

**Senate Finance and Public Administration Legislation Committee**  
**Additional Estimates Hearing – February 2012**  
ANSWER TO QUESTIONS ON NOTICE

Prime Minister and Cabinet portfolio

**Department/Agency:** Office of the Official Secretary to the Governor-General

**Program 1:** Support for the Governor-General and Official Activities

**Outcome 1:** The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

**Topic:** Freedom of Information

**Senator:** Ryan

**Question reference number:** PM91

**Type of Question:** Written

**Date set by the committee for the return of answer:** 30 March 2012

**Number of Pages:** 2

Has the Department/agency received any advice on how to respond to FOI requests?

What was the total cost to the department to process FOI requests for 2009-10 and 2010-11?

What is the total cost to the department to process FOI requests for this financial year to date?

How many FOI requests did the Department receive for the financial year 2009-10 and 2010-11? For each financial year, how many requests were denied and how many were granted? Did the department fail to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?

How many FOI requests has the Department received for this financial year to date? How many requests have been denied and how many have been granted? Has the department failed to meet the processing times outlined in the FOI Act for any requests? If so, how many? Do any of these requests remain outstanding?

How many conclusive certificates have been issued in relation to FOI requests for this financial year to date?

**Answer:**

The Department of the Prime Minister and Cabinet provided FOI Guidance Notes to all agencies within its portfolio on 28 July 2011. The Office has sought both general and specific advice

from the Australian Government Solicitor in relation to FOI matters. The Office has also sought general advice on FOI matters from the Office of the Information Commissioner.

2009-2010 - \$1,925 (attributed to 34 staff hours); 2010-2011 - \$31,052 (attributed to 498 staff hours) + \$11,887 non-staff costs. Total cost \$42,939

2011-2012 - \$643 (attributed to 12 staff hours)

2009-2010 - Three FOI requests were received; 2010-2011 – eight FOI requests were received

2009-2010 - Nil requests were denied; three requests were granted.

2010-2011 – Two requests were denied; one request was partially granted; three requests were referred to other agencies; and two requests were answered outside the provisions of the Act.

No

No

2011-2012 - Eight FOI requests were received

2011-2012 - Three requests were denied; two requests were granted; and three requests were referred to other agencies.

No

No

Nil; conclusive certificates were abolished on 7 October 2009.