



**Australian Government**  

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**Department of Immigration and Border Protection**

**Attachment A**

**DECISION RECORD**

**Request Details**

FOI Request FA14/06/01188  
File Number ADF2014/22808

**Scope of request**

*“I write seeking information under the Freedom of Information Act, specifically the minutes, transcripts and records of all quarterly teleconferences between the Department of Health and Ageing and the Department of Immigration (and Citizenship), as listed on page five of the Memorandum of Understanding between the two agencies on immigration health matters, held during 2013 and 2014.”*

**Documents in scope**

1. DIAC – DOHA First Assistant Secretaries meeting Agenda and minutes – 19 April 2013 – (2pg)

**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 documents or to amend or annotate departmental records.

**Information considered**

In reaching my decision, I have considered the following:

- ✓ The *Freedom of Information Act 1982*;
- ✓ Departmental files and/or documents (identified above); and
- ✓ The Australian Information Commissioner’s Guidelines relating to access to documents held by government.

**Reasons for decision**

I am satisfied that I have been provided with all the relevant documents to consider in my decision. I have considered the documents and am satisfied that no exemptions apply. Therefore, I am releasing the relevant documents in full.

Mel Heggart  
Authorised decision maker  
FOI & Privacy Policy Section  
Parliamentary and Executive Coordination Branch  
Department of Immigration and Border Protection  
Phone (02) 6264 3131  
Email [foi@immi.gov.au](mailto:foi@immi.gov.au)

28 July 2014

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**Department of Immigration and Border Protection**

**Attachment B**

**SCHEDULE OF DOCUMENTS TO DECISION RECORD**

FOI Request FA14/06/01188  
File Number ADF2014/22808

**1. Other documents;**

<b>Number of pages</b>	<b>Description</b>	<b>Decision</b>	<b>Legislation</b>
2	DIAC – DOHA First Assistant Secretaries meeting Agenda and minutes – 19 April 2013	Release in full	

DIAC-DoHA Memorandum of Understanding  
First Assistant Secretaries Meeting

## Agenda

2.00pm – 3.00pm Friday 19 April 2013

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DIAC to contact DOHA ph. 6289 7931

DIAC	DoHA
<b>David Wilden</b> , A/g First Assistant Secretary, Migration and Visa Policy (Chair)	<b>Kylie Jonasson</b> , First Assistant Secretary, Portfolio Strategies Division
<b>Robert Day</b> , A/g Assistant Secretary, Visa Framework and Family Policy (VFFP)	<b>Megan Morris</b> , First Assistant Secretary, Office of Health Protection
<b>Melinda Tynan</b> , Director, Health Policy, VFFP Branch	<b>Simon Cotterell</b> , Assistant Secretary, International Strategies Branch
<b>Matthew McMahon</b> , Assistant Director, Health Policy, VFFP Branch	

### Items

1. Introductions and Welcome
2. Action Items from Previous Meeting
  - 2.1. Endorsement of Action Items
  - 2.2. Update on actions arising from previous meeting
3. Update on requests for advice under the MoU
  - 3.1. Update on annual increase to the Significant Cost Threshold (SCT)
4. Performance Review of the MOU
5. Other business
6. Next Meeting
  - 6.1. Timing of next meeting

**DIAC-DoHA**  
**First Assistant Secretaries Meeting**  
Minutes of Meeting – Friday 19 April 2013

**Attendees:**

<b>DIAC</b>	David Wilden (Chair), A/g First Assistant Secretary Migration and Visa Policy Division Melinda Tynan, Director Health Policy Matthew McMahon, Assistant Director Health Policy Alice Maclean, Assistant Director Health Policy
<b>DoHA</b>	Kylie Jonasson, First Assistant Secretary Portfolio Strategies Division Darius Everett, Director Asia Pacific Section Julie Haustead, Assistant Director Asia Pacific Section

**1. Introduction & welcome**

- The Chair thanked attendees.
- DIAC extended thanks to Professor Chris Baggoley, Chief Medical Officer Australia, for his presentation at World TB Day on 22 March 2013. Professor Baggoley's presentation was very informative and well received.

**2. Action items from previous meeting**

- All seven action items arising out of the last meeting on 24 October 2012 have been completed.
- Action item 1 from the October meeting related to the rotation of secretariat functions. DIAC and DoHA confirmed that secretariat functions would remain with DIAC.

**3. Update on requests for advice under MOU – Update to the Significant Cost Threshold (SCT)**

- DIAC and DoHA agreed that the SCT will be updated to \$40 000 on 1 July 2013. No changes to methodology have been made. Updating annually is a commitment made to Government in 2012/13 Budget.
- DIAC will commence a review of the methodology.

Action Item 1: DIAC to prepare and share with DoHA a paper on the review of the methodology later in 2013.

**4. Performance Review of the MOU**

Action Item 2: DIAC to complete a performance review by the end of June and distribute a discussion paper to DoHA.

**5. Other business**

Action Item 3: Darius to organise a face-to-face meeting with Melinda.

**6. Next meeting** – to be scheduled late July or early August 2013.