



Our reference: HSRA 25-237

Glenn Hamiltonshire

By email: [foi+request-12726-7b8fc66e@righttoknow.org.au](mailto:foi+request-12726-7b8fc66e@righttoknow.org.au)

Dear Mr Hamiltonshire

## **Decision on your Freedom of Information Request**

On 14 January 2025, you submitted a request to the High Speed Rail Authority (the HSRA), seeking access to documents under the *Freedom of Information Act 1982* (FOI Act).

### **1 Your request**

You requested access to:

Style Guides/Brand Guides/Writing Guides currently used for the High Speed Rail Authority.

### **2 Authority to make decision**

I am authorised to make decisions in relation to Freedom of Information requests under section 23(1) of the FOI Act.

### **3 Decision**

I have identified 1 document that I consider contains information that is relevant to your request. This document was in the possession of the HSRA when your request was received.

I have decided to grant access in full to 1 document.

### **4 Material taken into consideration**

In making my decision, I had regard to the following:

- the terms of your request
- the content of the document captured by your request
- the provisions of the FOI Act
- the guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (the FOI Guidelines)
- advice from HSRA officers with responsibility for the subject matter contained in the documents captured by your request

## 5 Legislative provisions

The FOI Act, including the provisions referred to in my decision, are available on the Federal Register of Legislation website: [www.legislation.gov.au/Series/C2004A02562](http://www.legislation.gov.au/Series/C2004A02562).

## 6 Your review rights

If you are dissatisfied with my decision, you may apply for a review of it.

An application for IC review must be made in writing to the Office of the Australian Information Commissioner (OAIC) within 60 days of the decision.

If you are not satisfied with the way we have handled your FOI request, you can lodge a complaint with the OAIC. However, the OAIC suggests that complaints are made to the agency in the first instance.

More information about the Information Commissioner reviews and complaints is available on the OAIC website here: [www.oaic.gov.au/freedom-of-information/foi-review-process](http://www.oaic.gov.au/freedom-of-information/foi-review-process).

## 7 Publication of material released under the FOI Act

Where I have decided to release documents to you, we may also publish the released material on our Disclosure Log. We will not publish personal or business affairs information where it would be unreasonable to do so.

For your reference our Disclosure Log can be found here: [www.hsra.gov.au/accountability-reporting/freedom-information# Disclosure log](http://www.hsra.gov.au/accountability-reporting/freedom-information#Disclosure_log).

### Further information

If you require further information regarding this decision, please contact the HSRA at [FOI@hsra.gov.au](mailto:FOI@hsra.gov.au).

Yours sincerely,



Tim Parker  
CEO  
High Speed Rail Authority

Date: 13<sup>th</sup> February 2025