

Course 1: Introduction to the GIPA Act

Recommended for: NSW government staff who require an understanding of the GIPA Act and its processes and currently have limited or no experience of the GIPA Act.

This course is limited to no more than 16 people, to maximize participation and learning. It is delivered as a one-day interactive workshop.

COURSE OUTLINE

To help you understand the implications of working under the GIPA Act, the workshop will cover the following topics:

- what kind of information is available under the GIPA Act, and how it can be accessed
- how to process an application
- consulting with third parties
- how to determine whether there is an "overriding public interest against disclosure"
- preparing decisions under the GIPA Act
- avenues for seeking review of agency decisions.

The course will engage participants through interactive presentations, group discussions, and case studies based on real problems encountered by government agencies.

COURSE OUTCOMES

At the completion of the course, participants should have:

- an understanding of the coverage of the GIPA Act, and what government information may be accessed under the Act
- an understanding of how to efficiently process formal and informal GIPA Act applications
- knowledge of fees and charges
- an understanding of what constitutes an "overriding public interest against disclosure" and how to apply the balancing test
- awareness of the avenues of review or appeal of agency decisions.

Course 2: Advanced GIPA Act training

Recommended for: those who have completed our Introduction to the GIPA Act course, and for those with some experience in applying Freedom of Information and the GIPA Act.

Please note that the course content is designed primarily for staff of State Government agencies.

This course is limited to no more than 16 people, to maximize participation and learning. It is delivered as a one-day interactive workshop.

COURSE OUTLINE

This workshop assumes knowledge of the procedural aspects of the GIPA Act (covered in the introductory workshop), and will cover the following topics:

- the application of the "overriding public interest against disclosure" test in complex cases
- the operation of the conclusive presumption of an overriding public interest against disclosure
- the impact of the applicant's identity and purpose in seeking information under the GIPA Act.
- The course will engage participants through:
 - interactive presentations
 - group discussions
 - case studies based on real problems encountered by government agencies.

COURSE OUTCOMES

At the completion of the course, participants should have:

- an understanding of how to manage complex cases
- an understanding of their obligations and compliance requirements under the GIPA Act.