



Decision and Statement of reasons issued under the *Freedom of Information Act 1982*

Decision and reason for decision of Isaac (Position Number 62329534),
Information Access Officer, Information Access Unit, Client Access and Rehabilitation Branch,
Department of Veterans' Affairs

Applicant: Julie

Decision date: 25 May 2022

FOI reference number: LEX 49447

Sent by email: foi+request-8853-3a7704d3@righttoknow.org.au

Dear Julie,

Freedom of Information Request: LEX 49447

Decision

1. The Department of Veterans' Affairs (**Department**) has undertaken a reasonable search of its records and has not been able to identify any documents relevant to your request.

2. For this reason, I have made a decision to refuse your request under 24A(1)(b)(ii) of the *Freedom of Information Act 1982 (FOI Act)*, as the documents do not exist.

Authority to make decision

1. I, Isaac (Position Number 62329534), Information Access Officer, Information Access Unit, Client Rehabilitation Access Branch, am an officer authorised by the Secretary of the Department to make decisions about access to documents in the possession of the Department in accordance with section 23(1) of the FOI Act.

Summary

2. On 3 May 2022 you made a request for access to a document in the possession of the Department. Your request sought access to:

'In a news article published by The Canberra Times on 19 July 2019 current Veterans Affairs Secretary Liz Cosson (best known for leaving a highly sensitive dossier of classified information in the Qantas Lounge, on the suicide of a veteran) 'promised to change the adversarial culture of the agency ... [known for its] ruthless way it has dealt with veterans for many years', stating 'we are changing ... [and I urge] people to get in touch ... [via] secretary @ dva.gov.au' if they had a problem with any member of Veterans Affairs.

I've been advised that the Office of the Secretary of Veterans Affairs manages this secretary @ dva.gov.au inbox and maintains statistics regarding the emails this address receives as well as record of what action it chose to take or not to take.

As this information is kept electronically, it is not available in a discrete hardcopy document and therefore can be prepared using resources ordinarily available to Veterans Affairs.

I request a table listing the number of emails received by the secretary @ dva.gov.au group inbox (which is used only for this purpose) since its announcement on 1 July 2019, and the number of emails the Office of the Secretary of Veterans Affairs who manage this group inbox decided would be classified as 'no further action' (or in plain English, ignored or decided would receive no response from the Office of the Secretary of Veterans Affairs or the Secretary).

To avoid doubt, I do not give consent for notices to be given in any other form other than in unencrypted PDF format sent directly to my address for notices, nor do I give consent for any s 22 redactions.'

3. On 6 May 2022, the Department acknowledged your request via email.
4. As no extensions of time have been applied to process your request, a decision on your request is due by 3 May 2020.

Material taken into account

5. In accordance with section 26(1)(a) of the FOI Act, my findings on any material question of fact, the material on which those findings were based and the reasons for my decision to refuse access to your request follow:
6. I have taken the following material into account in making my decision:
 - the terms of your request on 3 May 2022;
 - the types of documents that are in the possession of the Department;
 - my correspondence with different business areas within the Department;
 - the feasibility of ascertaining the document sought;
 - the availability of information relevant to your request, including the practicality and time required in which the Department may create a document under section 17 of the FOI Act;
 - Sections 3, 11 and 11A of the FOI Act which give the Australian community a legally enforceable right to obtain access to information held by the Government of the Commonwealth. I also considered the following provisions of the FOI Act relevant to my decision:
 - Section 15 Request for Access;
 - Section 17 Requests involving use of computers etc. (e.g. requests for the Department to create a document)
 - Section 24A Request may be refused if documents cannot be found or do not exist
 - Guidelines issued by the Australian Information Commissioner under section 93A of the FOI Act (**FOI Guidelines**).
7. A full extract of all FOI Act provisions used to make my decision are provided in **Schedule 2**.

Reasons for decision

Requests may be refused if documents cannot be found, do not exist or have not been received (section 24A)

3. Section 24A(1) of the FOI Act provides that an agency or Minister may refuse a request for access to a document if:
 - (a) all reasonable steps have been taken to find the document; and
 - (b) the agency or Minister is satisfied that the document:
 - (i) is in the agency's or Minister's possession but cannot be found; or
 - (ii) does not exist.
4. I am satisfied that all reasonable steps have been taken to find information relevant to your request, having regard to:
 - the terms of your request;
 - the subject matter of the documents;
 - the current and past file management systems and the practice of orderly destruction or removal of documents;
 - the Department's record management systems and practices; and
 - the individuals and areas within the Department who may be able to assist with the location of the information you seek access to.
5. Despite the reasonable searches undertaken, the Department has been unable to identify documents relevant to your request. A description of the searches undertaken to locate the documents which you are seeking to access is at **Schedule 1**.
6. For these reasons, I am refusing your request for access to documents as described in your request in accordance with section 24A(1)(b)(ii) of the FOI Act, on the basis that the document does not exist.

