

**Senate Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**Treasury Portfolio**  
Budget Estimates 2014  
3 June to 5 June 2014

**Department/ Agency:** ACNC

**Question:** BET 3353-3361

**Topic:** Freedom of Information - Consultation with other Departments, Agencies and Minister, Staffing Resources, FOI Disclosure Log, FOI Requests

**Reference:** Written – 12 June 2014

**Senator:** Ludwig

**Questions**

The following questions relate to requests made pursuant to the Freedom of Information Act (the Act):

**Consultations with other Departments, Agencies and the Minister**

3353. Other than for the purpose of discussing a transfer under section 16 of the Act, does the Department consult or inform other Departments or Agencies when it receives Freedom of Information requests?
3354. If so, for each instance provide a table setting out the following information:
- a) The Department or Agency which was consulted;
  - b) The document;
  - c) The purpose of the consultation;
  - d) Whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension;
  - e) Whether an extension of time was sought from the Information Commissioner to allow time for the consultation, including whether it was granted and the length of the extension
3355. Other than for the purposes of discussing a transfer under section 16 of the Act, has the Department consulted or informed the Minister's office about Freedom of Information requests it has received?
3356. If yes, provide a table setting out the following information:
- a) The requests with respect to which the Minister or Ministerial office was consulted;
  - b) The Minister or Ministerial office which was consulted;
  - c) The purpose of the consultation;
  - d) Whether an extension of time was sought from the applicant to allow time for the consultation, including whether it was granted and the length of the extension;
  - e) Whether an extension of time was sought from the Information Commissioner to allow time for the consultation, including whether it was granted and the length of the extension
  - f) Whether any briefings (including formal briefs, email briefings and verbal briefings) were provided to the Minister's office

**Senate Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**Treasury Portfolio**  
Budget Estimates 2014  
3 June to 5 June 2014

**Staffing resources**

The following questions relate to the period from 18 September 2013:

3357. For the period of time from 18 September 2013, what was the average FTE is allocated to processing FOI requests?

**FOI Disclosure Log**

3358. For the purposes of meeting its obligations under 11C of the Act, does the Department or Agency:

a) Maintain a webpage allowing download of documents released under section 11A (direct download)?

b) Require individuals to contact the Department or Agency to ask for the provision of those documents (request for provision)?

c) Facilitate to those documents in a different manner (if so, specify).

3359. If the Department or Agency has moved from a system of meetings its 11C obligations by direct download, to a system of meeting those obligations by request for provision, provide the following information:

a) The dates for which documents were made available for direct download, and the dates for which documents were made available through request for provision;

b) The total number of direct downloads of documents released under 11A the Departmental or Agency website;

c) The total number of requests for provision to documents that had been directly received, and how many had been processed by [date]?

d) What was the average FTE allocated to monitoring incoming email, collating and forwarding documents providing under a request for provision?

i. What was the approximate cost for salaries for the FTE staff allocated to this task?

3360. Has the Department or Agency charged any for access to a document under section 11C(4)?

a. If so, please provide the following information in a table:

i. On how many occasions charges have been imposed;

ii. The amount charged for each document

iii. The total amount charged;

iv. What is the highest charge that has been imposed.

**With respect to FOI requests:**

3361. How many documents were assessed (at internal review or - if internal review was not requested - by the original decision maker) as conditionally exempt?

a. Of those, how many were:

i. Released in full

ii. Released in part

**Senate Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**Treasury Portfolio**  
Budget Estimates 2014  
3 June to 5 June 2014

- iii. Refused access on the grounds that release of the document would be contrary to the public interest
- iv. Other (please specify)

**Answers**

The following questions relate to requests made pursuant to the Freedom of Information Act (the Act):

**Consultations with other Departments, Agencies and the Minister**

3353. The ACNC has not consulted with any other departments, agencies, or the Minister, about any FOI requests that it has received to date.

3354.

- a) N/A
- b) N/A
- c) N/A
- d) N/A
- e) N/A

3355. The ACNC has not consulted or informed the Minister's office about any FOI requests that it has received to date.

3356.

- a) N/A
- b) N/A
- c) N/A
- d) N/A
- e) N/A
- f) N/A

**Staffing resources**

The following questions relate to the period from 18 September 2013:

3357. The FOI function sits within the Legal directorate. Based on the FOI requests to date, each request requires 14-21 hours to process. Since September 2013, we have received five requests.

**FOI Disclosure Log**

3358.

- a) Yes
- b) Currently all documents in the disclosure log can be downloaded.

**Senate Economics Legislation Committee**  
**ANSWERS TO QUESTIONS ON NOTICE**  
**Treasury Portfolio**  
Budget Estimates 2014  
3 June to 5 June 2014

c) The disclosure log states 'If you are unable to read the format provided please contact the FOI Contact Officer. We will try to meet all reasonable requests for an alternative format of the document in a timely manner and at the lowest reasonable cost to you.' To date the ACNC has not received any request for a document in an alternate form.

3359.

a) N/A

b) N/A

c) N/A

d) N/A

i. N/A

3360. The ACNC has not charged for access to a document.

a. N/A

i. N/A

ii. N/A

iii. N/A

iv. N/A

**With respect to FOI requests**

3361. Two requested documents were assessed as being conditionally exempt.

a.

i. Zero

ii. Zero

iii. One

iv. The existence of one requested document was neither confirmed nor denied and access was refused. If it did not exist, it would not have been provided because it did not exist. If it did exist, it would have been conditionally exempt and not released on the grounds that it would be contrary to the public interest to do so.