



Clr Darcy Byrne
Mayor
Inner West Council
PO Box 14
Petersham NSW 2049

By email: darcy.byrne@innerwest.nsw.gov.au

Dear Clr Byrne

I refer to your letter of 24 October 2020 requesting that the Department of Premier and Cabinet (the **Department**) conduct a forensic review of its information technology and records systems with respect to documents created or received by the Premier's staff in connection with the Stronger Communities Fund.

The Premier's Office is a separate public office from the Department. Any record created or received by a Minister or their staff that is stored by the Department in connection with the provision of information technology services is therefore taken to be in the possession or under the control of the Minister's Office (clause 7, Sch 2, *Members of Parliament Staff Act 2013*).

Accordingly, requests to produce such records should be directed to the Minister's Office concerned.

As you may be aware, the State Archives and Records Authority has the function of monitoring compliance with the *State Records Act 1998*. The Authority can be contacted by email at SARA-Coord@records.nsw.gov.au or in writing at PO Box 516, Kingswood NSW 2747.

Should you require any clarification or further assistance, please contact Ms Kate Boyd, General Counsel, on telephone (02) 9228 4393.

Yours sincerely

Tim Reardon
Secretary

11 November 2020