Requests involving use of computers etc. (section 17)

7. In making my decision to refuse your request I also considered the application of section 17 of the FOI Act and whether a document could be created to meet the terms of this part of your request.

8. Subject to section 17(2) I decided that the department was not in a position to create a written document, because to do so would substantially and unreasonably divert the resources of the Department from its other operations.

Your rights of review

9. If you are dissatisfied with my decision, you may apply for internal review or request the Office of the Australian Information Commissioner (**OAIC**) review my decision. We encourage you to seek internal review as a first step to resolve any concerns you may have.

Internal review

10. Under section 54 of the FOI Act, you may apply in writing to the Department for an Internal Review of my decision. The Internal Review application must be made within 30 days of the date of this letter. Where possible please attach reasons why you believe review of the decision is necessary. The internal review will be carried out by another officer within 30 days.
11. You can make your application for Internal Review in one of the following ways:

Post: Information Access Unit,
Department of Veterans' Affairs
GPO Box 9998, Brisbane QLD 4001
Email: Information.Access@dva.gov.au

OAIC review

12. Under section 54L of the FOI Act, you may apply to the OAIC to review my decision. An application for review by OAIC must be made in writing within 60 days of the date of this letter, and be lodged in one of the following ways:

Online: www.oaic.gov.au
Post: Director of FOI Dispute Resolution
Office of the Australian Information Commissioner
GPO Box 5218, Sydney NSW 2001
Facsimile: (02) 9284 9666
Phone: 1300 363 992
Email: FOIDR@oaic.gov.au

13. More information about your review rights under the FOI Act is available in Fact Sheet 12 published by the OAIC: <https://www.oaic.gov.au/freedom-of-information/reviews-and-complaints/information-commissioner-review/>

Contact us

14. If you wish to discuss this decision, please do not hesitate to contact the Information Access Unit using the following details:

Online: <https://www.dva.gov.au/about-us/overview/reporting/freedom-information/access-information>

Post: Information Access Unit
Department of Veterans' Affairs
GPO Box 9998, Brisbane QLD 4001

Phone: 1800 838 372

Email: Information.Access@dva.gov.au

Yours sincerely,

Isaac (Position Number 62329534)

Information Access Officer
Information Access Unit
Client Access and Rehabilitation Branch
Department of Veterans' Affairs

25 May 2022



Summary of document searches

The Department undertook the following to identify any records that fall within the scope of your request (**relevant documents**).

1. Searches undertaken

The request and search minute were sent to the Secretary. The Secretary's business area advised that the request cannot be actioned given that the group inbox email address, secreatry@DVA.gov.au, doesn't only receive emails from Veterans' but from anyone. Therefore, there is no way to determine how many emails can be classified as 'no further action' without looking through every single email since 1 July 2019 in the inbox.

We then sought the advice of IT Security whom could maybe advise us if there is way to get an answer to your request. They were unable to identify a solution other than going through every email.

Therefore, to create a document with the information of how many requests/emails required 'no further action' from the Secretary, the tedious process of looking through every email would have to occur. This would be an unreasonable and an unfeasible diversion of Departmental resources given the time it will take to search for this information and result in a figure.



Schedule of relevant provisions in the FOI Act

3 Objects - general

- (1) The objects of this Act are to give the Australian community access to information held by the Government of the Commonwealth or the Government of Norfolk Island, by:
 - (a) requiring agencies to publish the information; and
 - (b) providing for a right of access to documents.
- (2) The Parliament intends, by these objects, to promote Australia's representative democracy by contributing towards the following:
 - (a) increasing public participation in Government processes, with a view to promoting better-informed decision-making;
 - (b) increasing scrutiny, discussion, comment and review of the Government's activities.
- (3) The Parliament also intends, by these objects, to increase recognition that information held by the Government is to be managed for public purposes, and is a national resource.
- (4) The Parliament also intends that functions and powers given by this Act are to be performed and exercised, as far as possible, to facilitate and promote public access to information, promptly and at the lowest reasonable cost.

11 Right of access

- (1) Subject to this Act, every person has a legally enforceable right to obtain access in accordance with this Act to:
 - (a) a document of an agency, other than an exempt document; or
 - (b) an official document of a Minister, other than an exempt document.
- (2) Subject to this Act, a person's right of access is not affected by:
 - (a) any reasons the person gives for seeking access; or
 - (b) the agency's or Minister's belief as to what are his or her reasons for seeking access.

