



**Australian Government**  
**Attorney-General's Department**

Our ref: FOI23/179; CM22/9306

2 June 2023

Alex Pentland  
By email: foj+request-10093-33788a4d@righttoknow.org.au

Dear Alex

**Freedom of Information Request FOI2/179 – Request consultation process**

The purpose of this letter is to seek information from you about your request for access to documents under the *Freedom of Information Act 1982* (the FOI Act) which you submitted to the Attorney-General's Department (the department).

**Your Request**

On 23 March 2023, you requested access to:

*(a.) briefing notes, legal advice and file notes held by either the Attorney-General and/or his office and/or the Attorney General's Department, as well as any correspondence between the Attorney-General and/or his office and the Attorney General's Department, in relation to the proposed wording for the Voice referendum;*

*(b) briefing notes, legal advice and file notes held by either the Attorney-General and/or his office and/or the Attorney General's Department, as well as any correspondence between the Attorney-General and/or his office and the Solicitor-General and/or any correspondence between the Attorney-General's Department and the Solicitor-General in relation to the proposed wording for the Voice referendum;*

*(c) briefing notes, legal advice and file notes held by either the Attorney-General and/or his office and/or the Australian Government Solicitor, as well as any correspondence between the Attorney-General and/or his office and/or any correspondence between the Attorney-General's Department and the Australian Government Solicitor in relation to the proposed wording for the Voice referendum; and*

*(d) briefing notes, legal advice and file notes held by either the Attorney-General and/or his office and/or the Prime Minister and/or his office in relation to the proposed wording for the Voice referendum.*

On 23 March 2023, the department sent you an auto-response email acknowledging your request.

On 3 April 2023, the department requested a 30-day extension of time to the due date for this request. On 3 April 2023, you responded agreeing to the department's extension of time request.

On 27 April 2023, the Department of the Prime Minister and Cabinet accepted a partial transfer of your request. The Department of Prime Minister and Cabinet accepted the following part of your request:

*(d) briefing notes, legal advice and file notes held by either the Prime Minister and/or his office in relation to the proposed wording for the Voice referendum.*

On 18 May 2023, the department wrote to you to advise that we consider a practical refusal reason exists in relation to your FOI request within the meaning in s 24AA of the FOI Act. In this correspondence you were invited to revise the scope of your request. This process is known as a request consultation process.

On 2 June 2023, the department wrote to you advise that as a response had not been received from you during the 14-day request consultation period, your request was considered withdrawn.

On 2 June 2023, you informed the department that you did not receive the department's correspondence of 18 May 2023. It has since been identified that there was a typographical error in the email address used in the correspondence sent to you on 18 May 2023. We apologise that you did not receive the correspondence of 18 May 2023. As a result, the department is now resending this correspondence to you, to recommence the request consultation process. Please see below for further information about this process and instructions on how to revise the scope of your request.

### **Practical refusal reason**

I am an officer authorised under section 23(1) of the FOI Act to make decisions in relation to freedom of information requests made to the department.

I have decided that the work involved in processing your request in its current form would substantially and unreasonably divert the resources of this department from its other operations due to its size. Section 24AA of the FOI Act refers to this as a 'practical refusal reason' (copy at **Attachment A**).

A preliminary search of the department's holdings indicates the department holds more than 900 documents relevant to your request. The departmental resources required to identify, locate and collate all documents within the scope of your request, and decide whether to grant, refuse or defer access to each of those documents would unreasonably divert the resources of the department from its other operations.

### **Request consultation process**

Before I make a decision to refuse access to the documents you requested, section 24AB of the FOI Act provides for a 'request consultation process' (copy at **Attachment A**). This means you have 14 days in which to respond to this notice revising your request in one of the ways described below. If you would like to proceed with your FOI request, you must make a revised request, in writing, within 14 days of the date you receive this letter.

Revising your request can mean narrowing the scope of the request to make it more manageable or explaining in more detail the documents you wish to access. For example, by providing more specific information about exactly what documents you are interested in, the department may be able to identify the documents more quickly and avoid using excessive resources to process documents that are not of interest to you. You could also limit the scope of your request to certain types of documents or exclude certain types of documents, or limit the timeframe of your request (for example, requesting documents created only after a specified year).

During the consultation period, you are welcome to seek assistance from the contact person listed below to revise your request. If you revise your request in a way that adequately addresses the practical refusal grounds outlined above, the department will recommence processing it. Please note that the time taken to consult you about the scope of your request is not included in the 30 day time limit for processing your request.

