1964*
- *Race and Sports Bookmaking Act 2001*
- *Racing Act 1999*
- *Small Business Commissioner Act 2004*
- *Stadiums Authority Act 2000*
- *Trans-Tasman Mutual Recognition Act 1997*
- *Unlawful Games Act 1984*

(Note: items highlighted in bold indicate legislation enacted during the reporting period)

#### **Public Participation in Decision-making**

Arrangements for public participation in decision-making include public submissions to inquiries, discussion at public meetings, consultative committees for specific purposes, access to records through Freedom of Information (FOI) requests, comments on draft documents, comments on Bills before the Assembly and contact with the relevant Minister.

## DEPARTMENT OF ECONOMIC DEPARTMENT

### Freedom of Information Act 1989 - Section 7 and 8 Statements

#### Categories of Documents

The Department holds several basic categories of documents:

- those that are freely available on request and without charge;
- those that are exempt under the FOI Act; and
- all other kinds of documents that may be made available under the Act.

#### Documents available on request and without charge

Documents within this category include publications produced by the Department on various aspects of its activities. These may be distributed from public counters and libraries throughout the ACT and may also be available on the Department's webpage <http://www.economicdevelopment.act.gov.au/> or on the ACT Government Contracts Register [www.contractsregister.act.gov.au](http://www.contractsregister.act.gov.au) which lists contracts made by the Territory, over the value of \$50,000.

#### Documents of other kinds that may be available under the FOI Act

- general files including internal, interdepartmental and public documents, minutes of meetings of management and other committees, agendas and background papers, policy statements, financial and staffing estimates;
- diaries, rosters, work sheets;
- program and policy files;
- records held on microfilm, computer or paper in connection with specialised divisional functions;
- photographs, videos and films;
- maps, plans and brochures;
- technical and scientific reports and discussion papers;
- financial and accounting records;
- details of contracts and tenders;
- files on applicants and clients; and,
- leases and deeds of agreement.

#### Facilities for Access

Those seeking information are encouraged to seek access by contacting the Department before resorting to the more formal FOI procedure. In many cases it may be possible to access information more quickly and efficiently through such an approach. The physical location of the Department of Economic Development is 220 Northbourne Avenue, Braddon, ACT, 2612. Several bus stops are close to the building on Northbourne Avenue. Short-term and disabled car parking is available adjacent to the building.

Information regarding bus routes and timetables can be obtained from ACTION telephone 13 17 10.

## **DEPARTMENT OF ECONOMIC DEPARTMENT**

### **Freedom of Information Act 1989 - Section 7 and 8 Statements**

**FOI requests should be directed to:**

Chief Minister's Department

FOI Co-ordinator

Telephone: (02) 620 50238

Fax: (02) 620 75886

## DEPARTMENT OF ECONOMIC DEPARTMENT

### Freedom of Information Act 1989 - Section 7 and 8 Statements

#### **SECTION 8**

##### **Introduction**

Section 8 of the *Freedom of Information Act 1989* requires the principal officer to prepare and make available each year, a statement (which may be in the form of an index) specifying the documents that are provided by the Department for the purposes of an enactment or scheme administered by the Department.

All enquiries regarding the inspection of these documents should be directed to the appropriate units, the details of which are outlined below.

#### **Sport and Recreation ACT**

##### **Function:**

Sport and Recreation ACT (SRACT) has three core business units: Sport and Recreation Development; the ACT Academy of Sport; and the Strategic Policy Unit.

The goal of the Sport and Recreation Development Unit is to ensure that sport and recreation programs, services and facilities are well managed and promoted to support and increase participation in sport and recreation activities in the ACT.

The ACT Academy of Sport (ACTAS) was established in 1989 to provide the ACT's elite athletes with access to advanced coaching; sports science and sports medicine services; training and competition support, and education and career development programs. The support provided by ACTAS is paramount to Canberra's elite athletes achieving their sporting potential.

Locations (2 sites): Levels 6, 220 Northbourne Avenue, BRADDON. ACT. 2612,  
and  
ACT Academy of Sport, CIT Bruce Campus, Haydon Drive, BRUCE  
ACT 2617

**Postal Address:** PO Box 243, CIVIC SQUARE ACT 2608

**Business Hours:** 9.00am to 5.00pm Monday to Friday

**Enquiries:** (02) 6207 2111

**Fax:** (02) 6207 2071

**Website:** <http://www.sport.act.gov.au/>

**Email:** [sport.act@act.gov.au](mailto:sport.act@act.gov.au)

##### **Section 8 Statement :**

- Sport and Recreation Links – quarterly publication.
- Local Champs-Not Cheats – brochure.
- Play By The Rules – brochure.
- Be Safe In And Around Water – brochure.
- Still More Than A Game: Future directions for sport and recreation in the ACT – brochure.