11A Access to documents on request

Scope

(1) This section applies if:

- (a) a request is made by a person, in accordance with subsection 15(2), to an agency or Minister for access to:
 - a document of the agency; or
 - an official document of the Minister; and
- (b) any charge that, under the regulations, is required to be paid before access is given has been paid.

(2) This section applies subject to this Act.

Note: Other provisions of this Act are relevant to decisions about access to documents, for example the following:

- (a) section 12 (documents otherwise available);
- (b) section 13 (documents in national institutions);
- (c) section 15A (personnel records);
- (d) section 22 (access to edited copies with exempt or irrelevant matter deleted).

Mandatory access—general rule

(3) The agency or Minister must give the person access to the document in accordance with this Act, subject to this section.

Exemptions and conditional exemptions

(4) The agency or Minister is not required by this Act to give the person access to the document at a particular time if, at that time, the document is an exempt document.

Note: Access may be given to an exempt document apart from under this Act, whether or not in response to a request (see section 3A (objects—information or documents otherwise accessible)).

(5) The agency or Minister must give the person access to the document if it is conditionally exempt at a particular time unless (in the circumstances) access to the document at that time would, on balance, be contrary to the public interest.

Note 1: Division 3 of Part IV provides for when a document is conditionally exempt.

Note 2: A conditionally exempt document is an exempt document if access to the document would, on balance, be contrary to the public interest (see section 31B (exempt documents for the purposes of Part IV)).

Note 3: Section 11B deals with when it is contrary to the public interest to give a person access to the document.

(6) Despite subsection (5), the agency or Minister is not required to give access to the document at a particular time if, at that time, the document is both:

(a) a conditionally exempt document; and

(b) an exempt document:

(i) under Division 2 of Part IV (exemptions); or

(ii) within the meaning of paragraph (b) or (c) of the definition of exempt document in subsection 4(1).

23 Decisions to be made by authorised persons

- (1) Subject to subsection (2), a decision in respect of a request made to an agency may be made, on behalf of the agency, by the responsible Minister or the principal officer of the agency or, subject to the regulations, by an officer of the agency acting within the scope of authority exercisable by him or her in accordance with arrangements approved by the responsible Minister or the principal officer of the agency.
- (2) A decision in respect of a request made to a court, or made to a tribunal, authority or body that is specified in Schedule 1, may be made on behalf of that court, tribunal, authority or body by the principal officer of that court, tribunal, authority or body or, subject to the regulations, by an officer of that court, tribunal, authority or body acting within the scope of authority exercisable by him or her in accordance with arrangements approved by the principal officer of that court, tribunal, authority or body.
(see section 11A).

24A Requests may be refused if documents cannot be found, do not exist or have not been received

Document lost or non-existent

- (1) An agency or Minister may refuse a request for access to a document if:
 - (a) all reasonable steps have been taken to find the document; and
 - (b) the agency or Minister is satisfied that the document:
 - (i) is in the agency's or Minister's possession but cannot be found; or
 - (ii) does not exist.

Document not received as required by contract

- (2) An agency may refuse a request for access to a document if:
 - (a) in order to comply with section 6C, the agency has taken contractual measures to ensure that it receives the document; and
 - (b) the agency has not received the document; and
 - (c) the agency has taken all reasonable steps to receive the document in accordance with those contractual measures.

26 Reasons and other particulars of decisions to be given

- (1) Where, in relation to a request, a decision is made relating to a refusal to grant access to a document in accordance with the request or deferring provision of access to a document, the decision-maker shall cause the applicant to be given notice in writing of the decision, and the notice shall:
 - (a) state the findings on any material questions of fact, referring to the material on which those findings were based, and state the reasons for the decision; and

- (aa) in the case of a decision to refuse to give access to a conditionally exempt document—include in those reasons the public interest factors taken into account in making the decision; and

Note: Access must generally be given to a conditionally exempt document unless it would be contrary to the public interest (see section 11A).

- (b) where the decision relates to a document of an agency, state the name and designation of the person giving the decision; and
- (c) give to the applicant appropriate information concerning:
- (i) his or her rights with respect to review of the decision;
 - (ii) his or her rights to make a complaint to the Information Commissioner in relation to the decision; and
 - (iii) the procedure for the exercise of the rights referred to in subparagraphs (i) and (ii); including (where applicable) particulars of the manner in which an application for internal review (Part VI) and IC review (Part VII) may be made.

- (1A) Section 13 of the Administrative Decisions (Judicial Review) Act 1977 does not apply to a decision referred to in subsection (1).
- (2) A notice under this section is not required to contain any matter that is of such a nature that its inclusion in a document of an agency would cause that document to be an exempt document. (see section 11A).