If you do not wish to proceed with your FOI request, you may either withdraw your request or advise the department that you do not wish to revise your request. Your request will be withdrawn if you do not contact us or provide written notice of the revised scope of your request within 14 days from receipt of this notice.

### Questions

If you wish to discuss this decision, the FOI case officer for this matter is Leonie, who can be reached on (02) 6141 6666 or by email to [foi@ag.gov.au](mailto:foi@ag.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dana Nipperess', with a stylized flourish at the end.

Dana Nipperess  
Assistant Director  
Strategy and Governance Branch

### Attachments

Attachment A: Sections 24AA and 24AB of the FOI Act

## **Attachment A**

### **Section 24AA of the FOI Act: When does a practical refusal reason exist?**

- (1) For the purposes of section 24, a practical refusal reason exists in relation to a request for a document if either (or both) of the following applies:
  - (a) the work involved in processing the request:
    - (i) in the case of an agency--would substantially and unreasonably divert the resources of the agency from its other operations; or
    - (ii) in the case of a Minister--would substantially and unreasonably interfere with the performance of the Minister's functions;
  - (b) the request does not satisfy the requirement in paragraph 15(2)(b) (identification of documents).
- (2) Subject to subsection (3), but without limiting the matters to which the agency or Minister may have regard, in deciding whether a practical refusal reason exists, the agency or Minister must have regard to the resources that would have to be used for the following:
  - (a) identifying, locating or collating the documents within the filing system of the agency, or the office of the Minister;
  - (b) deciding whether to grant, refuse or defer access to a document to which the request relates, or to grant access to an edited copy of such a document, including resources that would have to be used for:
    - (i) examining the document; or
    - (ii) consulting with any person or body in relation to the request;
  - (c) making a copy, or an edited copy, of the document;
  - (d) notifying any interim or final decision on the request.
- (3) In deciding whether a practical refusal reason exists, an agency or Minister must not have regard to:
  - (a) any reasons that the applicant gives for requesting access; or
  - (b) the agency's or Minister's belief as to what the applicant's reasons are for requesting access; or
  - (c) any maximum amount, specified in the regulations, payable as a charge for processing a request of that kind.

### **Section 24AB of the FOI Act: What is a request consultation process?**

#### *Scope*

- (1) This section sets out what is a request consultation process for the purposes of section 24.

#### *Requirement to notify*

- (2) The agency or Minister must give the applicant a written notice stating the following:
  - (a) an intention to refuse access to a document in accordance with a request;
  - (b) the practical refusal reason;
  - (c) the name of an officer of the agency or member of staff of the Minister (the contact person ) with whom the applicant may consult during a period;

- (d) details of how the applicant may contact the contact person;
- (e) that the period (the consultation period ) during which the applicant may consult with the contact person is 14 days after the day the applicant is given the notice.

*Assistance to revise request*

- (3) If the applicant contacts the contact person during the consultation period in accordance with the notice, the agency or Minister must take reasonable steps to assist the applicant to revise the request so that the practical refusal reason no longer exists.
- (4) For the purposes of subsection (3), reasonable steps includes the following:
  - (a) giving the applicant a reasonable opportunity to consult with the contact person;
  - (b) providing the applicant with any information that would assist the applicant to revise the request.

*Extension of consultation period*

- (5) The contact person may, with the applicant's agreement, extend the consultation period by written notice to the applicant.

*Outcome of request consultation process*

- (6) The applicant must, before the end of the consultation period, do one of the following, by written notice to the agency or Minister:
  - (a) withdraw the request;
  - (b) make a revised request;
  - (c) indicate that the applicant does not wish to revise the request.
- (7) The request is taken to have been withdrawn under subsection (6) at the end of the consultation period if:
  - (a) the applicant does not consult the contact person during the consultation period in accordance with the notice; or
  - (b) the applicant does not do one of the things mentioned in subsection (6) before the end of the consultation period.

*Consultation period to be disregarded in calculating processing period*

- (8) The period starting on the day an applicant is given a notice under subsection (2) and ending on the day the applicant does one of the things mentioned in paragraph (6)(b) or (c) is to be disregarded in working out the 30 day period mentioned in paragraph 15(5)(b).

Note: Paragraph 15(5)(b) requires that an agency or Minister take all reasonable steps to notify an applicant of a decision on the applicant's request within 30 days after the request is made.

*No more than one request consultation process required*

- (9) To avoid doubt, this section only obliges the agency or Minister to undertake a request consultation process once for any particular request.