##### **Reports**

- Actively Ageing Framework (available on website).

## DEPARTMENT OF ECONOMIC DEPARTMENT

### Freedom of Information Act 1989 - Section 7 and 8 Statements

- Safe Waters ACT Framework (available on website).

#### Forms

- Community Sport and Recreational Development Program – grant guidelines and application (available on website).
- Individual Travel Assistance – grant guidelines and application (available on website).
- Sports Loan Interest Subsidy Scheme – grant guidelines and application (available on website).
- Application to promote or arrange amateur boxing contest.
- Application for female to compete in professional boxing contest.
- Application to promote or arrange a professional boxing contest.
- Code of Practice for boxing contests in ACT.

#### BusinessACT

##### Function:

The role of BusinessACT, the Government's business development unit, is to assist in the development and growth of industry in the Region with the aim of stimulating economic growth and new job creation, and developing an innovative, entrepreneurial environment to attract business investment. This is achieved through the provision of a range of programs and services within a policy framework to promote the development of the ACT economy.

The Canberra Partnership, a recently established body within this function, aims to drive a new partnership approach to economic development, working closely with the private sector.

**Location:** Levels 4 & 5, 220 Northbourne Avenue, BRADDON. ACT. 2612.  
**Postal Address:** PO Box 243, CIVIC SQUARE ACT 2608  
**Business Hours:** 9:00am to 5:00pm Monday to Friday  
**Enquiries:** 1800 244 650  
**Fax:** (02) 6207 0033  
**Website:** <http://www.business.act.gov.au>  
**Email:** [business.mailbox@act.gov.au](mailto:business.mailbox@act.gov.au)

##### Section 8 Statement:

- The Economic White Paper for the Australian Capital Territory

##### Business Development

- ACT Government Strategy for the Space Industry

##### Accelerating Business Innovation Program

- Accelerating Business Innovation Program Guidelines\*
- Accelerating Business Innovation Program Online Application\*

## DEPARTMENT OF ECONOMIC DEPARTMENT

### Freedom of Information Act 1989 - Section 7 and 8 Statements

#### Knowledge Fund

- Knowledge Fund Assessment Conditions\*
- Proof of Concept/Commercialisation Expression of Interest Explanatory Notes\*
- Proof of Concept/Commercialisation Expression of Interest SAMPLE Form\*
- Proof of Concept/Commercialisation Application Sample Form\*
- Proof of Concept/Commercialisation Application Sample Form Explanatory Notes\*
- Collaboration Grant Expression of Interest Explanatory Notes\*
- Collaboration Grant Expression of Interest SAMPLE Form\*
- Industry Development Grants\*
- Business Plan template\*
- Balance Sheet sample sheet\*
- Profit and Loss sample sheet\*
- Executive Summary sample\*
- Knowledge Fund Panel Presentation Information\*
- Knowledge Fund - Round 1 2005-2006 Briefing Session Slides\*
- Knowledge Fund Assistance Agreement\*
- Round 2 2004/2005 - Successful Grant Recipients\*
- Equity Investment\*

#### ACT Export Growth Program

- ACT Export Growth Program Guidelines\*
- ACT Export Growth Program Readiness Diagnostic (pdf)\*
- ACT Export Growth Program Readiness Diagnostic (Word)\*
- ACT Export Growth Program Online Application Form\*

#### ACT Business Incentive Fund

- ACTBIF Guidelines\*
- ACTBIF Expression of Interest\*

#### Industry Capability Network (ACT)

- Client Enquiry Form
- Capability Questionnaire

#### Business Springboard Program

- Business Springboard Panel Member Guidelines\*
- Business Springboard Panel Member Agreement\*
- Business Springboard Participant Guidelines\*
- Business Springboard Participant Agreement\*
- Volunteer Panel Member Form\*
- Business Springboard Participant Online Application Form\*

#### ACT Skilled and Business Migration Program

- "Building the ACT's Skills and Business Base Booklet" - Text Version
- "Building the ACT's Skills and Business Base Booklet"
- ACT Government certification of Employer Sponsored visas
- ACT Government sponsorship for Business Skills visas.
- The ACT Skilled and Business Migration Program Information and Guidelines Booklet - Text Version

## **DEPARTMENT OF ECONOMIC DEPARTMENT**

### **Freedom of Information Act 1989 - Section 7 and 8 Statements**

- The ACT Skilled and Business Migration Program Information and Guidelines Booklet
- ACT 'Skills in Demand' list

\*This information has been removed from the Website and can be obtained from FOI coordination or from BusinessACT