

Freedom of Information Act Statement of Affairs | June 2009

The Freedom Of Information Act – 1989: Sections 14(1)(a) & 14(2)
Statement of Affairs of the Public Transport Ticketing Corporation June 2009

(A) Structure and Functions of the Public Transport Ticketing Corporation

Structure

The PTTC was formed on 1 July 2006 as a corporation established under the *Transport Administration Act 1988*, and comes within the portfolio of the Minister for Transport and Minister for the Illawarra.

The PTTC is led by its Chief Executive Officer (CEO) and its structure includes a governing Board.

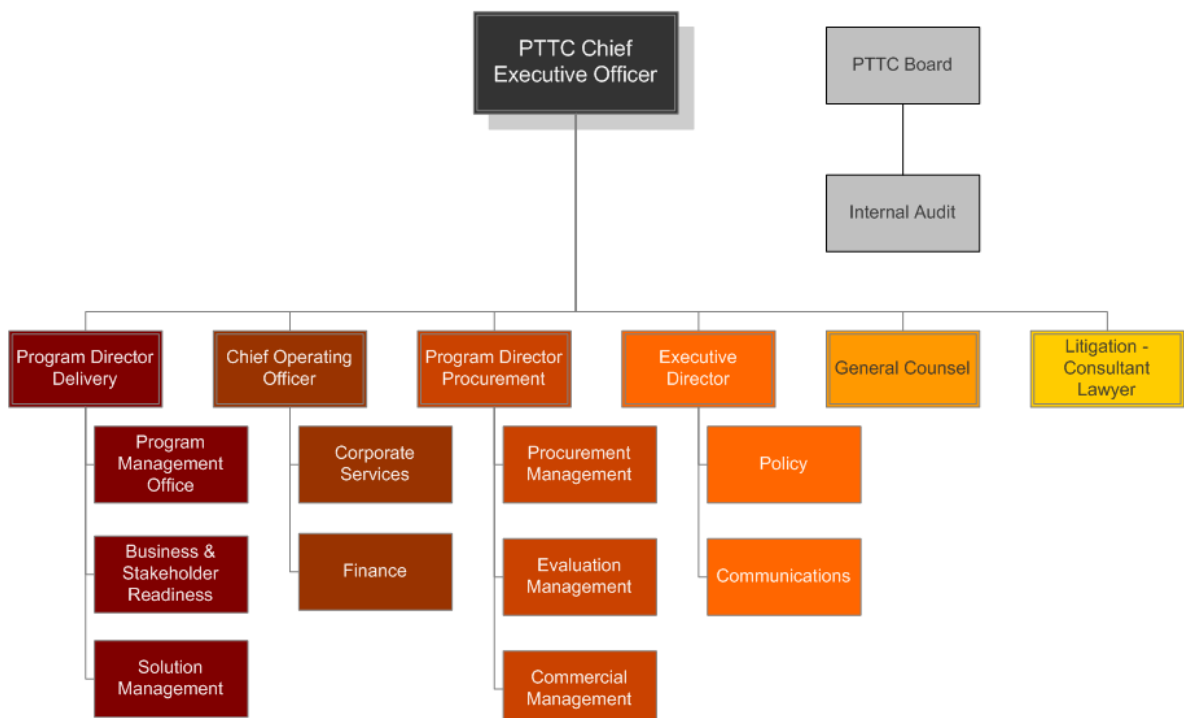
PTTC Board

The PTTC Board comprises the PTTC's CEO and, as at June 2009, the following six members appointed by the Minister for Transport:

1. Elizabeth Crouch, chairperson;
2. Jim Glasson, Director-General of the Ministry of Transport;
3. Simon Lane (independent);
4. Rob Mason, Chief Executive Officer of RailCorp;
5. Peter Rowley, Chief Executive Officer of the State Transit Authority; and
6. Helen Willoughby (independent).

Organisational Structure

The organisational structure of the PTTC as at June 2009 is:



Functions

The PTTC's principal functions are:

- to establish and manage a ticketing and fare payment system for public transport passengers and participating public transport operators in the State; and
- to control and manage any funds within the ticketing and fare payment system that represent unused prepaid fares.

(B) Effect of PTTC's Functions on Members of the Public

The PTTC is in the process of procuring an Electronic Ticketing System for Sydney, and, accordingly its current functions do not result in a direct effect on members of the public.

Further details concerning the PTTC's functions and progress of the procurement process, and any effects on members of the public, will be provided in the Annual Report and Corporate Plan.

(C) Public Participation in PTTC Policy

Public participation in PTTC policy includes the ability of the public to comment on the PTTC's draft Corporate Plan. The PTTC published its draft Corporate Plan in December 2008 and received a number of submissions from members of the public about that document.

The PTTC's completed Corporate Plan and will make the completed Corporate Plan available for public inspection on its website.

(D) Documents Held by the PTTC

Access to documents held by the PTTC may be sought by lodging an application under the Freedom of Information Act 1989 or, where there are proceedings before a court/tribunal, arranging for the issuing of a summons/subpoena to produce documents.

A list of the types of documents held is provided in the PTTC's Summary of Affairs dated June 2009.

(E) Access to PTTC Documents and Points of Contact

Access to Documents Held by the PTTC

The following documents are available for inspection on the PTTC's website (alternatively, copies may be requested free of charge from the PTTC's Freedom of Information Coordinator):

- Summary Of Affairs;
- Statement Of Affairs;
- Annual Report; and
- Corporate Plan.

To seek access to documents other than those identified above, it will usually be necessary to submit an application under the *Freedom of Information Act 1989* to:

Freedom of Information Coordinator
Public Transport Ticketing Corporation
Level 20, 456 Kent Street
SYDNEY NSW 2000
Phone: (02) 9263 2500

A \$30.00 application fee is required with any such application and in addition the following processing charges also apply:



Activity	Fee
Application by natural persons about their personal affairs	\$30.00 per hour AFTER 20 hours have been expended by PTTC on the application free of charge
All other applications	\$30.00 per hour

The PTTC may require the payment of an advance deposit prior to assessing an application, or may require the payment of additional processing charges associated with an application **before** providing any information/documents to which access has been granted.

Amendment Of Documents Concerning Personal Affairs

Members of the public seeking amendment to documents held by the PTTC concerning their personal affairs should forward a written request to the Freedom of Information Coordinator whose details are set out above.