



10 September 2019

Mr L Tucks

BY EMAIL: foi+request-5522-8c88c1f2@righttoknow.org.au

In reply please quote:

FOI Request: FA 19/07/01244

File Number: OBJ2019/43048

Dear Mr Tucks

Freedom of Information (FOI) request - Access Decision

On 18 July 2019, the Department of Home Affairs (the Department) received a request for access to document under the *Freedom of Information Act 1982* (the FOI Act).

The purpose of this letter is to provide you with a decision on your request for access under the FOI Act.

1 Scope of request

You have requested access to the following document:

Requesting for communication, briefs, memorandum, statistical summary or any document of the same nature, electronic or otherwise, that contain the following::

- 1) *Number of approved citizenship applications from the City of Greater Geelong for January 2019 - July 2019*
- 2) *Number of approved citizenship applications that were invited for ceremony at the City of Greater Geelong for January 2019 - July 2019*
- 3) *Number of approved citizenship applications for the year 2019 that is from the City of Greater Geelong, as of July 2019*
- 4) *Number of approved citizenship applicants for the year 2019 that were invited for ceremony, as of July 2019*
- 5) *Redacted communication (electronic or otherwise) between the City of Greater Geelong and the Department of Home Affairs from January 2019 to July 2019 that contains the number of approved citizenship applicants invited to attend the citizenship ceremony in the City of Greater Geelong for the following citizenship ceremony dates proposed by the city of Greater Geelong Council:*

26 January
25 February
25 March
29 April
20 May
1 July
29 July
26 August
17 September
28 October and

For print documents, please provide the scanned copy.

2 Authority to make decision

I am an officer authorised under section 23 of the FOI Act to make decisions in respect of requests to access document or to amend or annotate records.

3 Relevant material

In reaching my decision I referred to the following:

- the terms of your request
- the document relevant to the request
- the FOI Act
- Guidelines published by the Office of the Information Commissioner under section 93A of the FOI Act (the FOI Guidelines)
- advice from Departmental officers with responsibility for matters relating to the document to which you sought access

4 Document in scope of request

In accordance with section 17 of the FOI Act, the Department has used its computer system to produce one document that contains information that falls within the scope of your request. The data produced in the document existed in the possession of the Department on 18 July 2019 when your FOI request was received.

The Department through the relevant business area has undertaken reasonable searches in Departmental systems and document holdings. The Department does not hold existing documents containing the information in relation to parts 2, 4 and 5 as falling in the scope of your request.

Having regard to your request and the types of document that may fall within the scope of your request I am satisfied that the searches conducted were extremely thorough and all reasonable steps have been taken to locate any document relevant to your request.

5 Decision

Section 24A of the FOI Act provides that the Department may refuse a request for access to a document if all reasonable steps have been taken to find the document and the Department is satisfied that the document does not exist.

I am satisfied that the Department has undertaken reasonable searches in relation to parts 2, 4 and 5 of your request and that no documents were in the possession of the Department

on 18 July 2019 when your FOI request was received. As such I am refusing access to the documents requested by you based on the application of section 24A of the FOI Act.

The decision in relation to the document in the possession of the Department which fall within the scope of your request is as follows:

- Release one document in full

6 Legislation

A copy of the FOI Act is available at <https://www.legislation.gov.au/Series/C2004A02562>. If you are unable to access the legislation through this website, please contact our office for a copy.

7 Your Review Rights

Internal Review

If you disagree with this decision, you have the right to apply for an internal review by the Department of this decision. Any request for internal review must be provided to the Department within 30 days of you being notified of the decision. Where possible please attach reasons why you believe a review of the decision is necessary. The internal review will be carried out by an officer other than the original decision maker and the Department must make a review decision within 30 days.

Applications for review should be sent to:

By email to: foi.reviews@homeaffairs.gov.au
OR

By mail to:
Freedom of Information Section
Department of Home Affairs
PO Box 25
BELCONNEN ACT 2617

Review by the Office of the Australian Information Commissioner

You may apply directly to the Office of the Australian Information Commissioner (OAIC) for a review of this decision. You must apply in writing within 60 days of this notice. For further information about review rights and how to submit a request for a review to the OAIC, please see Fact Sheet 12 "Freedom of information – Your review rights", available online at <https://www.oaic.gov.au/freedom-of-information/foi-review-process>.

8 Making a Complaint

You may complain to the Australian Information Commissioner about action taken by the Department in relation to your request.

Your enquiries to the Australian Information Commissioner can be directed to:

Phone 1300 363 992 (local call charge)
Email enquiries@oaic.gov.au

There is no particular form required to make a complaint to the Australian Information Commissioner. The request should be in writing and should set out the grounds on which

it is considered that the action taken in relation to the request should be investigated and identify the Department of Home Affairs as the relevant agency.

9 Contacting the FOI Section

Should you wish to discuss this decision, please do not hesitate to contact the FOI Section at foi@homeaffairs.gov.au.

Signed electronically
Position No. 60006174

Authorised Decision Maker
Department of Home Affairs